

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

February 27, 2018

**PUBLIC COMMENT SESSION
6:00 p.m.
AGENDA**

- A. Call to Order
- B. Public Comment
- C. Discussion with Oshtemo Friends of the Parks
- D. Committee Updates & 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. Approve Minutes – February 13, 2018 Regular Meeting & February 20, 2018 Joint Boards Meeting
 - b. Receipts & Disbursements Report
 - c. Revenue/Expenditure Report
 - d. Board/Committee Appointments
 - e. Township Phone Hold Music
 - f. KL Ave Sanitary Sewer Final Contractor Payment
- 5. Update & Consideration of Drake Road Non-motorized Path Amtrak Contract for Design Review of Sidewalk Crossing
- 6. Resolution Authorizing Sale of Stadium Park Way Property
- 7. Consideration of Robert E. Goodrich/Goodrich Quality Theaters, Inc. – Transfer of Class C Liquor License
- 8. Consideration of 2018 Water Service Connections Contractor
- 9. Consideration of NFPA 1 Fire Code 2018 edition - First Reading
- 10. Consideration of BTR 2.0 Street Name – Robert Jones Way
- 11. Other Township Business
- 12. Public Comment
- 13. Board Member Comments
- 14. 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.

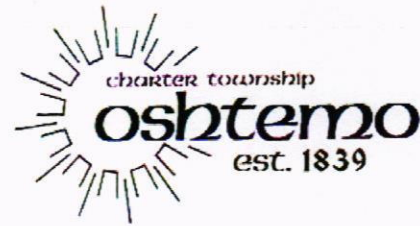
While this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.

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)

Memorandum



Date: February 22, 2018
To: Township Board
From: Karen High, Parks Director
Subject: Background for discussion with Oshtemo Friends of the Parks

Oshtemo Friends of the Parks board members are working to build a more effective and strategic organization. They have requested input from the Township Board on their role in enhancing our parks. This memo is to provide background information in preparation for the work session discussion to be held on February 27, 2018.

Background

Oshtemo Friends of the Parks was created by the Township Board of Trustees in 2010, "recognizing the need to use the volunteerism and philanthropy of residents and businesses to further the quality of life in the township via parks." A 501 (c) 3 organization, their adopted mission is "to promote the expanded stewardship and preservation of natural features within the community, to further the development and maintenance of existing and future parks in keeping with adopted park plans, and to effectively advocate Township parks as community resources for all to enjoy." The attachment provides more details on the intended purpose of the organization.

Bylaws specify that there be five to seven directors on the board, at least one of which is a Township Board member and a majority of which are Township residents. Current members include Deb Everett (Secretary), Matthew Hunt (Treasurer), Libby Heiny-Cogswell, Denny Patzer, Bruce Dannenhauer, and David Walch. The position of President is currently open, with Bruce and David providing leadership in the interim. Involvement of Township staff has increased over the past two years as programs have increased.

Major projects since 2010 include the following:

- Drake Farmstead Park Capital Campaign, in partnership with Oshtemo Historical Society, 2016-2018. This sub-committee has raised approximately \$245,000 toward its goal of \$250,000.
- 'Music in the Park', a free outdoor concert series at the Flesher Field gazebo, 2016 - 2018
- 'Movies in the Park', a free outdoor movies series at Township Park, 2014-2018
- Memorial Bench program in Township Park and Flesher Field, ongoing
- Consumers Sunburst Run, 2010 - 2014

It is important to note that Friends of the Parks operates separately from the Parks Committee. The Parks Committee's primary function is to oversee development of the Township's parks. They help create the yearly work plans and budget, making recommendations to the Township Board. The Parks Committee consists of two Township Board members, two citizen representatives, and Township staff. Current Parks Committee members include Libby Heiny-Cogswell, Deb Everett, Cheri Bell (resident), Paul Sotherland (At-large), Karen High (staff), Rick Everett (staff).

OSHTEMO FRIENDS OF THE PARKS

Attachment to 2011 Nonprofit Corporation Information Update

After discussion over a period of several months in the spring of 2010, the Oshtemo Township Park Committee and the Oshtemo Township Board voted to support the formation of a 'Friends of the Parks' citizen organization interested in assisting the Township with various aspects of the parks.

Based upon a need to involve its citizenry in park development, the Township Board established Oshtemo Friends of the Parks as a nonprofit corporation, organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations which qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, more particularly, to assist Oshtemo Charter Township in the development, expansion and operation of its Township parks in accordance with the then existing Township Master Plan, Parks and Recreation Master Plan or individual park plans, as approved by the Oshtemo Charter Township Board for the benefit of the general public.

The mission of the citizen volunteers of Friends of Oshtemo Parks is to promote public awareness of the value and benefit of parks and recreation facilities and in so doing to further community building. This goal will be accomplished through expanded stewardship and preservation of natural features within the community, through furthering the development and maintenance of existing and future parks while keeping with adopted park plans, and to effectively advocate Township parks as community resources for all to enjoy.

The Friends of Oshtemo Parks was created by the Township Board of Trustees by resolution April 9, 2010, recognizing the need to use the volunteerism and philanthropy of residents and businesses to further the quality of life in the Township via parks.

The Friends of Oshtemo Parks will help the Township Board and Parks Committee achieve the goals of the Five Year Parks and Recreation Master Plan.

Oshtemo Friends of the Parks is intended to be the following:

- non-profit 501(c)(3) organization with a volunteer governing body
- comprised of citizen volunteers who enjoy the parks and who donate time through service projects, special events, educational activities, and community relations
- committed to supporting and promoting the recreational, environmental, and economic value of public parks in the community
- dedicated to finding creative sources for park funding outside of the Township General Fund.(grants, fundraisers, joint projects with other private/public partnerships tap into that strong community sentiment

- enhancing the quality of life for everyone in the community by providing opportunities for active recreation for the health and wellness of all citizens
- furthering the Five Year Parks and Recreation

Past Township planning surveys have shown strong support for recreation, trails, etc, and the Friends of the Parks is an organization that will provide a venue for citizens to “pitch in” on behalf of creating, maintaining, and funding the Parks. Oshtemo is fortunate to have two park facilities, Flesher Field on South 9th Street, and the Township Park on West Main Street (Highway 43), behind the Township Hall. In addition, the Township has facilities for community use, which the Friends of the Parks will also support. These facilities include the historic Grange Hall on North Third Street, and the Oshtemo Community Center on Parkview Ave.

The Friends of the Parks, made up of citizen volunteers, will put forth effort along the veins outlined above, as membership size and interest permits. The Township will continue to have a Park Committee whose primary function is to plan and implement long-term park planning and development. The Friends of the Parks, in not being the primary planning body, will still work toward achieving the planning and development goals.

Projects taken on by the Friends of the Parks should be sustainable, renewable, economical, practical, and build community in the Township. Examples include spring/fall clean-up, memorial fundraisers, flower planting, programmed events such as the Sunburst 5K run/walk, specific planting projects, etc.

Our goal is to help Oshtemo renovate and sustain an exceptional system of parks and public spaces and, by extension, increase home values, improve citizen health, safeguard air and water quality and strengthen the community’s ability to retain and attract residents, businesses and visitors.

The Oshtemo Friends of the Parks Board has recently met and approved its own Mission Statement which is as follows:

The mission of the citizen volunteers of Oshtemo Friends of the Parks is to promote the expanded stewardship and preservation of natural features within the community, to further the development and maintenance of existing and future parks in keeping with adopted park plans, and to effectively advocate Township parks as community resources for all to enjoy.

The Friends of the Parks holds that Oshtemo’s public parks are for the people, and that the Friends of the Parks will provide stewardship. The long-term goals of the Friends of the Parks are to build partnerships, community for all ages and abilities through shared volunteerism, and to ultimately improve the quality of life in Oshtemo Township.

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Revenues					
Dept 001 - Revenue					
101-001-40100	Carryover	1,181,889.00	1,247,190.00	1,247,190.00	0.00
101-001-40300	Current Real Property Tax	779,470.00	779,470.00	779,470.00	0.00
101-001-40400	Street Lights Tax	147,412.00	147,412.00	147,412.00	0.00
101-001-40900	Act 198 Tax Collection	2,500.00	2,500.00	2,500.00	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	(1,488.62)	100.00
101-001-44700	Property Tax Admin Fee	330,671.00	330,671.00	330,671.00	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	100.00	100.00	100.00	0.00
101-001-47500	Miscellaneous	10,000.00	10,000.00	5,748.00	42.52
101-001-47600	Reimburse Revenue	13,000.00	13,000.00	13,000.00	0.00
101-001-47700	SRS-Right of Way	16,000.00	16,000.00	16,000.00	0.00
101-001-57400	SRS-Sales Tax Statutory	75,068.00	75,068.00	75,068.00	0.00
101-001-57500	SRS-Sales Tax Constitutional	1,758,164.00	1,758,164.00	1,758,164.00	0.00
101-001-57600	Other Grants	929,030.00	929,030.00	929,030.00	0.00
101-001-60500	Cable Fees	200,000.00	200,000.00	200,000.00	0.00
101-001-60700	Election Reimbursement	10,000.00	10,000.00	10,000.00	0.00
101-001-61500	Planning Fees	40,000.00	40,000.00	38,050.00	4.88
101-001-61700	Metal Recycling Revenue	3,400.00	3,400.00	3,400.00	0.00
101-001-63400	Grave Openings	10,000.00	10,000.00	5,326.28	46.74
101-001-64300	Sales of Lots	3,000.00	3,000.00	2,400.00	20.00
101-001-64500	Monument Installations	0.00	0.00	(226.80)	100.00
101-001-66500	Interest Earned	6,000.00	6,000.00	6,000.00	0.00
101-001-69900	SMBA Facility Fee	20,000.00	20,000.00	0.00	100.00
Total Dept 001 - Revenue		5,540,904.00	5,606,205.00	5,573,013.86	0.59
TOTAL REVENUES		5,540,904.00	5,606,205.00	5,573,013.86	0.59
Expenditures					
Dept 110 - Transfer to Other Funds					
101-110-96540	Transfer to Police Fund	38,400.00	38,400.00	38,400.00	0.00
101-110-96550	Transfer to Other Funds	5,000.00	5,000.00	5,000.00	0.00
101-110-96560	Transfer to Parks Fund	220,000.00	220,000.00	220,000.00	0.00
Total Dept 110 - Transfer to Other Funds		263,400.00	263,400.00	263,400.00	0.00
Dept 171 - Supervisor					
101-171-70200	Salaries	145,026.00	145,026.00	122,994.81	15.19
101-171-70300	Salary-Staff	0.00	0.00	(184.11)	100.00
101-171-71500	Payroll Taxes - FICA	11,076.00	11,076.00	9,428.18	14.88
101-171-72200	Pension Plan	11,583.00	11,583.00	10,694.36	7.67
Total Dept 171 - Supervisor		167,685.00	167,685.00	142,933.24	14.76
Dept 173 - Clerk					
101-173-70200	Salaries	110,179.00	110,179.00	93,697.06	14.96
101-173-71500	Payroll Taxes - FICA	8,429.00	8,429.00	7,244.10	14.06
101-173-72200	Pension Plan	8,814.00	8,814.00	8,150.93	7.52
Total Dept 173 - Clerk		127,422.00	127,422.00	109,092.09	14.39
Dept 174 - Treasurer					
101-174-70200	Salaries	91,848.00	91,848.00	77,697.96	15.41
101-174-71500	Payroll Taxes - FICA	6,902.00	6,902.00	5,870.52	14.94
101-174-72200	Pension Plan	7,218.00	7,218.00	6,651.98	7.84
101-174-73000	Postage	4,500.00	4,500.00	4,251.43	5.52
Total Dept 174 - Treasurer		110,468.00	110,468.00	94,471.89	14.48
Dept 175 - Trustees					
101-175-70200	Salaries	28,000.00	28,000.00	25,960.00	7.29
101-175-71500	Payroll Taxes - FICA	2,142.00	2,142.00	1,985.92	7.29
Total Dept 175 - Trustees		30,142.00	30,142.00	27,945.92	7.29
Dept 191 - Elections					
101-191-72800	Supplies	8,400.00	8,400.00	8,428.87	(0.34)

