

Agenda for the  
Allendale Charter Township Board Meeting  
Monday, May 22, 2023, 6:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to Order

- Invocation given by Bruce Zeinstra
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
  - Approval of the May 8<sup>th</sup>, 2023, Regular Board Meeting Minutes
  - Bills
  - Interim Bills
- For information
  - Financial Report
  - Minutes of the May 1<sup>st</sup>, 2023, Planning Commission Meeting
  - April Sheriff's Office Monthly May Report
  - April Fire Department Monthly Report
  - Notice of Hiring: Seasonal Maintenance Assistants Stephanie Webb & Domenico Tejeda
  - Notice of Hiring: Public Utilities Assistant Operators: Mya Harmer & Eli Baumann
  - Notice of Hiring: Substitute Library Page and Circulation Assistants: Sarah Kenney & Lucy Schuiling
- Public Hearings
- Public Comments
- Guest Speakers
- Action Items
  - MERS Retirement Plan Update: Addition of Health Care Savings Program
- Discussion Items
- Public Comments
- Board Comments
- Future Agenda Items
- Adjournment

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**PROPOSED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
MAY SESSION 1<sup>st</sup> DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, May 8, 2023, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Ms. Schuitema; Ms. Hansen; Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall; and Mr. Elenbaas. (6)

Absent at Roll Call: None (0)

Vacant Seat: One (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; and Chad Doornbos, Public Utilities Superintendent.

Ms. Kraker pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 23-070      Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 23-071      Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the April 24, 2023, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$211,376.42 and interim payments of \$112,829.71, as presented by the summary report for May 8, 2023.

Items Received for Information

1. Minutes of the April 17, 2023, Planning Commission Meeting.
2. March Fire Department Report
3. Public Utilities 2022 Year In Review Report

Public Hearings - None

Public Comments- None

BOT 23-072 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 23-073 Mr. Zeinstra moved to approve and authorize the Clerk and or Supervisor to sign Resolution 2023-07, as amended: Resolution to Commence Eminent Domain Proceedings; a resolution authorizing legal counsel to begin Eminent Domain Proceedings in accordance with 1980 PA 87, as amended. The motion passed.

Discussion Items

Ms. Hansen provided an overview of the proposed Cemetery Ordinance and fees updates.

Several board members had questions and comments.

Public Comments -None

BOT 23-074 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Zeinstra inquired on the status of codification of Zoning Ordinance.

Ms. Schuitema informed the board she has been researching ideas and suggestions on potential park improvement and expansion projects.

Ms. Hansen thanked the board for supporting the fire department. She indicated the open house was a great success. She informed the board that Mr. Elenbaas, Chief Keefe, and all the firefighters did an amazing job.

Mr. Elenbaas thanked the board for their support, perspective, and insight.

BOT 23-075 Ms. Schuitema moved to adjourn the meeting at 7:24 p.m. The motion passed.

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Jody L. Hansen, Clerk  
Of the Township of Allendale

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Adam Elenbaas, Supervisor  
Of the Township of Allendale



## UNJOURNALIZED

OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - APRIL	253.50	
101-000.000-225.000	Due To Schools	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - APRIL	1,014.00	
Total For Dept 000.000 REVENUE				1,267.50	
Dept 101.000 Township Board					
101-101.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	123.00	
Total For Dept 101.000 Township Board				123.00	
Dept 171.000 Supervisor					
101-171.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	14.00	
101-171.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	55.64	
101-171.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	20.30	
101-171.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	477.30	
101-171.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	53.18	
101-171.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	48.64	
101-171.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	515.00	
Total For Dept 171.000 Supervisor				1,184.06	
Dept 209.000 EMPLOYEE INSURANCES					
101-209.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - JUNE	22,206.80	
Total For Dept 209.000 EMPLOYEE INSURANCES				22,206.80	
Dept 215.000 CLERK					
101-215.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	13.80	
101-215.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	7.72	
101-215.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	477.30	
101-215.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	179.00	
101-215.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	400.00	
101-215.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	97.28	
Total For Dept 215.000 CLERK				1,175.10	
Dept 223.000 AUDIT					
101-223.000-810.000	AUDIT	SCHOLTEN FANT	2022 AUDIT OPINION LETTER	250.00	
Total For Dept 223.000 AUDIT				250.00	
Dept 248.000 ADMINISTRATION					
101-248.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	ALLENDALE ROTARY CLUB	ANNUAL MEMBERSHIP DUES - SZYMANSKI; K	250.00	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER CABLE; ELECTRIC LETTER OPENER	9.99	
101-248.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	11.99	
101-248.000-732.000	SUPPLIES	STAPLES	OFFICE SUPPLIES	124.67	
101-248.000-802.000	Contracted Services	WEST MICHIGAN DOCUMENT S	SECURE SHREDDING SERVICE @ 05/10/23	45.00	
101-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	127.68	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	INFECTIONS	52.50	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	AGREEMENT MGD CBR - MICROSOFT 365	88.08	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	CREDIT - INFECTIONS	(52.50)	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - MAY	2,529.00	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	DISASTER RECOVERY - MAY	477.00	
101-248.000-802.000-ITMONT	Contracted Services	SMARSH INC	FACEBOOK - PROF ARCHIVE CAPTURE - APR	26.25	
101-248.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	2.39	
101-248.000-955.000	Miscellaneous	MUNICIPAL ADVISORY COUNC	ANNUAL MAC WEBSITE FOR DEBT REPORTS	100.00	
Total For Dept 248.000 ADMINISTRATION				3,792.05	
Dept 262.000 ELECTIONS					

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## OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 262.000 ELECTIONS					
101-262.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER CABLE; ELECTRIC LETTER OPENER	172.02	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	375.31	
Total For Dept 262.000 ELECTIONS				547.33	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	46.22	
101-265.000-802.000	Contracted Services	ARROWASTE INC	TRASH SERVICES - BLDG/GRNDS	145.00	
101-265.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - APRIL	324.45	
101-265.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	48.64	
101-265.000-863.000	FUEL	WEX BANK-EXXON MOBIL	FUEL CHARGES	238.63	
101-265.000-930.000	Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	14.95	
101-265.000-930.000-TRUCKT	Maintenance	AMAZON CAPITAL SERVICES	GOLF CART TIRES	131.94	
101-265.000-930.000-TRUCKT	Maintenance	AUTOZONE PARTS	MAINTENANCE SUPPLIES	64.26	
101-265.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	92.89	
101-265.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	30.62	
101-265.000-955.000	Miscellaneous	SPECTRUM HEALTH HOSPITAL	DRUG SCREENING - SEASONAL MAINTENANCE	55.00	
101-265.000-955.000	Miscellaneous	SPECTRUM HEALTH HOSPITAL	DRUG SCREENING - SEASONAL EMPLOYEES	55.00	
Total For Dept 265.000 BUILDING & GROUNDS				1,247.60	
Dept 266.000 ATTORNEY					
101-266.000-802.000	Contracted Services	SCHOLTEN FANT	ATTORNEY SERVICES - APRIL	3,512.50	
101-266.000-802.010	Contracted Services P.C.	SCHOLTEN FANT	ATTORNEY SERVICES - APRIL	135.00	
Total For Dept 266.000 ATTORNEY				3,647.50	
Dept 336.000 FIRE DEPT					
101-336.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	384.36	
101-336.000-732.020	FIRE FIGHTING SUPPLIES	AMAZON CAPITAL SERVICES	PHONE CASE	24.49	
101-336.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	(600.00)	
101-336.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - APRIL	64.08	
101-336.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	58.41	
101-336.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	MICROSOFT OFFICE 365 - BOSCH	264.00	
101-336.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	AGREEMENT MGD CBR - MICROSOFT 365	22.00	
101-336.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	MICROSOFT 365 - PAID-ON-CALL FIRE	17.60	
101-336.000-811.000	COMPUTER CONTRACTED SERVICES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	9.99	
101-336.000-926.000	UTILITIES	ENGINEERED PROTECTION SY	MAINTENANCE SERVICES	110.00	
101-336.000-935.000	Truck Maintenance	NAPA - GENUINE PARTS COM	TRUCK MAINTENANCE SUPPLIES - FIRE DEP	91.94	
101-336.000-935.000-MAINT1	Truck Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	23.95	
101-336.000-972.000	EQUIPMENT REPLACEMENT	ALLENDALE FIRE FIGHTERS	TOWER LIGHT; PORTABLE LIGHT; BATTERY	378.00	
Total For Dept 336.000 FIRE DEPT				848.82	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	BILL PAYMENT CENTER	ELECTRIC USAGE - MAY	21.60	
Total For Dept 448.000 STREET LIGHTS				21.60	
Dept 449.000 HIGHWAY-M45					
101-449.000-863.000	FUEL	WEX BANK-EXXON MOBIL	FUEL CHARGES	268.28	
101-449.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - MAY	41.90	
Total For Dept 449.000 HIGHWAY-M45				310.18	
Dept 567.000 CEMETERY					
101-567.000-802.000	Contracted Services	KERKSTRA PORTABLE RESTRO	PORTABLE RESTROOM RENTAL	120.00	
101-567.000-863.000	FUEL	WEX BANK-EXXON MOBIL	FUEL CHARGES	201.50	
Total For Dept 567.000 CEMETERY				321.50	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 672.000 LIFELONG LEARNERS					
101-672.000-802.000	Contracted Services	HOLIDAY COACH COMPANY	LIFELONG LEARNERS TRIP TO FRANKENMUTH	1,575.35	
Total For Dept 672.000 LIFELONG LEARNERS				1,575.35	
Dept 751.000 RECREATION AND PARKS					
101-751.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	232.56	
101-751.000-732.000	SUPPLIES	MINER SUPPLY COMPANY INC	JANITORIAL SUPPLIES	148.44	
101-751.000-863.000	FUEL	WEX BANK-EXXON MOBIL	FUEL CHARGES	260.40	
101-751.000-930.000	Maintenance	SPRING BROOK SUPPLY INC	FILTER COVER & CARTRIDGE	85.01	
101-751.000-930.000	Maintenance	VRIESLAND GROWERS CO-OP	BUCCANER PLUS	134.00	
Total For Dept 751.000 RECREATION AND PARKS				860.41	
Dept 753.000 COMMUNITY PROMOTIONS					
101-753.000-807.000-CONCER	COMMUNITY PROGRAMS	BROADCAST MUSIC INC	MUSIC LICENSE FEES	421.00	
101-753.000-807.000-MOVIES	COMMUNITY PROGRAMS	SWANK MOTION PICTURES IN	MOVIES IN THE PARK - 2023	1,020.00	
101-753.000-955.000	MISCELLANEOUS	FRESH COAST LABEL LLC	NAME PLATES - SZYMANSKI; WALKER	29.36	
Total For Dept 753.000 COMMUNITY PROMOTIONS				1,470.36	
Dept 790.000 LIBRARY					
101-790.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	8.95	
101-790.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	39.98	
101-790.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	109.99	
101-790.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	CLEANING SUPPLIES	32.19	
101-790.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	22.99	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON CAPITAL SERVICES	VIDEO GAME	69.00	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOCD	38.50	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOCD	38.49	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOCD	86.98	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOCD	26.95	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	DVDS	102.60	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	373.68	
101-790.000-732.000-BOOKSX	SUPPLIES	CENTER POINT LARGE PRINT	LARGE PRINT BOOKS	190.56	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT BOOKS	63.98	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT BOOKS	20.24	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	156.23	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	360.13	
101-790.000-802.000	Contracted Services	REBECCA BENJAMIN	LIBRARY CLEANING SERVICES - APRIL	800.00	
101-790.000-802.000-COLLEC	Contracted Services	UNIQUE MANAGEMENT SERVIC	PLACEMENTS	9.85	
101-790.000-802.000-COPIER	Contracted Services	OFFICE MACHINES COMPANY	MONTHLY COPIER/PRINTER CHARGES	147.91	
101-790.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	13.44	
101-790.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	AGREEMENT MGD CBR - MICROSOFT 365	104.72	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	5.39	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	25.45	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	16.99	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	5.30	
101-790.000-807.000-MISCPR	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	119.99	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	MR JIM	JUGGLING KICK OFF PROGRAM	400.00	
101-790.000-807.000-YOUTH P	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	1000 BOOKS BEFORE KINDERGARTEN	100.07	
101-790.000-807.000-YOUTH P	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	ATTENDANCE COUNTER	7.89	
101-790.000-807.000-YOUTH P	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	YOUTH PROGRAM SUPPLIES	24.98	
101-790.000-807.000-YOUTH P	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	9.99	
101-790.000-955.000	Miscellaneous	SPECTRUM HEALTH HOSPITAL	DRUG SCREENING - LIBRARY	55.00	
Total For Dept 790.000 LIBRARY				3,588.41	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Total For Fund 101 General Fund				44,437.57	
Fund 249 Building Department Fund					
Dept 371.000 INSPECTION DEPARTMENT					
249-371.000-802.000	Contracted Services	PROFESSIONAL CODE INSPEC	PERMIT INSPECTIONS - APRIL	42,502.50	
Total For Dept 371.000 INSPECTION DEPARTMENT				42,502.50	
Total For Fund 249 Building Department Fund				42,502.50	
Fund 252 RENTAL ADMINISTRATION					
Dept 371.000 INSPECTION DEPARTMENT					
252-371.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - JUNE	1,729.99	
Total For Dept 371.000 INSPECTION DEPARTMENT				1,729.99	
Total For Fund 252 RENTAL ADMINISTRATION				1,729.99	
Fund 403 FIRE STATION BUILDING FUND					
Dept 901.000 CONSTRUCTION					
403-901.000-971.000	CAPITAL OUTLAY	ERHARDT CONSTRUCTION COM	CONSTRUCTION PAY - APP #13 - PERFORMA	37,500.00	
403-901.000-971.000	CAPITAL OUTLAY	THE ARCHITECTURAL GROUP	ARCHITECTURAL SERVICES - FEBRUARY	1,042.85	
Total For Dept 901.000 CONSTRUCTION				38,542.85	
Total For Fund 403 FIRE STATION BUILDING FUND				38,542.85	
Fund 404 CAPITAL/ONE-TIME PROJECTS FUND					
Dept 265.000 BUILDING & GROUNDS					
404-265.000-971.000	CAPITAL OUTLAY	BURNIPS EQUIPMENT COMPAN	NEW LAWN MOWER PURCHASE	14,999.00	
Total For Dept 265.000 BUILDING & GROUNDS				14,999.00	
Total For Fund 404 CAPITAL/ONE-TIME PROJECTS FUND				14,999.00	
Fund 494 Dda Development Fund					
Dept 266.000 ATTORNEY					
494-266.000-802.000	Contracted Services	DICKINSON WRIGHT PLLC	ATTORNEY SERVICES - MARCH	92.00	
Total For Dept 266.000 ATTORNEY				92.00	
Total For Fund 494 Dda Development Fund				92.00	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-266.000	WAGE GARNISHMENT PAYABLE	ILLINOIS STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	230.77	
Total For Dept 000.000 REVENUE				230.77	
Dept 248.000 ADMINISTRATION					
592-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	26.88	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	AGREEMENT MGD CBR - MICROSOFT 365	58.72	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	CREDIT - WIFI ISSUE - NESTLE	(155.00)	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - MAY	1,686.00	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	DISASTER RECOVERY - MAY	318.00	
Total For Dept 248.000 ADMINISTRATION				1,934.60	
Dept 536.000 WATER					
592-536.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - JUNE	6,982.87	
592-536.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	858.24	
592-536.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	925.00	

