



**OSHTEMO CHARTER TOWNSHIP BOARD
7275 W. Main Street
Kalamazoo, MI 49009**

September 09, 2026

**REGULAR MEETING
5:30 P.M.
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Remote Location Identification (for remote attendance when permitted by statute)
4. Township Mission/Vision/Core Values:

Core Value: We do not obfuscate - we say what we mean and do what we say.

5. Approval of the Agenda
6. Public Officials and Community Partner Updates
 - a. Presentation – Gail Walter on Lights Out Kalamazoo ([Pg 7](#))
7. Work Session:
 - a. Continue Discussion 2027 Budget ([Pg 9](#))
8. Public Comment on Consent Agenda or Non-Regular Session Items
9. Consent Agenda
 - a. Meeting Minutes [Minutes of Meetings [August 25](#), & [August 26](#)]
 - b. [Receipts and Disbursements](#)
 - c. Update – Public Works Update on Vehicle Barn Project ([Pg 11](#))
 - d. Appointment - Cemeteries, Buildings, and Grounds Committee ([Pg 19](#))
10. Resolution – Recognizing Suicide Awareness and Prevention Month ([Pg 23](#))
11. Presentation – Quarterly Report Detective Sergeant Kelm ([Pg 25](#))
12. Discussion & Consideration - Kalamazoo County Winter Shelter Funding Request ([Pg 29](#))

7725 W. Main Street, Kalamazoo, MI 49009 | Phone: 269.375.4260 | Oshtemo@oshtemo.org

13. Discussion & Consideration – Non-motorized Project List and Contract ([Pg 31](#))
14. Topics for Board Discussion
 - a. Energy Ordinance and Other Moratorium Updates
 - b. Human Resource Board Work Group
 - c. Oshtemo Charter Township Boards and Ad Hoc Committees ([Pg 33](#))
 - d. Results of Oshtemo’s America250 Food Drive
15. Resolution: Closed Session re Meeting with Counsel re Real Estate Purchase ([Pg 45](#))
16. Public Comment
17. Board Member Comments & Committee Updates
18. Adjournment



Policy for Public Comment

Township Board Regular Meetings, Planning Commission, and 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 or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email(oshtemo@oshtemo.org), walk-in visits, or by appointment.
- 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. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

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, but it is not required.

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 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 does not follow these guidelines.

(adopted 5/9/2000)
(revised 5/14/2013)
(revised 1/8/2018)



Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday to Thursday, 8 a.m. to 1 p.m. and 2 to 5 p.m., and on Friday, 8 a.m. to 1 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
Supervisor		
Cheri Bell	269.216.5220	cbell@oshtemo.org
Clerk		
Dusty Farmer	269.216.5224	dfarmer@oshtemo.org
Treasurer		
Clare Buszka	269.216.5260	cbuszka@oshtemo.org
Trustees		
Neil Sikora	269.760.6769	nsikora@oshtemo.org
Kristin Cole	269.375-4260	kcole@oshtemo.org
Zak Ford	269.271.5513	zford@oshtemo.org
Michael Chapman	269.375.4260	mchapman@oshtemo.org

Oshtemo Township Department Information		
Assessor		
Kristine Biddle	269.216.5225	assessor@oshtemo.org
Fire Chief		
Greg McComb	269.375.0487	gmccomb@oshtemo.org
Ordinance Enforcement		
Alan Miller	269.216.5230	amiller@oshtemo.org
Parks Director		
Vanessa Street	269.216.5233	vstreet@oshtemo.org
Rental Info	269.216.5224	rentals@oshtemo.org
Planning Director		
Jodi Stefforia	269.375.4260	jstefforia@oshtemo.org
Public Works Director		
Anna Horner	269.216.5228	ahorner@oshtemo.org

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Zoom Instructions for Participants

Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

To join the videoconference:

1. At the start time of the meeting, click on this link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering this **Meeting ID: 774 238 7802**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

To join the conference by phone:

1. On your phone, dial the teleconferencing number: +1 312 626 6799 US (Chicago)
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: 774 238 7802#

Participant controls in the lower-left corner of the Zoom screen:



Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. This will be used to indicate that you want to make a public comment.
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press *9 on your touchtone keypad**.

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

Closed Caption:



Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle.”



Mission

To advance the quality of life of all residents through a commitment to responsible growth, and value-driven municipal services that promote the relationships among economic vitality, environmental stewardship, and social equity.

Vision

A sustainable and innovative community built through a legacy of planned, responsible growth, and rural preservation.

Core Values

PUBLIC SERVICE

- ✓ Fair treatment to all people.
- ✓ Each customer is welcomed, and their input is wanted.
- ✓ Difficult questions are not marginalized.
- ✓ Allow residents to interact directly with Township staff and officials.
- ✓ Decisions are made based on the value to our Township and residents.

SUSTAINABILITY

- ✓ Meet the needs of the present without compromising future generations.
- ✓ Consider the environment through practices that reduce impacts.
- ✓ Value-conscious decision-making.
- ✓ Committing to quality fire and police protection.

INNOVATION

- ✓ Providing the best value-conscious technology currently available.
- ✓ Leverage new technologies and ways of doing business to increase accessibility and improve services.

PROFESSIONALISM

- ✓ Hire staff with strong core competencies within their given profession.
- ✓ Commitment to continuous improvement to government operations.
- ✓ Dedicated to open communication to improve productivity and effectiveness.

INTEGRITY

- ✓ Decisions are made logically through the collection of evidence, facts, and public input.
- ✓ When promises are made, we follow through.
- ✓ We do not obfuscate – we say what we mean and do what we say.
- ✓ Transparent governmental practices are of the highest priority.

FISCAL STEWARDSHIP

- ✓ Ensure that taxpayer investments are spent wisely, effectively, and efficiently.

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Five Lighting Principles for Responsible Outdoor Lighting



Responsible outdoor lighting is

1 Useful

Use light only if it is needed

All light should have a clear purpose. Consider how the use of light will impact the area, including wildlife and their habitats.



2 Targeted

Direct light so it falls only where it is needed

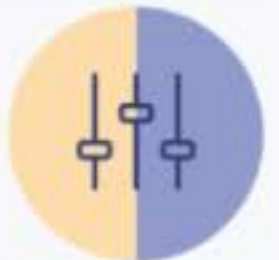
Use shielding and careful aiming to target the direction of the light beam so that it points downward and does not spill beyond where it is needed.