User: DFARMER

PERIOD ENDING 02/28/2018

DB: Oshtemo

% Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Expenditures					
101-191-73000	Postage	9,500.00	9,500.00	9,645.84	(1.54)
101-191-80800	Precinct Workers	40,000.00	40,000.00	40,925.00	(2.31)
101-191-90300	Legal Notices	3,000.00	3,000.00	3,000.00	0.00
Total Dept 191 - Elections		60,900.00	60,900.00	61,999.71	(1.81)
Dept 201 - Information Technology					
101-201-72800	Supplies	3,000.00	3,000.00	2,712.24	9.59
101-201-80500	Computer Support	60,000.00	60,000.00	32,178.78	46.37
101-201-97000	Capital Outlay	24,000.00	24,000.00	21,453.00	10.61
Total Dept 201 - Information Technology		87,000.00	87,000.00	56,344.02	35.24
Dept 209 - Assessing/Tax Records					
101-209-70200	Salaries	115,795.00	115,795.00	98,376.07	15.04
101-209-70300	Board of Review Salaries	2,500.00	2,500.00	2,500.00	0.00
101-209-71500	Payroll Taxes - FICA	8,858.00	8,858.00	7,539.21	14.89
101-209-72200	Pension Plan	9,264.00	9,264.00	8,567.25	7.52
101-209-72800	Supplies	4,000.00	4,000.00	4,000.00	0.00
101-209-73000	Postage	6,000.00	6,000.00	3,019.45	49.68
101-209-80700	Contracted Appeals	55,000.00	55,000.00	55,000.00	0.00
101-209-82000	Engineering Fees	15,000.00	15,000.00	12,066.25	19.56
101-209-82600	Legal Fees	2,200.00	2,200.00	2,200.00	0.00
101-209-87000	Mileage	800.00	800.00	800.00	0.00
101-209-90300	Legal Notices	1,200.00	1,200.00	1,200.00	0.00
101-209-95800	Education/Dues	5,500.00	5,500.00	5,500.00	0.00
101-209-97000	Capital Outlay-Equipment	14,000.00	14,000.00	14,000.00	0.00
Total Dept 209 - Assessing/Tax Records		240,117.00	240,117.00	214,768.23	10.56
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	3,000.00	3,000.00	2,898.46	3.38
101-218-75300	Grounds Maint Equipment	3,200.00	3,200.00	2,966.52	7.30
101-218-75700	Tools & Supplies	1,500.00	1,500.00	1,453.55	3.10
101-218-76000	Facility Supplies	3,200.00	3,200.00	3,109.64	2.82
101-218-76600	Expendable Supplies	3,800.00	3,800.00	3,705.72	2.48
101-218-80500	Contracted Snow Removal	1,000.00	1,000.00	1,000.00	0.00
101-218-80600	Contracted Lawn Maintenance	11,000.00	11,000.00	11,000.00	0.00
101-218-80700	Weed Ordinance Mowing	500.00	500.00	500.00	0.00
101-218-80800	Contracted Grave Openings	10,000.00	10,000.00	7,450.00	25.50
101-218-86800	Fuel, Oil & Grease	1,800.00	1,800.00	1,729.56	3.91
101-218-92000	Water	2,000.00	2,000.00	1,865.49	6.73
101-218-92100	Electric	22,000.00	22,000.00	19,732.21	10.31
101-218-92300	Heat	7,000.00	7,000.00	6,240.55	10.85
101-218-93100	Maintenance Services	23,000.00	23,000.00	21,975.68	4.45
101-218-97400	Capital Outlay	160,500.00	160,500.00	160,500.00	0.00
Total Dept 218 - Cemetery, Bldgs & Grounds		255,000.00	255,000.00	247,627.38	2.89
Dept 223 - Finance & Legal					
101-223-82500	Accounting & Audit Fees	58,000.00	58,000.00	57,580.00	0.72
101-223-82600	Legal Fees	10,000.00	10,000.00	9,004.50	9.96
Total Dept 223 - Finance & Legal		68,000.00	68,000.00	66,584.50	2.08
Dept 234 - Insurance & Bonds					
101-234-71600	Health & Life Insurance	191,500.00	191,500.00	164,076.35	14.32
101-234-72500	Retiree Health Care	54,000.00	54,000.00	54,000.00	0.00
101-234-91100	Worker's Compensation	16,000.00	16,000.00	14,624.95	8.59
101-234-91200	General Insurance	36,400.00	36,400.00	36,042.00	0.98
Total Dept 234 - Insurance & Bonds		297,900.00	297,900.00	268,743.30	9.79
Dept 249 - General Twp Operations					
101-249-70200	Salaries	106,319.00	106,319.00	82,422.90	22.48
101-249-70400	In Lieu Of Insurance	6,000.00	6,000.00	5,055.00	15.75
101-249-71500	Payroll Taxes - FICA	8,271.00	8,271.00	6,444.73	22.08
101-249-72200	Pension Plan	8,478.00	8,478.00	7,506.42	11.46
101-249-72800	Supplies	12,000.00	12,000.00	11,767.37	1.94

User: DFARMER

PERIOD ENDING 02/28/2018

DB: Oshtemo

% Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 101 - General Fund					
Expenditures					
101-249-73000	Postage	12,000.00	12,000.00	9,500.00	20.83
101-249-75100	Vehicle Maintenance	1,500.00	1,500.00	1,063.90	29.07
101-249-80800	Contracted Services	67,500.00	67,500.00	65,600.00	2.81
101-249-82000	Engineering Fees	12,000.00	12,000.00	11,014.65	8.21
101-249-85300	Telephone	8,000.00	8,000.00	7,074.27	11.57
101-249-86800	Fuel, Oil & Grease	1,000.00	1,000.00	975.33	2.47
101-249-87000	Mileage	1,200.00	1,200.00	1,021.67	14.86
101-249-87200	New Hire Expenses	1,000.00	1,000.00	750.00	25.00
101-249-90300	Legal Notices	15,000.00	15,000.00	12,503.68	16.64
101-249-93300	Equipment Maintenance	6,000.00	6,000.00	6,380.94	(6.35)
101-249-95600	Household Hazard Waste	15,000.00	15,000.00	15,000.00	0.00
101-249-95700	Newsletter	16,000.00	16,000.00	8,785.18	45.09
101-249-95800	Education/Dues	20,000.00	20,000.00	17,966.81	10.17
101-249-95900	Trash Collection	46,750.00	46,750.00	46,750.00	0.00
101-249-96100	BOR/MTT Refunds	0.00	0.00	(3,160.78)	100.00
101-249-96300	Contingency Items	8,136.00	8,136.00	8,136.00	0.00
101-249-97600	Capital Outlay	20,000.00	20,000.00	(68,960.04)	444.80
101-249-97700	Capital Outlay / Equipment	5,000.00	5,000.00	5,000.00	0.00
Total Dept 249 - General Twp Operations		397,154.00	397,154.00	258,598.03	34.89
Dept 250 - Legal					
101-250-70200	Salaries	256,118.00	256,118.00	217,182.29	15.20
101-250-71500	Payroll Taxes - FICA	15,885.00	15,885.00	13,126.86	17.36
101-250-72200	Pension Plan	20,489.00	20,489.00	18,931.58	7.60
101-250-72800	Supplies	1,000.00	1,000.00	1,000.00	0.00
101-250-80800	Contracted Legal Counsel/Temp Paraleg	1,000.00	1,000.00	1,000.00	0.00
101-250-83000	Departmental Billings	(120,000.00)	(120,000.00)	(120,000.00)	0.00
101-250-87000	Mileage	250.00	250.00	250.00	0.00
101-250-95500	Law Library/Archives	12,000.00	12,000.00	10,325.48	13.95
101-250-95800	Education/Dues	1,000.00	1,000.00	1,000.00	0.00
101-250-97000	Capital Outlay	8,000.00	8,000.00	8,000.00	0.00
Total Dept 250 - Legal		195,742.00	195,742.00	150,816.21	22.95
Dept 506 - Public Works					
101-506-70200	Salaries	40,074.00	40,074.00	40,074.00	0.00
101-506-71500	Payroll Taxes - FICA	3,066.00	3,066.00	3,066.00	0.00
101-506-72200	Pension Plan	3,206.00	3,206.00	3,206.00	0.00
101-506-72800	Supplies	6,000.00	6,000.00	6,000.00	0.00
101-506-92600	Street Lighting	145,000.00	145,000.00	134,523.18	7.23
101-506-95200	Road Project Costs	584,000.00	649,301.00	389,419.44	40.02
101-506-95300	Storm Sewer Costs	0.00	0.00	(12,035.73)	100.00
101-506-95800	EDUCATION/DUES	1,000.00	1,000.00	1,000.00	0.00
101-506-97600	Capital Outlay	2,202,000.00	2,202,000.00	2,197,648.80	0.20
Total Dept 506 - Public Works		2,984,346.00	3,049,647.00	2,762,901.69	9.40
Dept 805 - Planning Dept					
101-805-70200	Salary	113,561.00	113,561.00	95,936.99	15.52
101-805-70300	SALARY-PC/ZBA	12,000.00	12,000.00	12,000.00	0.00
101-805-71500	Payroll Taxes - FICA	7,541.00	7,541.00	6,298.25	16.48
101-805-72200	Pension Plan	7,886.00	7,886.00	7,276.07	7.73
101-805-72800	Supplies	4,500.00	4,500.00	4,400.00	2.22
101-805-73000	Postage	3,000.00	3,000.00	3,000.00	0.00
101-805-80100	GIS Expense	6,000.00	6,000.00	5,141.53	14.31
101-805-80800	Consultants	31,840.00	31,840.00	31,762.89	0.24
101-805-82000	Engineering Fees	5,000.00	5,000.00	5,000.00	0.00
101-805-82600	Legal Fees	35,000.00	35,000.00	35,000.00	0.00
101-805-87000	Mileage	300.00	300.00	300.00	0.00
101-805-90300	Legal Notices	25,000.00	25,000.00	24,363.64	2.55
101-805-95800	Education/Dues	4,000.00	4,000.00	3,730.00	6.75
Total Dept 805 - Planning Dept		255,628.00	255,628.00	234,209.37	8.38
TOTAL EXPENDITURES		5,540,904.00	5,606,205.00	4,960,435.58	11.52
Fund 101 - General Fund:					
TOTAL REVENUES		5,540,904.00	5,606,205.00	5,573,013.86	0.59
TOTAL EXPENDITURES		5,540,904.00	5,606,205.00	4,960,435.58	11.52

GL NUMBER	DESCRIPTION	2018		2018	AVAILABLE	% BDGT
		ORIGINAL	BUDGET			
		BUDGET		NORMAL	(ABNORMAL)	USED
Fund 101 - General Fund						
NET OF REVENUES & EXPENDITURES		0.00		0.00	612,578.28	100.00

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 107 - Parks					
Revenues					
Dept 751 - Parks Revenue					
107-751-40100	Carryover	193,678.00	193,678.00	193,678.00	0.00
107-751-46200	Grant Revenues	213,500.00	213,500.00	197,150.00	7.66
107-751-46300	Drake Farmstead Capital Campaign	150,000.00	150,000.00	150,000.00	0.00
107-751-47200	Rental Fee - Grange	4,000.00	4,000.00	3,550.00	11.25
107-751-47300	Rental Fee - Oshtemo Community Center	9,000.00	9,000.00	6,775.00	24.72
107-751-47400	Rental Fee - Twp Park Pavilion	6,000.00	6,000.00	5,550.00	7.50
107-751-47500	Rental Fee - Flesher Pavilion	2,500.00	2,500.00	1,550.00	38.00
107-751-47600	Rental Fee - Flesher Gazebo	200.00	200.00	200.00	0.00
107-751-66500	Interest Earned	7,000.00	7,000.00	7,000.00	0.00
107-751-67500	Transfer from General Fund	220,000.00	220,000.00	220,000.00	0.00
Total Dept 751 - Parks Revenue		805,878.00	805,878.00	785,453.00	2.53
TOTAL REVENUES		805,878.00	805,878.00	785,453.00	2.53
Expenditures					
Dept 756 - Parks Facilities					
107-756-70210	Salaries	75,607.00	75,607.00	67,226.07	11.08
107-756-71500	Payroll Taxes - FICA	5,860.00	5,860.00	5,207.64	11.13
107-756-72200	Pension Plan	5,311.00	5,311.00	4,969.01	6.44
107-756-72800	Program/Marketing Supplies	2,000.00	2,000.00	2,000.00	0.00
107-756-75100	Vehicle Maintenance	1,000.00	1,000.00	848.21	15.18
107-756-75300	Grounds Maint Equipment	3,800.00	3,800.00	2,994.19	21.21
107-756-75700	Tools & Supplies	300.00	300.00	266.53	11.16
107-756-76000	Facility Supplies	3,900.00	3,900.00	3,827.06	1.87
107-756-76600	Expendable Supplies	3,800.00	3,800.00	3,776.40	0.62
107-756-80500	Contracted Snow Removal	1,000.00	1,000.00	1,000.00	0.00
107-756-80800	Consultant	72,200.00	72,200.00	71,800.00	0.55
107-756-82500	Accounting & Audit Fees	2,500.00	2,500.00	2,400.00	4.00
107-756-82600	Legal Fees	2,000.00	2,000.00	2,000.00	0.00
107-756-86800	Fuel, Oil & Grease	1,500.00	1,500.00	1,363.90	9.07
107-756-92000	Water	800.00	800.00	800.00	0.00
107-756-92100	Electric	9,700.00	9,700.00	8,374.42	13.67
107-756-92300	Heat	2,000.00	2,000.00	1,765.05	11.75
107-756-93100	Maintenance Services	23,500.00	23,500.00	22,224.43	5.43
107-756-95800	Education/Dues	800.00	800.00	398.56	50.18
107-756-97400	Capital Outlay/Improvements	562,300.00	562,300.00	561,851.86	0.08
107-756-97700	Capital Outlay/Equipment	15,000.00	15,000.00	15,000.00	0.00
107-756-98100	Capital Outlay/Drake House	8,000.00	8,000.00	7,349.17	8.14
107-756-98400	ROW Projects/Maint	3,000.00	3,000.00	3,000.00	0.00
Total Dept 756 - Parks Facilities		805,878.00	805,878.00	790,442.50	1.92
TOTAL EXPENDITURES		805,878.00	805,878.00	790,442.50	1.92
Fund 107 - Parks:					
TOTAL REVENUES		805,878.00	805,878.00	785,453.00	2.53
TOTAL EXPENDITURES		805,878.00	805,878.00	790,442.50	1.92
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,989.50)	100.00