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 536.000 WATER					
592-536.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	85.00	
592-536.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	LENS CLEANING WIPES	12.64	
592-536.000-732.000-GENSUP	SUPPLIES	FAMILY FARM & HOME INC	SHACKLE	27.68	
592-536.000-732.000-GENSUP	SUPPLIES	FAMILY FARM & HOME INC	HYDRANT PAINTING SUPPLIES	87.90	
592-536.000-732.000-GENSUP	SUPPLIES	FAMILY FARM & HOME INC	GENERAL SUPPLIES	49.97	
592-536.000-732.000-SAFESU	SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID KIT @ IMPALA	12.59	
592-536.000-732.000-SERVIP	SUPPLIES	EJ USA INC	SERVICE PARTS	235.05	
592-536.000-732.000-SERVIP	SUPPLIES	ETNA SUPPLY COMPANY	COUPLINGS	265.00	
592-536.000-732.000-SERVIP	SUPPLIES	ETNA SUPPLY COMPANY	SADDLE & COPPER	1,060.45	
592-536.000-733.000	WATER COST	OTTAWA COUNTY PUBLIC UTI	WATER USE/SYSTEM MAINTENANCE - APRIL	74,928.01	
592-536.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	78.00	
592-536.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - APRIL	224.46	
592-536.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	254.36	
592-536.000-803.000	Professional Services	SCHOLTEN FANT	ATTORNEY SERVICES - APRIL	15.00	
592-536.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - MAY	121.50	
592-536.000-930.000-GENMAI	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	16.98	
592-536.000-955.000	Miscellaneous	FRESH COAST LABEL LLC	NAME PLATES - SZYMANSKI; WALKER	14.68	
592-536.000-955.000	Miscellaneous	SPECTRUM HEALTH HOSPITAL	DRUG SCREENING - SEASONAL EMPLOYEES	27.50	
Total For Dept 536.000 WATER				86,282.88	
Dept 537.000 SEWER					
592-537.000-720.000-HEALTH	EMPLOYERS HEALTH INSURANCE	PRIORITY HEALTH	HEALTH INSURANCE - JUNE	6,982.87	
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	85.00	
592-537.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	LENS CLEANING WIPES	12.64	
592-537.000-732.000-LABSUP	SUPPLIES	FLIER'S QUALITY WATER SY	MAINTENANCE OF DI SYSTEM	362.32	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENTS	787.92	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENTS	2,052.48	
592-537.000-732.000-LABSUP	SUPPLIES	HACH COMPANY	LAB REAGENTS	440.57	
592-537.000-732.000-SAFESU	SUPPLIES	AGILE SAFETY LLC	CALIBRATION GAS	225.00	
592-537.000-732.000-SAFESU	SUPPLIES	AMAZON CAPITAL SERVICES	FIRST AID KIT @ IMPALA	12.60	
592-537.000-732.000-TOOLSX	SUPPLIES	GEMMEN'S INC	CHAINSAW	1,539.99	
592-537.000-732.000-TOOLSX	SUPPLIES	GEMMEN'S INC	CHAINSAW BAR	203.97	
592-537.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	78.00	
592-537.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - APRIL	224.46	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	254.35	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - APRIL	30.01	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	MACHINE TO MACHINE ACTIVITY - APRIL	291.28	
592-537.000-803.000	Professional Services	SCHOLTEN FANT	ATTORNEY SERVICES - APRIL	15.00	
592-537.000-926.000-TRASHX	UTILITIES	ARROWASTE INC	TRASH SERVICES - WWTP	1,846.78	
592-537.000-930.000	MAINTENANCE	LEE'S TRENCHING SERVICE	RESTORATION @ WINANS STREET	550.00	
592-537.000-930.000-COLLEC	MAINTENANCE	INFRASTRUCTURE ALTERNATI	PULL PLUGGED PUMP	1,085.00	
592-537.000-930.000-GENMAI	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	16.97	
592-537.000-930.000-WRRFMA	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - APRIL	714.50	
592-537.000-955.000	Miscellaneous	FRESH COAST LABEL LLC	NAME PLATES - SZYMANSKI; WALKER	14.68	
592-537.000-955.000	Miscellaneous	SPECTRUM HEALTH HOSPITAL	DRUG SCREENING - SEASONAL EMPLOYEES	27.50	
592-537.000-971.000-GVSUTR	CAPITAL OUTLAY	SCHOLTEN FANT	ATTORNEY SERVICES - APRIL	3,969.65	
592-537.000-971.030	WWTP EXPANSION PHASE 2	MOORE & BRUGGINK INC	WRRF ENGINEERING - PHASE 2	111,538.03	
Total For Dept 537.000 SEWER				133,361.57	
Total For Fund 592 Water & Sewer				221,809.82	

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP  
EXP CHECK RUN DATES 05/10/2023 - 05/23/2023  
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Page: 6/6

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 General Fund	44,437.57
Fund 249 Building Depa	42,502.50
Fund 252 RENTAL ADMINI	1,729.99
Fund 403 FIRE STATION	38,542.85
Fund 404 CAPITAL/ONE-T	14,999.00
Fund 494 Dda Developme	92.00
Fund 592 Water & Sewer	221,809.82

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Total For All Funds:	364,113.73
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**INTERIM PAYMENTS**  
**Board Meeting: 05/22/23**

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
5/5/2023	EFT	\$ 2,765.79	PRIORITY HEALTH	HRA Payment
5/11/2023	EFT	\$ 71,070.99	EMPLOYEES	Bi-Weekly Payroll
5/11/2023	EFT	\$ 21,214.44	FEDERAL GOVERNMENT	Payroll IRS Tax Payment
5/12/2023	EFT	\$ 2,993.39	PRIORITY HEALTH	HRA Payment
5/16/2023	103576	\$ 25,088.99	CONSUMERS ENERGY	Electric Usage - May
5/16/2023	103577	\$ 237.10	T-MOBILE	Wireless Wifi Hotspots @ Library
		<hr/>		
		<b>\$ 123,370.70 TOTAL</b>		

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022 NORMAL (ABNORMAL)	04/30/2023 NORMAL (ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)		
Fund 101 - General Fund							
Revenues							
101-000.000-402.000	REAL PROPERTY TAXES	1,280,000.00	1,170,161.12	1,277,767.49		41,793.11	99.83
101-000.000-410.000	PERSONAL PROPERTY TAXES	57,254.00	60,606.89	58,380.68		322.65	101.97
101-000.000-434.000	TOWNSHIP SHARE MOBILE HOME TAX	3,000.00	766.00	763.00		254.00	25.43
101-000.000-437.000	INDUSTRIAL FACILITY TAX	4,107.00	2,878.04	2,926.01		0.00	71.24
101-000.000-445.000	PENALTIES AND INTEREST	1,000.00	3,273.22	2,353.67		16.78	235.37
101-000.000-447.000	TAX ADMIN FEE	275,000.00	15,724.73	17,227.53		2,357.21	6.26
101-000.000-451.000	STREET LIGHT ASSESSMENT	77,000.00	91,637.16	77,347.02		1,077.11	100.45
101-000.000-477.000	CABLE FRANCHISE FEES	145,000.00	0.00	0.00		0.00	0.00
101-000.000-479.000	STATE LIQUOR LICENSE FEES	5,000.00	13.75	55.00		13.75	1.10
101-000.000-491.000	Collection Fees Dog License	100.00	22.00	26.00		12.00	26.00
101-000.000-493.000	Zoning Compliance Permits	1,000.00	210.00	390.00		300.00	39.00
101-000.000-494.000	SPECIAL USE PERMITS	1,000.00	250.00	750.00		250.00	75.00
101-000.000-528.000	OTHER FEDERAL GRANTS	560,000.00	0.00	560,000.00		0.00	100.00
101-000.000-564.000	STATE REV SHARING-CVTRS	74,682.00	24,894.00	26,386.00		13,193.00	35.33
101-000.000-567.000	State Grants Library	34,776.00	17,266.68	17,815.06		0.00	51.23
101-000.000-573.000	STATE GRANTS-METRO ACT	12,000.00	0.00	0.00		0.00	0.00
101-000.000-574.000	STATE REV SHARE-CONST SALES TX	2,551,625.00	1,616,333.00	912,768.00		425,315.00	35.77
101-000.000-581.000	TALLMADGE LIBRARY CONTRIBUTION	110,000.00	112,420.07	126,076.53		0.00	114.62
101-000.000-602.000	ZONING CHANGE CHARGE	1,000.00	800.00	250.00		0.00	25.00
101-000.000-605.000	ADMIN CHARGE	215,088.00	0.00	215,088.00		0.00	100.00
101-000.000-613.000	MISC INCOME	1,000.00	1,866.12	461.00		25.00	46.10
101-000.000-634.000	OPENING/CLOSING BURIALS	20,000.00	9,150.00	6,800.00		3,100.00	34.00
101-000.000-656.000	Penal Fines	100,000.00	0.00	0.00		0.00	0.00
101-000.000-657.000	Ordinance Fines	3,000.00	3,889.62	1,221.12		268.02	40.70
101-000.000-658.000	Civil Infraction Fines	100.00	0.00	0.00		0.00	0.00
101-000.000-659.000	LIBRARY FINES/MISC	8,000.00	1,966.41	2,421.63		177.21	30.27
101-000.000-665.000	Interest	12,000.00	648.95	35,888.48		1,103.52	299.07
101-000.000-667.000	Hall Rental Income	3,000.00	1,315.00	3,275.00		745.00	109.17
101-000.000-667.001	PAVILION RENTAL	1,000.00	370.00	590.00		220.00	59.00
101-000.000-667.050	Rental-Water Tank-Omnipoint	16,000.00	4,150.83	4,275.34		1,425.11	26.72
101-000.000-676.000	Miscellaneous Reimbursements	0.00	0.00	50.00		0.00	100.00
101-000.000-676.010	Reimbursement Summer Tax Coll.	16,000.00	0.00	0.00		0.00	0.00
101-000.000-676.040	Reimbursement Fire Protection	100,000.00	0.00	1,586.92		0.00	1.59
101-000.000-676.070	INSURANCE REIMBURSEMENTS	3,000.00	10,279.72	0.00		0.00	0.00
101-000.000-677.000	Grants/Foundations	0.00	225.00	486.00		259.00	100.00
TOTAL REVENUES		5,691,732.00	3,151,118.31	3,353,425.48		492,227.47	58.92
Expenditures							
101.000	Township Board	33,588.00	11,580.81	12,785.41		822.97	38.07
171.000	Supervisor	177,737.00	55,459.39	52,185.50		12,834.35	29.36
191.000	FINANCE/ACCT	148,000.00	41,510.73	43,955.00		10,634.16	29.70
209.000	EMPLOYEE INSURANCES	342,600.00	106,742.09	141,353.46		51,292.75	41.26
215.000	CLERK	120,544.00	37,526.05	35,663.84		9,493.98	29.59
223.000	AUDIT	11,000.00	0.00	0.00		0.00	0.00
247.000	BOARD OF REVIEW	3,730.00	1,951.23	1,838.87		0.00	49.30
248.000	ADMINISTRATION	154,687.00	83,585.98	66,411.10		18,888.31	42.93
253.000	TREASURER	18,017.00	6,171.28	3,869.13		2,142.03	21.47
257.000	ASSESSOR	223,407.00	67,401.75	65,539.97		14,476.49	29.34
262.000	ELECTIONS	33,750.00	4,997.86	658.05		0.00	1.95
265.000	BUILDING & GROUNDS	229,226.00	2,164,530.76	58,545.95		12,885.99	25.54
266.000	ATTORNEY	112,000.00	13,067.25	16,320.00		5,642.50	14.57
270.000	HUMAN RESOURCES	70,460.00	0.00	24,557.49		4,852.97	34.85
301.000	POLICE OFFICER	743,500.00	116,672.37	124,480.80		41,493.60	16.74
336.000	FIRE DEPT	818,895.00	154,935.30	189,468.77		54,404.12	23.14



PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	% BDGT USED
			04/30/2022 NORMAL (ABNORMAL)	04/30/2023 NORMAL (ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)	
Fund 101 - General Fund						
Expenditures						
445.000	DRAIN AT LARGE	45,716.00	55,680.10	45,715.34	0.00	100.00
446.000	ROADS	30,720.00	0.00	0.00	0.00	0.00
448.000	STREET LIGHTS	106,500.00	32,412.96	46,220.04	9,228.16	43.40
449.000	HIGHWAY-M45	232,527.00	46,729.26	44,060.29	10,980.32	18.95
567.000	CEMETERY	56,141.00	6,980.13	11,081.76	3,253.25	19.74
672.000	LIFELONG LEARNERS	39,254.00	9,564.86	9,588.61	3,182.11	24.43
701.000	PLANNING & ZONING	116,550.00	24,140.93	18,004.44	6,182.56	15.45
702.000	ZONING BOARD OF APPEALS	2,603.00	0.00	801.15	801.15	30.78
704.000	PLANNING COMMISSION	17,248.00	3,646.25	3,069.49	779.22	17.80
751.000	RECREATION AND PARKS	101,011.00	27,041.74	19,961.63	5,939.30	19.76
753.000	COMMUNITY PROMOTIONS	88,451.00	21,024.41	14,963.23	4,046.02	16.92
790.000	LIBRARY	507,257.00	136,741.27	147,793.90	37,695.55	29.14
999.000	TRANSFER OUT	500,000.00	0.00	500,000.00	0.00	100.00
TOTAL EXPENDITURES		5,085,119.00	3,230,094.76	1,698,893.22	321,951.86	33.41
Fund 101 - General Fund:						
TOTAL REVENUES		5,691,732.00	3,151,118.31	3,353,425.48	492,227.47	58.92
TOTAL EXPENDITURES		5,085,119.00	3,230,094.76	1,698,893.22	321,951.86	33.41
NET OF REVENUES & EXPENDITURES		606,613.00	(78,976.45)	1,654,532.26	170,275.61	272.75

OPERATING CASH: \$1,722,024

MONEY MKT ACCT: \$3,628,831

CD-HORIZON BANK: \$504,138

CD-WEST MICH BK: \$500,000

MI CLASS LIQUID: \$268,072

**TOTAL CASH: \$6,623,065****FUND BALANCE: \$6,602,858**

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	% BDDT USED
			04/30/2022 NORMAL (ABNORMAL)	04/30/2023 NORMAL (ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)	
Fund 249 - Building Department Fund						
Revenues						
249-000.000-480.000	BUILDING PERMITS	131,250.00	59,113.00	32,756.00	19,856.00	24.96
249-000.000-481.000	Electrical Permits	48,750.00	13,016.20	10,865.00	3,643.00	22.29
249-000.000-482.000	PLUMBING PERMITS	33,750.00	12,732.00	6,534.00	2,852.00	19.36
249-000.000-483.000	Mechanical Permits	47,250.00	11,640.00	11,024.00	3,678.00	23.33
249-000.000-665.000	Interest	100.00	4.03	134.34	0.00	134.34
TOTAL REVENUES		261,100.00	96,505.23	61,313.34	30,029.00	23.48
Expenditures						
223.000	AUDIT	500.00	0.00	0.00	0.00	0.00
248.000	ADMINISTRATION	12,650.00	0.00	12,650.00	0.00	100.00
371.000	INSPECTION DEPARTMENT	262,894.00	94,306.90	63,388.36	28,689.81	24.11
TOTAL EXPENDITURES		276,044.00	94,306.90	76,038.36	28,689.81	27.55
Fund 249 - Building Department Fund:						
TOTAL REVENUES		261,100.00	96,505.23	61,313.34	30,029.00	23.48
TOTAL EXPENDITURES		276,044.00	94,306.90	76,038.36	28,689.81	27.55
NET OF REVENUES & EXPENDITURES		(14,944.00)	2,198.33	(14,725.02)	1,339.19	98.53

**OPERATING CASH: \$22,522****FUND BALANCE: \$22,345**

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REVENUE AND EXPENDITURE REPORT FOR ALLENDALE CHARTER TOWNSHIP  
PERIOD ENDING 04/30/2023

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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH 04/30/2023	INCREASE (DECREASE)	
Fund 252 - RENTAL ADMINISTRATION							
Revenues							
252-000.000-485.000	RENTAL REGISTRATION	30,400.00	22,430.00	60.00	50.00	0.20	
252-000.000-617.000	RENTAL INSPECTIONS	60,000.00	1,510.00	125.00	0.00	0.21	
252-000.000-665.000	Interest	0.00	1.77	61.85	0.00	100.00	
TOTAL REVENUES		90,400.00	23,941.77	246.85	50.00	0.27	
Expenditures							
371.000	INSPECTION DEPARTMENT	97,376.00	30,012.67	31,231.09	6,702.68	32.07	
TOTAL EXPENDITURES		97,376.00	30,012.67	31,231.09	6,702.68	32.07	
Fund 252 - RENTAL ADMINISTRATION:							
TOTAL REVENUES		90,400.00	23,941.77	246.85	50.00	0.27	
TOTAL EXPENDITURES		97,376.00	30,012.67	31,231.09	6,702.68	32.07	
NET OF REVENUES & EXPENDITURES		(6,976.00)	(6,070.90)	(30,984.24)	(6,652.68)	444.15	

**OPERATING CASH: (\$7,692)**  
**FUND BALANCE: (\$8,418)**

User: Tim

DB: Allendale

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 04/30/2022 NORMAL (ABNORMAL)	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2023 INCREASE (DECREASE)	% BDGT USED
Fund 253 - Library Building Debt Fund						
Revenues						
253-000.000-665.000	Interest	150.00	9.94	583.65	0.00	389.10
TOTAL REVENUES		150.00	9.94	583.65	0.00	389.10
Fund 253 - Library Building Debt Fund:						
TOTAL REVENUES		150.00	9.94	583.65	0.00	389.10
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		150.00	9.94	583.65	0.00	389.10

OPERATING CASH: \$2,012

MONEY MKT ACCT: \$95,586**TOTAL CASH: \$97,597****FUND BALANCE: \$97,597**

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH	04/30/2023	
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE	(DECREASE)	
Fund 254 - Cemetery Improvement Fund							
Revenues							
254-000.000-643.000	GRAVE SITES	15,000.00	4,200.00	400.00	0.00	2.67	
254-000.000-665.000	Interest	50.00	12.38	673.14	0.00	1,346.28	
254-000.000-670.000	PROPERTY RENTAL	150.00	150.00	150.00	150.00	100.00	
TOTAL REVENUES		15,200.00	4,362.38	1,223.14	150.00	8.05	
Expenditures							
223.000	AUDIT	250.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		250.00	0.00	0.00	0.00	0.00	
Fund 254 - Cemetery Improvement Fund:							
TOTAL REVENUES		15,200.00	4,362.38	1,223.14	150.00	8.05	
TOTAL EXPENDITURES		250.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		14,950.00	4,362.38	1,223.14	150.00	8.18	

OPERATING CASH: \$2,562

MONEY MKT ACCT: \$110,501

**TOTAL CASH: \$113,063****FUND BALANCE: \$113,063**

GL NUMBER	DESCRIPTION	2023	YTD BALANCE		YTD BALANCE		ACTIVITY FOR	% BDGT USED
		AMENDED BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)	
Fund 270 - Allendale Historical Society								
Revenues								
270-248.000-665.000	Interest	0.00		0.99		45.97	0.00	100.00
TOTAL REVENUES		0.00		0.99		45.97	0.00	100.00
Fund 270 - Allendale Historical Society:								
TOTAL REVENUES		0.00		0.99		45.97	0.00	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		0.99		45.97	0.00	100.00

TOTAL CASH: \$7,889  
FUND BALANCE: \$7,939

GL NUMBER	DESCRIPTION	2023	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		AMENDED BUDGET	04/30/2022	04/30/2023	MONTH 04/30/2023	
Fund 285 - AMERICAN RESCUE PLAN ACT						
Revenues						
285-000.000-665.000	Interest	2,000.00	175.35	10,193.75	0.00	509.69
TOTAL REVENUES		2,000.00	175.35	10,193.75	0.00	509.69
Fund 285 - AMERICAN RESCUE PLAN ACT:						
TOTAL REVENUES		2,000.00	175.35	10,193.75	0.00	509.69
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,000.00	175.35	10,193.75	0.00	509.69

OPERATING CASH: \$0

MONEY MKT ACCT: \$1,703,665

TOTAL CASH: **\$1,703,665**

FUND BALANCE: **\$16,851**

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR	% BDGT USED
			04/30/2022 NORMAL (ABNORMAL)	04/30/2023 NORMAL (ABNORMAL)	MONTH 04/30/2023 INCREASE (DECREASE)	
Fund 403 - FIRE STATION BUILDING FUND						
Revenues						
403-000.000-582.000	CONTRIBUTION-DDA	0.00	3,500,000.00	0.00	0.00	0.00
403-000.000-583.000	CONTRIBUTION-GENERAL FUND	0.00	2,110,000.00	0.00	0.00	0.00
403-000.000-665.000	Interest	0.00	514.48	3,930.51	0.00	100.00
TOTAL REVENUES		0.00	5,610,514.48	3,930.51	0.00	100.00
Expenditures						
901.000	CONSTRUCTION	1,000,000.00	144,955.66	486,642.38	4,920.99	48.66
TOTAL EXPENDITURES		1,000,000.00	144,955.66	486,642.38	4,920.99	48.66
Fund 403 - FIRE STATION BUILDING FUND:						
TOTAL REVENUES		0.00	5,610,514.48	3,930.51	0.00	100.00
TOTAL EXPENDITURES		1,000,000.00	144,955.66	486,642.38	4,920.99	48.66
NET OF REVENUES & EXPENDITURES		(1,000,000.00)	5,465,558.82	(482,711.87)	(4,920.99)	48.27

OPERATING CASH: \$299,742

FUND BALANCE: \$299,742



PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH 04/30/2023	04/30/2023	
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE	(DECREASE)	
Fund 404 - CAPITAL/ONE-TIME PROJECTS FUND							
Revenues							
404-000.000-665.000	Interest	1,000.00	0.00	2,866.56		0.00	286.66
404-000.000-699.000	TRANSFER IN-GF	500,000.00	0.00	500,000.00		0.00	100.00
TOTAL REVENUES		501,000.00	0.00	502,866.56		0.00	100.37
Expenditures							
215.000	CLERK	15,000.00	0.00	0.00		0.00	0.00
248.000	ADMINISTRATION	7,500.00	0.00	0.00		0.00	0.00
262.000	ELECTIONS	27,500.00	0.00	0.00		0.00	0.00
265.000	BUILDING & GROUNDS	240,000.00	0.00	28,355.07	15,665.15		11.81
301.000	POLICE OFFICER	74,000.00	0.00	0.00		0.00	0.00
336.000	FIRE DEPT	90,000.00	0.00	39,117.99	6,145.13		43.46
790.000	LIBRARY	0.00	0.00	2,000.00		0.00	100.00
971.000	CAPITAL OUTLAY	46,000.00	0.00	9,359.40	9,359.40		20.35
TOTAL EXPENDITURES		500,000.00	0.00	78,832.46	31,169.68		15.77
Fund 404 - CAPITAL/ONE-TIME PROJECTS FUND:							
TOTAL REVENUES		501,000.00	0.00	502,866.56		0.00	100.37
TOTAL EXPENDITURES		500,000.00	0.00	78,832.46		31,169.68	15.77
NET OF REVENUES & EXPENDITURES		1,000.00	0.00	424,034.10	(31,169.68)		2,403.41