3 Low Level

Light should be no brighter than necessary

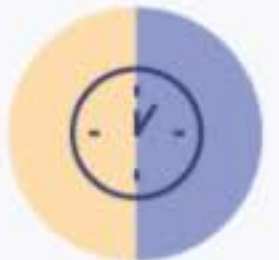
Use the lowest light level required. Be mindful of surface conditions, as some surfaces may reflect more light into the night sky than intended.



4 Controlled

Use light only when it is needed

Use controls such as timers or motion detectors to ensure that light is available when it is needed, dimmed when possible, and turned off when not needed.



5 Warm-colored

Use warmer color lights where possible

Limit the amount of shorter wavelength (blue-violet) light to the least amount needed.



LIGHTS OUT



TAKE THE PLEDGE!



FOR BIRDS

Help migratory birds
find their way.

Turn off lights at night
during migration.



Audubon Society
of Kalamazoo

2027 REVENUE PROJECTION

Operating Millage									
Current Millage					Hypothetical Millage Scenarios				
2026 Taxable Value	Mills	Projected Revenue			1.7500	2.0000	2.2500		
\$ 1,233,623,039		1.5000	\$ 1,850,435		\$ 2,158,840	\$ 2,467,246	\$ 2,775,652		
			Increase:		\$ 308,406	\$ 616,812	\$ 925,217		

Park Millage									
Current Millage					Hypothetical Millage Scenarios				
2026 Taxable Value	Mills	Projected Revenue			0.2500	0.7500	1.0000		
\$ 1,233,623,039		0.0000	\$ -		\$ 308,406	\$ 925,217	\$ 1,233,623		
			Increase:		\$ 308,406	\$ 925,217	\$ 1,233,623		

Police SAD 2004									
Current Millage					Hypothetical Millage Scenario				
2026 Taxable Value	Mills	Projected Revenue			3.8000				
\$ 308,750,797		2.8000	\$ 864,502		\$ 1,173,253				
			Increase:		\$ 308,751				

Police SAD 2004									
Current Millage					Hypothetical Millage Scenario				
2026 Taxable Value	Mills	Projected Revenue			0.9000				
\$ 840,914,575		0.6700	\$ 563,413		\$ 756,823				
			Increase:		\$ 193,410				

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Memorandum & Request



Date: September 9th, 2026
To: Township Board
From: Zach Pearson, Public Works Project Manager
Subject: Vehicle Barn Site Improvements – Project Update

Objective

Provide a progress update to the Board on the Vehicle Barn Site Improvements Project.

Background

The Board approved the Vehicle Barn Site Improvements Project in April 2026 to improve Maintenance Department facilities and operations and provide secure parking for our Kalamazoo County Sheriff's Department partners. At the Board's direction, Public Works is also working with the contractor on the possibility of additional scope, including a bathroom in the vehicle barn for Maintenance staff.

The project contract was formally executed with Balkema Construction, Inc. on May 6. The contract documents call for substantial completion by August 1, 2026, or within 45 (working) days of commencement, and final completion by September 20, 2026.

Progress to Date

Balkema Construction, Inc. mobilized and began removals on June 18th. Work has continued steadily, with delays outside their control related to water service installation and unsuitable materials that required additional time.

As of September 4th, completed work includes removals, site prep, new aggregate base, new concrete parking areas, new asphalt pavement and driveway access configuration, water and sanitary sewer service, a light pole base, a retaining wall, concrete bollards, structural piers for carport, drainage pipes for the existing building and new carport area.

Remaining work includes fence installation, scheduled to begin September 8; installation of the new carport, expected to be delivered October 2; final grading and restoration; and the interior bathroom addition.

In summary, the project schedule has extended beyond the original substantial completion timeframe, primarily due to water service installation delays, unsuitable materials, and the carport delivery schedule which are permissible extensions within the terms and conditions of the contract. However, the project remains within the Board-approved budget.

The reimbursement request has been processed and approved for the County's contribution (\$100,000).

Core Values

Sustainability
Professionalism













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CHARTER TOWNSHIP OF OSHTEMO

APPLICATION FOR BOARD AND/OR COMMITTEE APPOINTMENT

NAME Richard L. Thompson DATE 7/24/2026

ADDRESS _____

PHONE (DAY) _____

(EVENING) _____

EMAIL _____

YEARS RESIDED IN TOWNSHIP 12

US CITIZEN? ☒ YES ☐ NO

OCCUPATION retired Hospital Administrator (COO)

ARE YOU AT LEAST 18 YEARS OF AGE? ☒ YES ☐ NO

BOARDS AND COMMITTEES OF OSHTEMO TOWNSHIP

Please Check the Specific Board(s) and/or Committee(s) of Your Choice.

BOARDS

Board of Review: Hears and acts upon appeals made from determinations and decisions made by the Township Assessor. Do you own property / pay property taxes in the Township? ☐ Yes ☐ No

Capital Improvements Committee: Coordinates capital improvement projects that make the best use of limited public dollars.

Planning Commission: An advisory Board to the Township Board concerning amendments or change to the Zoning Ordinance. Provides Site Plan Review for Special Exception Uses.

Zoning Board of Appeals: Provides interpretation of the Zoning Ordinance and hears and acts upon variance requests, site plan review and questions arising from the administration of the Zoning Ordinance.

COMMITTEES

Parks Committee: Oversee the development of the Townships two parks, and rental facilities, by responding to public interest and use of the Recreation Plan.

Friends of the Parks: Citizen volunteers who promote expanded stewardship and preservation of natural features and parks as community resources.

☒ **Other (Area of Interest):**

Cemeteries, Buildings
& Ground Committee

Why would you like to serve on this Board(s) and or Committee(s)?

Please attach additional resume information, if available.

Richard L. Thompson

August 8, 2026

Cheri Bell, Township Supervisor
7275 W. Main St.
Kalamazoo, MI 49009

Re: Application for Committee Appointment

Dear Ms. Bell:

I am interested on serving on the Cemeteries, Buildings & Grounds Committee for the following reasons:

- (1) As a twelve (12) year resident of Oshtemo Township, I have passed the Genesee Prairie Cemetery on an almost daily basis, and have observed its maintenance and care.
- (2) I have a vested interest in the Genesee Prairie Cemetery, as two (2) burial plots have been purchased by my family.
- (3) I have made several recommendations for improved care of the Genesee Prairie Cemetery and have been less than impressed with the responses from Dusty Farmer regarding planned improvements.
- (4) I have read the last four (4) meeting minutes of the Cemeteries, Buildings & Grounds Committee and am convinced that cemetery issues are under represented.
- (5) I believe my administrative and planning background could be of great assistance to the committee.
- (6) I, also, believe my program planning and policy development background is needed by the committee.
- (7) The current composition of the committee (7 township employees and 2 residents) does not adequately provide for cemetery representation.