User: DFARMER

PERIOD ENDING 02/28/2018

DB: Oshtemo

% Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 206 - Fire					
Revenues					
Dept 001 - Revenue					
206-001-40100	Carryover	355,623.00	355,623.00	355,623.00	0.00
206-001-40200	Current Property Tax Levy	1,461,947.00	1,461,947.00	1,461,947.00	0.00
206-001-40900	Act 198 Tax Collection	540.00	540.00	540.00	0.00
206-001-43000	Payments in Lieu of Taxes	27,000.00	27,000.00	27,000.00	0.00
206-001-47500	Miscellaneous	0.00	0.00	(78.65)	100.00
206-001-47700	False Alarm Fines	500.00	500.00	500.00	0.00
206-001-47800	PEO Mileage Reimbursement	1,000.00	1,000.00	1,000.00	0.00
206-001-48000	Federal Grant	0.00	0.00	(19,873.80)	100.00
206-001-66500	Interest Earned	2,000.00	2,000.00	2,000.00	0.00
206-001-67300	Transfer from Other Funds	5,000.00	5,000.00	5,000.00	0.00
Total Dept 001 - Revenue		1,853,610.00	1,853,610.00	1,833,657.55	1.08
TOTAL REVENUES		1,853,610.00	1,853,610.00	1,833,657.55	1.08
Expenditures					
Dept 336 - Administration					
206-336-70200	Salaries	634,026.00	634,026.00	538,475.51	15.07
206-336-70400	In Lieu Of Insurance	2,340.00	2,340.00	1,980.00	15.38
206-336-71500	Payroll Taxes - FICA	50,722.00	50,722.00	43,645.48	13.95
206-336-71600	Health & Life Insurance	100,570.00	100,570.00	84,513.41	15.97
206-336-72200	Pension Plan	50,722.00	50,722.00	46,443.16	8.44
206-336-72500	Clothing Allowance	19,764.00	19,764.00	19,263.04	2.53
206-336-72600	Retiree Health Care	39,600.00	39,600.00	39,600.00	0.00
206-336-82500	Accounting & Audit Fees	5,000.00	5,000.00	4,650.00	7.00
206-336-82600	Legal Fees	3,000.00	3,000.00	3,000.00	0.00
206-336-87000	Mileage	500.00	500.00	460.50	7.90
206-336-95500	Education Reimbursement	2,000.00	2,000.00	2,000.00	0.00
206-336-95900	Continuing Education	35,185.00	35,185.00	33,478.97	4.85
206-336-96300	Admin Contingency	5,000.00	5,000.00	5,000.00	0.00
Total Dept 336 - Administration		948,429.00	948,429.00	822,510.07	13.28
Dept 340 - Dept Operations					
206-340-70500	Fire Pay - On Call	70,238.00	70,238.00	59,786.93	14.88
206-340-70600	Relief Driver Pay	102,201.00	102,201.00	87,509.36	14.38
206-340-70700	Education & Training	34,879.00	34,879.00	33,377.31	4.31
206-340-70800	Work Detail Pay	4,955.00	4,955.00	4,685.72	5.43
206-340-70900	Station Staffing/Part Time	125,603.00	125,603.00	103,704.75	17.43
206-340-71500	Payroll Taxes - FICA	4,972.00	4,972.00	4,099.51	17.55
206-340-71800	Fire Dept Maintenance	5,000.00	5,000.00	3,294.63	34.11
206-340-72200	Pension Plan	34,287.00	34,287.00	29,336.21	14.44
206-340-72800	Supplies	8,000.00	8,000.00	7,995.01	0.06
206-340-72900	Petty Cash	500.00	500.00	500.00	0.00
206-340-75500	EMS Supplies	6,246.00	6,246.00	4,894.32	21.64
206-340-75700	Tools & Supplies	3,000.00	3,000.00	2,977.18	0.76
206-340-76000	Training Supplies	6,700.00	6,700.00	6,700.00	0.00
206-340-76100	Public Education	6,211.00	6,211.00	6,211.00	0.00
206-340-76600	Equipment	17,128.00	17,128.00	17,128.00	0.00
206-340-80900	Computer Operations	57,530.00	57,530.00	53,697.18	6.66
206-340-85100	Radio Maintenance	4,760.00	4,760.00	4,575.50	3.88
206-340-85300	Telephone	13,040.00	13,040.00	12,499.43	4.15
206-340-86700	Vehicle Operations	105,420.00	105,420.00	93,698.94	11.12
206-340-86800	Fuel	30,000.00	30,000.00	27,198.03	9.34
206-340-87100	Physical Exams	28,850.00	28,850.00	28,653.00	0.68
206-340-87200	New Hire Expenses	2,500.00	2,500.00	1,757.00	29.72
206-340-91200	General Insurance	138,961.00	138,961.00	128,877.30	7.26
206-340-92000	Water	1,500.00	1,500.00	1,377.97	8.14
206-340-92100	Electric	25,000.00	25,000.00	21,921.33	12.31
206-340-92300	Heat	16,000.00	16,000.00	14,031.95	12.30
206-340-93100	Building Maintenance	24,700.00	24,700.00	22,483.04	8.98
206-340-93300	Equipment Maintenance	22,000.00	22,000.00	21,810.18	0.86
206-340-96100	BOR/MTT Refunds-Operations Fund	0.00	0.00	(1,167.63)	100.00
206-340-96300	Operations Contingency	5,000.00	5,000.00	5,000.00	0.00
Total Dept 340 - Dept Operations		905,181.00	905,181.00	808,613.15	10.67
TOTAL EXPENDITURES		1,853,610.00	1,853,610.00	1,631,123.22	12.00
Fund 206 - Fire:					

GL NUMBER	DESCRIPTION	2018		2018	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	AMENDED			
Fund 206 - Fire						
TOTAL REVENUES		1,853,610.00	1,853,610.00		1,833,657.55	1.08
TOTAL EXPENDITURES		1,853,610.00	1,853,610.00		1,631,123.22	12.00
NET OF REVENUES & EXPENDITURES		0.00	0.00		202,534.33	100.00

User: DFARMER

PERIOD ENDING 02/28/2018

DB: Oshtemo

% Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 207 - Police					
Revenues					
Dept 001 - Revenue					
207-001-40200	Current Property Tax Levy	1,289,272.00	1,289,272.00	1,289,272.00	0.00
207-001-45200	Liquor License Fees	18,000.00	18,000.00	17,750.00	1.39
207-001-65000	Ordinance Violations-8th District Cou:	40,000.00	40,000.00	32,573.20	18.57
207-001-65100	General Ordinance Violations	1,500.00	1,500.00	1,312.00	12.53
207-001-65400	False Security Alarm Fines	0.00	0.00	(1,050.00)	100.00
207-001-65600	Parking Violations	5,000.00	5,000.00	4,370.00	12.60
207-001-65700	Rental Housing Inspection Application:	3,000.00	3,000.00	2,430.00	19.00
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	600.00	0.00
207-001-67500	Transfer from General Fund	38,400.00	38,400.00	38,400.00	0.00
Total Dept 001 - Revenue		1,397,272.00	1,397,272.00	1,387,057.20	0.73
TOTAL REVENUES		1,397,272.00	1,397,272.00	1,387,057.20	0.73
Expenditures					
Dept 310 - POLICE CONTRACT ADMIN					
207-310-70200	Salary/Contract Administrator	1,000.00	1,000.00	1,000.00	0.00
207-310-71500	Payroll Taxes - FICA	77.00	77.00	77.00	0.00
207-310-72200	Pension Plan	80.00	80.00	80.00	0.00
207-310-72800	Supplies	1,000.00	1,000.00	1,000.00	0.00
207-310-80200	Protection Contract - KC	1,182,936.00	1,182,936.00	985,780.00	16.67
207-310-80300	KCSD Satellite Office	11,000.00	11,000.00	11,000.00	0.00
207-310-82500	Accounting & Audit Fees	1,600.00	1,600.00	1,500.00	6.25
207-310-82600	Legal Fees-8th District Court	40,000.00	40,000.00	40,000.00	0.00
207-310-96100	BOR/MTT Refunds	0.00	0.00	(510.40)	100.00
207-310-97000	Capital Outlay	25,000.00	25,000.00	25,000.00	0.00
Total Dept 310 - POLICE CONTRACT ADMIN		1,262,693.00	1,262,693.00	1,064,926.60	15.66
Dept 320 - PARKING VIOLATIONS ENFORCEMENT					
207-320-71500	Payroll Taxes - FICA	400.00	400.00	395.94	1.02
207-320-72200	Pension Plan	500.00	500.00	471.90	5.62
207-320-72800	Supplies	500.00	500.00	500.00	0.00
207-320-80900	Parking Enforcement Officers	5,000.00	5,000.00	4,719.03	5.62
207-320-87000	PEO Mileage	1,000.00	1,000.00	1,000.00	0.00
Total Dept 320 - PARKING VIOLATIONS ENFORCEMENT		7,400.00	7,400.00	7,086.87	4.23
Dept 330 - GEN ORDINANCE ENFORCEMENT					
207-330-70200	Salaries	33,304.00	33,304.00	28,409.94	14.70
207-330-71500	Payroll Taxes - FICA	2,548.00	2,548.00	2,175.40	14.62
207-330-72200	Pension Plan	2,664.00	2,664.00	2,468.23	7.35
207-330-72800	Supplies	1,500.00	1,500.00	1,500.00	0.00
207-330-82600	Legal Fees	7,500.00	7,500.00	7,500.00	0.00
Total Dept 330 - GEN ORDINANCE ENFORCEMENT		47,516.00	47,516.00	42,053.57	11.50
TOTAL EXPENDITURES		1,317,609.00	1,317,609.00	1,114,067.04	15.45
Fund 207 - Police:					
TOTAL REVENUES		1,397,272.00	1,397,272.00	1,387,057.20	0.73
TOTAL EXPENDITURES		1,317,609.00	1,317,609.00	1,114,067.04	15.45
NET OF REVENUES & EXPENDITURES		79,663.00	79,663.00	272,990.16	242.68

User: DFARMER

PERIOD ENDING 02/28/2018

DB: Oshtemo

% Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BGD USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 211 - Fire Equipment					
Revenues					
Dept 001 - Revenue					
211-001-40100	Carryover	154,613.00	154,613.00	154,613.00	0.00
211-001-40200	Current Property Tax Levy	365,487.00	365,487.00	365,487.00	0.00
211-001-43000	Payments in Lieu of Taxes	8,000.00	8,000.00	8,000.00	0.00
211-001-66500	Interest Earned	1,500.00	1,500.00	1,500.00	0.00
211-001-67300	Sales-Fixed Assets	200,000.00	200,000.00	200,000.00	0.00
Total Dept 001 - Revenue		729,600.00	729,600.00	729,600.00	0.00
TOTAL REVENUES		729,600.00	729,600.00	729,600.00	0.00
Expenditures					
Dept 344 - Expenditures					
211-344-76600	Personal Protective Equipment	42,225.00	42,225.00	29,003.91	31.31
211-344-82500	Accounting & Audit Fees	1,000.00	1,000.00	900.00	10.00
211-344-96100	BOR/MTT Refunds	0.00	0.00	(291.91)	100.00
211-344-97600	Vehicle	575,000.00	575,000.00	575,000.00	0.00
211-344-98000	Equipment & Facilities	106,375.00	106,375.00	106,375.00	0.00
211-344-98800	Contingency	5,000.00	5,000.00	5,000.00	0.00
Total Dept 344 - Expenditures		729,600.00	729,600.00	715,987.00	1.87
TOTAL EXPENDITURES		729,600.00	729,600.00	715,987.00	1.87
Fund 211 - Fire Equipment:					
TOTAL REVENUES		729,600.00	729,600.00	729,600.00	0.00
TOTAL EXPENDITURES		729,600.00	729,600.00	715,987.00	1.87
NET OF REVENUES & EXPENDITURES		0.00	0.00	13,613.00	100.00

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 249 - Building					
Revenues					
Dept 001 - Revenue					
249-001-40100	Carryover	69,816.00	69,816.00	69,816.00	0.00
249-001-66400	Interest on Investments	700.00	700.00	700.00	0.00
Total Dept 001 - Revenue		70,516.00	70,516.00	70,516.00	0.00
TOTAL REVENUES		70,516.00	70,516.00	70,516.00	0.00
Expenditures					
Dept 371 - Bldg Dept					
249-371-70200	Salaries/Clerical	33,304.00	33,304.00	28,409.72	14.70
249-371-71500	Payroll Taxes - FICA	2,548.00	2,548.00	2,175.39	14.62
249-371-72200	Pension Plan	2,664.00	2,664.00	2,468.21	7.35
249-371-82400	Contracted Bldg Plan Review	1,800.00	1,800.00	0.00	100.00
249-371-82500	Accounting & Audit Fees	1,200.00	1,200.00	1,100.00	8.33
249-371-82600	Legal Fees	7,500.00	7,500.00	7,500.00	0.00
249-371-95800	Education/Dues	1,500.00	1,500.00	1,500.00	0.00
249-371-97600	Capital Outlay	20,000.00	20,000.00	20,000.00	0.00
Total Dept 371 - Bldg Dept		70,516.00	70,516.00	63,153.32	10.44
TOTAL EXPENDITURES		70,516.00	70,516.00	63,153.32	10.44
Fund 249 - Building:					
TOTAL REVENUES		70,516.00	70,516.00	70,516.00	0.00
TOTAL EXPENDITURES		70,516.00	70,516.00	63,153.32	10.44
NET OF REVENUES & EXPENDITURES		0.00	0.00	7,362.68	100.00

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BGD USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET		
Fund 490 - Sewer					
Revenues					
Dept 000 - General					
490-000-65000	Mortgage/Contract/SAD/FF	660,000.00	660,000.00	650,007.50	1.51
490-000-66400	Interest on Investments	2,000.00	2,000.00	2,000.00	0.00
490-000-68000	Benefit Fees	182,000.00	182,000.00	174,000.00	4.40
490-000-68200	Debt Proceeds	425,000.00	425,000.00	425,000.00	0.00
490-000-68300	Debt Service Connection Charges	42,746.00	42,746.00	42,746.00	0.00
490-000-68500	Surcharge	30,000.00	30,000.00	23,651.95	21.16
490-000-69600	Miscellaneous Revenue	360,000.00	360,000.00	360,000.00	0.00
Total Dept 000 - General		1,701,746.00	1,701,746.00	1,677,405.45	1.43
TOTAL REVENUES		1,701,746.00	1,701,746.00	1,677,405.45	1.43
Expenditures					
Dept 000 - General					
490-000-70200	Salaries/Clerical	55,575.00	55,575.00	46,658.47	16.04
490-000-71500	Payroll Taxes - FICA	4,252.00	4,252.00	3,601.56	15.30
490-000-72200	Pension Plan	4,446.00	4,446.00	4,089.31	8.02
490-000-80800	Audit Fees	1,500.00	1,500.00	1,400.00	6.67
490-000-81000	Legal Fees	10,000.00	10,000.00	10,000.00	0.00
490-000-82000	Engineering Fees	853,000.00	853,000.00	836,550.27	1.93
490-000-95800	Professional Fees	25,000.00	25,000.00	24,000.00	4.00
490-000-96400	Construction Costs	171,000.00	171,000.00	(45,901.73)	126.84
490-000-99600	Debt Service	255,000.00	255,000.00	255,000.00	0.00
Total Dept 000 - General		1,379,773.00	1,379,773.00	1,135,397.88	17.71
TOTAL EXPENDITURES		1,379,773.00	1,379,773.00	1,135,397.88	17.71
Fund 490 - Sewer:					
TOTAL REVENUES		1,701,746.00	1,701,746.00	1,677,405.45	1.43
TOTAL EXPENDITURES		1,379,773.00	1,379,773.00	1,135,397.88	17.71
NET OF REVENUES & EXPENDITURES		321,973.00	321,973.00	542,007.57	68.34