**OPERATING CASH: \$424,034****FUND BALANCE: \$424,034**

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH 04/30/2023	04/30/2023	
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE	(DECREASE)	
Fund 494 - Dda Development Fund							
Revenues							
494-000.000-402.000	REAL PROPERTY TAXES	1,902,956.00	905,732.23	975,106.11		0.00	51.24
494-000.000-410.000	PERSONAL PROPERTY TAXES	74,431.00	29,644.83	29,881.11		0.00	40.15
494-000.000-437.000	INDUSTRIAL FACILITY TAX	3,591.00	1,775.57	2,465.12		0.00	68.65
494-000.000-613.000	MISC INCOME	0.00	950.00	0.00		0.00	0.00
494-000.000-665.000	Interest	0.00	298.56	17,738.67		0.00	100.00
494-000.000-678.000	PPT LOSS REIMB	90,000.00	0.00	0.00		0.00	0.00
TOTAL REVENUES		2,070,978.00	938,401.19	1,025,191.01		0.00	49.50
Expenditures							
223.000	AUDIT	4,000.00	0.00	0.00		0.00	0.00
248.000	ADMINISTRATION	326,680.00	3,526,730.77	151,580.00		0.00	46.40
266.000	ATTORNEY	30,000.00	69.00	0.00		0.00	0.00
446.000	ROADS	175,000.00	0.00	0.00		0.00	0.00
901.000	CONSTRUCTION	480,000.00	39,746.74	3,240.00		3,240.00	0.68
TOTAL EXPENDITURES		1,015,680.00	3,566,546.51	154,820.00		3,240.00	15.24
Fund 494 - Dda Development Fund:							
TOTAL REVENUES		2,070,978.00	938,401.19	1,025,191.01		0.00	49.50
TOTAL EXPENDITURES		1,015,680.00	3,566,546.51	154,820.00		3,240.00	15.24
NET OF REVENUES & EXPENDITURES		1,055,298.00	(2,628,145.32)	870,371.01		(3,240.00)	82.48

OPERATING CASH: \$1,017,329

MONEY MKT ACCT: \$2,157,316

**TOTAL CASH: \$3,174,646****FUND BALANCE: \$3,174,646**

User: Tim

DB: Allendale

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH 04/30/2023	04/30/2023	
Fund 592 - Water & Sewer							
Revenues							
592-248.000-613.000	MISC INCOME	0.00	0.00	0.44	0.00	100.00	
592-248.000-631.000	FINANCE AGREEMENT FEE	150.00	60.00	30.00	0.00	20.00	
592-248.000-632.000	CONNECTION FEES-WATER	175,000.00	87,087.00	83,009.00	23,751.00	47.43	
592-248.000-632.010	CONNECTIONS FINANCE-WATER	10,720.00	10,720.00	5,580.00	0.00	52.05	
592-248.000-633.000	CONNECTION FEES-SEWER	250,000.00	127,450.00	140,200.00	39,800.00	56.08	
592-248.000-633.010	CONNECTIONS FINANCE-SEWER	15,000.00	0.00	0.00	0.00	0.00	
592-248.000-647.000	Penalties	27,500.00	5,437.85	5,181.04	(10.08)	18.84	
592-248.000-665.000	Interest	3,500.00	964.01	51,525.82	0.00	1,472.17	
592-248.000-665.010	Interest On Assessments	9,000.00	1,157.97	3,131.54	3,131.54	34.79	
592-536.000-613.000	MISC INCOME	1,000.00	49.99	5,939.88	342.13	593.99	
592-536.000-619.000	INSPECTIONS	5,000.00	0.00	1,000.00	0.00	20.00	
592-536.000-620.000	WATER METER CHARGES	40,000.00	15,850.00	22,495.00	6,615.00	56.24	
592-536.000-630.000	WATER HYDRANT USAGE	5,500.00	94.25	0.00	0.00	0.00	
592-536.000-646.000	Utility Charges	3,042,000.00	587,420.81	579,306.25	(10,851.60)	19.04	
592-536.000-667.020	ROBINSON TWP HYDRANT RENT	450.00	0.00	0.00	0.00	0.00	
592-536.000-667.050	Rental-Water Tank-Omnipoint	15,500.00	4,150.83	4,275.35	1,425.12	27.58	
592-537.000-582.000	CONTRIBUTION-DDA	0.00	(243,386.72)	0.00	0.00	0.00	
592-537.000-613.000	MISC INCOME	1,000.00	49.99	12,573.45	342.13	1,257.35	
592-537.000-619.000	INSPECTIONS	5,000.00	0.00	2,540.00	0.00	50.80	
592-537.000-646.000	Utility Charges	2,616,340.00	654,017.55	823,777.53	(15,094.40)	31.49	
592-537.000-646.010	Sewer Charges - Leprino	100,860.00	25,215.00	25,564.48	8,405.00	25.35	
TOTAL REVENUES		6,323,520.00	1,276,338.53	1,766,129.78	57,855.84	27.93	
Expenditures							
248.000	ADMINISTRATION	192,964.00	33,751.20	149,868.65	10,789.91	77.67	
536.000	WATER	2,737,157.00	436,952.00	438,178.61	57,840.75	16.01	
537.000	SEWER	2,741,585.00	338,440.92	544,329.06	221,421.57	19.85	
906.000	DEBT	613,739.00	38,104.21	35,246.40	0.00	5.74	
TOTAL EXPENDITURES		6,285,445.00	847,248.33	1,167,622.72	290,052.23	18.58	
Fund 592 - Water & Sewer:							
TOTAL REVENUES		6,323,520.00	1,276,338.53	1,766,129.78	57,855.84	27.93	
TOTAL EXPENDITURES		6,285,445.00	847,248.33	1,167,622.72	290,052.23	18.58	
NET OF REVENUES & EXPENDITURES		38,075.00	429,090.20	598,507.06	(232,196.39)	1,571.92	

OPERATING CASH: \$2,383,815

MONEY MKT ACCT: \$6,199,553

CD-WEST MICH BK: \$500,000

**TOTAL CASH: \$9,083,368****FUND BALANCE: \$40,185,697**

User: Tim

DB: Allendale

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE	YTD BALANCE	ACTIVITY FOR		% BDGT USED
			04/30/2022	04/30/2023	MONTH	04/30/2023	
Fund 811 - Road Fund							
Revenues							
811-000.000-452.000	SPECIAL ASSESS-ROADS	25,000.00	13,190.71	4,018.33	2,276.00	16.07	
811-000.000-665.000	Interest	300.00	59.89	3,012.09	0.00	1,004.03	
811-000.000-665.010	Interest On Assessments	2,000.00	303.78	130.74	81.83	6.54	
TOTAL REVENUES		27,300.00	13,554.38	7,161.16	2,357.83	26.23	
Expenditures							
223.000	AUDIT	1,000.00	0.00	0.00	0.00	0.00	
446.000	ROADS	128,074.00	0.00	3,074.00	0.00	2.40	
TOTAL EXPENDITURES		129,074.00	0.00	3,074.00	0.00	2.38	
Fund 811 - Road Fund:							
TOTAL REVENUES		27,300.00	13,554.38	7,161.16	2,357.83	26.23	
TOTAL EXPENDITURES		129,074.00	0.00	3,074.00	0.00	2.38	
NET OF REVENUES & EXPENDITURES		(101,774.00)	13,554.38	4,087.16	2,357.83	4.02	
TOTAL REVENUES - ALL FUNDS		14,983,380.00	11,114,922.55	6,732,311.20	582,670.14	44.93	
TOTAL EXPENDITURES - ALL FUNDS		14,388,988.00	7,913,164.83	3,697,154.23	686,727.25	25.69	
NET OF REVENUES & EXPENDITURES		594,392.00	3,201,757.72	3,035,156.97	(104,057.11)	510.63	

OPERATING CASH: \$105,573

MONEY MKT ACCT: \$404,772

**TOTAL CASH: \$510,345****FUND BALANCE: \$510,344**

# ALLENDALE CHARTER TOWNSHIP PLANNING COMMISSION MEETING

*May 1, 2023*

*7:00 p.m.*

*Allendale Township Public Meeting Room*

1. Call the Meeting to Order
2. Roll Call:  
Present: Adams, Westerling, Nadda, Zeinstra, Jacquot  
Absent: Zuniga  
Staff and Guests Present: Planner Greg Ransford
3. Communications and Correspondence: None
4. Motion by Nadda to approve the April 17, 2023, Planning Commission Minutes as presented. Seconded by Zeinstra. **Approved 5-0**
5. Motion by Adams to approve the May 1, 2023, Planning Commission Agenda as presented. Seconded by Zeinstra. **Approved 5-0**
6. Public Comments for *non-public hearing item*:  
*Chairperson Adams opened the public comment section for non-public hearing items.*  
*Seeing no public was present, Chairperson Adams closed the public comment section.*
7. Public Hearings: None
8. Site Plan Review: None
9. New Business: None
10. Old Business:
  - A. Discussion of Text Amendments
    - Outdoor Venues  
Planner Ransford presented draft language in the form necessary for inclusion to the Zoning Ordinance. The Planning Commission reviewed each subsection and provided Ransford direction for revision.
    - Outdoor Wood Boilers  
Planner Ransford presented draft language in the form necessary for inclusion to the Zoning Ordinance. Chairperson Adams noted that he does not believe any changes to the draft language are necessary. The Planning Commission agreed. The language will be held until the remaining amendments are ready for a public hearing.
    - Residential Planned Unit Development – Open Space  
Ransford presented the proposed revisions. Direction was provided to Ransford for final revisions. Ransford asked for permission to reorganize the resulting language, if found necessary. The Planning Commission agreed. Ransford also asked if the Commission would like the Township Engineer to test the draft language to make sure it is viable for developers and achieves the outcome sought by the Township. The Commission agreed that a test is appropriate.
  - B. Planning Commission By-laws  
Discussion was held regarding the revised Bylaws. Jacquot noted that the word “maybe” should be split into two words as “may” and “be” in Section 3.8. Westerling provided a motion to adopt the

Bylaws as presented with the revision to “maybe” in Section 3.8. Motion was seconded by Zeinstra and carried unanimously.

11. Public Comments

*Seeing no public present, Chairperson Adams opened and closed the public comment section.*

12. Township Board Reports

Mr. Zeinstra reported a couple items from the previous Board meeting.

13. Commissioner and Staff Comments

Nadda asked about a township email for the Commissioners.

14. Chairperson Adams adjourned the meeting at 8:38 p.m.

**Next meeting May 15, 2023, at 7:00 p.m.**

Minutes respectfully submitted by Greg Ransford





# County of Ottawa

## *Sheriff's Office*

**Steve A. Kempker**  
*Sheriff*

**Valerie L. Weiss**  
*Undersheriff*



*Headquarters/Administration*  
12220 Fillmore Street  
West Olive, Michigan 49460  
(616) 738-4000 or (888) 731-1001  
Fax: (616) 738-4062

*Correctional Facility*  
12130 Fillmore Street  
West Olive, Michigan 49460  
(616) 786-4140 or (888) 731-1001  
Fax: (616) 738-4099

Date: 5-5-2023

To: Allendale Township Supervisor Adam Elenbaas

From: Sgt. Cal Keuning

RE: Monthly Report (April 2023)

The Sheriff's Office during the month of April responded to 471 calls for service.

Allendale Township Basic EMT and MFR units, with assistance of general road patrol responded to 56 medicals and 2 personal injury accidents.

Traffic contacts during the month of April, deputies issued 68 total tickets.

### **Allendale School News:**

TEAM (Teaching, Educating, and Mentoring) classes were taught to students at Allendale Christian School. Topics taught were gateway drugs, cyber, and internet safety. Deputy Ortman gave demonstrations using the "drunk goggles" to students reference the effects of drinking alcohol.

CRASE (Citizens Response to Active Shooter Events) was taught to Allendale Public School lunch staff, aids, bus drivers, and others who could not attend the last CRASE training.

Deputy Ortman taught in the government class going over different amendments and how they fit into law enforcement.

### **Crime Prevention Through Environmental Design (CPTED):**

Three off-campus housing complexes in Allendale Township have had a successful CPTED study completed. The three housing complexes purchased signs to post at their entrances and exits advising they participate in the Crime Free Multi-Housing program with the Ottawa County Sheriff's Office.

CPTED is a common pro-active practice used worldwide by Law Enforcement, architects, land developers, and communities to deter the opportunities for criminal behavior. Proper lighting, landscaping, and maintenance are key factors to maintain a safer property.

Deputies from the Ottawa County Sheriff's Office provide this CPTED study. The recommendations provided are strictly suggestions to help reduce the chances of a crime being committed against the property.



### **Speed Trailer:**


The speed trailer is back in action and starting to make its way around Allendale Township.





