

Charter  
**Township**  
of Kalamazoo

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

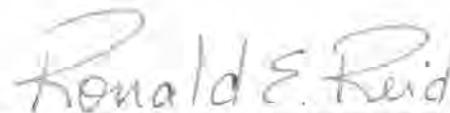
**BOARD OF TRUSTEES WORK GROUP MEETING**

**March 14, 2016**

The Board of Trustees of the **Charter Township of Kalamazoo** will meet in a "**Work Group Meeting**" to be held at 5:30 p.m., on Monday, March 14, 2016, in the **Charter Township of Kalamazoo** Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099 for the purpose of discussing the below listed items and any other business that may legally come before the Board of Trustees of the **Charter Township of Kalamazoo**.

1. Dispatch Authority update – Director Jeff Troyer
2. Discussion regarding Executive Search Firm selection
3. Elected officials compensation effective November 20, 2016
4. Discussion of tax payments over/under by \$5
5. Discussion regarding items on the regular Agenda
6. Public comment

**Posted: March 9, 2016**



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**Ronald E. Reid, Supervisor**  
**Charter Township of Kalamazoo**

*Charter*  
***Township***  
*of Kalamazoo*

Date: March 8, 2016  
To: Kalamazoo Township Board  
From: George Cochran, Treasurer  
Re: Refunds over/under \$5

Attached is a resolution for a policy that addresses an issue that all treasurers have to deal with.

I am requesting discussion of establishing a policy by resolution similar to the one attached from Watertown Township for Kalamazoo Township. Due to the cost in time and materials involved in collecting underpayments I would like to address the amount established by Watertown Township.

**WATERTOWN CHARTER TOWNSHIP  
CLINTON COUNTY, MICHIGAN**

**RESOLUTION TO ADDRESS THE COLLECTION OF PAYMENTS  
OR REFUNDS ON TAXES UNDER/OVER \$5.00**

**WHEREAS**, The General Property Tax Act P.A. 206 of 1893 (as amended) requires the Treasurer of Watertown Charter Township to collect Real and Personal Property Taxes.

**WHEREAS**, many taxpayers and Mortgage Companies, etc. pay their taxes by personal or bank check via U.S. Postal Service.

**WHEREAS**, on several occasions, the Treasurer has received checks for an incorrect amount, both deficient and excess of the amount due.

**WHEREAS**, this has resulted in refund checks totaling less than \$5.00 and/or a request to the taxpayer to submit the balance due, often amounting to less than \$5.00.

**THEREFORE BE IT RESOLVED**, that the Watertown Charter Township Treasurer will not request a secondary payment due of any tax amounts totaling \$5.00 or less, once the primary payment has been received.

**BE IT ALSO RESOLVED**, that the Board of Trustees approves the underpayments to be taken from the interest being earned.

**BE IT FURTHER RESOLVED**, that overpayments of taxes totaling \$5.00 or less shall be handled by the Treasurer in accordance with generally accepted regional tax collection practices.

**CERTIFICATION**

I, the undersigned duly qualified Clerk of Watertown Charter Township, Clinton County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Township Board of Trustees of the Charter Township of Watertown, County of Clinton, Michigan at a regular meeting held on May 19, 2014 at 7:00PM prevailing Eastern Time and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

I further certify that the following Members were present at said meeting: Supervisor Maahs, Clerk Adams, Treasurer Thelen, Trustee DeLong, Trustee Hufnagel, Trustee Overton, and Trustee Weitzel

And that the following Members were absent: None

A motion to adopt the foregoing resolution was made by \_\_\_\_\_  
and seconded by \_\_\_\_\_.

A vote on the foregoing resolution was as follows:

Yes:

No:

Resolution Declared:

\_\_\_\_\_  
Deborah G. Adams, Clerk

\_\_\_\_\_  
Date

## of Kalamazoo

### Board of Trustees Regular Meeting Agenda

March 14, 2016

The "**Regular Meeting**" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, March 14, 2016, in the *Charter Township of Kalamazoo* Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099 for the purpose of discussing and acting on the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

**1 – Call to Order**

**2 – Pledge of Allegiance**

**3 – Roll Call of Board Members**

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

**5 – Public Comment on Agenda and Non-agenda Items** (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3 minute time period, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

**6 – Consent Agenda** (The purpose of the Consent Agenda is to expedite Business by grouping non-controversial items together to be dealt with in one Board Motion without discussion.)

**Approval of:**

- A. Board of Trustees Special Work Session Meeting Minutes of February 22, 2016
- B. Board of Trustees Regular Meeting Minutes of February 22, 2016
- C. Westwood Little League Parade Permit for April 23, 2016
- D. Payment of Bills in the amount of \$159,434.85

**Receipt of:**

- A. February 2016 Budget Report
- B. February 2016 Check Disbursement Report
- C. 2015 Fire Department Annual Report
- D. February 2016 Planning and Zoning Department Report
- E. 2016 Michigan Township Association Capital Conference for April 12 & 13 in Lansing
- F. Michigan Township Association Zoning Board of Appeals workshop registration for April 2016
- G. Notice of Obligation to cut weeds

**7 – Public Hearings**

- A. Dangerous structures hearing for 1805 Gull Road
- B. Dangerous structures hearing for 625 Gayle

**8 - Unfinished Business**

- A. None at this meeting

## 9 – New Business

- A. Request to uphold and enforce Order to Raze Dangerous Buildings at 625 Gayle
- B. Request to uphold and enforce Order to Raze Dangerous Buildings at 1805 Gull Road
- C. Consideration of request by Fire Department to purchase breathing air storage cylinders
- D. Consideration of request by Fire Department to purchase mobile breathing air compressor
- E. Consideration of request by Police Department to purchase unmarked car
- F. Request to adopt Permit Application Form for keeping chickens in Kalamazoo Township
- G. Request to establish a permit fee of \$10 to keep chickens in Kalamazoo Township
- H. Request for approval of resolution to set wages for Township Clerk beginning November 20, 2016
- I. Request for approval of resolution to set wages for Township Supervisor beginning November 20, 2016
- J. Request for approval of resolution to set wages for Township Treasurer beginning November 20, 2016
- K. Request to award executive search services to Waters & Company for Township Manager Search
- L. Consideration of request for memorandum of understanding to allow an additional charge for "back door" garbage service
- M. Request to adopt resolution removing Chase Bank and adding 1<sup>st</sup> Source Bank to the 2016 list of authorized depositories of Township funds

## 10 – Items removed from Consent Agenda

## 11 – Committee Reports

Election Commission / Street Light Committee - Clerk Thall  
County Brownfield / KABA / Dispatch Authority - Treasurer Cochran  
Metro Transit LAC / CCTA / Public Media – Trustee Goodacre  
Planning Commission / Brownfield Redevelopment – Trustee Leuty  
Fire Department / Noxious Weeds / Highway Commissioner – Trustee Martin  
Parks and Recreation / Zoning Board of Appeals – Trustee Miller  
Police Dept. / Policy and Admin. / KATS / COG / KRWWWC – Supervisor Reid

## 12 – Attorney Report

## 13 – Public Comments

## 14 – Board Member Comments

## 15 – Adjournment

Posted: March 9, 2016



**Ronald E. Reid, Supervisor**  
**Charter Township of Kalamazoo**

**CHARTER TOWNSHIP OF KALAMAZOO**  
**BOARD OF TRUSTEES - WORK GROUP SESSION**  
**Monday, February 22, 2016**

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Group Session on **Monday, February 22, 2016**, at **5:30 p.m.** in the Board Room of the Charter Township of Kalamazoo Administration Building, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099, for the purpose of discussing Work Session Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County.

**PRESENT:** Supervisor Ronald Reid, Clerk Donald Thall, Treasurer George Cochran, Trustees, Donald Martin, Mark Miller and Steven Leuty.

**ABSENT:** Trustee Pamela Brown Goodacre

**ALSO PRESENT:** None

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

**Item 1 – DISCUSSION OF POLICY MANUAL FOR OFFICIALS, EMPLOYEES, CONTRACTED PROFESSIONALS AND VOLUNTEERS**

The Board reviewed the final revision of the Policy Manual for Officials, Employees, Contracted Professionals and Volunteers.

**Item 2 – DISCUSSION OF ELECTED OFFICIALS' JOB DESCRIPTIONS**

The Board reviewed the draft job descriptions for part-time Supervisor, part-time Clerk, and part-time Treasurer.

**Item 3 – ELECTED OFFICIALS' COMPENSATION**

There was minor discussion on the elected officials' compensation. Treasurer Cochran and Trustee Goodacre will be providing a full report at the next work session.

**Item 4 – DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA**

The Board discussed the Township Non-ERISA Retirement Plan. In addition, the Board reviewed the proposed Ordinance No. 579 amending the zoning ordinance to allow chickens in platted areas with conditions, as well as the permits and fees. It was decided to establish the potential fees and permit form at the next Board Meeting.

**Item 5 - PUBLIC COMMENT**

There were no public comments.

**Item 6 - ADJOURNMENT**

Supervisor Reid moved to adjourn the Work Session at 7:15 p.m.

Respectfully submitted,

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Donald Z. Thall, Clerk,  
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
February 22, 2016**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, February 22, 2016, at the Charter Township of Kalamazoo Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099.

**Item 1            CALL TO ORDER**

Supervisor Reid called the meeting to order at 7:30 p.m.

**Item 2            PLEDGE OF ALLEGIANCE**

Trustee Miller led the Pledge of Allegiance. Following the Pledge of Allegiance, the Board held a moment of silence for the victims of Saturday's shooting in Kalamazoo.

**Item 3            ROLL CALL OF BOARD MEMBERS**

Trustee Pamela Brown Goodacre was absent.

**Item 4            ADDITIONS AND DELETIONS TO 02/22/2016 AGENDA**

There were no addition or deletions.

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

There were no public comments.

**Item 6            CONSENT AGENDA**

Trustee Miller moved, seconded by Clerk Thall, to approve the consent agenda which included action on the following items:

Approval of:

- A. Board of Trustees Work Session Meeting Minutes of February 8, 2016
- B. Board of Trustees Regular Meeting Minutes of February 8, 2016
- C. Payment of Bills in the amount of \$46,047.14

Receipt of:

- A. Fire Department Report for January 2016
- B. Kalamazoo County Hazardous Materials Response Team 2015 Annual Report
- C. Kalamazoo Area Building Authority Permit Reports for December 2015 and January 2016
- D. Planning Commission Draft Meeting Minutes for February 4, 2016
- E. Kalamazoo Area Transportation Authority Quarterly Newsletter

Motion carried.

**Item 7            PUBLIC HEARINGS**

There was no public hearing.

**Item 8            UNFINISHED BUSINESS**

There was no unfinished business.

**Item 9            NEW BUSINESS**

**Item 9A**      **REQUEST TO ADOPT PROPOSED ORDINANCE NO. 579 AMENDING THE ZONING ORDINANCE TO ALLOW CHICKENS IN PLATTED AREAS WITH CONDITIONS**

Trustee Leuty moved, seconded by Trustee Martin, to adopt Ordinance No. 579, amending the zoning ordinance to allow chickens in platted areas with conditions, effective 30 days after publication. Roll call vote: 6 – yes, 0 – no, 1 – absent (Trustee Goodacre). Ordinance adopted (see attached ordinance).

**Item 9B**      **REQUEST TO ACCEPT TRANSMITTAL OF ORDER TO RAZE FROM DANGEROUS BUILDING HEARING OFFICER AND SET PUBLIC HEARING DATE FOR 625 GAYLE**

Clerk Thall moved, seconded by Treasurer Cochran, to accept the Transmittal of Order to Raze to Township Board and Request for Enforcement of Order; to set a public hearing date of March 14, 2016, commencing at 7:30 p.m. at the Kalamazoo Township Hall, 1720 Riverview Drive within the Township, for 625 Gayle, Parcel No. 13-118-080; and authorize Supervisor Reid to sign the Notice of Dangerous or Unsafe Buildings Hearing Before the Township Board. Motion carried.

**Item 9C**      **REQUEST TO ACCEPT TRANSMITTAL OF ORDER TO RAZE FROM DANGEROUS BUILDING HEARING OFFICER AND SET PUBLIC HEARING DATE FOR 1805 GULL ROAD**

Trustee Martin moved, seconded by Treasurer Cochran, to accept the Transmittal of Order to Raze to Township Board and Request for Enforcement of Order; to set a public hearing date of March 14, 2016, commencing at 7:30 p.m. at the Kalamazoo Township Hall, 1720 Riverview Drive within the Township, for 1805 Gull Road, Parcel No. 11-405-302; and authorize Supervisor Reid to sign the Notice of Dangerous or Unsafe Buildings Hearing Before the Township Board. Motion carried.

**Item 9D**      **REQUEST FOR APPROVAL OF 2017 KALAMAZOO AREA TRANSPORTATION STUDY AGREEMENT**

Treasurer Cochran moved, seconded by Trustee Leuty, to authorize Supervisor Reid to execute the Third-Party In-Kind Contribution Notification Assurances Statement for the Fiscal Year 2017 Unified Work Plan for the Kalamazoo Urbanized Area for Federal Highway Administration Planning Funds to support the Kalamazoo Area Transportation Study (KATS) request for federal funding of its eligible activities and the Township's agreement to provide the estimated \$2,000 in-kind contribution for Fiscal year 2017. Motion carried.

**Item 9E**      **REQUEST FOR APPROVAL TO RENEW CONTRACT WITH KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT/HOUSEHOLD HAZARDOUS WASTE (HHW) FOR 2016 HHW SERVICES**

Trustee Miller moved, seconded by Trustee Martin, to approve the Agreement Between the County of Kalamazoo by and through its Health and Community Services Department. Motion carried.

**Item 9F**      **CONSIDERATION OF REQUEST TO INSTALL/REPAIR AUTOMATIC LAWN SPRINKLER SYSTEM AT THE TOWNSHIP HALL**

Treasurer Cochran moved, seconded by Trustee Martin, to authorize Sanderson & Dehaan Lawn Sprinkling of Portage, Michigan, to install/repair the automatic lawn sprinkler system at the Kalamazoo Township Hall for a total of \$5,588. Motion carried.

**Item 9G**            **REQUEST TO AMEND AND RESTATE TOWNSHIP NON-ERISA RETIREMENT PLAN**

Clerk Thall moved, seconded by Treasurer Cochran, to adopt the resolution to amend and restate Township Non-ERISA Retirement Plan. Roll call vote: 6 – yes, 0 – no, 1 – absent (Trustee Goodacre). Resolution adopted. (see attached Resolution)

**Item 9H**            **AUTHORIZATION TO HIRE DANIELLE HIRSCH TO FILL OPEN POSITION IN DISPATCH BEGINNING MARCH 7, 2016**

Trustee Leuty moved, seconded by Treasurer Cochran, to authorize the hiring of Danielle Hirsch for the position of dispatcher with an anticipated start date of approximately March 7, 2016, at Dispatcher 1 rate. Motion carried.

**Item 9I**            **AUTHORIZATION TO HIRE POLICE OFFICER PENDING FAVORABLE RESULT OF PHYSICAL EXAMINATION**

Treasurer Cochran moved, seconded by Trustee Miller, to authorize the employment of Julissa Aquino with an anticipated start date of approximately March 7, 2016, at Police Officer 1 rate. Motion carried.

**Item 9J**            **REQUEST FOR APPROVAL OF THE CLERK, SUPERVISOR AND TREASURER JOB DESCRIPTIONS**

The Board reviewed the job descriptions for Clerk, Treasurer, and Supervisor. The descriptions include status and expected responsibility. At the work session prior to the Board meeting, the Board deemed that during normal work hours, the Supervisor is expected to serve 10 – 20 hours per week, the Clerk is expected to serve 10 – 15 hours per week, and the Treasurer is expected to serve 10 – 15 hours per week. It was noted that the job descriptions will also be posted on the township's website.

Trustee Miller moved, seconded by Trustee Leuty, to adopt the (3) three amended job descriptions for part-time Supervisor, part-time Clerk, and part-time Treasurer. Motion carried.

**Item 9K**            **REQUEST FOR APPROVAL OF THE POLICY MANUAL FOR OFFICIALS, EMPLOYEES, CONTRACTED PROFESSIONALS AND VOLUNTEERS**

Supervisor Reid gave a brief overview and highlights of the Policy Manual for Officials, Employees, Contracted Professionals and Volunteers for the Township of Kalamazoo. This policy is consistent with the mission of the Township; to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn, and play. Supervisor Reid and Trustee Leuty both expressed their appreciation to the Policy and Administration Committee members which include Trustee Martin, Supervisor Reid, Trustee Miller, Trustee Goodacre, Police Chief Bourgeois, and Fire Chief Obreiter.

Trustee Miller moved, seconded by Trustee Martin, to adopt the Policy Manual for Officials, Employees, Contracted Professionals and Volunteers. Motion carried.

**Item 9L**      **REQUEST TO AUTHORIZE SIGNING OF A RESOLUTION APPOINTING MICHAEL R. ALWINE AS THE BUILDING OFFICIAL FOR KALAMAZOO CHARTER TOWNSHIP**

Treasurer Cochran read the Resolution Appointing Michael R. Alwine as the Building Official for Kalamazoo Charter Township. The Kalamazoo Area Building Authority (KABA) has recommended hiring Michael R. Alwine as the new Building Official for the purposes of overseeing KABA and enforcement of the State Construction Code. He will exercise his authority through KABA as the Enforcing Agency for the Township.

**Treasurer Cochran moved, seconded by Trustee Martin, to adopt the Resolution Appointing Michael R. Alwine as the Building Official for Kalamazoo Charter Township. Roll call vote: 6 – yes, 0 – no, 1 – absent (Trustee Goodacre). Resolution adopted. (See attached Resolution)**

**Item 9M**      **CONSIDERATION OF REQUEST FOR ADOPTION OF MERS 457 PROGRAM RESOLUTION**

The Kalamazoo Township Police Officers Association in accordance with Section 18.02 of the 2016-2018 labor agreement has asked the Township to establish a 457 Deferred Compensation Plan with the Municipal Employee Retirement System (MERS). This additional 457 plan is available to all eligible Kalamazoo Township employees including non-union employees.

**Trustee Leuty moved, seconded by Treasurer Cochran, to adopt the Municipal Employee Retirement System (MERS) Uniform 457 Supplemental Retirement Program Resolution. Roll call vote: 6 – yes, 0 – no, 1 – absent (Trustee Goodacre). Resolution adopted. (see attached Resolution)**

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

There were no items removed from the Consent Agenda.

**Item 11**      **COMMITTEE REPORTS**

Clerk Thall reminded voters in the Township that the former Precinct 3, King-Westwood Elementary, and the former Precinct 6, Indian Prairie Elementary, have been permanently combined into one precinct, Precinct 3, and is located at Grace Harbor Church, 811 Gorham Lane.

Treasurer Cochran said that the Kalamazoo County Consolidated Dispatch Authority Director's office is located on Western Michigan University's campus.

Trustee Leuty reported that the Planning Commission is holding a Special Meeting on February 24, 2016, at 7:00 p.m. at the Kalamazoo Township Hall and will be reviewing 17 chapters of the Zoning Ordinance Update. He also mentioned an Open House for the Planning Commission on April 13, 2016.

Trustee Martin invited the public to attend the Kalamazoo Township's Annual Fire Department Awards Ceremony on Sunday, February 28, 2016, from 3:00 p.m. to 5:00 p.m. at the Kalamazoo Township Hall, 1720 Riverview Drive. He also said that on March 4, 2016, the Road Commission of Kalamazoo County (RCKC) is scheduled to meet and discuss requests for road project proposals.

**Item 12      ATTORNEY’S REPORT**

Attorney Seeber commented on the Southwest Michigan’s Construction Code Library and informed the Board that Kalamazoo Area Building Authority (KABA) has a Construction Code Library. She also noted updates to the Zoning Ordinance, particularly going to a map based zoning ordinance.

**Item 13      PUBLIC COMMENTS**

There were no public comments.

**Item 14      BOARD MEMBER COMMENTS**

Trustee Martin and Trustee Miller commented on the tragedy of the shootings that took place this past weekend, and reported that prayer services have been provided by many of the churches in Kalamazoo.

Trustee Miller thanked the police officers for their quick and efficient work to apprehend the shooting suspect. He also commented on gun laws and mental illness.

Trustee Leuty commented on and received an explanation of a final bill to the Road Commission of Kalamazoo County (RCKC) for the new sidewalk on Drake Road in front of the Kalamazoo Central High School. He also commented on open burning in the Township of Kalamazoo and alternative ways to manage yard waste.

Treasurer Cochran offered his condolences to the families of the mass shooting victims. He reported that the Township of Kalamazoo collected 94% for the winter taxes.

Supervisor Reid shares the grief that the Board has expressed. He believes this community supports and upholds those who need help and mentioned that there are people to assist. There are a number of agencies in the Kalamazoo community that offer counseling such as Dial 211 via telephone or visit Gryphon Place’s website at Gryphon.org. The Board’s hearts go out to those affected.

**Item 15      ADJOURNMENT**

**There being no further business to come before the Board, the meeting was adjourned at 8:48 p.m.**

**BOARD MEMBERS PRESENT:**

Supervisor Ronald E. Reid  
Clerk Donald Z. Thall  
Treasurer George E. Cochran  
Trustee Steven C. Leuty  
Trustee Donald D. Martin  
Trustee Mark E. Miller

Respectfully submitted,

\_\_\_\_\_  
Donald Z. Thall, Clerk

**ABSENT:**

Trustee Pamela Brown Goodacre

Attested to by,

**ALSO PRESENT:**

Attorney Seeber

\_\_\_\_\_  
Ronald E. Reid, Supervisor



# APPLICATION AND PERMIT

TO CONSTRUCT, OPERATE, MAINTAIN, USE AND/OR REMOVE  
IMPROVEMENTS WITHIN A COUNTY ROAD RIGHT-OF-WAY

Board of County Road Commissioners of Kalamazoo County, Michigan  
3801 East Kilgore Road, Kalamazoo, Michigan 49001  
Telephone: (269) 381-3171 Fax: (269) 381-1760  
"<http://www.kcrc-roads.com>"

Permit Fee	Permit Number
Other	Date Issued
Receipt Number	

If owner hires a contractor to perform work, BOTH shall assume responsibility for the provisions of this Application and Permit.

APPLICATION					
OWNER/APPLICANT — Please Print			CONTRACTOR — Please Print		
Name <i>Bandy Dohm / Westwood LHO</i>			Name		
Street <i>3435 Grand Prairie</i>			Street		
City <i>Kalamazoo</i>	State <i>Mich</i>	Zip <i>49001</i>	City	State	Zip
Day Phone <i>269-370-7791</i>	Evening Phone	Fax Number	Day Phone	Evening Phone	Fax Number
APPLICANT SIGNATURE <i>Bandy Dohm</i>			TITLE <i>President</i>		DATE <i>2/29/16</i>

I/We do hereby make application for a permit for the purpose indicated below and/or as provided in the attached plans and specifications at the following location:

**Charter Township of Kalamazoo**

Begin: *8:00 AM*

Completion: *8:45 AM*

Road Name and Address (EXACT) <i>WESTWOOD FIRE STATION to</i>	Location (cross streets between which property is located or nearest main intersection) <i>Westwood Little League Nichols Left on</i>
Purpose <i>Grand Prairie Left into Little League</i>	Plans and Specifications Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Little League Opening Day</i>	Proof of Insurance Yes <input type="checkbox"/> No <input type="checkbox"/>
	Other

I/We certify the accuracy of facts set forth in this application, and agree to the following:

1. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
2. Failure to object within ten (10) days to the permit as issued constitutes acceptance of the permit as issued.
3. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
4. Permittee has read, acknowledges, and agrees to terms and conditions on page 2 of this form.

If Authorized Agent, I certify that I am acting as Authorized Agent on behalf of the Charter Township of Kalamazoo

AUTHORIZED AGENT SIGNATURE	TITLE	DATE

**REMINDER: IF APPLYING FOR DRIVEWAY PERMIT, DRIVEWAY LOCATION MUST BE STAKED AND IDENTIFIED BY PROPERTY ADDRESS AND OWNER'S NAME**

**PERMIT - FOR KCRC USE ONLY BELOW THIS LINE**

Additional KCRC requirements:

Permit is granted in accordance with the foregoing application for the period stated above, subject to and incorporating the Terms and Conditions set forth on page 2 of this form.

**When Owner hires a Contractor, the Permittee is both the owner and the Contractor.**

Approved & Issued By:  
KCRC AUTHORIZED SIGNATURE

TITLE

DATE

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 000374 - 62-A DISTRICT COURT:							
030716 13139	62-A DISTRICT COURT DOCKET #15CT1090 - ROGERS 701-000-237.00	03/09/2016 MONICAK	03/09/2016	619.00	619.00	Open	N 03/09/2016
	Inter-Fund Transfer			619.00			
	Total for vendor 000374 - 62-A DISTRICT COURT:			<u>619.00</u>	<u>619.00</u>		
Vendor 000378 - 7TH DISTRICT COURT WEST:							
030716 13140	7TH DISTRICT COURT WEST DOCKET #13X936091AST - ROGERS 701-000-237.00	03/09/2016 MONICAK	03/09/2016	200.00	200.00	Open	N 03/09/2016
	Inter-Fund Transfer			200.00			
	Total for vendor 000378 - 7TH DISTRICT COURT WEST:			<u>200.00</u>	<u>200.00</u>		
Vendor 002610 - RED THE UNIFORM TAILOR:							
OK106035 13146	RED THE UNIFORM TAILOR UNIFORMS 207-301-748.00	03/09/2016 MONICAK	03/09/2016	1,194.68	1,194.68	Open	N 03/09/2016
	Uniforms/Personal Equipment			1,194.68			
OK106036 13147	RED THE UNIFORM TAILOR UNIFORMS 207-301-748.00	03/09/2016 MONICAK	03/09/2016	1,089.81	1,089.81	Open	N 03/09/2016
	Uniforms/Personal Equipment			1,089.81			
K105712B 13148	RED THE UNIFORM TAILOR TASER HOLSTERS 207-301-748.00	03/09/2016 MONICAK	03/09/2016	440.00	440.00	Open	N 03/09/2016
	Uniforms/Personal Equipment			440.00			
OK106406 13149	RED THE UNIFORM TAILOR UNIFORMS 207-301-748.00	03/09/2016 MONICAK	03/09/2016	48.76	48.76	Open	N 03/09/2016
	Uniforms/Personal Equipment			48.76			
	Total for vendor 002610 - RED THE UNIFORM TAILOR:			<u>2,773.25</u>	<u>2,773.25</u>		
Vendor 006672 - CONSUMERS ENERGY:							
209811000142 13176	CONSUMERS ENERGY ACCT #1000 1699 4202 101-200-923.00	03/09/2016 MONICAK	03/09/2016	1,441.10	1,441.10	Open	N 03/09/2016
	Utilities - Fuel			1,441.10			

EXP CHECK RUN DATES 03/09/2016 - 03/09/2016

BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
201715957771 13177	CONSUMERS ENERGY ACCT #1000 1474 3502 101-751-921.00	03/09/2016 MONICAK Utilities - Electric	03/09/2016	72.03 72.03	72.03	Open	N 03/09/2016
203050862286 13178	CONSUMERS ENERGY ACCT# 1000 1418 7866 883-520-930.00	03/09/2016 MONICAK Maintenance - Sewer	03/09/2016	23.13 23.13	23.13	Open	N 03/09/2016
203139857256 13187	CONSUMERS ENERGY ACCT #1000 1613 2589 206-336-921.04	03/09/2016 MONICAK Utilities - Electric	03/09/2016	24.86 24.86	24.86	Open	N 03/09/2016
201360015046 13188	CONSUMERS ENERGY ACCT #1000 1625 8889 206-336-921.01	03/09/2016 MONICAK Utilities - Electric	03/09/2016	25.53 25.53	25.53	Open	N 03/09/2016
205453695856 13189	CONSUMERS ENERGY ACCT #1000 1552 2459 206-336-921.01	03/09/2016 MONICAK Utilities - Electric	03/09/2016	22.59 22.59	22.59	Open	N 03/09/2016
601009078036 13190	CONSUMERS ENERGY ACCT #1000 1445 5693 206-336-921.04	03/09/2016 MONICAK Utilities - Electric	03/09/2016	1,059.99 1,059.99	1,059.99	Open	N 03/09/2016
205453695853 13191	CONSUMERS ENERGY ACCT #1000 1552 2335 206-336-921.01 206-336-923.01	03/09/2016 MONICAK Utilities - Electric Utilities - Fuel	03/09/2016	1,001.67 398.61 603.06	1,001.67	Open	N 03/09/2016
201804946597 13192	CONSUMERS ENERGY ACCT #1000 0024 6171 206-336-923.04	03/09/2016 MONICAK Utilities - Fuel	03/09/2016	499.45 499.45	499.45	Open	N 03/09/2016
203673840507 13193	CONSUMERS ENERGY ACCT #1000 1381 1326 206-336-921.04	03/09/2016 MONICAK Utilities - Electric	03/09/2016	25.25 25.25	25.25	Open	N 03/09/2016
209722000159 13194	CONSUMERS ENERGY ACCT #1000 1753 9022	03/09/2016 MONICAK	03/09/2016	25.56	25.56	Open	N 03/09/2016

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	206-336-921.02	Utilities - Electric		25.56			
	Total for vendor 006672 - CONSUMERS ENERGY:			4,221.16	4,221.16		
<hr/>							
Vendor 008600 - BERNIE'S HAUL-AWAY, INC.:							
020616 13200	BERNIE'S HAUL-AWAY, INC. 2105 PITCHER ST 701-000-231.05	03/09/2016 MONICAK Clean-up/Mowing/Demo - Twp Svc	03/09/2016	500.00	500.00	Open	N 03/09/2016
	Total for vendor 008600 - BERNIE'S HAUL-AWAY, INC.:			500.00	500.00		
<hr/>							
Vendor 010619 - RIVER RUN PRESS:							
128433 13166	RIVER RUN PRESS LETTERHEAD 101-200-740.00	03/09/2016 MONICAK Operating Supplies	03/09/2016	240.69	240.69	Open	N 03/09/2016
	Total for vendor 010619 - RIVER RUN PRESS:			240.69	240.69		
<hr/>							
Vendor 017007 - GOGGIN RENTALS:							
165807 13179	GOGGIN RENTALS BOBCAT 101-276-932.00	03/09/2016 MONICAK Maint. - Grounds	03/09/2016	260.00	260.00	Open	N 03/09/2016
165663 13180	GOGGIN RENTALS BOBCAT 101-276-932.00	03/09/2016 MONICAK Maint. - Grounds	03/09/2016	220.00	220.00	Open	N 03/09/2016
	Total for vendor 017007 - GOGGIN RENTALS:			480.00	480.00		
<hr/>							
Vendor 017017 - GOODYEAR TIRE/RUBBER CO.:							
206275 13153	GOODYEAR TIRE/RUBBER CO. TIRES 207-301-939.00	03/09/2016 MONICAK Maint. - Vehicle	03/09/2016	279.38	279.38	Open	N 03/09/2016
206454 13157	GOODYEAR TIRE/RUBBER CO. TIRES 207-301-939.00	03/09/2016 MONICAK Maint. - Vehicle	03/09/2016	358.56	358.56	Open	N 03/09/2016
	Total for vendor 017017 - GOODYEAR TIRE/RUBBER CO.:			637.94	637.94		
<hr/>							
Vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:							

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BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1349422-0 13152	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00 Office Supplies	03/09/2016 MONICAK	03/09/2016	201.89 201.89	201.89	Open	N 03/09/2016
Total for vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:				201.89	201.89		
Vendor 024210 - J.P. COOKE COMPANY:							
384684 13169	J.P. COOKE COMPANY STAMPS/INK 101-209-740.00 101-200-740.00 Operating Supplies/Maps Operating Supplies	03/09/2016 MONICAK	03/09/2016	188.29 47.78 140.51	188.29	Open	N 03/09/2016
Total for vendor 024210 - J.P. COOKE COMPANY:				188.29	188.29		
Vendor 024790 - BREATHING AIR SYSTEMS:							
1049814-IN 13204	BREATHING AIR SYSTEMS PREV MAINT 206-336-811.00 Purchased & Maint. Service	03/09/2016 MONICAK	03/09/2016	1,594.25 1,594.25	1,594.25	Open	N 03/09/2016
Total for vendor 024790 - BREATHING AIR SYSTEMS:				1,594.25	1,594.25		
Vendor 026006 - KALAMAZOO AREA BUILDING AUTHORITY:							
16-06-002 13196	KALAMAZOO AREA BUILDING AUTHORITY INSPECTIONS 101-310-811.00 Purchased Service	03/09/2016 MONICAK	03/09/2016	90.00 90.00	90.00	Open	N 03/09/2016
Total for vendor 026006 - KALAMAZOO AREA BUILDING AUTHORITY:				90.00	90.00		
Vendor 026010 - CITY OF KALAMAZOO:							
081115 13162	CITY OF KALAMAZOO ANNUAL CONTRACT FOR DISPATCH 810-440-983.00 Police Capital Improvement	03/09/2016 MONICAK	03/09/2016	68,759.00 68,759.00	68,759.00	Open	N 03/09/2016
090914 13163	CITY OF KALAMAZOO ANNUAL CONTRACT FOR DISPATCH 810-440-983.00 Police Capital Improvement	03/09/2016 MONICAK	03/09/2016	68,213.00 68,213.00	68,213.00	Open	N 03/09/2016
Total for vendor 026010 - CITY OF KALAMAZOO:				136,972.00	136,972.00		
Vendor 026022 - KALAMAZOO CITY TREASURER:							

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
021616 13175	KALAMAZOO CITY TREASURER WATER/SEWER 101-200-927.00 Utilities - Water	03/09/2016 MONICAK	03/09/2016	99.07 99.07	99.07	Open	N 03/09/2016
021816 13184	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.04 Water	03/09/2016 MONICAK	03/09/2016	65.82 65.82	65.82	Open	N 03/09/2016
020516 13185	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.02 Utilities - Water	03/09/2016 MONICAK	03/09/2016	50.74 50.74	50.74	Open	N 03/09/2016
020816 13186	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.03 Utilities - Water	03/09/2016 MONICAK	03/09/2016	25.93 25.93	25.93	Open	N 03/09/2016
Total for vendor 026022 - KALAMAZOO CITY TREASURER:				<u>241.56</u>	<u>241.56</u>		
<hr/>							
Vendor 026055 - VANCE OUTDOORS, INC.:							
326125-0 13160	VANCE OUTDOORS, INC. VESTS 810-440-983.00 Police Capital Improvement	03/09/2016 MONICAK	03/09/2016	2,088.00 2,088.00	2,088.00	Open	N 03/09/2016
Total for vendor 026055 - VANCE OUTDOORS, INC.:				<u>2,088.00</u>	<u>2,088.00</u>		
<hr/>							
Vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:							
J318165 13173	ENGINEERED PROTECTION SYSTEMS, INC. RECURRING SERVICE 101-200-811.00 Purchased Service	03/09/2016 MONICAK	03/09/2016	95.16 95.16	95.16	Open	N 03/09/2016
J318164 13174	ENGINEERED PROTECTION SYSTEMS, INC. SYSTEM INSTALLATION 101-200-811.00 Purchased Service	03/09/2016 MONICAK	03/09/2016	409.74 409.74	409.74	Open	N 03/09/2016
Total for vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:				<u>504.90</u>	<u>504.90</u>		
<hr/>							
Vendor 030011 - SAXON INCORPORATED:							
69072 13151	SAXON INCORPORATED APEELING INFO CARDS	03/09/2016 MONICAK	03/09/2016	103.06	103.06	Open	N 03/09/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	207-301-727.00	Office Supplies		103.06			
	Total for vendor 030011 - SAXON INCORPORATED:			<u>103.06</u>	<u>103.06</u>		
<hr/>							
Vendor 031515 - METRO GRAPHIC ARTS:							
48227 13201	METRO GRAPHIC ARTS STREET GUIDES 206-336-740.00	03/09/2016 MONICAK Operating Supplies	03/09/2016	23.70	23.70	Open	N 03/09/2016
	Total for vendor 031515 - METRO GRAPHIC ARTS:			<u>23.70</u>	<u>23.70</u>		
<hr/>							
Vendor 031993 - MICHIGAN AIR SOLUTIONS LLC:							
22853 13165	MICHIGAN AIR SOLUTIONS LLC SERVICE AIR DRYER 101-265-931.00	03/09/2016 MONICAK Maint. - Building	03/09/2016	399.55	399.55	Open	N 03/09/2016
	Total for vendor 031993 - MICHIGAN AIR SOLUTIONS LLC:			<u>399.55</u>	<u>399.55</u>		
<hr/>							
Vendor 031998 - MICHIGAN ELECTION RESOURCES:							
35458 13182	MICHIGAN ELECTION RESOURCES STICKERS 101-191-727.00	03/09/2016 MONICAK Office Supplies	03/09/2016	30.10	30.10	Open	N 03/09/2016
35412 13183	MICHIGAN ELECTION RESOURCES ELECTION SUPPLIES 101-191-727.00	03/09/2016 MONICAK Office Supplies	03/09/2016	109.91	109.91	Open	N 03/09/2016
	Total for vendor 031998 - MICHIGAN ELECTION RESOURCES:			<u>140.01</u>	<u>140.01</u>		
<hr/>							
Vendor 033829 - RIDGE COMPANY:							
962013 13155	RIDGE COMPANY BULBS/OIL FILTER 207-301-939.00 101-265-939.00	03/09/2016 MONICAK Maint. - Vehicle Maint. - Vehicle	03/09/2016	18.03 12.50 5.53	18.03	Open	N 03/09/2016
	Total for vendor 033829 - RIDGE COMPANY:			<u>18.03</u>	<u>18.03</u>		
<hr/>							
Vendor 044126 - RATHCO SAFETY SUPPLY, INC:							
153048 13168	RATHCO SAFETY SUPPLY, INC SIGNS	03/09/2016 MONICAK	03/09/2016	138.00	138.00	Open	N 03/09/2016

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	101-265-932.00	Maint. - Grounds		138.00			
	Total for vendor 044126 - RATHCO SAFETY SUPPLY, INC:			<u>138.00</u>	<u>138.00</u>		
Vendor 045012 - RJ LEE GROUP, INC.:							
13836							
13172	RJ LEE GROUP, INC. ENVELOPES	03/09/2016 MONICAK	03/09/2016	373.10	373.10	Open	N 03/09/2016
	101-200-727.00	Office Supplies		373.10			
	Total for vendor 045012 - RJ LEE GROUP, INC.:			<u>373.10</u>	<u>373.10</u>		
Vendor 045676 - ROE-COMM, INC.:							
341985							
13150	ROE-COMM, INC. RAVINE RD TOWER SITE	03/09/2016 MONICAK	03/09/2016	50.11	50.11	Open	N 03/09/2016
	407-301-983.00	Expenses		50.11			
	Total for vendor 045676 - ROE-COMM, INC.:			<u>50.11</u>	<u>50.11</u>		
Vendor 047000 - SECANT TECHNOLOGIES, INC.:							
INV063915							
13164	SECANT TECHNOLOGIES, INC. RECURRING SERVICE	03/09/2016 MONICAK	03/09/2016	80.69	80.69	Open	N 03/09/2016
	101-200-810.00	Computer Service		80.69			
	Total for vendor 047000 - SECANT TECHNOLOGIES, INC.:			<u>80.69</u>	<u>80.69</u>		
Vendor 047051 - SCHUHARDT'S AUTO SERVICE:							
31691							
13159	SCHUHARDT'S AUTO SERVICE OIL CHANGES	03/09/2016 MONICAK	03/09/2016	152.84	152.84	Open	N 03/09/2016
	207-301-939.00	Maint. - Vehicle		152.84			
	Total for vendor 047051 - SCHUHARDT'S AUTO SERVICE:			<u>152.84</u>	<u>152.84</u>		
Vendor 047500 - SHARP SHOP:							
4477							
13142	SHARP SHOP GEAR BOX	03/09/2016 MONICAK	03/09/2016	221.48	221.48	Open	N 03/09/2016
	206-336-934.00	Maint. - Machine		221.48			
4468							
13203	SHARP SHOP CARB	03/09/2016 MONICAK	03/09/2016	73.12	73.12	Open	N 03/09/2016
	206-336-934.00	Maint. - Machine		73.12			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Total for vendor 047500 - SHARP SHOP:				294.60	294.60		
Vendor 048100 - CDW GOVERNMENT, INC.:							
CDT7920							
13199	CDW GOVERNMENT, INC. COMPUTER/PRINTER/CASE 701-000-237.00	03/09/2016 MONICAK	03/09/2016	1,792.85	1,792.85	Open	N 03/09/2016
	Inter-Fund Transfer			1,792.85			
Total for vendor 048100 - CDW GOVERNMENT, INC.:				1,792.85	1,792.85		
Vendor 048769 - STATE OF MICHIGAN:							
551-460789							
13161	STATE OF MICHIGAN LIVESCAN FEES 217-301-956.00	03/09/2016 MONICAK	03/09/2016	492.25	492.25	Open	N 03/09/2016
	LIVESCAN EXPENSE			492.25			
Total for vendor 048769 - STATE OF MICHIGAN:				492.25	492.25		
Vendor 094495 - T & J TOWING:							
22137							
13144	T & J TOWING TOWING 207-301-782.00	03/09/2016 MONICAK	03/09/2016	170.00	170.00	Open	N 03/09/2016
	Investigative Operations			170.00			
Total for vendor 094495 - T & J TOWING:				170.00	170.00		
Vendor 500154 - DENOAYER CHEVROLET:							
517716							
13158	DENOAYER CHEVROLET HEATING SYSTEM REPAIR 207-301-939.00	03/09/2016 MONICAK	03/09/2016	151.08	151.08	Open	N 03/09/2016
	Maint. - Vehicle			151.08			
Total for vendor 500154 - DENOAYER CHEVROLET:				151.08	151.08		
Vendor 500219 - EMPLOYMENT PUBLISHING:							
KG04-50221							
13154	EMPLOYMENT PUBLISHING EMPLOYMENT AD 207-301-732.00	03/09/2016 MONICAK	03/09/2016	349.00	349.00	Open	N 03/09/2016
	Publ., Subscript. & Dues			349.00			
Total for vendor 500219 - EMPLOYMENT PUBLISHING:				349.00	349.00		
Vendor 500440 - INTERSTATE ALL BATTERY:							

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
5203 13143	INTERSTATE ALL BATTERY BATTERIES 206-336-931.00	03/09/2016 MONICAK Maint. - Building	03/09/2016	108.00 108.00	108.00	Open	N 03/09/2016
1372 13197	INTERSTATE ALL BATTERY BATTERY 206-336-939.00	03/09/2016 MONICAK Maint. - Vehicle	03/09/2016	138.55 138.55	138.55	Open	N 03/09/2016
5078 13205	INTERSTATE ALL BATTERY BATTERIES 101-265-931.00	03/09/2016 MONICAK Maint. - Building	03/09/2016	279.98 279.98	279.98	Open	N 03/09/2016
Total for vendor 500440 - INTERSTATE ALL BATTERY:				526.53	526.53		

## Vendor 500510 - PORTAGE CLEANERS AND LAUNDRY:

013116 13156	PORTAGE CLEANERS AND LAUNDRY CLEANING 207-301-749.00 206-336-811.00	03/09/2016 MONICAK Uniform Cleaning Purchased & Maint. Service	03/09/2016	315.90 259.65 56.25	315.90	Open	N 03/09/2016
Total for vendor 500510 - PORTAGE CLEANERS AND LAUNDRY:				315.90	315.90		

## Vendor 500552 - KUSTOM SIGNALS, INC.:

524615 13145	KUSTOM SIGNALS, INC. POWER CORD 207-301-934.00	03/09/2016 MONICAK Maint. - Machine	03/09/2016	118.00 118.00	118.00	Open	N 03/09/2016
Total for vendor 500552 - KUSTOM SIGNALS, INC.:				118.00	118.00		

## Vendor 500573 - LOWDER'S AUTOMOTIVE, INC.:

88325 13170	LOWDER'S AUTOMOTIVE, INC. REPAIR 101-265-939.00	03/09/2016 MONICAK Maint. - Vehicle	03/09/2016	898.34 898.34	898.34	Open	N 03/09/2016
88494 13171	LOWDER'S AUTOMOTIVE, INC. REPAIR 101-265-939.00	03/09/2016 MONICAK Maint. - Vehicle	03/09/2016	135.74 135.74	135.74	Open	N 03/09/2016
Total for vendor 500573 - LOWDER'S AUTOMOTIVE, INC.:				1,034.08	1,034.08		

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 500582 - LYNWELL COFFEE:							
198067 13181	LYNWELL COFFEE COFFEE 101-200-727.00	03/09/2016 MONICAK	03/09/2016	94.50	94.50	Open	N 03/09/2016
	Office Supplies			94.50			
	Total for vendor 500582 - LYNWELL COFFEE:			<u>94.50</u>	<u>94.50</u>		

Vendor 500590 - LOWE'S COMPANIES, INC.:							
27713 13141	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	03/09/2016 MONICAK	03/09/2016	47.60	47.60	Open	N 03/09/2016
	Operating Supplies			47.60			
25977 13198	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	03/09/2016 MONICAK	03/09/2016	19.89	19.89	Open	N 03/09/2016
	Operating Supplies			19.89			
27302A 13202	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	03/09/2016 MONICAK	03/09/2016	132.94	132.94	Open	N 03/09/2016
	Maint. - Building			132.94			
	Total for vendor 500590 - LOWE'S COMPANIES, INC.:			<u>200.43</u>	<u>200.43</u>		

Vendor 500653 - MOSES FIRE EQUIPMENT, INC.:							
16096 13195	MOSES FIRE EQUIPMENT, INC. DRYER/ASSEMBLY/VALVE 206-336-939.00	03/09/2016 MONICAK	03/09/2016	728.61	728.61	Open	N 03/09/2016
	Maint. - Vehicle			728.61			
	Total for vendor 500653 - MOSES FIRE EQUIPMENT, INC.:			<u>728.61</u>	<u>728.61</u>		

Vendor 501138 - WEST MICHIGAN DOCUMENT:							
53787 13167	WEST MICHIGAN DOCUMENT SHREDDING SERVICE 101-200-811.00	03/09/2016 MONICAK	03/09/2016	135.00	135.00	Open	N 03/09/2016
	Purchased Service			135.00			
	Total for vendor 501138 - WEST MICHIGAN DOCUMENT:			<u>135.00</u>	<u>135.00</u>		

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
# of Invoices:	67	# Due:	67	Totals:	159,434.85		159,434.85
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>159,434.85</u>		<u>159,434.85</u>

--- TOTALS BY FUND ---

101 - GENERAL	5,796.52	5,796.52
206 - FIRE	5,971.78	5,971.78
207 - POLICE	4,929.21	4,929.21
217 - LIVESCAN/SOR	492.25	492.25
407 - RADIO SITE PROJECT	50.11	50.11
701 - TRUST & AGENCY	3,111.85	3,111.85
810 - POLICE CAPITAL IMPROVEMENT	139,060.00	139,060.00
883 - SEWER IMPROVEMENT	23.13	23.13

--- TOTALS BY DEPT/ACTIVITY ---

000 -	3,111.85	3,111.85
191 - ELECTION	140.01	140.01
200 - GENERAL SERVICES_ADMIN	3,109.56	3,109.56
209 - ASSESSOR	47.78	47.78
265 - MAINTENANCE	1,857.14	1,857.14
276 - CEMETERY	480.00	480.00
301 - POLICE	5,471.57	5,471.57
310 - ENFORCEMENT (ORD, UNSAFE BD	90.00	90.00
336 - FIRE	5,971.78	5,971.78
440 - CAPTIAL IMPROVEMENT	139,060.00	139,060.00
520 - SEWER IMPROVEMENT	23.13	23.13
751 - RECREATION	72.03	72.03

03/07/2016

REVENUE AND EXPENDITURE REPORT FOR KALAMAZOO CHARTER TOWNSHIP  
PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Revenues						
Dept 000						
101-000-403.00	Operating Levy-C.T.	3,790,595.00	3,443,946.85	1,595,844.21	346,648.15	90.86
101-000-403.01	In Lieu of Tax	24,000.00	0.00	0.00	24,000.00	0.00
101-000-404.00	Act 198	28,000.00	21,378.71	21,378.71	6,621.29	76.35
101-000-424.00	Trailer Fees	3,000.00	0.00	0.00	3,000.00	0.00
101-000-451.00	Cable TV Franchise Fee 3%	210,000.00	13,770.96	13,770.96	196,229.04	6.56
101-000-473.00	Rental Application Fees	30,000.00	2,300.00	1,300.00	27,700.00	7.67
101-000-474.00	LICENSE FEES/SIGNS	2,500.00	0.00	0.00	2,500.00	0.00
101-000-477.00	SPEC. INSP/PLAN REVIEW/ZONI	8,000.00	2,780.00	2,040.00	5,220.00	34.75
101-000-575.00	State Shared	2,140,379.00	0.00	0.00	2,140,379.00	0.00
101-000-576.00	Liquor Licenses	0.00	0.00	0.00	0.00	0.00
101-000-578.00	Violation Bureau	1,800.00	240.00	90.00	1,560.00	13.33
101-000-602.00	WITNESS/JURY-GEN ONLY	0.00	0.00	0.00	0.00	0.00
101-000-603.00	UNCLASSIFIED	0.00	1,844.71	1,380.23	(1,844.71)	100.00
101-000-626.00	PASSPORT FEE/FIRE REPORTS	9,000.00	5,515.00	2,670.00	3,485.00	61.28
101-000-626.01	Copy Fees-Computer	100.00	0.00	0.00	100.00	0.00
101-000-629.00	Township Service	2,000.00	0.00	0.00	2,000.00	0.00
101-000-630.00	Lease Payments	20,000.00	6,091.12	5,135.88	13,908.88	30.46
101-000-633.00	Monument Installation	1,000.00	0.00	0.00	1,000.00	0.00
101-000-634.00	Internment Fees	7,000.00	2,400.00	800.00	4,600.00	34.29
101-000-643.00	Sale of Lots-Cemetery	1,000.00	0.00	0.00	1,000.00	0.00
101-000-645.00	Sale of Books & Maps	0.00	0.00	0.00	0.00	0.00
101-000-651.00	Tax Admin Fee	220,000.00	144,754.31	70,270.59	75,245.69	65.80
101-000-652.00	Collection Fees	30,000.00	0.00	0.00	30,000.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-000-654.00	Water Surcharge Fees	105,000.00	31,715.23	0.00	73,284.77	30.20
101-000-660.00	District Court Fees	35,000.00	0.00	0.00	35,000.00	0.00
101-000-660.01	False Alarm	3,500.00	650.00	650.00	2,850.00	18.57
101-000-664.00	Interest Earned	20,000.00	0.00	0.00	20,000.00	0.00
101-000-667.00	Room Rental - Income	5,500.00	1,600.00	575.00	3,900.00	29.09
101-000-673.00	Sale of Twp. Assets	5,000.00	1,400.00	0.00	3,600.00	28.00
101-000-681.00	GENERAL WAGE REIMBURSEME	0.00	0.00	0.00	0.00	0.00
101-000-699.00	Unclassified	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 000		6,712,374.00	3,680,386.89	1,715,905.58	3,031,987.11	54.83
TOTAL Revenues		6,712,374.00	3,680,386.89	1,715,905.58	3,031,987.11	54.83
Expenditures						
Dept 000						
101-000-910.00	Debt Service - Principal	2,460.00	0.00	0.00	2,460.00	0.00
Total Dept 000		2,460.00	0.00	0.00	2,460.00	0.00
Dept 101-LEGISLATIVE						
101-101-711.00	Insurance Opt Out	5,200.00	1,329.96	664.98	3,870.04	25.58
101-101-712.00	Compensation - Trustees	28,000.00	4,150.00	1,490.00	23,850.00	14.82
101-101-715.00	FICA	1,800.00	324.59	134.54	1,475.41	18.03
101-101-716.00	Hospitalization	40,000.00	5,190.38	2,394.20	34,809.62	12.98
101-101-716.01	Hospitalization	0.00	21.78	21.78	(21.78)	100.00
101-101-717.00	Life Insurance	1,800.00	206.80	103.40	1,593.20	11.49
101-101-718.00	Pension	2,800.00	415.00	149.00	2,385.00	14.82
101-101-862.00	Travel - Conf.	7,000.00	1,665.02	1,175.02	5,334.98	23.79
Total Dept 101-LEGISLATIVE		86,600.00	13,303.53	6,132.92	73,296.47	15.36
Dept 171-SUPERVISOR						
101-171-701.00	Wages - Department Head	61,500.00	10,000.00	5,000.00	51,500.00	16.26