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 491 - Water					
Revenues					
Dept 000 - General					
491-000-40100	Carryover	77,428.00	77,428.00	77,428.00	0.00
491-000-65000	Mortgage/Contract/SAD/FF	40,000.00	40,000.00	40,000.00	0.00
491-000-66400	Interest on Investments	2,000.00	2,000.00	2,000.00	0.00
491-000-68000	Benefit Fees	45,000.00	45,000.00	43,950.00	2.33
491-000-68100	Curb Box Fees	30,000.00	30,000.00	30,000.00	0.00
491-000-68500	Surcharge	70,000.00	70,000.00	44,197.59	36.86
Total Dept 000 - General		264,428.00	264,428.00	237,575.59	10.15
TOTAL REVENUES		264,428.00	264,428.00	237,575.59	10.15
Expenditures					
Dept 000 - General					
491-000-70200	Salaries/Clerical	15,502.00	15,502.00	13,186.63	14.94
491-000-71500	Payroll Taxes - FICA	1,186.00	1,186.00	1,008.87	14.94
491-000-72200	Pension Plan	1,240.00	1,240.00	1,147.40	7.47
491-000-80800	Audit Fees	1,500.00	1,500.00	1,400.00	6.67
491-000-82000	Engineering Fees	5,000.00	5,000.00	4,662.35	6.75
491-000-82600	Legal Fees	10,000.00	10,000.00	10,000.00	0.00
491-000-95800	Professional Fees	25,000.00	25,000.00	24,000.00	4.00
491-000-96400	Construction Costs	175,000.00	175,000.00	172,828.20	1.24
491-000-96600	Curb Box Installations	30,000.00	30,000.00	30,000.00	0.00
Total Dept 000 - General		264,428.00	264,428.00	258,233.45	2.34
TOTAL EXPENDITURES		264,428.00	264,428.00	258,233.45	2.34
Fund 491 - Water:					
TOTAL REVENUES		264,428.00	264,428.00	237,575.59	10.15
TOTAL EXPENDITURES		264,428.00	264,428.00	258,233.45	2.34
NET OF REVENUES & EXPENDITURES		0.00	0.00	(20,657.86)	100.00

GL NUMBER	DESCRIPTION	2018		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET NORMAL		
Fund 900 - DDA Fund					
Revenues					
Dept 001 - Revenue					
900-001-40100	Carryover	48,000.00	48,000.00	48,000.00	0.00
900-001-40300	Current Real Property Tax	132,000.00	132,000.00	132,000.00	0.00
900-001-66500	Interest Earned	400.00	400.00	400.00	0.00
Total Dept 001 - Revenue		180,400.00	180,400.00	180,400.00	0.00
TOTAL REVENUES		180,400.00	180,400.00	180,400.00	0.00
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	500.00	0.00
900-728-80100	Community Events	750.00	750.00	750.00	0.00
900-728-80800	Consultants	72,000.00	72,000.00	71,394.00	0.84
900-728-82500	Accounting & Audit Fees	2,000.00	2,000.00	1,900.00	5.00
900-728-82600	Legal Fees	2,000.00	2,000.00	2,000.00	0.00
900-728-90300	Legal Notices	500.00	500.00	500.00	0.00
900-728-93300	Repairs and Maintenance	6,000.00	6,000.00	6,000.00	0.00
900-728-97500	Capital Outlay/Obligated Projects	94,150.00	94,150.00	92,948.50	1.28
Total Dept 728 - Economic Development		180,400.00	180,400.00	178,492.50	1.06
TOTAL EXPENDITURES		180,400.00	180,400.00	178,492.50	1.06
Fund 900 - DDA Fund:					
TOTAL REVENUES		180,400.00	180,400.00	180,400.00	0.00
TOTAL EXPENDITURES		180,400.00	180,400.00	178,492.50	1.06
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,907.50	100.00
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		12,544,354.00	12,609,655.00	12,474,678.65	1.07
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		12,142,718.00	12,208,019.00	10,847,332.49	11.15
NET OF REVENUES & EXPENDITURES		401,636.00	401,636.00	1,627,346.16	305.18

4,d.

TITLE	# / Mtgs.	Members	Dates	Term/End Date
Board of Review	TBD	Fred Gould	March,	12.31.2019
Two Year Term, Start Jan 1, Odd Years		Kitty Gelling	July &	12.31.2019
		Neil Sikora	December	12.31.2019
		Kim Bourner (1st Alternate)		12.31.2018
		Fred Antosz (2nd Alternate)		12.31.2018
		Libby Heiny-Cogswell		
		Kristine Biddle (Staff)		
Corridor Improvement Authority (SoDA)		Galen Rike (Resident)		12.31.2019
5 to 9 members		Cheri Jodoin (Resident)		12.31.2019
Majority with ownership or bus int		Joe Gesmundo, AVB (Developer)		12.31.2020
At least 1 resident (w/in 1/2 mile)		Dale Shugars (County Rep)		12.31.2020
Four year term staggered terms		Corey Ashley, Grp. Mktg. Cvc., (Business Rep)		12.31.2021
		Kelly Bringman, Nottingham Apts. (Mgr)		12.31.2021
		Dennis Patzer, At Large (School Admin)		12.31.2018
		Theresa Spurr, (Spurr Dental)		12.31.2018
		Libby Heiny-Cogswell (TB Liason)		
		Julie Johnston (Staff)		
DDA	6	Jack Siegel (Interest)	3rd Thurs, every other	12.31.2021
Four Year Terms		Bruce Betzler	month, starting Jan	12.31.2021
		Grant Taylor	@ noon	12.31.2021
		Ethan Sivewright (Resident)		12.31.2020
		Dana Slocum		12.31.2020
		Dick Skalski		12.31.2020
		Maria Dacoba (Interest)		12.31.2019
		Themi Corakis (Interest)		12.31.2019
		Rich McDonald (Interest)		12.31.2019
		Mike Lutke (Interest)		12.31.2018
		Julie Hite (Interest)		12.31.2018
		Libby Heiny-Cogswell (Twp Supervisor)		12.31.2018
		Julie Johnston (Staff)		12.31.2018
Environmental Board		Chad Hughson	As needed	12.31.2020
Three Year Terms		Druba Bhattari		12.31.2019
		Neil Sikora		12.31.2018
Oshtemo Election Commission		Dusty Farmer	As needed	2.21.2017 to 11.20.2020
		Deb Everett		

*Bold Font Indicates Proposed Changes. Others are Continuing

Term/End Date

Dates

Members

Mtgs

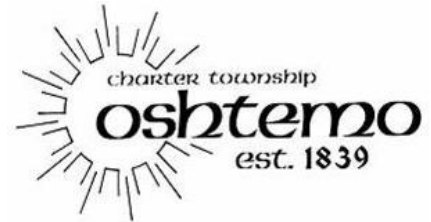
TITLE

TITLE	# Mtgs	Members	Dates	Term/End Date
Board & Committee Appointments		Libby Heiny-Cogswell Nancy Culp Dusty Farmer	As needed	
Buildings and Grounds	12	Libby Heiny-Cogswell Nancy Culp Rick Everett (Staff) Carl Benson (Resident)	Quarterly @ 8:00 a.m.	
Capital Improvement (CIC)	4	Dave Bushouse Nancy Culp Libby Heiny-Cogswell Tim Mallett (Resident) Dick Hertzell (Resident) Bernie Mein Kristine Biddle (Staff) Marc Elliott (Staff)	Quarterly, Jan, Apr, July, Oct 3rd Tues. @ 1pm	
Central County Transit Authority (CCTA) "Listening Post" (Co-Hosts COG & Chamber of Commerce)		Dusty Farmer Dusty Farmer (Primary) Open to Entire Board	2nd Monday @ 11:30am Monthly 4th Friday, 8am - 9am	n/a
Kalamazoo Brownfield Authority		Julie Johnston (Staff)	4th Thursday of each Month @ 4:00pm	NA
Kalamazoo County Transit Authority	12	Dusty Farmer, Attendee	2nd & 4th Monday, 5:30 p.m.	
HR (Human Resources) <i>Work Group</i>	6	Libby Heiny-Cogswell Dusty Farmer Deb Everett Ben Clark (Office Staff Representative) John Godush (24 Hour Fire Representative)	Bi-monthly (Jan, Mar, May, July, Sept, Nov) 2nd Thursday @ 8:30 a.m.	
<i>Board Group</i>		Ed Hellwege (HR Specialist) Libby Heiny-Cogswell Dusty Farmer Deb Everett	As needed	
Metro Transit (City)/ Local Advisory Committee (LAC)		Dusty Farmer	3rd Wed, bi-monthly, 2:30 pm Jan, Mar, May, Ju, Se, Nov	

OSHTEMO COMMITTEES of the Board and informal representation for other area organizations

*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	# Mtgs	Members	Dates	Term/End Date
Parks	12	Deb Everett Libby Heiny-Cogswell Cheri Bell (Resident) Paul Sotherland (At Large) Karen High (Staff) Libby Heiny-Cogswell Deb Everett Zak Ford Mark Barnes (Staff Fire Chief) Jack Shepperly (Staff Police Specialist) Jim Sterenberg (Resident) Malcolm Blair (Resident) Jim Taylor (Resident) Nick Pollich (MSP-Primary, Resident) Scott Ernstes (MSP-Alternate) Jim Porter (Staff Attorney) Mark Barnes (Staff) Kristine Biddle (Staff) Jennifer Woodstock Linda Ignasiak (Staff) Ed Hellwege Jamie Baker (Staff)	3rd Thursday @ 7:30 a.m.	
Police			Quarterly as needed	
Safety			As needed	
Wellhead Protection Team			Quarterly (approximately)	



Memorandum

Date: 22 February 2018
To: Township Board Members
From: Dusty Farmer, Clerk
Subject: Hold Music Change

Objective

To have the Board authorize the Supervisor, Clerk, and Treasurer to change the hold music for the Township phone system.

4.5.



Memo

To: Oshtemo Charter Township Board

From: Marc Elliott, P.E., Director of Public Works *ME*

Date: February 23, 2018

Subject: KL Avenue Public Sewer, Final Contractor Payment

OBJECTIVE

Board authorization to make final payment of \$24, 442.44 to Kamminga & Roodvotes, Inc., construction contractor for the KL Avenue and 8th St Sanitary Sewer Extension. The final payment includes the "balancing" of installed quantiles as Change Order No. 3 for the project.

BACKGROUND

The proposed KL Avenue sewer is identified as a critical piece of infrastructure that will provide sanitary sewer service to undeveloped and underdeveloped KL Avenue industrial zoned lands. On March 10, 2017 the Oshtemo Township Board approved construction the KL Avenue and 8th St Sanitary Sewer Extension Project by award the work to Kamminga and Roodvotes, Inc. as low bid contractor. The Board also gave the Supervisor authority to administer a 5% contingency over the base contract amount to provide flexibility and accommodate change orders that may occur during construction.

On February 21, 2018 a request for final payment with an attached change order No 3 was received by the Township with the design engineer's (Prein&Newhof) recommendation of final payment. The final change order included a new item, Gravel Shoulder 23A, which now causes the total change total amount to exceed the administrative authority granted by the Board by about \$17,000.

By approving the enclosed final payment request, the Board is acknowledging the net change order amount is actually 6.5% over the base contract price. The Board is further advised that the overall project has been completed within the approved budget. (No Budget Adjustment Needed.)

A brief summary of the changed conditions encountered is as follows:

- The 30-ft deep sewer required a long-arm excavator. In one case overhead electric was temporarily dropped and re-hung. In another case (high voltage transmission) the sewer location was changed by installing a new manhole.
- Our bid plans optimally located the 30-ft deep sewer within the ROW. Road Commission permitting caused the sewer to be moved closer to the existing water. During construction, a small trench-wall collapse caused the water main to open and flood the trench. In-field consultations and observations with RC representatives led to the RC's consent to return the sewer its original design location.
- Even in the optimum location, the soil composition created a heightened risk of collapse of the trench sidewalls. On the north side, the water main was uncovered and physical restrained in place during construction. On both sides, additional large-trees were removed to preserve a save work environment.
- Additional work quantities included gravel shoulder (w/o initial quantities), HMA leveling (due to weather and a need match existing thickness), and the replacement of a survey monument. Please note that a contractor cost attributable to a survey miss-communication is also included. This cost is being reimbursed to Oshtemo by the Surveyor.

INFORMATION PROVIDED

Contractor's Application for Payment No. 4 – Final
Change Order No. 3 (Balancing Quantities)
Engineer's Recommendation of Final Payment
Certificate of Substantial Completion
Affidavit and Consent of Surety
Photos (long-arm excavation; trench overlook)

Contractor's Application for Payment No. 4 & Final

Application Period:	11/29/17 - 01/08/18	Application Date:	January 11, 2018 (Rev. 2/21/18)
From (Contractor):	Kammunga & Roodvoets, Inc.	Via (Engineer):	Prein&Newhof
Contractor's Project No.:	_ 11725 KL Ave Sanitary	Contract:	
Owner's Contract No.:	P.O. 9579	Engineer's Project No.:	2160495

Application for Payment

Change Order Summary

Approved Change Orders		Deductions	
Number	Additions		
1	\$ 785.00		
2	\$ 8,705.50		
3	\$ 103,111.28		
TOTALS		\$ 112,601.78	\$ 39,521.70
NET CHANGE BY CHANGE ORDER		\$	73,080.08

1. ORIGINAL CONTRACT PRICE \$ 1,125,165.00
2. Net change by Change Orders \$ 73,080.08
3. CURRENT CONTRACT PRICE (Line 1 ± 2) \$ 1,198,245.08
4. TOTAL COMPLETED AND STORED TO DATE ("Total Paid to Date" on Progress Estimate) \$ 1,198,245.08
5. RETAINAGE:
 - None/Final Payment % x \$ 1,198,245.08 \$ -
 - AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5) \$ 1,198,245.08
 - LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ 1,173,802.64
 - AMOUNT DUE THIS APPLICATION \$ 24,442.44
 - 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.