Thank you

Sgt. Cal Keuning



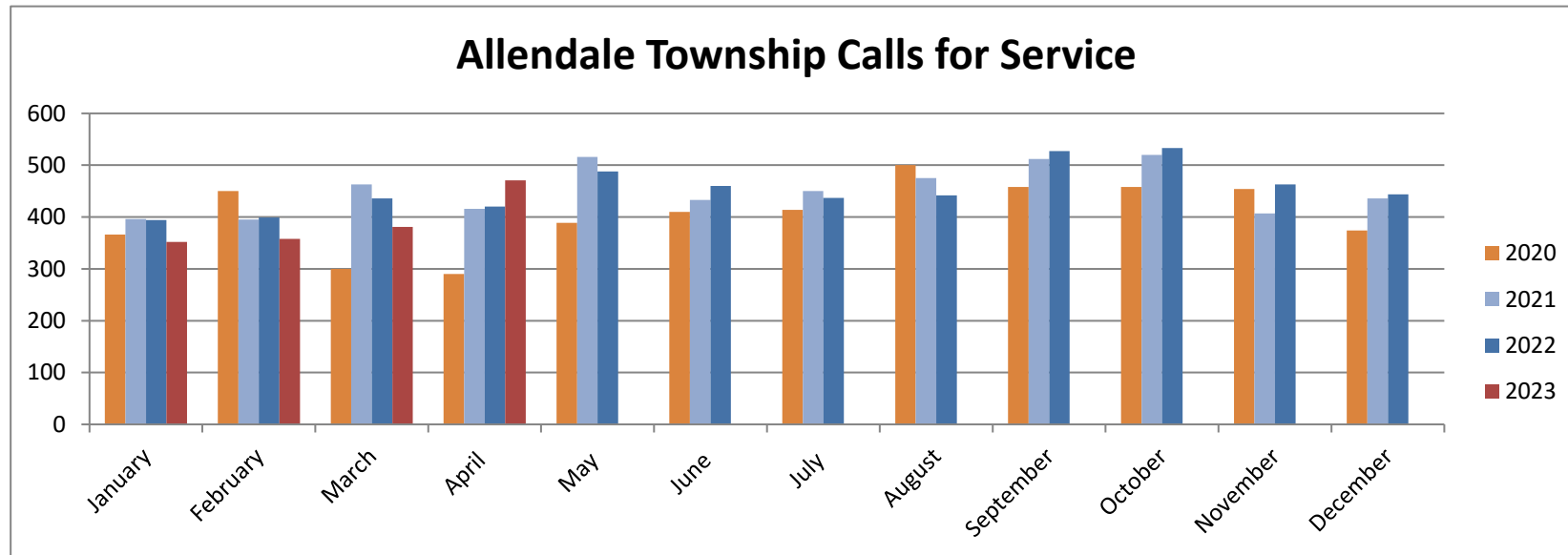
## Allendale Township Community Policing

Sergeant Cal Keuning <a href="mailto:ckeuning@miOttawa.org">ckeuning@miOttawa.org</a>	Deputy John Ortman <a href="mailto:jortman@miOttawa.org">jortman@miOttawa.org</a>	Deputy Zachary Martinie <a href="mailto:zmartinie@miOttawa.org">zmartinie@miOttawa.org</a>	Deputy Joseph Apolo <a href="mailto:japolo@miottawa.org">japolo@miottawa.org</a>
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For emergencies, dial 911. For non-emergencies, dial 1-800-249-0911.

## Total Number of Calls

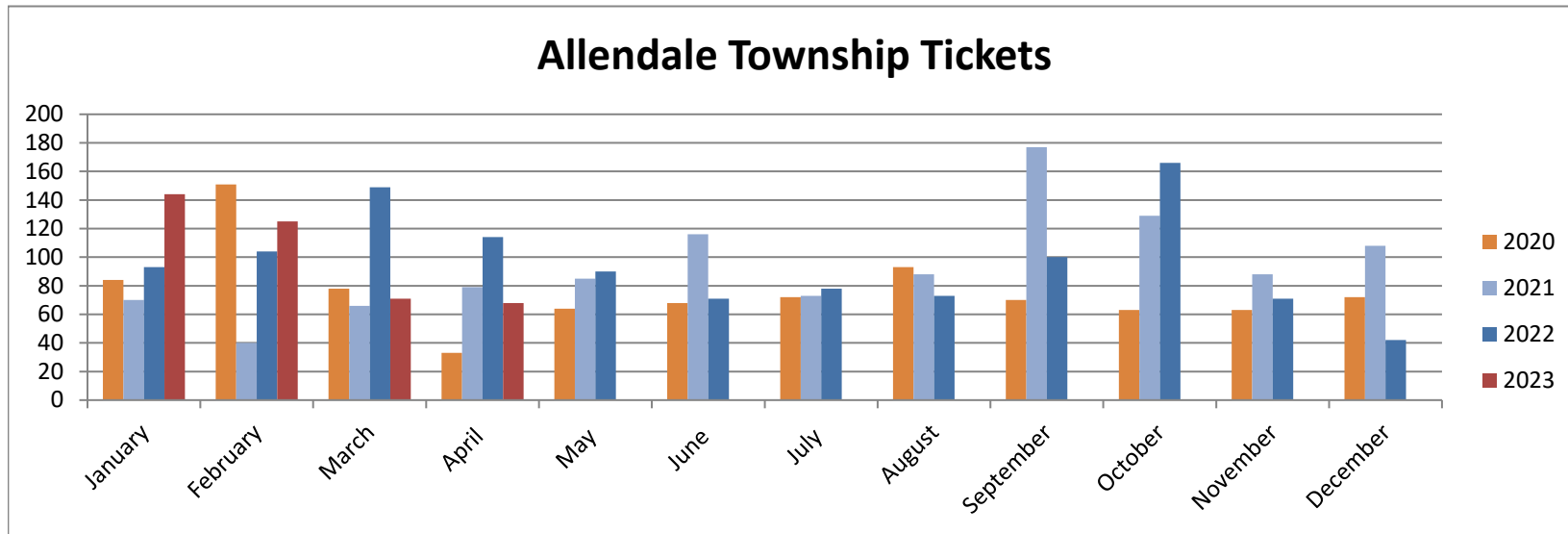
	January	February	March	April	May	June	July	August	September	October	November	December
2020	366	450	300	290	389	410	414	500	458	458	454	374
2021	396	395	463	416	516	433	450	475	512	520	407	436
2022	394	399	436	420	488	460	437	442	527	533	463	444
2023	352	358	381	471								



## Total Tickets by Month

	January	February	March	April	May	June	July	August	September	October	November	December
2020	84	151	78	33	64	68	72	93	70	63	63	72

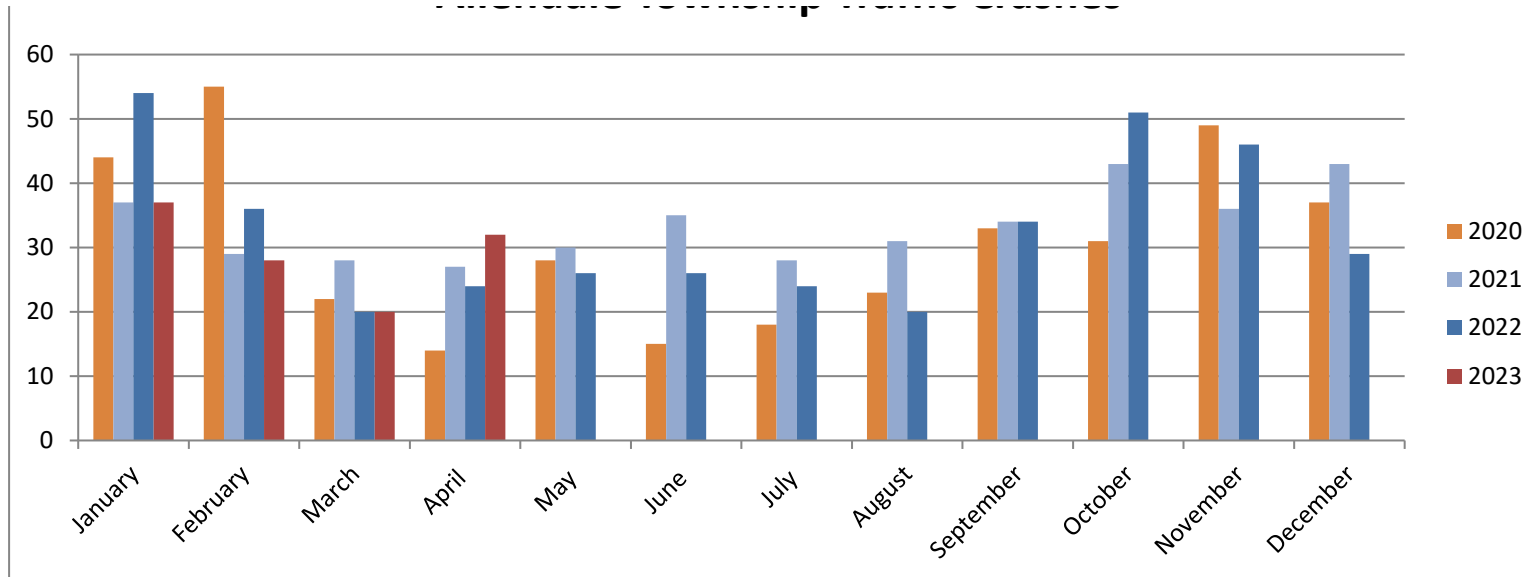
2021	70	40	66	79	85	116	73	88	177	129	88	108
2022	93	104	149	114	90	71	78	73	100	166	71	42
2023	144	125	71	68								



### Traffic Crashes

	January	February	March	April	May	June	July	August	September	October	November	December
2020	44	55	22	14	28	15	18	23	33	31	49	37
2021	37	29	28	27	30	35	28	31	34	43	36	43
2022	54	36	20	24	26	26	24	20	34	51	46	29
2023	37	28	20	32								

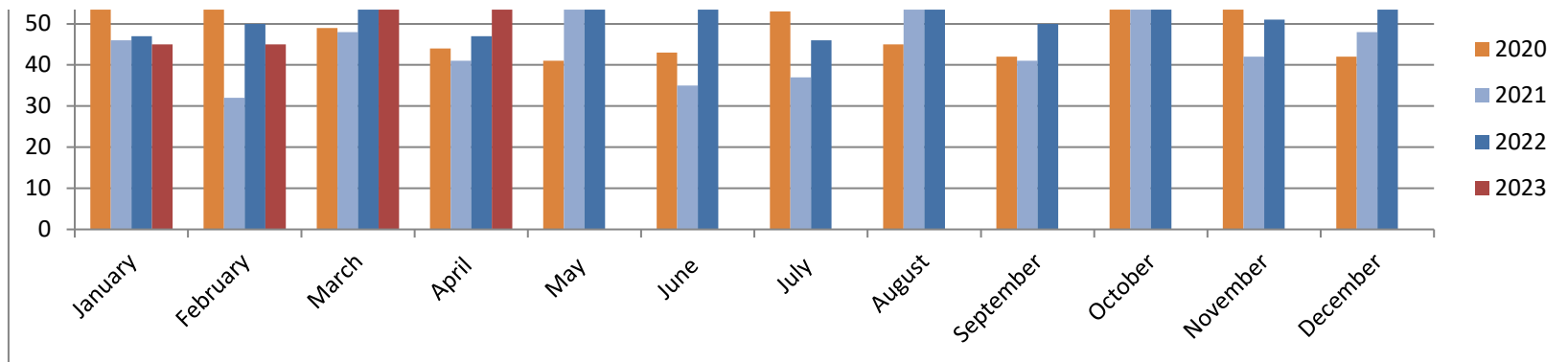
### Allendale Township Traffic Crashes



## Medical Calls

	January	February	March	April	May	June	July	August	September	October	November	December
2020	58	57	49	44	41	43	53	45	42	54	55	42
2021	46	32	48	41	59	35	37	60	41	64	42	48
2022	47	50	61	47	61	55	46	56	50	61	51	62
2023	45	45	68	56								





## Calls of Interest 2023

	January	February	March	April	May	June	July	August	September	October	November	December
B & E's	0	2	1	4								
Larcenies	5	5	5	17								
Shoplifting	2	1	0	0								
Mental	6	10	9	12								
Civil	7	10	12	6								
Assaults	3	4	3	4								
Domestic	29	20	33	23								
Animal	9	14	16	12								
Alarms	5	10	7	13								
Traffic	20	20	18	31								
Narcotics	3	4	2	5								
Weapons	<u>1</u>	<u>1</u>	0	2								