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-171-702.00	WAGES -	0.00	0.00	0.00	0.00	0.00
101-171-711.00	Insurance Opt Out	2,200.00	368.00	184.00	1,832.00	16.73
101-171-715.00	FICA	4,800.00	791.76	395.84	4,008.24	16.50
101-171-716.00	Hospitalization	550.00	67.98	33.99	482.02	12.36
101-171-716.01	Hospitalization	0.00	4.54	4.54	(4.54)	100.00
101-171-717.00	Life Insurance	500.00	61.10	30.55	438.90	12.22
101-171-718.00	Pension	6,150.00	1,000.00	500.00	5,150.00	16.26
101-171-862.00	TRAVEL/CONFERENCES - SUPER	2,500.00	1,006.94	744.44	1,493.06	40.28
Total Dept 171-SUPERVISOR		78,200.00	13,300.32	6,893.36	64,899.68	17.01
Dept 175-MANAGER						
101-175-701.00	Wages - Department Head	37,500.00	0.00	0.00	37,500.00	0.00
101-175-715.00	FICA	2,875.00	0.00	0.00	2,875.00	0.00
101-175-716.00	Hospitalization	6,000.00	0.00	0.00	6,000.00	0.00
101-175-717.00	Life Insurance	150.00	0.00	0.00	150.00	0.00
101-175-718.00	Pension	3,750.00	0.00	0.00	3,750.00	0.00
Total Dept 175-MANAGER		50,275.00	0.00	0.00	50,275.00	0.00
Dept 191-ELECTION						
101-191-702.00	WAGES -	4,100.00	0.00	0.00	4,100.00	0.00
101-191-703.00	Overtime	9,000.00	309.53	208.39	8,690.47	3.44
101-191-712.00	Election Board	32,000.00	(11,222.62)	0.00	43,222.62	(35.07)
101-191-712.01	Reimbursement Wages	0.00	0.00	0.00	0.00	0.00
101-191-715.00	FICA	700.00	21.34	13.90	678.66	3.05
101-191-716.00	Hospitalization	4,500.00	58.17	58.17	4,441.83	1.29
101-191-716.01	Hospitalization	0.00	1.23	1.23	(1.23)	100.00
101-191-717.00	Life Insurance	300.00	7.09	7.09	292.91	2.36
101-191-718.00	Pension	1,700.00	37.15	25.01	1,662.85	2.19
101-191-727.00	Office Supplies	8,000.00	152.58	104.24	7,847.42	1.91
101-191-742.00	Software Programs	0.00	0.00	0.00	0.00	0.00
101-191-811.00	Purchased Service	5,000.00	2,581.96	125.00	2,418.04	51.64

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-191-816.00	Purchased Cleaning Serv.	500.00	0.00	0.00	500.00	0.00
101-191-862.00	Travel - Conf.	0.00	0.00	0.00	0.00	0.00
101-191-903.00	Notice & Publ.	0.00	38.23	38.23	(38.23)	100.00
101-191-960.00	Schools & Training	0.00	0.00	0.00	0.00	0.00
Total Dept 191-ELECTION		65,800.00	(8,015.34)	581.26	73,815.34	(12.18)
Dept 200-GENERAL SERVICES_ADMIN						
101-200-702.00	WAGES -	178,500.00	26,373.56	13,210.65	152,126.44	14.78
101-200-703.00	Overtime	1,500.00	427.39	382.70	1,072.61	28.49
101-200-711.00	Insurance Opt Out	18,000.00	2,320.00	1,160.00	15,680.00	12.89
101-200-712.00	HEARING OFFICER	0.00	0.00	0.00	0.00	0.00
101-200-715.00	FICA	14,500.00	2,127.59	1,077.94	12,372.41	14.67
101-200-716.00	Hospitalization	41,000.00	5,629.78	2,853.01	35,370.22	13.73
101-200-716.01	Hospitalization	0.00	34.29	34.29	(34.29)	100.00
101-200-717.00	Life Insurance	2,500.00	510.75	254.04	1,989.25	20.43
101-200-718.00	Pension	21,500.00	3,087.06	1,568.52	18,412.94	14.36
101-200-727.00	Office Supplies	13,000.00	1,198.96	948.00	11,801.04	9.22
101-200-730.00	Postage	25,000.00	7,690.14	7,797.46	17,309.86	30.76
101-200-732.00	Dues	8,500.00	290.00	10.00	8,210.00	3.41
101-200-740.00	Operating Supplies	3,500.00	88.86	88.86	3,411.14	2.54
101-200-742.00	Software Programs/Fees	20,000.00	250.00	250.00	19,750.00	1.25
101-200-810.00	Computer Service	17,000.00	4,091.00	81.00	12,909.00	24.06
101-200-811.00	Purchased Service	18,000.00	1,496.42	953.79	16,503.58	8.31
101-200-814.00	Purchased Maint. Service	20,000.00	820.73	0.00	19,179.27	4.10
101-200-817.00	ACCOUNTING SERVICE	18,000.00	0.00	0.00	18,000.00	0.00
101-200-817.01	AUDIT SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
101-200-820.00	Engineering Services	12,000.00	0.00	0.00	12,000.00	0.00
101-200-826.00	Legal Services-Bd. Meet.	4,000.00	0.00	0.00	4,000.00	0.00
101-200-826.01	LEGAL - TELEPHONE	1,500.00	0.00	0.00	1,500.00	0.00
101-200-827.00	Legal Service-Gen. Twp.	32,000.00	3,769.00	3,969.00	28,231.00	11.78
101-200-828.00	Legal Services - Labor	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-200-853.00	Telephone	25,000.00	1,257.78	919.77	23,742.22	5.03
101-200-861.00	Travel - Auto Expense	250.00	0.00	0.00	250.00	0.00
101-200-862.00	Travel - Conferences	2,500.00	8.88	0.00	2,491.12	0.36
101-200-903.00	Notices and Publications	8,000.00	3,528.36	3,076.36	4,471.64	44.10
101-200-912.00	Insurance/Bond-General	35,000.00	9,587.66	0.00	25,412.34	27.39
101-200-913.00	Worker's Comp.	13,000.00	2,565.44	0.00	10,434.56	19.73
101-200-914.00	Vision	3,000.00	509.98	125.00	2,490.02	17.00
101-200-921.00	Utilities - Electric	33,000.00	1,945.76	0.00	31,054.24	5.90
101-200-923.00	Utilities - Fuel	15,000.00	1,512.41	1,512.41	13,487.59	10.08
101-200-927.00	Utilities - Water	2,500.00	198.12	86.98	2,301.88	7.92
101-200-956.00	Unclassified	10,000.00	108.58	62.78	9,891.42	1.09
101-200-960.00	Schools & Training	0.00	0.00	0.00	0.00	0.00
Total Dept 200-GENERAL SERVICES_ADMIN		632,250.00	81,428.50	40,422.56	550,821.50	12.88
Dept 209-ASSESSOR						
101-209-701.00	Wages - Department Head	71,300.00	10,955.96	5,477.98	60,344.04	15.37
101-209-702.00	WAGES -	48,500.00	6,755.13	3,377.56	41,744.87	13.93
101-209-711.00	Insurance Opt Out	4,600.00	846.40	423.20	3,753.60	18.40
101-209-712.00	Compensation-Bd. of Review	2,200.00	0.00	0.00	2,200.00	0.00
101-209-715.00	FICA	8,700.00	1,318.67	659.13	7,381.33	15.16
101-209-716.00	Hospitalization	21,000.00	4,746.12	2,373.06	16,253.88	22.60
101-209-716.01	Hospitalization	0.00	21.78	21.78	(21.78)	100.00
101-209-717.00	Life Insurance & AD&D	2,200.00	410.36	205.18	1,789.64	18.65
101-209-718.00	Pension	17,300.00	2,125.32	1,062.66	15,174.68	12.29
101-209-727.00	Office Supplies	400.00	575.34	575.34	(175.34)	143.84
101-209-732.00	Publ/Subs/Dues	1,500.00	0.00	0.00	1,500.00	0.00
101-209-740.00	Operating Supplies/Maps	2,000.00	409.36	0.00	1,590.64	20.47
101-209-751.00	Gas & Oil	250.00	19.87	19.87	230.13	7.95
101-209-811.00	Purchased Service	15,000.00	0.00	0.00	15,000.00	0.00
101-209-814.00	Purchased Maint. Service	3,000.00	0.00	0.00	3,000.00	0.00
101-209-827.00	Legal Service	10,000.00	0.00	0.00	10,000.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-209-861.00	Travel- Auto Expense	100.00	36.72	36.72	63.28	36.72
101-209-862.00	Travel - Conferences	200.00	0.00	0.00	200.00	0.00
101-209-903.00	Notices	1,000.00	0.00	0.00	1,000.00	0.00
101-209-939.00	Maint. - Vehicle	2,000.00	0.00	0.00	2,000.00	0.00
101-209-960.00	Schools & Training	500.00	425.00	(137.50)	75.00	85.00
Total Dept 209-ASSESSOR		211,750.00	28,646.03	14,094.98	183,103.97	13.53
Dept 215-CLERK						
101-215-701.00	Wages - Department Head	61,150.00	10,000.00	5,000.00	51,150.00	16.35
101-215-702.00	WAGES -	49,800.00	7,786.44	3,893.23	42,013.56	15.64
101-215-711.00	Insurance Opt Out	0.00	0.00	0.00	0.00	0.00
101-215-715.00	FICA	8,500.00	1,148.26	574.80	7,351.74	13.51
101-215-716.00	Hospitalization	41,500.00	5,102.31	2,522.07	36,397.69	12.29
101-215-716.01	Hospitalization	0.00	20.37	20.37	(20.37)	100.00
101-215-717.00	Life Insurance	1,300.00	204.86	100.50	1,095.14	15.76
101-215-718.00	Pension	12,300.00	1,934.36	967.18	10,365.64	15.73
101-215-862.00	TRAINING/CONFERENCES - CLEI	2,000.00	1,040.44	840.44	959.56	52.02
Total Dept 215-CLERK		176,550.00	27,237.04	13,918.59	149,312.96	15.43
Dept 253-TREASURER						
101-253-701.00	Wages - Department Head	61,150.00	10,000.00	5,000.00	51,150.00	16.35
101-253-702.00	WAGES -	49,800.00	7,786.43	3,893.22	42,013.57	15.64
101-253-711.00	Insurance Opt Out	5,200.00	928.00	464.00	4,272.00	17.85
101-253-715.00	FICA	8,500.00	1,365.85	683.70	7,134.15	16.07
101-253-716.00	Hospitalization	14,000.00	2,151.80	1,037.78	11,848.20	15.37
101-253-717.00	Life Insurance	1,300.00	199.22	99.31	1,100.78	15.32
101-253-718.00	Pension	12,300.00	1,934.38	967.19	10,365.62	15.73
101-253-862.00	TRAINING/CONFERENCES - TRE,	2,500.00	200.00	0.00	2,300.00	8.00
Total Dept 253-TREASURER		154,750.00	24,565.68	12,145.20	130,184.32	15.87

Dept 265-MAINTENANCE

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-265-702.00	WAGES -	125,000.00	16,885.18	9,091.04	108,114.82	13.51
101-265-703.00	Overtime	2,100.00	168.57	0.00	1,931.43	8.03
101-265-715.00	FICA	9,700.00	1,144.56	616.26	8,555.44	11.80
101-265-716.00	Hospitalization	51,000.00	8,461.24	4,230.62	42,538.76	16.59
101-265-716.01	Hospitalization	0.00	26.90	26.90	(26.90)	100.00
101-265-717.00	Life Insurance	2,700.00	403.44	201.72	2,296.56	14.94
101-265-718.00	Pension	15,500.00	2,046.43	1,090.91	13,453.57	13.20
101-265-740.00	Operating Supplies	4,000.00	305.99	218.55	3,694.01	7.65
101-265-747.00	Small Tools & Equipment	450.00	0.00	0.00	450.00	0.00
101-265-748.00	Personal Equip. - Allowance	1,000.00	0.00	0.00	1,000.00	0.00
101-265-751.00	Gas & Oil	4,800.00	37.37	37.37	4,762.63	0.78
101-265-811.00	Purchased Service	10,000.00	354.00	177.00	9,646.00	3.54
101-265-913.00	Worker's Comp.	0.00	0.00	0.00	0.00	0.00
101-265-931.00	Maint. - Building	16,000.00	1,838.41	82.38	14,161.59	11.49
101-265-932.00	Maint. - Grounds	4,000.00	92.74	92.74	3,907.26	2.32
101-265-934.00	Maint. - Machine	1,000.00	0.00	0.00	1,000.00	0.00
101-265-939.00	Maint. - Vehicle	1,200.00	0.00	0.00	1,200.00	0.00
101-265-945.00	Rentals - Equipment	500.00	0.00	0.00	500.00	0.00
101-265-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
Total Dept 265-MAINTENANCE		248,950.00	31,764.83	15,865.49	217,185.17	12.76
Dept 276-CEMETERY						
101-276-705.00	Wages - Maintenance	10,000.00	415.81	314.67	9,584.19	4.16
101-276-706.00	CEMETERY OVERTIME	750.00	0.00	0.00	750.00	0.00
101-276-715.00	FICA	825.00	27.78	20.98	797.22	3.37
101-276-716.00	Hospitalization	0.00	91.64	45.82	(91.64)	100.00
101-276-716.01	Hospitalization	0.00	0.34	0.34	(0.34)	100.00
101-276-717.00	Life Insurance	0.00	3.48	1.74	(3.48)	100.00
101-276-718.00	Pension	1,300.00	49.89	37.76	1,250.11	3.84
101-276-740.00	Operating Supplies	750.00	0.00	0.00	750.00	0.00
101-276-811.00	Purchased Service	2,000.00	792.00	0.00	1,208.00	39.60

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-276-927.00	Utilities - Water	2,500.00	0.00	0.00	2,500.00	0.00
101-276-931.00	Repairs - Maint.	750.00	0.00	0.00	750.00	0.00
101-276-932.00	Maint. - Grounds	2,500.00	0.00	0.00	2,500.00	0.00
101-276-945.00	Rentals - Equipment	250.00	0.00	0.00	250.00	0.00
Total Dept 276-CEMETERY		21,625.00	1,380.94	421.31	20,244.06	6.39
Dept 310-ENFORCEMENT (ORD, UNSAFE BDG, RENTAL)						
101-310-702.00	WAGES -	18,000.00	2,149.86	859.95	15,850.14	11.94
101-310-703.00	HEARING OFFICER	1,500.00	85.00	0.00	1,415.00	5.67
101-310-715.00	FICA	1,500.00	170.96	65.79	1,329.04	11.40
101-310-740.00	Operating Supplies	400.00	24.36	24.36	375.64	6.09
101-310-751.00	Gas & Oil	0.00	0.00	0.00	0.00	0.00
101-310-811.00	Purchased Service	50,000.00	19,530.00	16,995.00	30,470.00	39.06
101-310-827.00	Legal Service-Gen. Twp.	7,000.00	2,625.00	2,625.00	4,375.00	37.50
101-310-862.00	Travel - Conf.	250.00	0.00	0.00	250.00	0.00
Total Dept 310-ENFORCEMENT (ORD, UNSAFE BDG,		78,650.00	24,585.18	20,570.10	54,064.82	31.26
Dept 400-PLANNING/ZONING						
101-400-712.00	Planning/Appeals Board	13,000.00	1,900.00	0.00	11,100.00	14.62
101-400-715.00	FICA	1,000.00	145.35	0.00	854.65	14.54
101-400-716.00	Hospitalization	0.00	0.00	0.00	0.00	0.00
101-400-717.00	Life Insurance	0.00	0.00	0.00	0.00	0.00
101-400-718.00	Pension	0.00	0.00	0.00	0.00	0.00
101-400-727.00	Office Supplies	0.00	0.00	0.00	0.00	0.00
101-400-732.00	Publ., Subscript. & Dues	650.00	0.00	0.00	650.00	0.00
101-400-751.00	GAS & OIL	0.00	0.00	0.00	0.00	0.00
101-400-811.00	Purchased Service	25,000.00	13,110.00	13,110.00	11,890.00	52.44
101-400-820.00	Engineering Services	4,000.00	720.00	720.00	3,280.00	18.00
101-400-821.00	Planning Consultant	35,000.00	4,800.00	4,800.00	30,200.00	13.71
101-400-827.00	Legal Services - Gen. Twp.	20,000.00	4,694.00	4,694.00	15,306.00	23.47
101-400-862.00	TRAVEL/CONFERENCES	500.00	0.00	0.00	500.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
101-400-903.00	Notices	4,000.00	0.00	0.00	4,000.00	0.00
101-400-939.00	Maint. - Vehicle	0.00	0.00	0.00	0.00	0.00
101-400-960.00	Schools & Training	500.00	0.00	0.00	500.00	0.00
Total Dept 400-PLANNING/ZONING		103,650.00	25,369.35	23,324.00	78,280.65	24.48
Dept 425-EMERGENCY PREPAREDNESS						
101-425-740.00	Disaster Relief	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 425-EMERGENCY PREPAREDNESS		2,000.00	0.00	0.00	2,000.00	0.00
Dept 439-OTHER PUBLIC SAFETY						
101-439-854.00	911	(2,000.00)	0.00	0.00	(2,000.00)	0.00
Total Dept 439-OTHER PUBLIC SAFETY		(2,000.00)	0.00	0.00	(2,000.00)	0.00
Dept 446-STREETS						
101-446-969.00	ROADS-MATCHING FUNDS	165,000.00	0.00	0.00	165,000.00	0.00
101-446-969.01	SIDEWALKS	50,000.00	274.20	274.20	49,725.80	0.55
101-446-969.02	LAKE ST @ BL94 MATCHING	0.00	0.00	0.00	0.00	0.00
Total Dept 446-STREETS		215,000.00	274.20	274.20	214,725.80	0.13
Dept 751-RECREATION						
101-751-740.00	Operating Supplies	2,000.00	0.00	0.00	2,000.00	0.00
101-751-921.00	Utilities - Electric	2,000.00	181.09	102.51	1,818.91	9.05
101-751-927.00	Utilities - Water	0.00	0.00	0.00	0.00	0.00
101-751-932.00	Repairs - Maint. Grounds	3,500.00	0.00	0.00	3,500.00	0.00
101-751-956.00	Misc. - AP	0.00	0.00	0.00	0.00	0.00
101-751-970.00	Capital Improvement	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 751-RECREATION		8,500.00	181.09	102.51	8,318.91	2.13
Dept 890-CONTINGENCY						
101-890-955.00	Contingent	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCY		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Dept 901-CAPITAL OUTLAY_GENERAL						
101-901-983.00	New Equipment - Gen. Govt	12,000.00	11,939.54	1,743.08	60.46	99.50
Total Dept 901-CAPITAL OUTLAY_GENERAL		12,000.00	11,939.54	1,743.08	60.46	99.50
Dept 999-CATCH ALL						
101-999-999.00	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 999-CATCH ALL		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,147,010.00	275,960.89	156,489.56	1,871,049.11	12.85
Fund 101 - GENERAL:						
TOTAL REVENUES		6,712,374.00	3,680,386.89	1,715,905.58	3,031,987.11	54.83
TOTAL EXPENDITURES		2,147,010.00	275,960.89	156,489.56	1,871,049.11	12.85
NET OF REVENUES & EXPENDITURES		4,565,364.00	3,404,426.00	1,559,416.02	1,160,938.00	74.57

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 206 - FIRE						
Revenues						
Dept 000						
206-000-673.02	Sale of Fire Assets	0.00	0.00	0.00	0.00	0.00
206-000-674.00	Driver Training Simulator	0.00	0.00	0.00	0.00	0.00
206-000-681.00	FIRE WAGE REIMBURSEMENTS,	0.00	0.00	0.00	0.00	0.00
206-000-699.00	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 336-FIRE						
206-336-674.00	Simulator Expenses	0.00	0.00	0.00	0.00	0.00
Total Dept 336-FIRE		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues						
		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 336-FIRE						
206-336-701.00	Wages - Chief	89,600.00	13,791.88	6,895.94	75,808.12	15.39
206-336-702.00	WAGES -	209,000.00	32,569.68	16,284.84	176,430.32	15.58
206-336-703.00	Wages - Career Firefighters	121,400.00	18,857.12	9,649.40	102,542.88	15.53
206-336-704.01	Response Time	33,000.00	3,669.38	2,353.59	29,330.62	11.12
206-336-704.02	Response Time	80,000.00	8,051.36	3,780.69	71,948.64	10.06
206-336-704.03	Response Time	10,000.00	1,953.27	947.04	8,046.73	19.53
206-336-704.04	Response Time	87,000.00	20,300.23	10,980.85	66,699.77	23.33
206-336-705.00	Simulator Wages	0.00	0.00	0.00	0.00	0.00
206-336-706.01	Sit Time	49,000.00	6,532.89	3,222.97	42,467.11	13.33
206-336-706.02	Sit Time	51,000.00	5,087.17	2,983.82	45,912.83	9.97
206-336-706.03	Sit Time	3,500.00	0.00	0.00	3,500.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
206-336-706.04	Sit Time	51,000.00	9,247.68	4,220.29	41,752.32	18.13
206-336-707.00	Training	45,000.00	4,432.02	2,965.31	40,567.98	9.85
206-336-711.00	Insurance Opt Out	5,125.00	928.00	464.00	4,197.00	18.11
206-336-713.00	VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
206-336-715.00	FICA	42,000.00	5,827.77	2,942.71	36,172.23	13.88
206-336-716.00	Hospitalization	92,000.00	13,713.36	6,856.68	78,286.64	14.91
206-336-716.01	Hospitalization	0.00	56.29	56.29	(56.29)	100.00
206-336-717.00	Life Insurance	7,400.00	1,214.62	607.31	6,185.38	16.41
206-336-718.00	Pension	75,500.00	11,719.98	5,986.16	63,780.02	15.52
206-336-723.00	Insurance - Vol. Firemen	5,300.00	0.00	0.00	5,300.00	0.00
206-336-727.00	Office Supplies	2,250.00	163.30	0.00	2,086.70	7.26
206-336-732.00	Publ., Subscript., & Dues	2,900.00	985.00	650.00	1,915.00	33.97
206-336-740.00	Operating Supplies	18,000.00	2,601.47	1,767.53	15,398.53	14.45
206-336-742.00	Software Programs	7,700.00	0.00	0.00	7,700.00	0.00
206-336-747.00	Small Tools & Equipment	37,500.00	63.08	63.08	37,436.92	0.17
206-336-748.00	Personal Equipment Allowance	52,300.00	2,576.90	1,076.90	49,723.10	4.93
206-336-751.00	Gas & Oil	20,000.00	589.55	589.55	19,410.45	2.95
206-336-780.05	Fire Prevention	1,000.00	0.00	0.00	1,000.00	0.00
206-336-811.00	Purchased & Maint. Service	32,000.00	2,589.24	1,289.54	29,410.76	8.09
206-336-812.00	Employment Testing	0.00	0.00	0.00	0.00	0.00
206-336-827.00	Legal Service	1,500.00	0.00	0.00	1,500.00	0.00
206-336-853.00	Telephone	15,000.00	1,914.73	905.23	13,085.27	12.76
206-336-862.00	Travel - Conferences	5,500.00	639.19	272.81	4,860.81	11.62
206-336-903.00	Notice & Publ.	0.00	0.00	0.00	0.00	0.00
206-336-912.00	Insurance - General	32,000.00	8,177.71	0.00	23,822.29	25.56
206-336-913.00	Insurance - Workers Comp	72,000.00	13,254.75	0.00	58,745.25	18.41
206-336-914.00	Vision - Physicals	28,000.00	0.00	0.00	28,000.00	0.00
206-336-921.01	Utilities - Electric	6,300.00	965.36	474.64	5,334.64	15.32
206-336-921.02	Utilities - Electric	8,600.00	1,512.81	621.24	7,087.19	17.59
206-336-921.03	Utilities - Electric	2,500.00	301.38	142.58	2,198.62	12.06
206-336-921.04	Utilities - Electric	8,600.00	1,214.97	1,163.70	7,385.03	14.13

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
206-336-921.08	UTILITIES - ELECTRIC	0.00	0.00	0.00	0.00	0.00
206-336-923.01	Utilities - Fuel	7,500.00	1,005.15	591.82	6,494.85	13.40
206-336-923.02	Utilities - Fuel	8,000.00	1,082.95	553.43	6,917.05	13.54
206-336-923.03	Utilities - Fuel	5,000.00	719.54	343.02	4,280.46	14.39
206-336-923.04	Utilities - Fuel	7,500.00	1,135.28	742.54	6,364.72	15.14
206-336-923.08	UTILITIES - FUEL	0.00	0.00	0.00	0.00	0.00
206-336-927.01	Water	600.00	101.30	101.30	498.70	16.88
206-336-927.02	Utilities - Water	1,400.00	227.95	177.21	1,172.05	16.28
206-336-927.03	Utilities - Water	375.00	50.67	25.93	324.33	13.51
206-336-927.04	Water	1,300.00	112.29	64.60	1,187.71	8.64
206-336-927.08	UTILITIES - WATER	0.00	0.00	0.00	0.00	0.00
206-336-931.00	Maint. - Building	15,000.00	610.30	532.45	14,389.70	4.07
206-336-931.08	MAINT - BUILDING	0.00	0.00	0.00	0.00	0.00
206-336-932.00	Maint. - Grounds	2,800.00	0.00	0.00	2,800.00	0.00
206-336-933.00	Maint. - Radio	4,000.00	0.00	0.00	4,000.00	0.00
206-336-934.00	Maint. - Machine	2,200.00	228.45	228.45	1,971.55	10.38
206-336-939.00	Maint. - Vehicle	33,000.00	691.09	691.09	32,308.91	2.09
206-336-944.02	Hydrant Rentals	0.00	0.00	0.00	0.00	0.00
206-336-960.00	Schools & Training	15,000.00	420.00	0.00	14,580.00	2.80
206-336-960.01	TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
Total Dept 336-FIRE		1,514,150.00	201,887.11	94,266.53	1,312,262.89	13.33
TOTAL Expenditures		1,514,150.00	201,887.11	94,266.53	1,312,262.89	13.33
Fund 206 - FIRE:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,514,150.00	201,887.11	94,266.53	1,312,262.89	13.33
NET OF REVENUES & EXPENDITURES		(1,514,150.00)	(201,887.11)	(94,266.53)	(1,312,262.89)	13.33

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 207 - POLICE						
Revenues						
Dept 000						
207-000-403.00	Police Oper SA	0.00	0.00	0.00	0.00	0.00
207-000-430.00	Police Operating-SA	542,038.00	524,932.94	235,201.22	17,105.06	96.84
207-000-582.00	Parchment Contract	300,000.00	26,177.81	1,765.14	273,822.19	8.73
207-000-582.01	Parchment Special Event	500.00	0.00	0.00	500.00	0.00
207-000-583.00	KPS - SCH RESOURCE OFFICER	62,000.00	15,953.22	0.00	46,046.78	25.73
207-000-673.01	Sale of Police Assets	200.00	2,586.72	0.00	(2,386.72)	1,293.36
207-000-679.33	DARE Revenue	0.00	0.00	0.00	0.00	0.00
207-000-680.00	Police Grants	0.00	0.00	0.00	0.00	0.00
207-000-680.01	Byrne Memorial	34,000.00	0.00	0.00	34,000.00	0.00
207-000-680.02	HIDTA	1,000.00	0.00	0.00	1,000.00	0.00
207-000-680.03	OHSP Overtime	500.00	0.00	0.00	500.00	0.00
207-000-680.04	OHSP Equipment	0.00	0.00	0.00	0.00	0.00
207-000-680.05	Act 302	0.00	0.00	0.00	0.00	0.00
207-000-680.06	STATE 911 FUNDS	1,000.00	0.00	0.00	1,000.00	0.00
207-000-680.07	TOWER SITE - RAVINE ROAD	0.00	0.00	0.00	0.00	0.00
207-000-680.65	ATPA - SCAR OFFICER	60,000.00	0.00	0.00	60,000.00	0.00
207-000-681.00	POLICE WAGE REIMBURSEMEN	0.00	4,627.60	0.00	(4,627.60)	100.00
207-000-681.01	Police OT Wage Reimbursemen	25,000.00	6,458.52	0.00	18,541.48	25.83
207-000-681.65	ATPA - SCAR Clerical Match	8,200.00	0.00	0.00	8,200.00	0.00
207-000-682.00	Charges for Services	4,000.00	543.51	73.36	3,456.49	13.59
207-000-683.00	OWI Reimbursement	7,000.00	1,301.89	1,148.51	5,698.11	18.60
207-000-684.00	Misc. Revenue	2,500.00	0.00	0.00	2,500.00	0.00
207-000-685.00	BOND FEES	300.00	0.00	0.00	300.00	0.00
207-000-699.00	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,048,238.00	582,582.21	238,188.23	465,655.79	55.58

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
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Dept 301-POLICE						
207-301-430.00	Police Operating-SA	0.00	0.00	0.00	0.00	0.00
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Total Dept 301-POLICE		0.00	0.00	0.00	0.00	0.00
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TOTAL Revenues		1,048,238.00	582,582.21	238,188.23	465,655.79	55.58
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Expenditures						
Dept 301-POLICE						
207-301-701.00	Wages - Department Head	103,425.00	15,928.72	7,964.36	87,496.28	15.40
207-301-702.00	WAGES -	2,027,000.00	301,372.91	147,617.54	1,725,627.09	14.87
207-301-702.01	Dispatcher Wages	214,400.00	28,593.92	14,795.20	185,806.08	13.34
207-301-703.00	Overtime	75,000.00	12,168.40	4,399.28	62,831.60	16.22
207-301-703.01	Outside Overtime	25,000.00	14,252.78	8,040.77	10,747.22	57.01
207-301-704.00	Clerical Wages	189,000.00	24,404.22	11,896.46	164,595.78	12.91
207-301-704.01	Clerical Wages - Svc Officers	55,500.00	4,937.71	2,670.89	50,562.29	8.90
207-301-705.00	Clerical Wages - OT	6,500.00	921.08	281.73	5,578.92	14.17
207-301-706.00	Crossing Guards	33,000.00	5,996.60	2,992.04	27,003.40	18.17
207-301-707.00	Officer In Charge	3,000.00	300.50	163.50	2,699.50	10.02
207-301-708.00	Holiday Pay	35,500.00	12,645.24	0.00	22,854.76	35.62
207-301-709.00	Longevity Pay	57,330.00	11,380.00	5,400.00	45,950.00	19.85
207-301-710.00	Sick Pay	18,000.00	2,420.92	1,285.47	15,579.08	13.45
207-301-710.01	VACATION PAY	15,000.00	0.00	0.00	15,000.00	0.00
207-301-711.00	Insurance Opt Out	55,000.00	9,009.60	4,504.80	45,990.40	16.38
207-301-712.65	Clerical Wages - SCAR	20,650.00	2,902.47	1,442.05	17,747.53	14.06
207-301-715.00	FICA	225,000.00	32,827.83	15,634.80	192,172.17	14.59
207-301-716.00	Hospitalization	500,000.00	74,869.36	35,368.55	425,130.64	14.97
207-301-716.01	Hospitalization	0.00	338.40	338.40	(338.40)	100.00
207-301-717.00	Life Insurance	50,000.00	7,463.80	3,731.92	42,536.20	14.93
207-301-718.00	Clerical Pension	20,000.00	2,248.26	1,104.50	17,751.74	11.24
207-301-718.01	FOP Pension	400,000.00	59,212.51	29,302.04	340,787.49	14.80

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
207-301-727.00	Office Supplies	7,000.00	221.31	153.51	6,778.69	3.16
207-301-728.33	DARE Expenses	0.00	0.00	0.00	0.00	0.00
207-301-732.00	Publ., Subscript. & Dues	1,600.00	0.00	0.00	1,600.00	0.00
207-301-740.00	Operating Supplies	6,500.00	109.25	109.25	6,390.75	1.68
207-301-742.00	Software Programs	2,000.00	0.00	0.00	2,000.00	0.00
207-301-747.00	Small Tools & Equipment	5,500.00	207.75	207.75	5,292.25	3.78
207-301-748.00	Uniforms/Personal Equipment	28,000.00	3,581.80	3,531.81	24,418.20	12.79
207-301-749.00	Uniform Cleaning	5,000.00	0.00	0.00	5,000.00	0.00
207-301-751.00	Gas & Oil	80,000.00	3,850.89	3,850.89	76,149.11	4.81
207-301-780.00	Crime Prevention	1,000.00	0.00	0.00	1,000.00	0.00
207-301-782.00	Investigative Operations	6,000.00	206.18	172.50	5,793.82	3.44
207-301-810.00	Computer Service	5,200.00	0.00	0.00	5,200.00	0.00
207-301-811.00	Purchased Service	10,000.00	6,118.40	6,118.40	3,881.60	61.18
207-301-812.00	Employment Testing	7,000.00	0.00	0.00	7,000.00	0.00
207-301-812.01	Background Investigation	400.00	305.97	33.97	94.03	76.49
207-301-814.00	Purchased Maint. Service	600.00	0.00	0.00	600.00	0.00
207-301-827.00	Legal	50,000.00	1,398.00	1,398.00	48,602.00	2.80
207-301-853.00	Telephone	15,000.00	2,638.57	1,261.98	12,361.43	17.59
207-301-853.01	Lein Billing	2,100.00	0.00	0.00	2,100.00	0.00
207-301-853.02	Radio Tower T1 Line	4,700.00	707.34	353.67	3,992.66	15.05
207-301-862.00	Travel - Conferences	2,500.00	280.00	280.00	2,220.00	11.20
207-301-903.00	Notices	400.00	0.00	0.00	400.00	0.00
207-301-912.00	Insurance - General	40,000.00	10,433.63	0.00	29,566.37	26.08
207-301-913.00	Worker's Comp.	145,000.00	26,937.06	0.00	118,062.94	18.58
207-301-914.00	Vision & Physicals	6,000.00	422.94	300.00	5,577.06	7.05
207-301-921.00	RAVINE TOWER SITE - ELECTRIC	0.00	418.63	271.95	(418.63)	100.00
207-301-931.65	TOWER RENT - RAVINE ROAD	18,000.00	3,000.00	1,500.00	15,000.00	16.67
207-301-933.00	Maint. - Radio	7,000.00	3,843.99	3,843.99	3,156.01	54.91
207-301-934.00	Maint. - Machine	5,500.00	918.53	0.00	4,581.47	16.70
207-301-939.00	Maint. - Vehicle	35,000.00	2,006.36	1,940.43	32,993.64	5.73
207-301-945.00	Rentals - Equipment	1,000.00	0.00	0.00	1,000.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
207-301-956.00	Misc. Expense	5,000.00	0.00	0.00	5,000.00	0.00
207-301-960.00	TRANSFER TO POLICE TRAINING	13,000.00	0.00	0.00	13,000.00	0.00
207-301-960.01	Tuition Reimbursement	5,000.00	0.00	0.00	5,000.00	0.00
207-301-960.02	Dispatcher Training	0.00	0.00	0.00	0.00	0.00
Total Dept 301-POLICE		4,649,305.00	691,801.83	324,262.40	3,957,503.17	14.88
TOTAL Expenditures		4,649,305.00	691,801.83	324,262.40	3,957,503.17	14.88
Fund 207 - POLICE:						
TOTAL REVENUES		1,048,238.00	582,582.21	238,188.23	465,655.79	55.58
TOTAL EXPENDITURES		4,649,305.00	691,801.83	324,262.40	3,957,503.17	14.88
NET OF REVENUES & EXPENDITURES		(3,601,067.00)	(109,219.62)	(86,074.17)	(3,491,847.38)	3.03

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 211 - RECREATION						
Revenues						
Dept 000						
211-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
211-000-669.00	Contributions	0.00	0.00	0.00	0.00	0.00
211-000-669.01	Creek Contributions	0.00	0.00	0.00	0.00	0.00
211-000-699.00	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
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TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
211-000-999.00	Transfer In - Primary Governme	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 751-RECREATION						
211-751-983.00	Land & Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 751-RECREATION		0.00	0.00	0.00	0.00	0.00
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TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
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Fund 211 - RECREATION:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 217 - LIVESCAN/SOR						
Revenues						
Dept 000						
217-000-580.00	LIVESCAN REVENUE	0.00	8,610.00	4,005.00	(8,610.00)	100.00
217-000-580.01	SOR REVENUE	0.00	1,150.00	600.00	(1,150.00)	100.00
217-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	9,760.00	4,605.00	(9,760.00)	100.00
TOTAL Revenues		0.00	9,760.00	4,605.00	(9,760.00)	100.00
Expenditures						
Dept 301-POLICE						
217-301-956.00	LIVESCAN EXPENSE	0.00	0.00	0.00	0.00	0.00
217-301-956.01	SOR EXPENSE	0.00	0.00	0.00	0.00	0.00
217-301-983.00	New Equipment - Gen. Govt	0.00	0.00	0.00	0.00	0.00
Total Dept 301-POLICE		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 217 - LIVESCAN/SOR:						
TOTAL REVENUES		0.00	9,760.00	4,605.00	(9,760.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	9,760.00	4,605.00	(9,760.00)	100.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 219 - STREET LIGHTS						
Revenues						
Dept 000						
219-000-637.00	C.T. Revenue	209,072.00	202,591.17	90,712.01	6,480.83	96.90
219-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
219-000-672.00	Special Assessments	0.00	0.00	0.00	0.00	0.00
Total Dept 000		209,072.00	202,591.17	90,712.01	6,480.83	96.90
TOTAL Revenues		209,072.00	202,591.17	90,712.01	6,480.83	96.90
Expenditures						
Dept 000						
219-000-999.00	Transfer from other funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 448-STREET LIGHTS						
219-448-921.00	Utilities - Electric	250,000.00	17,275.07	17,275.07	232,724.93	6.91
Total Dept 448-STREET LIGHTS		250,000.00	17,275.07	17,275.07	232,724.93	6.91
TOTAL Expenditures		250,000.00	17,275.07	17,275.07	232,724.93	6.91
Fund 219 - STREET LIGHTS:						
TOTAL REVENUES		209,072.00	202,591.17	90,712.01	6,480.83	96.90
TOTAL EXPENDITURES		250,000.00	17,275.07	17,275.07	232,724.93	6.91
NET OF REVENUES & EXPENDITURES		(40,928.00)	185,316.10	73,436.94	(226,244.10)	452.79

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 226 - RECYCLING						
Revenues						
Dept 000						
226-000-655.00	Other	0.00	0.00	0.00	0.00	0.00
226-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
226-000-672.00	Special Assessments	428,760.00	382,861.51	122,453.94	45,898.49	89.30
226-000-673.00	Recycling	0.00	0.00	0.00	0.00	0.00
226-000-699.00	TRANSFER IN	0.00	0.00	0.00	0.00	0.00
Total Dept 000		428,760.00	382,861.51	122,453.94	45,898.49	89.30
TOTAL Revenues		428,760.00	382,861.51	122,453.94	45,898.49	89.30
Expenditures						
Dept 527-RECYCLING						
226-527-811.00	Solid Waste	428,760.00	40,632.95	34,633.95	388,127.05	9.48
226-527-956.00	Recycling Bins	0.00	0.00	0.00	0.00	0.00
Total Dept 527-RECYCLING		428,760.00	40,632.95	34,633.95	388,127.05	9.48
TOTAL Expenditures		428,760.00	40,632.95	34,633.95	388,127.05	9.48
Fund 226 - RECYCLING:						
TOTAL REVENUES		428,760.00	382,861.51	122,453.94	45,898.49	89.30
TOTAL EXPENDITURES		428,760.00	40,632.95	34,633.95	388,127.05	9.48
NET OF REVENUES & EXPENDITURES		0.00	342,228.56	87,819.99	(342,228.56)	100.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 265 - DRUG LAW ENFORCEMENT						
Revenues						
Dept 000						
265-000-655.00	Drug Forfeiture	0.00	0.00	0.00	0.00	0.00
265-000-655.01	Pending Drug Forfeiture	0.00	243.00	135.00	(243.00)	100.00
265-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	243.00	135.00	(243.00)	100.00
TOTAL Revenues		0.00	243.00	135.00	(243.00)	100.00
Expenditures						
Dept 333-DRUG LAW ENFORCEMENT						
265-333-782.00	Investigative Operation	0.00	0.00	0.00	0.00	0.00
265-333-827.00	Legal	0.00	0.00	0.00	0.00	0.00
265-333-956.00	Misc. Forfeiture Expenses	0.00	0.00	0.00	0.00	0.00
Total Dept 333-DRUG LAW ENFORCEMENT		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 265 - DRUG LAW ENFORCEMENT:						
TOTAL REVENUES		0.00	243.00	135.00	(243.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	243.00	135.00	(243.00)	100.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 266 - LAW ENFORCEMENT TRAINING						
Revenues						
Dept 000						
266-000-573.00	FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00
266-000-577.00	PA 302 FUNDS	6,500.00	0.00	0.00	6,500.00	0.00
266-000-585.00	Narcotic Forfeitures	0.00	0.00	0.00	0.00	0.00
266-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
266-000-690.00	OTHER GRANTS	0.00	0.00	0.00	0.00	0.00
266-000-699.00	Transfer from General Fund	13,000.00	0.00	0.00	13,000.00	0.00
Total Dept 000		19,500.00	0.00	0.00	19,500.00	0.00
TOTAL Revenues						
		19,500.00	0.00	0.00	19,500.00	0.00
Expenditures						
Dept 320-STATE TRAINING MONEY						
266-320-960.00	POLICE TRAINING	19,500.00	786.80	786.80	18,713.20	4.03
266-320-960.01	Act 32 Dispatcher Training	0.00	0.00	0.00	0.00	0.00
266-320-960.02	Federal Fire Grant - 2004	0.00	0.00	0.00	0.00	0.00
266-320-960.03	Other Police Grants	0.00	0.00	0.00	0.00	0.00
Total Dept 320-STATE TRAINING MONEY		19,500.00	786.80	786.80	18,713.20	4.03
TOTAL Expenditures						
		19,500.00	786.80	786.80	18,713.20	4.03
Fund 266 - LAW ENFORCEMENT TRAINING:						
TOTAL REVENUES		19,500.00	0.00	0.00	19,500.00	0.00
TOTAL EXPENDITURES		19,500.00	786.80	786.80	18,713.20	4.03
NET OF REVENUES & EXPENDITURES		0.00	(786.80)	(786.80)	786.80	100.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 270 - 911 WIRELESS						
Revenues						
Dept 000						
270-000-580.00	Revenue	44,000.00	12,861.24	12,861.24	31,138.76	29.23
270-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
270-000-699.00	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		44,000.00	12,861.24	12,861.24	31,138.76	29.23
TOTAL Revenues		44,000.00	12,861.24	12,861.24	31,138.76	29.23
Expenditures						
Dept 000						
270-000-999.00	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 301-POLICE						
270-301-850.00	Expenditures	9,000.00	0.00	0.00	9,000.00	0.00
Total Dept 301-POLICE		9,000.00	0.00	0.00	9,000.00	0.00
TOTAL Expenditures		9,000.00	0.00	0.00	9,000.00	0.00
Fund 270 - 911 WIRELESS:						
TOTAL REVENUES		44,000.00	12,861.24	12,861.24	31,138.76	29.23
TOTAL EXPENDITURES		9,000.00	0.00	0.00	9,000.00	0.00
NET OF REVENUES & EXPENDITURES		35,000.00	12,861.24	12,861.24	22,138.76	36.75

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 301 - ROAD DEBT SERVICE (VOTED BOND)						
Revenues						
Dept 000						
301-000-403.00	Operating Levy-C.T.	0.00	0.00	0.00	0.00	0.00
301-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
301-000-690.00	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
301-000-691.00	ISSUANCE PREMIUMS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues						
		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
301-000-995.00	Interest on Bonds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 906-DEBT SERVICE						
301-906-811.00	Purchased Service	0.00	0.00	0.00	0.00	0.00
301-906-820.00	Engineering Services	0.00	0.00	0.00	0.00	0.00
301-906-827.00	Legal Service-Gen. Twp.	0.00	0.00	0.00	0.00	0.00
301-906-853.00	Telephone	0.00	0.00	0.00	0.00	0.00
301-906-903.00	Notice & Publ.	0.00	0.00	0.00	0.00	0.00
301-906-910.00	Debt Service - Principal	0.00	0.00	0.00	0.00	0.00
301-906-912.00	Insurance/Bond-General	0.00	0.00	0.00	0.00	0.00
301-906-915.00	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
301-906-955.00	Contingent	0.00	0.00	0.00	0.00	0.00
301-906-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
301-906-967.00	Project Costs	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
301-906-970.00	Capital Improvement	3,245,000.00	0.00	0.00	3,245,000.00	0.00
301-906-996.00	PAYING AGENT/BANK FEES	0.00	0.00	0.00	0.00	0.00
Total Dept 906-DEBT SERVICE		3,245,000.00	0.00	0.00	3,245,000.00	0.00
TOTAL Expenditures		3,245,000.00	0.00	0.00	3,245,000.00	0.00
Fund 301 - ROAD DEBT SERVICE (VOTED BOND):						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		3,245,000.00	0.00	0.00	3,245,000.00	0.00
NET OF REVENUES & EXPENDITURES		(3,245,000.00)	0.00	0.00	(3,245,000.00)	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 407 - RADIO SITE PROJECT						
Revenues						
Dept 000						
407-000-505.00	Federal Grant Revenue	0.00	0.00	0.00	0.00	0.00
407-000-582.00	Local Revenue	0.00	0.00	0.00	0.00	0.00
407-000-680.00	Police Grants	0.00	0.00	0.00	0.00	0.00
407-000-699.00	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
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TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
407-000-999.00	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 301-POLICE						
407-301-983.00	Expenses	0.00	0.00	0.00	0.00	0.00
Total Dept 301-POLICE		0.00	0.00	0.00	0.00	0.00
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TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 407 - RADIO SITE PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 550 - REVOLVING LOAN						
Revenues						
Dept 000						
550-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
550-000-820.00	Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
550-000-999.99	Out of Balance	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 200-GENERAL SERVICES_ADMIN						
550-200-815.00	Other Fees	0.00	0.00	0.00	0.00	0.00
550-200-827.00	Legal	0.00	0.00	0.00	0.00	0.00
550-200-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
Total Dept 200-GENERAL SERVICES_ADMIN		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 550 - REVOLVING LOAN:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 584 - GOLF COURSE						
Revenues						
Dept 000						
584-000-607.00	Lease Fees	0.00	0.00	0.00	0.00	0.00
584-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
584-000-669.00	Cart Rental	0.00	0.00	0.00	0.00	0.00
584-000-672.00	Ski Rental	0.00	0.00	0.00	0.00	0.00
584-000-699.00	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues						
		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
584-000-991.00	Transfer In	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 698-GOLF COURSE						
584-698-740.00	Operating Supplies	0.00	0.00	0.00	0.00	0.00
584-698-747.00	Small Tools & Equipment	0.00	0.00	0.00	0.00	0.00
584-698-814.00	Purchased Maint. Service	0.00	0.00	0.00	0.00	0.00
584-698-904.00	Advertisements	0.00	0.00	0.00	0.00	0.00
584-698-912.00	Insurance - General	0.00	0.00	0.00	0.00	0.00
584-698-913.00	Worker's Comp	0.00	0.00	0.00	0.00	0.00
584-698-931.00	Repairs - Maint. - Building	0.00	0.00	0.00	0.00	0.00
584-698-932.00	Repairs - Maint. - Grounds	0.00	0.00	0.00	0.00	0.00
584-698-934.00	Repairs & Maint. - Machine	0.00	0.00	0.00	0.00	0.00
584-698-968.00	Depreciation	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
584-698-970.00	Capital Improvement	0.00	0.00	0.00	0.00	0.00
584-698-983.00	New Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 698-GOLF COURSE		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 584 - GOLF COURSE:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 615 - REVOLVING IMPROVEMENT						
Revenues						
Dept 000						
615-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
615-000-699.00	Transfers from Other Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
615-000-700.00	Proceeds from issuance of debt	0.00	0.00	0.00	0.00	0.00
615-000-910.00	Debt Service - Principal	0.00	0.00	0.00	0.00	0.00
615-000-915.00	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
615-000-999.00	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 901-CAPITAL OUTLAY_GENERAL						
615-901-983.00	New Equipment - Gen. Gov't	0.00	0.00	0.00	0.00	0.00
Total Dept 901-CAPITAL OUTLAY_GENERAL		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 615 - REVOLVING IMPROVEMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 795 - INVESTMENT						
Revenues						
Dept 000						
795-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 301-POLICE						
795-301-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Dept 301-POLICE		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Fund 795 - INVESTMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 810 - POLICE CAPITAL IMPROVEMENT						
Revenues						
Dept 000						
810-000-573.00	Grant Monies	0.00	0.00	0.00	0.00	0.00
810-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
810-000-672.00	Police Capital Special Assessm	232,302.00	0.00	0.00	232,302.00	0.00
810-000-673.01	Sale of Police Assets	0.00	2,500.00	0.00	(2,500.00)	100.00
810-000-699.00	Transfers from Other Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		232,302.00	2,500.00	0.00	229,802.00	1.08
TOTAL Revenues						
		232,302.00	2,500.00	0.00	229,802.00	1.08
Expenditures						
Dept 000						
810-000-700.00	Proceeds from issuance of debt	0.00	0.00	0.00	0.00	0.00
810-000-910.00	Debt Service - Principle	0.00	0.00	0.00	0.00	0.00
810-000-915.00	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
810-000-999.00	Transfer to other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 440-CAPTIAL IMPROVEMENT						
810-440-817.00	Police Capital Improvement Au	0.00	0.00	0.00	0.00	0.00
810-440-820.00	Police Cap Impr Engineering Fe	0.00	0.00	0.00	0.00	0.00
810-440-827.00	Police Cap Impr Legal Fees	0.00	0.00	0.00	0.00	0.00
810-440-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
810-440-983.00	Police Capital Improvement	324,967.00	6,812.00	6,812.00	318,155.00	2.10
Total Dept 440-CAPTIAL IMPROVEMENT		324,967.00	6,812.00	6,812.00	318,155.00	2.10

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
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TOTAL Expenditures		324,967.00	6,812.00	6,812.00	318,155.00	2.10
<hr/>						
Fund 810 - POLICE CAPITAL IMPROVEMENT:						
TOTAL REVENUES		232,302.00	2,500.00	0.00	229,802.00	1.08
TOTAL EXPENDITURES		324,967.00	6,812.00	6,812.00	318,155.00	2.10
NET OF REVENUES & EXPENDITURES		(92,665.00)	(4,312.00)	(6,812.00)	(88,353.00)	4.65

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 811 - FIRE CAPITAL IMPROVEMENT						
Revenues						
Dept 000						
811-000-573.00	Grant Monies	0.00	0.00	0.00	0.00	0.00
811-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
811-000-667.00	WOODROW RENTAL INCOME	0.00	3,702.50	0.00	(3,702.50)	100.00
811-000-668.00	1220 NASSAU REVENUE	0.00	0.00	0.00	0.00	0.00
811-000-672.00	Fire Capital Special Assessmen	387,170.00	0.00	0.00	387,170.00	0.00
811-000-699.00	Transfers from Other Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		387,170.00	3,702.50	0.00	383,467.50	0.96
TOTAL Revenues		387,170.00	3,702.50	0.00	383,467.50	0.96
Expenditures						
Dept 000						
811-000-700.00	Proceeds from issuance of debt	0.00	0.00	0.00	0.00	0.00
811-000-910.00	Priciple payments	0.00	0.00	0.00	0.00	0.00
811-000-915.00	Interest on long term debt	0.00	0.00	0.00	0.00	0.00
811-000-983.00	Sale of Assets	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 440-CAPTIAL IMPROVEMENT						
811-440-817.00	Fire Capital Improvement Audit	0.00	0.00	0.00	0.00	0.00
811-440-820.00	Fire Cap Impr Engineering Fees	0.00	0.00	0.00	0.00	0.00
811-440-827.00	Fire Cap Impr Legal Fees	0.00	0.00	0.00	0.00	0.00
811-440-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
811-440-983.00	Fire Equipment	50,000.00	0.00	0.00	50,000.00	0.00
811-440-983.01	Ladder 842 Payment	135,000.00	0.00	0.00	135,000.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
811-440-983.02	Ladder 844 Rebuild	0.00	0.00	0.00	0.00	0.00
811-440-983.03	Engine 812 Payment	0.00	0.00	0.00	0.00	0.00
811-440-983.04	Engine Replacement	0.00	0.00	0.00	0.00	0.00
811-440-983.05	Staff Vehicles	40,000.00	0.00	0.00	40,000.00	0.00
811-440-983.06	Station Upgrades	70,000.00	0.00	0.00	70,000.00	0.00
811-440-983.07	Boiler Replacement	0.00	0.00	0.00	0.00	0.00
811-440-983.08	1219 WOODROW	0.00	0.00	0.00	0.00	0.00
811-440-983.09	Misc & Administration	0.00	0.00	0.00	0.00	0.00
811-440-983.10	1220 NASSAU	0.00	0.00	0.00	0.00	0.00
Total Dept 440-CAPTIAL IMPROVEMENT		295,000.00	0.00	0.00	295,000.00	0.00
TOTAL Expenditures		295,000.00	0.00	0.00	295,000.00	0.00
Fund 811 - FIRE CAPITAL IMPROVEMENT:						
TOTAL REVENUES		387,170.00	3,702.50	0.00	383,467.50	0.96
TOTAL EXPENDITURES		295,000.00	0.00	0.00	295,000.00	0.00
NET OF REVENUES & EXPENDITURES		92,170.00	3,702.50	0.00	88,467.50	4.02