I have a great deal of experience as a member of working committees, both in terms of the exchange of ideas, the formulation of plans, and the development of annual goals. While I realize this committee is primarily focused on Township Buildings and Grounds, I also believe the committee has need for independent representation for the needs of the Townships three (3) cemetery properties. Cemetery issues which I would discuss with the committee, and work to formulate measurable goals for, include:

- (1) Perform regular inspections of the cemetery properties by persons outside the Township Maintenance Department.
- (2) Review and revise, as needed, Township Cemetery Rules.
- (3) Provide the maintenance staff with the authority to enforce established cemetery rules.
- (4) Prioritize/schedule cemetery property improvements:
 - Tree and Bush Trimming
 - Installation of signage
 - Property line overgrowth cutting
 - Grave stone footings repair
 - Roadway grading/fill
- (5) Creation of a Cemetery Care and Maintenance Fund.

TELEPHONE

WEB

- (6) Creation of "Volunteer Clean-up Sessions to help keep our cemeteries neat and clean.
- (7) Develop a cemetery database of ownership/responsibility information for purposes of contact/notification.
- (8) Institute action/follow-up for the County Road Commission to take responsibility for dead trees lining the cemeteries roadways.

As requested on the application form, my resume information is as follows:

1988 to 2002	Administrative Officer/Chief Operations Officer Kalamazoo Psychiatric Hospital
1984 to 1988	Administrative Officer/Chief Operations Officer MESC Bureau of Data Processing
1978 to 1984	Supervisor of Financial Management and Planning MDSS Bureau of Information Systems
1977 to 1978	Budget Analyst MDSS Bureau of Information Systems

If you require additional information regarding previous employment responsibilities, please advise. My email address is [REDACTED], or I can be reached by telephone at [REDACTED]

Sincerely,
Richard Thompson

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CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

RESOLUTION RECOGNIZING SUICIDE AWARENESS AND PREVENTION MONTH

September 9, 2026

WHEREAS, every human life holds profound inherent worth, purpose, and connection, and the tragedy of suicide leaves an enduring ache in the hearts of families, friends, neighborhoods, and our entire Oshtemo community; and

WHEREAS, too many individuals quietly bear the heavy, unseen burden of despair, grief, trauma, or mental health struggles, often believing they are entirely alone in their darkest hours; and

WHEREAS, silence and stigma must never stand between a person and the care they deserve, and our community reaffirms that reaching out for help is a profound act of courage and strength; and

WHEREAS, suicide is not inevitable—hope is real, healing is possible, and a compassionate word, an attentive ear, or a timely intervention can alter the course of a life; and

WHEREAS, we hold in sacred remembrance those we have lost, extending our deepest empathy and unwavering support to the survivors of suicide loss who carry forward their memories while navigating profound grief; and

WHEREAS, we stand beside those who fight daily for their own recovery, honoring their resilience and recommitting ourselves to building a community where every resident feels seen, valued, and surrounded by care; and

WHEREAS, vital support is always within reach through first responders, local mental health advocates, and the 988 Suicide & Crisis Lifeline, ensuring that no one ever has to walk through the darkness alone.

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of the Charter Township of Oshtemo, Kalamazoo County, Michigan, solemnly and compassionately proclaims September 2026 as: **SUICIDE PREVENTION AND AWARENESS MONTH**

BE IT FURTHER RESOLVED, that Oshtemo Charter Township calls upon every resident, neighbor, faith group, and community organization to break the silence, check in on one another with genuine warmth, cultivate spaces of belonging and understanding, and share the message that help, healing, and hope are always available by dialing or texting 988.

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, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on September 9, 2026, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ____ day of September, 2026.

Dusty Farmer, Clerk
Oshtemo Charter Township

Dispatched CFS by Call Source & Venue

Description: This report shows all Law Enforcement events dispatched by the Kalamazoo County Consolidated Dispatch Authority within the specified township(s) for the specified month.

Call Source / Call Type Description	OSHTMO
Citizen Initiated	1190
FOIA Request	132
Suspicious	118
Check Welfare	87
Trouble with Subject	84
911 Hangup/Misdial	63
PD Accident	54
Retail Fraud	44
Follow up	41
Assist Person	39
Trespassing	38
Assault/DV	32
Larceny	25
Harassing TX/Texts	24
Alarm	23
Civil Calls	22
B&E/Larceny From Veh	18
Peace Officer	17
Burglary/Illegal Entry	16
Assist Other Department	16
Noise Complaint	16
Disturbance/Fight	14
Suicide/Attempt	13
Hit & Run Accident	13
Vehicle Theft (UDAA)	12
Fraud	12
MDP	12
Priority 2 Medical	12
Panhandler/Vagrant/Solicitor	11
Abandoned Vehicle-Private Property	10
Motorist Assist	9
Traffic Hazard	8
Parking Complaint	8
OWI/OUID	8
Abandoned Vehicle	7
Felonious Assault	7
Harrassment/Misc Criminal	7
Known PI Accident	6
Behavioral Health Petition	6
Accident with Unknown Injuries	6
Assist Fire Dept	6
Vehicle Inspection	5
Warrant Service	5
Priority 1 Medical	5
Lost/Found Property	5
Drugs/VCSA	4
Unk Accident - Crash Notify	4
Crowd	4
VRDL/TICKETS	4
Death Investigation	3



Child Abuse/Neglect	3
Traffic Mishap/Accidental Damage	3
Juvenile Mischief	3
Background Investigation	3
Service For Department	3
Indecent Exposure/Peeping	3
Obs Justice	2
>Choose Call Type<	2
Sex Offense-Not CSC	2
Open Door/Window	2
Weapons	2
CSC	2
Animal Complaint	2
Fireworks	2
Recover Stolen Vehicle	2
Road Commission/MDOT Notify	2
Runaway	1
Vehicle Fire	1
Other Criminal Complaint	1
Special Service	1
Missing Person	1
Counterfeit/Forgery/U&P	1
Priority 1 Medical without rescue	1
Priority 3 Medical	1
PI - Entrapment	1
R&O/Fleeing	1
ECHO Priority Medical	1
Traffic Investigation/Complaint	1
Fire Alarm - Commercial	1
Recover Stolen Property	1
BOL	1
Traffic Stop	1
Lockouts	1
Officer Initiated	380
Traffic Stop	146
Community Policing/Crime Prev	69
Property Check - Commercial	30
Directed Patrol	29
Suspicious	26
Follow up	21
Misd Traffic (DWLS)	10
Motorist Assist	7
Check Welfare	6
Lost/Found Property	4
Assist Person	4
Fraud	4
Service For Department	3
Trouble with Subject	3
Traffic Hazard	2
Assist Other Department	2
R&O/Fleeing	2
PD Accident	2
Warrant Service	2
Test Call Only	1
Behavioral Health Petition	1
B&E/Larceny From Veh	1