By: Date: 1/2/18

Payment of: \$24,442.44
 (Line 8 or other - attach explanation of other amount)

is recommended by: (Engineer) Date: 2-21-18

Payment of: \$24,442.44
 (Line 8 or other - attach explanation of other amount)

is approved by: _____ (Owner) (Date)

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

Progress Estimate

Contractor's Application

For (Project):		Application Number: 4		& Final							
KL Avenue Sanitary Sewer Extension		Application Date: January 11, 2018									
Application Period: 11/29/17 - 01/08/18											
ITEM		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	24" Sanitary Sewer a/d 25-30	2900	LF	\$120.50	\$349,450.00	3050	\$367,525.00	-139.00	-\$16,749.50	2911.00	\$350,775.50
2	12" Sanitary Sewer a/d 16-20	50	LF	\$75.00	\$3,750.00	53	\$3,975.00			53.00	\$3,975.00
3	6" Sanitary Sewer a/d 16-20	23	EA	\$3,400.00	\$78,200.00	23	\$78,200.00			23.00	\$78,200.00
4	6" Sanitary Lead	23	EA	\$750.00	\$17,250.00	23	\$17,250.00			23.00	\$17,250.00
5	6" Riser	2	EA	\$1,700.00	\$3,400.00	2	\$3,400.00			2.00	\$3,400.00
6	8 Inch Stubs	1	EA	\$4,000.00	\$4,000.00	1	\$4,000.00			1.00	\$4,000.00
7	Connect to ex. Sanitary manhole	6	EA	\$4,000.00	\$24,000.00	8	\$32,000.00			8.00	\$32,000.00
8	Standard Manhole 5' dia. up to 10'	4	EA	\$6,800.00	\$27,200.00	3	\$20,400.00			3.00	\$20,400.00
9	Drop Manhole 5' dia. up to 10'	145	VF	\$215.00	\$31,175.00	166.7	\$35,840.50			166.70	\$35,840.50
9	Standard MH Add'l depth over 10'										
Restoration/Miscellaneous											
10	Special Backfill	2000	CY	\$10.00	\$20,000.00	670.37	\$6,703.70			670.37	\$6,703.70
11	Subgrade Undercutting	1600	CY	\$7.00	\$11,200.00	1600	\$11,200.00			1600.00	\$11,200.00
12	HMA (36A, 13A)	3200	TON	\$52.90	\$169,280.00	3632.48	\$192,158.19			3632.48	\$192,158.19
13	8" Stabilized Gravel (MDOT 22A)	4900	TON	\$17.00	\$83,300.00	4930.91	\$83,825.47			4930.91	\$83,825.47
14	Concrete Curb & Gutter (C-4)	50	LF	\$30.00	\$1,500.00	33	\$990.00			33.00	\$990.00
15	Pavement Striping	1	LS	\$1,500.00	\$1,500.00	1	\$1,500.00			1.00	\$1,500.00
16	Pavement Removal	8700	SY	\$3.00	\$26,100.00	8700	\$26,100.00			8700.00	\$26,100.00
17	Concrete Access Driveway	1	EA	\$3,400.00	\$3,400.00						
18	Bituminous Access Driveway	6	EA	\$2,100.00	\$12,600.00	6	\$12,600.00			6.00	\$12,600.00
19	Gravel Access Driveway	5	EA	\$500.00	\$2,500.00	7	\$3,500.00			7.00	\$3,500.00
20	Topsoil	31	STA	\$275.00	\$8,525.00	31	\$8,525.00			31.00	\$8,525.00
21	Turf Restoration	31	STA	\$275.00	\$8,525.00	31	\$8,525.00			31.00	\$8,525.00
22	Soil Erosion Control	1	LS	\$13,000.00	\$13,000.00	1	\$13,000.00			1.00	\$13,000.00
23	Machine Grading Modified	29	STA	\$1,400.00	\$40,600.00	29	\$40,600.00			29.00	\$40,600.00
24	Tree, Rem, 6 inch to 18 inch	26	EA	\$275.00	\$7,150.00	53	\$14,575.00			53.00	\$14,575.00
25	Tree, Rem, 19 inch to 36 inch	2	EA	\$950.00	\$1,900.00	16	\$15,200.00			16.00	\$15,200.00
26	Tree, Rem, 37 inch or Larger	1	EA	\$1,500.00	\$1,500.00	9	\$13,500.00			9.00	\$13,500.00
27	Traffic Control	1	LS	\$12,000.00	\$12,000.00	1	\$12,000.00			1.00	\$12,000.00
Base Bid - Subtotal:							\$1,027,092.86		-\$16,749.50		\$1,010,343.36

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
ALTERNATE BID:											
Sanitary Sewer											
1	8" Sanitary Sewer a/d 10-16	700	LF	\$43.00	\$30,100.00	682	\$29,326.00			682.00	\$29,326.00
2	6" Sanitary Lead	4	EA	\$2,000.00	\$8,000.00	5	\$10,000.00			5.00	\$10,000.00
3	6" Riser	4	EA	\$750.00	\$3,000.00	4	\$3,000.00			4.00	\$3,000.00
4	8 Inch Stubs	1	EA	\$1,750.00	\$1,750.00	1	\$1,750.00			1.00	\$1,750.00
5	Standard Manhole 5' dia. up to 10'	2	EA	\$3,500.00	\$7,000.00	2	\$7,000.00			2.00	\$7,000.00
6	Standard MH Add'l depth over 10'	8	VF	\$215.00	\$1,720.00	9.2	\$1,978.00			9.20	\$1,978.00
Restoration/Miscellaneous											
7	Special Backfill	1000	CY	\$10.00	\$10,000.00	292.76	\$2,927.60			292.76	\$2,927.60
8	Subgrade Undercutting	500	CY	\$7.00	\$3,500.00						
9	HMA (36A, 13A)	600	TON	\$58.90	\$35,340.00	741.2	\$43,656.68			741.20	\$43,656.68
10	8" Stabilized Gravel (MDOT 22A)	1000	TON	\$17.00	\$17,000.00	843	\$14,331.00			843.00	\$14,331.00
11	Pavement Removal	1800	SY	\$3.25	\$5,850.00	1800	\$5,850.00			1800.00	\$5,850.00
12	Pavement Striping	1	LS	\$1,000.00	\$1,000.00	1	\$1,000.00			1.00	\$1,000.00
13	Concrete Access Driveway	1	EA	\$3,400.00	\$3,400.00	1	\$3,400.00			1.00	\$3,400.00
14	Bituminous Access Driveway	2	EA	\$2,800.00	\$5,600.00	2	\$5,600.00			2.00	\$5,600.00
15	Gravel Access Driveway	3	EA	\$500.00	\$1,500.00						
16	Topsoil	7	STA	\$400.00	\$2,800.00	7	\$2,800.00			7.00	\$2,800.00
17	Seed & Mulch (Cl. 1)	7	STA	\$400.00	\$2,800.00	7	\$2,800.00			7.00	\$2,800.00
18	Soil Erosion Control	1	LS	\$4,500.00	\$4,500.00	1	\$4,500.00			1.00	\$4,500.00
19	Machine Grading Modified	7	STA	\$1,400.00	\$9,800.00	7	\$9,800.00			7.00	\$9,800.00
20	Traffic Control	1	LS	\$7,500.00	\$7,500.00	1	\$7,500.00			1.00	\$7,500.00
Alternate Bid - Subtotal:					\$162,160.00		\$157,219.28				\$157,219.28
CHANGE ORDER NO. 1											
1	Traffic Signal Removal	1	LS	\$785.00	\$785.00	1	\$785.00			1.00	\$785.00
CHANGE ORDER NO. 2											
1	Restraining Existing Water Main	1	LS	\$6,605.50	\$6,605.50	1	\$6,605.50			1.00	\$6,605.50
2	Regrading Surveying Error	1	LS	\$2,100.00	\$2,100.00	1	\$2,100.00			1.00	\$2,100.00
CHANGE ORDER NO. 3											
1	Gravel Shoulder 23A	2254.66	SY	\$9.00	\$20,291.94	2254.66	\$20,291.94			2254.66	\$20,291.94
2	Monument Box Install	1	LS	\$900.00	\$900.00	1.00	\$900.00			1.00	\$900.00
Contract Totals					\$1,125,165.00		\$1,193,802.64		\$4,442.44		\$1,198,245.08

Change Order

No. 3 & Balance

Date of Issuance: February 7, 2018 Effective Date: February 7, 2018

Project: <u>KL Avenue Sanitary Sewer Extension</u>	Owner: <u>Charter Township of Oshtemo</u>	Owner's Contract No.: <u>P.O. 9579</u>
Contract: <u>Kamminga & Roodvoets, Inc.</u>	Engineer: <u>Prein&Newhof</u>	Date of Contract: <u>May 9, 2017</u>
Contractor: <u>Kamminga & Roodvoets, Inc.</u>	Contractor's Project No.: <u>_11725, KL Ave Sanitary</u>	Engineer's Project No.: <u>2160495</u>

The Contract is modified as follows upon execution of this Change Order:

Description: Shoulder Gravel & Installation of Monument Box were both inadvertently omitted from the pay items and final balancing change order.

Attachments (List documents supporting change):

See attached detail sheets.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 1,125,165.00

Increase from previously approved

Change Orders No. 1 to No. 2 :

\$ 9,490.50

Contract Price prior to this Change Order:

\$ 1,134,655.50

Increase of this Change Order:

\$ 63,589.58

Contract Price incorporating this Change Order:

\$ 1,198,245.08

CHANGE IN CONTRACT TIMES:

[note changes in Milestones if applicable]

Original Contract Times (days or dates): _____

Substantial Completion (days or dates): _____

Ready for Final Payment (days or dates): _____

[Increase] [Decrease] from previously approved Change

Orders No. _____ to No. _____ :

Substantial Completion (days or dates): _____

Ready for Final Payment (days or dates): _____

Contract Times prior to this Change Order:

Substantial Completion (days or dates): _____

Ready for Final Payment (days or dates): _____

[Increase] [Decrease] of this Change Order:

Substantial Completion (days or dates): _____


Ready for Final Payment (days or dates): _____

Contract Times with all approved Change Orders

Substantial Completion (days or dates): _____

Ready for Final Payment (days or dates): _____

RECOMMENDED:

By: 
Engineer (if required)

Title: _____
Date: 2-8-18

Approved by Funding Agency (if applicable):

By: _____
Title: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Title: _____
Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Title: PROJECT MANAGER
Date: 2/8/18

EJCDC® C-941, Change Order.

Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

Page 1 of 3

Change Order

For (project):					Change No.		
KL Avenue Sanitary Sewer Extension					3 & Balance		
From (Contractor):					Date:		
Kamminga & Roodvoets, Inc.					February 7, 2018		
ITEM		VALUE			CHANGE		
Item No.	Description of Change	Quantity Change	Unit	Unit Price	Total Value	Decrease in Contract Price	Increase in Contract Price
<u>Sanitary Sewer</u>							
1	24" Sanitary Sewer a/d 25-30	11	LF	\$120.50	\$1,325.50		1,325.50
2	12" Sanitary Sewer a/d 16-20	3	LF	\$75.00	\$225.00		225.00
3	6" Sanitary Lead		EA	\$3,400.00			
4	6" Riser		EA	\$750.00			
5	8 Inch Stubs		EA	\$1,700.00			
6	Connect to ex. Sanitary manhole		EA	\$4,000.00			
7	Standard Manhole 5' dia. up to 10'	2	EA	\$4,000.00	\$8,000.00		8,000.00
8	Drop Manhole 5' dia. up to 10'	-1	EA	\$6,800.00	-\$6,800.00	-6,800.00	
9	Standard MH Add'l depth over 10'	21.7	VF	\$215.00	\$4,665.50		4,665.50
<u>Restoration/Miscellaneous</u>							
10	Special Backfill	-1329.63	CY	\$10.00	-\$13,296.30	-13,296.30	
11	Subgrade Undercutting		CY	\$7.00			
12	HMA (36A, 13A)	432.48	TON	\$52.90	\$22,878.19		22,878.19
13	8" Stabilized Gravel (MDOT 22A)	30.91	TON	\$17.00	\$525.47		525.47
14	Concrete Curb & Gutter (C-4)	-17	LF	\$30.00	-\$510.00	-510.00	
15	Pavement Striping		LS	\$1,500.00			
16	Pavement Removal		SY	\$3.00			
17	Concrete Access Driveway	-1	EA	\$3,400.00	-\$3,400.00	-3,400.00	
18	Bituminous Access Driveway		EA	\$2,100.00			
19	Gravel Access Driveway	2	EA	\$500.00	\$1,000.00		1,000.00
20	Topsoil		STA	\$275.00			
21	Turf Restoration		STA	\$275.00			
22	Soil Erosion Control		LS	\$13,000.00			
23	Machine Grading Modified		STA	\$1,400.00			
24	Tree, Rem, 6 inch to 18 inch	27	EA	\$275.00	\$7,425.00		7,425.00
25	Tree, Rem, 19 inch to 36 inch	14	EA	\$950.00	\$13,300.00		13,300.00
26	Tree, Rem, 37 inch or Larger	8	EA	\$1,500.00	\$12,000.00		12,000.00
27	Traffic Control		LS	\$12,000.00			
Base Bid - Subtotal:					\$47,338.36	-\$24,006.30	\$71,344.66
<u>ALTERNATE BID:</u>							
<u>Sanitary Sewer</u>							
1	8" Sanitary Sewer a/d 10-16	-18	LF	\$43.00	-\$774.00	-774.00	
2	6" Sanitary Lead	1	EA	\$2,000.00	\$2,000.00		2,000.00
3	6" Riser		EA	\$750.00			
4	8 Inch Stubs		EA	\$1,750.00			
5	Standard Manhole 5' dia. up to 10'		EA	\$3,500.00			
6	Standard MH Add'l depth over 10'	1.2	VF	\$215.00	\$258.00		258.00
<u>Restoration/Miscellaneous</u>							
7	Special Backfill	-707.24	CY	\$10.00	-\$7,072.40	-7,072.40	
8	Subgrade Undercutting	-500	CY	\$7.00	-\$3,500.00	-3,500.00	
9	HMA (36A, 13A)	141.2	TON	\$58.90	\$8,316.68		8,316.68
10	8" Stabilized Gravel (MDOT 22A)	-157	TON	\$17.00	-\$2,669.00	-2,669.00	
11	Pavement Removal		SY	\$3.25			
12	Pavement Striping		LS	\$1,000.00			
13	Concrete Access Driveway		EA	\$3,400.00			
14	Bituminous Access Driveway		EA	\$2,800.00			

Change Order

15 Gravel Access Driveway	-3	EA	\$500.00	-\$1,500.00	-1,500.00	
16 Topsoil		STA	\$400.00			
17 Seed & Mulch (CL 1)		STA	\$400.00			
18 Soil Erosion Control		LS	\$4,500.00			
19 Machine Grading Modified		STA	\$1,400.00			
20 Traffic Control		LS	\$7,500.00			
Alternate Bid - Subtotal:				-\$4,940.72	-15,515.40	10,574.68
<u>CHANGE ORDER NO. 1</u>						
1 Traffic Signal Removal	1	LS	\$785.00	\$785.00		
<u>CHANGE ORDER NO. 2</u>						
1 Restraining Existing Water Main	1	LS	\$6,605.50	\$6,605.50		
2 Regrading Surveying Error	1	LS	\$2,100.00	\$2,100.00		
<u>CHANGE ORDER NO. 3</u>						
1 Gravel Shoulder 23A	2254.66	SY	\$9.00	\$20,291.94		20,291.94
2 Monument Box Install	1	LS	\$900.00	\$900.00		900.00
Change Order 1, 2, & 3 - Subtotal:				\$30,682.44		21,191.94
Change Totals					-\$39,521.70	\$103,111.28
Net Change In Contract Price						\$63,589.58

January 11, 2018
2160495

Mr. Marc Elliott
Director of Public Works
Charter Township of Oshtemo
7275 W. Main Street
Kalamazoo, MI 49009

RE: KL Avenue Sanitary Sewer Extension

Dear Mr. Elliott:

Enclosed please find Payment Request #4 & Final & Change Order #3 on the contract for the KL Avenue Sanitary Sewer Extension project with Kamminga & Roodvoets, Inc. All work has been completed in general conformance with the plans and specifications. Also enclosed are the Certificate of Substantial Completion and the Affidavit & Consent of Surety.