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 812 - STREET IMPROVEMENT						
Revenues						
Dept 000						
812-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
812-000-669.00	Interest on Spec. Assess.	0.00	0.00	0.00	0.00	0.00
812-000-671.00	Metro Act Payments	0.00	0.00	0.00	0.00	0.00
812-000-672.00	Special Assessments	0.00	0.00	0.00	0.00	0.00
812-000-673.00	Sidewalk	0.00	0.00	0.00	0.00	0.00
812-000-674.00	Street Reconstruction	0.00	0.00	0.00	0.00	0.00
812-000-675.00	Private Contributions	0.00	0.00	0.00	0.00	0.00
812-000-676.00	Federal Fund	0.00	0.00	0.00	0.00	0.00
812-000-699.00	Transfers from Other Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 446-STREETS						
812-446-699.00	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 446-STREETS		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 446-STREETS						
812-446-817.00	Street Twp. Audit	0.00	0.00	0.00	0.00	0.00
812-446-820.00	Engineering Fees	0.00	0.00	0.00	0.00	0.00
812-446-820.01	Eng Fees-Santos/Cherryhill	0.00	0.00	0.00	0.00	0.00
812-446-820.02	Eng Fees - Kendall	0.00	0.00	0.00	0.00	0.00
812-446-827.00	Legal Fees	0.00	0.00	0.00	0.00	0.00
812-446-827.01	Legal Fees - Santos/Cherryhill	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
812-446-827.02	Legal Fees - Kendall	0.00	0.00	0.00	0.00	0.00
812-446-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
812-446-969.00	Streets & Roads	0.00	0.00	0.00	0.00	0.00
Total Dept 446-STREETS		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 812 - STREET IMPROVEMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 871 - WATER IMPROVEMENT						
Revenues						
Dept 000						
871-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
871-000-669.00	Interest on Spec. Assess.	0.00	0.00	0.00	0.00	0.00
871-000-671.00	Other Revenue	0.00	0.00	0.00	0.00	0.00
871-000-672.00	Special Assessments	0.00	0.00	0.00	0.00	0.00
871-000-677.00	Unclassified	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL Revenues						
		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
871-000-956.01	Water Connection Fee	0.00	0.00	0.00	0.00	0.00
871-000-973.00	Construction Deposits	0.00	0.00	0.00	0.00	0.00
871-000-999.00	Transfer Out	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 441-WATER IMPROVEMENT						
871-441-732.00	Dues	0.00	0.00	0.00	0.00	0.00
871-441-817.00	Audit	0.00	0.00	0.00	0.00	0.00
871-441-820.00	Engineering Fees	0.00	0.00	0.00	0.00	0.00
871-441-827.00	Legal	0.00	0.00	0.00	0.00	0.00
871-441-930.00	Maintenance - Operating	0.00	0.00	0.00	0.00	0.00
871-441-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
871-441-967.00	Project Costs	0.00	0.00	0.00	0.00	0.00
871-441-973.00	Construction Costs	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Total Dept 441-WATER IMPROVEMENT		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 871 - WATER IMPROVEMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
Fund 883 - SEWER IMPROVEMENT						
Revenues						
Dept 000						
883-000-664.00	Interest Earned	0.00	0.00	0.00	0.00	0.00
883-000-669.00	Interest on Spec. Assess.	0.00	0.00	0.00	0.00	0.00
883-000-671.00	Other Revenue	0.00	0.00	0.00	0.00	0.00
883-000-672.00	Special Assessments	0.00	7,500.00	7,500.00	(7,500.00)	100.00
883-000-699.00	Transfers from Other Funds	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	7,500.00	7,500.00	(7,500.00)	100.00
TOTAL Revenues						
		0.00	7,500.00	7,500.00	(7,500.00)	100.00
Expenditures						
Dept 520-SEWER IMPROVEMENT						
883-520-732.00	Dues	0.00	0.00	0.00	0.00	0.00
883-520-817.00	Sewer Twp. Audit	0.00	0.00	0.00	0.00	0.00
883-520-820.00	Engineering Fees	0.00	0.00	0.00	0.00	0.00
883-520-827.00	Legal	0.00	0.00	0.00	0.00	0.00
883-520-883.00	Administration	0.00	0.00	0.00	0.00	0.00
883-520-930.00	Maintenance - Sewer	0.00	46.53	23.26	(46.53)	100.00
883-520-956.00	Unclassified	0.00	0.00	0.00	0.00	0.00
883-520-964.00	Refunds	0.00	0.00	0.00	0.00	0.00
883-520-967.00	Project Costs	0.00	0.00	0.00	0.00	0.00
883-520-973.00	Sewer Construction	0.00	0.00	0.00	0.00	0.00
883-520-973.01	Woodland Trails Project Costs	0.00	0.00	0.00	0.00	0.00
883-520-973.02	Improvements	0.00	0.00	0.00	0.00	0.00
Total Dept 520-SEWER IMPROVEMENT		0.00	46.53	23.26	(46.53)	100.00

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR 02/29/2016	AVAILABLE BALANCE	% BDGT USED
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TOTAL Expenditures		0.00	46.53	23.26	(46.53)	100.00
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Fund 883 - SEWER IMPROVEMENT:						
TOTAL REVENUES		0.00	7,500.00	7,500.00	(7,500.00)	100.00
TOTAL EXPENDITURES		0.00	46.53	23.26	(46.53)	100.00
NET OF REVENUES & EXPENDITURES		0.00	7,453.47	7,476.74	(7,453.47)	100.00
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TOTAL REVENUES - ALL FUNDS		9,081,416.00	4,884,988.52	2,192,361.00	4,196,427.48	53.79
TOTAL EXPENDITURES - ALL FUNDS		12,882,692.00	1,235,203.18	634,549.57	11,647,488.82	9.59
NET OF REVENUES & EXPENDITURES		(3,801,276.00)	3,649,785.34	1,557,811.43	(7,451,061.34)	96.01

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/05/2016	POOL	39989	601008956339	CONSUMERS ENERGY	Utilities - Electric	206-336-921.04	529.93
02/05/2016	POOL	39990	012516	CHARTER COMMUNICATIONS	Purchased Service	101-200-811.00	236.12
		39990	012216		Purchased & Maint. Service	206-336-811.00	465.99
							702.11
02/05/2016	POOL	39991	011116	KALAMAZOO OIL CO.	Gas & Oil	101-209-751.00	19.87
		39991	011416		Gas & Oil	101-265-751.00	37.37
		39991	012916		Gas & Oil	206-336-751.00	529.61
		39991	013116		Gas & Oil	207-301-751.00	2,792.65
							3,379.50
02/05/2016	POOL	39992	A701286	ENGINEERED PROTECTION SYSTEM	Forfeiture - Opr	727-000-253.00	294.42
02/05/2016	POOL	39993	012516	SPRINT	Forfeiture - Opr	727-000-253.00	18.25
02/05/2016	POOL	39994	1600001856	CITY OF SPRINGFIELD	Forfeiture - Opr	727-000-253.00	467.00
02/05/2016	POOL	39995	551-458005	STATE OF MICHIGAN	Forfeiture - Opr	727-000-253.00	9,617.16
02/05/2016	POOL	39996	011816A	SPEEDWAY	Gas & Oil	206-336-751.00	59.94
02/05/2016	POOL	39997	012016	STAPLES CREDIT PLAN	Forfeiture - Opr	727-000-253.00	258.92
02/05/2016	POOL	39998	0249-004942856	REPUBLIC SERVICES #249	Purchased Service	101-265-811.00	177.00
		39998	0249-004942856		Purchased & Maint. Service	206-336-811.00	222.10
							399.10
02/11/2016	POOL	39999	020916	8TH DISTRICT COURT NORTH LOC	Inter-Fund Transfer	701-000-237.00	86.51
02/11/2016	POOL	40000	021016	12TH DISTRICT COURT	Inter-Fund Transfer	701-000-237.00	346.00
02/11/2016	POOL	40001	3505-509323	ALL-PHASE - MICHIGAN DIVISIO	Maint. - Grounds	101-265-932.00	42.94
02/11/2016	POOL	40002	012616	AT&T	Forfeiture - Opr	727-000-253.00	31.35
02/11/2016	POOL	40003	OK106040	RED THE UNIFORM TAILOR	Uniforms/Personal Equipment	207-301-748.00	223.78
02/11/2016	POOL	40004	2680	RED CEDAR CONSTULTING	209 W ALLEN ST INSPECTION	101-310-811.00	1,450.00
02/11/2016	POOL	40005	18345	BAUCKHAM, SPARKS, THALL & SE	OFFICE SUPPLIES	101-200-727.00	257.05
		40005	18345		LEGAL SERVICE-GEN. TWP.	101-200-827.00	3,969.00
		40005	18345		UNSAFE BUILDING	101-310-827.00	2,625.00
		40005	18345		BROWNFIELD REDEVELOP RESEARCH/MINU	101-400-827.00	4,694.00
		40005	18345		LEGAL	207-301-827.00	480.00
							12,025.05
02/11/2016	POOL	40006	92994	BILL'S LOCK SHOP, INC.	Operating Supplies	206-336-740.00	13.60

## CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO

CHECK DATE FROM 02/01/2016 - 02/29/2016

Banks: POOL

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/11/2016	POOL	40007	020516	BRETT N. RODGERS, TRUSTEE	P/R deduct - Misc. Deduct	701-000-231.04	475.39
02/11/2016	POOL	40008	011916	BORGESS LIFE SUPPORT	Operating Supplies	206-336-740.00	160.00
02/11/2016	POOL	40009	020816	BARRY COUNTY SHERIFF DEPT	HIDTA Money	727-000-271.00	518.56
02/11/2016	POOL	40010	020816	CALHOUN CTY OFFICE OF THE SH	HIDTA Money	727-000-271.00	159.30
02/11/2016	POOL	40011	10020376	CTS TELECOM, INC.	Forfeiture - Opr	727-000-253.00	88.18
02/11/2016	POOL	40012	020816	COVERT TOWNSHIP POLICE DEPAR	HIDTA Money	727-000-271.00	352.28
02/11/2016	POOL	40013	203139816093	CONSUMERS ENERGY	Utilities - Fuel	101-200-923.00	1,512.41
		40013	205720636835		Utilities - Electric	101-751-921.00	72.59
		40013	201004271249		Utilities - Electric	206-336-921.01	474.64
		40013	206076625036		Utilities - Electric	206-336-921.02	25.25
		40013	203050822486		Utilities - Electric	206-336-921.04	51.05
		40013	202694843825		Utilities - Fuel	206-336-923.01	591.82
		40013	201359967840		Utilities - Fuel	206-336-923.04	742.54
		40013	202516868393		Forfeiture - Opr	727-000-253.00	510.26
		40013	204652715845		Maintenance - Sewer	883-520-930.00	23.26
							4,003.82
02/11/2016	POOL	40014	203228829267	CONSUMERS ENERGY	Utilities - Electric	219-448-921.00	17,275.07
02/11/2016	POOL	40015	11075	BERNIE'S HAUL-AWAY, INC.	553 GAYLE CLEANUP	701-000-231.05	700.00
02/11/2016	POOL	40016	20146105	I.T. RIGHT	Purchased Service	101-200-811.00	533.75
02/11/2016	POOL	40017	1479393	GORDON WATER	Office Supplies	101-200-727.00	55.50
		40017	1479394		Operating Supplies	207-301-740.00	109.25
							164.75
02/11/2016	POOL	40018	1334837-0	INTEGRITY BUSINESS SOLUTIONS	Office Supplies	101-200-727.00	55.46
		40018	1327728-0		Office Supplies	207-301-727.00	46.80
							102.26
02/11/2016	POOL	40019	107388	JBM TECHNOLOGY	Uniforms/Personal Equipment	207-301-748.00	83.00
02/11/2016	POOL	40020	011216	J.L. SCHIPPERS AND ASSOCIATE	Purchased Service	101-310-811.00	15,500.00
02/11/2016	POOL	40021	16-06-001A	KALAMAZOO AREA BUILDING AUTH	Purchased Service	101-310-811.00	45.00
02/11/2016	POOL	40022	011916	KALAMAZOO CITY TREASURER	Utilities - Water	101-200-927.00	86.98
		40022	010816		Utilities - Water	206-336-927.02	38.65
		40022	011116		Utilities - Water	206-336-927.03	25.93
		40022	011916A		Water	206-336-927.04	64.60
							216.16

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CHECK DATE FROM 02/01/2016 - 02/29/2016

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Banks: POOL

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/11/2016	POOL	40023	020816	KALAMAZOO COUNTY SHERIFF DEP	HIDTA Money	727-000-271.00	188.12
02/11/2016	POOL	40024	012816	KAL COUNTY TREASURERS ASSOC	Dues	101-200-732.00	10.00
02/11/2016	POOL	40025	011916	KAL. COUNTY TREASURER	Investigative Operations	207-301-782.00	172.50
02/11/2016	POOL	40026	14-0016505	KAL. COUNTY HEALTH & COMM SE	Solid Waste	226-527-811.00	2,116.56
02/11/2016	POOL	40027	16-09	KALAMAZOO COUNTY HAZ-MAT	Publ., Subscript., & Dues	206-336-732.00	600.00
02/11/2016	POOL	40028	340448	LAKE MICHIGAN MAILERS	Notices and Publications	101-200-903.00	2,738.86
02/11/2016	POOL	40029	10817	LANGS AUTO	Forfeiture - Opr	727-000-253.00	113.72
02/11/2016	POOL	40030	72927	MARTIN SPRING & DRIVE, INC	Maint. - Vehicle	206-336-939.00	280.00
02/11/2016	POOL	40031	020216	SAM'S CLUB	Forfeiture - Opr	727-000-253.00	260.07
02/11/2016	POOL	40032	0172134	MALL CITY MECHANICAL, INC.	Maint. - Building	101-265-931.00	43.38
02/11/2016	POOL	40033	260-1286119	AUTO VALUE KALAMAZOO	Maint. - Vehicle	207-301-939.00	97.01
02/11/2016	POOL	40034	9936	MULDER'S ADVANCED RECYCLING	Purchased & Maint. Service	206-336-811.00	345.00
02/11/2016	POOL	40035	261581	RIDGE COMPANY	Maint. - Vehicle	206-336-939.00	94.85
02/11/2016	POOL	40036	011916I	PNC BANK	Travel - Conf.	101-101-862.00	1,175.02
		40036	011916		TRAVEL/CONFERENCES - SUPERVISOR	101-171-862.00	744.44
		40036	011916D		Office Supplies	101-200-727.00	256.40
		40036	011916E		TRAINING/CONFERENCES - CLERK	101-215-862.00	840.44
		40036	011916A		New Equipment - Gen. Govt	101-901-983.00	693.08
		40036	011916C		Small Tools & Equipment	207-301-747.00	69.95
		40036	011916B		Travel - Conferences	207-301-862.00	280.00
							4,059.33
02/11/2016	POOL	40037	011316	R & M AUTO BODY, INC.	Maint. - Vehicle	207-301-939.00	1,576.40
02/11/2016	POOL	40038	13740	RJ'S PRINTING & ADVERTISING	Office Supplies	101-209-727.00	575.34
02/11/2016	POOL	40039	341894	ROE-COMM, INC.	Maint. - Radio	207-301-933.00	3,843.99
02/11/2016	POOL	40040	INV063587	SECANT TECHNOLOGIES, INC.	Computer Service	101-200-810.00	81.00
02/11/2016	POOL	40041	4440	SHARP SHOP	Maint. - Machine	206-336-934.00	141.60
02/11/2016	POOL	40042	020816	SUBURBAN INNS	POLICE TRAINING	266-320-960.00	436.80
02/11/2016	POOL	40043	12305	THE SPIRIT SHOPPE	Personal Equipment Allowance	206-336-748.00	320.00
02/11/2016	POOL	40044	9759003492	VERIZON WIRELESS	Forfeiture - Opr	727-000-253.00	914.33
02/11/2016	POOL	40045	4949363-2529-4	WASTE MANAGEMENT OF MICHIGAN	Forfeiture - Opr	727-000-253.00	223.80

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/11/2016	POOL	40046	32847	PREIN & NEWHOF, INC.	Purchased Service	101-191-811.00	125.00
		40046	32907		SIDEWALKS	101-446-969.01	274.20
							399.20
02/11/2016	POOL	40047	1016304	WOLVERINE COACH, INC.	New Equipment - Gen. Govt	101-901-983.00	1,050.00
02/11/2016	POOL	40048	020816	SUSAN A MCCARTHY	Forfeiture - Opr	727-000-253.00	40.00
02/11/2016	POOL	40049	120383586	ROSE PEST SOLUTIONS	Forfeiture - Opr	727-000-253.00	72.00
02/11/2016	POOL	40050	12688	HELPNET	Purchased Service	207-301-811.00	1,118.40
02/11/2016	POOL	40051	4893	INTERSTATE ALL BATTERY	Operating Supplies	206-336-740.00	19.99
		40051	4881		Maint. - Vehicle	206-336-939.00	104.95
							124.94
02/11/2016	POOL	40052	3002374	KENT COUNTY TREASURER/DPW	Forfeiture - Opr	727-000-253.00	90.00
02/11/2016	POOL	40053	010616	KALAMAZOO COUNTY FIRE CHIEFS	Publ., Subscript., & Dues	206-336-732.00	50.00
02/11/2016	POOL	40054	197739	LYNWELL COFFEE	Office Supplies	101-200-727.00	154.50
02/11/2016	POOL	40055	27123	LOWE'S COMPANIES, INC.	Operating Supplies	101-310-740.00	24.36
		40055	28233		Operating Supplies	206-336-740.00	477.24
		40055	27146A		Small Tools & Equipment	206-336-747.00	63.08
		40055	27912		Maint. - Building	206-336-931.00	309.64
							874.32
02/11/2016	POOL	40056	020816	MARSHALL POLICE DEPARTMENT	HIDTA Money	727-000-271.00	1,206.44
02/11/2016	POOL	40057	605664	ONE WAY PRODUCTS, INC.	Operating Supplies	101-265-740.00	92.90
02/11/2016	POOL	40058	6541-2016	OMEGA LABORATORIES, INC.	Forfeiture - Opr	727-000-253.00	35.00
02/11/2016	POOL	40059	020916	ANNA MAE LUBBEN	Sale of Lots-Cemetery	101-000-643.00	750.00
02/11/2016	POOL	40060	624531	MCDONALD'S TOWING	Forfeiture - Opr	727-000-253.00	72.00
02/18/2016	POOL	40061	83900439	ABSOPURE WATER COMPANY	Operating Supplies	206-336-740.00	61.80
02/18/2016	POOL	40062	205542656562	CONSUMERS ENERGY	Utilities - Electric	101-751-921.00	29.92
		40062	201893902164		Utilities - Electric	206-336-921.02	571.28
		40062	201893902164		Utilities - Fuel	206-336-923.02	553.43
		40062	207143921135		RAVINE TOWER SITE - ELECTRIC	207-301-921.00	271.95
							1,426.58
02/18/2016	POOL	40063	020716	CHARTER COMMUNICATIONS	Purchased & Maint. Service	206-336-811.00	256.45
02/18/2016	POOL	40064	269381808002C	AT&T	Telephone	101-200-853.00	742.10

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 02/01/2016 - 02/29/2016  
 Banks: POOL

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		40064	269R01036902B		Telephone	206-336-853.00	164.82
		40064	269337817402C		Telephone	207-301-853.00	486.99
		40064	269R01129402C		Radio Tower T1 Line	207-301-853.02	353.67
							1,747.58
02/18/2016	POOL	40065	020116	SEMCO ENERGY	Forfeiture - Opr	727-000-253.00	403.45
02/18/2016	POOL	40066	021216	SLEEP INN & SUITES	Travel - Conferences	206-336-862.00	188.57
02/18/2016	POOL	40067	012816	CITY OF SPRINGFIELD	Forfeiture - Opr	727-000-253.00	132.11
02/18/2016	POOL	40068	9759771223	VERIZON WIRELESS	Telephone	101-200-853.00	162.67
		40068	9759771223		Telephone	206-336-853.00	263.45
		40068	9759771223		Telephone	207-301-853.00	781.04
							1,207.16
02/18/2016	POOL	40069	INV59805	THERMO SCIENTIFIC PORTABLE	Forfeiture - Opr	727-000-253.00	168.00
02/18/2016	POOL	40070	020416	LAKELAND HEALTHCARE	Forfeiture - Opr	727-000-253.00	27.68
02/18/2016	POOL	40071	0249-004948771	REPUBLIC SERVICES #249	Solid Waste	226-527-811.00	34,633.95
02/24/2016	POOL	40073	55541741	ABSOPURE WATER COMPANY	Operating Supplies	206-336-740.00	49.25
02/24/2016	POOL	40074	3505-510660	ALL-PHASE - MICHIGAN DIVISIO	Maint. - Building	101-265-931.00	39.00
02/24/2016	POOL	40075	K105478B	RED THE UNIFORM TAILOR	Uniforms/Personal Equipment	207-301-748.00	800.03
02/24/2016	POOL	40076	022316	BERRIEN COUNTY TREASURER	Forfeiture - Opr	727-000-253.00	375.00
02/24/2016	POOL	40077	021916	BRETT N. RODGERS, TRUSTEE	P/R deduct - Misc. Deduct	701-000-231.04	475.39
02/24/2016	POOL	40078	2096	CONFIRMDELIVERY.COM	Office Supplies	101-200-727.00	119.76
02/24/2016	POOL	40079	203851786614	CONSUMERS ENERGY	Utilities - Electric	206-336-921.02	24.71
		40079	201893904771		Utilities - Electric	206-336-921.03	142.58
		40079	601009006060		Utilities - Electric	206-336-921.04	582.72
		40079	201004282257		Utilities - Fuel	206-336-923.03	343.02
							1,093.03
02/24/2016	POOL	40080	022316	T.M. PROPERTIES, LLC	Forfeiture - Opr	727-000-253.00	500.00
02/24/2016	POOL	40081	0115411-IN	ENTENMANN-ROVIN CO.	Uniforms/Personal Equipment	207-301-748.00	123.25
02/24/2016	POOL	40082	021416	CHARTER COMMUNICATIONS	Purchased Service	101-200-811.00	183.92
02/24/2016	POOL	40083	020116-6	FIRST REPORT SOFTWARE, LLC	Software Programs/Fees	101-200-742.00	250.00
02/24/2016	POOL	40084	022416	FURNITURE CITY BROADCASTING	TOWER RENT - RAVINE ROAD	207-301-931.65	1,500.00
02/24/2016	POOL	40085	1341036-0	INTEGRITY BUSINESS SOLUTIONS	Office Supplies	101-191-727.00	37.78

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		40085	1341036-0		Operating Supplies	101-200-740.00	88.86
		40085	1338772-0		Office Supplies	207-301-727.00	106.71
		40085	1340678-0		Small Tools & Equipment	207-301-747.00	137.80
							371.15
02/24/2016	POOL	40086	021416	COMCAST CABLE	Forfeiture - Opr	727-000-253.00	145.22
02/24/2016	POOL	40087	40334	JB PRINTING COMPANY	Notices and Publications	101-200-903.00	337.50
02/24/2016	POOL	40088	012516	KALAMAZOO CITY TREASURER	Water	206-336-927.01	101.30
		40088	012616		Utilities - Water	206-336-927.02	138.56
							239.86
02/24/2016	POOL	40089	MISC2015-159	ROAD COMMISSION OF KALAMAZOO	SIDEWALKS	101-446-969.01	8,817.26
02/24/2016	POOL	40090	020816	KALAMAZOO COUNTY TREASURER	Unclassified	101-200-956.00	5.37
		40090	022416		Trailer Tax	701-000-254.00	1,330.00
							1,335.37
02/24/2016	POOL	40091	0007545360	MLIVE MEDIA GROUP	3125 W MAIN REZONING	701-000-240.00	471.37
02/24/2016	POOL	40092	021516	KALAMAZOO OIL CO.	Gas & Oil	207-301-751.00	1,058.24
02/24/2016	POOL	40093	2614	BIO-CARE, INC.	Vision & Physicals	207-301-914.00	300.00
02/24/2016	POOL	40094	260-1290272	AUTO VALUE KALAMAZOO	Maint. - Vehicle	207-301-939.00	12.38
02/24/2016	POOL	40095	269342197102C	AT&T	Telephone	206-336-853.00	311.96
		40095	269962122502C		Forfeiture - Opr	727-000-253.00	248.08
							560.04
02/24/2016	POOL	40096	165308	MI POLICE EQUIPMENT	Personal Equipment Allowance	206-336-748.00	463.00
02/24/2016	POOL	40097	569895	EDS BREADS LLC	Operating Supplies	101-265-740.00	125.65
02/24/2016	POOL	40098	0046695-IN	MIDWEST ELECTRIC MOTORS	Maint. - Building	206-336-931.00	222.81
02/24/2016	POOL	40099	020416	MCKENNA ASSOCIATES, INC.	PREP ZONING ORDINANCE	101-400-811.00	13,110.00
02/24/2016	POOL	40100	959203	RIDGE COMPANY	Maint. - Vehicle	206-336-939.00	31.48
		40100	960807		Maint. - Vehicle	207-301-939.00	59.96
							91.44
02/24/2016	POOL	40101	022316	NORD JEWELERS	Operating Supplies	206-336-740.00	300.00
02/24/2016	POOL	40102	020316	DEPT. 56-5690020322	Office Supplies	101-191-727.00	66.46
		40102	020316		Office Supplies	101-200-727.00	49.33
							115.79

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 CHECK DATE FROM 02/01/2016 - 02/29/2016  
 Banks: POOL

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/24/2016	POOL	40103	022416	RANDY PIERMAN	Deposits - Room Rentals	701-000-276.01	50.00
02/24/2016	POOL	40104	31697	SCHUHARDT'S AUTO SERVICE	Maint. - Vehicle	207-301-939.00	105.88
02/24/2016	POOL	40105	4456	SHARP SHOP	Maint. - Machine	206-336-934.00	86.85
02/24/2016	POOL	40106	2016010325	PEOPLEFACTS, LLC	Background Investigation	207-301-812.01	33.97
02/24/2016	POOL	40107	021116	STEVEN REIFERT	Purchased Service	207-301-811.00	5,000.00
02/24/2016	POOL	40108	551-459973	STATE OF MICHIGAN	Forfeiture - Opr	727-000-253.00	10,564.65
02/24/2016	POOL	40109	022316	TWP. OF KALAMAZOO	Postage	101-200-730.00	26.96
		40109	022316		Unclassified	101-200-956.00	57.41
		40109	022316		Deposits - Vending Machine	701-000-276.04	128.62
							212.99
02/24/2016	POOL	40110	78660	WILLIAMS & WORKS	Planning Consultant	101-400-821.00	4,800.00
02/24/2016	POOL	40111	33162	PREIN & NEWHOF, INC.	Notice & Publ.	101-191-903.00	74.00
		40111	33205		Engineering Services	101-400-820.00	720.00
							794.00
02/24/2016	POOL	40112	518144	DENOOPER CHEVROLET	Maint. - Vehicle	207-301-939.00	41.44
02/24/2016	POOL	40113	022416	ESTHER FOUNTAIN	Deposits - Room Rentals	701-000-276.01	50.00
02/24/2016	POOL	40114	021616	SPEEDWAY	Forfeiture - Opr	727-000-253.00	1,016.53
02/24/2016	POOL	40115	004874524	GALLS, INC.	Personal Equipment Allowance	206-336-748.00	293.90
02/24/2016	POOL	40116	08495	LOWE'S COMPANIES, INC.	Operating Supplies	206-336-740.00	44.95
02/24/2016	POOL	40117	1308191	MILLER, CANFIELD, PADDOCK	Legal	207-301-827.00	918.00
02/24/2016	POOL	40118	16050	MOSES FIRE EQUIPMENT, INC.	Maint. - Vehicle	206-336-939.00	179.81
02/24/2016	POOL	40119	606428	ONE WAY PRODUCTS, INC.	Maint. - Grounds	101-265-932.00	49.80
		40119	606764		Maint. - Vehicle	207-301-939.00	47.36
							97.16
02/24/2016	POOL	40120	020116	TELEGRATION, INC.	Telephone	207-301-853.00	28.95
02/24/2016	POOL	40121	59169	MICHIGAN OFFICE ENVIRONMENTS	Police Capital Improvement	810-440-983.00	6,812.00
02/24/2016	POOL	40122	1790	WEAL L.E.D.'S LLC	Operating Supplies	206-336-740.00	578.50
		40122	1791		Uniforms/Personal Equipment	207-301-748.00	25.00
							603.50
02/29/2016	POOL	40123	022916	TWP. OF KALAMAZOO	Inter-Fund Transfer	701-000-237.00	2,032.69

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Banks: POOL

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
				TOTAL - ALL FUNDS	TOTAL OF 134 CHECKS		203,291.75
--- GL TOTALS ---							
101-000-643.00					Sale of Lots-Cemetery		750.00
101-101-862.00					Travel - Conf.		1,175.02
101-171-862.00					TRAVEL/CONFERENCES - SUPERVISOR		744.44
101-191-727.00					Office Supplies		104.24
101-191-811.00					Purchased Service		125.00
101-191-903.00					Notice & Publ.		74.00
101-200-727.00					Office Supplies		948.00
101-200-730.00					Postage		26.96
101-200-732.00					Dues		10.00
101-200-740.00					Operating Supplies		88.86
101-200-742.00					Software Programs/Fees		250.00
101-200-810.00					Computer Service		81.00
101-200-811.00					Purchased Service		953.79
101-200-827.00					Legal Service-Gen. Twp.		3,969.00
101-200-853.00					Telephone		904.77
101-200-903.00					Notices and Publications		3,076.36
101-200-923.00					Utilities - Fuel		1,512.41
101-200-927.00					Utilities - Water		86.98
101-200-956.00					Unclassified		62.78
101-209-727.00					Office Supplies		575.34
101-209-751.00					Gas & Oil		19.87
101-215-862.00					TRAINING/CONFERENCES - CLERK		840.44
101-265-740.00					Operating Supplies		218.55
101-265-751.00					Gas & Oil		37.37
101-265-811.00					Purchased Service		177.00
101-265-931.00					Maint. - Building		82.38
101-265-932.00					Maint. - Grounds		92.74
101-310-740.00					Operating Supplies		24.36
101-310-811.00					Purchased Service		16,995.00
101-310-827.00					Legal Service-Gen. Twp.		2,625.00
101-400-811.00					Purchased Service		13,110.00
101-400-820.00					Engineering Services		720.00
101-400-821.00					Planning Consultant		4,800.00
101-400-827.00					Legal Services - Gen. Twp.		4,694.00
101-446-969.01					SIDEWALKS		9,091.46
101-751-921.00					Utilities - Electric		102.51
101-901-983.00					New Equipment - Gen. Govt		1,743.08
206-336-732.00					Publ., Subscript., & Dues		650.00
206-336-740.00					Operating Supplies		1,705.33
206-336-747.00					Small Tools & Equipment		63.08
206-336-748.00					Personal Equipment Allowance		1,076.90
206-336-751.00					Gas & Oil		589.55
206-336-811.00					Purchased & Maint. Service		1,289.54
206-336-853.00					Telephone		740.23
206-336-862.00					Travel - Conferences		188.57

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Banks: POOL

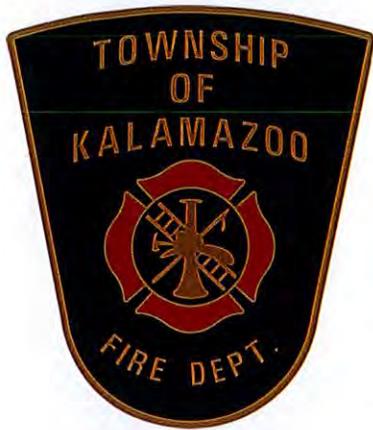
Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
206-336-921.01					Utilities - Electric		474.64
206-336-921.02					Utilities - Electric		621.24
206-336-921.03					Utilities - Electric		142.58
206-336-921.04					Utilities - Electric		1,163.70
206-336-923.01					Utilities - Fuel		591.82
206-336-923.02					Utilities - Fuel		553.43
206-336-923.03					Utilities - Fuel		343.02
206-336-923.04					Utilities - Fuel		742.54
206-336-927.01					Water		101.30
206-336-927.02					Utilities - Water		177.21
206-336-927.03					Utilities - Water		25.93
206-336-927.04					Water		64.60
206-336-931.00					Maint. - Building		532.45
206-336-934.00					Maint. - Machine		228.45
206-336-939.00					Maint. - Vehicle		691.09
207-301-727.00					Office Supplies		153.51
207-301-740.00					Operating Supplies		109.25
207-301-747.00					Small Tools & Equipment		207.75
207-301-748.00					Uniforms/Personal Equipment		1,255.06
207-301-751.00					Gas & Oil		3,850.89
207-301-782.00					Investigative Operations		172.50
207-301-811.00					Purchased Service		6,118.40
207-301-812.01					Background Investigation		33.97
207-301-827.00					Legal		1,398.00
207-301-853.00					Telephone		1,296.98
207-301-853.02					Radio Tower T1 Line		353.67
207-301-862.00					Travel - Conferences		280.00
207-301-914.00					Vision & Physicals		300.00
207-301-921.00					RAVINE TOWER SITE - ELECTRIC		271.95
207-301-931.65					TOWER RENT - RAVINE ROAD		1,500.00
207-301-933.00					Maint. - Radio		3,843.99
207-301-939.00					Maint. - Vehicle		1,940.43
219-448-921.00					Utilities - Electric		17,275.07
226-527-811.00					Solid Waste		36,750.51
266-320-960.00					POLICE TRAINING		436.80
701-000-231.04					P/R deduct - Misc. Deduct		950.78
701-000-231.05					Clean-up/Mowing/Demo - Twp Svc		700.00
701-000-237.00					Inter-Fund Transfer		2,465.20
701-000-240.00					Zoning/Development Escrow		471.37
701-000-254.00					Trailer Tax		1,330.00
701-000-276.01					Deposits - Room Rentals		100.00
701-000-276.04					Deposits - Vending Machine		128.62
727-000-253.00					Forfeiture - Opr		26,687.18
727-000-271.00					HIDTA Money		2,424.70
810-440-983.00					Police Capital Improvement		6,812.00
883-520-930.00					Maintenance - Sewer		23.26

# *Charter Township Of Kalamazoo*



## **2015 Annual Fire Department Report**

1720 Riverview Drive, Kalamazoo, Michigan 49004 (269) 381-8080



# The Year in Review

By Chief Dave Obreiter

We proudly submit this 2015 annual report for the Township of Kalamazoo Fire Department. As I reviewed the details of this report, I was filled with great appreciation and pride for the professionalism, accomplishments and actions of the men and women that make up our team.

As we finished the year, it marked the third time in the last four years that we exceeded the historical highest response year of the department. In 2012, the record of 1,681 responses was set. In 2014, we exceeded that record by 96 responses, ending the year with 1,777 responses and in 2015, we ended the year with 1,792 responses.

We continue to actively participate in several collaborative efforts and organizations such as Kalamazoo County Fire Chiefs, Western Michigan Association of Fire Chiefs, Michigan Association of Fire Chiefs, Kalamazoo County Hazardous Materials Response Team and Kalamazoo County Fire Investigation Response Team. This concept allows for the sharing of information, ideas and resources between departments and communities to reduce the cost of providing emergency services, while still providing a quality and reliable response to the needs of our citizens.

Expanding our intergovernmental cooperation and service to the residents of Kalamazoo Township and the City of Parchment, an Intergovernmental Fire Protection Response Agreement was formalized in October of 2015. This agreement streamlined the emergency initial aid between municipalities and should reduce the response times to reports of fire, smoke or natural gas leaks inside a building.

Community involvement remains a high priority with our fire department members, as witnessed by our member's voluntary participation supporting larger events such as the Westwood Ice Cream Social and the Great Lakes Burn Camp. The voluntary participation by our members and represented by the firefighters associations at each of the fire stations is a direct reflection of their desire to serve our community above and beyond their roles as an emergency responder.

On a special note, the 75<sup>th</sup> Anniversary of the Eastwood Fire Station was celebrated on October 3, 2015. The celebration was attended by over 500 residents, firefighters and friends. This showing was a true testament of the long term professional and dedicated services provided by our Township of Kalamazoo employees.

In the appendix section of this report, you will find a roster of our assigned personnel as well as the years of service and experience that they provide our department. In addition to the list of personnel, you will find a listing of awards that were presented to our members in 2015 through our Firefighter Recognition Program. The list of awards recognizes the actions above and beyond the general actions expected of our personnel.



# 2015 ANNUAL REPORT

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## Fire Department Program Descriptions

The fire department is managed by categorizing certain aspects of its operation into sections and assigning a point of contact that is responsible for the management of that section. All personnel assigned a section of responsibility coordinate the management of that program with the fire chief. Each section is identified below along with a description of its area of responsibility.

**Fire Department Management** – The Fire Department Management section is made up of our six full-time fire department personnel and consists of the fire chief, deputy fire chief, two battalion chiefs, fire marshal and fire department maintenance supervisor.

The management section is responsible for the annual budgeting of programs and resources by setting program priorities, department goals and the coordination of constructive efforts between the fire department management section and all fire department personnel.

**Emergency Response** – The Fire Department Emergency Response section is managed by our Fire Department Management team and is responsible for maintaining a cost effective, reliable and diverse quick-response network of trained personnel and strategically placed fire department vehicles and equipment. The Township of Kalamazoo Fire Department responds to all calls for service such as medical and fire emergencies, as well as non-emergency calls for service such as arcing electrical wires and carbon monoxide alarm activations. The Township of Kalamazoo maintains four fire stations (Northwood, Eastwood, Lakewood and Westwood) and staffs all stations with the exception of Lakewood with a minimum of one firefighter/driver twenty-four hours a day, seven days a week. Emergency response to the Lakewood neighborhood is provided under written agreement by the Comstock Township Fire Department, which operates and responds in the same manner as the Township of Kalamazoo Fire Department.

The Township of Kalamazoo Fire Department relies heavily on paid on-call personnel for response to all calls for service. In 2015, we averaged about sixty paid on-call personnel on the roster. The paid on-call personnel are assigned to one of the staffed stations and follow a geographically assigned area for response purposes. The paid on-call roster includes assigned duties to selected individuals that appoint them as officers, which is an essential function of personnel management and emergency scene command and control. This concept of paid on-call firefighters has proven to be a cost effective way to utilize only the necessary amount of personnel to handle the type and nature of emergency. The paid on-call personnel receive Township Board approved hourly pay rates only for the emergency responses, scheduled on-



# 2015 ANNUAL REPORT

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## Fire Department Program Descriptions (continued)

call time covering one of the staffed stations (fire apparatus driver), scheduled fire department training and special activities such as station maintenance that they attend.

**Fire Prevention and Investigation** – The Fire Prevention and Investigation section is managed by our State of Michigan certified full-time fire marshal. The fire marshal is responsible for coordinating all fire prevention activities in the Township of Kalamazoo as well as coordinating all necessary fire investigations with the Township of Kalamazoo Police Department. In the summer of 2015 Battalion Chief Matt Mulac began assisting the Fire Prevention and Investigation section on a part time as needed basis with both prevention and investigation duties.

Our Fire Prevention and Investigation program includes new and existing facility fire safety inspections, public safety education programs, construction plan reviews, management of our Knox brand secure key access program for all non-residential facilities, fire ordinance compliance and the tracking and updating of hazardous materials used by facilities operating in the Township of Kalamazoo.

Our Fire Marshal is also an active participant with the Juvenile Fire Setter Program and Fire Investigation Response Team, both programs organized as a collaborative effort thru the Kalamazoo County Fire Chief's Association.

**Fire Department Training** – Our Fire Department Training section is managed by our assigned department training officer as an additional duty. The training officer is responsible for the planning, scheduling, documentation and coordination of the delivery of our fire department training program to all fire department members.

Our training program is designed to train and maintain a competent roster of emergency responders. Our training program covers a wide range of subjects relating to firefighting, medical emergencies, rescue, hazardous materials, firefighter safety and other response related topics. Our training schedule is driven by State of Michigan requirements as well as local response needs and hazards.

All of our personnel are required to obtain and maintain as a condition of employment, State of Michigan certification as a Medical First Responder and Firefighter I/II. All personnel are also required to maintain a current cardio pulmonary resuscitation (CPR) and automated external defibrillator (AED) certifications from a nationally recognized organization.



# 2015 ANNUAL REPORT

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## Fire Department Program Descriptions (continued)

**Fire Department Maintenance** – Our Fire Department Maintenance section is managed by our Emergency Vehicle Technician certified full-time fire department maintenance supervisor. Our fire department maintenance supervisor is responsible for the inspection, maintenance, testing and documentation of our fire department vehicle fleet and assigned equipment as well as general grounds maintenance at our fire stations.

Our fire department maintenance program is designed to maintain our assets in a ready and reliable configuration while minimizing the maintenance down time of our equipment. Our maintenance supervisor develops and executes a detailed annual proactive preventative maintenance and inspection schedule in an attempt to minimize the costly reactive maintenance mindset. Our maintenance program also ensures that all required third party safety inspections of our vehicles are scheduled and documented. As an associated tasking to the vehicle preventative maintenance program, our maintenance supervisor makes repairs to our vehicles in-house when possible, reducing the down time of the vehicles as well as reducing our overall maintenance budget by reducing costs associated with contracted maintenance.

In addition to vehicle maintenance, our maintenance supervisor also manages the inspection, maintenance and documentation of our powered equipment such as saws, generators and vehicle mounted equipment.

As an additional duty, our maintenance supervisor is responsible for larger exterior maintenance projects at our fire stations such as snow plowing and parking lot maintenance.

**Fire Commissioner** –The Fire Commissioner is a Township Board Member that is appointed by the Township supervisor.

The Fire Commissioner acts as a liaison between the Township Board and the fire chief in regards to fire department operations, response and budgeting.

Township Trustee Donald Martin remained the Fire Commissioner for 2015.



# 2015 ANNUAL REPORT

## Emergency Response Analysis

In 2015 the Department responded to a total of 1,792 incidents. 1,329 being rescue related, and 463 being fire related.

### Calls by Station

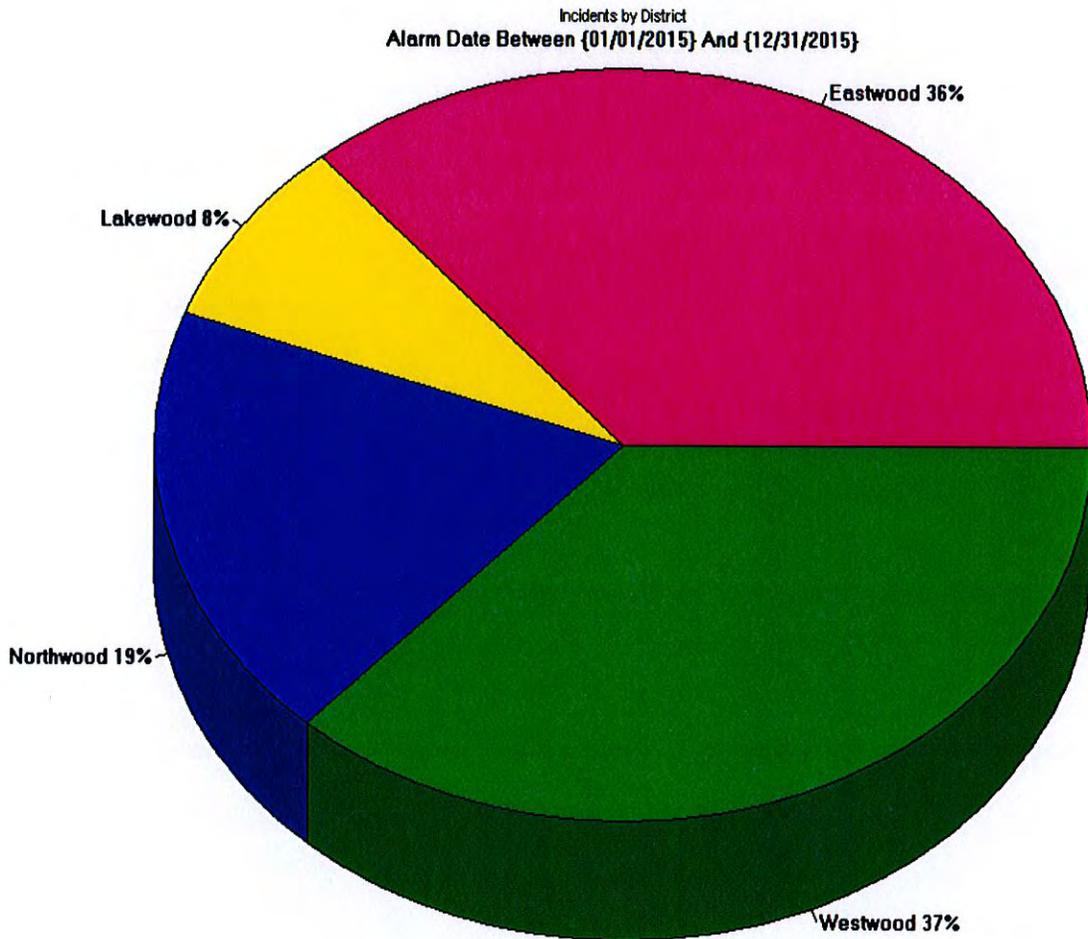
Station # 1= 403 / 285

Station # 3= 146 / 146

Station # 2= 739 / 695

Station # 4= 687 / 666

With Assists / Without Assists





# 2015 ANNUAL REPORT

## Emergency Response Analysis (continued)

### Northwood

#### responding to:

Eastwood = 69  
Westwood = 44  
Lakewood = 5

### Eastwood

#### responding to:

Northwood = 15  
Westwood = 0  
Lakewood = 29

### Westwood

#### responding to:

Northwood = 20  
Eastwood = 1  
Lakewood = 0

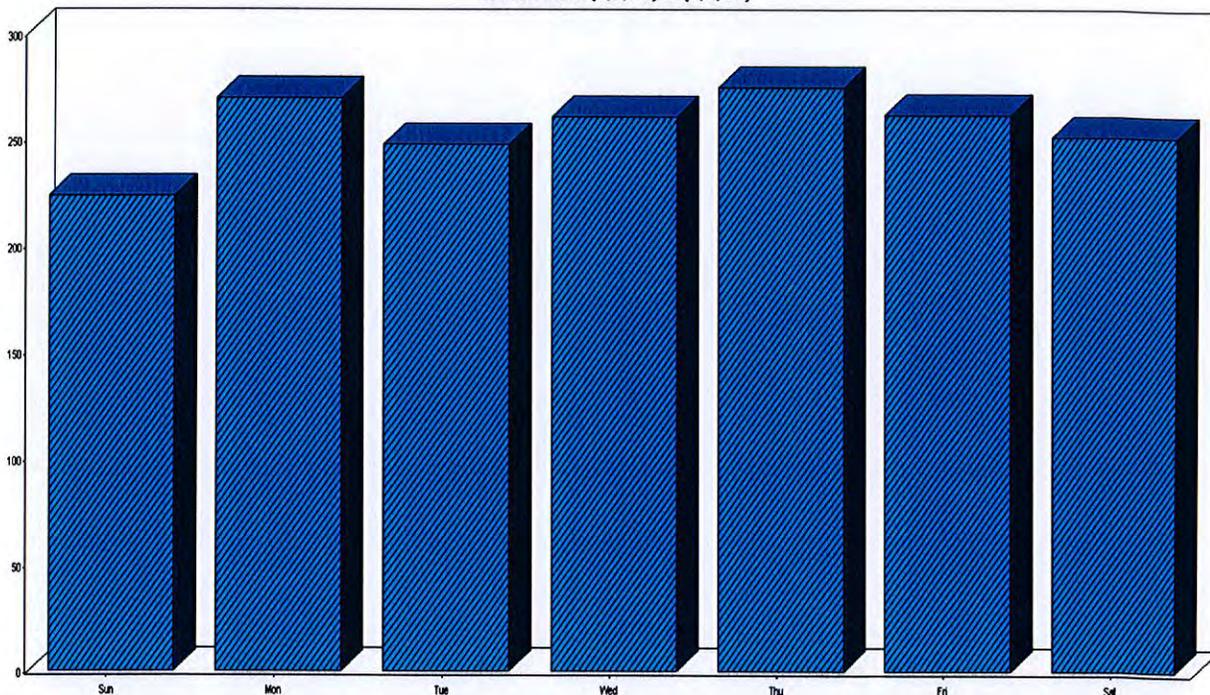
### Day of Week

Monday = 270  
Tuesday = 248  
Wednesday = 261  
Thursday = 275  
Friday = 262  
Saturday = 252  
Sunday = 224

### Time of Day

00:00 – 03:59 = 155  
04:00 – 07:59 = 183  
08:00 – 11:59 = 343  
12:00 – 15:59 = 378  
16:00 – 19:59 = 409  
20:00 – 23:59 = 324

Incident Responses by Day of Week  
Alarm Date Between (01/01/2015) And (12/31/2015)





# 2015 ANNUAL REPORT

## Emergency Response Analysis (continued)

In the past 10 years, demands for service of the fire department have been increasing on average, with 2015 being the most active year for incidents ever for the fire department.

10 Year Comparison of Annual Report Data					
	Calls for Service	Fire Related	Rescue Related	Assists Between Stations	Mutual Aid Given
2005	1,522	422	1,100	254	92
2006	1,392	373	1,019	173	108
2007	1,539	450	1,089	197	101
2008	1,582	397	1,185	163	110
2009	1,517	410	1,107	192	125
2010	1,504	339	1,165	151	112
2011	1,494	351	1,143	173	103
2012	1,681	444	1,237	151	126
2013	1,667	451	1,216	132	133
2014	1,777	447	1,330	186	106
2015	1,792	463	1,329	183	116

	Total FF Responses	Average Cost Per Call	Average FF's per call
2005	12,129	\$122.13	7.9
2006	10,893	\$123.79	7.8
2007	12,510	\$132.43	8.1
2008	13,328	\$141.46	8.4
2009	12,008	\$137.07	7.9
2010	10,540	\$121.45	7.0
2011	9,513	\$111.04	6.4
2012	10,402	\$107.57	6.2
2013	10,494	\$109.31	6.3
2014	11,414	\$114.37	6.4
2015	11,454	\$114.37	6.4



# 2015 ANNUAL REPORT

## Emergency Response Analysis (continued)

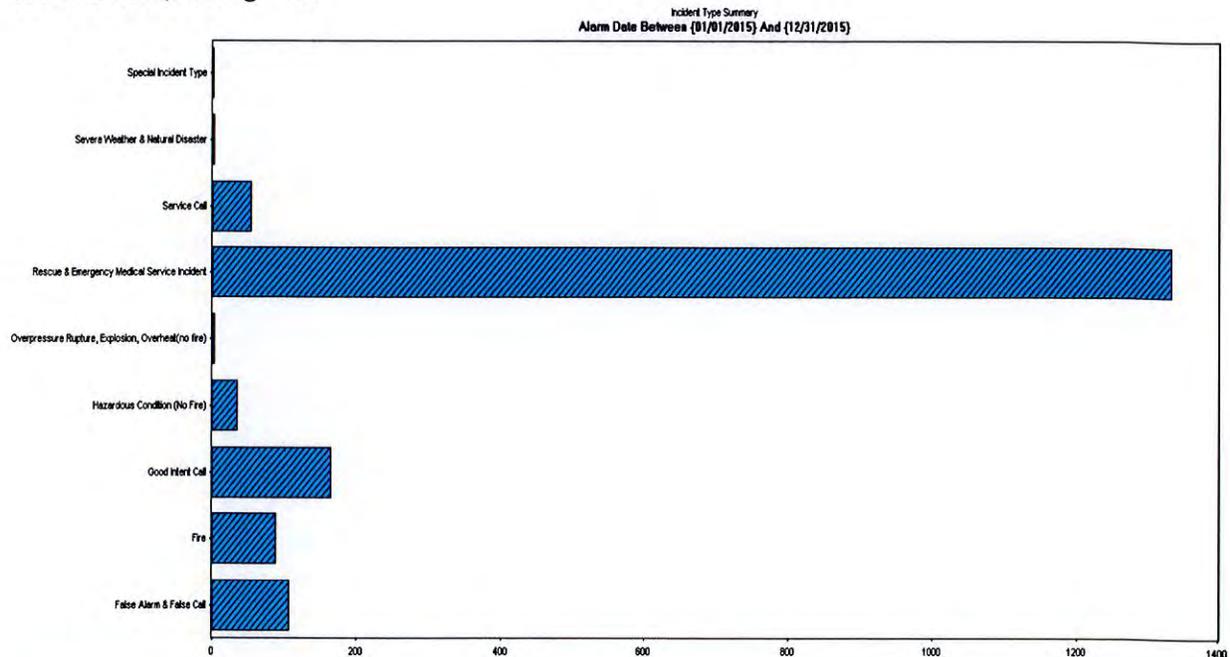
The following is a breakdown of the calls by type and frequency for 2015.

### Rescues

Abdominal Pain = 18	Allergic Reaction = 12	Altered Mental Status = 50
Animal Bite = 1	Assault = 7	Assist Police = 11
Attempt Suicide = 6	Back Pain = 12	Burns = 2
Cancelled en Route = 75	Carbon Monoxide Call = 8	Cardiac Arrest = 12
Chest Pain = 192	Choking = 2	Diabetic Problems = 49
EMS Alarm = 34	Fall = 80	Head Injury/Pain = 5
Ingestion/Poisoning = 24	Laceration/Hemorrhage = 20	Lift Assist = 9
Man Down = 127	Personal Injury Accident = 95	Pregnancy/OB = 11
Psychiatric Problems = 7	Seizure = 82	Sick Person = 135
Stab/Gunshot = 5	Stroke = 25	Trouble Breathing = 270
Unconscious = 62		

### Fires

Assist Other Fire = 115	Burning Complaint = 42	Dumpster Fire = 2
Fire Alarm = 76	Gas Leak = 8	Grass/Brush Fire = 4
Smoke Investigation = 36	Structure Fire = 28	Vehicle Fire = 9
Wires Down/Arcing = 24		





# 2015 ANNUAL REPORT

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## Initial Aid Summary

The Township of Kalamazoo has active Initial Aid agreements with the cities of Kalamazoo and Parchment as well as the townships of Oshtemo and Comstock to provide residents with higher levels of service than each municipality could provide on their own. These levels of service are provided automatically with the receipt of the alarm to provide for immediate response in conjunction with these other agencies as follows:

Comstock Township runs all emergency calls in the Lakewood area and provides an Engine on all calls of Smoke, Fire, or Smell of Gas inside of a structure in Station 2's district. In return, Kalamazoo Township provides a ladder truck for Comstock's commercial and multi-story residential structures.



The City of Kalamazoo provides a Ladder Truck to Kalamazoo Township when there is Smoke, Fire, or Smell of Gas inside of a multi-story residential, or high-hazard commercial structure. In return Kalamazoo Township provides an Engine for the Northwest section of the City of Kalamazoo, a ladder truck to certain structures in the Northeast corner of the City of Kalamazoo, and an Engine to cover City Station 45 on all second alarm fires in the City of Kalamazoo.