PR/PRB/PRS	1
Retail Fraud	1
Assist Fire Dept	1
Felonious Assault	1
Property Check - Residential	1
Other	69
Alarm	11
Larceny	6
Suspicious	5
Trespassing	5
B&E/Larceny From Veh	5
Noise Complaint	5
Fraud	4
Burglary/Illegal Entry	4
Follow up	4
Assault/DV	3
MDP	3
Assist Other Department	2
Lost/Found Property	2
Vehicle Inspection	2
Retail Fraud	1
MIP/Open Intox/Liquor Violation	1
Counterfeit/Forgery/U&P	1
Vehicle Theft (UDAA)	1
Parking Complaint	1
Harassing TX/Texts	1
Abandoned Vehicle-Private Property	1
Harrassment/Misc Criminal	1
Top 10 Calls for Service Types	



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July 27, 2026

Cheri Bell Supervisor
Oshtemo Charter Township
7275 West Main Street
Kalamazoo, MI 49009

Dear Supervisor Bell:

On behalf of Kalamazoo County, I am writing to request a financial contribution of up to **\$25,000** from the Oshtemo Charter Township to support coordinated winter sheltering services during the 2026–2027 cold-weather season.

Each winter, individuals and families throughout Kalamazoo County face unsafe conditions because they lack stable housing or access to an appropriate emergency shelter placement. These needs do not stop at municipal boundaries. Oshtemo Charter Township residents experiencing a housing crisis rely upon the same countywide shelter system, outreach teams, referral networks, and emergency resources as residents of other communities.

Funding will support a coordinated winter response operating from November 1, 2026, through March 31, 2027. Services may include:

- Daytime warming and shelter services;
- Overnight congregate or non-congregate shelter;
- Options for unhoused households with pets;
- Emergency overflow capacity during extreme weather;
- Coordinated shelter intake, diversion, and placement;
- Transportation and connections to community resources; and
- Basic necessities, including meals, hygiene supplies, linens, and other safety-related items.

Kalamazoo County, the City of Kalamazoo, and the Kalamazoo County Continuum of Care (CoC) are pooling funds in order to conduct a competitive Request for Proposals process to identify qualified providers. Applicants will be evaluated based on their experience, service-delivery plans, facility and operational readiness, staffing and safety protocols, cost-effectiveness, and ability to coordinate with the broader homeless-response system. This process is intended to expand winter capacity while avoiding unnecessary duplication of existing services.

We recognize that winter sheltering is a shared regional responsibility. The 2025-2026 winter season marked the first time that municipalities and the CoC came together to plan coordinated solutions to unsheltered homelessness during the harshest months of the year. This year, we are hoping to expand this partnership with additional municipalities. Participation by the Oshtemo Charter Township

would help ensure that residents have access to safe, dignified shelter during dangerous weather while demonstrating a countywide commitment to addressing homelessness collaboratively. Contributions from local government partners will also help leverage other public, philanthropic, and private resources.

We would appreciate the opportunity to discuss the request, anticipated service levels, reporting expectations, and an appropriate contribution from the Oshtemo Charter Township. Participating jurisdictions will receive information regarding the use of funds, the number of people served, shelter utilization, and other agreed-upon performance measures.

Thank you for considering this request and for the Oshtemo Charter Township's continued partnership in promoting the health and safety of residents throughout our community. Please contact me at 269 903-6429 or jen.strebs@kalcounty.gov with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer A. Strebs", written in a cursive style.

Jennifer A. Strebs

Kalamazoo County Board Chair
CoC Member

Memorandum



Date: September 9, 2026
To: Township Board
From: Anna Horner, P.E., Public Works Director
Subject: Non-motorized Contract and Budget Amendment

Objective

Request Township Board support to proceed with a multi-year, as-needed contracting approach for non-motorized improvements and approve the related budget amendments.

Background

Over the last several years, the Township has experienced challenges delivering infrastructure projects for various reasons both within and outside our control. Rather than simply accepting the challenges in front of us, we reflected and deliberately spent a few years working towards better positioning the Township for competitive bids, sought-after projects and as a reputable partner.

One example, smaller and fragmented non-motorized projects through individual bid packages yields opportunities that are less attractive to contractors because they lack production efficiency, are dispersed around the Township, contain utility conflicts, and require extensive coordination between permitting agencies and subcontractors. As a result, these projects often attract few bidders, produce higher unit costs, and require significant staff resources for repeated bidding, negotiation, and contract administration.

At an operational level, Public Works has been working towards establishing a consistent, technical, sound approach to managing Township's capital infrastructure, as our assets are reaching stages in their life cycles where maintenance, rehabilitation, or replacement is becoming necessary to preserve them and keep them functioning optimally. Over the last few years, this has included completing a non-motorized asset management plan, attending numerous trainings to keep at the forefront of technology, materials, and best practices, an annual budget allocation for Capital Maintenance and proactive coordination with private development. In addition, the Board's continued investment in skilled personnel and modern technology, including AutoCAD design software and GPS surveying equipment, has strengthened Public Works' ability to plan, design, and oversee many capital projects internally. This increased ability and capacity has improved project delivery, enhanced quality control, and reduced the need for outsourced services and resulted in significant return on investment. For example, construction administration costs are on average 10% of the construction cost but can be up to 15% on larger projects.

At the department development level, this has included growing the Public Works Department in staff expertise and experience, always striving for process improvement, and intentionally building strong relationships and the Township's reputation with the construction community. Having years of construction and project management experience in Public Works allows us to have more productive and practical conversations on field operations, build credibility, and manage projects with more innovative, complex contracting methods and structure, depending on the circumstances and projects. The goal is to create fair expectations in costs and schedules, continue progress in our adopted plans, and improve project predictability all while protecting the Township's interests and providing a high level of service.