## Calls of Interest 2022

January	February	March	April	May	June	July	August	September	October	November	December
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<b>B &amp; E's</b>	1	3	3	2	4	1	6	3	3	3	2	3
<b>Larcenies</b>	7	19	15	6	7	18	11	15	12	6	8	9
<b>Shoplifting</b>	0	1	0	0	4	1	1	1	2	0	0	0
<b>Mental</b>	7	6	5	15	10	15	9	6	11	15	14	8
<b>Civil</b>	11	11	8	12	5	8	11	14	10	11	11	13
<b>Assaults</b>	5	5	3	5	3	4	4	2	7	9	3	4
<b>Domestic</b>	26	13	17	20	21	25	25	18	27	37	22	27
<b>Animal</b>	8	16	14	18	30	28	24	15	24	15	14	10
<b>Alarms</b>	9	6	7	5	7	8	12	3	8	5	7	14
<b>Traffic</b>	19	33	35	34	40	39	31	31	41	37	30	33
<b>Narcotics</b>	2	0	3	1	0	1	2	3	2	2	4	3
<b>Weapons</b>	<u>0</u>	<u>1</u>	4	7	3	4	2	2	1	3	2	1

ALARM TYPE	MONTH	MAY	YEAR TO DATE	YEAR TO DATE	CHANGE
	April		2023	2022	2023
<b>MEDICAL EMERGENCIES</b>	<b>88</b>		<b>292</b>	<b>242</b>	<b>50</b>
Canceled Enroute	<b>3</b>		<b>19</b>	<b>21</b>	<b>-2</b>
Squad 172 Responses	<b>49</b>		<b>134</b>	<b>114</b>	<b>20</b>
Asst. Amb.	<b>18</b>		<b>51</b>	<b>60</b>	<b>-9</b>
Lift Assist	<b>0</b>		<b>3</b>	<b>4</b>	
<b>VEHICLE ACCIDENTS WITH INJURIES</b>	<b>2</b>		<b>13</b>	<b>11</b>	<b>2</b>
Cancelled Enroute	<b>0</b>		<b>1</b>	<b>0</b>	<b>1</b>
<b>PROPERTY DAMAGE ACCIDENTS</b>	<b>4</b>		<b>7</b>	<b>6</b>	<b>1</b>
Canceled Enroute	<b>0</b>		<b>4</b>	<b>0</b>	<b>4</b>
<b>SMOKE/ODOR INVESTIGATION</b>	<b>0</b>		<b>9</b>	<b>3</b>	<b>6</b>
Canceled Enroute	<b>0</b>		<b>0</b>	<b>0</b>	<b>EVEN</b>
<b>MEDICAL ALARM</b>	<b>0</b>		<b>3</b>	<b>4</b>	<b>-1</b>
Canceled Enroute	<b>0</b>		<b>0</b>	<b>0</b>	<b>EVEN</b>
<b>FIRE ALARM</b>	<b>4</b>		<b>17</b>	<b>33</b>	<b>-16</b>
Canceled Enroute	<b>2</b>		<b>9</b>	<b>2</b>	<b>7</b>
<b>SERVICE CALL / LOCK-IN/OUT</b>	<b>4</b>		<b>7</b>	<b>11</b>	<b>-4</b>
<b>MUTUAL AID/AUTOMATIC AID:</b>					
AUTOMATIC AID GIVEN:	<b>2</b>		<b>10</b>	<b>3</b>	<b>7</b>
MUTUAL AID GIVEN:	<b>4</b>		<b>12</b>	<b>8</b>	<b>4</b>
AUTOMATIC AID RECEIVED	<b>0</b>		<b>4</b>	<b>8</b>	<b>-4</b>
MUTUAL AID RECEIVED	<b>2</b>		<b>8</b>	<b>3</b>	<b>5</b>
<b>BUILDING FIRES</b>	<b>0</b>		<b>1</b>	<b>5</b>	<b>-4</b>
<b>GRASS, BRUSH, WOODS</b>	<b>0</b>		<b>0</b>	<b>1</b>	<b>-1</b>
<b>TRASH, REFUSE, DUMPSTER</b>	<b>0</b>		<b>0</b>	<b>2</b>	<b>-2</b>
<b>VEHICLE FIRES</b>	<b>2</b>		<b>5</b>	<b>1</b>	<b>4</b>
<b>CO ALARM</b>	<b>2</b>		<b>8</b>	<b>3</b>	<b>5</b>
<b>GAS LEAK / WIRE DOWN</b>	<b>3</b>		<b>8</b>	<b>7</b>	<b>1</b>
<b>NO DISPATCH</b>	<b>2</b>		<b>14</b>	<b>7</b>	<b>7</b>
<b>UNAUTHORIZED BURN</b>	<b>2</b>		<b>3</b>	<b>3</b>	<b>EVEN</b>
<b>TOTALS</b>	<b>142</b>		<b>496</b>	<b>437</b>	<b>59</b>
	<b>Month</b>		<b>2023 to Date</b>	<b>2022 To Date</b>	<b>23/22 Change</b>
<b>Property Loss: (\$)</b>	<b>\$27,663.00</b>		<b>\$53,206.00</b>	<b>\$35,080.00</b>	<b>\$18,126.00</b>
<b>Property Saved (\$)</b>	<b>\$13,200</b>		<b>\$264,856</b>	<b>\$1,696,083</b>	<b>-\$1,431,227.00</b>
<b>Man Hours on Alarms</b>	<b>519</b>		<b>1,973</b>	<b>1791.5</b>	<b>181.5</b>
<b>Training Man Hours</b>	<b>84</b>		<b>399.25</b>	<b>320.75</b>	<b>79</b>
Fire School / PPS / Meeting / EQ Checks / Fire Prev / Other	<b>733.26</b>		<b>1,726.31</b>	<b>596.5</b>	<b>1129.81</b>
<b>Burning Permits Issued</b>	<b>7</b>		<b>112</b>	<b>97</b>	<b>15</b>
<b>Grand Valley Alarms</b>	<b>16</b>		<b>46</b>	<b>39</b>	<b>7</b>
<b>Off-Campus Student Housing</b>	<b>14</b>		<b>55</b>	<b>59</b>	<b>-4</b>
<b>Stonebridge Senior Housing</b>	<b>5</b>		<b>31</b>	<b>9</b>	<b>22</b>
<b>Green Acres</b>	<b>5</b>		<b>11</b>	<b>27</b>	<b>-16</b>
<b>Atrium of Allendale</b>	<b>7</b>		<b>34</b>	<b>35</b>	<b>-1</b>

## AFD - Training and Activities

## Report Filters

Activity/Training Start Date Time: is between '4/1/2023' and '4/30/2023'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
Activity/Training Event Type: Activity				
04/05/2023 17:30:00	04/05/2023 20:00:00	Wednesday	PUBLIC SERVICE	3
04/04/2023 18:00:00	04/04/2023 19:00:00	Tuesday	MI TRAIN CEU	1
04/07/2023 17:00:00	04/07/2023 21:30:00	Friday	EQUIPMENT CHECKS #3	4
04/09/2023 08:00:00	04/12/2023 14:00:00	Sunday	HAZMAT	1
04/14/2023 06:00:00	04/14/2023 18:00:00	Friday	PART TIME SHIFT	1
04/15/2023 08:00:00	04/15/2023 10:30:00	Saturday	EQUIPMENT CHECKS #4	4
04/18/2023 17:00:00	04/18/2023 19:45:00	Tuesday	CAR SEAT EVENT	2
04/19/2023 15:00:00	04/19/2023 16:30:00	Wednesday	PROBATIONARY FIREFIGHTER TRAINING	1
04/19/2023 18:30:00	04/19/2023 19:30:00	Wednesday	WILDFIRE TRAINING	2
04/20/2023 17:00:00	04/20/2023 18:00:00	Thursday	PART TIME SHIFT	1
04/21/2023 18:00:00	04/21/2023 23:00:00	Friday	EQUIPMENT CHECKS #5	4
04/17/2023 08:00:00	04/21/2023 16:00:00	Monday	HAZMAT	2
04/19/2023 08:00:00	04/19/2023 12:00:00	Wednesday	HAZMAT	1
04/24/2023 07:00:00	04/24/2023 10:00:00	Monday	PART TIME SHIFT	1
04/24/2023 18:30:00	04/24/2023 20:15:00	Monday	OFFICER MEETING	14
04/25/2023 14:00:00	04/25/2023 16:00:00	Tuesday	NREMT Testing	1
04/28/2023 13:00:00	04/28/2023 15:00:00	Friday	PROFICIENCY TESTING	3
04/29/2023 08:00:26	04/29/2023 11:15:24	Saturday	EQUIPMENT CHECKS #6	5
04/02/2023 08:00:00	04/02/2023 16:00:00	Sunday	HAZMAT	2
04/02/2023 16:30:00	04/02/2023 17:30:00	Sunday	PART TIME SHIFT	4
04/04/2023 10:00:00	04/04/2023 12:30:00	Tuesday	PART TIME SHIFT	1
Activity/Training Event Type: Training				
04/03/2023 18:45:00	04/03/2023 20:15:00	Monday	WILDLAND FIRES / ATV DRIVER'S TRAINING	21



Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
04/17/2023 18:30:00	04/17/2023 21:00:00	Monday	BUILDING TOURS - GVSU	10
04/17/2023 18:30:00	04/17/2023 21:00:00	Monday	VENTILATION / FORCIBLE ENTRY	11

## Alarm Analysis by District - Average Response Time AFD

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
<b>Basic Shift Or Platoon (FD1.30): A - Shift 6P SUN / 6A FRI</b>					
23-0000365	04/03/2023 21:07:48	195, 192	Monday	100	3
23-0000364	04/03/2023 21:01:14	170, 171	Monday	161	10
23-0000366	04/03/2023 22:45:33	171, 170	Monday	180	7
23-0000367	04/04/2023 05:29:27	171, 170	Tuesday	141	18
23-0000372	04/04/2023 20:37:11	170, 171	Tuesday	160	10
23-0000376	04/05/2023 18:15:09	171	Wednesday	190	6
23-0000375	04/05/2023 18:11:47	122, 141, 170	Wednesday	180	13
23-0000381	04/06/2023 18:22:30	174, 171	Thursday	180	
23-0000380	04/06/2023 18:18:06	171	Thursday	100	
23-0000377	04/05/2023 20:02:41	171, 170	Wednesday	170	4
23-0000378	04/06/2023 01:06:08	171, 170	Thursday	120	7
23-0000391	04/09/2023 19:47:59	122	Sunday		7
23-0000397	04/11/2023 01:14:20	170, 171	Tuesday	160	12
23-0000400	04/11/2023 18:29:24	171, 170	Tuesday	190	8
23-0000398	04/11/2023 05:09:10	170, 171	Tuesday	120	7
23-0000396	04/10/2023 23:34:00	170, 171	Monday	160	11
23-0000401	04/11/2023 19:16:03	121, 196, 122, 170, 171, 141	Tuesday	140	3
23-0000402	04/12/2023 00:03:42	161, 122, 195, 121	Wednesday	180	11
23-0000405	04/13/2023 02:08:40	170, 171	Thursday	120	8
23-0000408	04/13/2023 20:28:50	171	Thursday	120	9
23-0000409	04/14/2023 03:01:03	192, 122, 141	Friday	140	9
23-0000423	04/16/2023 18:07:07	171, 170, 199	Sunday	160	7
23-0000424	04/16/2023 19:14:30	171, 170	Sunday	121	3
23-0000426	04/17/2023 23:30:15	170, 171	Monday	110	10
23-0000430	04/18/2023 23:16:04	171, 170	Tuesday	120	7
23-0000434	04/19/2023 22:15:43	121, 170, 122	Wednesday	120	4
23-0000435	04/19/2023 22:31:18	170	Wednesday	190	5
23-0000436	04/20/2023 01:08:14	171, 170	Thursday	120	14
23-0000437	04/20/2023 02:11:52	171, 170	Thursday	190	8
23-0000439	04/20/2023 20:27:28	171, 170	Thursday	164	9
23-0000440	04/20/2023 20:59:21		Thursday	120	0
23-0000441	04/20/2023 21:33:54	170	Thursday	191	11
23-0000453	04/23/2023 19:45:44	170, 171	Sunday	120	7
23-0000454	04/23/2023 21:48:24	170, 171	Sunday	194	7
23-0000465	04/25/2023 21:54:18	170, 171	Tuesday	180	11
23-0000459	04/24/2023 22:11:13	121, 122, 194	Monday	180	13
23-0000460	04/25/2023 02:06:06	170, 171	Tuesday	190	12
23-0000458	04/24/2023 19:21:19	171	Monday	190	6
23-0000462	04/25/2023 10:15:09	171	Tuesday	141	8
23-0000433	04/19/2023 18:56:47	122, 141, 192	Wednesday	180	
23-0000474	04/27/2023 18:22:27	171, 170	Thursday	120	5
23-0000475	04/27/2023 19:48:56	171, 170	Thursday	120	4
23-0000476	04/27/2023 20:29:51	170, 171	Thursday	140	11
23-0000477	04/27/2023 23:40:13	170, 171	Thursday	100	9
					<b>Avg: 8.16</b>
<b>Basic Shift Or Platoon (FD1.30): B - Shift 6A MON / 6P FRI</b>					
23-0000481	04/28/2023 13:29:18	181	Friday	OUT	3
23-0000483	04/28/2023 15:51:49	121, 122, 171, 190	Friday	120	5
23-0000480	04/28/2023 13:20:40	171	Friday	160	8