Oshtemo Township provides an Engine on all calls of Smoke, Fire, or Smell of Gas inside of a structure in Station 4's district. In return, Kalamazoo Township provides an Engine for the same calls in the Northeast section of Oshtemo's district.



The City of Parchment provides an engine and manpower to back fill a Kalamazoo Township Station during fire incidents where the stations would otherwise be unstaffed. In return, Kalamazoo Township provides The City of Parchment with an Engine on all calls of Smoke, Fire, or Smell of Gas inside of a structure.



# 2015 ANNUAL REPORT

## Mutual Aid Summary

The Township of Kalamazoo also has mutual aid agreements with all municipalities in Kalamazoo County to provide assistance when requested, and in return those municipalities will provide assistance to the Township of Kalamazoo when requested. These requests are not automatic with the receipt of the alarm like Initial Aid; however, these requests can be made at any point during the response to an incident, or while at an incident scene.

The following table is a combined list of Initial Aid and Mutual Aid responses between the Township of Kalamazoo, and other municipalities. The Township gave aid a total of 116 times, and received aid 224 times as outlined below:

	Oshtemo		Comstock		KDPS		Cooper		Parchment	
	Given	Received	Given	Received	Given	Received	Given	Received	Given	Received
January	1	0	10	16	0	0	1	0	1	0
February	2	0	1	17	0	2	0	0	2	0
March	1	1	5	13	0	1	1	0	0	0
April	2	1	3	14	2	1	3	0	2	0
May	2	0	1	14	4	0	1	0	3	0
June	4	3	2	10	1	1	0	0	0	0
July	4	1	7	18	2	1	0	0	0	0
August	2	4	1	18	1	3	0	0	2	0
September	4	2	3	22	1	1	0	3	1	1
October	7	2	5	16	0	3	1	0	3	0
November	2	0	1	12	0	2	2	0	3	0
December	3	1	1	20	0	0	2	0	1	0
Totals	34	15	40	190	11	15	11	3	18	1

\*In addition to the above chart, the Township of Kalamazoo assisted Galesburg-Charleston FD once, and Ross-Augusta FD once.



# 2015 ANNUAL REPORT

## Fire Loss Summary

There were 36 responses in 2015 with an associated loss caused by smoke and/or fire damage. Those 36 "loss fires" totaled \$1,429,720 in lost property and contents, and are listed individually below:

Incident #	Date	Location	Fire Type	Est. Property Loss	Est. Content Loss	Total Est. Loss
3	1/1/15	2528 Dearborn	Structure Fire	\$ -	\$ 250	\$ 250
109	1/27/15	BL-131 & Westnedge	Vehicle Fire	\$ 1,200	\$ -	\$ 1,200
144	1/29/15	2108 Sunnyside B-13	Kitchen Fire	\$ 1,000	\$ 300	\$ 1,300
146	1/29/15	1913 Elkerton #201	Stove Fire	\$ 500	\$ 200	\$ 700
160	2/4/15	1610 Baker	Vehicle Fire	\$ 12,000	\$ 250	\$ 12,250
163	2/12/15	534 Gayle	Structure Fire	\$ 10,000	\$ 3,700	\$ 13,700
209	2/23/15	2032 Sunnyside B-14	Kitchen Fire	\$ 1,000	\$ 100	\$ 1,100
237	2/26/15	326 S Kendall #13	Kitchen Fire	\$ -	\$ 2,000	\$ 2,000
245	2/11/15	3505 Enterprise	Vehicle Fire with Extension	\$ 5,000	\$ 500	\$ 5,500
288	3/7/15	3510 N Drake B-206	Kitchen Fire	\$ 500	\$ -	\$ 500
393	3/22/15	1713 Sunnyside	Kitchen Fire	\$ -	\$ 500	\$ 500
410	4/11/15	2447 Hillsdale	Chicken Coop Fire	\$ 500	\$ -	\$ 500
513	4/30/15	324 N Sage #304	Kitchen Fire	\$ 1,000	\$ -	\$ 1,000
544	4/17/15	2220 Gull Bldg I	Grass Fire with Extension	\$ 120	\$ -	\$ 120
594	5/3/15	3402 Parchmount	Shed Fire	\$ 1,800	\$ -	\$ 1,800
668	5/17/15	1112 Turwill	Lawnmower Fire	\$ 100	\$ -	\$ 100
719	5/27/15	2126 E Main	Kitchen Fire	\$ 800	\$ 550	\$ 1,350
655	6/1/15	123 S Kendall #203	Structure Fire	\$ 15,000	\$ 5,000	\$ 20,000
842	6/28/15	2622 Orange Meadow	Chimney Fire	\$ -	\$ 50	\$ 50
897	7/19/15	2428 W Main	Structure Fire	\$ 10,000	\$ 2,500	\$ 12,500
918	7/16/15	3513 Miami	Vehicle Fire	\$ 2,500	\$ 100	\$ 2,600
983	7/30/15	614 Wallace	Garage Fire	\$ 3,000	\$ 2,500	\$ 5,500
1041	8/14/15	502 N Berkley	Structure Fire	\$ 15,000	\$ 5,000	\$ 20,000
1061	8/22/15	2117 Lakewood	Structure Fire	\$ 8,000	\$ 250	\$ 8,250
1075	8/14/15	3535 Lake	Structure Fire	\$ 2,000	\$ 2,100	\$ 4,100
1078	8/17/15	2010 Sunnyside	Structure Fire	\$ 150,000	\$ 175,000	\$ 325,000
1198	9/11/15	2900 Lake	Motor Home Fire	\$ 150,000	\$ 15,000	\$ 165,000
1224	9/24/15	308 N Sage #204	Structure Fire	\$ 20,000	\$ 5,000	\$ 25,000
1230	9/16/15	W Main & N Sage	Vehicle Fire	\$ 3,000	\$ -	\$ 3,000
1282	10/3/15	2201 N Westnedge	Greenhouse Fire	\$ 3,500	\$ 3,500	\$ 7,000
1406	10/24/15	2008 Sunnyside	Structure Fire	\$ 650,000	\$ 100,000	\$ 750,000
1462	10/17/15	1120 Arthur	Structure Fire	\$ 5,000	\$ 1,500	\$ 6,500
1589	11/15/15	2432 Tamarack	Porch Light Fire	\$ 100	\$ -	\$ 100
1632	11/7/15	1307 Henson	Structure Fire	\$ 20,000	\$ 7,500	\$ 27,500
1714	12/23/15	905 Dayton	Vehicle Fire with Extension	\$ 2,500	\$ 250	\$ 2,750
1777	12/15/15	320 N Sage	Vehicle Fire	\$ 1,000	\$ -	\$ 1,000

\*Property loss is generally considered loss to the structure or vehicle itself, while the content loss is the personal property contained within the structure or vehicle.



# 2015 ANNUAL REPORT

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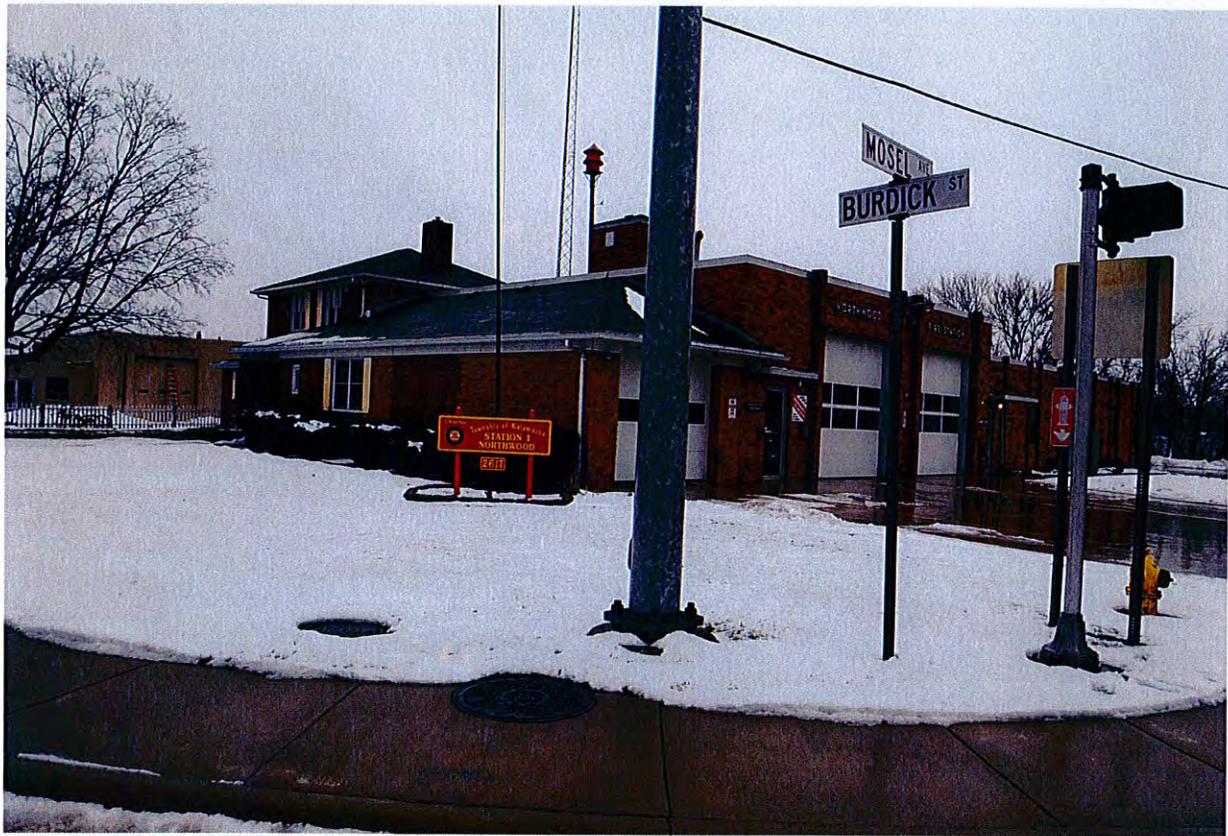
## Station 1

Northwood Fire Station

2617 North Burdick Street

Built in 1948

Houses Engine 811, Engine 821 and Rescue/Brush Truck 851





# 2015 ANNUAL REPORT

## Station 1 (continued)



### 811

2011 Pierce Contender  
1500 Gallon per minute pump  
970 Gallons of water  
On board foam system with 30 gallons of  
Class B foam concentrate  
Automated External Defibrillator  
Various emergency medical supplies

### 821

1988 Spartan Quality  
1250 Gallon per minute pump  
750 Gallons of water  
Automated External Defibrillator  
Various emergency medical supplies



### 851

2008 Ford F-350  
150 Gallon per minute pump  
200 Gallons of water  
Assorted nozzles and tools for brush fires  
Automated External Defibrillator  
Various emergency medical supplies





# 2015 ANNUAL REPORT

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## Station 2

Eastwood Fire Station  
2703 East Main Street

Built in 1940

Houses Engine 812, Ladder 842 and Rescue 852





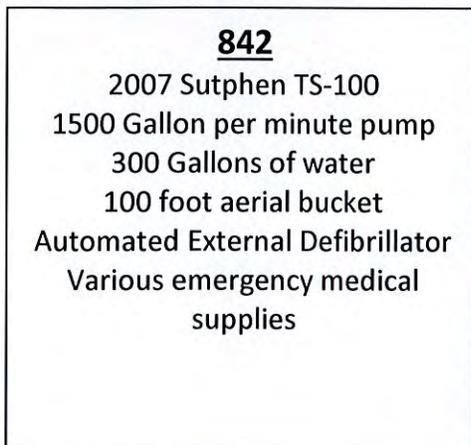
# 2015 ANNUAL REPORT

## Station 2 (continued)



### 812

2015 Pierce Saber  
1500 Gallon per minute pump  
720 Gallons of water  
On board foam system with 30 gallons of  
Class A foam concentrate  
Automated External Defibrillator  
Various emergency medical supplies



### 842

2007 Sutphen TS-100  
1500 Gallon per minute pump  
300 Gallons of water  
100 foot aerial bucket  
Automated External Defibrillator  
Various emergency medical  
supplies



### 852

2007 Ford Expedition EL  
Automated External Defibrillator  
Various emergency medical supplies





# 2015 ANNUAL REPORT

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## Station 3

Lakewood Fire Station  
3100 Lake Street  
Built in 1950, Residence in 1967  
Houses Engine 813



**813**  
2007 Sutphen Shield  
1500 Gallon per minute pump  
1000 Gallons of water  
Automated External Defibrillator  
Various emergency medical supplies



# 2015 ANNUAL REPORT

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## Station 4

Westwood Fire Station

1310 Nichols Road

Built in 1967

Houses Engine 814, Ladder 844, and Rescue 854





# 2015 ANNUAL REPORT

## Station 4 (continued)

### 814

1998 Pierce Quantum  
1500 Gallon per minute pump  
880 Gallons of water  
Full complement of extrication tools  
Automated External Defibrillator  
Various emergency medical supplies



### 844

2009 Sutphen TS-100  
1500 Gallon per minute pump  
300 Gallons of water  
100 foot aerial bucket  
Automated External Defibrillator  
Various emergency medical supplies

### 854

2007 Ford Expedition EL  
Automated External Defibrillator  
Various emergency medical supplies





# 2015 ANNUAL REPORT

## Apparatus Fleet Status

While the average age of our fleet is now eight years old, we have some vehicles which are approaching their replacement dates. We use a replacement date in line with current industry standards in order to plan for vehicle purchases and budget capital improvement funds more efficiently. These replacement dates are used to get the most value out of each piece of apparatus while also replacing them frequently enough to allow for safety and technological improvements to enhance the services we deliver.

- Rescues are replaced approximately every 12 years.
- Engines are replaced approximately every 25 years.
- Ladders are replaced approximately every 30 years.

The table below shows the current timeline of each vehicle, as well as necessary special equipment that must be factored into apparatus purchasing/replacement decisions in order to maintain our current level of service.

Unit	Type	Year	Age	Assigned Station	Projected Replacement	Special equipment
811	Engine	2011	4	Northwood	2037	Foam System
821	Engine	1988	27	Northwood	2016 (Ordered in 2015)	
851	Rescue/Brush Unit	2008	7	Northwood	2028	Water tank & pump for grass fires
812	Engine	2015	0	Eastwood	2040	
842	Platform Ladder	2007	8	Eastwood	2037	Ladder Truck
852	Rescue	2007	8	Eastwood	2022	
813	Engine	2007	8	Lakewood	2032	
814	Engine	1998	17	Westwood	2023	Vehicle Extrication
844	Platform Ladder	2009	6	Westwood	2039	Ladder Truck
854	Rescue	2007	8	Westwood	2022	
855	Fire Marshal	2014	1	Township	2020	
856	Maintenance	2009	6	Township	2016	Snow plow
890	Fire Chief	2010	5	Township	2017	



# 2015 ANNUAL REPORT

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## **Equipment inspection, testing and maintenance**

The annual fire department equipment inspection, testing and maintenance are an important function on both the liability and safety sides of our operation. While much of the inspection, testing and maintenance work is done by our trained and certified fire department personnel, some of the work must be done by contracting to an outside service provider.

The following list describes our larger inspection, testing and maintenance projects that must be performed and documented on an annual basis.

***Self-Contained Breathing Apparatus (SCBA)*** – 50 units were inspected and flow tested with only minor repairs needed. Cost: \$3,800

***Hydrostatic testing of SCBA cylinders*** – Cylinders were visually inspected and hydrostatically tested. Cost: \$1,900

***Ground ladder testing*** – All ground ladders carried on fire apparatus were visually inspected and weight tested with only minor repairs needed. Cost: \$1,100

***Ladder truck inspection and testing*** – Both ladder trucks were visually inspected, and functionally tested. Cost of inspection: \$3,900

***Breathing air compressor*** – A visual inspection was made of the breathing air compressor system. Quarterly air samples were taken and sent in for analysis. All test samples passed required quality standards. Cost: \$900

***Fire extinguisher inspections (facility and vehicle)*** – Visual inspection and annual certification were completed on all fire department facility and vehicle mounted fire extinguishers with only a few minor repairs needed. Cost: \$1,000

***Fire protective coat and pant inspection/maintenance*** – When our fire protective clothing develops rips, tears, signs of wear or holes, it must be sent to a certified company for inspection and repair. In 2015, equipment was sent in as needed for inspection and maintenance, reducing the amount of fire protective clothing that needed to be replaced. Cost: \$3,000



# 2015 ANNUAL REPORT

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## Capital Purchases

Separate from our operational budget, our capital improvement budget helps us maintain our facilities and provide for equipment purchases that enhance our emergency response capability.

Through continued collaborative efforts with adjoining municipality's emergency responders, we make every attempt to not duplicate special equipment and services between organizations. This process has reduced our overall equipment purchase and maintenance costs.

Listed below are some of the capital projects completed in 2015

-Class B uniforms for all personnel	\$5,000
-Replaced 19 Fire Helmets	\$5,000
-Down payment for new Engine (821)	\$200,000
-Payment 1 of 3 for Engine 812	\$70,000
-Flashlights for all self-contained breathing apparatus	\$2,100
-Replaced 6 AED's	\$16,000
-Replaced 15 sets of Fire Bunkers, boots and gloves	\$33,000
-Completed roof replacement at Stations 1, 3 and 4	\$11,000
-Replaced 15 folding tables and 140 chairs for community rooms	\$5,000
-Replaced 7 – 2 ½ inch fire hose nozzles	\$5,000
-Purchased property at 1220 Nassau for Station 2 project	\$65,000



# 2015 ANNUAL REPORT

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## Fire Prevention and Code Enforcement

Fire Marshal's Summary 2015									
	Inspections	Inspection Follow Up's	Citations	Fire/EMS Calls	Investigations	Investigation Follow Up's	Public Education Hours	Court Hours	Burn Complaints
Totals	182	48	92	231	23	4	0	11	19

**Inspections** consist of the physical inspection of commercial occupancies within the Township of Kalamazoo to enforce Fire Codes. The length of time spent on these inspections can vary widely depending on the size and hazards of the occupancy.

**Citations** are issued as an enforcement tool to ensure compliance with Fire Codes.

**Fire/EMS Calls** are responses by the Fire Prevention and Code Enforcement division to emergencies when they are in the area during the time of dispatch, thus providing more rapid response to active emergencies.

**Investigations** are conducted on most fires, and all loss fires, in an attempt to determine cause and origin. Time spent on these investigations also varies widely depending on the complexity of the investigation.

**Public Education** is time spent in the local schools teaching fire prevention to students throughout the community.

**Court Hours** are hours spent appearing in court for enforcement of citations, as a witness in arson prosecutions, and anytime subpoenaed as an expert witness.

**Burn Complaints** are responses to complaints about citizens not burning within the rules outlined in the Kalamazoo Township Burning Ordinance.



# 2015 ANNUAL REPORT

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## Training

There are three major categories of training within the department. They are initial employment training, department wide training and outside training. All training hours are paid at the current training rate approved by the Township Board.

**Initial employment training** consists of a 277 hour training academy which covers Firefighting Basics, Hazardous Material Responses, and the Incident Command System. New employees must also obtain their MI EMS license as a Medical First Responder which is a 92 hour training course. In 2015 the Department hired 7 new paid on-call employees.

**Department wide training** consists of a 3 hour scheduled training every Tuesday in which there is a morning session and evening session to allow our paid on-call personnel to attend the one session that does not conflict with their full-time jobs. Training varies every week and covers all areas of the expected job functions. In 2015, our firefighters spent 3,195 hours performing proficiency training within our department. Firefighters also spent 171 hours maintaining their EMS licenses through EMS specific proficiency training offered by the department.

**Outside training** consists of any training in the region in which an employee attends with the approval of the department. Normally, if an employee receives outside training, all travel, tuition, lodging, and books are covered by the Township. In 2015, our firefighters spent 1,385 hours receiving advanced training outside of the department training program.





# 2015 ANNUAL REPORT

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\*Pictured above is the Kalamazoo Regional Training Tower where department wide training is held several times throughout the year.

## **Inter-Governmental Cooperation**

### **Kalamazoo County Hazardous Materials Response Team**

The Kalamazoo County Hazardous Materials Response Team (KCHMRT) is made up of various personnel from numerous Fire Departments within Kalamazoo County. Their major goal is to provide a level of service that no municipality could alone provide to its residents without a substantial financial commitment.

In 2015 there were five team members and one executive board member from the Township of Kalamazoo on the KCHMRT as outlined below:

- Fire Chief Dave Obreiter – Executive Board Member
- Captain Todd Martin – Team Member
- Firefighter Dave Weal – Team Member
- Firefighter Derek Bucknell – Team Member
- Firefighter Chris Weidemann – Team Member
- Firefighter Scott Morrison – Team Member



These members have additional training above and beyond the requirements of the Fire Department which take place once a month with the rest of the KCHMRT.

### **Kalamazoo County Fire Investigator Response Team**

The Kalamazoo County Fire Investigator Response Team (KCFIRT) is a group of investigators throughout Kalamazoo County that through their combined efforts and schedules allow continuous availability of investigators to respond immediately upon request following a fire in order to determine the cause and origin. Township of Kalamazoo Fire Marshal Todd Kowalski is a Senior Fire Investigator with KCFIRT.



# 2015 ANNUAL REPORT

## Appendix

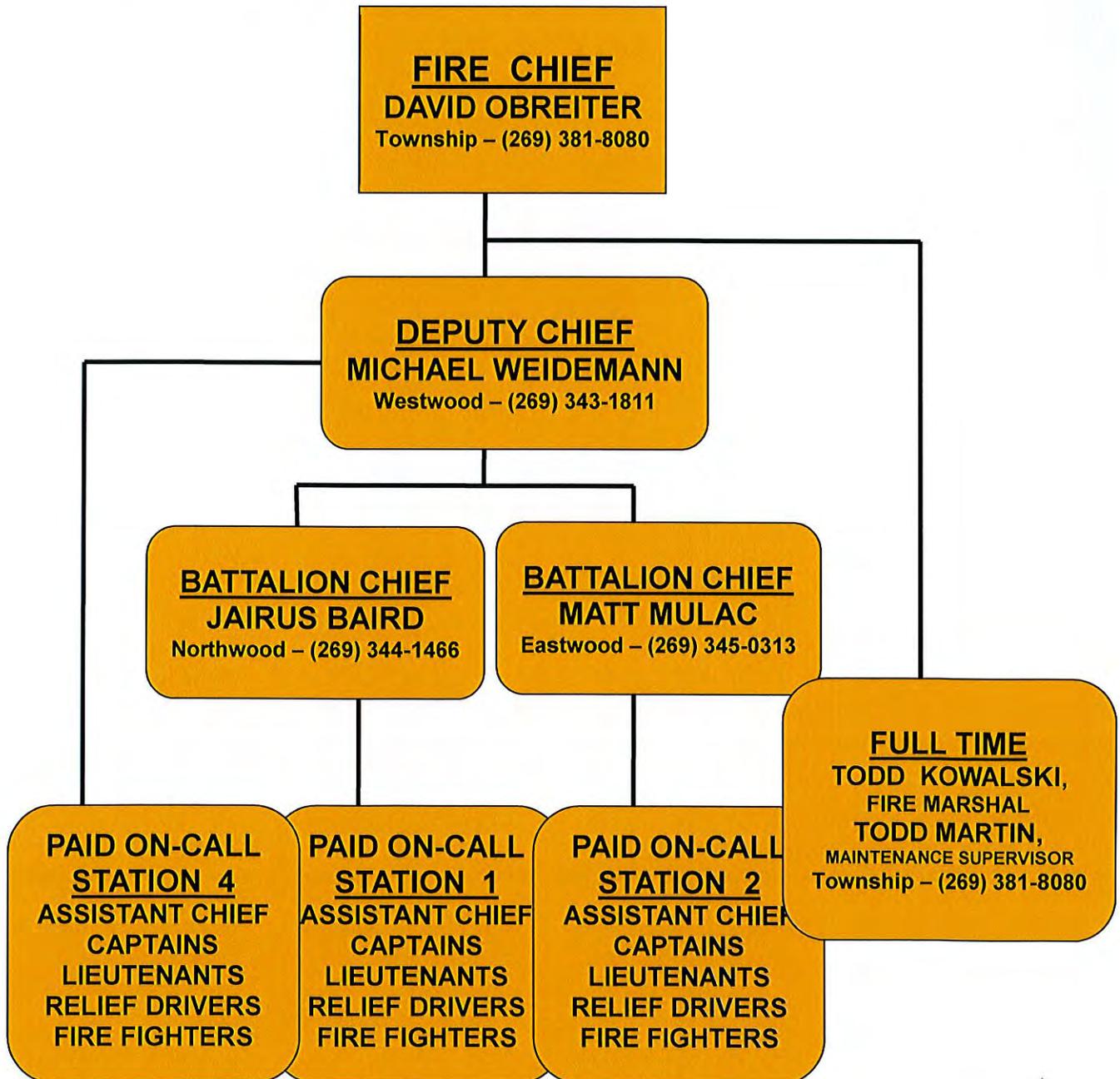
Township of Kalamazoo Fire Dept. 2015 Years of service							
Rank	Name	Yrs. Of Serv.	Award	RANK	NAME	Yrs. Of Serv.	Award
Lt.	Tim James	39		FF	Jesse Roder	7	
Capt.	Randy Thompson	38		FF	Chris Weidemann	7	
D/C	Mike Weidemann	31		FF	Shawn Gallagher	6	
A/C	Dave Hoekstra	30	Pin	FF	Tom Baas	5	Pin
FF	Mark Warnicke	29		FF	Phil Curley	4	
FF	Joe Vanorder	27		FF	Louie Playford	4	
Chief	Dave Obreiter	26		FF	George Tazelaar	4	
Capt.	Todd Kowalski	25	Pin/Watch	FF	Brian Tenbrink	4	
FF	Jim Loedeman	24		FF	Mark Garrett	4	
A/C	Todd Dunfield	23		FF	AJ Vigen	4	
Capt.	Todd Martin	22		FF	Zach Conroe	3	
Capt.	Joe Landreville	21		FF	Mike Rotgers	3	
B/C	Matt Mulac	18		FF	Lori Stirn	3	
Lt.	Tom Sutton	18		Disp.	Rachel Baird	2	
Disp.	Teresa Weidemann	18		FF	Garrett Fuller	2	
FF	Jim Varda	18		FF	Allen Martensen	2	
FF	Pete Stirn	17		FF	Andrew Vanderberg	2	
FF	Rick Trott	12		FF	Brandon Morrison	2	
FF	Dave Weal	12		FF	Scott Morrison	1	
FF	Dan Merchant	11		FF	Jason Switzer	1	
FF	Derek Bucknell	11		FF	Anthony Tazelaar	1	
FF	Mike Hubbart	11		FF	Tyler Vaughn	1	
FF	Dave Ives	11		FF	Kent Tatroe	New	
FF	Troy Cox	10	Pin	FF	Jason Baker	New	
FF	Al Garnaat	10	Pin	FF	Nichol Martensen	New	
FF	Gabriel Podolsky	9		FF	Marc Page	New	
FF	Justin Vanorder	9		FF	Julie VanGemert	New	
FF	Chad Baker	9		FF	Cody Switzer	New	
FF	Derek Drake	9		FF	Erik Brinkert	New	
B/C	Jairus Baird	7					



# 2015 ANNUAL REPORT

## Appendix (continued)

### Fire Department Organizational Chart





# 2015 ANNUAL REPORT

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## Appendix (continued)

### 2015 Fire Department Awards

#### Firefighter of the Year (2014)

The Fire Fighter of the Year award is presented to a member of the fire department that has been selected from nominations by their peers. The recipient of this award is selected based on their overall outstanding performance as a fire fighter, performance above and beyond that normally expected of a fire fighter, community service and an overall commitment to improving the fire service.

-Awarded to Firefighter Troy Cox

#### 25 Year Service Award

The 25 Year Service Award is presented as a “milestone” in one’s career. It signifies commitment, sacrifice and dedication. It shows an overall individual decision to make a positive impact on an organization. Less than ten percent of our members achieve this accomplishment.

-Awarded to Captain/Fire Marshal Todd Kowalski

#### Citation for Lifesaving

The Citation for Lifesaving is awarded for the saving of a life through various actions, such as the direct application of first aid. The following members were awarded the Citation for Lifesaving for responses during 2015.

THOMAS BAAS	1	DAVE HOEKSTRA	1	JESSE RODER	1	JOE VANORDER	2
JAIRUS BAIRD	4	MIKE HUBARTT	3	MIKE ROTGERS	3	JIM VARDA	3
CHAD BAKER	3	TODD KOWALSKI	4	LORI STIRN	1	TYLER VAUGHN	1
PHIL CURLEY	1	JOE LANDREVILLE	1	JASON SWITZER	1	MARK WARNICKE	1
TODD DUNFIELD	1	JAMES LOEDEMAN	2	ANTHONY TAZELAAR	1	DAVE WEAL	1
GARRET FULLER	1	TODD MARTIN	4	GEORGE TAZELAAR	1	CHRIS WEIDEMANN	1
SHAWN GALLAGHER	1	MATT MULAC	1	BRIAN TENBRINK	1	MICHAEL WEIDEMANN	2
AL GARNAAT	2	DAVE OBREITER	2	RANDY THOMPSON	1	TERESA WEIDEMANN	1
MARK GARRETT	1	GABRIEL PODOLSKY	2	RICK TROTT	2		

\* The number after the name indicates the number of awards that they received.

## Driving Directions & Locations

### Monday, April 25:

#### **Treetops Resort Conference Center**

3962 Wilkinson Rd., Gaylord (888) 873-3867

*From I-75:* Take Exit 282 and follow M-32 east through Gaylord to Wilkinson Rd. Turn left onto Wilkinson Rd. and travel east to the resort, which will be on your left. Follow signs to the Conference Center.

### Wednesday, April 27:

#### **Comfort Inn & Suites Hotel & Conference Center**

2424 S. Mission St., Mt. Pleasant (989) 772-4000

*From U.S. 127 North:* Take the first Mt. Pleasant exit (Business 127/CMU) and turn left onto West Campus Dr. The facility will be on your left.

*From U.S. 127 South:* Take the U.S. 127 BR exit toward Mt. Pleasant. Follow Mission St. to West Campus Dr. and turn right. The facility will be on your left.

### Thursday, April 28:

#### **Holiday Inn**

2696 Bob McClain Dr., Jackson (517) 789-9600

U.S. 127 to I-94 west and follow instructions below.

*From I-94:* Take exit 137 and head north on Airport Rd. Turn right at Wayland/Bob McClain Dr., then right at the first intersection. Follow Bob McClain Dr. around Meijer; the hotel will be on your left.

## Overnight Lodging & Special Needs

For lodging, contact the hotel directly using the telephone number provided above. Participants with special needs (dietary, accessibility) should email [kristin@michigantownships.org](mailto:kristin@michigantownships.org) or call (517) 321-6467 at least one week in advance.

## Cancellations & Substitutions

Written cancellation requests received at the MTA office by April 11 will receive a full refund. No refunds will be issued thereafter. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change.



MICHIGAN TOWNSHIPS ASSOCIATION

512 Westshire Drive  
P.O. Box 80078  
Lansing, MI 48908-0078

Prsrt Std.  
US Postage  
Paid  
Lansing, MI  
Permit #765

4  
\*\*\*\*\*AUTO\*\*3-DIGIT 490  
RONALD REID SUPERVISOR  
KALAMAZOO CHTR. TWP.  
1720 RIVERVIEW DR  
KALAMAZOO MI 49004-1099

ZBAs:  
What's Your Role?



## Inside the Township Zoning Board of Appeals



April 25  
Treetops Conference Center, Gaylord

April 27  
Comfort Suites Conference Center,  
Mt. Pleasant

April 28  
Holiday Inn, Jackson

Please share this brochure with all interested parties.  
Save money—Register by April 11.

# Inside the Township Zoning Board of Appeals

The zoning board of appeals (ZBA) was created as a safety valve, in recognition that the zoning ordinance is not able to anticipate how every property might be affected by zoning. With thousands of individual properties, a single zoning regulation cannot possibly be applied uniformly to every property's unique physical characteristics.

*This half-day workshop demonstrates how the ZBA serves as a safety valve in circumstances where zoning requirements don't fit.*

Explore how variances approved without sufficient justification can turn the safety valve into a leak, and a leak into a flood.

Dig into the authorities and duties of the ZBA, including appeals from administrative decisions, interpretations and more. Join the discussion on ZBA composition and voting requirements. Walk away with the framework you need for effective ZBA decision-making.

Registration check-in and lunch begin at noon. The workshop is held from 1 to 4 p.m.

## Continue the learning with MTA publications

Attendees can purchase MTA's *Township Planning & Zoning Decision-making* handbook—geared toward zoning board of appeals members and planning commissioners—at the discounted rate of \$28.80\* when registering for the class. This helpful resource can help you reach defensible, effective decisions based on sound planning principles and procedures. Pre-purchased books will be distributed at check-in.

Save even more by adding *The Township Guide to Planning & Zoning*, providing a detailed look at the planning process. The Planning & Zoning two-book package can be purchased for \$65.50.\* A limited number of publications will be available on-site.

\*member pricing

## Event Details

Noon  
Registration check-in & lunch

1 to 4 p.m.  
Workshop

## Instructor

Catherine Kaufman, MTA Legal Counsel  
Bauckham, Sparks, Thall, Seeber  
& Kaufman, PC

*Offers the unique perspective that comes with being both a planner and attorney!*

## Dates & Locations

### Monday, April 25:

Treetops Conference Center, Gaylord

### Wednesday, April 27:

Comfort Suites Conference Center,  
Mt. Pleasant

### Thursday, April 28:

Holiday Inn, Jackson

## Member Rates

Regular: \$101

Discounted early-bird: \$81\*

\*For paid registrations received by April 11.

## Additional resources

Purchase MTA's *Township Planning & Zoning Decision-making* handbook for the discounted price of \$28.80. Save even more with our Planning & Zoning two-book package—which includes MTA's popular resource, *The Township Guide to Planning & Zoning*—for \$65.50.

# Inside the Township ZBA

## To Register

Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078. Payment via credit card may be faxed to: (517) 321-8908 or register online at [www.michigantownships.org](http://www.michigantownships.org).

*Copy this form to retain dates and directions.*

Township \_\_\_\_\_ County \_\_\_\_\_  
Daytime Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Name & Title  Decision-making book  P/Z book package

Name & Title  Decision-making book  P/Z book package

Name & Title  Decision-making book  P/Z book package

*Please check the date/location you will attend:*

- Monday, April 25, Gaylord  
 Wednesday, April 27, Mt. Pleasant  
 Thursday, April 28, Jackson

REGULAR rate\*: \$101 For paid registrations received **after** April 11.

DISCOUNTED rate\*: \$81 For paid registrations received **by** April 11.

\_\_\_\_\_ (# registered for class) x \$ \_\_\_\_\_ (rate\*) = \_\_\_\_\_

\_\_\_\_\_ (# of Decision-making books) x (\$28.80\*) = \_\_\_\_\_

\_\_\_\_\_ (# of P/Z book packages) x (\$65.50\*) = \_\_\_\_\_

AMOUNT ENCLOSED = \_\_\_\_\_

\*Rates apply to MTA members. Non-members, call for rates.

**NOTE: Payment must accompany form in order to be processed.**

- Check enclosed (payable to MTA)  
 Charge to: (circle one) MasterCard VISA

Card # \_\_\_\_\_ Expires \_\_\_\_\_

Print Card Holder's Name \_\_\_\_\_ Signature \_\_\_\_\_

**PLANNING & ZONING  
DEPARTMENT**

**FEBRUARY  
2016**

**To: Township Board**

**From: Planning & Zoning Dept.**

**Date: 3/3/2016**

*ju*

Building Construction Values and B - E - M - P permit fees

Annual	Value Fees		Kalamazoo	Township						2016
2016	Building Const. Value Total	Bldg. Commercial Const Value	Bldg. Residential Const Value							
					KABA collects fees.					
					Bldg Fees	Elec Fees	Mech Fees	Plumb Fees	Spec Fees	Total Fees
January	316,960	306,463	10,497		3,548	2,635	2,148	1,228		9,559
February	17,100	0	17,100		830	1,354	1,691	200	55	4,130
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Totals	334,060	306,463	27,597		4,378	3,989	3,839	1,428	55	13,689
Dated										
3/3/2016										

	PERMITS	INSPECTS	Code / Misc calls /Enf	Sign or Temp Permit	B PER	B INSP	E PER	E INSP	M PER	M INSP	P PER	P INSP		
														Winter taxes sent 12/1
JAN	41	75	51	0	6	20	18	26	13	21	4	8	Jan	MTA Jan 18th wk Absent Ballots prepare/sent
FEB E	32	108	38	0	6	54	12	23	12	25	2	6	Feb	Winter Taxes Due Feb 15 Absent Ballots sent/receiving
MAR													Mar	Absent Ballots sent/receiving Nathan leaves 3/31 - Zoning
APR													Apr	New Person Zoning-Again
MAY E													May	Send renewal letters Auto/Sal 5/1
JUN													Jun	Auto/Salv Lic expire 6/1 Consumers Concrete Review Hillside Gravel Review Superior Gravel Review
JUL													Jul	Summer Taxes sent out 7/1
AUG E													Aug	Balkema & Stone Co Reviews Rental Notices send out
SEP													Sep	Summer Tax Due 9/14
OCT													Oct	
NOV E													Nov	
DEC													Dec	Winter Taxes send out 12/1
TOTAL	73	183	89	0	12	74	30	49	25	46	6	14		
<b>E election</b>														
	Date	3/3/2016												



BUILDING PERMIT STATISTICS

	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1							
				kaba Sept													PERMIT STATISTICS																				
yr	16	15	14	13	12	11	10	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988	1987	1986						
J	41	36	24	28	32	29	35	38	33	85	63	18	43	54	61	24	53	20	49	53	48	27	16	30	30	35	46	56	25	48							
F	32	43	19	23	24	25	27	30	24	43	43	45	26	49	44	43	78	67	76	33	31	42	41	36	43	38	44	45	36	49							
M		43	41	27	28	46	33	21	28	82	76	50	59	42	63	65	113	66	59	75	50	62	67	66	49	58	57	62	75	68							
A		52	48	41	26	42	37	45	54	57	88	65	63	58	77	79	89	81	87	75	78	68	61	100	67	53	83	85	78	63							
M		53	62	60	46	41	22	33	56	57	70	56	59	59	62	74	88	71	64	99	79	77	75	102	58	76	97	124	94	81	106						
J		48	45	41	75	60	57	34	33	86	61	83	65	79	56	54	100	106	101	81	71	89	87	95	77	73	96	111	105	120	87						
J		67	48	83	50	49	27	37	40	98	41	36	79	106	77	86	56	82	55	65	94	94	82	52	95	83	79	94	99	90	75						
A		56	53	57	41	55	51	29	31	56	58	58	72	79	60	69	115	106	102	61	77	77	102	70	85	52	60	88	116	101	82						
S		50	55	37	42	49	37	55	36	63	53	43	57	68	58	78	61	115	57	57	59	60	82	57	67	69	72	61	70	75	80						
O		53	64	41	37	53	26	50	46	67	80	48	65	81	83	78	111	96	94	97	81	66	68	83	48	52	80	79	93	77	72						
N		44	52	33	40	45	32	34	24	48	41	50	54	57	54	66	62	70	74	40	61	64	60	48	73	49	50	86	86	65	83						
D		72	43	27	41	47	26	18	35	33	66	55	47	60	49	55	26	55	67	41	55	40	74	43	61	34	40	55	67	43	61						
T	73	617	554	498	482	541	410	424	440	775	740	607	689	792	744	771	952	935	885	777	784	766	815	782	753	672	804	946	944	880	646						
AV	37	51	45	42	40	46	34	35	37	65	62	51	57	66	63	64	79	78	74	65	65	64	68	65	63	56	67	79	79	73	54						

**Building**

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PB16-06-028	Residential	02/01/2016	1336 CLIMAX AVE		06-08-470-630	GREVENSTUK, JA	Select Building & De	\$316.00	\$0
<b>Work Description:</b>							Category	Res. Utility Bldg. Add.	
PB16-06-044	Residential	02/08/2016	4900 WESTON AVE		06-06-315-065	MELVIN, GARY A	Van Dam & Kruzing	\$244.00	\$14,600
<b>Work Description:</b> Frame non-bearing walls in basement. Electrical. Insulation. Drywall. Trim. Approximately 730 sf. being finished.							Category	Res. Alteration/Repair	
PB16-06-045	Residential	02/04/2016	818 ARTHUR AVE		06-13-135-230	SLATER, ROSEM	Vicksburg Roofing	\$55.00	\$0
<b>Work Description:</b> Residential re-roof							Category	Re-roof	
PB16-06-046	Residential	02/19/2016	1015 CHICAGO AVE		06-14-430-470	JONES, KENNETH		\$160.00	\$2,500
<b>Work Description:</b> Construct one 4' x 8' attached covered deck and one 6' x 12' attached covered porch.							Category	Res. Alteration/Repair	
PB16-06-067	Residential	02/18/2016	1408 BRONX AVE		06-12-365-930	U.S. BANK, N.A.	Spcasm Dancer	\$55.00	\$0
<b>Work Description:</b> re-roof detached garage							Category	Re-roof	

**Total Permits For Type: 5**

**Total Fees For Type: \$830.00**

**Total Const. Value For Type: \$17,100**

**Electrical**

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PE15-06-449	Residential	02/16/2016	2224 LACROSS ST	09/10/2015	06-17-210-540	OZANICH, COLIN	Hi-Tech Electric	\$105.00	\$0
<b>Work Description:</b> service upgrade							Category	Electrical	

PE16-06-079	Residential	02/01/2016	538 JENKS BLVD	02/05/2016	06-17-135-690	CARPENTER, JOH Martin Electric	\$116.00	\$0
<b>Work Description:</b> remodel ER#1033677504							Category	Electrical
PE16-06-085	Residential	02/04/2016	2503 SHASTA ST	02/05/2016	06-11-140-100	GRANGER, FORD Manne Electric	\$101.00	\$0
<b>Work Description:</b> power wiring for a new central A/C unit							Category	Electrical
PE16-06-086	Residential	02/04/2016	3116 GRACE RD	02/04/2016	06-17-155-330	LONG, VALERIE CT Electrical Service	\$105.00	\$0
<b>Work Description:</b> new meter socket							Category	Electrical
PE16-06-089	Residential	02/05/2016	4900 WESTON AVE		06-06-315-065	MELVIN, GARY A Gabe's Electric LLC	\$162.00	\$0
<b>Work Description:</b> basement finish							Category	Electrical
PE16-06-095	Residential	02/16/2016	4002 DOUGLAS/Mb Pk		06-04-215-011	MILLWOOD 2004, WHITNEY ELECT	\$50.00	\$0
<b>Work Description:</b> New mobile home hook up for 3916 Hilt Lane, Lot 31							Category	Electrical
PE16-06-096	Residential	02/16/2016	4002 DOUGLAS/Mb Pk		06-04-215-011	MILLWOOD 2004, WHITNEY ELECT	\$45.00	\$0
<b>Work Description:</b> Mobile home hook up at 3935 Hilt Lane, Lot 39							Category	Electrical
PE16-06-097	Residential	02/08/2016	1705 NICHOLS RD	02/23/2016	06-07-435-130	LAM, DAVID D. & Lamplighter Electric	\$105.00	\$0
<b>Work Description:</b> Upgrade to 100 AMP service							Category	Electrical
PE16-06-108	Residential	02/16/2016	3746 LESTER RD		06-25-230-020	GAZLEY, MICHA Belcher Electric	\$200.00	\$0
<b>Work Description:</b> fire repair							Category	Electrical
PE16-06-112	Commerci	02/19/2016	3738 E MAIN ST		06-13-235-042	DANDO, RICKY TYCO INTEGRATE	\$215.00	\$0
<b>Work Description:</b> Install fire alarm system, 3 pull stations, 3 hornstrobes, 2 strobes, 10 smoke detectors, 5 heat detectors, monitored system							Category	Electrical
PE16-06-115	Residential	02/23/2016	2112 CLINTON DR		06-23-480-180	BAILEY, MARA Webster Electric Co	\$105.00	\$0
<b>Work Description:</b> Replaced meter socket and SEV to weatherhead							Category	Electrical
PE16-06-123	Residential	02/29/2016	2107 IDA ST		06-11-435-200	GRANT, ANTHON	\$45.00	\$0

**Total Permits For Type: 12**  
**Total Fees For Type: \$1,354.00**  
**Total Const. Value For Type: \$0**

## Mechanical

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PM16-06-056	Residential	02/08/2016	2984 VALLEY GLEN CIR	02/10/2016	06-05-375-340	JOST, MARLEN &		\$120.00	\$0
<b>Work Description:</b> gas line to range							Category	Mechanical	
PM16-06-061	Residential	02/02/2016	2503 SHASTA ST		06-11-140-100	GRANGER, FORD	Vredevoogd Heating	\$155.00	\$0
<b>Work Description:</b> new furnace and AC							Category	Mechanical	
PM16-06-083	Residential	02/03/2016	2639 HAZELNUT LANE		06-05-160-580	ARBOGAST, WIL	Bartholomew Heatin	\$125.00	\$0
<b>Work Description:</b> new furnace							Category	Mechanical	
PM16-06-096	Residential	02/09/2016	203 SYDELLE AVE		06-17-335-080	VANDEGIESSEN, NEW HORIZON HE		\$101.00	\$0
<b>Work Description:</b> new water heater							Category	Mechanical	
PM16-06-107	Commerci	02/15/2016	538 NICHOLS RD		06-17-165-130	WESTWOOD UNI	KALAMAZOO ME	\$260.00	\$0
<b>Work Description:</b> addition							Category	Mechanical	
PM16-06-108	Residential	02/16/2016	1357 RICHLAND AVE		06-08-455-440	SMITH CLIFFORD	Vredevoogd Heating	\$125.00	\$0
<b>Work Description:</b> new furnace							Category	Mechanical	
PM16-06-109	Residential	02/16/2016	2405 CIMARRON DR		06-11-135-520	HETTINGA, CORY	FLEETWOOD ENT	\$125.00	\$0
<b>Work Description:</b> new furnace							Category	Mechanical	
PM16-06-110	Residential	02/17/2016	2814 FAIRFIELD AVE		06-01-380-704	KERR, LESTER C.	Bel Aire Heating and	\$125.00	\$0

Work, Descrip : new furnace

Category Mechanical

PM16-06-112 Residential 02/19/2016 1022 Milla/Mob Pk #1 02/22/2016 06-04-215-011 MILLWOOD 2004, SSL CREATIONS \$130.00 \$0

Work Description: new furnace

Category Mechanical

PM16-06-114 Residential 02/19/2016 1362 FERNDALE AVE 06-08-385-120 CARNEAL, ALLY Bel Aire Heating and \$175.00 \$0

Work Description: Installation of furnace and air conditioner

Category Mechanical

PM16-06-126 Residential 02/26/2016 3410 THORNHILL AVE 06-06-290-080 MILLS, PHILIP L. DEHAAN HEATIN \$125.00 \$0

Work Description: gas piping

Category Mechanical

PM16-06-127 Residential 02/26/2016 2112 EGLESTON AVE 06-23-436-010 MONTAGUE, DA ROGERS REFRIGE \$125.00 \$0

Work Description: new furnace

Category Mechanical

Total Permits For Type: 12

Total Fees For Type: \$1,691.00

Total Const. Value For Type: \$0

## Plumbing

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
----------	-------	-------------	-------------	------------	----------	-------	------------	-----------	--------------

PP16-06-025 Residential 02/04/2016 3603 MEADOWCROFT A 06-06-280-210 GREENLEE, ARLE VIC'S SEPTIC TAN \$100.00 \$0

Work Description: City sewer hook up

Category Plumbing

PP16-06-030 Residential 02/10/2016 3312 W Main #303 06-18-280-010 TRILLIUM LANDI MAGNUM PLUMB \$100.00 \$0

Work Description: replace 40 gallon water heater

Category Plumbing

Total Permits For Type: 2

Total Fees For Type: \$200.00

Total Const. Value For Type: \$0

# Special Permit

Permit #	Usage	Date Issued	Job Address	Final Date	Parcel #	Owner	Contractor	Fee Total	Const. Value
PS16-06-005	Residential	02/16/2016	2220 GULL RD	02/17/2016	06-11-450-012	KAL. TWP. HOUSI		\$55.00	\$0

Work Description: Inspection following kitchen fire in Unit J-1 after Consumers pulled the service.

Category Special Permit

Total Permits For Type:	1
Total Fees For Type:	\$55.00
Total Const. Value For Type:	\$0

## Report Summary

Population: All Records  
Permit.DateIssued Between  
2/1/2016 12:00:00 AM AND  
2/29/2016 11:59:59 PM  
AND  
Permit.ParcelNumber Starts With  
6

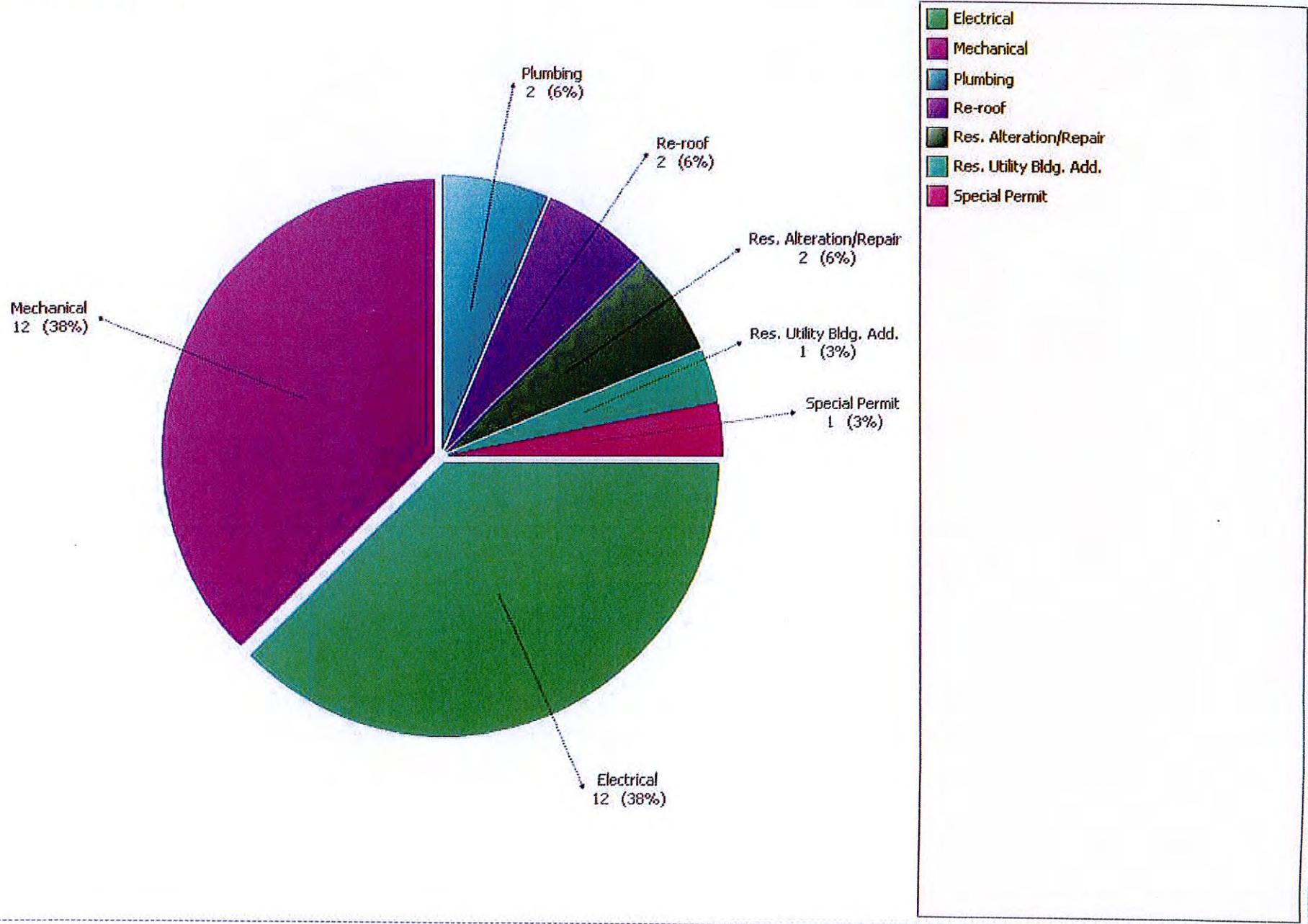
**Grand Total Fees:** \$4,130.00

**Grand Total Permits:** 32

**Grand Total Const. Value:** \$17,100

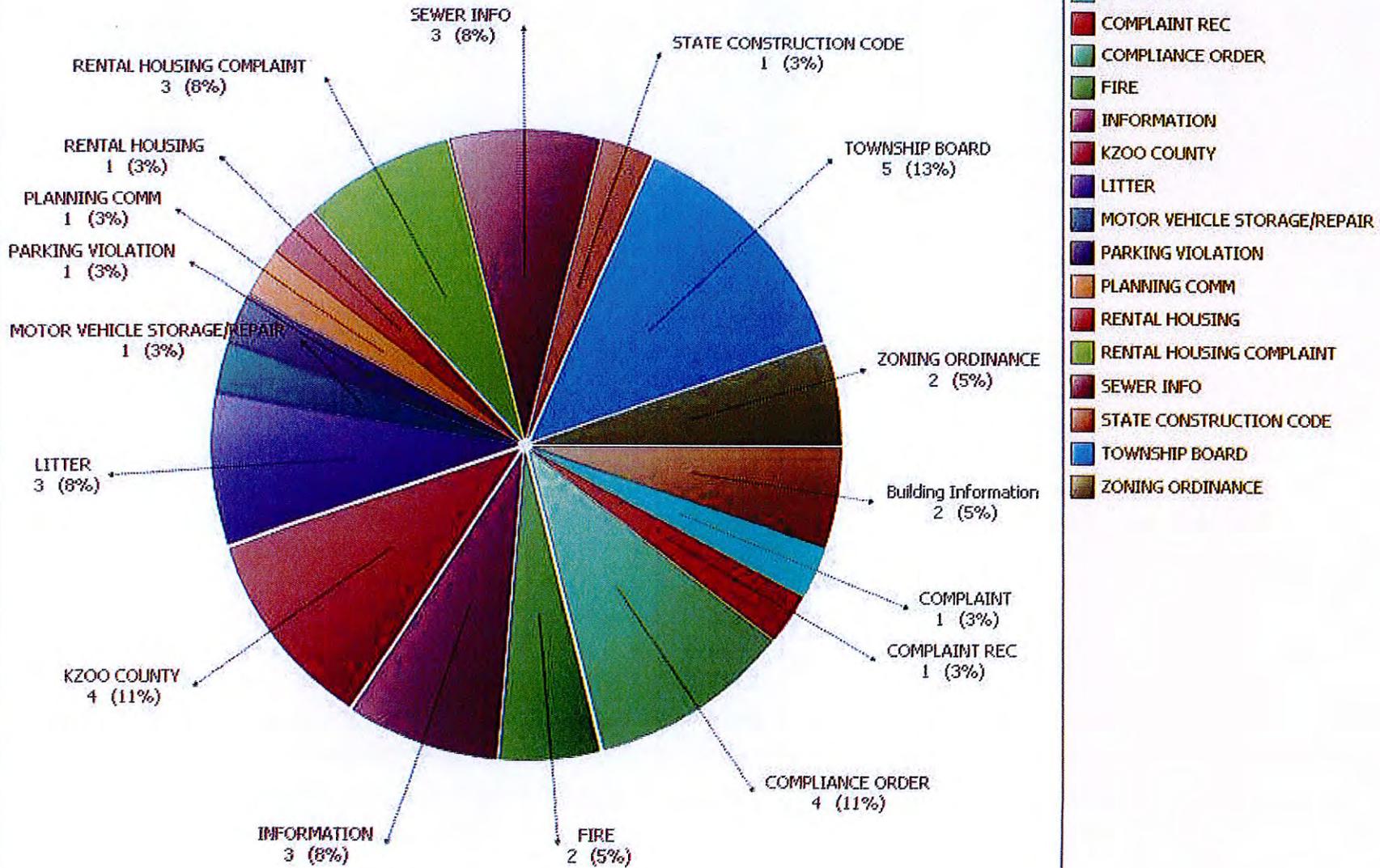
Breakdown of Permits by Category

Permits by Category



Breakdown of Enforcements by Category

### Enforcements by Category



## Driving Directions & Location

### Radisson Hotel

111 N. Grand Ave., Lansing (517) 482-0188

*For personalized directions, visit [www.radisson.com/lansingmi](http://www.radisson.com/lansingmi)*

*From Detroit/Flint:* From I-96 or I-69, merge onto US-127 toward Lansing. Follow onto I-496 west then take exit 7A (Grand Ave.) toward downtown. Turn right onto Grand Ave. Drive north seven blocks and the hotel will be on your left.