As part of these efforts, staff recently met with Peters Construction to discuss the H Avenue Path and other upcoming non-motorized projects. Peter's was the low bidder on the H Ave Path project that is included in the 2026 approved budget. The discussion focused candidly on their past experiences with the Township, project risk, scheduling, Township's goals, and opportunities to package work in a way that benefits both parties. Peters subsequently expressed interest in completing the current projects and, if the initial work is successful, developing a longer-term relationship that could help the Township deliver projects on time and within budget.

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

Proposed Contracting Approach

Rather than continuing to procure each small project independently, staff proposes establishing a two-year, as-needed non-motorized construction contract, with the option for one additional two-year extension. This type of approach is commonly utilized by other municipalities including many of our neighbors of similar size that are experiencing similar growth. The contract would be used to deliver projects identified through the Non-Motorized Asset Management Plan, other Board and community priorities, engineering judgement, compliance with changes in standards (ADA), and other opportunities that support Township goals. The contract will include a process for Public Works Staff to continue to complete the quantity take-offs and compile the pay items per project to ensure alignment, compliance, and accountability between both parties.

This approach is intended to create economies of scale, improve contractor interest and continuity, reduce repeated procurement and administrative effort, provide greater flexibility in sequencing work, and allow staff to address smaller improvements that may not be cost-effective as stand-alone bid packages. Scope of work would remain subject to the Board-approved budget and the terms of the approved contract.

Anticipated Projects (minimum)

2026

- H Ave, south side, H Ave to approximately 1,300' west - new construction
- W Main between Menards Drive and West Ridge Condos*- gap infill/new construction
- 9th St, west side, from Erie St to Stadium Dr – reconstruction

2027

- W Main St, north side, from 9th St to 10th St – reconstruction
- 9th St, west side, between W Main St and Mickey's Trail* - gap infill/new construction
- Drake Road path and sidewalk, west side, KL Ave to Ravine Rd – spot repairs

*Denotes project that was not planned in specific year but identified in non-motorized asset management plan and then included in "Community Benefit Agreement" from new Brownfield TIF process, anticipating cost/repayment will be captured in the future.

Board Request (Proposed Motion)

Staff requests that the Township Board:

- Authorize Public Works to proceed with development and implementation of a two-year, as-needed non-motorized construction contract with the option for one, two-year extension,
- Authorize the Supervisor to execute said contract for 2026-2027 with Peter's Construction, for a not to exceed amount of \$500,000 in 2026 and a minimum commitment of \$500,000 in 2027.
- Approve the associated 2026 budget amendments necessary to complete the identified 2026 projects
From: 101-441-97600.NMPRKV (\$150,000) To: 101-441-97600 Capital Outlay \$150,000

TITLE	INFORMATION ABOUT THE BOARD	MEMBER NAME
Board of Review	The Board of Review meets in March annually to review the property assessment roll prepared by the Township Assessor, to hear appeals from property owners, and to correct the assessment rolls, if necessary. Appointed by the Township Board, its citizen members serve two (2) year terms. Per statute, the BOR meets at least 12 hours during a March week selected by the State. At least 3 of those 12 hours must be after 6 p.m. to better accommodate schedules.	Fred Gould
Two Year Term, Start Jan 1, Odd Years		Kitty Gelling
Contact: Kristine Biddle, kbiddle@oshtemo.org	The July and December Board of Review can only address Clerical Errors and Mistakes of Fact related to real and personal property assessments. Appeals may also be heard for current year only Poverty Exemption requests. Veterans Exemption requests can also be heard for the current year only. The July and December Board of Reviews are prohibited from hearing property valuation disputes.	Harry Jachym
		Wiley Boulding (Alternate)
		VACANT (At-Large)
		Cheri Bell (Supervisor)
		Kristine Biddle (Staff)
CCTA (Public Transit)	The Central County Transportation Authority (CCTA) was created in August 2014 to manage and operate the services of Metro within the urbanized area.	Dusty Farmer
South Drake Corridor Improvement Authority (SoDA)	The South Drake Road Corridor Improvement Authority (SoDA) was established by the Township Board on March 18, 2014. The Board of Directors consists of the Township Supervisor and eight members; the majority must represent the designated area, appointed by the Township Board. The SoDA Board are responsible for the formulation and implementation of a Development and Tax Increment Financing Plan, subject to Township Board approval.	
5 to 9 members		Joe Gesmundo (AVB Developer)
Majority with ownership or bus int	A corridor improvement authority (CIA) is a tool, established by the Michigan Legislature to assist local communities with funding improvements in a commercial corridor by permitting the capture and use of future tax increment funds generated in the designated area.	Macy Walters (County Rep) [Chair appointed 3/4/26]
At least 1 resident (w/in 1/2 mile)		Corey Ashley (Grp. Mktg. Svcs., Business Rep) [Vice Chair apt 3/4/26]
Four year term staggered terms		Vacant
Contact: Jodi Stefforia, jstefforia@oshtemo.org		Dennis Patzer, At Large (School Admin) [Treasurer apt 3/4/26]
Typical Schedule:		Vacant
Selected Wednesdays starting at 12 p.m.		Cheri Jodoin (Resident)
		Cheri Bell (TB Liason)
		Leeanna Harris (Staff)
Downtown Development Authority (DDA)	A Downtown Development Authority (DDA) is a tool, established by the Michigan Legislature, that helps local communities become proactive in halting property value decline and/or helps a particular business area keep up with other areas of the community experiencing growth and/or reinvestment. Its establishment permits the capture and use of future tax increment funds generated in the area for improvements to the area.	Stephen Dallas (Interest)
8-12 Members + Supervisor		VACANT (Resident of District)
	The DDA was established by the Township Board on January 27, 2004. The DDA Board of Directors consists of the Township Supervisor and 12 members appointed by the Township Board. The DDA Board is responsible for the formulation and implementation of the Development and Tax Increment Financing Plan regarding the use of captured tax dollars in the DDA area, subject to Township Board approval.	Rob Redman (Interest)
Majority with ownership or business interest.		Dick Skalski (At Large)
At least 1 resident (living in district)		Ryan Winfield (At Large)
Four year term staggered terms		Themi Corakis (Interest)
Contact: Jodi Stefforia, jstefforia@oshtemo.org		Dakota Blodgett
		Karrie Brunner
		Bill Cekola (Interest)
		Cheri Bell (Twp Supervisor)
		Jodi Stefforia (Planning Director)
Oshtemo Election Commission		Dusty Farmer (Clerk)