We therefore recommend payment in the amount of \$24,442.44. This figure represents a release of all retainage.

Sincerely,

Prein&Newhof



Thomas C. Wheat, P.E.

TCW:dlj

Enclosure

cc: Dan Ringnalda, Kamminga & Roodvoets, Inc. (via email)

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner:	Charter Township of Oshtemo	Owner's Contract No.:	P.O. 9579
Contractor:	Kamminga & Roodvoets, Inc.	Contractor's Project No.:	_11725, KL Ave Sanitary
Engineer:	Prein&Newhof	Engineer's Project No.:	2160495
Project:	KL Avenue Sanitary Sewer Extension	Contract Name:	

This final Certificate of Substantial Completion applies to:

- All Work The following specified portions of the Work:

December 1, 2017

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

~~A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.~~

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows:

Amendments to Owner's responsibilities: None As follows

Amendments to Contractor's responsibilities: None As follows:

The following documents are attached to and made a part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		RECEIVED:		RECEIVED:	
By: <u>[Signature]</u>	By: _____	By: <u>[Signature]</u>	By: _____	By: <u>[Signature]</u>	By: _____
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: _____	Title: _____	Title: <u>PROJ MGR</u>	Title: _____	Title: _____	Title: _____
Date: <u>1-26-18</u>	Date: _____	Date: <u>1/15/18</u>	Date: _____	Date: _____	Date: _____

Affidavit and Consent of Surety

Project: 2160495

STATE OF MICHIGAN)
) SS
COUNTY OF _____)

The undersigned contractor ("Contractor"), being duly sworn, deposes and says that he entered into a contract ("Contract") with the Charter Township of Oshtemo ("Owner"), dated as of the 9th day of May, 2017 for the performance of certain work generally described as follows:

*Charter Township of Oshtemo
Kalamazoo County, Michigan
KL Avenue Sanitary Sewer Extension*

Contractor further says that the work under the terms of the Contract has been completed and all sums due to contractors, subcontractors, suppliers, and laborers with whom Contractor has contracted for performance under the Contract have been paid in full.

Furthermore, in consideration of final payment under the Contract, Contractor hereby waives and releases any and all claims or rights which Contractor may have in connection with the Contract against Owner or the premises upon which the Contract work was performed, and agrees to indemnify Owner against any and all such claims or rights which may be asserted by contractors, subcontractors, suppliers, or laborers with whom Contractor has contracted for performance under the contract.

Signed in the Presence of:

[Signature]
[Signature]

CONTRACTOR:

Kamminga & Roodvoets, Inc.

By: [Signature]
Title: CFO
Date: 1/17/18

Subscribed and sworn to before me this 17th day of January, 2018

[Signature]
Notary Public
ACUGAN County, MI
My Commission Expires: July 9, 2018

CONSENT OF SURETY

The undersigned, as Surety on the Contract, hereby consents to the making of final payment to the Contractor under the Contract.

Date: January 16, 2018
Liberty Mutual Insurance Company
Surety By: [Signature]
Holly Nichols (Attorney-In-Fact)

(Attach copy of Power of Attorney certified to date of consent.)



A 25' long grade rod is being held up to the excavator arm. During excavation, a 35' clearance is required to maintain a safe distance of 10 feet from any power lines.



A drone's view of the 30-ft sewer trench in KL Avenue.



Memorandum

Date: 23 February 2018
To: Township Board
From: Libby Heiny-Cogswell, Supervisor & Marc Elliott, Public Works Director
Subject: Drake Road Path – Update Regarding Amtrak Crossing and Agreement

Objective

Township Board update regarding Drake Road Path Amtrak crossing, and request to authorize Supervisor and Public Works Director to execute Amtrak Agreement should other options fall short.

Background

The Township Board discussed the Drake Road path Amtrak crossing from information provided on February 13th. In follow up to the Board's direction:

Oshtemo Senators were contacted.

MDOT continues to discuss the situation with Amtrak.

Oshtemo continues to pursue answer to the question of property ownership.

The Township and Viridis continue discussion with MDOT about repackaging the scope of the grant so that other portions of the path can be built in 2018, since the Amtrak resolution is likely to take longer.

The cost of the crossing work is likely to increase, given Amtrak's recent communication that they will require a signalized arm control system.

Information Referenced

Contract provided February 13, 2018

CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

Resolution Approving the Sale of Township Park Property

February 27, 2018

WHEREAS, the Oshtemo Charter Township Parks Committee recommended the sale of the Township’s park property located in Section 34 at the end of Stadium Park Way (“the Subject Property”) because the property did not fit into the long term Park Plan for the Township and was no longer needed for public purposes; and

WHEREAS, the Oshtemo Charter Township Parks Committee was of the opinion that the sale of the subject property would best serve the Township’s park needs through the purchase and development of other park property in the Township; and

WHEREAS, pursuant to the Township’s policy regarding the sale of real property, the Township Board notified all owners within 300 feet of the Township’s intent to sell the subject property, and on December 21, 2016, published a Notice of Board Authorization for the Sale of Township Property on Stadium Park Way, and 30 days thereafter began taking offers for the sale of the subject property; and

WHEREAS, the Oshtemo Charter Township Board moved, pursuant to the Parks Committee’s recommendation and Township Policy, to authorize the Township Supervisor to proceed with the sale of the Subject Property located at the end of Stadium Park Way in Section 34 of the Township; and

WHEREAS, the Oshtemo Charter Township Board is authorized, pursuant to M.C.L. 42.14, to:

“ . . . acquire property for public purposes by purchase, gift, condemnation, lease, construction, or otherwise, and to maintain and operate public buildings, parks, and facilities needed in the performance of the powers and functions, expressed and implied, granted, possessed, and required of them by this act, or any other statute of the state of Michigan relating to townships and may sell and convey or lease any such property or part thereof which is not needed for public purposes: . . .”

WHEREAS, the Township Supervisor entered into a Purchase and Sale Agreement with Select Products, Ltd., a Michigan corporation, doing business as Select Hinges on February 17, 2017, together with the First, Second and Third Amendments to the Purchase and Sale Agreement dated February 27, 2017, August 14, 2017, and November 6, 2017, respectively, for the sale and purchase of the following described property:

Commencing at the Northwest corner of Section 34, T. 2 S., R.12 W., Oshtemo Township, Kalamazoo County, Michigan; thence North 89°-14'-37" East along the North Section line, 714.28 feet for the place of beginning of the land hereinafter described; thence continuing North 89°-14'-37" East along said North line, 865.26 feet; thence South 00°-34'-58" East parallel with the West line of the East 1/2 of the Northwest 1/4 of said Section, 863.03 feet; thence South 89°-14'-37" West, 547.11 feet; thence North 00°-45'-23" West, 200.00 feet; thence South 89°-14'-37" West parallel with said North line, 67.53 feet; thence North 32°- 03'-34" West, 210.67 feet; thence North 07°-42'-38" West, 24L78 feet; thence South 89°-14'- 37" West parallel with said North line, 110.00 feet; thence North 00°-34'-58" West parallel with said West line, 243.03 feet to the place of beginning. Containing 14.19 Acres.

NOW, THEREFORE, BE IT RESOLVED that the Oshtemo Charter Township Supervisor, Elizabeth Heiny-Cogswell, is authorized to sign any and all documents, on behalf of Oshtemo Charter Township, to complete the sale of the subject park property to Select Products Limited, doing business as Select Hinges, pursuant to the terms and conditions of the Purchase and Sale Agreement dated February 17, 2017, and the amendments thereto.

A motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

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

The following voted "Nay":

The following were "Absent":

The Supervisor declared that the Resolution has been adopted.

DUSTY FARMER, Clerk
Oshtemo Charter Township

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on February 27, 2018 at which meeting ___ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

DUSTY FARMER, Township Clerk



BILL OF SALE

This bill of sale dated _____, 2018 is given by Oshtemo Charter Township, of 7275 West Main Street, Kalamazoo, MI 49009 (Seller), to Select Products Limited of 9770 Shaver Road, Portage, MI 49024 (Buyer). Seller warrants and conveys to Buyer the remainder of Parcel No. 3905-34-130-050 (the property) legally described as:

Commencing at the Northwest corner of Section 34, T. 2 S., R.12 W., Oshtemo Township, Kalamazoo County, Michigan; thence North 89°-14'-37" East along the North Section line, 714.28 feet for the place of beginning of the land hereinafter described; thence continuing North 89°-14'-37" East along said North line, 865.26 feet; thence South 00°-34'-58" East parallel with the West line of the East 1/2 of the Northwest 1/4 of said Section, 863.03 feet; thence South 89°-14'-37" West, 547.11 feet; thence North 00°-45'-23" West, 200.00 feet; thence South 89°-14'-37" West parallel with said North line, 67.53 feet; thence North 32°- 03'-34" West, 210.67 feet; thence North 07°-42'-38" West, 24L78 feet; thence South 89°-14'- 37" West parallel with said North line, 110.00 feet; thence North 00°-34'-58" West parallel with said West line, 243.03 feet to the place of beginning. Containing 14.19 Acres.

Seller represents and warrants to Buyer that Seller is the owner of the Property; that the Property is free and clear of all liens, charges, and encumbrances; and that Seller has the full right, power, and authority to sell the Property and to deliver this bill of sale.

This Property is presently located on real property commonly known as Stadium Parkway, Oshtemo Township, part of Parcel No. 3905-34-130-050. The purchase price allocated to the Property is \$ 311,420.00.

SELLER

Oshtemo Charter Township

Dated: _____, 2018

By: _____
Elizabeth Heiny-Cogswell
Its: Supervisor

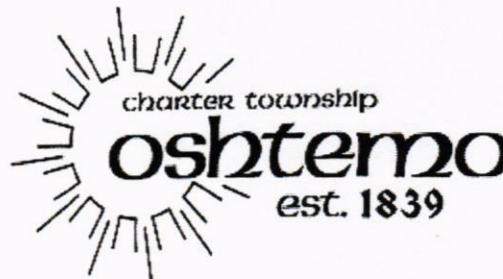
BUYER

Select Products Limited

Dated: _____, 2018

By: _____
Michael Anderson
Its: President

Memo



To: Oshtemo Charter Township Board
From: James W. Porter *[Signature]*
Date: February 22, 2018
Subject: Transfer of Class C Liquor License – Goodrich Quality Theaters, Inc.

OBJECTIVE

To consider the transfer of a Class C liquor license for Robert E. Goodrich – Goodrich Quality Theaters, Inc., 820 Maple Hill Drive.

BACKGROUND

In keeping with other movie theaters in the area, Kalamazoo Ten is adding alcohol to its list of beverages to be served at the movies.

INFORMATION PROVIDED

Attached you will see the Liquor License Application, site plan, notice of public hearing and copy of the check issued to Oshtemo Charter Township. I have reviewed the application, in conjunction with its attorney, Jason Carvasser, and believe that service of alcohol at the facility meets the terms and conditions of the Township Ordinance.

STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE

After reviewing the Application, counsel believes, as set forth above, that the applicant is in compliance with the Township Liquor License Ordinance and requests approval of the Class C Liquor License transfer.

\$250.

OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN
LIQUOR LICENSE APPLICATION

APPLICATION FOR LICENSE TO SELL BEER, WINE OR SPIRITS BY THE GLASS WITHIN THE TOWNSHIP

NAME AND ADDRESS OF APPLICANT(S) - Please list names and addresses of officers and directors and those having a major interest in the corporation.

Robert G. Goodrich 826 Gladstone Dr SE, Grand Rapids, MI 49506

CITIZENSHIP OF APPLICANT(S) - Please include birthplace(s) and/or time and place of naturalization.

U.S. citizen
Place of birth - Grand Rapids, MI

CHARACTER OF THE BUSINESS - Please explain and include length of time in business.

Maine Theater
Open for business since Dec. 1997

LOCATION AND DESCRIPTION OF THE PREMISES OR PLACE OF BUSINESS WHICH IS TO BE OPERATED UNDER THE LICENSE.

820 Maple Hill Dr, Kalamazoo, MI 49009

OTHER APPLICATIONS FOR A SIMILAR OR OTHER LICENSE ON PREMSIES OTHER THAN THE ONE BEING REQUESTED.

N/A

CRIMINAL RECORD - EVER BEEN CONVICTED OF A FELONY.