*From Kalamazoo/Grand Rapids:* Take I-96 or I-69 toward Lansing, then merge onto I-496 east. Take exit 6 (Pine-Walnut Streets/Downtown) and stay straight onto W. Main St. Turn left onto Grand Ave. and proceed north seven blocks. The hotel will be on your left.

### Parking

Valet parking is available at the hotel for \$20/day, or self park in the Grand Avenue Ramp (on the left just past the hotel) for \$10/day.

### Overnight Lodging & Special Needs

For lodging, contact the Radisson directly at (517) 482-0188 or visit [www.radisson.com/lansingmi](http://www.radisson.com/lansingmi) and use promotional code **MTA416** for discounted rate. MTA has arranged a special room rate of \$124.95 (single- or double-occupancy) for reservations made by **March 31**. Hotel rates are subject to 7 percent local tax and 6 percent sales tax. If you are state tax-exempt, notify the hotel when making your reservation and bring a completed tax exemption form to check-in.

**Discounted lodging rate ends March 31 and space is limited! Don't wait—make your reservation today!**

Participants with special needs (dietary, accessibility) should email [michelle@michigantownships.org](mailto:michelle@michigantownships.org) or call (517) 321-6467 at least one week in advance.

### Cancellations & Substitutions

Written cancellation requests received at the MTA office by March 25 will receive a full refund. No refunds will be issued thereafter. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change.

Prsrt Std.  
US Postage  
Paid  
Lansing, MI  
Permit #765



512 Westshire Drive  
P.O. Box 80078  
Lansing, MI 48908-0078

**2016 Capital Conference**  
**April 12 & 13**



# 2016 MTA Capital Conference

**April 12 & 13**  
**Radisson Hotel, Lansing**

Please share this brochure with all interested parties.  
Save money—Register by March 25.

Township officials face countless challenges every year and staying informed on legislative initiatives is at the top of that list. What impact will the state budget, medical marijuana legislation, recent election law changes, or revenue sharing have on your township?

MTA's 2016 Capital Conference provides you the opportunity to learn the latest on these and other issues, as well as interact with legislators and network with fellow township officials.

### Why attend MTA's 2016 Capital Conference?

We've invited Gov. Rick Snyder, legislative leaders, and panelists along with MTA staff to share details about the latest issues and how they could affect your community.

The expanded two-day event allows for more discussion, more workshops and more insights from Lansing leaders—focusing on pressing issues you face locally and legislatively.

A newly added legislative reception increases attendees' face time with legislators and state decision-makers. Establishing these connections with your state leaders has a tremendous impact on the political process. Legislators are more likely to act on a request when they have direct input from local officials. It will also allow you to share issues and challenges facing your township.

No one can tell your success story better than you.



### MEETINGS WITH YOUR LEGISLATORS:

MTA, by request, will schedule meetings with your legislators or their staff. Appointments will be scheduled for 20-30 minutes on Wednesday afternoon following the Capital Conference at the legislator's office—a short two-block walk from the Radisson.

If you would like an appointment with your state representative and/or senator, please contact Michelle Hart at (517) 321-6467 or michelle@michigantownships.org.

## Agenda

### Tuesday, April 12

9 a.m.

Registration check in and continental breakfast

10 a.m.

Welcome

10:45 a.m.

Breakout sessions

Noon

Luncheon

1 p.m.

Impact of Medical Marijuana Legislation

2:25 p.m.

Breakout sessions

3:45 p.m.

Legislative Issues

5 p.m.

Legislative Reception – includes hors d'oeuvres and cash bar

*Dinner on your own*

### Wednesday, April 13

7:45 a.m.

Breakfast

8:30 a.m.

Legislative Panel

9:45 a.m.

Fact vs. Advocacy on Local Ballot Proposals

11 a.m.

Wrap Up

11:30 a.m.

Adjourn

Breakout session topics to include State Tax Commission update on assessing, state grant opportunities for townships, dark store/big box update, and legislator panels.

## 2016 Capital Conference

To register, send completed form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078. Payment via credit card may be faxed to (517) 321-8908. Register online at [www.michigantownships.org](http://www.michigantownships.org).

Name & Title

Township

County

Daytime Telephone

Email Address

Guest Name

*Please copy this form for additional registrants.*

**REGULAR** rate\*: \$145 For paid registrations received **after** March 25.

**EARLY BIRD** rate\*: \$125 For paid registrations received **by** March 25. Rates do not include lodging.

\$ \_\_\_\_\_ (rate\*) = \_\_\_\_\_

Guest (\$80 Early bird/\$95 Reg.) = \_\_\_\_\_  
*Includes meals & refreshments only*

\_\_\_\_ (# riding bus) x \$25 = \_\_\_\_\_

AMOUNT ENCLOSED = \_\_\_\_\_

**NOTE: Payment must accompany form in order to be processed.**

Check enclosed (payable to MTA)

Charge to: (circle one) MasterCard VISA

Card # \_\_\_\_\_ Expires \_\_\_\_\_

Print Card Holder's Name \_\_\_\_\_ Signature \_\_\_\_\_

### U.P./Northern Michigan Bus Information

**Seating is limited—Register to ride the bus by March 25.**

For only \$25, you can ride the bus departing from the U.P. (pre-registration required). The bus will depart from Escanaba, making multiple stops on April 12. The bus will return from Lansing on April 13 at approx. 1 p.m. **Indicate at which location you would like to board the bus.**

**Escanaba**—depart Super 8, approx. 2:45 a.m.

**St. Ignace**—depart McDonald's, approx. 5:25 a.m.

**Gaylord**—depart McDonald's, approx. 6:45 a.m.

**Clare**—depart Wendy's, approx. 8:05 a.m.

Note: Bus riders will be responsible for any food purchased at stops along the bus route or any lodging they may incur.

**Be heard. Be here. Be engaged.**

**CHARTER TOWNSHIP OF KALAMAZOO**

**NOTICE OF OBLIGATION TO CUT WEEDS**

To: The residents and property owners of the Charter Township of Kalamazoo, Kalamazoo County, Michigan and any other interested persons.

**PLEASE TAKE NOTICE** that in accordance with Michigan Public Act 359 of 1941, as amended, and Township Ordinance No. 305, as amended, all weeds in excess of 12 inches in height within 40 feet of residentially-zoned or residentially-developed property under separate ownership, or within 40 feet of an improved street or within platted subdivisions wherein buildings have been erected upon 60 percent or more of the lots therein, must be cut by May 1<sup>st</sup> of 2016 and must remain cut throughout the balance of said year by the owner or tenant in charge of the premises. In default thereof;

**NOTICE IS HEREBY GIVEN** that the Charter Township of Kalamazoo may enter the premises and cut the same as frequently as necessary during 2016 to comply with the foregoing regulations and may charge the cost thereof against the property owner and for collection may place the amount upon the next tax roll of the Township as a tax lien against the offending premises.

**PLEASE TAKE FURTHER NOTICE** that any owner in default of the foregoing obligation to cut shall also be subject to a civil fine of up to \$100 for each violation. Such cutting obligation shall not apply to fields devoted to growing any small grain crop such as wheat, corn, oats, barley, or rye. Weeds upon railroad right-of-ways not cut as herein required shall subject the railroad and/or owner of the right-of-way to a fine for each such violation of not less than \$50 nor more than \$200.

Published in accordance with said Public Act and Ordinance.

**KALAMAZOO CHARTER TOWNSHIP**

Donald Z. Thall, Clerk  
Kalamazoo Township Hall  
1720 Riverview Drive  
Kalamazoo, MI 49004  
269-381-8080

CHARTER TOWNSHIP of KALAMAZOO

DANGEROUS BUILDINGS ORDINANCE VIOLATION

REFERRAL TO THE TOWNSHIP BOARD

CASE HISTORY

Date: Feb. 17, 2016

To: Kalamazoo Township Board of Trustees

Re: 625 GAYLE 13-118-080

Owner:

Jeffrey Stuart  
3714 Hoover  
Kalamazoo, MI 49008

Attached is the case history.

Township Board Meeting Date: March 14, 2016

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

**TRANSMITTAL OF ORDER TO RAZE TO TOWNSHIP BOARD  
AND REQUEST FOR ENFORCEMENT OF ORDER**

**To: Kalamazoo Charter Township Board**  
**From: Bruce Fletcher, Dangerous Buildings Hearing Officer**  
**Date: February 16, 2016**

Re: 625 Gayle  
Parcel No.: 13-118-080  
Case No. 2015-7  
Owner according to Township Tax Rolls:  
Jeffrey Stuart  
3714 Hoover  
Kalamazoo, MI 49008

Building(s): House

Attached please find a copy of an Order to Raze entered by the undersigned on January 15, 2016 ordering the property owners ***to RAZE the dangerous and unsafe buildings on the property identified above by no later than February 15, 2016.*** This order was served by certified mail and by tacking on the subject property.

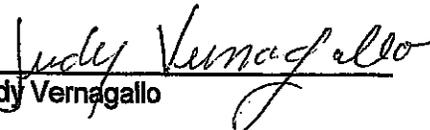
This is to advise the Township Board that the Order to Raze has not been complied with and the structure remains standing and constitutes a dangerous building in accordance with the written decision of January 15, 2016.

Pursuant to the Kalamazoo Charter Township Dangerous Buildings Ordinance and the statutes of the State of Michigan, the undersigned hereby requests that the Kalamazoo Charter Township Board, as the legislative body of Kalamazoo Charter Township, take the necessary action to enforce the Order. A copy of the findings, notices and orders of the dangerous buildings hearings relative to this case are transmitted herewith. The undersigned respectfully requests that the Township Board uphold his ORDER TO RAZE and enforce the Order by any lawful means.

Dated: February 16, 2016

  
Bruce Fletcher  
Kalamazoo Charter Township  
Dangerous Buildings Hearing Officer

I acknowledge receipt of this Request for Enforcement of Order on behalf of the Charter Township of Kalamazoo and forwarded it for consideration by the Township Board on March 14, 2016, 2016.

  
Judy Vernagallo

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

**ORDER OF THE DANGEROUS BUILDINGS HEARING OFFICER**

Parcel Nos. 06-13-118-080

Address: 625 Gayle

File No. 2015-7

Owners and parties in interest in accordance with the Kalamazoo Charter Township Tax Rolls:

Jeffrey Stuart  
3714 Hoover  
Kalamazoo, MI 49008

Buildings: Single family dwelling

After a hearing regarding the above-referenced property conducted on January 13, 2016 commencing at 3:00 at the Charter Township of Kalamazoo Hall, 1720 Riverview Drive within the Township at which both parties had an opportunity to be heard; for which the property owner had declined and/or failed to appear; and upon the receipt of evidence concerning the condition of the house, the undersigned finds that the structure constitutes a dangerous building in accordance with the Dangerous Buildings Ordinance and the Housing Law of Michigan.

NOW THEREFORE IT IS HEREBY ORDERED that my no later than February 15, 2016 regarding the property identified above which is legally described as "VOSLERS ADDITION LOT 8 & N 1/2 OF LOT 9 BLK 6" that the House shall be razed (demolished); the debris created thereby removed; and the soil returned to normal grade

**IT IS SO ORDERED.**

Dated: January 15, 2016

  
\_\_\_\_\_  
Bruce Fletcher Kalamazoo Charter Township  
Dangerous Buildings Hearing Officer

**PROOF OF MAILING**

This is to certify that on 1-15, 2016, I mailed a copy of the within order to Jeffrey Stuart via certified mail to the taxpayer's last known address at 3714 Hoover, Kalamazoo MI 49008.

Cert. & Reg. mail

Judy Vernagallo  
Judy Vernagallo

\_\_\_\_\_  
Susan E. Ritchie

**PROOF OF POSTING**

This is to certify that I posted a copy of the within order on the house located at 625 Gayle, Kalamazoo, MI 49007 on 1-15, 2016 at 13:10 a.m./p.m.

\_\_\_\_\_  
Shawn Gallagher

Todd Kowalski  
Todd Kowalski

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JANUARY 13, 2016**

**Re: CASE NOS. 2013-1; 2014-2; AND 2015-7**

An Unsafe Building Hearing was held on Wednesday, January 13, 2016, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Mike Alwine, Building Inspector; Todd Kowalski, Fire Marshal; Ron Reid, Township Supervisor; David Obreiter, Fire Chief; Roxanne Seeber, Township Attorney; and 2 interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the November 18, 2015 were corrected to amend the time on the Sanchez hearing to 3:00. The corrected minutes were then approved and signed by the Hearing Officer. The next hearing date is scheduled for Wednesday, March 9, 2015 at 3:00 p.m. at the Township Hall.

**2. CASE NO. 2015-7; 625 GAYLE**

**Buildings: House**

**Owner according to the Township's Tax Rolls:**

Jeffrey Stuart

3714 Hoover

Kalamazoo, MI 49008

Yonker provided current photographs. There was a few days' accumulation of snow on the ground and no apparent vehicle tracks or footprints showing in the snow. Yonker stated that the house appeared vacant every time he went past. Alwine stated that he had received no communications from the property owner. None of the conditions had changed. No permits had been pulled. The house had now stood vacant in the same condition for two additional months. The Hearing Officer found that the building constituted a dangerous and substandard structure. He ordered that the house be razed (demolished) by the property owner and all debris removed. The lot was to be returned to normal grade as well. Fletcher will sign an order requiring the razing to be accomplished by no later than February 15, 2016. The order will be mailed to the property owner via certified mail, in accordance with the Dangerous Buildings Ordinance and the Housing Code of Michigan.

1-19-16

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD NOVEMBER 18, 2015**

**Re: CASE NOS. 2013-1; 2014-2; AND 2015-7**

An Unsafe Building Hearing was held on Wednesday, November 18, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Mike Alwine, Building Inspector; Todd Kowalski, Fire Marshal; Donald Z. Thall, Township Clerk; Roxanne Seeber, Township Attorney; and 2 interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the September 23, 2015 meeting were approved by the Hearing Officer. The next hearing date is scheduled for Wednesday, January 13, 2016 at 3:00 p.m. at the Township Hall.

**2. CASE NO. 2015-7; 625 GAYLE**

**Buildings:** House

**Owner according to the Township's Tax Rolls:**

Jeffrey Stuart

3714 Hoover

Kalamazoo, MI 49008

The hearing officer noted that the building had been declared dangerous and substandard on October 30, 2015 and was posted that same day. The roof is severely deteriorated with likely interior structural damage. The house appears to be vacant. The yard is severely overgrown. The hearing officer noted that attempts to contact the property owner had been unsuccessful. Mike Alwine, Building Inspector, indicated that he had been at the property on the prior day. The roof of the house is in a state of collapse in the front and the back. There are tarps on the roof; but they are not doing any good. Alwine indicated that he can see through the windows in the rear of the house. There are a number of plastic tubs full of discolored water inside. The walls are stained with water damage. The ceiling is falling in. The water has apparently penetrated the roof and is now making its way through the ceiling and down the walls. The house, Alwine said, is secure at the doors and windows. However, there are gaping holes in the collapsing roof and significant water damage is apparent. Yonker indicated that the present owner had purchased in 2013. Alwine surmised that the problem had been ongoing since at least the present owner's purchase, if not longer.

Alwine stated that the detached garage is in a little better condition. It is not past the point of repair, anyway. Fletcher confirmed that the notice of hearing had been provided to the property owner as required by the Ordinance and statutes. He set the matter over to the January 13, 2016 hearing date. If the property owner failed to appear and/or if he had not been heard from, Fletcher's intention was to order the house demolished at that time.

**KALAMAZOO CHARTER TOWNSHIP**

**NOTICE OF HEARING AND NOTICE TO APPEAR CONCERNING**

**DANGEROUS and SUBSTANDARD BUILDING**

TO **Jeffrey Stuart**  
**3714 Hoover**  
**Kalamazoo, MI 49008**

**HEARING DATE: November 18, 2015 WEDNESDAY 3:00 P.M.**

**RE: 625 Gayle Parcel # 3906-13-118-080 CASE# 2015 - 7**

**DANGEROUS & SUBSTANDARD BUILDING(S)**

Please take notice that the building(s) or structure(s) located at 625 Gayle, within the Charter Township of Kalamazoo, Kalamazoo County, Michigan, is a **DANGEROUS BUILDING** in violation of Charter Township of Kalamazoo Ordinance #288, as amended, Dangerous Building Ordinance and **SUBSTANDARD BUILDING** in violation of Charter Township of Kalamazoo Ordinance #404, as amended, 2009 Residential International Property Maintenance Code, Chapter 3, Section 304.1.

A copy of the ordinance(s) are enclosed.

- #1. Dwelling was declared Dangerous and substandard on October 30, 2015 & Posted.**
- #2 Roofing is severely deteriorated.**
- #3 Failure to maintain residence and property.  
Failure to respond to letters and notices.**
- #4 Yard is becoming overgrown.**

Please take further notice that a hearing will be held before a Hearing Officer on the 18th DAY of November, 2015 commencing at 3:00 P.M. at the Kalamazoo Charter Township Hall, 1720 Riverview Dr., Kalamazoo, MI. to show cause why the building or structure should not be demolished or otherwise made safe.

Please take further notice that the Township Hearing Officer will take testimony from the Building Inspector and from all interested parties concerning the same, and thereafter shall render his decision either closing the proceedings or ordering the building to be demolished or otherwise made safe.

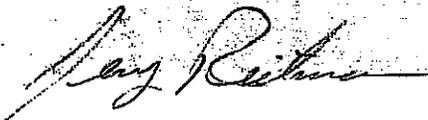
Please take further notice that your refusal to attend this hearing or to comply with the decisions of the Hearing Officer may result in the structure or building being demolished or made safe by action of the Township Board and the cost thereof being assessed upon tax rolls as a lien against the property.

**DATE: Oct. 30, 2015**

**Jerry Reitenour, Building Official**

**Tel. # 269-381-8080**

**cc: Supervisor Ron E. Reid / George Cochran / D. Thall / Jim Yonker / Jerry Reitenour**



10-2015

Property Information

06-13-118-080

625 GAYLE AVE  
KALAMAZOO MI, 49048

Subdivision:

Lot:

Block:

Name Information

Owner: STUART, JEFFREY

Phone:

Occupant: STUART, JEFFREY

Phone:

Filer:

Phone:

Enforcement Information

Date Filed: 10/05/2015

Date Closed:

Status: Checking On

Complaint:

Shawn checked this to see if owner had started making roof repairs - I checked and no roof permit has been pulled.

Will discuss this with JR tomorrow -

10/6/2015 talked with JR - can put thru on Dangerous Bldg. - as:

Failure to maintain residence and property.

Failure to respond to the letters/notices.

Will get with JR to post property -w/ Notice to Appear/ orange sticker and get photo

Last Action Date:

Last Inspection:

Last Action:

Five horizontal lines for additional notes or actions.

10-6-15  
10-5-15

Charter  
**Township**  
of Kalamazoo

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

9/3/2015

Jeffrey Stuart  
3714 Hoover  
Kalamazoo, MI 49008

RE: 625 Gayle Ave., Kalamazoo Township

Dear Mr. Stuart,

Please contact our office regarding the above property with your intentions to make repairs. Attached is a copy of the inspector's report.

We have sent letters on 7/1/2015, 7/21/2015 and 8/21/2015 and no response from you.

Please contact me at 269-381-8080 as soon as possible, to see if we can set up a scheduled repair plan.

Thank you for your cooperation in this matter.

Judy V.   
Staff Assistant  
269-381-8080

Att.

a-3-15

**Inspection Results for 625 GAYLE AVE:**

**Uncorrected**

**The roofing is severely deteriorated. The house appears to be vacant and secured from casual entry. The yard is becoming overgrown.**

COPY



**Kalamazoo Area Building Authority**

**www.kaba-mi.org**

**Office Location:** 7275 W. Main St., Kalamazoo, MI 49009

**Mailing Address:** PO Box 292, Oshtemo, MI 49077

**Phone:** (269) 216-9643 or (269) 219-9672/**Fax:** (269) 250-9078

08/21/2015  
07/21/2015

JEFFREY STUART  
3714 HOOVER  
KALAMAZOO, MI 49008

To Whom It May Concern:

On 06/25/2015, our Inspector performed a Property Maintenance Inspection for the property located at 625 GAYLE AVE after being requested by the local jurisdiction. Attached are the results of the inspection.

Please let me know if we can be of further assistance.

Sincerely,

Kerrie LeClerc, Administrative Assistant  
Phone: (269) 216-9862  
E-mail: kleclercq@kaba-mi.org

COPY

8/21/2015

Mr. Stuart,

Please contact our office regarding the above property with your intentions to make repairs.

We have sent letters on 7/1/2015 and 7/21/2015 and no response from you. If we do not have a response by Sept. 3, 2015, you will be sent a Notice to Appear at the next Unsafe Building Hearing.

Please contact 269-381-8080 - Judy.  
Thank you for your cooperation in this matter.

Judy V.

8/31/2015 <sup>JV</sup> SHAWN - please check out this week sometime. JV

9-1-15 Nothing is done 9/1/15 @

SHAWN  
NOTES  
9-1-15

**Inspection Results for 625 GAYLE AVE:**

**Uncorrected**

**The roofing is severely deteriorated. The house appears to be vacant and secured from casual entry. The yard is becoming overgrown.**

COPY

**SUBSTANDARD BUILDINGS ENFORCEMENT | EN15-06-1244**

**Property Information**

06-13-118-080      625 GAYLE AVE      Subdivision:  
KALAMAZOO MI, 49048      Lot:      Block:

**Name Information**

Owner:      STUART, JEFFREY      Phone:  
Occupant:      STUART, JEFFREY      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed:      07/01/2015      Date Closed:      Status: 1st Letter Sent

Complaint:  
6/26/2015 per Shawn  
Poor roof condition.  
6/25/2015  
Roofing is severely deteriorated.  
House appears to be vacant and secured from casual entry.  
Yard is becoming overgrown.  
Inspected by JR - Disapproved.  
Letter due - 7/31/2015

Last Action Date:      Last Inspection:  
Last Action:

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06-13-118-080

625 GAYLE AVE  
KALAMAZOO MI, 49048

Subdivision:

Lot:

Block:

**Owner Information**

Owner:	STUART, JEFFREY	Phone:
Occupant:	STUART, JEFFREY	Phone:
Applicant:	STUART, JEFFREY	Phone:
Contractor:		Phone:
Licensee:		Phone:
License Issued:		
License Expires:		

**General Information**

Date Issued:                      Date Expires:                      Status: HOLD (FEE)

Work Description:  
Property Maintenance Inspection requested by Kalamzoo Township.

Stipulations:

Comment:

**Fee Information**

Inspection	Property Maintenance Insp.	1.00	45.00
------------	----------------------------	------	-------

**CORRECTION NOTICE**

**Property Maintenance Inspection / Inspection / Date / Amount**

Status:	Completed	Result:	Disapproved
Scheduled:	06/26/2015 12:00 AM	Completed:	06/25/2015 12:00 AM

**Comments:**

6-25-15 Written concerns: Poor roof condition.  
6-25-15 Roofing is severely deteriorated. House appears to be vacant and secured from casual entry.  
36 Yard is becoming overgrown.

6-26-15  
7-1-15

# Real Estate Summary Sheet

\*\*\*Information herein deemed reliable but not guaranteed\*\*\*

06/30/2015 11:08 AM

**Parcel:** 06-13-118-080  
**Owner's Name:** STUART, JEFFREY  
**Property Address:** 625 GAYLE AVE  
KALAMAZOO, MI 49048

**Current Class:** 401.Residential  
**Previous Class:** 401.Residential  
**Gov. Unit:** 06 KALAMAZOO TOWNSHIP  
**MAP #**  
**School:** 39010 KALAMAZOO  
**Neighborhood:** 00009 09 WASHBURN PLATS

**Liber/Page:** 2013-038441      **Created:** //  
**Split:** //      **Active:** Active

**Public Impr.:** Paved Road, Sidewalk, Water, Sewer, Electric, Gas  
**Topography:** Level

**Mailing Address:**  
STUART, JEFFREY  
3714 HOOVER  
KALAMAZOO MI 49008

**Description:**  
4203860  
3906 13 118 080  
VOSLERS ADDITION LOT 8 & N 1/2 OF LOT 9 BLK 6

## Most Recent Sale Information

Sold on 09/13/2013 for 0 by ENGEL JOHN W & ELLA E.

**Terms of Sale:** PERSONAL REP

**Liber/Page:** 2013-038441

## Most Recent Permit Information

None Found

## Physical Property Characteristics

<b>2016 S.E.V.:</b>	Tentative	<b>2016 Taxable:</b>	Tentative	<b>Lot Dimensions:</b>	
<b>2015 S.E.V.:</b>	27,200	<b>2015 Taxable:</b>	27,200	<b>Acreage:</b>	0.21
<b>Zoning:</b>	B-RESID (*)	<b>Land Value:</b>	Tentative	<b>Frontage:</b>	69.0
<b>PRE:</b>	0.000	<b>Land Impr. Value:</b>	Tentative	<b>Average Depth:</b>	135.0

## Improvement Data

# of Residential Buildings: 1  
Year Built: 1939  
Occupancy: Single Family  
Class: CD  
Style: 1-1/2 STORY  
Exterior: Alum., Vinyl  
% Good (Physical): 63  
Heating System: Forced Air w/ Ducts  
Electric - Amps Service: 100  
# of Bedrooms: 3  
Full Baths: 1 Half Baths: 0  
Floor Area: 1,059  
Ground Area: 847  
Garage Area: 396  
Basement Area: 847  
Basement Walls:  
Estimated TCV: Tentative

## Image



6-30-15



625

Red sign on door

White sign on wall

625 COYLE

1-13-2016

625 64th  
1316



1-13-2016

625 647 E  
11346

1-13-2016





11-17-15

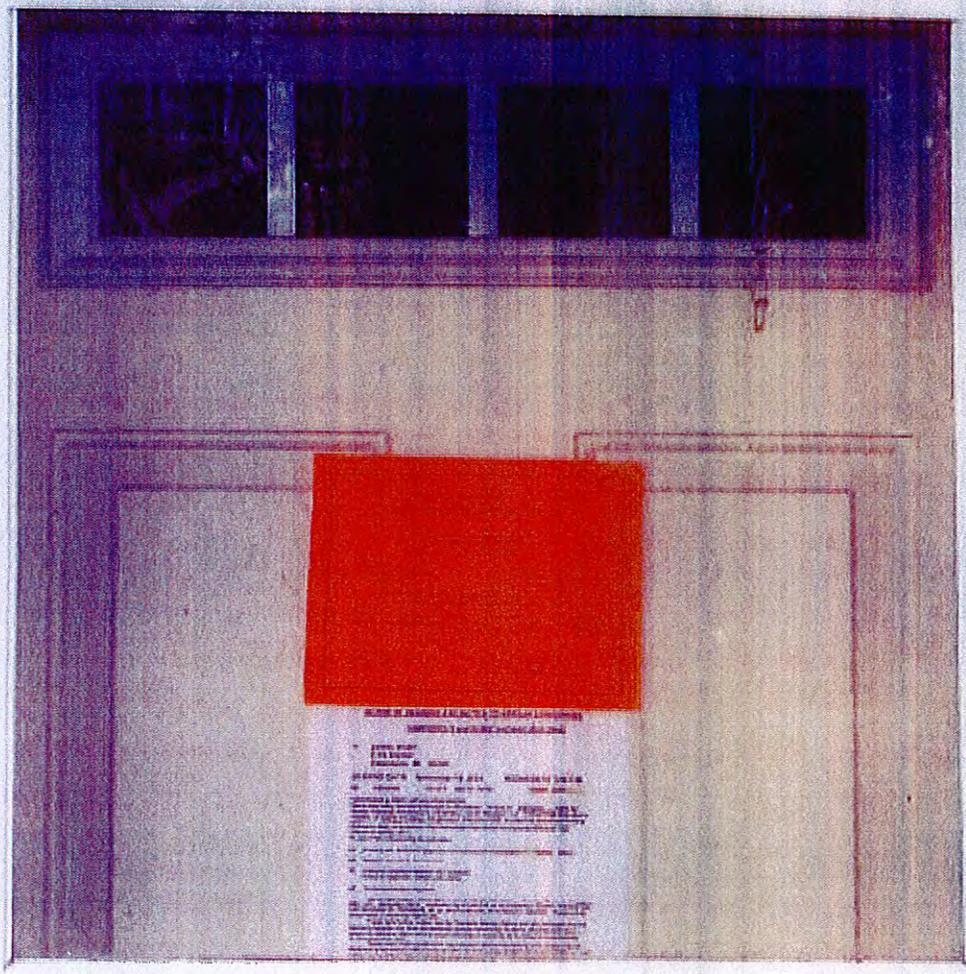
625 6th St  
B-118-030  
1117-15



11-17-15

5  
2  
5

OCT 30.  
2015



OCT 30 2015

CHARTER TOWNSHIP of KALAMAZOO  
DANGEROUS BUILDINGS ORDINANCE VIOLATION  
REFERRAL TO THE TOWNSHIP BOARD  
CASE HISTORY

Date: Feb. 17, 2016

To: Kalamazoo Township Board of Trustees

Re: 1805 Gull Road – 11-405-302

Owner:

PA Gull Road LLC  
Imad Farran  
6039 Avon Street  
Portage, MI 49024

Joe McCully, Attorney  
PO Box 19937  
Kalamazoo, MI 49049-0937

Attached is the case history.

Township Board Meeting Date:

March 14, 2016

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

**TRANSMITTAL OF ORDER TO RAZE TO TOWNSHIP BOARD  
AND REQUEST FOR ENFORCEMENT OF ORDER**

**To: Kalamazoo Charter Township Board**  
**From: Bruce Fletcher, Dangerous Buildings Hearing Officer**  
**Date: February 16, 2016**

Re: 1805 Gull Road  
Parcel No.: 11-405-302  
Case No. 2013-1

Owner according to Township Tax Rolls:  
PA Gull Road LLC  
6039 Avon Street  
Portage MI 49024

Attorney:  
Joe McCully (P28367)  
PO Box 19937  
Kalamazoo, MI 49019-0937

Building(s): Former gas station

Attached please find a copy of an Order to Raze entered by the undersigned on January 15, 2016 ordering the property owners **to RAZE the dangerous and unsafe buildings on the property identified above by no later than February 15, 2016**. This order was served by certified mail and by tacking on the subject property.

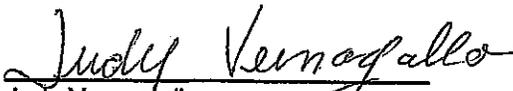
This is to advise the Township Board that the Order to Raze has not been complied with and the structure remains standing and constitutes a dangerous building in accordance with the written decision of January 15, 2016.

Pursuant to the Kalamazoo Charter Township Dangerous Buildings Ordinance and the statutes of the State of Michigan, the undersigned hereby requests that the Kalamazoo Charter Township Board, as the legislative body of Kalamazoo Charter Township, take the necessary action to enforce the Order. A copy of the findings, notices and orders of the dangerous buildings hearings relative to this case are transmitted herewith. The undersigned respectfully requests that the Township Board uphold his ORDER TO RAZE and enforce the Order by any lawful means.

Dated: February 16, 2016

  
Bruce Fletcher  
Kalamazoo Charter Township  
Dangerous Buildings Hearing Officer

I acknowledge receipt of this Request for Enforcement of Order on behalf of the Charter Township of Kalamazoo and forwarded it for consideration by the Township Board on March 14, 2016, 2016.

  
Judy Vernagallo

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

**ORDER OF THE DANGEROUS BUILDINGS HEARING OFFICER**

Parcel Nos. : 11-405-392

Address: 1805 Gull Road

File No. 2013-1

Owners and parties in interest in accordance with the Kalamazoo Charter Township Tax Rolls:

PA Gull Road LLC  
C/O Imad Farran  
6039 Avon St.  
Portage, MI 49024

Buildings: Former Clark Gas Station

WHEREAS a dangerous buildings and substandard housing hearing was conducted on January 13, 2016 commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall, 1720 W Riverview Drive within the township. The undersigned, Building Official Mike Alwine, Township Supervisor Ron Reid; Fire Marshal Todd Kowalski, Township Attorney Roxanne Seeber and 1 additional interested person was present (arrived late); and

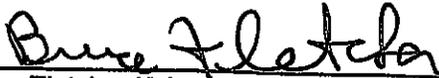
WHEREAS the hearing officer received a report from the building department; took testimony; reviewed the minutes and his prior orders and made the following findings:

The building located on the subject property constitutes a Dangerous Building in accordance with the Township Dangerous Buildings Ordinance.

NOW THEREFORE it is hereby ordered that with respect to the property identified above which is legally described as "Assessors Plat of Gull Heights Lot 39 and that Part of Lot 40 lying southerly of an ext E & W of N LI Lot 39 EXC Sly 17 FEET as follows:

The building shall be **RAZED** (demolished) by no later than **February 15, 2016**; the property owner shall pull a demolition permit prior to such razing; and shall remove all debris created by such razing by no later than **February 15, 2016**; the land shall thereafter be returned to normal grade.

Dated: January 15, 2016

  
\_\_\_\_\_  
Bruce Fletcher Kalamazoo Charter Township  
Dangerous Buildings Hearing Officer

**PROOF OF MAILING**

This is to certify that on 1/15, 2016, I mailed a copy of the within order to Imad Farran via certified mail to the taxpayer's last known address above.

Cert & Reg. mail  
Imad Farran  
6039 Avon  
Portage, MI 49024

Judy Vernagallo  
Judy Vernagallo

\_\_\_\_\_  
Susan E. Ritchie

**PROOF OF MAILING**

This is to certify that on 1/15, 2016, I mailed a courtesy copy of the within order to Attorney Joseph McCully at PO Box 19937, Kalamazoo MI 49019 via certified mail.

Cert & Reg. mail  
Atty Joseph McCully, Jr.  
David Schaefer  
121 W. Cedar St.  
Kalamazoo, MI 49007

0 Judy Vernagallo  
Judy Vernagallo

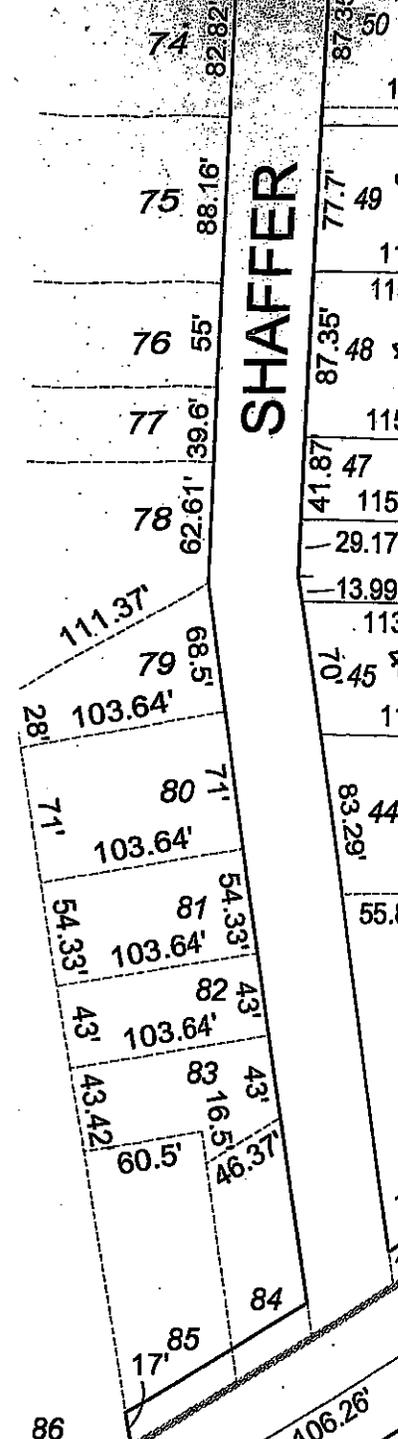
0 \_\_\_\_\_  
Susan E. Ritchie

**PROOF OF POSTING**

This is to certify that I posted a copy of the within order on the house located at 1805 Gull Road on 1-15, 2015 at 13:20 a.m./p.m.

\_\_\_\_\_  
Shawn Gallagher

Todd Kowalski  
Todd Kowalski



**SHAFFER ROAD**

041

405

**ROAD**

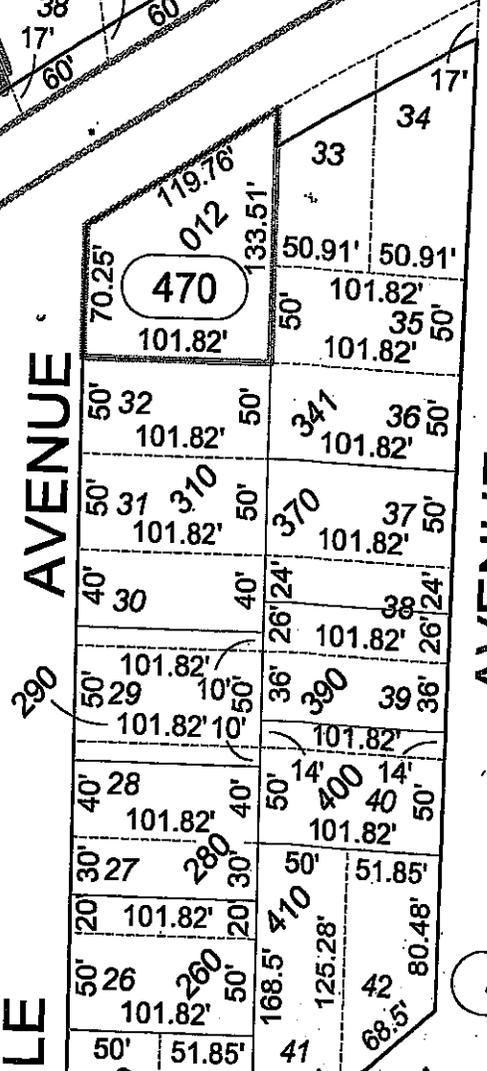
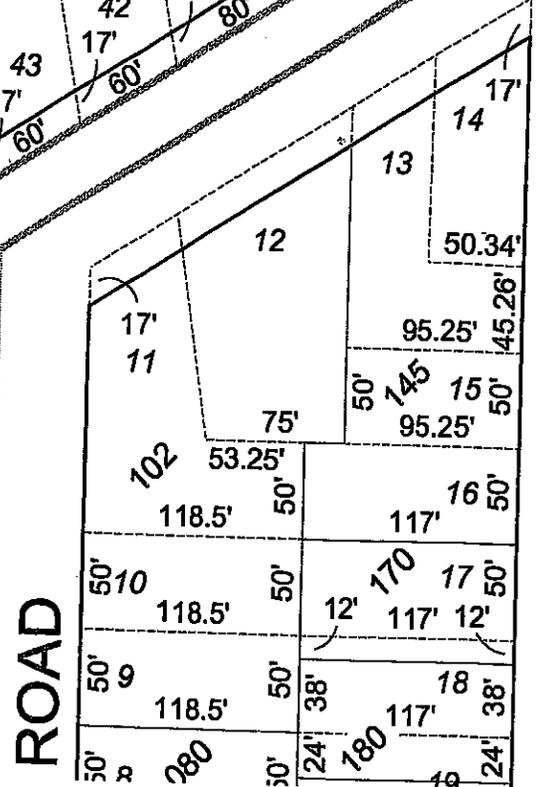
**AVENUE**

**ILE**

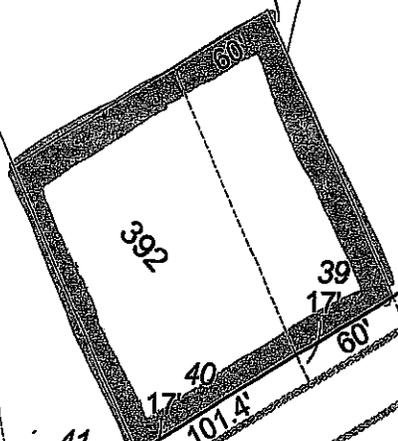
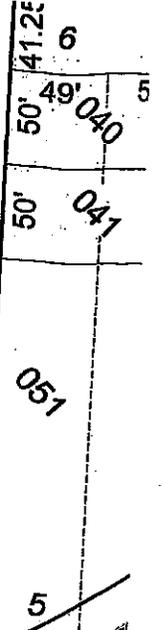
**HENSCH**

**AVENUE**

35  
CASE HISTORY



46



## Judy Vernagallo

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**From:** Judy Vernagallo  
**Sent:** Friday, January 15, 2016 2:01 PM  
**To:** seeber@michigantownshiplaw.com  
**Subject:** FW: Proof of Mailing and Posting  
**Attachments:** DOC011516-01152016135805.pdf

-----Original Message-----

**From:** toshiba@ktpw.org [mailto:toshiba@ktpw.org]  
**Sent:** Friday, January 15, 2016 4:58 PM  
**To:** Judy Vernagallo <vgallo@ktpw.org>  
**Subject:** Proof of Mailing and Posting

Scanned from MFP-07202947.  
Date: 01/15/2016 13:58  
Pages:3  
Resolution:200x200 DPI

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

**ORDER OF THE DANGEROUS BUILDINGS HEARING OFFICER**

Parcel Nos. : 11-405-392

Address: 1805 Gull Road

File No. 2013-1

Owners and parties in interest in accordance with the Kalamazoo Charter Township Tax Rolls:

PA Gull Road LLC  
C/O Imad Farran  
6039 Avon St.  
Portage, MI 49024

Buildings: Former Clark Gas Station

WHEREAS a dangerous buildings and substandard housing hearing was conducted on January 13, 2016 commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall, 1720 W Riverview Drive within the township. The undersigned, Building Official Mike Alwine, Township Supervisor Ron Reid; Fire Marshal Todd Kowalski, Township Attorney Roxanne Seeber and 1 additional interested person was present (arrived late); and

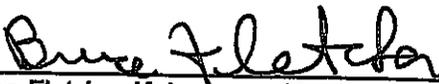
WHEREAS the hearing officer received a report from the building department; took testimony; reviewed the minutes and his prior orders and made the following findings:

The building located on the subject property constitutes a Dangerous Building in accordance with the Township Dangerous Buildings Ordinance.

NOW THEREFORE it is hereby ordered that with respect to the property identified above which is legally described as "Assessors Plat of Gull Heights Lot 39 and that Part of Lot 40 lying southerly of an ext E & W of N LI Lot 39 EXC Sly 17 FEET as follows:

The building shall be **RAZED** (demolished) by no later than **February 15, 2016**; the property owner shall pull a demolition permit prior to such razing; and shall remove all debris created by such razing by no later than **February 15, 2016**; the land shall thereafter be returned to normal grade.

Dated: January 15, 2016

  
\_\_\_\_\_  
Bruce Fletcher Kalamazoo Charter Township  
Dangerous Buildings Hearing Officer

**PROOF OF MAILING**

This is to certify that on 1/15, 2016, I mailed a copy of the within order to Imad Farran via certified mail to the taxpayer's last known address above.

Cert & Reg. mail  
Imad Farran  
6039 Avon  
Portage, MI 49024

Judy Vernagallo  
Judy Vernagallo

\_\_\_\_\_  
Susan E. Ritchie

**PROOF OF MAILING**

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Cert & Reg. mail  
Atty Joseph McCully, Jr.  
David Schaefer  
121 W. Cedar St.  
Kalamazoo, MI 49007

Judy Vernagallo  
Judy Vernagallo

\_\_\_\_\_  
Susan E. Ritchie

**PROOF OF POSTING**

This is to certify that I posted a copy of the within order on the house located at 1805 Gull Road on 1-15, 2015 at 13:20 a.m./p.m.

\_\_\_\_\_  
Shawn Gallagher

Todd Kowalski  
Todd Kowalski

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JANUARY 13, 2016**

**Re: CASE NOS. 2013-1; 2014-2; AND 2015-7**

An Unsafe Building Hearing was held on Wednesday, January 13, 2016, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Mike Alwine, Building Inspector; Todd Kowalski, Fire Marshal; Ron Reid, Township Supervisor; David Obreiter, Fire Chief; Roxanne Seeber, Township Attorney; and 2 interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the November 18, 2015 were corrected to amend the time on the Sanchez hearing to 3:00. The corrected minutes were then approved and signed by the Hearing Officer. The next hearing date is scheduled for Wednesday, March 9, 2015 at 3:00 p.m. at the Township Hall.

**3. CASE NO. 2013-1; 1805 GULL ROAD**

**Buildings:** Former Gas Station

**Owner(s) According to the Township's Tax Rolls:** PA Gull Road LLC  
(Imad Farran)

Kowalski indicated that he had received no information or correspondence from Joseph McCully or David Schaefer. No one was present for the hearing. Alwine testified that the building remained in the same condition as the prior hearing. It is

vacant and boarded up. There is structural damage and rotted rafters on the back side of the building. The exterior is not weather-tight and is in poor condition. Sealed plans for a commercial use are required under the building code, he said. Generally a building that has sat this long without occupancy requires mechanical, electrical and other repairs.

Fletcher expressed frustration that nothing had been accomplished. He was particularly concerned that no one had appeared for the hearing. It appeared as though waiting for the state was more of an excuse not to do anything. The soil/sampling issues really had nothing to do with the structure, which just continued to sit. It was up to the property owner to indicate a proposed use of the structure and move it back to viable status or to eliminate it. Kowalski noted that there had been a number of prior notifications to the property owner that he needed to make a repair/rehabilitation/improvement plan and one had never been received.

1-19-16

Fletcher ordered that the building be razed (demolished), the debris created thereby removed from the property and the property returned to normal grade by no later than February 15, 2016.

David Schaefer representing the owner appeared at 3:35. The Hearing Officer indicated that he had just ordered the building razed. Schaefer said he was confused about the time and that he had been wandering around killing time for a half an hour. He thought that his notice said 3:30. The Hearing Officer inquired about communication with Kowalski. Schaefer stated that nothing had changed, so he didn't feel that there was any reason to communicate. He said that the new owner was going to obtain an environmental assessment. Upon further inquiry, it was determined that there was not a new owner. Schaefer was outraged that the building was ordered demolished. He had been working on getting the property cleared by LARA for a long time. This was the first that he had heard about the building being demolished. Seeber indicated that the hearings were for "dangerous buildings". The building had been vacant for some time and structural issues were present. Schaefer wondered why no one ever gave him a punch list of upgrades that needed to be done. Vacancy alone was not enough to order a demolition, he reasoned. The issues identified at the prior hearing had been poo-poo'ed as no big deal. Why did it all of a sudden become so significant, he inquired.

Seeber explained that it is up to the owner to obtain the inspections and repairs checklist. This would involve a design professional because it is a commercial structure. The property owner would make a determination as to what he wanted to do with the property and the building. He would then apply for zoning approval. Depending on the request, a public hearing before the planning commission or site plan review may be required. It could not just be left standing vacant for several years. Schaefer indicated that this was the first he heard anything about the building. It was obvious that they had been hired to work on the environmental contamination, he said. He stated that he had never received a written order about the building. He threatened to take the township to court. He asked the Hearing Officer to explain his reasoning in entering a raze order. Seeber explained about the possible issuance of a citation and how that

would proceed through the court system. Additionally, she explained the dangerous building procedure and the taking of the order to the Township Board. Schaefer thought that the entire process was flawed and that there was no reason to order the demolition of the building. He abruptly left the meeting.

There being no further business, Hearing Officer Fletcher concluded the hearing at 4:00 p.m.

**CHARTER TOWNSHIP OF KALAMAZOO**

Bruce Fletcher, Hearing Officer

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD NOVEMBER 18, 2015**

**Re: CASE NOS. 2013-1; 2014-2; AND 2015-7**

An Unsafe Building Hearing was held on Wednesday, November 18, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Mike Alwine, Building Inspector; Todd Kowalski, Fire Marshal; Donald Z. Thall, Township Clerk; Roxanne Seeber, Township Attorney; and 2 interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the September 23, 2015 meeting were approved by the Hearing Officer. The next hearing date is scheduled for Wednesday, January 13, 2015 at 3:00 p.m. at the Township Hall.

**3. CASE NO. 2013-1; 1805 GULL ROAD**

**Buildings:** Former Gas Station

**Owner(s) According to the Township's Tax Rolls:** PA Gull Road LLC  
(Imad Farran)

The hearing officer noted receipt of a letter from the owner's attorney, Joseph McCully and his associate, David Schaefer expressing surprise that the hearing officer was considering ordering demolition. David Schaefer appeared on behalf of the owners. He had been under the impression from the prior hearing that he was to work with Kowalski in order to provide a progress report on the soil samples taken after the underground fuel storage tanks had been removed. He was having a hard time getting the Storage Tank Division to close its case on the property because one of the soil samples had come up with slightly elevated numbers.

Kowalski provided a couple of emails that had gone between himself and Schaefer. The tanks had been removed, he said, but there had been no resolution regarding the elevated levels on the soil sample. Schaefer indicated that depending on when and how the case was closed at the state, there were different plans for the property. Either it could be opened again as a gas station, or it could be sold as a convenience store or a used car dealership. Under the gas station scenario, he said, the present building would be demolished and the gas station building would be set further back to the north side of the property.

Alwine indicated that the exterior of the building could be repaired. The back side had some missing and damaged rafters and it would need to be repaired and spruced up. The building, he said, was closed to casual entry. Assessing Officer Yonker provided a recent photograph. Fletcher expressed dismay at the length of time the process was taking; indicating that this was a three-year old case. Schaefer indicated a willingness to provide the dangerous building information to the state in order to urge it to a decision. Fletcher indicated that the matter would be continued for another three months. Schaefer was to provide any information received from the state to Kowalski in a timely fashion. Schaefer provided a new mailing address for the office to the group. Seeber indicated that she would provide the information to Township staff.

11-18-15

**JOSEPH C. MC CULLY, JR.  
ATTORNEY AT LAW  
121 WEST CEDAR STREET  
KALAMAZOO, MI 49007**

*MC*  
NOV 18 2015

11:00AM

**HAND DELIVERED**

November 17, 2015

Township of Kalamazoo  
Dangerous Buildings  
1720 Riverview Drive  
Kalamazoo, MI 49004

Re: 1805 Gull Road

Dear Mr. Fletcher,

Our client sent us a copy of the minutes of your last meeting. I must admit that I am taken aback. The last time that I attended meeting, I thought that we had agreed that we were to report directly to your Fire Marshal, Todd Kowalski. Since that meeting, we have kept him informed as to our progress concerning environmental closure of the above referenced site.