Contact: Dusty Farmer, dfarmer@oshtemo.org		Clare Buszka (Treasurer)
		Zak Ford (TB Liason)
Friends of the Parks	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.	Bruce Dannenhauer, Treasurer (Resident)
Two Year Term		Neil Sikora (Trustee)
Contact: Vanessa Street, vstreet@oshtemo.org		Vanessa Street (Staff)
No formal term limits. Members keep on as long as they want to.		Dennis Patzer, President (Retired)
		Deb Everett, Secretary (Resident)
		David Walch (Resident, Engineer)
		Kathy Fretz (Resident Retired)
		Paul Sotherland
		Molly Page
		Cheri Bell (TB Liason)
KATS Policy (2 votes)	The Kalamazoo Area Transportation Study (KATS) is the Metropolitan Planning Organization (MPO) for the Kalamazoo Urbanized Area and is required by federal legislation to provide coordinated transportation planning for urban populations greater than 50,000.	Cheri Bell (Primary)
		Dusty Farmer (Alternate)
KATS Technical (2 votes)	The Kalamazoo Area Transportation Study (KATS) is the Metropolitan Planning Organization (MPO) for the Kalamazoo Urbanized Area and is required by federal legislation to provide coordinated transportation planning for urban populations greater than 50,000.	Jodi Stefforia (Planning Director)
		Anna Horner (Public Works Director)
Kalamazoo Regional Water & Waste Water Commission	The Kalamazoo Regional Water and Wastewater Commission (KRWWC) is a regional utility planning and intergovernmental body that coordinates water and sewer services between the City of Kalamazoo and surrounding local township	Cheri Bell (TB/Primary)
		Neil Sikora (TB/Alternate)
Contact: Libby Heiny-Cogswell, libbyhc@gmail.com		Anna Horner (Public Works Director)
		Marc Elliott
		Jim Porter (Staff Attorney)
Planning Commission	The Planning Commission is made up of six members from the community and one Township Board Member. The Planning Commission receives staff support from the Planning Department. The Planning Commission is responsible for maintaining the Master Land Use Plan, living documents that express the community's vision for the future of Oshtemo. The Master Land Use Plan was originally adopted in 1993, the most recent amendment occurred in 2019.	Alistair Smith
Three Year Term		Jeremiah Smith
	The Zoning Ordinance is the tool to implement the Master Land Use Plan. Accordingly, all land use proposals and rezoning requests are reviewed to ensure consistency with both the Zoning Ordinance and the Master Land Use Plan. Occasionally it is appropriate to amend the Master Land Use Plan to ensure that still reflects the type of community Oshtemo residents enjoy now and/or desire for the future.	Ron Ver Plank
Contact: Jodi Stefforia, jstefforia@oshtemo.org		Deb Everett, Vice Chair
		Grace Engles
		Scot Jefferies
		Michael Chapman (TB Liason)
		Jodi Stefforia (Planning Director)
		Jim Porter (Staff Attorney)
Public Media Network	Public Media Network is governed by a Board of Directors.	Clare Buszka (Board Rep)
Township Board	All Township Board Members are elected and serve for four years. The terms are not staggered and the election is held the same year as the Presidential election.	Cheri Bell (Supervisor)
		Dusty Farmer (Clerk)
		Clare Buszka (Treasurer)
		Michael Chapman (Trustee)
		Neil Sikora (Trustee)
		Zak Ford (Trustee)
		Kristin Cole (Trustee)
		Jim Porter (Staff Attorney)

		Anna Horner (Public Works Director)
Zoning Board of Appeals	The Zoning Board of Appeals (ZBA) is made up of five members, two of which are liaisons from the Planning Commission and the Township Board. The Planning Commission receives staff support from the Planning Department. The basic responsibilities of the ZBA include: variance requests, site plan review of permitted uses, ordinance interpretations, and appeals of administrative decisions.	Louis Williams (Resident), Chair
Three Year Terms		Fred Gould (Resident)
Contact: Jodi Stefforia, jstefforia@oshtemo.org		Meg Blinkiewicz
		Harry Jachym, Vice Chair
		Rick Everett (1st Alternate)
		Al Smith (PC Liason)
		Dusty Farmer (TB Liason)
		Jodi Stefforia (Planning Director)
		Jim Porter (Staff Attorney)
Utility Policy Committee (UPC)	Kalamazoo's water system serves many of the areas surrounding townships and villages in addition to residents within the City. The Water Service Agreement between these communities establishes a Utility Policy Committee (UPC), which consists of seven members. Three are appointed by the City of Kalamazoo and four are appointed from the other stakeholder communities. The UPC meets with City of Kalamazoo officials, including the City Manager (or their designee) and the Public Services Director, to review and discuss matters affecting the water system, including operations and maintenance, financial policy, utility rates, and capital planning. The committee must meet a minimum of four times per year, once per quarter.	Libby Heiny-Cogswell (Chair)
		Marc Elliott (Alternate)
Appointment through the KRWWC		

TITLE	INFORMATION ABOUT THE COMMITTEE/BOARD	MEMBERS
Cemeteries, Buildings, and Grounds	Oversees the maintenance, improvement, and long-term care of township-owned buildings, cemeteries, and public grounds. The committee ensures facilities are safe, functional, and well-maintained, manages landscaping and upkeep of public spaces, and plans for repairs or enhancements that preserve community assets and support resident needs.	Cheri Bell (TB)
Greg Fountain contact person		Dusty Farmer (TB)
		Gary Heckman (Resident & Part Time Building Inspector)
		Rick Everett (Resident)
		Bernie Mein (Resident/retired builder)
		Vanessa Street (Oshtemo Parks Director)
		Ted Hanson (Oshtemo Building Official)
		Greg McComb (Staff)
		Neil Sikora (TB)
		Karen Griffin (Staff)
		Richard Thompson (Resident) - not yet confirmed
		David Kobb (Staff)
		Greg Fountain (Staff)
Capital Improvement (CIC)	Responsible for planning and prioritizing major infrastructure and facility projects within the township. The committee develops a multi-year Capital Improvement Plan, evaluates project needs, identifies funding sources, and ensures improvements align with the township's master plan and community priorities. Its work supports long-term sustainability, economic development, and fiscal accountability.	Zak Ford (TB)
		Cheri Bell (TB)
		Clare Buszka (TB)
		Tim Mallett (Resident)
		Bernie Mein (Resident/retired builder)
		Anna Horner (Staff)
		Zach Pearson (Staff)
Dangerous Building Hearing Officer		Dave Breytone
HARC (Hardship Advisory Review Committee); 3 year, staggered terms	To review and recommend property owner(s) to be considered for abatement or deferment.	Fred Gould (BOR)
		Neil Sikora (TB)
		Jeff Parsons (Resident-at-large)
		Sierra Lucas (Staff)
		Clare Buszka (TB Treasurer)
		Cheri Bell (TB Supervisor)
		James Porter (Lawyer)
"Legislative Breakfast"	Community event.	Open to Entire Board
(Southwest Michigan First/Chamber)		
Kalamazoo Brownfield Redevelopment Authority	About: https://kalcountybrownfield.com/about/	Jodi Stefforia
Kalamazoo County Transit Authority	Information: https://www.kmetro.com/our-team/boards-of-directors	Dusty Farmer (Township Representative)