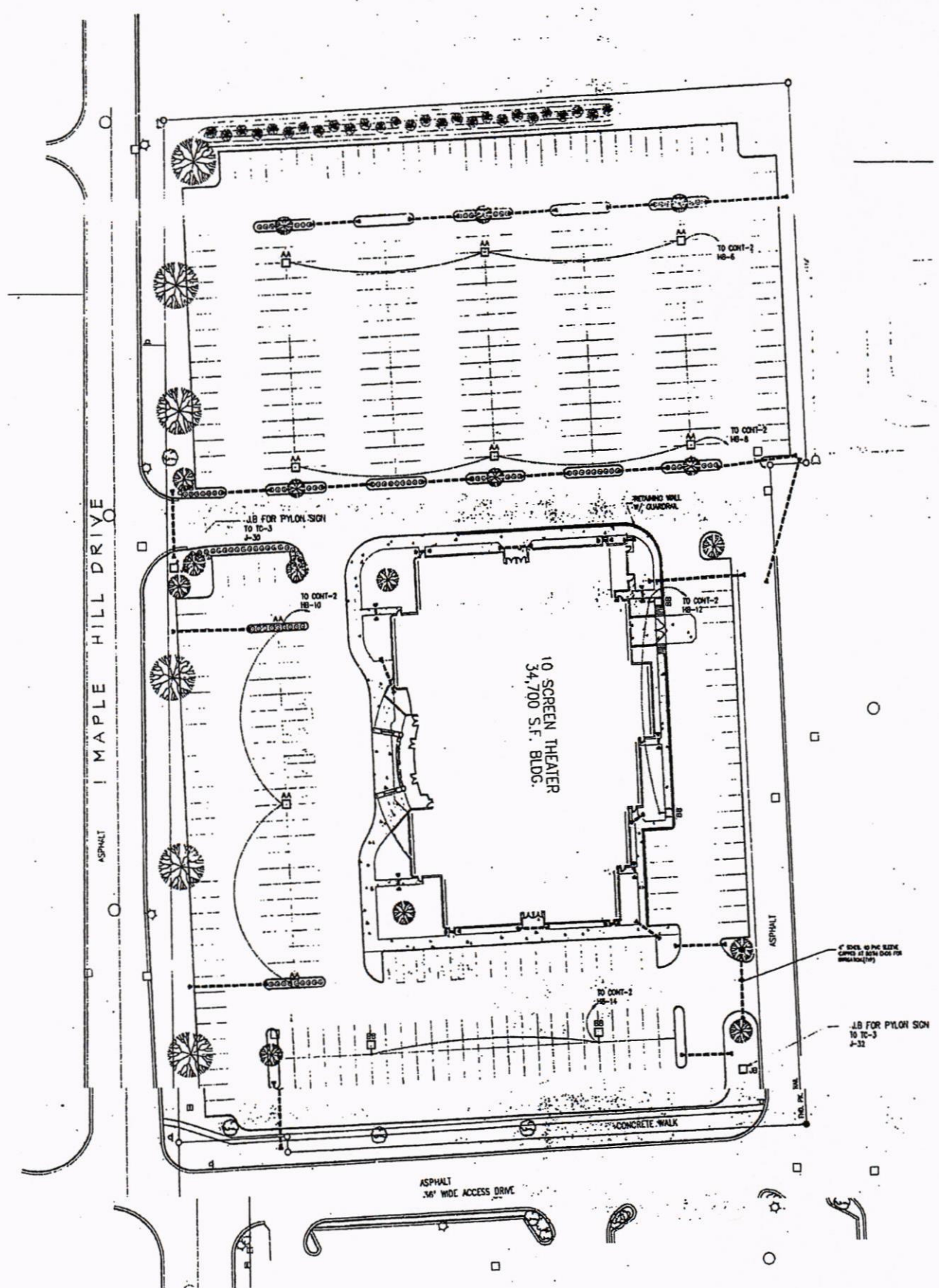
No

AGREEMENT TO BE LAW ABIDING AND NOT VIOLATE ANY LAWS OF THE STATE OF MICHIGAN, THE UNITED STATES OR TOWNSHIP ORDINANCES.

Robert Goodrich
(Signature and Date) 2/2/2018
(Signature and Date)

PLEASE PROVIDE BUILDING AND PLOT PLANS SHOWING THE ENTIRE STRUCTURE AND PREMISES, IN PARTICULAR THE AREAS WHERE THE LICENSE IS TO BE UTILITIZED.

PLEASE PROVIDE PLANS TO SHOW ADEQUATE OFF-STREET PARKING, LIGHTING, REFUSE DISPOSAL AND, WHERE APPROPRIATE, PLANS FOR SCREENING AND /OR NOISE CONTROL.



MAPLE HILL DRIVE

10 SCREEN THEATER
34,700 S.F. BLDG.

ASPHALT
36' WIDE ACCESS DRIVE

1' ELEV. 10 P.C. SIZING
CAPPED AT BOTH ENDS FOR
WALKWAY(10)

J.B. FOR PYLON SIGN
TO TC-3
1-30

J.B. FOR PYLON SIGN
TO TC-3
1-30

TO CONT-2
10-10

REARING WALL
W/ GUARDRAIL

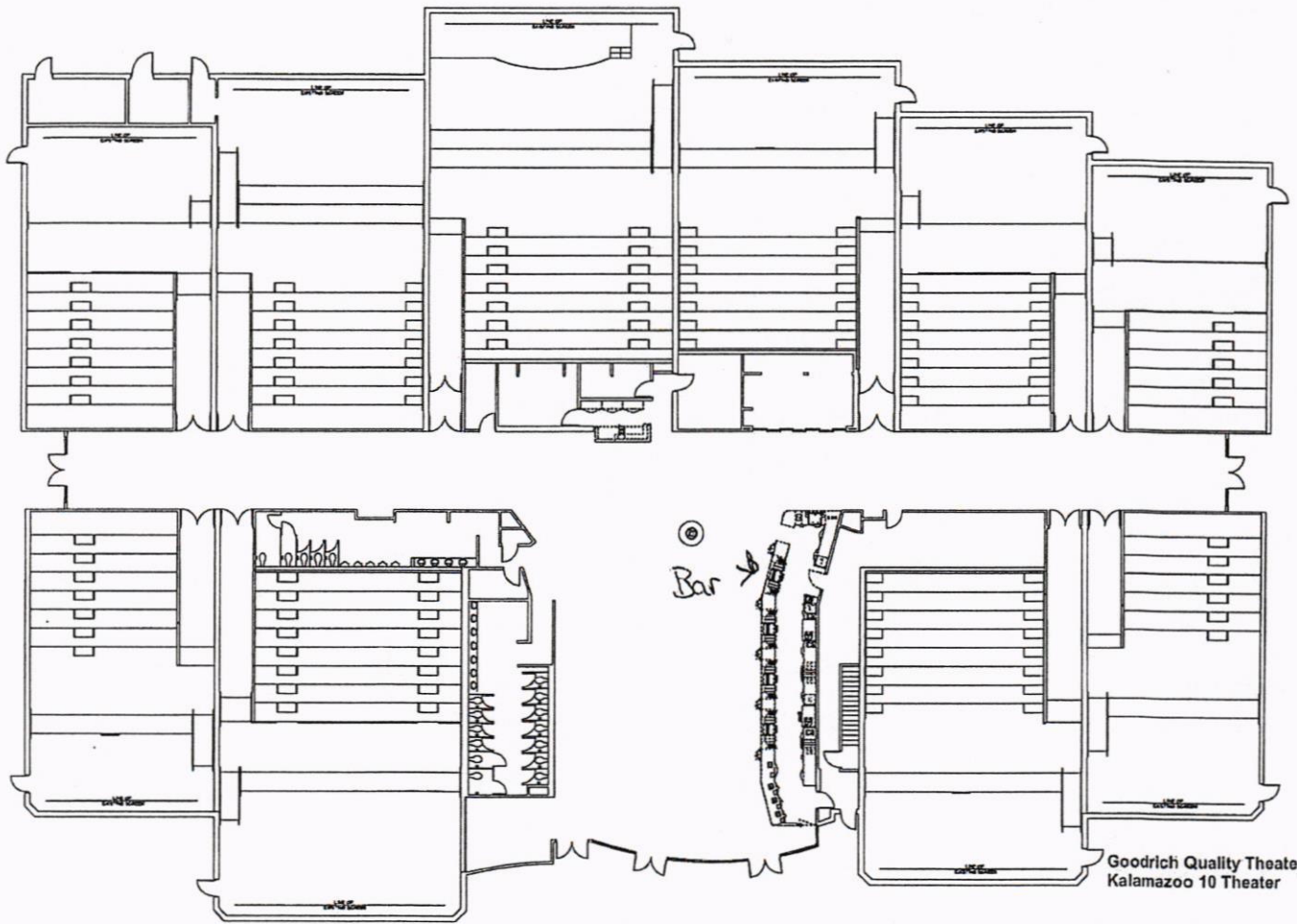
TO CONT-2
10-12

TO CONT-2
10-14

CONCRETE WALK

ASPHALT

ASPHALT



Goodrich Quality Theaters
Kalamazoo 10 Theater

CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Oshtemo will conduct a public hearing on Tuesday, February 27, 2018, commencing at 7:00 p.m. at the Oshtemo Charter Township Hall, 7275 West Main Street, within the Township to consider at said public hearing the request for the transfer of a Class C liquor license to the following:

- Robert E. Goodrich - Goodrich Quality Theaters, Inc.
820 Maple Hill Dr., Kalamazoo, MI 49009

You are invited to attend this hearing. If you are unable to attend, written comments may be submitted in lieu of a personal appearance by writing to the Township Board at the Township Hall, 7275 W. Main Street, Kalamazoo, Michigan 49009.

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

OSHTEMO CHARTER TOWNSHIP

By: Dusty Farmer, Clerk
7275 West Main Street
Kalamazoo, MI 49009
(269) 375-4260

Check No: 334481

CLARK HILL PLC

500 Woodward Avenue, Suite 3500
Detroit, MI 48226-3435

6-7041

2410

ESBillerSM Check Fraud
Protection for Business

VENDOR NO.

15655

01/23/18

AMOUNT

TWO HUNDRED FIFTY AND 00/100 Dollar

PAY

\$250.00*****

CLARK HILL PLC

TWO SIGNATURES REQUIRED OVER \$10,000

Charter Township of Oshtemo
Township Attorney's Office
7275 West Main Street
Kalamazoo, MI 49009-9334

To the
order of

[Signature]
An Authorized Representative of the Firm

BY

[Signature]
An Authorized Representative of the Firm

BY

****Citizens Bank***

VOID AFTER 90 DAYS

⑈33448⑈ ⑆241070417⑆ 4504282894⑈

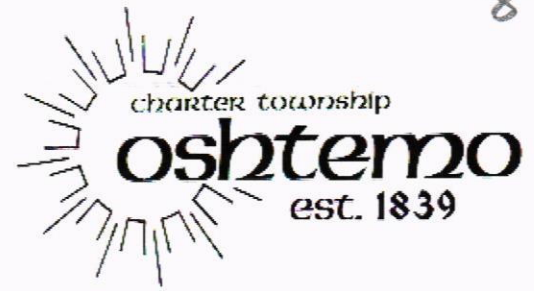
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Security Features Included



Memo



To: Oshtemo Charter Township Board
From: Marc Elliott, P.E., Director of Public Works
Date: February 21, 2018
Subject: Service Contract Extension, Installation of Public Water Service Connections

OBJECTIVE

When the City of Kalamazoo discontinued installation of public water service connections in Oshtemo, Oshtemo elected to assume this task as a fixed-fee utility service. This decision allowed cost-averaging so that like service connections are similarly priced among users. Without cost averaging, residents on the side of the street opposite the water main would disproportionately be required to pay have their service line extended (at private cost) under the roadway. By Oshtemo performing this work, a single, common fee can be implemented. The use of a single contractor would also provide the Township with better oversight for this utility work within the public right of way.

BACKGROUND

SWT Excavating, Inc., (formerly doing business as Scott W. Taylor Excavating) became engaged in this work after having submitted a sealed and was selected as low-bidder. SWT has successfully and competently acted as the Township's Agent in completing public water service connections for the past eight years. SWT is requesting to extend his contract for calendar year 2018 with two unit-cost changes. The first is a \$43.89 increase in the "Water Main Tap" (Item No 1.). This adjust is attributed to the City of Kalamazoo having changed the specification requirement to require a more robust corporation stop at the water main tapping saddle. The second is a \$35,00 increase for Item No. 7, "Public ROW Permit." This is a fee increase adopted by the Road Commission of Kalamazoo County.

The proposed cost increase was reviewed by the Capital Improvements Committee of Oshtemo Township at their last meeting, and was unanimously endorsed by Committee Members. SWT's contract is a unit-cost bid and only actual work completed will be paid. The enclosed resolution with pricing list was originally constructed to project a typical 30 connections per year. Today, most public water main extensions are built with water main taps and curb stops pre-constructed. As a consequence the annual count is trending downward and this is trend is expected to continue. Last year SWT completed 22 installations for Oshtemo under this program.

INFORMATION PROVIDED

Resolution Appointing SWT Excavating, Inc., as Agent for Installing Water Service Connections.

CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

**Resolution Appointing SWT Excavating, Inc.
Agent for Water Service Connections for 2018**

WHEREAS, Oshtemo Charter Township has heretofore adopted a Public Water Service Ordinance, being Ordinance No. 508 as thereafter amended; and

WHEREAS, pursuant to Sections 2 and 5 of said Ordinance, the Township has determined that it will make all future private water service connections to the public water mains, and pursuant to resolution has established the water connection fees for said connections; and

WHEREAS, the Township Board solicited sealed bids for purposes of appointing a contractor as the authorized agent of the Township to make such private water service connections to the public water mains within the Township; and

WHEREAS, SWT Excavating, Inc. was found to be the lowest responsible bidder and appointed as the Township's Agent for water service connections; and

WHEREAS, SWT Excavating, Inc. has remained the Township's Agent for the last eight years; and

WHEREAS, SWT Excavating, Inc. has resubmitted its bid for 2018 with two changes. Item No. 1, "Water Main Tap" is increased by \$43.89, and Item No. 7, "Public ROW Permit" is increased by \$35.00.

NOW, THEREFORE, IT IS DETERMINED that the designated agent for all private water service connections within Oshtemo Charter Township for 2018 shall be SWT Excavating, Inc., 8936 East K Avenue, Galesburg, Michigan 49053, with the following agreed upon pricing:

SWTE
2018 Price List for
Charter Township of Oshtemo

Item				Unit Price	Total Amount
No.	Description	Quantity	Unit		
<u>Water Main Tap & Curb Box</u>					
1	Water Main Tap; 1-1/4 Inch Corporation Stop (complete)	30	EA	\$425.60	\$12,768.00
2	Short Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$370.00	\$5,550.00
3	Long Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$925.00	\$13,875.00
4	Curb Stop; valve, plug, riser & cover (complete)	30	EA	\$457.18	\$13,715.40
5	Site Restoration; Soil Erosion & Sedimentation Control	30	EA	\$80.00	\$2,400.00
6	City of Kalamazoo Inspection Fee	30	EA	\$350.00	\$10,500.00
7	Public ROW Permit (fixed amount reimbursable; actual fees may vary by roadway agency)	30	EA	\$95.00	\$2,850.00
Job Specific Additions (as appropriate / if required)					
8	Additional Length, 1-1/4 Inch Service (K-Copper) [will include longside if main > 25 ft off centerline]	150	LF	\$18.05	\$2,707.50
9	Traffic Control; Lane Closure w/o Flagging	1	LS	\$250.00	\$250.00
10	Traffic Control; Lane Closure w/ Flagging	1	LS	\$375.00	\$375.00
11	Traffic Control; Lighted Arrow Board	1	LS	\$175.00	\$175.00
12	Concrete Sidewalk Repair	1	SF	\$5.50	\$5.50
13	Bituminous Pathway Repair	1	SY	\$65.00	\$65.00
14	Emergency - 48 Hr Response (e.g. Well outage/Line break/Off season/Other)	1	LS	\$0.00	\$0.00
Total Bid					\$65,236.40

A motion was made by _____ seconded by _____ to adopt the foregoing Resolution.