The minutes of your last meeting seem to imply that we have disregarded your notices and contain a threat to raze our client's building. To date, we have removed the underground storage tanks and reported that to your committee and Fire Marshal Kowalski. We have employed the services of an environmental contractor who has conducted a site investigation and is working with the State of Michigan in an attempt to obtain closure under the environmental laws of this state. Because our client never operated a gas station at the site and the contamination that was found in one of the soil samples was just above correction levels, the issues with the State are not simply resolved.

At this juncture, jurisdiction of the environmental matter rests with the State of Michigan. Other than the underground storage tank issue, we are unaware of any other concerns the Township may have or may have had concerning this property; but stand ready willing and able to correct any and all other such issues or concerns that the Township expresses in a writing to us or our client.

118-f

Neither Attorney McCully nor myself are in a position to attend today's meeting due to prior scheduling conflicts and ask that this letter suffice as our "update". I understand that the meeting starts at 3:00 PM. In the event either of us are in a position to rearrange our schedule or if something changes, we will attempt to be at your meeting not later than 3:30 PM. You can feel free to reach me on my cell phone at 269-365-2936.

Sincerely,



David L. Shafer, Non-Attorney Associate  
to Joseph C. McCully Jr. P28367

NOTE CORRECTION: Next USB Hearing - November 18, 2015

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD SEPTEMBER 16, 2015**

**Re: CASE NOS. 2013-1; 2014-5; 2015-1; AND 2015-4**

An Unsafe Building Hearing was held on Wednesday, September 16, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; Roxanne C. Seeber, Township Attorney; and 3 interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the July 15, 2015 meeting were approved by the Hearing Officer. The next hearing date is scheduled for Wednesday, November 18, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1: 1805 GULL ROAD**

**Buildings:** Former Gas Station

**Owner(s) According to the Township's Tax Rolls:** PA Gull Road LLC  
(Imad Farran)

No one was present and there was no further report from the Building Official. Yonker provided a current photograph. The Hearing Officer ordered that this matter be continued to the November 11, 2015 meeting. If no progress was made and no one appeared for the hearing, his intent is to order the structures razed at that time.

**2. CASE NO. 2015-1: 1004 FLETCHER**

**Buildings:** Single family dwelling, detached accessory building

**Owner(s) According to the Township's Tax Rolls:** Mark Haynes

The Township received a report indicating that the structure had been sold to an adjoining property owner, Mark Haynes who had pulled a demolition permit. Reitenour confirmed this. Two neighboring property owners, Mr. and Mrs. Larry Beeder of 1018 Fletcher appeared on behalf of the new owner who was out of town. In response to an inquiry from the Hearing Officer, the Beeders indicated that the house and structures had been razed and that only a hole in the ground and some debris remained. The lot would be leveled off later in the week, they said. The Hearing Officer was satisfied that the matter could be removed from the Dangerous Buildings list. The Beeders inquired as to how their neighbor would go about using the empty lot for something, such as a garage. The township attorney indicated that the zoning department was the first place to start.

9-30-15

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JULY 15, 2015**

**Re: CASE NOS. 2013-1; 2014-5; 2015-1; 2015-2; 2015-3 AND 2015-4**

An Unsafe Building Hearing was held on Wednesday, July 15, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; John K. Lohrstorfer, Township Attorney; and eight interested persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the May 13, 2015 meeting were approved by the Hearing Officer. The next hearing date is scheduled for Wednesday, September 16, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD**

No one was present and there was no further report from the Fire Marshal. The Hearing Officer ordered that this matter be continued to the September 16, 2015 meeting.

**2. CASE NO. 2014-5; 209 W. ALLEN**

Mr. Reitenour noted that the house has been secured. No one appeared on the matter and the Hearing Officer ordered that in view of the past several hearings where there was no visible work being done and no one coming forward to respond to notices, this matter should be forwarded on to the Township Board for recommended demolition.

**3. CASE NO. 2015-1; 1004 FLETCHER**

Mr. Pulver was present. He has been trying to sell the property. He claims that he has cleaned up the yard. He stated that the house has been cleaned out and that he plans on taking the drywall out right down to the studs because of possible meth contamination. He stated at this point he is in a holding pattern but eventually he will repair the house.

In attendance were 5 neighbors who had various questions and complaints about the status of the house which they have had to contend with since the fire occurred. They stated that they were aware that there was a lot of mold in the house and they did not see how the house could be properly repaired and made habitable.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD MAY 13, 2015**

**Re: CASE NOS. 2013-1; 2014-5; 2015-1; 2015-2; 2015-3; 2015-4 AND 2015-5**

An Unsafe Building Hearing was held on Wednesday, May 13, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; Roger Iverson, KABA; Todd Kowalski, Fire Marshal; John K. Lohrstorfer, Township Attorney; and one visitor.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the March 18, 2015 meeting were approved by the Hearing Officer. The next hearing date is scheduled for Wednesday, July 15, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD**

No one was present. Mr. Reitenour noted that the tanks have been pulled which was verified by the Fire Marshal. The Fire Marshal noted that the tests show that the soil is clean, however, no one has called the office to make any further report on the property. The Hearing Officer ordered that a report be made by the owners at the July 15, 2015 meeting.

**2. CASE NO. 2014-5; 209 W. ALLEN**

No one appeared. Mr. Reitenour noted that the bank is no longer the owner of the property and that there is a new owner. A new notice will have to be sent out. Mr. Reitenour noted that the chimney is pulling away from the house, there is more deterioration on the roof and he recommended that because of foundational problems and other problems, that the building be demolished. This should be communicated to the new owner. The new owner should prepare a plan and submit it to Mr. Reitenour before the July 15, 2015 meeting and appear at the meeting. If there is no substantial progress made, the matter will be forwarded onto the Township Board for demolition.

**3. CASE NO. 2015-1; 1004 FLETCHER**

No one was present at the meeting. The dumpster is still on the property and Mr. Pulver is still doing work on the building. The Hearing Officer ordered that a report be made at the July 15, 2015 meeting. Mr. Pulver called Mr. Reitenour during the hearing and informed him that they may have a prospective buyer for the property and he believes all of the debris has been removed from the house. The owner should attend the July 15, 2015 meeting.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD MARCH 18, 2015**

**Re: CASE NOS. 2013-1; 2014-5; 2015-1 and 2015-2**

An Unsafe Building Hearing was held on Wednesday, March 18, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; Todd Kowalski, Fire Marshall; Officer Mike White; John K. Lohrstorfer, Township Attorney; and two other police officers and seven other persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of the January 14, 2015 meeting were approved by the Hearing Officer as submitted. The next hearing date is scheduled for Wednesday, May 13, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD (COMMERCIAL)**

Mr. David Shafer was present and explained that the tanks have now been removed. They will have to conduct further tests of the soil because of vapors. They are on the schedule for the DEQ but the test may not be completed until June. In the meantime, Mr. Shafer is talking with prospective buyers about the property and the Hearing Officer directed that Mr. Shafer prepare a plan with the Fire Marshal and report back at the next meeting.

**2. CASE NO. 2014-5; 209 W. ALLEN**

Ms. Katz was not present but she had spoken with the Fire Marshal. Mr. Reitenour reported that some of the demolition on the site has been completed, however, the interior needs to be done and also a section of the porch is still in need of repair. Also, in the rear of the house the foundation is cracking and the rear of the house will have to somehow be stabilized. The Hearing Office ordered that Ms. Katz report back at the May 13, 2015 meeting as to the further plan of action to rehabilitate the house.

**3. CASE NO. 2015-1; 1004 FETCHER**

Mr. Mark Pulver was present and explained that he and his son Justin hold joint title to the house. There was fire damage on March 2, 2015. There is a great amount of debris around the house. Officer Mike White reported that they have been called to the house several times for things not related to the condition of the home but an investigation is going on as to the cause of the fire and whether or not there is any meth

3-18-15

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JANUARY 14, 2015**

**Re: CASE NOS. 2013-1; 2014-1; 2014-2 AND 2014-5**

An Unsafe Building Hearing was held on Wednesday, January 14, 2015, commencing at 3:00 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; John K. Lohrstorfer, Township Attorney; and three additional persons.

The Hearing Officer called the meeting to order at 3:00 p.m. The minutes of November 12, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for Wednesday, March 18, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1: 1805 GULL ROAD (COMMERCIAL)**

~~No one was present. The Hearing Officer stated that this would be continued one more time for the March hearing. It is imperative that the owner or representative be present at the March meeting. It is presumed that the tanks will have been removed by that time. The representative or owner is requested to make a full report. If it appears that there has been no progress, the matter will be referred to the Township Board for final action.~~

**2. CASE NO. 2014-1: 3502 MULHEARN (HOUSE/FIRE)**

Mr. Yonker stated that Mr. Veen left a message at 1:00 p.m. that he was not able to attend the meeting because of a job conflict and stated that he felt he was making progress but did not leave any details regarding what progress was being made.

Jim Yonker stated that he inspected the property on December 31, 2014, although he did not enter the building. He did look through the windows and did not see that there appeared to be any progress or work being done since the last meeting.

The Building Official Mr. Reitenour stated that he stopped by the property on January 13, 2015 and did not see any progress being made.

Connie Butler, a neighbor, stated that the rubbish is still in the driveway and has not been removed since the last meeting. She also stated that there seemed to be no apparent progress being made on the house. The Building Official stated that there is no gas or electric to the building and there is still black smoke damage on some of the walls since the fire of September 2013.

1-14-15  
USB

**DANGEROUS BUILDINGS Enforcement | EN14-06-1547**

**Property Information**

06-11-405-392      1805 GULL RD      Subdivision:  
KALAMAZOO MI, 49048      Lot:      Block:

**Name Information**

Owner: PA GULL ROAD, LLC      Phone:  
Occupant: PA GULL ROAD, LLC      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed: 11/13/2014      Date Closed:      Status: Information

**Complaint:**

1:24pm David Shaffer called - talked to Todd K.  
David Shaffer is the attorney. 4215 W. Main. 49006  
Send him minutes for the Hearings.  
Todd K. informed there is only one owner now. Which one?

Last Action Date:      Last Inspection:

Last Action:

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11-13-14

Property Information

06-11-405-392      1805 GULL RD      Subdivision:  
KALAMAZOO MI, 49048      Lot:      Block:

Name Information

Owner:      PA GULL ROAD, LLC      Phone:  
Occupant:      PA GULL ROAD, LLC      Phone:  
Filer:      Phone:

Enforcement Information

Date Filed:      11/12/2014      Date Closed:      Status: Meeting

Complaint:  
USB Hearing - no one present - Todd K talked with Dave shaffer - re: soil samples - poss gas station or used car lot?? to report at next USB on Jan. 14, 2015.  
11/12/2014 USB minutes - Fire Marshal Kowalski stated that Mr. Shafer had called and that the tanks have not been removed. They have obtained a permit and are waiting for the contractor to remove the tanks by the end of the month. A report is to be made at the next meeting by Mr. Shafer.

Last Action Date:      Last Inspection:

Last Action:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11-12-14

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD NOVEMBER 12, 2014**

**Re: CASE NOS. 2013-1; 2014-1; 2014-2 AND 2014-5**

An Unsafe Building Hearing was held on Wednesday, November 12, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jim Yonker, Assessor; Jerry Reitenour, Building Inspector; John K. Lohrstorfer, Township Attorney; Judy Vernagallo, staff member; and three additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of September 17, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for Wednesday, January 14, 2015 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD (COMMERCIAL)**

Fire Marshall Kowalski stated that Mr. Shafer had called and that the tanks have not been removed. They have obtained a permit and are waiting for the contractor to remove the tanks by the end of the month. A report is to be made at the next meeting by Mr. Shafer.

11-12-14

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD SEPTEMBER 17, 2014**

**Re: CASE NOS. 2013-1; 2014-1; 2014-2, 2014-4 AND 2014-5**

An Unsafe Building Hearing was held on Wednesday, September 17, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jim Yonker, Assessor; John K. Lohrstorfer, Township Attorney; and three additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of July 9, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for Wednesday, November 12, 2014 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD (COMMERCIAL)**

David Shafer was present. He stated that the product from the gas tanks has been removed. They have submitted RFPs to several removal firms to have the gas tanks removed and have prepared a 30-day removal notice to the State. He will keep Fire Marshal Kowalski up to date and informed of the progress on the property. The Hearing Officer told Mr. Shafer that the tanks then should be removed before the November 12<sup>th</sup> meeting date. Mr. Shafer is to make a report at that time.

**2. CASE NO. 2014-1; 3502 MULHEARN (HOUSE/FIRE)**

Mr. Dan Veen was present and explained that he has installed all new electric. The drywall is still going up and he still has not addressed the heating and vent situation. The Hearing Officer explained that at the last meeting in July he stated he would have everything completed by the end of August. Mr. Veen explained that he would have everything done within the next two weeks. The Hearing Officer requested that he draw up a letter to Fire Marshal Kowalski setting forth a plan and the completion of the plan for the corrections needed which include the HVC, drywall and flooring. Mr. Veen explained that he would e-mail that information to Fire Marshal Kowalski.

**3. CASE NO. 2014-02; 2016 N. PITCHER (COMMERCIAL BUILDING)**

No one was present. Fire Marshal Kowalski explained that more buildings are caving in and the hole in the fence is still there from July. The Hearing Officer ordered that Mr. Donaldson or some representative must appear at the November 12, 2014 hearing. If there is no progress by that time, the Hearing Officer will order that the structures be demolished and it will be referred to the Township Board for final action.

9-7-14

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JULY 9, 2014**

**Re: CASE NOS. 2013-1; 2014-01; 2014-02 AND 2014-4**

An Unsafe Building Hearing was held on Wednesday, July 9, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jerry Reitenour, Building Official; Jim Yonker, Assessor; John K. Lohrstorfer, Township Attorney; and three additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of May 21, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for September 17, 2014 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 GULL ROAD (COMMERCIAL)**

The Chairman noted that no one was present. The Chairman received an e-mail dated July 8, 2014 at 2:12 p.m. from David Shafer stating that no one would attend the hearing. There had been a problem with the scheduling of core borings and more soil borings needed to be done. They are considering razing the building and doing a new building or turning the parcel into a used car lot. The Hearing Officer ordered that Mr. Shafer get a schedule to Fire Marshal Kowalski and to the Hearing Officer Fletcher and report at the next meeting.

**2. CASE NO. 2014-1; 3502 MULHEARN (HOUSE/FIRE)**

Mr. Dan Veen was present and explained that except for the two rear windows, the windows had been installed, although the windows have not been trimmed out. Mr. Veen has obtained a building permit and he still needs to address the electrical. He considered installing new heating ducts but now he may contact a company to have the ducts cleaned. He also explained that the potential renter has rented some other dwelling. He expects to have everything completed by the end of August. Mr. Veen is to contact Building Official Reitenour at the end of August and report on the completion. Connie Butler, a neighbor, was also present and once again expressed concern about having the violations corrected in a timely manner.

**3. CASE NO. 2014-02; 2016 N. PITCHER (COMMERCIAL BUILDING)**

Jack Donaldson was present. He explained that there are two companies now that have expressed interest in purchasing the property. He had repaired the fencing but it had been torn down. The gate on the fence is locked. Fire Marshal Kowalski noted there is a hole in the fence which is a problem because people are still getting into the property and the police have been called out to the property several times. Mr.

7-9-14

## Judy Vernagallo

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**From:** David Shafer <pirate4dls@gmail.com>  
**Sent:** Tuesday, July 08, 2014 2:12 PM  
**To:** Judy Vernagallo  
**Subject:** USB - 180S Gull Rd./ July 9 , 2014 Hearing Information

To the Dangerous Buildings Board.

Due to a communications problem between our office, the consultant and the drilling firm, the scheduling of the core borings has been delayed. I believe we have worked through the problem and will advise you as to the revised schedule. At this juncture, we have nothing new to report and understand through staff that we will not be required to attend tomorrow's meeting.

Thank You for Your Consideration,

David L. Shafer, Non-Attorney Associate to  
Joseph C. McCully, Jr.

2-8-14

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD MAY 21, 2014**

**Re: CASE NOS. 2013-1; 2013-2; 2013-3; 2014-01; 2014-02; 2014-3 AND 2014-4**

An Unsafe Building Hearing was held on Wednesday, May 21, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jerry Reitenour, Building Official; Jim Yonker, Assessor; John K. Lohrstorfer, Township Attorney; and six additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of March 19, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for July 9, 2014 at 3:00 p.m. at the Township Hall.

**1. CASE NO. 2013-1; 1805 FULL ROAD (COMMERCIAL)**

The Chairman announced that he had received a letter from Attorney Joseph C. McCully. The letter stated that residue products and other liquids had been removed from the underground storage tanks. They also have contracted with an environmental group to conduct Phase I and Phase II environmental studies. Site work is expected to be completed before July 1, 2014. The Fire Marshal reported that everything they said they were going to address has been done so far and the Hearing Officer ordered that a report be made at the next meeting.

5-21-14

**JOSEPH C. MC CULLY, JR.  
ATTORNEY AT LAW  
4215 WEST MAIN STREET  
KALAMAZOO, MI 49006**

**MEMORANDUM VIA E-MAIL**

**DATE:** May 20, 2014

**TO:** Messers: Lohrstorfer and Fletcher

**FROM:** David Shafer, Non-Attorney Associate to Joseph C. McCully, Jr.

**SUBJECT:** Dangerous Building Hearing Re: 1805 Gull Road

**COPIES:** Imad Farran, Todd Kowalski via e-mail

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Dear Messers: Lohrstorfer and Fletcher

Thank you for allowing us to "attend" Wednesday's hearing by way of e-mail response. I have an unavoidable conflict tomorrow.

Since we last met, we have completely removed any residual product and other liquid from the underground storage tanks at 1805 Gull Road and have taken steps to prohibit intrusion of surface water. Further, we have removed the dispensing units and secured the piping associated therewith.

We have also contracted with Eric Larcinese of Holocene Environmental, LLC to conduct Phase 1 and Phase 2 environmental studies at that location. We expect the on-site work to be completed before July 1, 2014 depending on unforeseen site conditions. In the event environmental contamination is discovered above acceptable levels, we will file the requisite notices and advise you as to our proposed work plan to address those issues.

We would also propose that you adjourn this matter from future hearings until our work is complete. In the event work is delayed for any reason, I will keep you informed via e-mail. If you have any questions, please reach me on my cell at 269-365-2936.

Once Again, Thank You,

/s/

David Shafer, Non-Attorney Associate to  
Joseph C. McCully, Jr

*ATY of c.  
365-2936  
5-20-14*

PHONE: 269-372-3521

FAX: 269-762-5544

E-MAIL: [pirate4dls@gmail.com](mailto:pirate4dls@gmail.com)

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD MARCH 19, 2014**

**Re: CASE NO's. 2010-1; 2013-1; 2013-2; 2013-3; 2014-01; 2014-02**

An Unsafe Building Hearing was held on Wednesday, March 19, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jerry Reitenour, Building Official; Jim Yonker, Assessor; John K. Lohrstorfer, Township Attorney; and six additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of January 8, 2014 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for May 21, 2014 at 3:00 p.m. at the Township Hall.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Mr. Imad Farrow was present along with Attorney Dave Shafer, of Kalamazoo. Mr. Shafer stated he has been working with his client and they will check the gasoline tanks within the next 30 days. They are not aware of any petroleum release reported on the site. They are still looking at various options as to what has to be done with the tanks, including removal.

Mr. Shafer will be in contact with the Fire Marshal to coordinate any remedial action that may have to be done on the site.

The Hearing Officer thanked both Imad and Mr. Shafer and explained it was important to start making progress on the site and get the tank issue resolved as soon as possible.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JANUARY 8, 2014**

**Re: CASE NO's. 2010-1; 2013-1; 2013-2; 2013-3; 2014-1**

An Unsafe Building Hearing was held on Wednesday, January 8, 2014, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jerry Reitenour, Building Official; Roxanne Seeber, Township Attorney, and five additional persons.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of November 13, 2013 were approved by the Hearing Officer as submitted. The next hearing date is scheduled for March, 19, 2014 at 3:00 p.m. at the Township Hall.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Imad Farrow, the property owner reported he is still trying to get a loan. There have been no new changes. Also the owner is still waiting on the DEQ to review. The Hearing Officer ordered that this would be reviewed again on March 19, 2014. The group discussed with the property owner the number and type of underground oil tanks and whether they had to be removed. The property owner understood that they could remain if another gas station were to be put on the property. The Fire Marshal indicated that there had been leaking in at least one of the tanks. He expressed concern as to whether another gas station was a possibility. The property owner indicated that the property was up for sale and that he would take any reasonable offer on it at this point.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD NOVEMBER 13, 2013**

**Re: CASE NO'S: 2010-1, 2013-1, 2013-2, 2013-3**

An Unsafe Building Hearing was held on Wednesday, November 13, 2013 commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer, Jim Yonker, Assessor, Todd Kowalski, Fire Marshal, Jerry Rettenour, Building Official, John K. Lohrstorfer, Township Attorney, and four visitors.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of September 11, 2013 were approved by the Hearing Officer as presented. The next hearing date is scheduled for January 8, 2014 at 3 p.m.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

The property owner reported he is still trying to get a loan. There have been no new changes. Also the owner is still waiting on the DEQ to review. The Hearing Officer ordered that this would be reviewed again on January 8, 2013 meeting.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD SEPTEMBER 11, 2013**

**Re: CASE NOS. 2010-1; 2013-1; 2013-2; 2013-3**

An Unsafe Building Hearing was held on Wednesday, September 11, 2013, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Jim Yonker, Assistant Assessor; and John K. Lohrstorfer, Township Attorney.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of July 10, 2013 were approved by the Hearing Officer as presented. The next hearing date was scheduled for November 13, 2013 at 3 p.m.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Mr. Imad Farran was present and informed the Hearing Officer that he, once again, was still trying to get financing. Although he has not contacted the DEQ as requested, he has contacted a person that removes gasoline storage tanks.

After further discussion, the Hearing Officer ordered that he report at the November 13, 2013 meeting.

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JULY 10, 2013**

**Re: CASE NOS. 2010-1; 2013-1; 2013-2; 2013-3**

An Unsafe Building Hearing was held on Wednesday, July 10, 2013, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Jim Yonker, Assistant Assessor; Jerry Reitenour, Building Official, and John K. Lohrstorfer, Township Attorney.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of June 5, 2013 were approved by the Hearing Officer as presented. The next hearing date was scheduled for September 11, 2013 at 3 p.m.

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**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Mr. Imad Farran was present and informed the Hearing Officer that he was still looking for financing but the building was properly secured.

The Fire Marshall informed him that he needed to contact the DEQ and DELAG regarding the status of the underground tanks. State law requires that when the tanks have not been used for more than a year, they must be inspected.

Mr. Farran stated he would contact the DEQ.

The Hearing Officer ordered that a report be made at the September 11, 2013 meeting on the status of the building and tanks.

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**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD JUNE 5, 2013**

**Re: CASE NOS. 2010-1; 2010-5; 2013-1**

An Unsafe Building Hearing was held on Wednesday, June 5, 2013, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Ruth Blake, Township Assessor; Jim Yonkers, Assistant Assessor; and John K. Lohrstorfer, Township Attorney.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of May 1, 2013 were approved by the Hearing Officer as presented. The next hearing date was set for July 10, 2013 at 3 p.m.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Mr. Imad Farran was present along with the owner Belal Asad Mitersea who is the current owner and who bought the property on land contract 4 years ago.

Mr. Farran explained that the property is being considered by another buyer. At this time Mr. Mitersea is the present owner.

Mr. Mitersea reported that for the past two years he has been trying to obtain a loan but the banks have been reluctant to loan to gas stations.

The windows have been sealed with plywood and he is waiting for bank financing. He should know within the next 6 to 8 weeks.

Fire Marshal Kowalski inquired as to whether there is any gasoline left in the underground tanks.

Mr. Mitersea stated he was not aware whether or not there was any gasoline products in the tanks. He also presented some preliminary plans for a new station. He stated his intent was that if they get the financing, he would tear down the gas station and put in new tanks and hopefully operate a brand new gas station.

Fire Marshal Kowalski announced that the Bureau of Fire Services is the organization that is handling the underground tanks.

After further discussion, the hearing officer ordered that a report be made by Mr. Farran or the owner, Mr. Mitersea, at the July 10, 2013 meeting. In the meantime, if they have information regarding successfully obtaining the loan, they were to contact Mr. Kowalski.

There being no further business to come before the meeting, the hearing was adjourned at 3:40 p.m.

CHARTER TOWNSHIP OF KALAMAZOO

Bruce Fletcher, Hearing Officer

Charter  
**Township**  
of Kalamazoo

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

May 9, 2013

Mr. Imad Farran  
6039 Avon  
Portage, MI 49024

Re: 1805 Gull Road - Case 2013-1

Dear Mr. Farran:

Pursuant to the conversation, with Judy, on May 2, 2013, she informed you that our office would need a copy of the deed where PA Gull Road, LLC, sold the property to Amer Y. Farran.

The fax we received was a sales agreement, she checked with the Assessor's office and they informed her, we would need to receive a copy of the deed before any names can be changed on the property at 1805 Gull Road.

Notices for an Unsafe Building Hearing scheduled for June 5, 2013, will be sent to all persons involved with the property.

Enclosed is a copy of the original notice to appear and the Unsafe Building Minutes from the May 1, 2013 hearing.

Thank you for your cooperation in this matter.

Sincerely,

*Ronald E. Reid*

Ronald Reid, Supervisor

cc: PA Gull Road, LLC, Belah Mheisen,  
Rominana Farran  
Amer Y. Farran

(e-mailed to John L, Atty, Bruce F., Ruth B. - mailed copies also.)

4-9-B

Mc  
5-3-2013  
AM

**KALAMAZOO CHARTER TOWNSHIP**

**UNSAFE BUILDING HEARING**

**MINUTES OF HEARING HELD MAY 1, 2013**

**Re: CASE NOS. 2010-1; 2010-5; 2013-1**

An Unsafe Building Hearing was held on Wednesday, May 1, 2013, commencing at 3 p.m. at the Kalamazoo Charter Township Hall within the Township.

Present were Bruce Fletcher, Hearing Officer; Todd Kowalski, Fire Marshal; Ruth Blake, Township Assessor; and John K. Lohrstorfer, Township Attorney.

The Hearing Officer called the meeting to order at 3 p.m. The minutes of March 13, 2013 were approved by the Hearing Officer as presented.

**CASE NO. 2013-1; 1805 GULL ROAD (COMM)**

Fire Marshal Kowalski reported that a certified letter was sent on April 12, 2013 and the "received card" came back on April 15, 2013. The person signing for the letter was Romiana Farran. Regular mail was also sent to the address and not returned. The structure is an old gas station which was cited for "open to casual entry and a state of disrepair". Underground fuel tanks are still in place with an unknown quantity of fuel. Fire Marshal Kowalski has contacted the DEQ because of the underground tanks. It was noted that there has been some plywood placed on the structure to keep it from casual entry. However, it could still be open for entry.

The Hearing Officer ordered that the structure be secured and closed to casual entry and that the underground fuel tanks be removed.

It was announced by the Hearing Officer that the next unsafe building hearing will be held on June 5 with an additional meeting scheduled for July 10, 2013, both starting at 3 p.m.

There being no further business to come before the meeting, the hearing was adjourned at 3:45 p.m.

CHARTER TOWNSHIP OF KALAMAZOO

\_\_\_\_\_  
Bruce Fletcher, Hearing Officer

5-1-14

**NOTICE OF HEARING AND NOTICE TO APPEAR CONCERNING**

**DANGEROUS BUILDING**

**TO: Rominana Farran  
1455 Kelveve Ave.  
Portage, MI 49024**

**RE: 1805 Gull Rd. Parcel 3906-11-405-392 Case# 2013-1**

**Please take notice that the building(s) or structure(s) located at 1805 Gull Rd. within the Charter Township of Kalamazoo, Kalamazoo County, Michigan, are **DANGEROUS BUILDINGS** in violation of Charter Township of Kalamazoo Ordinance # 288 Dangerous Buildings Ordinance.**

**A copy of the ordinance is enclosed.**

- #1 Building - Commercial was declared dangerous on April 9, 2013.**
- #2 Building is open to casual entry and in a state of disrepair.**
- #3 The underground fuel tanks are still in place with an unknown quantity of fuel left in them.**
- #4 We have been unable to make contact with the owner on record by telephone.**

**Photos of the property were taken and attached.  
Attached copy of letter from Fire Marshal Todd Kowalski.**

**Please take further notice that a hearing will be held before a Hearing Officer on the 1st May, 2013 commencing at 3:00 P.M. at the Kalamazoo Charter Township Hall, 1720 Riverview Dr., Kalamazoo, Mi. to show cause why the building or structure should not be demolished or otherwise made safe.**

**Please take further notice that the Township Hearing Officer will take testimony from the Building Inspector and from all interested parties concerning the same, and thereafter shall render his decision either closing the proceedings or ordering the building to be demolished or otherwise made safe.**

**Please take further notice that your refusal to attend this hearing or to comply with the decisions of the Hearing Officer may result in the structure or building being demolished or made safe by action of the Township Board and the cost thereof being assessed upon tax rolls as a lien against the property.**

**Fire Marshall - Todd Kowalski**

**Tel. # 269-381-8080  
Date: April 10, 2013**

**cc: Ron Reid, Supervisor  
George Cochran, Treasurer  
Don Thall, Clerk**

4  
2580.00



2006-040349  
Page: 1 of 4  
09/12/2006 01:32P

PINNACLE TITLE MD-Kalamazoo ROD

ROLL	MAP	CARD	IBM	Assoc re.Ord
	✓	✓	✓	
FILE # 2896300 G				
2006-11-405-300				

COPY

### WARRANTY DEED

**Grantor(s)**, IMAD FARRAN and AMAL AYASH\*, husband and wife, whose address is 6039 Avon Street, Portage, Michigan 49024 Convey and Warranty to  
**Grantee**, PA GULL ROAD, LLC, a Michigan limited liability company, of 1805 Gull Road, Kalamazoo, Michigan 49048, the real property situated in the Township of Kalamazoo, Kalamazoo County and State of Michigan, described as set forth on Exhibit "A" attached hereto.

The consideration for this transfer is Three Hundred Thousand Dollars (\$300,000.00).

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act. The Grantor(s) grant(s) to the Grantee(s) the right to make four (4) division(s) under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

\*AMAL AYASH, one of the Grantors herein, is the wife of IMAD FARRAN and joins in this conveyance for the purpose of barring any and all dower interest she might have in the above described property.

Dated this 17<sup>th</sup> day of February, 2006.

*Imad Farran*  
 \_\_\_\_\_  
 IMAD FARRAN

*Amal Ayash*  
 \_\_\_\_\_  
 AMAL AYASH

STATE OF MICHIGAN                    )  
   )SS.  
 COUNTY OF KALAMAZOO                )

The foregoing instrument was acknowledged before me this 17<sup>th</sup> day of February, 2006 by IMAD FARRAN and AMAL AYASH, husband and wife, known to me to be the persons executing this document of their free will and deed.

*Michele C. Marquardt*  
 \_\_\_\_\_

Michele C. Marquardt, Notary Public  
 Kalamazoo County,  
 My commission expires: 5/4/2012  
 Acting in Kalamazoo County, Michigan

Drafted by and when recorded, return to:  
 Michele C. Marquardt, Esq.  
 DeMent and Marquardt, P.L.C.  
 211 E. Water Street, Ste. 401  
 Kalamazoo, Michigan 49007  
 (269) 343-2106

\*Type or print names under signature

*Cert # 218588*

STATE OF MICHIGAN



REAL ESTATE  
TRANSFER TAX

Kalamazoo  
09/12/2006  
182596

\$330.00 -C  
 \$2250.00 -S  
 #299549

700-11071

**Property Information**

11-405-392      1805 GULL      Subdivision:  
KALAMAZOO MI, 49048      Lot:      Block:

**Name Information**

Owner: PA GULL ROAD, LLC      Phone:  
Occupant: PA GULL ROAD, LLC      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed: 05/02/2013      Date Closed:      Status: INFO RECEIVED

**Complaint:**

10:00AM IMAD FARRAN CALLED (CELL # 269-808-6697)(BROTHER-IN-LAW) HE JUST FOUND OUT ABOUT THE HEARING YESTERDAY - WANTS TO KNOW WHAT HAPPENED AT THE HEARING -- IMAD SOLD TO BELAH MHEISEN SEVERAL YRS AGO - BELAH MHEISEN SOLD - JAN 25, 2013 TO AMER FARRAN (BROTHER-IN-LAW) (BELAH, CELL # 313-218-0481) IMAD FAXED US COPY OF SALES AGREEMENT - THIS NOT A DEED. WE NEED A COPY OF THE DEED TO CHANGE THE NAME ON THE PROPERTY. GAVE INFO TO TODD K TO CALL AMAD. PLEASE CALL IMAD FARRAN AT 269-808-6697, TO TELL HIM WHAT HAPPENED AT THE HEARING YESTERDAY.

Last Action Date:      Last Inspection:

Last Action:

10:23A      TO JOHN  
5-3-2013 JOHN my NOTES - Judy V + NAMES + ADDRESSES  
+ COPY OF SALES AGREEMENT.      FOR YOUR FILE

Me  
5-2-2013

# FAX

<b>To:</b>	Township of Kalamazon	<b>From:</b>	Imad Furrar
<b>Fax:</b>	269-381-3550	<b>Pages:</b>	6
<b>Phone:</b>	269-381-8080	<b>Date:</b>	5.2.2013
<b>Rc:</b>	1805 Gull Rd.	<b>CC:</b>	

Urgent   
  For Review   
  Please Comment   
  Please Reply   
  Please Recycle

**Comments:**

Attn.: Judy

As per our conversation enclosed a copy of the Sales Agreement but a closing date havenot been set after talking to my attorney Michael Holmes at DeMent and Marquardt, PLC 269-343-2106.

THIS IS A SALES AGREEMENT  
NOT A DEED.

5.2.2013

Me  
5-2-2013

SALES AGREEMENT

**AGREEMENT FOR SALE AND  
PURCHASE OF REAL ESTATE**

This Agreement is made this 25 day of January, 2013, by and between PA GULL ROAD, LLC, a Michigan limited liability company of 4415 W Vernor, Detroit, Michigan 48209 ("Seller"), and AMER YOUSSEF FARRAN of 7106 Appoline Street, Dearborn, Michigan 48126 ("Buyer"). Buyer agrees to buy from Seller and Seller agrees to sell a parcel of real property located in the Township of Kalamazoo, County of Kalamazoo, State of Michigan legally described as:

See attached Exhibit A for legal description

1. **Purchase Price.** Purchase price for the property is Two Hundred Thousand Dollars (\$200,000).
2. **Terms.** The full purchase price shall be paid upon execution and delivery of a good and sufficient Warranty Deed.
3. **Inspections.** Buyer acknowledges that it has been advised to have the Property and inspected for structural integrity, condition of mechanical systems, environmental status, pests, health and safety by licensed inspectors and/or appropriately licensed individuals of Buyer's choice. All such inspections shall be at Buyer's expense. If such inspections reveal any infestation or unacceptable structural, mechanical, environmental, health or safety conditions, Buyer shall furnish Seller with a copy of the inspection report and a written estimate of the cost of the requested corrective action and/or repairs. These documents must be received by Seller no later than ten (10) days after the execution date of this Agreement. Seller shall respond in writing to Buyer within five (5) days after the receipt of such documents as to whether Seller will agree to pay for the requested corrective action and/or repair of the Property in accordance with the inspection report and estimates. If Seller does not agree, Buyer shall have the right to terminate this Agreement. Such election by Buyer must be in writing and received by Seller not later than the tenth (10th) day after the initial inspection report and estimate were furnished to Seller.  
  
Buyer agrees that the contingency provided by this paragraph shall be deemed to have been waived if (1) Buyer fails to provide an inspection report and written estimate within ten (10) days after the execution date of this Agreement, or (2) Buyer fails to terminate this Agreement in writing within ten (10) days after submitting such report and estimates, in the event Seller does not agree to take corrective action.  
  
If this contingency is waived, or if Buyer elects to close notwithstanding any report of infestation or poor condition, Buyer shall be deemed to have accepted the Property in its "as is" condition as of the Closing Date.  
  
Buyer is solely responsible for obtaining such inspection reports and estimates as it deems necessary, and shall be exclusively responsible for obtaining and supervising any necessary or desired corrective action or repairs.
4. **Disclosure Statement.** Seller has provided Buyer with a Disclosure Statement which is attached to the Agreement.

5. Taxes and Assessments. Current real estate taxes, except special assessments, shall be pro-rated to the Closing Date and shall be deemed to cover the calendar year in which they become due and payable. Taxes shall be deemed due and payable as follows: County (winter) taxes, December 1; City (summer) taxes, July 1. The balance amount owing of the lien of any special assessments existing prior to the Closing Date shall be paid by Seller at closing.

6. Proof of Title. As evidence of marketable title, Seller shall obtain at Seller's expense an Owner's Policy of Title Insurance. If it is determined that title is not marketable, Seller will have thirty (30) days to remedy the defects. If Seller is unable to cure the defects within thirty (30) days, Buyer's deposit will be refunded in full, and this Agreement shall be terminated unless Buyer waives the contingency and agrees to accept title with the defect on title.

7. Closing. This sale shall be closed as soon as possible, but not later than January 15, 2013 (the "Closing Date"); except, if the closing of the sale is delayed due to correctable title defects, as provided in paragraph six (6) above. Closing of the sale shall be held at the offices of any title company issuing an Owner's Policy of title insurance, or at the offices of Counsel for Buyer or Seller as mutually agreed. Buyer agrees to pay any closing fee charged by the closing office.

8. Possession of Property. Possession of the Property shall be given to Buyer at the closing.

9. Default. If Buyer defaults, Seller may enforce this Agreement, or may declare Buyer's right to purchase terminated and keep the earnest money, or may pursue its other legal remedies. If Seller defaults, Buyer may demand return of the earnest money and may bring any and all actions to enforce this Agreement in equity or at law.

10. Casualty. In the event that, on or before the Closing Date, any buildings or other improvements on the Property shall be damaged by fire, storm or other casualty, and the cost to repair such damage is in excess of ten percent (10%) of the purchase price, either party shall have the right to rescind this Agreement by written notice to the other party within seven (7) days after receiving notice of the casualty, and Buyer shall be entitled to a refund of Buyer's earnest money.

11. Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signatures of each party were upon the same document.

12. Prior Offers. This Agreement terminates any prior offers or counter offers between the parties for the Property.

13. Facsimile Communications. The parties agree that the Agreement may be delivered by use of a facsimile mail, and signatures, initials and modifications shall be deemed to be valid and binding upon the parties as if the original signatures, initials and modifications present on the documents in the handwriting of each party. Neither party shall assert the Statute of Frauds or non-enforceability or invalidity of this Agreement because of facsimile copies being used, and both parties specifically waive and relinquish any such defense. Each party agrees to provide an original signed document to the other party upon request.

14. **Earnest Money.** Buyer deposits Zero Dollars (\$0) with Seller as earnest money evidencing Buyer's good faith. If the sale is not closed due to a failure to satisfy contingencies specified in this Agreement for reason other than the fault of Buyer, the earnest money shall be refunded to Buyer. If the sale is closed pursuant to the terms and conditions of this Agreement, the earnest money will be applied to the purchase price at closing. When this Agreement is signed by both parties, Buyer and Seller agree that it shall be a binding agreement for the sale and purchase of the Property for themselves, their heirs, successors and legal representatives.

15. **Attorney Review.** Each party has three (3) business days to have this Agreement reviewed and revised by counsel. Thereafter, the terms of this Agreement are as executed, unless amended in writing by both parties.

**SELLER:**

PA GULL ROAD, LLC

Date: 11/25, 2013

By: Belal Mheison  
Its: Member

**BUYER:**

Date: 11/25, 2013

Amer Youssef Farran

Exhibit A  
Store #1473

The land situated in the Township of  
Kalamazoo, County of Kalamazoo, State of Michigan, and described as follows:

PARCEL 1:

Commencing at the Southwest corner of Lot 40 of Assessor's Plat of Gull Heights, according to the plat thereof recorded in Liber 13 of Plats, Page 13, Kalamazoo County Records, for point of beginning; thence Northwesterly along the Westerly line of said Lot 40, 180.62 feet; thence North 58 degrees 05 minutes East to the Northwesterly corner of Lot 39 of Assessor's Plat of Gull Heights; thence Southeasterly along the Westerly line of said Lot 39 to the Southwesterly corner of said Lot 39; thence Southwesterly along the Southerly line of said Lot 40 and adjacent to Gull Road to point of beginning.

PARCEL 2:

That part of Lot 40 of the Assessor's Plat of Gull Heights, which lies Southerly of a line extended North 58 degrees 05 minutes East from the Northeastly corner of Lot 39, of the Assessor's Plat of Gull Heights to the Westerly boundary of Lot 38 of the said Assessor's Plat of Gull Heights.

PARCEL 3:

Beginning on the Northerly line of the Gull Road at a point 555.12 feet South 58 degrees and 5 minutes West of the intersection of the Northerly line of the Gull Road and the East line of the West 1/2 of the Southeast 1/4 of Section 11, Town 2 South, Range 11 West; and running thence South 58 degrees and 5 minutes West along the Northerly line of the Gull Road 60 feet; thence North 29 degrees and 2 minutes West 180 feet; thence North 58 degrees and 5 minutes East 60 feet; thence South 29 degrees and 2 minutes East 180 feet to the place of beginning. The above is the intent to describe Lot 39 of the Assessor's Plat of Gull Heights.

EXCEPT:

That part of the following described Tract, "A" which lies Southerly of a line 50 feet Northerly of (measured at right angles and parallel to) the survey line of Highway M-43.

Tract "A": Commencing at the Southwest corner of Lot 49 of Assessor's Plat of Gull Heights, according to the plat thereof recorded in Liber 13 of Plats, Page 13, Kalamazoo County Records, for point of beginning; thence Northwesterly along the Westerly line of said Lot 40, 180.62 feet; thence North 58 degrees 05 minutes East to the Northwesterly corner of Lot 39 of Assessor's Plat of Gull Heights; thence Southeasterly along the Westerly line of said Lot 39 to the Southwesterly corner of said Lot 39; thence Southwesterly along the Southerly line of said Lot 40 and adjacent to Gull Road to point of beginning.

Also, that part of Lot 40 of the Assessor's Plat of Gull Heights, which lies Southerly of a line extended North 58 degrees 05 minutes East from the Northeastly corner of Lot 39, of the Assessor's Plat of Gull Heights to the Westerly boundary of Lot 38 of the said Assessor's Plat of Gull Heights.



**NOTICE OF HEARING AND NOTICE TO APPEAR CONCERNING**

**DANGEROUS BUILDING**

**TO: PA GULL ROAD, LLC  
Rominana Farran c/o  
1455 Kelveve Ave.  
Portage, MI 49024**

**RE: 1805 Gull Rd. Parcel 3906-11-405-392 Case# 2013-1**

**Please take notice that the building(s) or structure(s) located at 1805 Gull Rd. within the Charter Township of Kalamazoo, Kalamazoo County, Michigan, are **DANGEROUS BUILDINGS** in violation of Charter Township of Kalamazoo Ordinance # 288 Dangerous Buildings Ordinance.**

**A copy of the ordinance is enclosed.**

- #1 Building - Commercial was declared dangerous on April 9, 2013.**
- #2 Building is open to casual entry and in a state of disrepair.**
- #3 The underground fuel tanks are still in place with an unknown quantity of fuel left in them.**
- #4 We have been unable to make contact with the owner on record by telephone.**

**Photos of the property were taken and attached.  
Attached copy of letter from Fire Marshal Todd Kowalski.**

**Please take further notice that a hearing will be held before a Hearing Officer on the 1st May, 2013 commencing at 3:00 P.M. at the Kalamazoo Charter Township Hall, 1720 Riverview Dr., Kalamazoo, MI. to show cause why the building or structure should not be demolished or otherwise made safe.**

**Please take further notice that the Township Hearing Officer will take testimony from the Building Inspector and from all interested parties concerning the same, and thereafter shall render his decision either closing the proceedings or ordering the building to be demolished or otherwise made safe.**

**Please take further notice that your refusal to attend this hearing or to comply with the decisions of the Hearing Officer may result in the structure or building being demolished or made safe by action of the Township Board and the cost thereof being assessed upon tax rolls as a lien against the property.**

**Fire Marshall - Todd Kowalski**

**Tel. # 269-381-8080**

**Date: April 10, 2013**

**April 16, 2013 - (resent notice w/PA Gull Road, LLC on it)**

**cc: Ron Reid, Supervisor  
George Cochran, Treasurer  
Don Thall, Clerk**

**COPY**

*Charter*  
**Township**  
*of Kalamazoo*

**FIRE DEPARTMENT**  
1720 Riverview Drive  
Kalamazoo, Michigan 49004

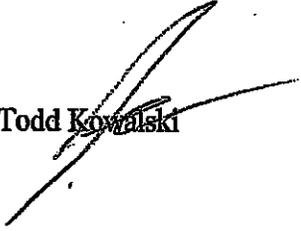
Telephone: (269) 381-8080  
Fax: (269) 381-3550  
Emergency 911

April 9, 2013

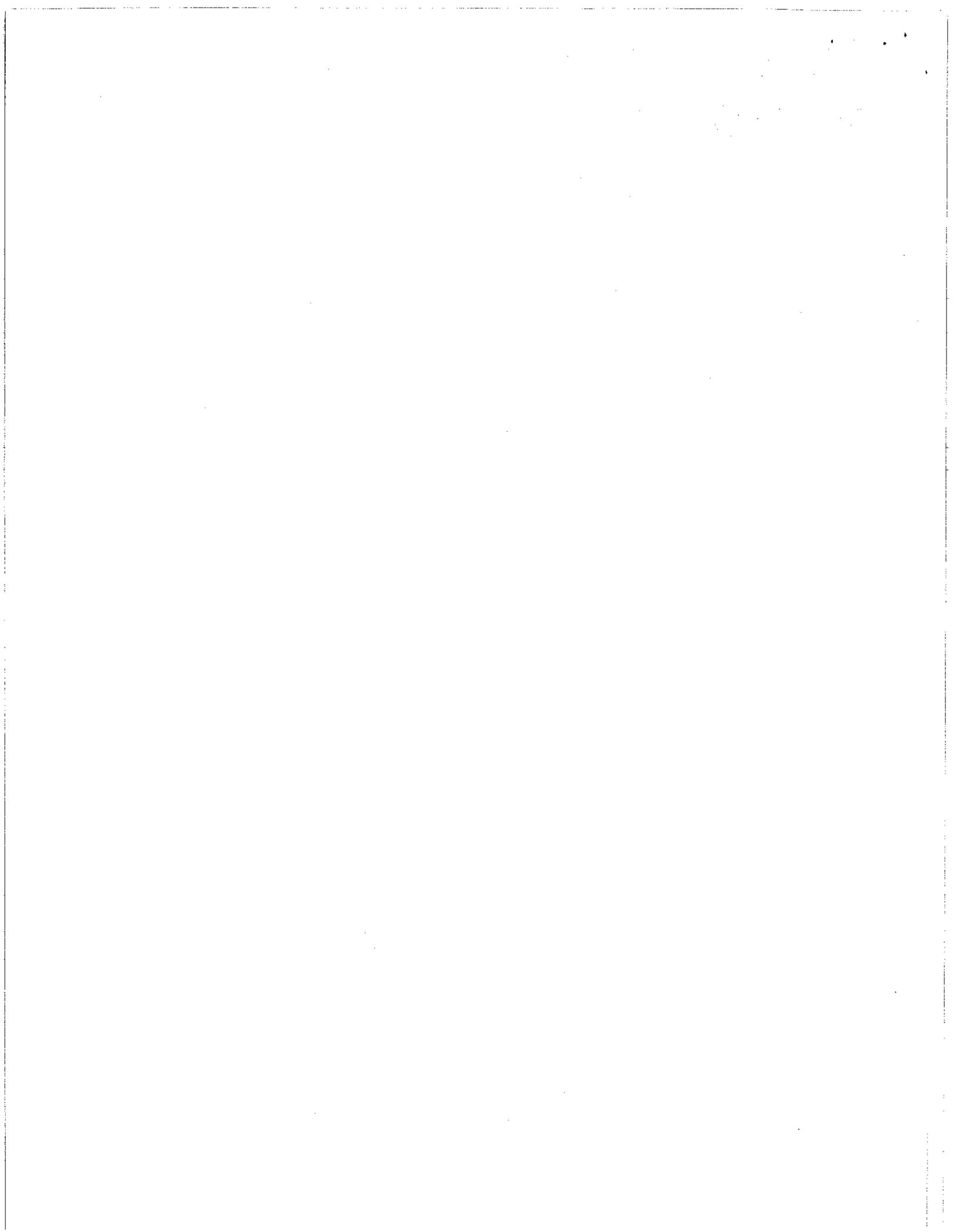
On April 9, 2013 a fire safety inspection was conducted at 1805 Gull Road. The business is now vacant and the following was noted:

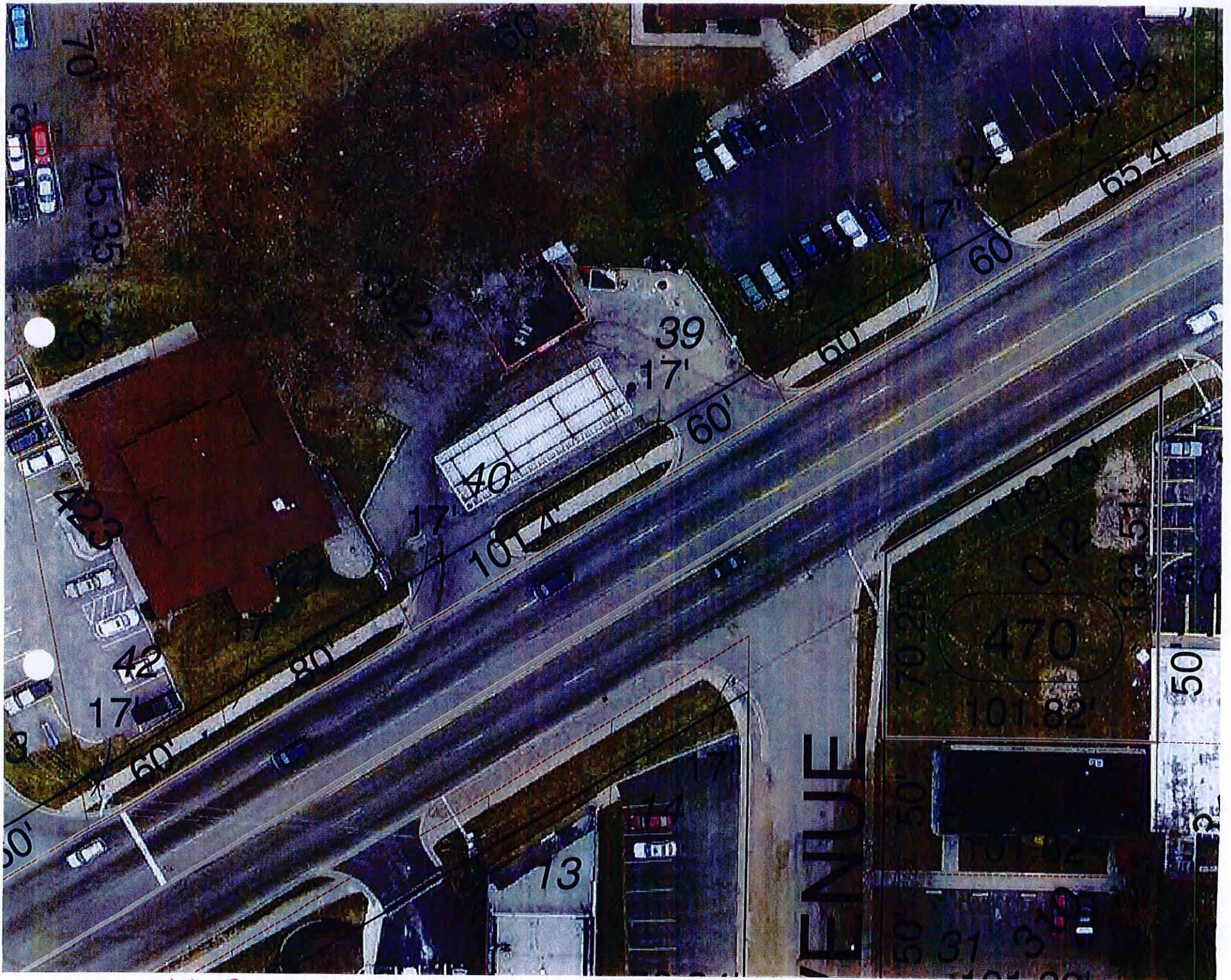
1. The building is open to casual entry and in a state of disrepair
2. The underground fuel tanks are still in place with an unknown quantity of fuel left in them.
3. Have been unable to make contact with the owner on record by telephone

Photo's of the property were taken and are enclosed. I will still attempt contact with the owner on record.