Parks	The Parks Committee consists of two Township Board members, two Citizen Representatives, and Township Staff. They oversee the development of the Township parks, by responding to public interest and use of the Recreation Plan. Yearly development plans are created and a budget is prepared with monies transferred from the General Fund. There is no direct millage for Park development and maintenance. When a project is identified and estimates are obtained, a recommendation is sent to the Township Board.	
According to Vanessa Street, Parks Director, there are no formal term limits for the Parks committee. Trustees Zak Ford and Michael Chapman had previously served on the Parks Committee but are no longer. (12/9/25)		Hannah Whiteman
		Cheri Bell (TB)
		Deb Everett (Resident)
		Paul Sotherland
		Neil Sikora (TB)
		Vanessa Street (Staff)
		Greg Fountain (Maintenance Director)
Police	The Police Services Review Committee was established to evaluate the Township's options in response to significant increases in the cost of contracted sheriff's policing services. The committee will explore alternatives including the potential formation of a Township police department, strategies for negotiating with the County, and other approaches to maintaining effective and financially responsible public safety services.	Cheri Bell (TB)
		Kristin Cole (TB)
		Zak Ford (TB)
		Greg McComb (Fire Chief Staff)
		Deb Everett (Resident)
		Alan Miller (Staff)
		Deb Everett (Resident)
		Jim Porter (Staff Attorney)
		David Kobb (Staff)
Safety	The Safety Committee's purpose is to promote a safe workplace/ safe Township by identifying hazards and ensuring regulatory compliance. It also supports emergency preparedness, recommends corrective actions, and helps build a strong safety culture where employees feel empowered to report concerns and follow safe practices.	Greg McComb (Staff)
Contact Sara Feister (HR Director and Safety Coordinator)		Sara Feister, Safety Coordinator (Staff)
		Alan Miller (Staff)
		Greg Fountain (Staff)
		Jon Gibson (Staff)
		Cheri Bell (TB, Ex Officio)
		David Kobb (Staff)
Culture and Connection Committee (Formerly Sunshine COmmittee)	Manage voluntary contributions from staff to recognize employee life events (determined by Staff within the Sunshine Fund, not TB)	Sally Higgins (Staff)
Contact Sara Feister, HR Director		Sara Feister (Staff)
		Sierra Lucas (Staff)
		David Kobb (Staff)
		Kerri Tyler
		Jon Gibson
		Karen Griffin
Wellhead Protection Team		VACANT formerly Iris L./Colten Hutson (Staff)

Fire Department Strategic Planning	Oshtemo Township has created a Fire Department Strategic Planning Committee to help lay out a map for the department's path over	Greg McComb (Fire Chief, Chair)
	the next 5 years. This committee includes Fire Department staff, Township staff and Board members, residents, and business owners.	Cheri Bell (TB)
	Meetings started in mid- August and have been meeting every few weeks.	Zak Ford (TB)
	The committee covers a wide range of topics regarding the OFD: how the department is managed and funded, how firefighters are	Clare Buszka
	staffed, what it requires to effectively respond to calls, developmental needs, and responding to changes within the Township. These meetings	Eric Burghardt - Staff/Deputy Fire Chief
	have been informative for the members, providing a clearer view into the departmental operations.	Adam Bennett- Staff/Full Time FF
		Erin Phillips – Admin Staff
		Dr. Bruce Goethe - Resident
		Deb Everett - Resident
		Chief Ron Farr - Peer Professional
		Themi Corakis - Business Owner
AI Policy Committee	This committee was created to help the township draft policy and procedure on township employee use of AI tools.	David Kobb (staff)
Established 2026		Sierra Lucas (staff)
		Jon Gibson (staff)
		Sara Fiester (staff)
		Dusty Farmer (Staff)
		Jim Porter (staff)
		Clare Buszka (Staff)
		Cheri Bell (staff)
Open Burn Committee	Explore potential changes to Open Burn ordinance and any corresponding changes to township operations in response to ordinance updates.	David Kobb (Staff)
		Cheri Bell (staff)
		Louis Williams (resident)
		Greg McComb (Fire Chief Staff)
		Alan Miller (Staff)
		Jim Porter
		Sierra Lucas (Staff)
		Dusty Farmer (Clerk)
		Jodi Stefforia (staff)
		Scott Fuller (fire, staff)
		Jon Niewenhuis (resident)
		Jim Wiley (fire, staff)
Strategic Plan Implamentation Committee (Formerly Known As HR Board Workgroup)	The Strategic Plan Implementation Committee was established to support and advance the Township Board's strategic plan developed during its strategic planning retreat. The committee works to prioritize initiatives, coordinate implementation efforts, monitor progress toward strategic goals, and provide recommendations that help translate the Board's vision into measurable results for the Township.	David Kobb (Staff)
		Sara Feister (staff)
		Clare Buszka (Treasurer
		Dusty Farmer (Clerk)
		Cheri Bell (TB Supervisor)
Employee Handbook Review Committee	To perform regular review and update suggestions of the employee handbook.	David Kobb (Staff)
		Alexis Tapper
		Sierra Lucas (Staff)
		Cheri Bell
		Sara Feister (staff)