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

The following voted "Nay":

The following "Abstained":

The Supervisor declared that the Resolution has been adopted.

DUSTY FARMER, Clerk
Oshtemo Charter Township

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on February 27, 2018, at which meeting _____ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

DUSTY FARMER, Clerk
Oshtemo Charter Township

Memo



To: Oshtemo Charter Township Board

From: James W. Porter *JWP*

Date: February 23, 2018

Subject: Adoption of New National Fire Protection Association ("NFPA 1") Fire Code

OBJECTIVE

To accept for first reading the proposed NFPA 1 Fire Code, 2018 Edition, Ordinance

BACKGROUND

As with all national codes, they are updated on a periodic basis, and your Township Fire Department is requesting the Board to adopt the newest fire prevention code known as the National Fire Protection Association ("NFPA 1") Fire Code, 2018 Edition, along with annexes and index as set forth in the proposed Ordinance.

INFORMATION PROVIDED

Attached you will find a proposed Ordinance adopting the NFPA 1 Fire Code, 2018 Edition, with certain changes specific to Oshtemo Charter Township.

STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE

To accept for consideration and first reading the attached NFPA 1 Fire Code, 2018 Edition, and set for second reading on March 13, 2018.

CHARTER TOWNSHIP OF OSHTEMO ORDINANCE NO. _____

ADOPTION OF NFPA 1 FIRE CODE

Adopted: _____, 2018

Effective: _____, 2018

An Ordinance to adopt by reference the NATIONAL FIRE PROTECTION ASSOCIATION ("NFPA 1") FIRE CODE, 2018 EDITION, and ANNEXES and INDEX; to prescribe regulations for the safeguarding to a reasonable degree of life and property from the hazards of fire and explosion; to amend certain provisions of the said NFPA 1 FIRE CODE 2018 relating to regulations for the safeguarding of life and property; application; conflicts between different codes; open fires; gas fired grills, existing apartments buildings and means of egress inspections; and to repeal existing Ordinances or parts of Ordinances in conflict herewith.

THE CHARTER TOWNSHIP OF OSHTEMO

KALAMAZOO COUNTY, MICHIGAN,

ORDAINS:

SECTION I. TITLE.

This Ordinance shall be known and cited as the "Oshtemo Charter Township Fire Code Ordinance."

SECTION II. PURPOSE.

This Ordinance is adopted pursuant to the authority vested in townships by Section 1 of 1945 PA 246, as amended (MCL 41.181), Section 13 of 1947 PA 359, as amended (MCL 42.13) and Section 5 of 1951 PA 33, as amended (MCL 41.805), the purpose of which is to adopt a Uniform Fire Code with annexes, index, and amendments thereto; to prescribe regulations for the safeguarding to a reasonable degree of life and property from the hazards of fire and explosion arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the use or occupancy of buildings or premises.

SECTION III. ADOPTION OF "NFPA 1 FIRE CODE, 2018 EDITION"

A certain document or booklet, which is marked and entitled as "NFPA 1 FIRE CODE, 2018 EDITION" and the annexes and index thereto, said Code being published by the National Fire Protection Association, except Annexes B, C and D which shall be excluded from adoption, official copies of which are on file in the office of the Township Clerk and which may be examined by the general public during regular business hours or by appointment, is hereby adopted by reference as if fully set forth herein. Each and all of the regulations, provisions, penalties, conditions and terms thereof, except as excluded herein or as they may hereafter be modified, shall be deemed adopted and made a part hereof by this reference as if fully set forth in this Ordinance.

SECTION IV. CONFLICTS.

Section 1.3.1 of the said NFPA 1 FIRE CODE, 2018 EDITION, regarding "Conflicts" is hereby amended to add Section 1.3.3.1 as follows:

- 1.3.3.1.** Where a conflict between this document and the Michigan Construction Code occurs, the specific requirements of the Michigan Construction Code shall apply, except as otherwise provided herein.

SECTION V. BOARD OF APPEALS.

Section 1.10.1.1.2 of the said NFPA 1 FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

- 1.10.1.1.2.** A Board of Appeals shall be established consisting of five to seven members and alternate members who shall be appointed by the Charter Township of Oshtemo Board of Trustees by reason of education, experience, and knowledge and are deemed to be competent to sit in judgment on matters concerning this Code and its enforcement.

SECTION VI. OPEN FIRES.

Sections 10.10.4 through 10.10.8 of the said NFPA 1 FIRE CODE, 2018 EDITION, is hereby amended by the deletion of subsections 10.10.4 through 10.10.8 thereunder and by the addition of the following language:

- 10.10.4** Open fires, incinerators and cooking equipment shall be regulated by a separate Township Ordinance.

SECTION VII. MONITORING FOR INTEGRITY

Section 13.7.1.4.2 of said NFPA 1 Fire Code, 2018 Edition, is hereby amended to read as follows:

- 13.7.1.4.2** Fire alarm systems required by the Michigan or International Building Code shall be monitored by a listed central station as defined by NFPA 72. A Certificate or Placard shall be issued by a recognized listing organization that has listed the prime contractor for all newly installed fire alarm systems in commercial occupancies in accordance with NFPA 72. This regulation shall apply to all fire alarm systems that are newly installed in commercial occupancies for which permits are required by the Township of Oshtemo on or after May 1, 2018. Any existing fire alarm system in a commercial occupancy wherein the fire alarm control panel and/or alarm system components are to be replaced shall be considered newly installed for the purposes of this section. Also, where there is reasonable cause due to non-compliance or faulty conditions, the fire code official may require an existing fire alarm system meet the same requirement as a newly installed system. Central station service in full compliance with NFPA 72 shall be maintained at the protected property, so long as the requirement for the fire system exists.

SECTION VIII. EXISTING APARTMENT BUILDINGS.

Section 13.7.2.17.1 of the said NFPA 1 Fire Code, 2018 Edition, is hereby amended to read as follows:

13.7.2.17.1 Apartment buildings with more than two stories or with more than 11 dwellings units, other than those meeting 13.7.2.17.2, shall be provided with a fire alarm system in accordance with 13.7 and NFPA 101, except as modified by 30.3.4.1 through 30.3.4.6.5 of NFPA 101.

SECTION IX. FIRE ALARM EVACUATION.

Any time an alarm signal sounds within a building, all occupants of the building shall immediately begin to evacuate the structure in an orderly fashion or relocate to the predetermined location as approved by the Authority Having Jurisdiction for the subject building until a recall or dismissal signal is given by the Oshtemo Charter Township Fire Department. Failure to evacuate shall constitute a municipal civil infraction subject to the penalties as set forth in Section XI.

SECTION X. FIRE CODE ENFORCEMENT.

Consistent with Chapter 1 of the Uniform Fire Code, NFPA 1, Oshtemo Charter Township is the Authority Having Jurisdiction to enforce the present Fire Code. Oshtemo Charter Township hereby designates as its exclusive enforcing official the Township Fire Chief and/or his duly authorized representative with the authority to issue municipal civil infractions or municipal ordinance violation notices upon any party determined to be in violation of the Oshtemo Charter Township Fire Code Ordinance.

SECTION XI. MAINTAINING ACCESS TO FIRE HYDRANTS.

In accordance with the adopted NFPA1 Fire Code, 2018 Edition, it shall be unlawful to obscure from view, damage, deface, obstruct or restrict the access to any fire hydrant or any Fire Department connection for the pressurization of fire suppression systems, including fire hydrants and Fire Department connections that are located on public or private streets and access lanes, or on private property. In order to avoid the obscuring or obstruction of fire hydrants, there shall be a 3-foot (914 mm) clear space maintained around the circumference of all fire hydrants. If any fire hydrant is obscured from view or its use obstructed by an abutting property owner, the Fire Department shall give notice of the obstruction to the abutting property owner, requesting him/her to remove the obstruction in accordance with these provisions. The property owner shall be given ten (10) days in which to comply. Upon failure to comply, the Fire Chief, or his designated representative may cause the removal of such obstructions.

SECTION XII. VIOLATIONS.

Any person, firm, association, partnership, corporation, or governmental entity that violates any of the provisions of this Ordinance or the Uniform Fire Code adopted hereunder shall be deemed to be responsible for a municipal civil infraction as defined by Michigan Statute which shall be punishable by civil fine determined in accordance with the following schedule:

	<u>Minimum</u> <u>Fine</u>	<u>Maximum</u> <u>Fine</u>
1st Offense within 3-year period*	\$ 75.00	\$ 500.00
2nd Offense within 3-year period*	\$ 150.00	\$ 500.00
3rd Offense within 3-year period*	\$ 325.00	\$ 500.00
4th or More Offense within 3-year period*	\$ 500.00	\$ 500.00

* Determined on the basis of the date of commission of the offense(s).

Additionally, the violator shall pay costs which may include all expenses, direct and indirect, to which the Charter Township of Oshtemo has incurred in connection with the municipal civil infraction. In no case, however, shall costs of less than \$9.00 nor more than \$500.00 be ordered. In addition, the Charter Township of Oshtemo shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order, or other appropriate remedy to compel compliance with this Ordinance. Each day that a violation of this Ordinance exists shall constitute a separate violation of this Ordinance.

SECTION XIII. EFFECTIVE DATE, SEVERABILITY AND REPEAL OF CONFLICTING ORDINANCES.

The within Ordinance shall take effect immediately upon its publication following adoption by the Township Board. The provisions of this Ordinance are hereby declared to be severable. If any clause, sentence, paragraph, section or subsection is declared void or inoperable for any reason, it shall not affect any other part or portion thereof. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK
CHARTER TOWNSHIP OF OSHTEMO

Memo



To: Oshtemo Charter Township Board
From: Julie Johnston, AICP
Date: February 22, 2018
Mtg. Date: February 27, 2018
Subject: BTR Park 2.0 Street Name

OBJECTIVE

Consideration of the street name “Robert Jones Way” for the public road within the Business Technology Research (BTR) Park 2.0.

BACKGROUND

Western Michigan University (WMU) would like to begin construction of the infrastructure for the new BTR Park 2.0 in the summer of 2018. As part of that development, a new public road will be built. WMU would like to name the new road “Robert Jones Way.”

According to Mr. Robert Miller, Associate Vice President for Community Outreach, the road name was chosen because Mr. Jones was an advocate for the BTR Parks and because of his position with the community as the Mayor of Kalamazoo and a State legislator. Mr. Jones’ family has been apprised for the request and is in agreement with the naming.

The name has been submitted to the Road Commission of Kalamazoo County and the County Planning and Development Department. Both agencies are in agreement with the name.

Per past practices, the Planning Commission reviewed the requested name and recommended approval of Robert Jones Way to the Township Board at their regularly scheduled meeting held February 8, 2018.

INFORMATION PROVIDED

Letter from County Planning and Development
Planning Commission Minutes – Excerpt from Feb. 8th
BTR 2.0 Site Plan



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

January 19, 2018

Robert Miller
Associate Vice President
Community Outreach
Western Michigan University
Bob.miller@wmich.edu

Dear Mr. Miller:

This letter confirms the proposed street name of **Robert Jones Way** for the new road for BTR 2.0 project in section 25, Oshtemo Township.

Please be advised that the subject street name is approved and has been reserved in the Kalamazoo County Street Name Directory.

Planning Department's recommendation is a non-binding advisory opinion. All street name recommendations by the Department of Planning and Community Development are subject to review by the municipality and/or the Kalamazoo County Road Commission.

Should you need further information or have questions regarding this matter, please feel free to contact me at your earliest convenience.

Sincerely,

PLANNING & DEVELOPMENT DEPARTMENT

Lotta Jarnefelt
Director

cc: Libby Heiny-Cogswell, Oshtemo Township libbyhc@oshtemo.org
RCKC, info@kalamazooountyroads.com
USPS Kalamazoo, 49009DUCKKalamazooPOSTMASTER@usps.gov
USPS Grand Rapids, GMDAMS@usps.gov
Kalamazoo County GIS, Chris Bessert, cjbess@kalcounty.com
2002

EXCERPT FROM FEB. 8th DRAFT PLANNING COMMISSION MINUTES

BTR PARK 2.0 ROAD NAME APPROVAL

Chairperson Bell moved to the next item on the agenda and asked Ms. Johnston for her report.

Ms. Johnston said Western Michigan University would like to begin construction of infrastructure for the new Business Technology Research (BTR) Park 2.0 in the summer of 2018. They would like to name the new public road as part of the development, "Robert Jones Way."

According to Mr. Robert Miller, the road name was chosen because Mr. Jones was an advocate for the BTR Parks and because of his positions as Mayor of Kalamazoo and State legislator. Mr. Jones' family has been made aware of the name request.

The proposed name has been submitted to the Road Commission of Kalamazoo County and the County Planning and Development Department. Both agencies are in agreement.

The request tonight is for the Planning Commission to consider the name and then make a recommendation to the Township Board. Ms. Johnston said staff has no concerns at this time.

Chairperson Bell noted she had worked for Mr. Jones for a long time and was very pleased and supportive of this naming because of his vision for the community, which included this type of development.

Mr. Antosz said he worked with Mr. Jones at Upjohn and was also supportive.

Mr. Chambers made a motion to recommend the Township Board approve naming the new BTR public road "Robert Jones Way." Ms. Bell supported the motion. The motion was approved unanimously.

SYMBOL LEGEND

	ASPHALT PAVEMENT
	CONCRETE PAVEMENT
	CONCRETE SIDEWALK
	EXPANSION JOINT
	PARKING SPACE COUNT
	SITE LIGHT POLE

NOTES

- COUNTY ROAD EXCAVATION: ALL UNSURABLE MATERIAL MUST BE REMOVED TO A DEPTH OF 2" BELOW TOP OF SUBGRADE FOR COUNTY ROAD, OR AS DIRECTED BY THE COUNTY ENGINEER, AND BACKFILLED WITH MOIST GRANULAR MATERIAL CLASS III. DIMENSIONS ARE TO BACK OF CURB, OUTSIDE FACE OF BUILDING, AND EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.

SIGN LEGEND/KEY NOTES

- EXISTING SIGN TO REMAIN
- NO PARKING
- DO NOT ENTER
- NO CROSSING BIKE PATH
- NO CROSSING BIKE PATH CONTINUES ALONG ROAD.
- RIGHT TURN ONLY
- LEFT TURN ONLY
- NO OUTLET