  
Todd Kowalski

**Properly working smoke detectors and residential sprinklers save lives**  
Email: [tckowalski@ktpw.org](mailto:tckowalski@ktpw.org) Office 269-381-8080 ext. 115





1805 6011 RD

1805 GULL RD.  
11316



1-13-2016

CLARK

QUALITY GAS

ON  
THE GO

CLARK

11-17-15

1805 GULL ROAD

11-1715 11-465 392



11-17-15



9-15-2015

180.5 call

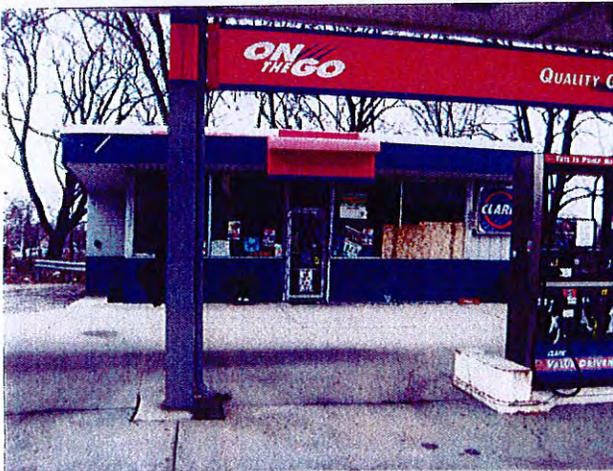
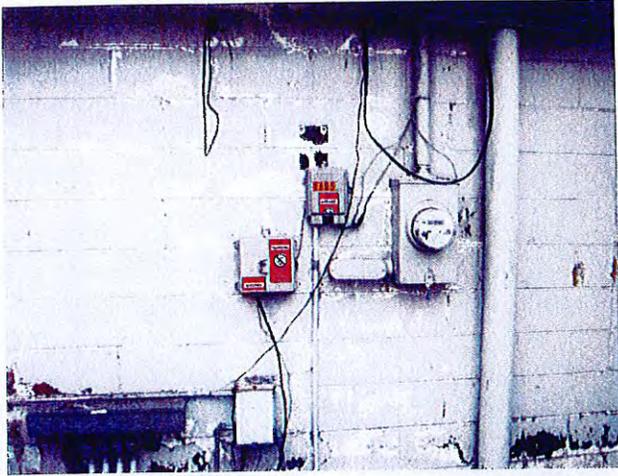


9-14-2015

102 x 1.11



1805 Guiz Road  
5-13-15



4-9-2019



# KALAMAZOO CHARTER TOWNSHIP

## BOARD AGENDA ITEM

**BOARD MEETING DATE:** March 14, 2016

**SUBJECT:** Dangerous Buildings

**SPECIFIC ACTION REQUESTED:** Determine whether to uphold and enforce January 15, 2016 Dangerous Buildings Hearing Officer's Orders to Raze as to 1805 Gull Road (gas station) and 625 Gayle (house); authorize Supervisor to sign the Orders of the Township Board.

### **OTHER PERTINENT INFORMATION:**

625 Gayle –The Dangerous Buildings Hearing Officer determined that the house located at 625 Gayle constitutes a dangerous and unsafe building and ordered it razed on January 15, 2016. The Order has not been complied with. The Township Board is to consider whether to uphold the hearing officer's order, modify it, or to send the matter back to the hearing officer for further hearings. If the Board decides to uphold the order, a proposed Order of the Township Board is attached requiring the house to be razed by April 5, 2016. Board action may include authorizing the Supervisor to sign the order.

1805 Gull Road--- The Dangerous Buildings Hearing Officer determined that the former gas station at 1805 Gull Road constitutes a dangerous and unsafe building and ordered it razed on January 15, 2016. The Order has not been complied with. The Township Board is to consider whether to uphold the hearing officer's order, modify it, or to send the matter back to the hearing officer for further hearings. If the board decides to uphold the order, a proposed Order of the Township Board is attached requiring the building to be razed by April 5, 2016. Board action may include authorizing the Supervisor to sign the order.

**PERSON/BOARD SUBMITTING REQUEST:** Dangerous Buildings Hearing Officer Bruce Fletcher

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

**ORDER OF THE TOWNSHIP BOARD**

Parcel No.: 13-118-080

Address:625 Gayle

File # 2015-7

Owners and parties in interest in accordance with the Kalamazoo Charter Township Tax Rolls:

Jeffrey Stuart  
3714 Hoover  
Kalamazoo, MI 49008

Buildings: House

The Township Board having considered the request of Hearing Officer Bruce Fletcher to enforce his January 15, 2016 Order to Raze the structure(s) located on the property addressed as 625 Gayle within the Township at its meeting held March 14, 2016; the property owner and parties in interest having been afforded an opportunity to be heard regarding the same; the Township Board having considered the testimony, photographs and evidence presented to the Hearing Officer; the Township Board having determined to uphold the Hearing Officer's decision ordering the structure(s) located on the property to be razed; and the Township Board having been otherwise fully advised in the premises:

NOW THEREFORE it is hereby ordered that with respect to the property identified above which is legally described as

"VOSLERS ADDITION LOT 8 & N 1/2 OF LOT 9 BLK 6"

1. The house located on the property at 625 Gayle constitutes a Dangerous Building in accordance with the Dangerous Buildings provisions of the Housing Law of Michigan and Kalamazoo Charter Township Ordinance No. 288.
2. The structure(s) located on the property addressed as 625 Gayle within the Township shall be demolished and the debris created thereby removed within 21 days of March 16, 2016 (by no later than April 5, 2016).
3. The property owner has 21 days from the date of the delivery of this written decision to appeal this decision as provided in the Kalamazoo Charter Township Dangerous Buildings Ordinance and State Statutes relating thereto.

IT IS SO ORDERED.

KALAMAZOO CHARTER TOWNSHIP

Date: \_\_\_\_\_, 2016

\_\_\_\_\_  
by: Ronald E. Reid, Supervisor

I certify that the above is a true and correct copy of a decision of the Township Board relating to the property located at 625 Gayle within the Township; that the property owner was notified at least 10 days in advance of the Township Board meeting at which the decision was made in accordance with the Ordinance and Statutes relating thereto and that said meeting was held in accordance with the Open Meetings Act.

\_\_\_\_\_  
Donald Z. Thall, Clerk  
Kalamazoo Charter Township

I certify that I:

( ) posted a copy of the within Order on the property located at 625 Gayle within the Township on March \_\_\_\_, 2016 at \_\_\_\_\_ at approximately \_\_\_\_\_ o'clock a.m./p.m.

\_\_\_\_\_  
Todd Kowalski, Fire Marshal

\_\_\_\_\_  
Sean Gallagher, OEO

\_\_\_\_\_  
\_\_\_\_\_ Police Officer

AND I certify that I:

( ) sent a copy of the within Order to Jeffrey Stuart via certified mail to his home address address listed above on March \_\_\_\_, 2016.

\_\_\_\_\_  
Judy Vernagallo

\_\_\_\_\_  
Sue Ritchie

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

**ORDER OF THE TOWNSHIP BOARD**

Parcel No.: 11-405-302

Address: 1805 Gull Road

File # 2013-1

Owners and parties in interest in accordance with the Kalamazoo Charter Township Tax Rolls:

PA Gull Road, LLC  
6038 Avon St.  
Portage MI 49024

Attorney Joe McCully  
PO Box 19937  
Kalamazoo, MI 49019-0937

Buildings: Gas Station Building

The Township Board having considered the request of Hearing Officer Bruce Fletcher to enforce his January 15, 2016 Order to Raze the structure(s) located on the property addressed as 1805 Gull Road within the Township at its meeting held March 14, 2016; the property owner and parties in interest having been afforded an opportunity to be heard regarding the same; the Township Board having considered the testimony, photographs and evidence presented to the Hearing Officer; the Township Board having determined to uphold the Hearing Officer's decision ordering the structure(s) located on the property to be razed; and the Township Board having been otherwise fully advised in the premises:

NOW THEREFORE it is hereby ordered that with respect to the property identified above which is legally described as

“SEC 11-2-11 3906 11 405 392 ASSESSORS PLAT OF GULL HEIGHTS LOT 39 & THAT PART LOT 40 LYING SLY OF AN EXT E & W OF N LI LOT 39 EXC SLY 17 FT “

1. The former gas station building located on the property at 1805 Gull Road constitutes a Dangerous Building in accordance with the Dangerous Buildings provisions of the Housing Law of Michigan and Kalamazoo Charter Township Ordinance No. 288.
2. The structure(s) located on the property addressed as 1905 Gull Road within the Township shall be demolished and the debris created thereby removed within 21 days of March 16, 2016 (by no later than April 5, 2016).
3. The property owner has 21 days from the date of the delivery of this written decision to appeal this decision as provided in the Kalamazoo Charter Township Dangerous Buildings Ordinance and State Statutes relating thereto.

IT IS SO ORDERED.

KALAMAZOO CHARTER TOWNSHIP

Date: \_\_\_\_\_, 2016

\_\_\_\_\_  
by: Ronald E. Reid, Supervisor

I certify that the above is a true and correct copy of a decision of the Township Board relating to the property located at 1805 Gull Road within the Township; that the property owner was notified at least 10 days in advance of the Township Board meeting at which the decision was made in accordance with the Ordinance and Statutes relating thereto and that said meeting was held in accordance with the Open Meetings Act.

\_\_\_\_\_  
Donald Z. Thall, Clerk  
Kalamazoo Charter Township

I certify that I:

( ) posted a copy of the within Order on the property located at 1805 Gull Road within the Township on March \_\_\_\_, 2016 at \_\_\_\_\_ at approximately \_\_\_\_\_ o'clock a.m./p.m.

\_\_\_\_\_  
Todd Kowalski, Fire Marshal

\_\_\_\_\_  
Sean Gallagher, OEO

\_\_\_\_\_  
\_\_\_\_\_ Police Officer

AND I certify that I:

( ) sent a copy of the within Order to PA Gull Road, LLC and Attorney Joe McCully via certified mail to their respective addresses listed above on March \_\_\_\_, 2016.

\_\_\_\_\_  
Judy Vernagallo

\_\_\_\_\_  
Sue Ritchie

# Charter Township of Kalamazoo

FIRE DEPARTMENT  
1720 Riverview Drive  
Kalamazoo, MI 49004  
Tel: (269) 381-8080  
Fax: (269) 381-3550  
www.Kalamazootownship.org

TO: Ronald E. Reid, Township Supervisor  
FROM: David Obreiter, Fire Chief *(DOB)*  
RE: Request to Purchase Breathing Air Storage Cylinders  
DATE: March 4, 2016

As you are aware, the Township of Kalamazoo received a Federal Emergency Management Agency grant under the 2015 Assistance to Firefighters Grant Program to replace 43 self-contained breathing apparatus units.

The replacement of our breathing apparatus units not only allowed for us to become more interoperable with most of the adjoining municipalities, it also upgraded the breathing apparatus unit's technologies and safety features for our firefighters.

One of the biggest changes in the new breathing apparatus units is the operating pressure. Our previous units operated at 2,216 pounds of pressure per square inch (psi), while the new units operate at 4,500 psi. The increased pressures and cylinder sizes increased the useable breathing air from 30 minutes to 45 minutes. This increase in useable breathing air allows for a longer period of time that a firefighter can work in a fire or contaminated atmosphere and allows for a longer reserve of air to exit the danger areas in the event of an emergency.

We had developed a breathing apparatus replacement plan before receiving the FEMA grant as outlined in the 2016-2021 Kalamazoo Charter Township Capital Improvement Plan.

To facilitate the upgrade and replacement of our breathing apparatus, we will need to increase the pressures of our breathing air storage tanks located at our stations that are used to fill the breathing apparatus air cylinders.

We have solicited for and have received three bids. I am respectfully requesting a motion to authorize the purchase of twelve 6,000 psi breathing air storage cylinders with fittings from Breathing Air Systems of Reynoldsburg, Ohio for the price of \$12,456.

This would be a fire department capital improvement purchase.

Please contact me if you have any questions.



# BREATHING AIR SYSTEMS

Division of Sub-Aquatics, Inc.

8855 East Broad Street, Reynoldsburg, OH 43068

Sales: (800) 937-2479 Fax: (614) 864-0071 Net: [www.breathingair.com](http://www.breathingair.com)

Reynoldsburg, OH • Ocala, FL • Chattanooga, TN • Moweaqua, IL • Morgan, PA

DATE: March 4, 2016

PROPOSAL  
SUBMITTED TO: Kalamazoo Township Fire Department  
1720 Riverview Dr  
Kalamazoo, MI 49004

REQUESTED BY: Tod Martin

TITLE:

EMAIL:

PHONE: (269) 381-8080

MOBILE PHONE:

FAX: (269) 381-3550

TERMS: Net 30 days

ITEMS QUOTED:

ESTIMATED DELIVERY TIME:

JOB LOCATION:

F.O.B.: Shipping is not included

NOTE: Our quote does not include off loading, uncrating, placement or the wiring to or into an electrical compressor to the electrical supply. Warranty is as proposed.

## Quote

Part Number	Description	Price	Discount %	Adjusted Price	Qty	Extended Price
M2750A	Cylinder - 6000 PSI - cascade tank - 10 year retest - BASD neck rings and stamping.	\$1,250.00	10%	\$1,125.00	12	\$13,500.00
SS702-2	Nut- CGA702 stainless steel	\$35.00	10%	\$31.50	12	\$378.00
SS702-3	Nipple- CGA702 stainless steel with 1/4 mnpt	\$35.00	10%	\$31.50	12	\$378.00
TRADE	Trade in of 4500psi cylinders – customer is responsible for shipping/delivery to BAS OH.			(\$-150.00)	12	Deduct (\$1,800.00)

Quote subtotal  
Shipping & Handling  
Quote Total \$12,456.00

PAYMENT TO BE MADE AS FOLLOWS: (UNLESS OTHERWISE NOTED, TERMS ARE NET PAYMENT DUE WITHIN 30 DAYS AFTER DELIVERY)  
Note: Payment by Credit Card will incur a convenience fee totaling 3.0% of the transaction amount on all transactions exceeding \$1,500.00.

Proposal Submitted By: Pat Linn Prices Good For 60 Days



A TSS COMPANY  
CHESTERFIELD, MI 48047-5206  
LOCAL: 586-840-3200  
TOLL-FREE: (800) 332-0435  
FAX: 586-840-3201  
www.argus-hazco.com

February 10, 2016

Quote Number: 04011740  
Customer: 1005661

Kalamazoo Twp Fire Dept  
2703 E Main St  
Kalamazoo, MI 49048-2178,

Thank you for your interest in Argus-Hazco. Argus-Hazco provides the experience, expertise and equipment required to help solve your specific industrial-hygiene, environmental, respiratory, sampling, monitoring, confined-space and safety challenges. This quote contains information about the products and services requested:

Number	Description	Qty	UOM	Unit Price	Ext Price
HC-6000	509 CF DOT Steel Air Cylinder 6000 PSI CGA 702 (Cylinders only – does not include hoses or pigtails)	12	EA	\$1200.00	\$14400.00

Merchandise Total: \$14400.00

Argus-Hazco has solutions to your needs, both simple and complex. We look forward to working with you on your Sales, Rental, Repair, or Consultation needs. This quote is valid for 30 Days and is subject to Availability and Prior Credit Approval. THIS IS ONLY A QUOTE FOR MERCHANDISE AND SERVICES. THIS QUOTE DOES NOT INCLUDE ANY FREIGHT CHARGES OR APPLICABLE TAXES. Please verify all below Information; Including Tax Status for Ship To Address. If the Tax Status is Non-Taxable, you MUST INCLUDE a Copy of the State specific Tax Certificate.

Terms: Net 30 Days  
F.O.B.: Shipping Point  
Freight Terms: Prepay & Add (estimated freight cost \$850)  
Delivery: 4 Weeks  
Expiration Date: 30 Days

If you have any questions please give me a call.

Sincerely,

Tom Mayne  
TMAYNE@ARGUS-HAZCO.COM  
Account Executive



**NORTH SHORE**  
 COMPRESSOR & MACHINE, INC.  
 83 Outer Drive,  
 Silver Bay, MN 55614  
 www.northshorecompressor.com

**QUOTATION**

**TO:**

Kalamazoo Township  
 27 E Main St  
 Kalamazoo, MI 49048  
 (269)381-8080

**SHIP TO:**

Kalamazoo Township  
 27 E Main St  
 Kalamazoo, MI 49048  
 ()-

ATTN: Todd Martin

ATTN:

Quote No.	Date	Cust No	S/M	Your Referenced Inquiry	Delivery Promise	F.O.B.	Expiration
0002445	2/1/2016	KAL040	SS		4-6 WEEKS ARO	OUR DOCK	60 DAYS
Item	Quantity	UM	Part	Description		Price \$	Extension \$
001	16.00	EA	C-6000-UN	6000PSI UN Storage Cylinder		1,152.9000	18,446.40
<b>Total for Quote \$</b>							<b>18,446.40</b>

Subject to all North Shore Compressor Standard Terms & Conditions.

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

# Charter Township

## of Kalamazoo

FIRE DEPARTMENT  
1720 Riverview Drive  
Kalamazoo, MI 49004  
Tel: (269) 381-8080  
Fax: (269) 381-3550  
[www.Kalamazootownship.org](http://www.Kalamazootownship.org)

TO: Ronald E. Reid, Township Supervisor  
FROM: David Obreiter, Fire Chief   
RE: Request to Purchase Mobile Breathing Air Compressor Unit  
DATE: March 4, 2016

As you are aware, the Township of Kalamazoo received a Federal Emergency Management Agency grant under the 2015 Assistance to Firefighters Grant Program to replace 43 self-contained breathing apparatus units.

The replacement of our breathing apparatus units not only allowed for us to become more interoperable with most of the adjoining municipalities, it also upgraded the breathing apparatus unit's technologies and safety features for our firefighters.

One of the biggest changes in the new breathing apparatus units is the operating pressure. Our previous units operated at 2,216 pounds per square inch of air pressure (psi), while the new units operate at 4,500 psi.

We had developed a breathing apparatus replacement plan before receiving the FEMA grant as outlined in the 2016-2021 Kalamazoo Charter Township Capital Improvement Plan. This plan included the replacement of various components of our breathing air system to make the change to 4,500 psi.

One of the disadvantages of going to the higher pressure units is the reduced filling capacity of breathing air storage cylinders. This disadvantage in no way negates the importance or decision of making the move to the higher pressure breathing apparatus units, but it does require some additional changes in the way that we have been using and transporting compressed air cylinders.

As part of our breathing apparatus replacement plan, the inclusion of a mobile breathing air compressor was necessary to address the reduced storage cylinder capacities at our fire station as well as eliminating our current practice of lifting, handling and transporting over the road, large cylinders of compressed breathing air.

We have solicited for and have received three bids for a mobile breathing air compressor unit. I am respectfully requesting a motion to authorize the purchase of the Respondlite 13D mobile air trailer from Breathing Air Systems of Reynoldsburg, Ohio for the price of \$59,192.30.

This would be a fire department capital improvement purchase and will not require an increase in budget requirements for future operations.

Please contact me if you have any questions.



# BREATHING AIR SYSTEMS

Division of Sub-Aquatics, Inc.

8855 East Broad Street, Reynoldsburg, OH 43068

Sales: (800) 937-2479 Fax: (614) 864-0071 Net: www.breathingair.com

Reynoldsburg, OH • Ocala, FL • Chattanooga, TN • Moweaqua, IL • Morgan, PA

DATE: February 26, 2016

PROPOSAL SUBMITTED TO: Kalamazoo Township Fire Department  
1720 Riverview Dr  
Kalamazoo, MI 49004

REQUESTED BY: Mike Weidemann

TITLE:

EMAIL: mjweidemann@ktwp.org

PHONE: (269) 381-8080

TERMS: Net 30 Days  
ITEMS QUOTED:

MOBILE PHONE:

JOB LOCATION:

FAX: (269) 381-3550

ESTIMATED DELIVERY TIME: 16 weeks

F.O.B.: Shipping is not included

NOTE: Our quote does not include off loading, uncrating, placement or the wiring to or into an electrical compressor to the electrical supply. Warranty is as proposed.

## Proposal

1. QTY of 1 - RESPONDLITE13D - \$68,000.00 each - Mobile Air Trailer "Respondlite 13D" Consisting of: 7x12x7 Highway rated tandem axle heavy duty trailer. 6000 PSI 13 CFM Diesel driven compressor. 4 Bottle DOT/ISO/UN 6000 PSI Cascade storage system with valve protection. Two Position Class 2 NFPA compliant containment fill station with cascade controls. Electronic Carbon Monoxide (CO) Monitor. 12 Bottle SCBA storage with door. Heavy duty marine battery and battery maintainer. Spring rewind hose reel with 75ft fill hose

List price is \$69,638.00 less discount = \$59,192.30

Weight is approx 6,000 lbs

We propose hereby to furnish—complete in accordance with above specifications for the sum of \$59,192.30

PAYMENT TO BE MADE AS FOLLOWS: (UNLESS OTHERWISE NOTED, TERMS ARE NET PAYMENT DUE WITHIN 30 DAYS AFTER DELIVERY)

Note: Payment by Credit Card will incur a convenience fee totaling 3.0% of the transaction amount on all transactions exceeding \$1,500.00

Proposal Submitted By: Pat Linn Prices Good For 60 Days

\$69,428.85 PRICE

## Tcom Lite

If you don't require all the amenities of the full-sized Tcom, look to the Tcom Lite.

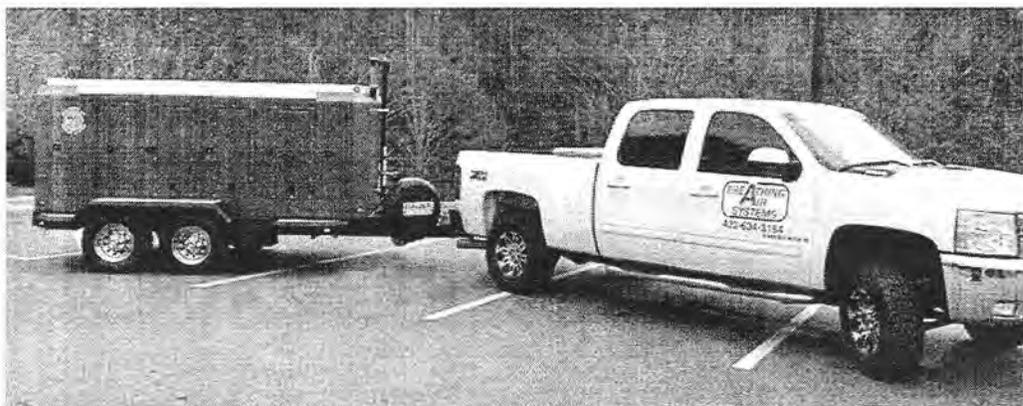
The same compressor choices as the Tcom on a single-axle design.



### AVAILABLE OPTIONS:

- Spare Tire with Cover
- 75 Foot Hose Reel and Interior Lights
- Two (2) Additional 6000 PSI DOT Cylinders

- Two 6000 PSI DOT Air Storage Cylinders
- Two-position Containment Fill Station
- Four Bank Dual Function Cascade Controls with Air Direction Valve
- Formed Structural Steel Frame Designed and Built by BAUER
- Unique Diesel Drive System incorporating the exclusive Automatic Belt Tensioning System
- High Gloss Powder Coat Paint for a hard durable finish
- Hydraulic Surge Brakes with Breakaway Actuator
- Hypalon® Type Cover for Control Panel Fill Station



## BREATHING AIR SYSTEMS

8855 E. Broad St., Reynoldsburg, OH 43068 - Phone: (614) 864-1235  
SALES: (800) 937-2479 FAX: (614) 864-0071 sales@breathingair.com

[www.breathingair.com](http://www.breathingair.com)

Ocala, FL  
(352) 629-7712

Chattanooga, TN  
(423) 634-3184

Moweaqua IL  
(217) 768-4408

Michigan Center, MI  
(517) 783-4060

Pittsburgh, PA  
(412) 564-5756

Service facilities throughout the United States



A better experience.

A TSS COMPANY  
CHESTERFIELD, MI 48047-5206  
LOCAL: 586-840-3200  
TOLL-FREE: (800) 332-0435  
FAX: 586-840-3201  
www.argus-hazco.com

February 10, 2016

Quote Number: 04011737  
Customer: 1005661

Kalamazoo Twp Fire Dept  
2703 E Main St  
Kalamazoo, MI 49048-2178

Thank you for your interest in Argus-Hazco. Argus-Hazco provides the experience, expertise and equipment required to help solve your specific industrial-hygiene, environmental, respiratory, sampling, monitoring, confined-space and safety challenges. This quote contains information about the products and services requested:

Number	Description	Qty	UOM	Unit Price	Ext Price
SCLIBII	<b>LIBERTY II BREATHING AIR TRAILER*</b> 20 Horsepower, 230 Volt, 3-Phase, 60Hz Electric Brakes Ball Tow Hitch Generator Cold Weather Package Low / High Pressure Hose Reel SCBA Storage Rack CGA Connection  *Note: Unit manufactured end of 2014. Warranty will be reinstated 1-year from date of purchase by Argus-Hazco. Unit has been used for display only and maintained according to service recommendations.	1	EA	\$98000.00*	\$98000.00

Discounted price – while unit is available. Standard price \$127,119.00

Argus-Hazco has solutions to your needs, both simple and complex. We look forward to working with you on your Sales, Rental, Repair, or Consultation needs. This quote is valid for 30 Days and is subject to Availability and Prior Credit Approval. THIS IS ONLY A QUOTE FOR MERCHANDISE AND SERVICES.

Terms: Net 30 Days  
F.O.B.: Shipping Point  
Freight Terms: Prepaid – No Charge  
Delivery: 2-3 days  
Expiration Date: 30 Days

If you have any questions please give me a call.

Sincerely,

Tom Mayne  
TMAYNE@ARGUS-HAZCO.COM  
Account Executive

Date: March 8, 2016

To: Supervisor Ronald E. Reid, Police Commissioner & the Kalamazoo Township Board of Trustees

From: Police Chief Tim Bourgeois *TJB*

Re: Unmarked police car purchase

**Information**

The police department is in need of a replacement vehicle for one of our unmarked Chevrolet Impala police cars. The current vehicle has high mileage and is in poor condition. We anticipate selling it versus retaining it for light-duty use in the fleet. Berger Chevrolet purchased a number of special Chevrolet Impala fleet vehicles. A stock Impala is in the \$28,000 range. These special fleet vehicles are \$18,224.50 each. Berger holds the Oakland County purchase contract on which this bid is based. The funds for this purchase will come from the police capital improvement account.

**Request**

That the Charter Township of Kalamazoo Board of Trustees contract with Berger Chevrolet for the purchase of a 2016 Chevrolet Impala LS 4 door as specified in the attached bid in the amount \$18,224.50 and authorize the supervisor to sign on behalf of the Township.

*Charter*  
**Township**  
*of Kalamazoo*

Permit Application to Keep Chickens

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

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

Telephone #: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

The above noted property is:  owned by the applicant  
 leased or rented (if so, written permission from the property owner must be included with this application.)

The township zoning ordinance permits the following:

- up to 4 hens (no roosters) in the rear yard only;
- a coop and an attached pen of a maximum 6' height and a combined maximum footprint of 80 square feet;
- the location of the coop and pen must be setback from all property lines by a minimum 10' and from the nearest wall of any adjacent dwelling by a minimum 35';
- the coop and pen may be moveable as long as minimum setbacks are maintained;
- hens may roam in the rear yard, outside the pen and yard, during daylight hours, if supervised and within an area completely enclosed by a fence with a fence with a minimum height of 4'; hens must be secure in a coop and pen during non---daylight hours;
- a coop and pen must minimize adverse effects to others by being similar in appearance to the surrounding residential dwellings, completely enclosed with a top or cover, and a pitched roof on the coop; hens and their feed must be managed to avoid attracting other animals and to comply with the township's Code of Ordinances pertaining to noise, odor, dust, and other variables to ensure public health, safety, and welfare;
- however, outdoor slaughter is prohibited; and
- a permit can be revoked if any provision is violated.

I, the undersigned, acknowledge that I am aware of the requirements for approval of my permit to keep chickens and all regulations and obligations thereto will be fulfilled.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Charter Township of Kalamazoo, 1720 Riverview Dr., Kalamazoo MI 49004, 269-381-8080

Adopted March 14, 2016

**KALAMAZOO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION**

**To Establish the Salary of the Township Clerk**

**March 14, 2016**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of clerk is warranted in consideration of the board decision of December 14, 2015 that “the compensation of full-time elected official be reduced to reflect the part-time status for these elected positions effective with the terms beginning November 20, 2016”,

**NOW THEREFORE BE IT RESOLVED**, that as of November 20, 2016 the salary of the office of clerk be set at \$\_\_\_\_\_

Motion was made by \_\_\_\_\_, supported by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll call vote the following voted "aye":

The following voted "nay":

Absent:

The Supervisor declared the Resolution duly adopted.

**CERTIFICATE**

I hereby certify that the foregoing resolution was adopted at a regular meeting of the Kalamazoo Charter Township Board held at the Township Hall on \_\_\_\_\_; and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act of Michigan; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting were kept and will be or have been made available as required by the Open Meetings Act.

\_\_\_\_\_  
Donald Z. Thall, Clerk  
Charter Township of Kalamazoo

**KALAMAZOO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION**

**To Establish the Salary of the Township Supervisor**

**March 14, 2016**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of supervisor is warranted in consideration of the board decision of December 14, 2015 that “the compensation of full-time elected official be reduced to reflect the part-time status for these elected positions effective with the terms beginning November 20, 2016”,

**NOW THEREFORE BE IT RESOLVED**, that as of November 20, 2016 the salary of the office of supervisor be set at \$\_\_\_\_\_

Motion was made by \_\_\_\_\_, supported by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll call vote the following voted "aye":

The following voted "nay":

Absent:

The Supervisor declared the Resolution duly adopted.

**CERTIFICATE**

I hereby certify that the foregoing resolution was adopted at a regular meeting of the Kalamazoo Charter Township Board held at the Township Hall on \_\_\_\_\_; and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act of Michigan; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting were kept and will be or have been made available as required by the Open Meetings Act.

\_\_\_\_\_  
Donald Z. Thall, Clerk  
Charter Township of Kalamazoo

**KALAMAZOO CHARTER TOWNSHIP  
KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION**

**To Establish the Salary of the Township Treasurer**

**March 14, 2016**

**WHEREAS**, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and

**WHEREAS**, the township board deems that an adjustment in the salary of the office of treasurer is warranted in consideration of the board decision of December 14, 2015 that “the compensation of full-time elected official be reduced to reflect the part-time status for these elected positions effective with the terms beginning November 20, 2016”,

**NOW THEREFORE BE IT RESOLVED**, that as of November 20, 2016 the salary of the office of treasurer be set at \$\_\_\_\_\_

Motion was made by \_\_\_\_\_, supported by \_\_\_\_\_, to adopt the foregoing resolution.

Upon roll call vote the following voted "aye":

The following voted "nay":

Absent:

The Supervisor declared the Resolution duly adopted.

**CERTIFICATE**

I hereby certify that the foregoing resolution was adopted at a regular meeting of the Kalamazoo Charter Township Board held at the Township Hall on \_\_\_\_\_; and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act of Michigan; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting were kept and will be or have been made available as required by the Open Meetings Act.

\_\_\_\_\_  
Donald Z. Thall, Clerk  
Charter Township of Kalamazoo

*Charter*  
***Township***  
*of Kalamazoo*

TO: Kalamazoo Township Board  
FROM: Supervisor Ronald E. Reid  
Treasurer George Cochran  
Trustee Don Martin  
RE: Recommendation for Executive Search Firm  
DATE: 09 March 2016

As you know, we issued a Request for Proposals for Executive Search Firms to submit information regarding their experience, qualifications, and fees for providing Executive Search Services for the newly created position of Township Manager. The RFP was issued 02 February 2016 and six firms properly responded by 10 am on 26 February 2016. A seventh firm did not meet the time requirements and their proposal was returned to them unopened.

The six firms are:

- GovHR USA, Northbrook, IL
- Hiring Solutions LLC, Okemos, MI
- Michigan Municipal League (MML), Ann Arbor, MI
- The Novak Consulting Group, Cincinnati, OH
- Slavin Management Consultants, Norcross, GA
- Waters & Company, St. Paul, MN

A small group consisting of Treasurer George Cochran, Trustee Don Martin, Police Chief Tim Bourgeois and I carefully reviewed the proposals. The group concluded that the firms were qualified to perform the service, appeared to have a track record of success in similar assignments, able to meet our requested schedule, and had staff with sufficient qualifications and experience to competently perform the work.

However, there were differences in their responsiveness to our RFP. For example, some of the responses did not include an explanation of their strategy for recruiting a diverse applicant pool. In addition, the pricing was variable between the firms and the most of the firms avoided providing an amount not-to-exceed specified dollar figure – as requested in the RFP. Their proposals were to cover any and all expenses related to the search process. See the following table.

### Firms and Fee Schedules

Firm	Fee
GovHR	\$18,500, printed recruitment brochures are an additional \$900.
Hiring Solutions	\$19,000. Fee does not include background check at \$125, assessments at \$350 per candidate, job posting/ads at \$1,000.
MML	Not to exceed \$20,000
Novak Group	Not to exceed \$22,800 plus \$1,000 to \$1,500 for advertising, background checks at \$175 to \$250 each and travel will be billed at direct cost and per diem of \$69.
Slavin Consultants	Not to exceed \$23,583.25
Waters & Company	\$24,500

Based on the analysis of the proposals, three firms were selected for a “skype” (video conference) meeting. We “met” with the MML, Waters & Company, and The Novak Consulting Group on Tuesday 01 March 2016. We extend our appreciation to the Public Media Network and the Kalamazoo County Land Bank for the use of their facilities for the “meetings”.

We met on the following day (02 March 2016). This allowed us to individually review our notes and consider our impressions of the conversations. We quickly came to consensus and agreed to eliminate one of the firms from further consideration. We concluded that this firm would be very interested in “poaching” some of our current employees for other positions that they would be trying to fill in the future for other municipal clients.

The two remaining firms, while extremely competent, offered distinctive philosophical approaches to finding and recruiting potential candidates. The firm we were most satisfied with offered a more active recruitment process and a comprehensive strategy to deepen and widen the pool of applicants. The recommended firm also had positive references checks.

We recommend that a motion be adopted to award the work to provide executive search services for the position of Township Manager to the firm of Waters & Company at a fee not to exceed \$24,500. Should you adopt such a motion, we will plan to bring a contract with Waters & Company for your consideration to our next regular meeting. Attached is the Waters & Company proposal.



# Proposal

Charter Township of Kalamazoo, MI

Proposal to Provide Executive Search Firm Services

February 26, 2016

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### LETTER OF TRANSMITTAL

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Waters & Company  
380 Jackson Street, Suite 300  
Saint Paul, MN 55101-2887  
Tel: 651.223.3000  
Fax: 651.223.3002  
www.waters-company.com

## **LETTER OF TRANSMITTAL**

February 26, 2016

Mr. Ronald E. Reid,  
Township Supervisor  
Charter Township of Kalamazoo  
1720 Riverview Drive  
Kalamazoo, MI 49004

**Re: Request for Proposal to Provide Executive Search Firm Services**

Dear Mr. Reid,

I appreciate the opportunity to submit our proposal for executive recruitment services for the Charter Township of Kalamazoo's first Township Manager. Our extensive experience in providing executive recruitment services to cities, townships, counties and other public sector organizations will be beneficial for this recruitment and allow us to find the ideal candidate for the Township.

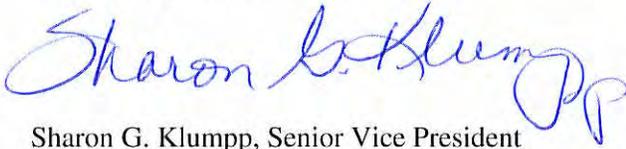
We know that you have options for using other recruitment firms. However, we believe that our approach sets us apart from our competitors in the following unique ways:

- We will conduct a web-based survey that can be used to determine the key community-wide issues and priorities that are essential considerations for the Township and the selection committee to consider. This survey is completed by the Township's employees, community leaders and citizens. The results of the survey will provide the Town Supervisor and Board of Trustees with important feedback for development of the profile for the ideal candidate;
- Management/Leadership Style Assessment Analysis completed by the candidates to determine if a candidate's management style matches the approved management/leadership style profile for the ideal candidate;
- Video candidate interviews through a proprietary system will be made available to the Town Supervisor and Board to assist in the selection process; and
- Utilization of a proprietary online application system exclusively licensed to Waters & Company, a Springsted Company (W&C) to facilitate talent management. The system has been designed by W&C to customize applicant flow and tracking. It allows ease of communication with applicants

and the ability to conduct database inquiries for candidates based on characteristics important to the Township such as geographic location and specific experience, expertise and qualifications.

The proposal document will provide you the details about our approach, expertise, client references and pricing for this executive recruitment. If you have any questions, please contact me at 651-223-3053 or by email at [sklumpp@waters-company.com](mailto:sklumpp@waters-company.com). Our Team would consider it a professional privilege to provide these services to the Charter Township of Kalamazoo.

Respectfully submitted,



Sharon G. Klumpp, Senior Vice President  
*Consultant*

sml

## 1. Project Information Sheet

#### 4 PROJECT INFORMATION SHEET

If adequate space is not provided for complete response, please attach additional pages as necessary and identify by number. Proposals will not be considered responsive unless all requests for information are provided. Please use such terms as none, not applicable, unknown, etc., if requested information does not pertain or cannot be provided.

4.1 Please indicate the response that best describes your business:

\_\_\_ Sole Proprietor \_\_\_ Partnership X Corporation  
\_\_\_ Other (please explain) \_\_\_\_\_

4.2 Firm Name: Waters & Company \_\_\_\_\_

Address: 380 Jackson Street, Suite 300, St. Paul, MN 55101 \_\_\_\_\_

Telephone Number: 651-223-3000 Fax: 651-223-3002 \_\_\_\_\_

First Date in Business: April 1, 1959 as Springsted Incorporated \_\_\_\_\_

4.3 Is your Firm involved in any proceedings that may affect the ability of the Firm to continue under the current Firm name for the duration of the project?  
\_\_\_ Yes X No

If yes, please explain (use additional Page)

4.4 Is your Firm up for sale? \_\_\_ Yes X No  
If yes, please explain (use additional page).

4.5 If it becomes necessary to perform extra work as defined in Section 3.8, the following hourly rates will apply:

4.5.1 Owner/Partner: \$ \_\_\_\_\_ 220 /hour

4.5.2 Professionals: \$ \_\_\_\_\_ 220 /hour

4.5.3 Clericals: \$ \_\_\_\_\_ 75 /hour

4.5.4 Others (Please Identify)

\_\_\_\_\_ \$ \_\_\_\_\_ /hour

Rates quoted should be inclusive of all expenses including, but not limited to personnel services, fringe benefits, overhead, and profit required by the Firm.

4.5.6 Please list any expense rates that may apply to extra work. If no expense rates are indicated, no expenses will be allowed. Expenses and Charge Back Rates:

The price quoted for these services is all-inclusive. Advertising, travel, background records reports, and other miscellaneous costs are covered in that price. If services beyond the scope defined in the proposal are added to this project, applicable direct costs would be specified in the additional scope of work provided to the Township.

---

4.6 Subcontractors

Do you propose to use any subcontractors to perform work in accordance with this proposal? \_\_\_ Yes X No. (If yes, please identify subcontractor and work to be performed.)

---

---

---

4.7 A Project Information Sheet (8 copies) and a Request for Proposal Cost Page (8 copies) are required for submission as a part of these specifications. Have all items been included with your proposal? Is an electronic version of the Project Information Sheet and the Request for Proposal Cost Page available for downloading?

X Yes \_\_\_ No If answer is no, please explain.

---

---

---

4.8 The award of the contract for professional services is based upon the scope of work listed in RFP. Is this document, as proposed, acceptable to you if you were to be awarded the bid? X Yes \_\_\_ No.

If no, please explain in detail any provisions that would need to be changed, added, or deleted. (Use additional page(s) if necessary.)

4.9 Section 3.3 establishes a tentative timeline for this project. Can your Firm implement the project fully and professionally within the timeline outlined? X Yes \_\_\_ No.

---

If no, please explain why the timeline cannot be met and provide a timeline below that addresses the major landmarks addressed in Section 3.3 (use additional Page(s) if necessary).

4.10 Attach a list of 5 similar searches performed over the past 2 years. Include position filled, name of organization and contact person, along with their email address and phone number(s).

Provided in Section 3 of the proposal.

4.11 What corporate qualifications does your firm bring to this search?

Provided in Section 6 of the proposal.

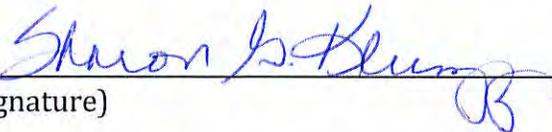
4.12 Provide a complete description of your search approach, methods of recruiting qualified candidates, processes, steps and procedures.

Provided in Section 2 of the proposal.

I certify that all information provided above is complete, accurate, and to the best of my knowledge, true. I further certify that I am fully authorized by the Firm identified in Question 4.2 above to execute this information sheet on behalf of that Firm.

I hereby state that I have read, understand, and agree to be bound by all terms of this Request for Proposal Document.

FIRM: Waters & Company

BY:   
(Signature)

NAME: Sharon G. Klumpp  
(Please Print)

POSITION: Senior Vice President

OFFICE TELEPHONE: 651-223-3053

MOBILE TELEPHONE: 651-270-6856

E-MAIL: sklumpp@waters-company.com

## 5 REQUEST FOR PROPOSALS

I the undersigned, certify that I have read and fully understand all of the specifications supplied by the Charter Township of Kalamazoo (Township) in this Request for Proposals.

ALL EXCEPTIONS TAKEN TO SPECIFICATIONS SUPPLIED BY THE TOWNSHP ARE ATTACHED AND IDENTIFIED BY NUMERICAL REFERENCE TO THE REQUEST FOR PROPOSAL SECTION ON A PLAIN SHEET IMMEDIATELY FOLLOWING THE PROPOSAL PAGE.

I propose to provide professional services as specified in the Request for Proposals, except as outlined on the attached sheet entitled "Exception to Specification", for the total sum of:

Twenty-four thousand five hundred dollars \$ 24,500  
(in words)

If you cannot submit a proposal in the format requested, please attach a schedule of total compensation that will cover any and all expenses and services related to the project.

I hereby state that I have the authority to submit this proposal which will become a binding contract if accepted by the Township. I further state that

- The submission of the offer did not involve collusion or other anti-competitive practices.
- The Firm has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer.
- The Firm certifies that the individual signing the bid is an authorized agent for the Firm and has the authority to bind the Firm to the contract.
- The Firm certifies that the firm will abide by the Copeland Anti-Kickback Act, Title 18, U.S.C. Section 874, June 25, 1948, Kickbacks from Public Employees, and any amendments thereto.

No contract is created until it is executed by all parties.

I hereby state that I have read, understand, and agree to be bound by all terms of this Request for Proposal Document.

Signed: Sharon G. Klumpp Date: February 24, 2016  
(Signature)

Name: Sharon G. Klumpp  
(Please Print)

Title: Senior Vice President

Firm Name: Waters & Company

Address: 380 Jackson Street, Suite 300, St. Paul, MN 55101

Office Telephone: 651-223-3053

Mobile Telephone: 651-270-6856

E-MAIL: sklumpp@waters-company.com

We are prepared to meet all of the requirements stated in the Request for Proposals with the following exception. In section 1.6 *Cancellation Notice*, the RFP requests that the insurance company gives the Township thirty (30) days prior written notice of cancellation. Our Certificate of Liability Insurance says that notices of cancellation will be delivered in accordance with the policy provisions. Our policies provisions are that Springsted, as the first named insured, would be notified. Springsted has previously provided a written commitment as first named insured to give notice of cancellation to a client requesting such notice.

The all-inclusive professional fee to conduct the recruitment is provided below and includes the cost of professional services by the Recruitment Project Team Leader, the project support staff and all project-related expenses such as advertising, preparation of the recruitment brochure, printing, candidate background, reference and academic verification checks and travel expenses for on-site visits. Travel expenses incurred by candidates for on-site interviews with the client are not the responsibility of W&C and are handled directly by the client organization.

The all-inclusive professional fee will be billed in four installments: 30% of the fee will be billed at the beginning of the recruitment; 30% at the implementation of Phase I; 30% at the implementation of Phase II; and 10% upon acceptance of an offer by the candidate. We are open to negotiate an alternative payment schedule if selected for this recruitment.

If candidates from this recruitment process are selected for another position within your organization within one year of the close of the recruitment, a fee of 50% of the following proposal amount will be due to Waters & Company, a Springsted Company.

All questions regarding the professional fees and project-related expenses should be directed to Sharon G. Klumpp, Senior Vice President at [sklumpp@waters-company.com](mailto:sklumpp@waters-company.com) or via phone at 651-223-3053.

PHASE	DESCRIPTION OF PROFESSIONAL SERVICES	FEES
Phase I	Task 1 – Candidate Profile Development/Advertising/Marketing (includes one day on site by Recruitment Project Team Leader) Task 2 – Identify Quality Candidates	
Phase II	Task 3 – Screening of Applications and Submission of Recommended Semi-Finalists to Client (includes one day on site by the Recruitment Project Team Leader) Task 4 – Reference Checks, Background Checks and Academic Verifications	
Phase III	Task 5 – Final Process/On-Site Interviews with Finalists (includes two days on site by Project Team Leader)	
Conclusion	Acceptance of offer by candidate	
<b>TOTAL ALL-INCLUSIVE PROFESSIONAL FEE</b>		<b>\$24,500</b>

OPTIONAL SERVICES FOR CONSIDERATION	FEES
On rare occasions, W&C is asked to provide additional search services that are not included in this scope of service or to provide more than three on-site visits to the Township. Additional work specifically requested by the Township which is outside of the scope of this project will be invoiced at the hourly rate of \$220 plus expenses. W&C will submit a written explanation of the additional services to be provided and the estimated hours that will be required prior to commencing any additional services.	\$220 per hour plus expenses

## Triple Guarantee

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Our Triple Guarantee is defined as: (1) A commitment to remain with the recruitment assignment until you have made an appointment for the fees and tasks quoted in this proposal. If you are unable to make a selection from the initial group of finalists, W&C will work to identify a supplemental group until you find a candidate to hire. (2) Your executive recruitment is guaranteed for 24 months against termination or resignation for any reason. The replacement recruitment will be repeated with no additional professional fee, but only for project-related expenses. Candidates appointed from within your organization do not qualify for this guarantee. This guarantee is subject to further limitations and restrictions of your state laws. (3) W&C will not directly solicit any candidates selected under this contract for any other position while the candidate is employed with your organization.

**Charter Township of Kalamazoo, MI  
Proposal to Provide  
Executive Search Firm Services**

**2. Search Approach, Recruiting Strategy, Process, Steps and Procedures**

**Task I: Recruitment Brochure Development and Advertising**

The development of a comprehensive recruitment brochure that includes a profile of the ideal candidate is an important first step in the recruitment process. This profile includes the required academic training, professional experience, leadership, management and personal characteristics related to the success of the candidate in the position of Township Manager. The recruitment brochure will also have a profile that captures the essence of the Township as a highly-attractive venue for the successful candidate to live and work.

To prepare the recruitment brochure, the Recruitment Project Team Leader will come on site to meet with the Supervisor, Board and designated staff to discuss the required background, professional experience and management and leadership characteristics for your Township Manager position. We meet individually (or collectively depending upon your preference) with the Supervisor and Board to broaden our understanding of the position’s leadership and management requirements, current issues, strategic priorities and to identify expectations for the Township Manager. [See example of a recruitment brochure in Appendix I.]

The Recruitment Project Team will also work with the Township to develop an advertising and marketing strategy to notify potential candidates about the vacancy and conduct an open recruitment that encourages applications from a talented and diverse pool of candidates. Our Team will place ads in appropriate professional publications, websites and local print media, if required. Additionally, W&C has a highly-accessed website that has a special location attracting many potential candidates to upload their resumes. The aggressive advertising and marketing campaign for top talent will include national, state, regional and local elements as determined during our initial meetings with the Township’s representatives. Our customized mailing list, selected from our extensive database and contacts collected at appropriate public sector conferences, will be utilized to further promote the position.

Advertisements for the Township Manager position could be placed with:
International City/County Management Association
National Forum of Black Public Administrators
Hispanic Forum
Careers in Government (careersingovernment.com)
Michigan Municipal League and neighboring state municipal associations
Michigan Local Government Management Association and city/county management associations in neighboring states

Project Milestone	Deliverables	Proposed Date
Position profile and recruitment brochure development.	<ul style="list-style-type: none"> <li>Onsite interview with the Township.</li> <li>W&amp;C will receive information regarding the Township’s budgets, organizational charts, images, logos, etc.</li> </ul>	March 16 – April 6

	<ul style="list-style-type: none"> <li>• Develop draft documents (Recruitment Brochure, Advertisement, Marketing Letter and Timeline).</li> </ul>	
Approve brochure, commence advertising and distribute marketing letter.	<ul style="list-style-type: none"> <li>• Brochure sent to the Township for final approval.</li> <li>• Commence advertising and distribution of recruitment brochure.</li> </ul>	April 8

## Task II: Execution of Recruitment Strategy and Identification of Quality Candidates

Utilizing the information developed in Task I, W&C will identify and reach out to individuals who will be outstanding candidates for the position of Township Manager. Often, well-qualified candidates are not actively seeking new employment and will not necessarily respond to an advertisement. However, if a potential candidate is presented with the opportunity directly and in the proper manner, he or she may apply. We take pride in our ability to locate highly qualified candidates across the nation based on the professional contacts and relationships we have developed and maintained over many years.

These efforts will be supplemented by the creation of an appropriate database utilizing our extensive, interactive applicant database for the Township Manager position. This will provide the W&C Team with the ability to customize applicant flow and tracking, communication with applicants and conduct database inquiries for candidates based on characteristics important to the Township such as geographic location, particular experience, expertise and credentials.

During this part of the process the Recruitment Project Team will work with the Supervisor, Board and designated staff to reach consensus on the leadership and management style for the ideal candidate. Our research will determine the key competencies, work values and leadership/management style for the position and match the candidates to each attribute. Each candidate submitting a resume is sent a timely acknowledgement by our Team, including an approximate schedule for the recruitment. Throughout the recruitment process, communications are maintained with each candidate regarding information about the recruitment progress and their status in the process. We take pride in the many complimentary comments made by candidates regarding the level of communication and the professional manner in which they are treated during our recruitments.

Project Milestone	Deliverables	Proposed Date
Execution of recruitment strategy and candidate outreach.	<ul style="list-style-type: none"> <li>• Online data collection and profile development.</li> <li>• Development of interactive searchable applicant database for recruitment of the Township Manager.</li> <li>• W&amp;C performs direct outreach to prospective candidates identified in the recruitment strategy.</li> <li>• Utilization of extensive applicant database to identify applications and review applicant pool for competencies/demographics.</li> </ul>	April 11 – May 6

### Task III: Screening of Applicants and Recommendation of Semi-Finalists

In Task III the Recruitment Project Team, under the direction of Sharon G. Klumpp, will screen the candidates against the criteria within the position and candidate profiles and develop a list of semi-finalists for recommendation to the Supervisor and Board of Trustees.

The most promising applicants will receive a candidate essay questionnaire to complete that will provide additional information about the candidates' background and experience. We will then narrow the list to a group of 6-10 semifinalists for your review and to select finalists.

Another unique aspect of our recruitment process is our use of online recorded interviews for the screening process. Responses are timed and questions are not provided in advance. This tool allows our Team to develop a more comprehensive understanding of the candidate's ability to think "on their feet" as well as their personal and professional demeanor. This virtual interview can be scored by individual selection team members as well as the consulting team for later review and comparison.

Our Team will provide an online link for the Supervisor, Board and others designated, who have input into the hiring decision, allowing them to review and rate the recorded responses. This provides the organization with additional candidate assessments that can be customized to fit the unique needs of your Township.

Throughout the process, you will have access to our Master Applicant List (MAL), which will provide pertinent data for each applicant.

Project Milestone	Deliverables	Proposed Date
Applicant screening and recommendation of semi-finalists.	<ul style="list-style-type: none"> <li>• W&amp;C compares applications to the approved candidate profile developed in our searchable applicant database.</li> <li>• W&amp;C develops customized candidate questionnaire &amp; due diligence questionnaire to provide to applicants who most closely meet the candidate profile.</li> <li>• Top 10-15 candidates identified as semi-finalists.</li> <li>• Semi-Final Report is prepared, including the brochure, master applicant list, cover letter, resume and completed questionnaire of candidates to be considered.</li> <li>• W&amp;C and the Township review and rate video interviews.</li> <li>• W&amp;C sends links to Township to review the aggregate responses and ratings.</li> <li>• Semi-finalists complete candidate management style assessment, responses are reviewed and interview questions are developed.</li> <li>• Recruitment Project Team Leader meets with Supervisor and Board to review recommended semi-finalists. Supervisor and Board select finalists for on-site interviews.</li> </ul>	May 9 – June 6

## Task IV: Conducting Background Checks, Reference Checks and Academic Verifications

When the Supervisor and Board of Trustees approve of a group of finalists for on-site interviews, W&C will begin the process of conducting reference checks, background checks and academic verifications. A Confidential Reference Report is prepared for each finalist to complete our understanding of his/her management and leadership characteristics and professional work performance.

For the background checks, W&C will develop information on the candidates in the following areas:

- Consumer Credit
- City/County Criminal
- City/County Civil Litigation
- Judgment/Tax Lien
- Motor Vehicle
- Bankruptcy
- State District Superior Court Criminal
- State District Superior Court Civil Litigation
- Federal District Criminal
- Federal District Civil Litigation

***To ensure that our quality standards are maintained, we require a minimum of ten business days between the time that you select the finalists for on-site interviews and when we submit the candidate documentation for your final interview process.***

Project Milestone	Deliverables	Proposed Date
Finalists complete supplemental work products.	<ul style="list-style-type: none"> <li>• Finalists complete narrative of their two most significant professional achievements and a critical problem analysis.</li> </ul>	June 8 – 15
Design final process with Supervisor and Board for on-site interviews with finalists.	<ul style="list-style-type: none"> <li>• W&amp;C confirms interviews with candidates.</li> <li>• Travel logistics are scheduled for the candidates.</li> </ul>	June 8 – 15
Background checks, reference checks and academic verification.	<ul style="list-style-type: none"> <li>• W&amp;C completes background checks, reference checks and academic verifications for finalists.</li> </ul>	June 8 – 22

## Task V: Final Interview Process

Upon completion of Task IV, we will work with you to develop the final interview process. We will provide documentation on each of the finalists which will provide the highlights of their professional experience and leadership/management profile (Gap Analysis) as well as a summary of the results of the reference checks, background checks and academic verifications. In addition, the Final Report will include guidelines for interviewing the candidates, suggested interview questions and a candidate assessment process for your interview panel(s).