Township Board's Board & Committee Appointments

Supervisor Cheri Bell
Board of Review, Statutory, Active
South Drake Corridor Improvement Authority (TB liaison), Active
Downtown Development Authority (TB liaison), Active
Friends of the Parks, Ex Officio
Kalamazoo Area Transportation Study - Policy Committee Ex Officio, Active
Kalamazoo Regional Water and Wastewater Commission (KRWWC) Ex Officio, Active
Board & Committee Appointments – Ex Officio, Active
Building and Grounds Committee – Ex Officio, Active
Capital Improvement Committee (CIC) - Ex Officio
Hardship Advisory Review Committee (HARC) - Ex Officio, Active
HR Board Work Group – Ex Officio, Active
Kalamazoo County Supervisors – Ex Officio, Active
Parks – Ex Officio
Police – Ex Officio, Active
Safety – Ex Officio
Fire Department Strategic Planning Committee – Ex Officio, Active
Kalamazoo County Dispatch Authority – Finance Committee Appointed, Active
Kalamazoo County Event Center Assessment District Authority Board (KCECAD), Appointed, Active

Treasurer Clare Buszka
Oshtemo Election Commission
Public Media Network
Public Media HR Committee
Board & Committee Appointments
Capital Improvement Committee (CIC)
Hardship Advisory Review Committee (HARC)
HR Board Work Group
Fire Department Strategic Planning Committee
KCTA – Kalamazoo County Treasurer’s Association

Trustee Michael Chapman
Planning Commission (TB Liaison)

Trustee Kristin Cole
Police Committee

Clerk Dusty Farmer
CCTA (Public Transit)
Oshtemo Election Commission
Zoning Board of Appeals (ZBA)
Kalamazoo County Transit Authority (Township Representative)
HR Board Workgroup
KATS Policy Committee
Kalamazoo Local Clerk's Association
Kalamazoo County Elections Focus Group
Kalamazoo County Proposition 2 Implementation Committee
Metro Local Advisory Committee
KCTA/CCTA Governance Board
KCTA/CCTA External Relations Committee
Buildings and Grounds Committee

Trustee Zak Ford
Oshtemo Election Commission
Police Committee
Fire Department Strategic Planning Committee

Trustee Neil Sikora
Environmental Board
Friends of the Parks
Kalamazoo Regional Water and Wastewater Commission (KRWWC) (TB Alternate)
Hardship Advisory Review Committee (HARC)
Parks Committee
Building and Grounds Committee

Department Heads' Appointments

Assessing
Board of Review

Fire
Board Chair for the Kalamazoo County Fire Chiefs Association
Board member for Kalamazoo County Consolidated Dispatch Authority (KCCDA) Board of Directors
Building and Grounds Committee
Fire Department Strategic Planning Committee
KCCDA Fire Communication Operations Committee
KCCDA Fire Technical Advisory Committee (FireTac)
Kalamazoo County Technical Rescue Team
Kalamazoo County Disaster Preparedness Committee (Emergency Management)
Kalamazoo County Local Emergency Planning Committee (LEPC)
Kalamazoo Valley Intergovernmental Ambulance Agreement Committee (KVIAA)
Kalamazoo Valley Community College Fire Science Advisory Board
Kalamazoo County Hazardous Materials Team Executive Board member
Michigan Fifth District Technical Rescue Team Committee
Police Committee
Safety Committee
Kalamazoo County Medical Control Authority EMS Council Advisory Board
Kalamazoo County Medical Control Authority EM/MCI Committee

Human Resources
HR Board Work Group
Safety Committee (Coordinator)
Culture and Connection Committee
2026 President of Kalamazoo SHRM (Society for Human Resource Management)
AI Committee
Handbook Review Committee

Information Technology
Safety Committee

Legal
Board of Review (Attorney)

Capital Improvements Committee (Attorney)
HARC, Hardship Advisory Review Committee (Attorney & Paralegal Manager)
Internal Tech Review Committee (Attorney)
Kalamazoo County Bar Association (Attorney – external)
KRWWC (Staff Attorney)
Michigan Bar Association (Attorney – external)
NALA, The Paralegal Association (Paralegal Manager – external)
Notary Public Commission (Paralegal Manager – external)
Planning Commission (Attorney)
Police Committee (Attorney)
Culture and Connection Committee (Paralegal Manager - Chair)
Township Board (Attorney)
Utility Policy Committee (Staff Attorney)
Zoning Board of Appeals (Attorney)
Handbook Review Committee (Paralegal Manager)
AI Committee (Paralegal Manager)
Open Burn Committee (Attorney & Paralegal Manager)

Maintenance
Building and Grounds Committee (Chair)
Safety Committee

Ordinance Enforcement
Michigan Association of Housing Officials (MAHO)
Police Committee
Safety Committee

Parks
Friends of the Parks (Coordinator)
Parks Committee (Coordinator)

Planning
Downtown Development Authority
Internal Tech Review Committee
Planning Commission
South Drake Road Corridor Improvement Authority
Zoning Board of Appeals
Michigan Association of Planning (external)
American Planning Association (external)

KATS Technical Committee (Member)
Metropolitan Transportation Plan Subcommittee
Capital Improvements Committee

Public Works
American Public Works Association, SW Branch (external)
Institute of Transportation Engineers (external)
American Society of Civil Engineers, SW Branch (external)
Industrial Advisory Board Member, WMU Civil and Construction Engineering Department (external)
KATS Technical Committee, Chair (2026) • Complete Streets Subcommittee • Project Prioritization Subcommittee • Signal Coordination Subcommittee • Metropolitan Transportation Plan Subcommittee • KRWWC
Township Board (Engineer)
Utility Policy Committee
HARC
CIC –
Internal Development Review Committee (Internal)
Record Retention (Internal)
TBD: Bike Friendly Kalamazoo

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CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION REGARDING
CLOSED SESSION OF SEPTEMBER 9, 2026**

WHEREAS, it is necessary for the Township Board to meet and consult with its Attorney for purposes of discussing the purchase of real estate and to do so in an open meeting would have a detrimental effect upon the Township's position and could disclose matters protected by attorney-client privilege; and

WHEREAS, Section 8 of the Open Meetings Act, 1976 PA 267, as amended, permits a public body to meet in closed session to consult with its attorney regarding material exempt from discussion and disclosure as set forth above.

NOW, THEREFORE, BE IT RESOLVED that, in accordance with the Open Meetings Act, the Oshtemo Charter Township Board hereby determines to meet in closed session this 9th day of September, 2026, to consult with its Attorney regarding the purchase of real estate and to consider material exempt from discussion or disclosure by state law.

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 or were absent:

The Supervisor declared that the Resolution has been adopted by at least 2/3 of the members of the Board.

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 September 9, 2026, 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