The Recruitment Project Team Leader will be available during the final interview process to answer questions about the candidates and, if requested, assist with the final evaluation of the candidates. In addition, we will assist you with the development of a compensation package and related employment considerations and assist with the negotiation of an employment agreement.

Project Milestone	Deliverables	Proposed Date
Final Report prepared and delivered to Township.	<ul style="list-style-type: none"> <li>Final Report is prepared, including brochure, interview schedule, cover letter, resume, candidate questionnaire, two examples of candidates' most significant professional achievements, suggested interview questions, candidate assessment form and management style probing questions.</li> </ul>	June 23
On-site interviews with finalists.	<ul style="list-style-type: none"> <li>Interviews are scheduled.</li> <li>Recruitment Project Team Leader attends client interviews and is available to participate during deliberations of candidates.</li> </ul>	Week of June 27
Offer made / accepted.	<ul style="list-style-type: none"> <li>If requested, W&amp;C participates in candidate employment agreement negotiations.</li> <li>W&amp;C notifies candidates of decision.</li> <li>W&amp;C confirms final process close out items with the Township of Charter Township of Kalamazoo.</li> </ul>	Week of July 5 or 11

**Strategy for Recruitment of Diverse Candidates**

Our corporate core values and work environment reflect our broader social aspirations for a diverse workforce, equal opportunity and cross-cultural respect. We have established strong and credible networks with minority and female leaders nationwide. In addition, we are corporate members of the National Forum for Black Public Administrators (NFBPA) and the Hispanic Network and are on their National Corporate Advisory Council. We participate in their membership events on a regular basis.

To that end, we take responsibility for diversity in our organization, our recruitment strategy and our candidate pools. In this recruitment, we will use our established networks to make direct and personal contacts with prospective minority and female candidates and encourage them to consider the Charter Township of Kalamazoo’s Township Manager position. Because of our performance record in presenting a diverse applicant pool, these prospective candidates know they will be fairly considered in the process.

Waters & Company, a *Springsted Company*, is committed to ensuring equitable participation in our business and employment opportunities without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status or sexual orientation. As a leader in the executive recruitment industry, we take positive actions to prevent and to remedy any discriminatory effects of business and employment practices.

Springsted Incorporated, our parent company, is a certified WBE.

## Timeline

Below is an estimated Timeline for the executive recruitment process. You will be asked during the first on-site meeting to review and approve a Timeline for the recruitment project. It is our intent to conduct the recruitment expeditiously, but not at the expense of finding high-quality candidates for you.

<b>CHARTER TOWNSHIP OF KALAMAZOO, MI EXECUTIVE RECRUITMENT PRELIMINARY TIMELINE</b>		
The following Timeline represents a preliminary schedule for your executive recruitment based on a commencement date of March 16. Actual target dates will be developed in consultation with and approved by the Supervisor and Board.		
Project Milestone	Deliverables	Target Date
Profile development, advertising and candidate outreach.	<ul style="list-style-type: none"> <li>W&amp;C completes on-site interviews to develop candidate profile and recruitment brochure; the Township approves ad placement schedule and timeline.</li> <li>W&amp;C sends draft recruitment brochure to the Township.</li> <li>The Township returns draft recruitment brochure (with edits) to W&amp;C.</li> <li>W&amp;C commences executive recruitment advertising and marketing.</li> <li>Online data collection and profile development.</li> </ul>	March 16 – May 6
Applicant screening and assessment and recommendation of semi-finalists.	<ul style="list-style-type: none"> <li>W&amp;C commences formal review of applications and sends most promising applicants a Candidate Questionnaire to provide additional information about background and experience. Candidates complete recorded interview online.</li> <li>W&amp;C completes formal review of applications and sends selected resumes and questionnaire responses to the Township for review. Also candidates' recorded interviews are presented.</li> <li>Semi-finalists complete candidate management style assessment and responses are reviewed and interview questions are developed.</li> <li>W&amp;C meets with the Township and recommends semi-finalists; the Township selects finalists for on-site interviews.</li> </ul>	May 9 – June 6
Comprehensive background check and reference checks completed for finalists.	<ul style="list-style-type: none"> <li>W&amp;C completes reference checks/background checks/ academic verification on finalists.</li> </ul>	June 8 - 22
On-site Interviews with finalists.	<ul style="list-style-type: none"> <li>W&amp;C sends documentation for finalists to the Township.</li> <li>The Township conducts on-site interviews with finalists.</li> </ul>	Week of June 27
Employment offer made / accepted.	<ul style="list-style-type: none"> <li>The Township extends employment offer to selected candidate.</li> </ul>	Week of July 5 or 11

### 3. References

#### References

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##### City of Novi, Michigan

**Mr. Victor Cardenas**, *Assistant City Manager*

45175 West Ten Mile Road

Novi, Michigan 48375-3024

248-347-0450

vcardenas@cityofnovi.org

*Project: Selection of City Manager (2014)*

##### City of Shakopee, Minnesota

**Mr. William H. Reynolds**, *City Administrator*

129 South Holmes Street

Shakopee, Minnesota 55379-1376

952-233-9311

breynolds@shakopeemn.gov

*Project: Selection of City Administrator (2015) and Finance Director (2015)*

##### City of Cottage Grove, Minnesota

**The Honorable Myron Bailey**, *Mayor*

12800 Ravine Parkway South

Cottage Grove, Minnesota 55016

651-459-4734

myronbailey@aol.com

*Project: Selection of City Manager (2015)*

##### City of Big Lake, Minnesota

**The Honorable Raeanne Danielowski**, *Mayor*

160 Lake Street North

Big Lake, Minnesota 55309

763-263-3801

cook113@aol.com

*Project: Selection of City Administrator (2015) and Finance Director (2015)*

##### Lower Allen Township, Pennsylvania

**Mr. Tom Vernau**, *Township Manager*

2233 Gettysburg Road

Camp Hill, Pennsylvania 17011

717-975-7575

tvernau@latwp.org

*Project: Selection of Public Safety Director (2015)*

#### 4. Names and Biographies of Consulting Staff

**Mr. Rollie Waters, Executive Vice President**

Direct Phone: (214) 466-2424

Email: [rwaters@waters-company.com](mailto:rwaters@waters-company.com)

**Recruitment Project Team Leader**

**Ms. Sharon Klumpp, Senior Vice President**

Direct Phone: (651) 223-3053

Email: [sklumpp@waters-company.com](mailto:sklumpp@waters-company.com)

**Mr. Chuck Rohre, Senior Vice President**

Direct Phone: (214) 466-2436

Email: [crohre@waters-company.com](mailto:crohre@waters-company.com)

**Mr. Chuck Anderson, Senior Vice President**

Direct Phone: (817) 965-3911

Email: [canderson@waters-company.com](mailto:canderson@waters-company.com)

**Ms. Sara Haselbauer, HR Analyst**

Direct Phone: (651) 223-3006

Email: [shaselbauer@waters-company.com](mailto:shaselbauer@waters-company.com)

## **Rollie Waters**

### *Executive Vice President*

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Rollie O. Waters is an Executive Vice President of Waters & Company, a Springsted Company. Since 1976, Rollie has been a management consultant to private and public sector clients. He has consulted with national and international clients in the area of HR Management system design and strategic management. He has given various lectures and seminars for organizations in the areas of compensation as it relates to performance management. He is viewed on a national level as one of the foremost authorities in succession planning and performance management system design for the public sector. He has spoken before such organizations as the International City/County Managers Association, American Management Association, The Alliance for Innovation, Southern Methodist University, the University of Maryland, National Forum of Black Public Administrators, California Institute of Technology, the Texas Municipal League (TML), the International Personnel Management Association (IPMA-HR), several international companies in Great Britain and various other U.S. public and private sector agencies and organizations.

Rollie has been actively involved in the development of competency-based knowledge selection and development tools over the past twenty years. He has been instrumental in ensuring the proprietary profiles that he has designed attract the right candidates that fit the organization's needs. In addition, Rollie's extensive knowledge of performance management solidifies matching the management style most compatible with the organization's success. His research on succession planning has led him and his team to be able to help shape the future of organizations through their executive recruitment activities.

Rollie has been widely published in national journals and magazines focusing on human resource challenges. His publications include a research article in the Public Personnel Management Journal titled "The Impact of Behavioral Traits on Performance Appraisal." Prior to founding W&C, Rollie held an executive position with Dun & Bradstreet Co., Inc., and a management position with Owens Corning Fiberglass.

### ***Areas of Expertise***

- Executive Recruitment
- Web-based Compensation Support
- Management Development
- Organizational Strategy
- Mentoring Programs
- Performance Management
- Competency-based Systems and Development Systems
- Succession Planning

### ***Professional Accomplishments and Education***

Rollie is a member of Mensa, a Strategic Partner with the International City/County Managers Association, International Management Consultants, Alliance for Innovation, a member of the National Corporation Advisory Council of the National Forum for Black Public Administrators, and numerous other professional groups. He has also appeared in several professional directories such as Who's Who in the World, Who's Who in Finance and History, and many others. Rollie has an extensive background in the behavioral sciences and strategic planning. He received his MBA at Pepperdine University and his Bachelor of Science degree in Psychology from the University of South Carolina. In addition, he is a Certified Management Consultant (CMC); CMC is a certification mark awarded by the Institute of Management Consultants USA and represents evidence of the highest standards in consulting and adherence to the ethical canons of the profession.

**Sharon G. Klumpp**  
*Senior Vice President*

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Sharon Klumpp is a Senior Vice President of Waters & Company, a *Springsted Company*. Sharon has extensive experience specializing in organizational and departmental studies, human resource management and executive search for public agencies. She also assists governing bodies and senior-level managers in the development, execution and evaluation of strategic plans.

Sharon has extensive experience in serving government. She has served as Executive Director of the Metropolitan Council, a seven-county regional planning agency for the Minneapolis-Saint Paul metropolitan area, and as Associate Executive Director for the League of Minnesota Cities. Her experience also includes serving as City Administrator in Oakdale, Minnesota and as Assistant City Manager in both St. Louis Park, Minnesota and Saginaw, Michigan. Her private sector experience includes serving as the chief administrative officer for the Minneapolis office of a major global engineering and design firm.

Sharon also served as an adjunct instructor at Walden University, where she taught public administration and organizational change in the University's School of Management. She served two terms on the Ramsey County Charter Commission and was chair for two years.

**Professional Accomplishments and Education**

***Education***

University of Kansas, Lawrence, Kansas  
Masters of Public Administration  
  
Miami University, Oxford, Ohio  
Bachelor of Arts in Political Science

***Affiliations***

International City/County Management Association  
International Public Management Association for  
Human Resources

## **Chuck Rohre**

### *Senior Vice President*

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Chuck Rohre is a Senior Vice President of Waters & Company, a *Springsted Company*. In this role, he is responsible for managing and conducting executive recruitment engagements for the firm to insure their integrity, timeliness and adherence to budget parameters. Chuck has more than 35 years of experience in managing and consulting in both the private and public sectors. He has served as Police Chief and Director of Public Safety for North Texas municipalities with populations ranging from 9,000 to 200,000 plus. Prior to beginning his consulting career, Mr. Rohre served for three years as Police Chief of Plano, Texas.

Chuck joined the firm in January 2006 following a 13-year engagement with another nationally recognized public sector search firm where he managed the Texas and Southwestern operations. He has an extensive and successful track record of completed recruitments across the nation, especially in the Midwestern and Southwestern states. Among others, he has led recruitment processes for City and Assistant City Managers, Police Chiefs, Fire Chiefs, Library Directors, Chief Information Officers, City/County Attorneys, Parks & Recreation Directors, Finance Directors and Public Works Directors. The clients range from as small as 2,500 to as large as 700,000 in population. He has also conducted management consulting assignments in a number of areas including public safety, career development and strategic planning. He has written and presented training in a variety of subject areas including personnel assessment, leadership and management skills, and career development for public sector employees.

### **Areas of Expertise**

- Executive Recruitment
- Background Investigations
- Assessment Centers
- Career Development
- Strategic Planning
- Organizational Assessment

### **Professional Accomplishments and Education**

Chuck received his bachelor's degree in Career Development from the Dallas campus of Abilene Christian University and his master's degree in Human Relations and Management from the same institution. He has completed advanced management training at the Institute for Law Enforcement Administration and now serves on its adjunct faculty and advisory board. Chuck completed the Federal Bureau of Investigation's prestigious LEEDS course at Quantico, Virginia. He is a veteran of the United States Army, serving in the United States and the Republic of Viet Nam.

## **Charles (Chuck) Anderson**

*Senior Vice President*

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Charles (Chuck) S. Anderson is a Senior Vice President of Waters & Company, a *Springsted Company*. Prior to joining the Waters & Co., Chuck worked for local governments and non-profit organizations, including City Manager for Dallas, Texas; Executive Director for the Dallas Area Rapid Transit (DART) and Executive Director for the Michigan Education Association.

Chuck also served as Director for Local Government Reform for the International City/County Association (ICMA), managing a U.S. government contract for the planning and delivery of technical assistance to local governments in Central and Eastern Europe. His last assignment in this role with ICMA was to recruit and supervise a team of technical consultants to assist in re-building local governments in Bosnia following agreement on the Dayton Accords.

During his service with the Michigan Education Association, Chuck also served as Senior Consultant for Urban Planning and Management for Michigan State University's Institute for Public Policy and Social Research.

### **Areas of Expertise**

- Executive Recruitment
- Leadership/Management Development
- Organizational Design
- Organizational Development

### **Professional Accomplishments and Education**

Chuck received a Bachelor of Arts degree in political science and human resources management and a Masters of Public Administration degree from the University of Kansas. He received the prestigious L.P. Cookingham Award for Development of Young Professionals from the International City/County Management Association (ICMA) and the Minority and Women Advancement Award from the American Public Transit Association (APTA). He was also recognized as Public Administrator of the Year by the American Society of Public Administration (ASPA) and Outstanding Management Innovator (Honorable Mention) by ICMA. Chuck was recognized in 2007 with the Lifetime Achievement Award from his Public Administration Alumni Association at the University of Kansas.

**Sara Haselbauer, J.D.**

*HR Analyst*

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Ms. Sara Haselbauer is a Human Resources Analyst with the Organizational Management and Human Resources Team. Ms. Haselbauer started as an Administrative Assistant to the Project Management team in 2007. In August 2009, Ms. Haselbauer left Springsted to attend law school before returning in November 2014 as an independent contractor.

Ms. Haselbauer has experience with analyzing data from various NRMSIRs to determine whether or not all material events had been timely filed in accordance with previous and current SEC regulations. She is fluent in legal research and drafting documents.

**Education**

University of North Dakota School of Law, Grand Forks, North Dakota  
Juris Doctor  
Certificate in Indian Law

University of St. Thomas, St. Paul, Minnesota  
Bachelor of Arts in Art History and Sociology

## 5. List of Recent Executive Search Clients

The following is a partial list of previous Executive Recruitments (Michigan experience is highlighted):

List of Relevant Executive Recruitments: 2011 to Present				
Year	Client	State	Recruitment	Population
2011	Altus	OK	City Administrator	19,591
2011	Ashland	OR	Assistant City Administrator	20,713
2011	Carrboro	NC	Town Manager	20,433
2011	Chesterfield County	VA	Deputy County Administrator	259,903
2011	Christiansburg	VA	Town Manager	21,041
2011	Decorah	IA	City Administrator	8,172
2011	Dumfries	VA	Town Manager	4,937
2011	Elk River	MN	City Administrator	23,447
2011	Fredericksburg	TX	City Mgr	10,829
2011	Gardner	KS	City Administrator	20,473
2011	Grain Valley	KS	City Administrator	13,125
2011	Jackson County	MI	County Administrator/Controller	160,248
2011	Lunenburg County	VA	County Administrator	13,146
2011	Madison County	VA	County Administrator	13,200
2011	Manassas	VA	City Manager	41,705
2011	Mesa	AZ	Deputy City Manager	457,587
2011	Osceola	WI	Village Administrator	2,421
2011	Petersburg	VA	City Manager	33,740
2011	Pierce County	WI	Administrative Coordinator	36,804
2011	Sachse	TX	City Manager	22,026
2011	Salisbury	NC	City Manager	33,604
2011	Socorro	TX	City Manager	32,517
2011	St. Anthony	MN	City Administrator	8,583
2011	Steele County	MN	County Administrator	36,576
2011	Virginia Beach	VA	Deputy City Manager	448,479
2011	Washington County	MN	County Administrator	246,603
2011	Willmar	MN	City Administrator	19,680
2012	Albertville	MN	City Administrator	7,044
2012	Becker County	MN	County Administrator	32,504
2012	Bedford County	VA	County Administrator	67,154
2012	Beltrami County	MN	County Administrator	44,442
2012	Botetourt County	VA	County Administrator	30,495
2012	Brainerd	MN	City Administrator	13,487
2012	Charlotte	NC	City Manager	792,862
2012	Eau Claire	WI	City Manager	61,704
2012	Exmore	VA	Town Manager	1,458
2012	Fairview	TX	Town Manager	8,148
2012	Guilford County	NC	County Manager	495,279
2012	Hennepin County	MN	County Administrator	1,199,000
2012	Kittson County	MN	County Administrator	4,552
2012	Martinsville	VA	City Manager	15,416
2012	Morehead City	NC	City Manager	9,203
2012	Nobles County	MN	County Administrator	21,397
2012	Ocean City	MD	Town Manager	7,092
2012	Polk County	MN	County Administrator	31,569

## List of Relevant Executive Recruitments: 2011 to Present

Year	Client	State	Recruitment	Population
2012	Powhatan County	VA	County Administrator	27,964
2012	Rockbridge County	VA	County Administrator	22,307
2012	Rockville	MD	City Manager	47,388
2012	Scandia	MN	City Administrator	3,936
2012	Sibley County	MN	County Administrator	15,072
2012	Sun Prairie	WI	City Administrator	29,364
2012	Swift County	MN	County Administrator	9,594
2012	Thief River Falls	MN	City Administrator	8,661
2012	Winchester	VA	City Manager	27,216
2012	Windsor Heights	IA	City Administrator	4,860
2013	Alexandria	MN	City Administrator	11,580
2013	Bath County	VA	County Administrator	4,652
2013	Bayport	MN	City Administrator	3,496
2013	Belle Plaine	MN	City Administrator	6,804
2013	Bellevue	WI	Village Administrator	14,570
2013	Burnsville	MN	City Manager	61,434
2013	Clinton	NC	City Manager	8,676
2013	Cook County	MN	County Administrator	5,200
2013	East Grand Forks	MN	City Administrator	8,602
2013	Escambia County	FL	County Manager	305,817
2013	International Falls	MN	City Administrator	6,357
2013	Irving	TX	City Manager	228,653
2013	Jackson Area Transportation Authority	MI	Executive Director	
2013	Jefferson County	WI	County Administrator	83,943
2013	Justin	TX	City Manager	3,333
2013	Manassas	VA	Director of Finance and Admin	41,705
2013	Montgomery	MN	City Administrator	2,933
2013	Moose Lake	MN	City Administrator	2,753
2013	Muskegon	MI	City Manager	37,213
2013	Newport News	VA	City Manager	179,611
2013	Norwood Young America	MN	City Administrator	3,583
2013	Orange County	VA	County Administrator	34,246
2013	Raleigh	NC	City Manager	423,179
2013	Shenandoah County	VA	County Administrator	42,684
2013	Sherburn	MN	City Administrator	1,128
2013	Washington County	VA	County Administrator	54,827
2013	Watertown	MN	City Administrator	4,239
2013	West Saint Paul	MN	City Manager	19,708
2013	Yellow Medicine County	MN	County Administrator	10,158
2013	York County	SC	County Manager	239,363
2014	Aitkin County	MN	County Administrator	15,927
2014	Atlantic Beach	FL	City Manager	12,864
2014	Belle Plaine	MN	City Administrator	6,804
2014	Bloomington	MN	City Manager	86,319
2014	Boone	NC	Town Manager	17,774
2014	Campbell County	VA	County Administrator	55,163
2014	Cape Charles	VA	Town Manager	990
2014	Castle Rock	CO	Town Manager	53,063
2014	Eustis	FL	City Manager	19,214

**List of Relevant Executive Recruitments: 2011 to Present**

Year	Client	State	Recruitment	Population
2014	Frederick County	VA	County Administrator	80,317
2014	George C. Marshall Foundation	VA	Director of Finance and Admin	
2014	Hutchinson	MN	City Administrator	13,871
2014	Irving	TX	City Manager	225,427
2014	Lakeville	MN	City Administrator	58,562
2014	Lexington	VA	City Manager	6,998
2014	Midlothian	TX	City Manager	19,891
2014	Narberth Borough	PA	Borough Manager	4,295
2014	Novi	MI	City Manager	123,099
2014	Oakdale	MN	City Administrator	27,780
2014	Orange County	NC	County Manager	140,352
2014	Roanoke County	VA	County Administrator	93,524
2014	Spotsylvania County	VA	County Administrator	125,684
2014	Springfield	MN	City Manager	2,114
2014	Township of Lower Merion	PA	Township Manager	59,850
2015	Arlington County	VA	County Manager	221,045
2015	Bemidji	MN	City Manager	14,435
2015	Big Lake	MN	City Administrator	10,298
2015	Brooklyn Park	MN	City Manager	78,373
2015	Coconino County	AZ	Deputy County Manager	136,539
2015	Cook County	MN	County Administrator	5,200
2015	Coon Rapids	MN	City Manager	62,103
2015	Cottage Grove	MN	City Manager	35,399
2015	Culpeper County	VA	County Administrator	48,506
2015	Davidson	NC	Town Manager	11,750
2015	Diboll	TX	City Manager	5,323
2015	Fairfield County	SC	County Administrator	23,109
2015	Franklin County	VA	County Administrator	56,335
2015	Fulton County	GA	Deputy County Manager	984,293
2015	Gloucester County	VA	County Administrator	36,834
2015	Golden Valley	MN	City Manager	20,845
2015	Grand Junction	CO	City Manager	59,778
2015	Kingsville	TX	City Manager	26,312
2015	Madison County	VA	County Administrator	13,200
2015	Manassas	VA	Deputy City Manager	41,705
2015	Mille Lacs County	MN	County Administrator	25,833
2015	Monument	CO	Town Manager	5,817
2015	Provincetown	MA	Town Manager	2,994
2015	Sachse	TX	City Manager	22,026
2015	Scandia	MN	City Administrator	3,936
2015	Shakopee	MN	City Administrator	39,167
2015	Sibley County	MN	County Administrator	15,072
2015	Socorro	TX	City Manager	32,517
2015	Tazewell County	VA	County Administrator	44,103
2015	Virginia Beach	VA	City Manager	448,479
2015	Warrenton	VA	Town Manager	9,862
2015	Waseca County	MN	County Administrator	19,097
2015	West Jordan	UT	City Manager	110,077
2015	Westminster	CO	City Manager	109,169

### List of Relevant Executive Recruitments: 2011 to Present

Year	Client	State	Recruitment	Population
2015	Williamsburg	VA	City Manager	15,206
2015	Wythe County	VA	County Administrator	29,344
In Progress	Medford	OR	City Manager	77,677
In Progress	Wayzata	MN	City Manager	4,217

## 6. Corporate Qualifications and Relevant Experience

Waters & Company (W&C) recently merged with Springsted Incorporated, establishing one of the largest public sector executive recruitment and organizational management firms in the United States. Springsted Incorporated, the parent corporation, is a certified WBE. Three employee-owners lead the firms and their 70-member staff. Our principal corporate office is located in Saint Paul, Minnesota, with regional offices located in Dallas, Texas; Milwaukee, Wisconsin; Cleveland, Ohio; Des Moines, Iowa; Kansas City, Missouri; Richmond, Virginia; Denver, Colorado and Los Angeles, California.

W&C has a team of seven primary recruitment consultants available to meet your executive recruitment needs. Each consultant assigned to this recruitment has experience working with cities, villages and townships and the many different disciplines that comprise the Charter Township of Kalamazoo organization. Our consultants bring an experienced, participatory and energetic perspective to each engagement; our unique approach and personal touch are reflected in our internal standard to provide outstanding services that exceed the Township's expectations. Since 2010 our combined consultant team has conducted more than 475 executive recruitments.

The W&C Recruitment Project Team will partner with the Supervisor, Board and designated staff as your technical advisor to ensure that the recruitment process for your next Township Manager is conducted in a thorough and professional manner. Our objective is to generate high-quality candidates and assist you with the screening and evaluation of these candidates.

We have structured the W&C Recruitment Project Team to draw upon W&C's and Springsted's 50-plus years of service to the public sector and to leverage W&C's experience and capacity to focus nationwide to find the most qualified candidates.

### Physical Address

Waters & Company, a Springsted Company  
 380 Jackson Street, Suite 300  
 St. Paul, MN 55101

Office: 651-223-3053  
 Fax: 651-268-5053

Respectfully submitted,

Rollie Waters, Executive Vice President  
*Consultant*

## 7. Sample Contract for Services

## AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES (“Agreement”) is made as of the \_\_\_ day of \_\_\_\_\_, 20\_\_\_ (“Effective Date”), by and between the \_\_\_\_\_, (“Client”), and Waters & Company, a Springsted Company (“W&C”).

WHEREAS, the Client wishes to retain the services of W&C on the terms and conditions set forth herein, and W&C wishes to provide such services; and

NOW THEREFORE, the parties hereto agree as follows:

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### SCOPE OF PROFESSIONAL SERVICES

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W&C will provide professional services in the area of an executive recruitment for the position of \_\_\_\_\_. This Agreement includes W&C’s commitment to provide all elements of the recruitment process, services, and conditions described in our proposal dated \_\_\_\_\_ and attached as Exhibit\_\_\_\_\_

Phase	Description of Professional Services
Phase I	<u>Task 1</u> – Candidate Profile Development/Advertising/Marketing (includes one day on site by Project Team Leader). <u>Task 2</u> – Identify Quality Candidates.
Phase II	<u>Task 3</u> – Screening of Applications and Submission of Recommended Semi-Finalists to Client. (includes one day on-site by Project Team Leader) <u>Task 4</u> – Reference Checks, Background Checks, and Academic Verifications.
Phase III	<u>Task 5</u> – Final Process/On-Site Interviews with Finalists (includes two days on site by Project Team Leader).
Conclusion	Acceptance of offer by candidate.

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### TERM

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This Agreement shall be effective as of the Effective Date and shall remain in effect for the period necessary for successful completion of the project. This Agreement may be terminated upon thirty (30) days prior written notice to W&C. If the Client terminates, W&C is entitled to any portion of its fee so earned.

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**ALL-INCLUSIVE PROFESSIONAL PRICE**

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1. The all-inclusive professional price to conduct the recruitment is \$24,500 as a not-to-exceed amount and includes the cost of professional services by the Project Team Leader and the project support staff, and all project-related expenses such as advertising, printing, candidate background and reference checks, and travel expenses for on-site visits by the Project Team Leader. Travel expenses incurred by candidates for on-site interviews with the Client are not the responsibility of W&C and are handled directly by the client organization. The Client will make payments for the project upon receipt of an invoice submitted by W&C. Payment to W&C is due upon receipt. All invoices will be forwarded to the Client for processing unless otherwise directed. For reporting purposes, W&C's tax identification number is 47-1064404.
2. The all-inclusive professional price will be billed in four installments; 30% of the fee will be billed at the beginning of the recruitment; 30% at the implementation of Phase I; 30% at the implementation of Phase II; and the final 10% upon acceptance of offer by the candidate.
3. Additional work related to the recruitment process and as specifically requested by the Client which is outside the scope of this project (i.e. additional onsite visits) is additional. The fixed professional fee for this recruitment anticipates no more than three onsite visits which include four consulting days with one consultant. However, we would be pleased to provide additional onsite consulting visits for our standard daily rate of \$1,760 plus expenses.

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**ADDITIONAL PLACEMENTS**

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If candidates from this recruitment process are selected for another position by the Client, within one year of the close of the recruitment, a fee of 50% of the above mentioned fee amount will be due to W&C.

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**TRIPLE GUARANTEE**

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1. A commitment to remain with the recruitment assignment until you have made an appointment for the fees and tasks quoted in this proposal. If you are unable to make a selection from the initial group of finalists, W&C will work to identify a supplemental group until you find a candidate to hire.
2. Your executive recruitment is guaranteed for 24 months against termination. Within the first year, the replacement recruitment will be repeated with no additional professional fee, but only for project-related expenses. During the second year, the replacement recruitment is reduced to 50%

of the professional fee plus project-related expenses. Candidates appointed from within your organization do not qualify for this guarantee. This guarantee is subject to further limitations and restrictions of your state laws. Additional services include a performance appraisal and review after 12 months of service of the appointed candidate, with no professional fee charged to you. If you elect to use this service, the only cost you would incur would be the reimbursement for any project-related expenses.

3. W&C will not solicit any candidates selected under this contract for any other position while the candidate is employed with your organization.

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**DEVOTION OF TIME**

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W&C shall devote such time to the performance of its duties under this Agreement as is necessary for the completion of all project phases.

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**NOTICE**

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All notices hereunder shall be in writing and deemed to have been given when delivered, transmitted by first class, registered or certified mail, postage prepaid and addressed as follows:

If to Client:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If to W&C:

Waters & Company, a *Springsted Company*  
380 Jackson Street, Suite 300  
Saint Paul, MN 55101  
Attention: Managing Principal

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**ENTIRE AGREEMENT**

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This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement that is not contained herein shall be valid or binding.

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**AMENDMENT**

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This Agreement may be amended by the mutual agreement of the parties hereto in writing and must be attached to and incorporated into this Agreement.

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**LEGAL CONSTRUCTION**

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In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this Agreement shall be constructed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Executed on the day and the year first written in this Agreement

\_\_\_\_\_

WATERS & COMPANY, A SPRINGTED  
COMPANY

By: x \_\_\_\_\_  
Name:  
Title:

By: x \_\_\_\_\_  
Name:  
Title:

**APPENDIX I**  
**Sample Brochure**

# NOVI CITY MANAGER



**THE NOVI, MICHIGAN CITY COUNCIL IS SEEKING A VISIONARY AND INNOVATIVE PROFESSIONAL AND AN OUTSTANDING LEADER**



[cityofnovi.org](http://cityofnovi.org)



## THE COMMUNITY

With a current estimated population of 56,000, Novi's approximately 32 square miles are packed with potential, providing a gateway to 21st Century opportunity. Strategically located at the convergence of three major expressways, 25 minutes from Detroit Metropolitan Airport, and in close proximity to Downtown Detroit (25 miles) and Ann Arbor (29 miles), Novi has unparalleled access to superior healthcare, commercial retail, technology, and a diverse commercial office and industrial sector, including automotive industry headquarters.

Novi's vibrant retail centers, including the Twelve Oaks Mall, superior public safety services, diverse and abundant housing, top-notch public/private schools, and more than 1000 acres of parks and recreation space, are among the many reasons the City has been recognized as one of the best places to live and work by **Family Circle** and **Money Magazine**.

Novi is one of the fastest growing cities in Michigan. The nearly 70 percent of developed land is a balanced mix of residential, commercial, office, and retail uses, leaving 30% of land area ready for development. The business-friendly attitude has created a productive environment where over 1,800 businesses thrive and prosper. The community includes businesses of all sizes, from international corporations with

national and regional offices to owner-occupied businesses serving the local area. The City's industrial and office parks are home to companies in high-tech research and development, healthcare, transportation and logistics, manufacturing, and domestic and foreign automotive-related suppliers. Energy-related companies are one of the fastest growing sectors in the community.

Novi is proud of its diverse population and culture and is committed to respecting and valuing this diversity in the workplace and throughout the community. Due in large measure to the growing international business community, the City has a significant presence of diverse cultural groups, including Japanese and Asian Indian.

Novi is not only a high-quality, full-service city, but is rooted to the idea that a city should foster the well-being of every citizen and business and protect the environment through community-wide sustainability initiatives. As Novi prepares for its very bright future, it is clear that it has created a model for other cities nationwide and in Michigan for ethical and competent government, retail and commercial success, respect and protection for the environment, and high-quality citizen services.





## THE ORGANIZATION

The City has adopted the Council-Manager form of government with the City Council comprised of the Mayor, elected to a two-year term, and six Council Members, elected at large to four-year terms. Elections are non-partisan. The City Council appoints the City Manager, City Attorney, City Assessor, and City Clerk and members of Boards and Commissions; approves the City budget; establishes the strategic vision, long-term goals and direction for the community; sets policy; and approves ordinances.

On an annual basis the City Council reviews and updates its goals. For the current fiscal year, it has established four primary goals listed below. Details for each goal and other relevant information can be found on the Novi website at [cityofnovi.org](http://cityofnovi.org).

### **N**urture Public Services That Residents Want and Value

### **O**perate a World-Class and Sustainable Local Government

### **V**alue and Build a Desirable and Vibrant Community for Residents and Businesses Alike Now and into the Future

### **I**nvest Properly in Being a Safe Community at All Times for All People

The City Manager recommends policy actions and the annual budget, implements policies, ordinances, executes contracts approved by the City Council and directs the daily operations of the City organization with an Assistant City Manager and the nine Department Directors.

The City has established an internal operating environment that fosters collaboration, cooperation, and positive and productive

working relationships focused on high-quality internal operations and external customer services. Staff are guided by a Leadership Philosophy that encourages a trusting, supportive environment and fosters the opportunity to lead, both formally and informally, and is available to all who desire it at all levels throughout the organization. Community services and internal administrative services are provided through several departments:

**Public Service** (Engineering, Field Operations, Fleet Maintenance, Water & Sewer); **Public Safety** (Police, Fire, Emergency Preparedness & Management); **Community Development** (Planning/Zoning, Building Inspections); **Neighborhood & Business Relations** (Economic Development, Business Attraction/Retention, Communications, Novi Youth Council, Civic Engagement, and Community Relations); **Parks, Recreation & Cultural Services** (Parks, Recreation, Arts & Community Festivals, Ice Arena, Older Adult Services); **Library**; **City Clerk**; **Human Resources**; **Finance/Treasury/Purchasing**; **Information Technology/Facility Operations**; and **Assessing**.

Current staffing includes 221 full-time employees and an annual budget of \$55.3 million. Conservative and competent fiscal management has resulted in a financially stable organization for which the City has received the “Distinguished Budget Award” from the Governmental Financial Officers’ Association for 16 consecutive years. Since 2008, Novi’s strong fiscal discipline has earned Standard & Poor’s AA+ rating. In 2012, the City received an AA2 rating from Moody’s, a level only achieved by a small percent of local governments. Moreover, this positive financial situation allowed the City Council to make the historic move in 2012/13 of reducing the city property tax millage from 10.5416 to 10.2000 mills. Novi was one of the few cities in Michigan to do so.



Internally the City organization is financially strong with staff working collaboratively to deliver the best services possible.

## CANDIDATE PROFILE

The ideal candidate will have a proven track record as a successful City Manager for a growing and diverse community or service as an Assistant City Manager in a larger community with a broad range of direct supervision and responsibilities.

Having an astute understanding of the political arena without engaging in local politics will be important for the next City Manager. In addition, the City Manager will be expected to establish an open and supportive relationship with the Mayor and each member of Council where he or she understands and respects its members' governing role and will provide Council with timely and thoughtful recommendations for policy action backed by thorough research and credible facts. The City Manager will have the professionalism to provide the Mayor/Council with the unvarnished truth about the impacts and implications of policy issues and actions. He or she will be an innovative and creative visionary, including the use of technology, but also be able to execute in a decisive manner.

In addition to competency in areas of general management, the next City Manager will have a demonstrated record of managing within a growth environment with successful urban planning and economic development initiatives. Experience with downtown development or redevelopment will be

beneficial. Also, successful experience with financial and budget management will be an expectation for the next City Manager.

The successful candidate will be a strong and visible leader of staff. Having impeccable integrity and ethical conduct, the City Manager will set similar standards for all City staff and high standards for citizen services and customer service that are linked to the City Council's four strategic goals. Staff training and development, coupled with the ability to set clear objectives, delegate authority without "micro-managing," and holding all staff accountable for the same high standards of performance will be essential. Genuine respect for the importance and value of diversity within the workforce and the community is absolutely essential for the next City Manager.

The next City Manager will have superior communication skills and be cordial, approachable, accessible, and comfortable being out and about within the organization and the community. It is also expected that he or she will be willing to invest considerable time and energy within the community for a period of at least five to ten years and reside within the local area.

## PRIORITY ISSUES

Novi is fortunate to be on a sound fiscal path. The next City Manager will have the opportunity to set and steer the course for continuous high-quality growth and development and enhance productive partnerships with the school district, business and industry, neighborhood and cultural groups, and regional and statewide organizations. Commitment to quality public safety services and continued investment in critical infrastructure, including roads, pathways, sidewalks, and water and sewers, are rated as top interests by citizens and business in biennial Novi surveys.

Internally, the City organization operates effectively and efficiently with staff working collaboratively to deliver the best services possible. City Council has been supportive in their approval to allocate funds for staff training and development. The expectation will be

for the next City Manager to continue to support that priority. There is need to develop a succession plan and to improve staff retention with a review of the salary and benefits plans for the six bargaining groups and administrative staff to ensure they are internally equitable and externally competitive.



## COMPENSATION AND BENEFITS

Generous benefit package, negotiable, with a starting salary range of 125K - 140K DOQ. Relocation assistance and an employment agreement will be provided by the City.

## EDUCATION & EXPERIENCE

An undergraduate degree in Public Policy, Business Administration or related field required (Master's Degree preferred), together with at least seven to ten years of progressively responsible experience as a City/County Manager or service as an Assistant City/County Manager in a larger city or county. Experience in and knowledge of Michigan is beneficial and preferred, but not required.



## APPLICATION & SELECTION PROCESS

Qualified candidates should submit their cover letter and resume online by visiting our website at [www.watersconsulting.com/recruitment](http://www.watersconsulting.com/recruitment). This position is open until filled; however, interested applicants are strongly encouraged to apply no later than **August 14, 2014**. On-site interviews in Novi will be offered by the City Council to those candidates named as finalists, with reference checks, background checks and academic verifications conducted after receiving candidates' permission. For more information, please contact:

**Chuck Anderson**  
Phone: (817) 965-3911  
Email: [canderson@watersconsulting.com](mailto:canderson@watersconsulting.com)

Applicants selected as finalists for this position will be subject to a criminal history/credit/drivers license check prior to interview. Under the public information statutes, information from your resume may be subject to public disclosure. If you desire your application to be confidential until the interview stage of the process, you must so state on your application materials.

The City of Novi is an Equal Opportunity Employer and values diversity at all levels of its workforce.



5050 Quorum Dr. Suite 625 Dallas, TX 75254  
Phone: 972.481.1950  
Toll-free: 800.899.1669  
Fax: 972.481.1951

[watersconsulting.com](http://watersconsulting.com)

Helping  
**PUBLIC & PRIVATE**  
**SECTOR CLIENTS**  
manage their HR needs



## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding was entered into by the Charter Township of Kalamazoo, Kalamazoo County, Michigan (“Kalamazoo”) and City Star Services, Inc., dba Republic Services of West Michigan (“Republic”) this \_\_\_\_ day of \_\_\_\_\_, 2016 and respects the offering by Republic of additional optional services to Township customers (“customers”) encompassed by the Township’s Residential Waste Single Hauler Mixed Waste and Optional Yard Waste Collection Contract (“Single Hauler Program”) with Kalamazoo.

WHEREAS the Single Hauler Program is a comprehensive residential mixed waste collection program under which Republic was selected and designated as the Township’s “Designated Waste Hauler” for curbside collection of residential mixed waste generated by residential dwelling units within the Township; and

WHEREAS the various obligations of Republic, Kalamazoo and customers under the Single Hauler Program are memorialized in several documents including an RPF, Republic’s response to the RPF; a contract; previously-executed memoranda of understanding; and an Ordinance; and

WHEREAS, the Single Hauler Program defines “curbside collection” as “the collection of solid waste which has been placed for pickup in appropriate solid waste receptacles at the side of a public or private road adjacent to the abutting private property”; and

WHEREAS the Single Hauler Program defines “residential dwelling unit” as “all structures, buildings, premises and/or realty utilized for single- family residential dwelling purposes and for a combined total of up to four (4) attached single family residential dwelling units (i.e. two-family (duplex); three-family (tri-plex) and four-family (quadriplex). “Residential dwelling unit” shall not include apartment buildings, mobile home parks, or multiple-family attached dwelling units greater than four (4) in number’ and

WHEREAS the Single Hauler Program requires owners and occupants of residential dwelling units within the Township to contract with Republic for curbside collection of residential mixed waste and requires Republic to make those collection container size and type offerings as provided in the contract to the owners and occupants of residential dwelling units within the Township at contracted rates for the duration of the program; and

WHEREAS the Single Hauler Program requires Republic to effectuate special (non-curbside) collection of residential mixed waste from residential dwelling units owned/occupied by customers that certify a physical or other disability to effectuate the placement of residential mixed waste for curbside collection; and

WHEREAS during the implementation process of the Single Hauler Program, Republic was requested to consider providing optional non-curbside collection of residential mixed waste from residential dwelling units within the Township to customers that cannot certify a physical disability at an additional charge (“Back Door service”) but nevertheless wish back door service; and

WHEREAS Republic wishes to offer such “back door service” to those owners/occupants of residential dwelling units that request it for an additional charge; and

WHEREAS Kalamazoo wishes to authorize Republic to make such offering and to charge an additional amount for such optional “Back Door” service as part of the Single Hauler Program.

NOW THEREFORE it is agreed by Kalamazoo and Republic as follows:

1. “Back Door service” shall mean the offering of non-curbside “i.e. back door, porch, driveway, garage” collection of residential mixed waste by Republic under the Single Hauler Program as an option to those customers that cannot or do not certify a disability but nevertheless wish to contract for such service at an additional charge.
2. Republic shall be permitted to offer “Back Door service” to those customers that request it at an additional cost not to exceed \$10.00 per month. Republic may determine whether to provide such “Back Door service” on a request-only basis or if it wishes to otherwise promote the service in a more general form, so long as the rate does not exceed that which is agreed-to herein. If Republic chooses to make a general offering of “Back Door” service via advertising or other direct mailing, the Township shall be provided an opportunity to review and comment on such general advertising prior to its release to customers.
- 3 All other provisions of the October 20, 2015 RFP, the October 30, 2015 Addendum to the October 20, 2015 RFP, previously-executed memoranda of understanding; the Kalamazoo Township Residential Mixed Waste Single Hauler Ordinance; and Acknowledgement/Agreement of the bid documents, criteria, ordinances, and addendums, remain as written.

Witnessed by:

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Jim Porter, General Manager  
Republic

Witnessed by:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CHARTER TOWNSHIP OF  
KALAMAZOO

By: \_\_\_\_\_  
Ronald E. Reid, Supervisor

By: \_\_\_\_\_  
Donald Z. Thall , Clerk

Drafted by:  
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*Charter*  
***Township***  
*of Kalamazoo*

Date: March 8, 2016  
To: Kalamazoo Township Board  
From: George Cochran, Treasurer  
Re: Deletion and Addition of Depository

I am requesting am requesting another change in the Depositories List for the Township. This involves the removal of Chase Bank and the addition of 1<sup>st</sup> Source Bank.

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

March 14, 2016

Resolution Authorizing the Financial Institutions Listed Below as Depositories of Township Funds

**WHEREAS**, the Township Treasurer is authorized to recommend financial institutions for approval for safekeeping of township funds based on an evaluation of the performance and solvency of the institution

**WHEREAS**, the following financial institutions qualify under Public Act 20 as approved by the state for holding municipal funds.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Charter Township of Kalamazoo authorizes that Chase Bank be removed and 1<sup>st</sup> Source Bank be added to the following list of financial institutions, designated as the list of depositories for 2016.

Advia Credit Union	1 <sup>st</sup> Source Bank
Chemical Bank	Lake Michigan Credit Union
Comerica Bank	Consumers Credit Union
Educational Community Credit Union	First Merit Bank
First National Bank of Michigan	Flagstar Bank
Huntington National Bank	Mercantile Bank of Michigan
Macatawa Bank	Michigan Class – MBIA
Morgan Stanley Wealth Management	Omni Community Credit Union
Private Bank	Talmer Bank & Trust
Wolverine Bank	Old National Bank

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

Upon roll call vote the following members voted “aye”:

The following voted “nay”:

The following was absent:

The Supervisor declared the motion carried and the Resolution duly adopted, this date: March 14, 2016.

**CHARTER TOWNSHIP OF KALAMAZOO**

\_\_\_\_\_  
Donald Z. Thall, Clerk  
1720 Riverview Drive  
Kalamazoo, MI 49004  
269-381-8080

## 4TH QUARTER 2015

100 North Michigan Street

P.O. Box 1602

South Bend, Indiana 46634

shareholder@1stsource.com



Christopher J. Murphy III  
 Chairman of the Board  
 Chief Executive Officer

## TO OUR SHAREHOLDERS:

While our fourth quarter earnings did not conclude as strongly as I had hoped, I am pleased with the continued steady growth over the prior year with total loans and leases up 8.30%, total deposits up 8.84%, and total assets up 7.41%. The fourth quarter was negatively impacted by costs associated with the issuance of debit cards with the new, more secure embedded EMV cbip which our customers are receiving this year. For the year, we saw steady growth across the board offset by an increase in noninterest expense as we continued our long-term focus of investing in our banking centers, information technology and our people. We also experienced an increase in employee health care costs. That said, I am proud that 1st Source Corporation continued adding to our record of consecutive dividend growth now with a 28th year!

Net income was \$57.49 million for the year of 2015, compared to \$58.07 million in 2014. Fourth quarter net income was \$14.42 million, compared to \$15.00 million in the fourth quarter of 2014. The 2014 results included \$3.30 million of one-time tax benefits of which \$2.12 million was in the fourth quarter. These benefits were the result of a resolution of uncertain tax positions due to settlements with taxing authorities and the lapse of the applicable statute of limitations.

Diluted net income per common share for the year was \$2.17 unchanged from a year earlier. Diluted net income per common share for the fourth quarter was \$0.55, compared to \$0.57 per common share reported in the fourth quarter of the previous year. (All share and per share information has been adjusted for a 10% stock dividend declared on July 22, 2015 and issued on August 14, 2015, unless otherwise noted.)

At its January 2016 meeting, the 1st Source Board of Directors approved a cash dividend of \$0.18 per common share. The cash dividend is payable on February 12, 2016 to shareholders of record on February 1, 2016. Cash dividends for 2015 increased 4.03% over the previous year.

Total assets at the end of 2015 were \$5.19 billion, up 7.41% from the same period last year. Total loans and leases at December 31, 2015 were \$3.99 billion, up 8.30%, and total deposits at December 31, 2015 were \$4.14 billion, up 8.84% from the same period last year.

As of December 31, 2015, the common equity-to-assets ratio was 12.41%, compared to 12.72% at December 31, 2014 and the tangible common equity-to-tangible assets ratio was 10.96% at December 31, 2015 compared to 11.15% at December 31, 2014.

The net interest margin was 3.61% for the fourth quarter of 2015 unchanged from the same period in 2014. The net interest margin was 3.60% for the year ending December 31, 2015 versus 3.59% for the year ending December 31, 2014.

Reserve for loan and lease losses as of December 31, 2015 was 2.21% of total loans and leases, compared to 2.31% as of December 31, 2014. We achieved net recoveries of \$0.50 million for the fourth quarter 2015, compared to net charge-offs of \$1.51 million in the fourth quarter 2014. Net recoveries for the full year were \$0.88 million in 2015 compared to charge-offs of \$2.17 million in 2014. There was no provision for loan and lease losses in the fourth quarter of 2015, compared with recovery of provision for loan and leases losses of \$0.82 million for the same period in 2014. For the twelve months of 2015, the provision for loan and lease losses was \$2.16 million compared with \$3.73 million for the twelve months of 2014. The ratio of nonperforming assets to net loans and leases improved to 0.50% on December 31, 2015, compared to 1.13% on December 31, 2014.

We ended the year by opening two new banking centers, one in downtown Kalamazoo, Michigan and another in a well-developed area of Valparaiso, Indiana. In Valparaiso we consolidated two outdated and less convenient facilities into one. As a result we look forward to growing in these markets in the coming years. We also received the Small Business Administration's Community Lender Award for producing the highest volume of SBA loans throughout the state, among banks of our size. It is an honor to receive this recognition for the third straight year. As always we remain focused on helping our clients achieve security, build wealth and realize their dreams.

Thank you for being a part of 1st Source. If we can be of service to you, please give us a call at 574.235.2000.



## 4TH QUARTER 2015

(Unaudited — Dollars in thousands except per share data)



	3 Months Ended December 31		12 Months Ended December 31	
	2015	2014	2015	2014
<b>END OF PERIOD BALANCES</b>				
Assets			\$ 5,187,916	\$ 4,829,958
Loans and leases			3,994,692	3,688,574
Deposits			4,139,186	3,802,860
Reserve for loan and lease losses			88,112	85,068
Intangible assets			84,676	85,371
Common shareholders' equity			644,053	614,473
<b>AVERAGE BALANCES</b>				
Assets	\$ 5,134,594	\$ 4,839,479	\$ 4,994,208	\$ 4,806,805
Earning assets	4,792,553	4,536,441	4,668,811	4,513,631
Investments	785,903	812,497	786,980	822,021
Loans and leases	3,959,468	3,651,994	3,837,149	3,639,985
Deposits	4,100,913	3,844,239	3,961,060	3,777,743
Interest bearing liabilities	3,532,627	3,361,111	3,459,939	3,395,591
Common shareholders' equity	647,027	611,960	635,497	601,892
<b>INCOME STATEMENT DATA</b>				
Net interest income	\$ 43,211	\$ 40,839	\$ 166,521	\$ 160,329
Net interest income - FTE	43,668	41,285	168,219	162,168
(Recovery of) provision for loan and lease losses	—	(820)	2,160	3,733
Noninterest income	20,902	19,876	83,316	77,887
Noninterest expense	41,744	41,991	159,114	150,040
Net income	14,417	14,996	57,486	58,069
<b>PER SHARE DATA*</b>				
Basic net income per common share	\$ 0.55	\$ 0.57	\$ 2.17	\$ 2.17
Diluted net income per common share	0.55	0.57	2.17	2.17
Common cash dividends declared	0.180	0.164	0.671	0.645
Book value per common share	24.75	23.41	24.75	23.41
Tangible book value per common share	21.49	20.16	21.49	20.16
Market value - High	34.35	32.02	34.35	32.02
Market value - Low	29.35	25.45	26.95	25.05
Basic weighted average common shares outstanding	26,059,762	26,248,621	26,173,351	26,434,769
Diluted weighted average common shares outstanding	26,059,762	26,248,621	26,173,351	26,434,769
<b>KEY RATIOS</b>				
Return on average assets	1.11%	1.23%	1.15%	1.21%
Return on average common shareholders' equity	8.84	9.72	9.05	9.65
Average common shareholders' equity to average assets	12.60	12.65	12.72	12.52
End of period tangible common equity to tangible assets	10.96	11.15	10.96	11.15
Risk-based capital - Common Equity Tier 1	12.39	N/A	12.39	N/A
Risk-based capital - Tier 1	13.65	14.57	13.65	14.57
Risk-based capital - Total	14.97	15.89	14.97	15.89
Net interest margin	3.61	3.61	3.60	3.59
Efficiency: expense to revenue	61.98	67.56	60.93	60.62
Net charge offs to average loans and leases	(0.05)	0.16	(0.02)	0.06
Loan and lease loss reserve to loans and leases	2.21	2.31	2.21	2.31
Nonperforming assets to loans and leases	0.50	1.13	0.50	1.13
<b>ASSET QUALITY</b>				
Loans and leases past due 90 days or more			\$ 122	\$ 981
Nonaccrual loans and leases			12,718	34,602
Other real estate			736	1,109
Former bank premises held for sale			—	626
Repossessions			6,927	5,156
Equipment owned under operating leases			121	6
Total nonperforming assets			\$ 20,624	\$ 42,480

\*Share and per share figures have been adjusted for 10% stock dividend declared July 22, 2015 and issued on August 14, 2015.

Except for historical information contained herein, the matters discussed in this document express "forward-looking statements." Generally, the words "believe," "expect," "intend," "possible," "estimate," "anticipate," "project," "will" and similar expressions indicate forward-looking statements. Those statements, including statements, projections, estimates or assumptions concerning future events or performance, and other statements that are other than statements of historical fact, are subject to material risks and uncertainties. 1st Source cautions readers not to place undue reliance on any forward-looking statements, which speak only as of the date made. 1st Source may make other written or oral forward-looking statements from time to time. Readers are advised that various important factors could cause 1st Source's actual results or circumstances for future periods to differ materially from those anticipated or projected in such forward-looking statements. Such factors, among others, include changes in laws, regulations or accounting principles generally accepted in the United States; 1st Source's competitive position within its markets served; increasing consolidation within the banking industry; unforeseen changes in interest rates; unforeseen downturns in the local, regional or national economies or in the industries in which 1st Source has credit concentrations; and other risks discussed in 1st Source's filings with the Securities and Exchange Commission, including its Annual Report on Form 10-K, which filings are available from the SEC. 1st Source undertakes no obligation to publicly update or revise any forward-looking statements.