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
23-0000479	04/28/2023 12:08:43	171	Friday	110	10
23-0000482	04/28/2023 13:41:11	171	Friday	190	6
23-0000478	04/28/2023 10:24:32	171	Friday	190	4
23-0000363	04/03/2023 16:11:57	171	Monday	120	5
23-0000473	04/27/2023 15:35:27	171	Thursday	190	5
23-0000472	04/27/2023 14:22:16	192	Thursday	140	0
23-0000432	04/19/2023 12:39:12	171	Wednesday	110	6
23-0000461	04/25/2023 09:00:12	171	Tuesday	190	6
23-0000463	04/25/2023 13:31:38	170	Tuesday	190	7
23-0000464	04/25/2023 17:54:07	161	Tuesday	1806	9
23-0000466	04/26/2023 10:49:46	171	Wednesday	100	9
23-0000468	04/26/2023 13:40:01	198, 196	Wednesday	170	0
23-0000467	04/26/2023 12:14:09	171	Wednesday	190	7
23-0000471	04/27/2023 11:48:03	171	Thursday	190	6
23-0000470	04/27/2023 10:05:09	171	Thursday	120	4
23-0000469	04/27/2023 07:25:30	122, 121, 190, 176	Thursday	120	4
23-0000445	04/21/2023 13:49:27	171	Friday	121	5
23-0000444	04/21/2023 12:56:16	171	Friday	120	5
23-0000429	04/18/2023 16:09:04	171	Tuesday	140	5
23-0000455	04/24/2023 12:26:46	171	Monday	170	3
23-0000456	04/24/2023 14:52:16	171	Monday	OUT	16
23-0000457	04/24/2023 15:32:44		Monday	OUT	0
23-0000442	04/21/2023 08:04:17	170	Friday	140	7
23-0000447	04/21/2023 17:41:08	171	Friday	170	5
23-0000446	04/21/2023 15:27:30	181, 171	Friday	180	11
23-0000443	04/21/2023 11:54:07	170	Friday	190	3
23-0000438	04/20/2023 08:20:32	171	Thursday	120	6
23-0000431	04/19/2023 11:06:31	171	Wednesday	190	8
23-0000427	04/18/2023 09:23:26	171	Tuesday	190	6
23-0000428	04/18/2023 11:37:21	171	Tuesday	170	6
23-0000407	04/13/2023 17:45:45	171	Thursday	120	4
23-0000425	04/17/2023 14:18:25	171	Monday	180	
23-0000404	04/12/2023 13:00:54	171	Wednesday	140	7
23-0000406	04/13/2023 08:44:42	191, 170	Thursday	170	6
23-0000403	04/12/2023 07:08:45	121, 171	Wednesday	180	12
23-0000399	04/11/2023 11:42:32	171	Tuesday	120	5
23-0000411	04/14/2023 15:04:22	171	Friday	140	
23-0000410	04/14/2023 10:45:31	171	Friday	120	5
23-0000379	04/06/2023 10:24:58	171	Thursday	190	11
23-0000383	04/07/2023 13:42:23	171	Friday	160	8
23-0000395	04/10/2023 15:35:50	192	Monday	120	3
23-0000392	04/10/2023 09:25:32	171	Monday	120	8
23-0000394	04/10/2023 14:48:58	170	Monday	121	4
23-0000393	04/10/2023 13:52:39	171	Monday	180	13
23-0000382	04/06/2023 23:32:41	170, 171	Thursday	120	7
23-0000374	04/05/2023 14:19:34	171	Wednesday	180	7
23-0000373	04/05/2023 06:34:37	171	Wednesday	180	8
23-0000368	04/04/2023 07:46:38	171	Tuesday	140	9
23-0000370	04/04/2023 13:55:43	170	Tuesday	120	
23-0000369	04/04/2023 11:32:10	171	Tuesday	160	6
23-0000371	04/04/2023 16:49:53	192	Tuesday	190	5

Avg: 6.27

Basic Shift Or Platoon (FD1.30): C - Shift 6P FRI / 6P SUN

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
23-0000355	04/01/2023 11:14:49	198	Saturday	120	0
23-0000357	04/01/2023 17:54:00	197, 171	Saturday	160	9
23-0000360	04/01/2023 20:06:04	171	Saturday	140	9
23-0000361	04/01/2023 21:42:43	170	Saturday	180	0
23-0000362	04/02/2023 07:20:22	197	Sunday	180	
23-0000356	04/01/2023 17:31:11	170	Saturday	180	0
23-0000358	04/01/2023 19:23:09	170	Saturday	180	1
23-0000359	04/01/2023 19:31:01	170	Saturday	180	0
23-0000384	04/07/2023 17:59:52	170, 171	Friday	140	4
23-0000385	04/07/2023 19:35:21	171, 170	Friday	160	7
23-0000387	04/08/2023 17:04:10	122, 192, 141	Saturday	836	11
23-0000388	04/08/2023 23:42:53	170, 171	Saturday	170	12
23-0000390	04/09/2023 15:20:41	170	Sunday	190	
23-0000389	04/09/2023 00:12:54	170, 171	Sunday	192	5
23-0000386	04/08/2023 06:08:53	171, 170	Saturday	140	10
23-0000414	04/14/2023 19:39:54	170, 171	Friday	141	6
23-0000415	04/14/2023 20:02:21	171, 170	Friday	190	5
23-0000413	04/14/2023 18:23:27	171	Friday	0905	6
23-0000416	04/14/2023 20:40:12	171	Friday	164	7
23-0000417	04/14/2023 23:23:08	170, 171	Friday	100	7
23-0000418	04/15/2023 10:56:17	171, 170	Saturday	141	11
23-0000421	04/15/2023 17:42:25	171	Saturday	121	4
23-0000420	04/15/2023 17:03:01	170, 171	Saturday	170	7
23-0000419	04/15/2023 14:10:19	171, 170	Saturday	191	9
23-0000422	04/15/2023 22:51:38	170, 171	Saturday	164	14
23-0000412	04/14/2023 18:21:42	170, 171	Friday	170	9
23-0000450	04/22/2023 09:37:47	194	Saturday	190	16
23-0000449	04/21/2023 20:58:56	194	Friday	120	15
23-0000451	04/23/2023 15:19:25	171, 170	Sunday	140	8
23-0000452	04/23/2023 16:13:31	141, 121, 194	Sunday	140	14
23-0000448	04/21/2023 19:11:49	194, 170	Friday	120	5
23-0000484	04/28/2023 22:09:35	170, 171	Friday	170	8
23-0000486	04/29/2023 19:05:32	199, 121, 122	Saturday	140	7
23-0000487	04/29/2023 19:20:09	171, 170	Saturday	161	4
23-0000488	04/29/2023 19:32:21	171	Saturday	100	10
23-0000489	04/29/2023 20:43:44	171	Saturday	128	4
23-0000485	04/29/2023 18:26:11	171, 170	Saturday	170	8
23-0000490	04/30/2023 01:32:46	199, 171	Sunday	170	13
23-0000491	04/30/2023 02:19:54	199, 122	Sunday	141	12
23-0000492	04/30/2023 02:50:58	170	Sunday	141	0
23-0000493	04/30/2023 13:11:35	171, 170	Sunday	141	11
23-0000494	04/30/2023 12:57:54	199	Sunday	OUT	4
23-0000495	04/30/2023 14:15:57	171, 170	Sunday	170	5
23-0000496	04/30/2023 15:24:02	199	Sunday	122	5
					Avg: 7.18
					Avg: 7.13

#### Report Filters

Basic Incident Date - Derived (Fd1.3): is between '4/1/2023' and '4/30/2023'

## NFIRS Run Data Report - Day of Week

Basic Shift Or Platoon (FD1.30)		Number of Runs
<b>Day of Week: 01 - Sunday</b>		
A - Shift 6P SUN / 6A FRI		5
C - Shift 6P FRI / 6P SUN		12
		<b>Total: 17</b>
<b>Day of Week: 02 - Monday</b>		
A - Shift 6P SUN / 6A FRI		7
B - Shift 6A MON / 6P FRI		9
		<b>Total: 16</b>
<b>Day of Week: 03 - Tuesday</b>		
A - Shift 6P SUN / 6A FRI		10
B - Shift 6A MON / 6P FRI		11
		<b>Total: 21</b>
<b>Day of Week: 04 - Wednesday</b>		
A - Shift 6P SUN / 6A FRI		7
B - Shift 6A MON / 6P FRI		9
		<b>Total: 16</b>
<b>Day of Week: 05 - Thursday</b>		
A - Shift 6P SUN / 6A FRI		14
B - Shift 6A MON / 6P FRI		10
		<b>Total: 24</b>
<b>Day of Week: 06 - Friday</b>		
A - Shift 6P SUN / 6A FRI		1
B - Shift 6A MON / 6P FRI		15
C - Shift 6P FRI / 6P SUN		11
		<b>Total: 27</b>
<b>Day of Week: 07 - Saturday</b>		
C - Shift 6P FRI / 6P SUN		21
		<b>Total: 21</b>
		<b>Total: 142</b>

## AFD Incident Type Report (Summary)

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
23-0000387	17:03:03	C - Shift 6P FRI / 6P SUN	111 - Building fire	Automatic aid given	Georgetown Township	
23-0000409	03:00:54	A - Shift 6P SUN / 6A FRI	113 - Cooking fire, confined to container	None		
23-0000402	00:03:00	A - Shift 6P SUN / 6A FRI	131 - Passenger vehicle fire	None		
						<b>Total: 0.00%</b>
<b>Count: 3</b>						
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
23-0000423	18:05:36	A - Shift 6P SUN / 6A FRI	300 - Rescue, EMS incident, other	None		
23-0000453	19:45:12	A - Shift 6P SUN / 6A FRI	300 - Rescue, EMS incident, other	None		
23-0000456	14:52:01	B - Shift 6A MON / 6P FRI	3001 - Lift Assist, Medical	Mutual aid given	Coopersville/Polkton Fire Dept.	
23-0000372	20:34:50	A - Shift 6P SUN / 6A FRI	311 - Medical assist, assist EMS crew	None		
23-0000446	15:21:06	B - Shift 6A MON / 6P FRI	311 - Medical assist, assist EMS crew	None		
23-0000484	22:08:21	C - Shift 6P FRI / 6P SUN	311 - Medical assist, assist EMS crew	None		
23-0000357	17:53:51	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000358	19:23:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000359	19:30:29	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000360	20:05:56	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000361	21:42:22	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000363	16:09:55	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000364	20:59:48	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000366	22:44:09	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000367	05:26:47	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000368	07:44:24	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000369	11:30:13	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000373	06:31:22	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000374	14:16:33	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000376	18:14:59	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000377	20:00:40	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000378	01:04:19	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000379	10:24:12	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000380	18:17:47	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000383	13:42:11	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000384	17:59:03	C - Shift 6P FRI /	321 - EMS call, excluding	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
		6P SUN	vehicle accident with injury			
23-0000385	19:35:14	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000386	06:08:12	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000388	23:42:37	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000389	00:12:40	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000392	09:24:56	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	Mutual aid received		
23-0000393	13:51:04	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000394	14:48:48	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000396	23:32:53	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000397	01:14:09	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000398	05:08:15	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000399	11:42:02	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000400	18:29:05	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000404	13:00:43	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000405	02:08:20	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000406	08:44:17	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000407	17:45:03	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000408	20:26:47	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000410	10:45:25	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000411	15:02:30	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000412	18:20:29	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000414	19:39:19	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000415	20:00:45	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000416	20:39:51	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000417	23:22:27	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000418	10:55:57	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000419	14:09:55	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000420	17:02:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000421	17:41:40	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000422	22:51:34	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000424	19:14:20	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000426	23:29:14	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
23-0000427	09:23:08	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000428	11:37:05	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000429	16:08:28	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000430	23:15:34	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000431	11:05:31	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000432	12:38:49	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000435	22:31:07		321 - EMS call, excluding vehicle accident with injury	None		
23-0000436	01:08:04	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000437	02:10:54		321 - EMS call, excluding vehicle accident with injury	None		
23-0000438	08:20:23	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000439	20:27:05	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000442	08:03:58	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000443	11:52:46	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000444	12:56:04	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000445	13:48:31	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000447	17:40:59	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000451	15:19:09	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000454	21:48:08	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000455	12:26:26	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000458	19:21:01	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000460	02:05:47	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000461	08:59:18	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000462	10:14:31	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000463	13:31:09	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000465	21:54:03	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000466	10:49:12	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000467	12:13:29	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000468	13:39:30	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000470	10:04:24	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000471	11:47:03	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000473	15:34:42	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000474	18:21:55	A - Shift 6P SUN	321 - EMS call, excluding	None		



Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
		/ 6A FRI	vehicle accident with injury			
23-0000475	19:48:50	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000477	23:38:41	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000478	10:23:53	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000479	12:08:25	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000480	13:20:21	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000481	13:29:05	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	Mutual aid given	Wright-Tallmadge Fire Dept	
23-0000482	13:40:44	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
23-0000485	18:25:07		321 - EMS call, excluding vehicle accident with injury	None		
23-0000487	19:17:48	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000488	19:30:34	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000489	20:41:45	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000490	01:32:33	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000492	02:44:24	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000493	13:11:15		321 - EMS call, excluding vehicle accident with injury	None		
23-0000495	14:14:30	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
23-0000401	19:15:38	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	Mutual aid received		
23-0000434	22:14:43	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
23-0000469	07:25:17	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
23-0000395	15:35:07	B - Shift 6A MON / 6P FRI	324 - Motor vehicle accident with no injuries.	None		
23-0000483	15:51:18	B - Shift 6A MON / 6P FRI	324 - Motor vehicle accident with no injuries.	None		
23-0000440	20:55:43	A - Shift 6P SUN / 6A FRI	381 - Rescue or EMS standby	None		
						Total: 0.00%

Count: 110

**Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)**

23-0000403	07:08:31	B - Shift 6A MON / 6P FRI	412 - Gas leak (natural gas or LPG)	None		
23-0000457	15:32:39	B - Shift 6A MON / 6P FRI	422 - Chemical spill or leak	Mutual aid given	Coopersville/Polkton Fire Dept.	
23-0000441	21:29:58	A - Shift 6P SUN / 6A FRI	424 - Carbon monoxide incident	None		
23-0000365	21:06:35	A - Shift 6P SUN / 6A FRI	444 - Power line down	None		

Total: 0.00%

Count: 4

**Incident Type Category (FD1.21): 5 - Service Call**

23-0000496	15:23:12	C - Shift 6P FRI / 6P SUN	510 - Person in distress, other	None		
23-0000355	11:14:44	C - Shift 6P FRI / 6P SUN	512 - Ring or jewelry removal	None		
23-0000476	20:29:13	A - Shift 6P SUN / 6A FRI	551 - Assist police or other governmental agency	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
23-0000356	17:30:56	C - Shift 6P FRI / 6P SUN	553 - Public service	None		
23-0000449	20:55:18	C - Shift 6P FRI / 6P SUN	561 - Unauthorized burning	None		
23-0000472	14:22:08	B - Shift 6A MON / 6P FRI	561 - Unauthorized burning	None		
23-0000391	19:46:26	A - Shift 6P SUN / 6A FRI	571 - Cover assignment, standby, moveup	Mutual aid given	KC-Walker Department of Public Safety	
						Total: 0.00%
Count: 7						
Incident Type Category (FD1.21): 6 - Good Intent Call						
23-0000371	16:49:50	B - Shift 6A MON / 6P FRI	611 - Dispatched and cancelled en route	None		
23-0000464	17:52:56	B - Shift 6A MON / 6P FRI	611 - Dispatched and cancelled en route	Automatic aid given	Wright-Tallmadge Fire Dept	
23-0000370	13:54:18	B - Shift 6A MON / 6P FRI	6110 - Dispatched and cancelled en route (Medical)	None		
23-0000425	14:18:07	B - Shift 6A MON / 6P FRI	6110 - Dispatched and cancelled en route (Medical)	None		
23-0000362	07:19:10	C - Shift 6P FRI / 6P SUN	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
23-0000381	18:20:42	A - Shift 6P SUN / 6A FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
23-0000433	18:55:16	A - Shift 6P SUN / 6A FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
23-0000382	23:32:04	B - Shift 6A MON / 6P FRI	622 - No incident found on arrival at dispatch address	None		
23-0000390	15:18:16	C - Shift 6P FRI / 6P SUN	622 - No incident found on arrival at dispatch address	None		
23-0000448	19:11:08	C - Shift 6P FRI / 6P SUN	661 - EMS call, party transported by non-fire agency	None		
23-0000459	22:08:03	A - Shift 6P SUN / 6A FRI	671 - HazMat release investigation w/no HazMat	None		
						Total: 0.00%
Count: 11						
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
23-0000486	19:04:22	C - Shift 6P FRI / 6P SUN	700 - False alarm or false call, other	None		
23-0000491	02:19:25	C - Shift 6P FRI / 6P SUN	700 - False alarm or false call, other	None		
23-0000413	18:21:55	C - Shift 6P FRI / 6P SUN	7001 - Dispatch Error (Never Dispatched)	None		
23-0000494	12:55:14		7001 - Dispatch Error (Never Dispatched)	None		
23-0000375	18:11:09	A - Shift 6P SUN / 6A FRI	733 - Smoke detector activation due to malfunction	None		
23-0000452	16:11:58	C - Shift 6P FRI / 6P SUN	745 - Alarm system activation, no fire - unintentional	None		
23-0000450	09:34:27	C - Shift 6P FRI / 6P SUN	746 - Carbon monoxide detector activation, no CO	None		
						Total: 0.00%
Count: 7						
						Total: 0.00%
Count: 142						

## AFD Aid Given/Received Report

Incident Number	Basic Incident Date Time	Basic Incident Day Name (FD1.3)	Basic Incident Full Address	Aid Given Or Received	Automatic Aid Received Departments
<b>Department Name: (None)</b>					
23-0000392	04/10/2023 09:24:56	Monday	6561 LAKE MICHIGAN Drive Allendale MI 49401	Mutual aid received	
23-0000401	04/11/2023 19:15:38	Tuesday	64TH Avenue and PIERCE ST Allendale MI 49401	Mutual aid received	Blendon Township Fire Dept
				<b>Count: 2</b>	
<b>Department Name: Coopersville/Polkton Fire Dept.</b>					
23-0000456	04/24/2023 14:52:01	Monday	246 East SCARLET OAK Drive Coopersville City MI 49404	Mutual aid given	
23-0000457	04/24/2023 15:32:39	Monday	999 West RANDALL Street Coopersville MI 49404	Mutual aid given	
				<b>Count: 2</b>	
<b>Department Name: Georgetown Township</b>					
23-0000387	04/08/2023 17:03:03	Saturday	10294 42ND Avenue Jenison MI 49428	Automatic aid given	
				<b>Count: 1</b>	
<b>Department Name: KC-Walker Department of Public Safety</b>					
23-0000391	04/09/2023 19:46:26	Sunday	4343 REMEMBRANCE RD Walker MI 49504	Mutual aid given	
				<b>Count: 1</b>	
<b>Department Name: Wright-Tallmadge Fire Dept</b>					
23-0000464	04/25/2023 17:52:56	Tuesday	14533 STATE Street Allendale MI 49401	Automatic aid given	
23-0000481	04/28/2023 13:29:05	Friday	1859 LAKE MICHIGAN Drive Standale MI 49534	Mutual aid given	
				<b>Count: 2</b>	
				<b>Count: 8</b>	

## AFD NFIRS Run Data Report - Hour of Day

Hour of Day	Number of Runs
00:00:00 - 00:59:59	2
01:00:00 - 01:59:59	4
02:00:00 - 02:59:59	5
03:00:00 - 03:59:59	1
05:00:00 - 05:59:59	2
06:00:00 - 06:59:59	2
07:00:00 - 07:59:59	4
08:00:00 - 08:59:59	4
09:00:00 - 09:59:59	3
10:00:00 - 10:59:59	7
11:00:00 - 11:59:59	7
12:00:00 - 12:59:59	6
13:00:00 - 13:59:59	11
14:00:00 - 14:59:59	7
15:00:00 - 15:59:59	9
16:00:00 - 16:59:59	4
17:00:00 - 17:59:59	9
18:00:00 - 18:59:59	11
19:00:00 - 19:59:59	14
20:00:00 - 20:59:59	12
21:00:00 - 21:59:59	5
22:00:00 - 22:59:59	6
23:00:00 - 23:59:59	7
Total: 142	



*"Where community is more than just a concept!"*

Maintenance Assistant Seasonal Notice of Hire- Stephanie Webb and Dom Tejeda

Prepared by Lydale Weaver

On 5/5/2023

Board of Trustees:

We have reviewed applications for the Maintenance Assistant Seasonal posted with the Township. Our Facilities Supervisor Larry Haveman and HR Director Lydale Weaver were part of the interview process. We have hired Stephanie Webb and Domenico Tejeda for the Maintenance Assistant Seasonal positions.

Stephanie will be with us as a Maintenance Assistant Seasonal for the summer and fall seasonal period. Dom will be returning for the season from last year.

We recommend a pay rate of \$18.00 for Stephanie and Dom. We are excited to have Stephanie and Dom for the seasonal season with Allendale Charter Township.

Respectfully,

Larry Haveman and Lydale Weaver

Facilities Supervisor and HR Director



*"Where community is more than just a concept!"*

Public Utilities Assistant Operator Seasonal Notice of Hire- Mya Harmer and Eli Baumann

Prepared by Lydale Weaver

On 5/5/2023

Board of Trustees:

We have reviewed applications for the Public Utilities Assistant Operator Seasonal posted with the Township. Our Water Supervisor Garry Scholten and HR Director Lydale Weaver were part of the interview process. We have hired Mya Harmer and Eli Baumann for the Public Utilities Assistant Operator Seasonal positions.

Mya is currently studying for her GIS certification through GVSU. This position will give her firsthand experience on how to utilize this information in the field. Eli worked for Allendale Charter Township in a seasonal capacity last year and is returning for the 2023 season.

We recommend a pay rate of \$18.00 for Mya and Eli. We are excited to have Mya and Eli for our seasonal period with the township.

Respectfully,

Garry Scholten and Lydale Weaver

Water Supervisor and HR Director

## Substitute Library Page and Circulation Assistants

Notice of Hire- Sarah Kenny and Lucy Schuiling

Prepared by Lydale Weaver

On 5/5/2023

Board of Trustees:

We have reviewed applications for the Substitute Library Page and Circulation Assistants posted with the Township. Our Library Director Mary Cook, and HR Director Lydale Weaver were part of the interview process. We have hired Sarah Kenny and Lucy Schuiling for the Substitute Library Page and Circulation Assistants position.

Sarah has experience with customer service from previous jobs, has a strong interest in growing professionally and understanding more about libraries. Lucy also has customer service experience, has a working knowledge of libraries and is eager to learn what our library has to offer the community.

We recommend a pay rate of \$14.50 for Sarah and Lucy. We are excited to have Sarah and Lucy be a part of the Allendale Township Library team and look forward to their growth in the position.

Respectfully,

Mary Cook and Lydale Weaver



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# Features

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## Health Care Savings Program

- [HCSP Administration](#)
- [Features](#)
- [Investments](#)
- [Resources](#)

## How It Works

The MERS Health Care Savings Program is an employer-sponsored program providing a tax-free medical savings account for post employment medical expenses. The account is available for use by your employees, their spouses and any legal dependents, as well as a named beneficiary. The MERS Health Care Savings Program is not a Health Savings Account, Flexible Spending Account, or Health Reimbursement Account. It is a **tax-exempt Section 115 Governmental Integral Part Trust**, which ensures the assets are used for reimbursement of future medical expenses only.

### HCSP Process

Step 1 – Employer and employee groups work together to design the contribution structure using one or more of the types of contributions

Step 2 – Individual employee accounts are invested and grow tax-free

Step 3 – Upon separation of employment, regardless of age, the account becomes available for tax-free medical expense reimbursement



# Funding The Program

Contributions to your Health Care Savings Program are based on the provisions indicated in the Participation Agreement and include:

## Quick Links

[Plan Handbook](#)

[+ View Funding Details](#)

## Plan Advantages

There are many benefits of the MERS Health Care Savings Program (HCSP).

### **Cost-effective**

Because we operate on a not-for-profit basis, HCSP is offered at no cost to employers, and our already low participant costs continue to decrease.

### **Unique Beneficiary Structure**

HCSP allows participants to name both a primary and contingent beneficiary, a feature that is unique to MERS.

### **Sound Investments**

The HCSP investment menu provides your employees with select investment options to design a diversified portfolio to match their investment needs.

### **Participant-outcome Focused**

MERS employs behavioral economics to design a streamlined investment menu that guides participants to make decisions in their own best interest, while giving them the freedom to pursue their own investment choices.

### **Financial Fitness Tool**

The Financial Fitness tool is available to MERS participants through myMERS. The tool includes a series of workouts they can engage in to help determine their current Financial Fitness Score in the areas of emergency savings, debt management and planning for the future along with the ability to create a budget to manage their day-to-day spending and as a bonus, workouts to help with insurance and health savings account management (if applicable).

## Fiduciary Responsibility

As the sole fiduciary for our retirement plans, MERS takes on the liability for selecting the investment options, monitoring fund performance, and ensuring fees are reasonable. Learn more about [fiduciary responsibility](#).

Disclaimer: The information contained in this Web site is being made available as a public service. The information is not intended to constitute legal, tax, accounting or investment advice, or to replace

official versions of that information. Benefit Estimates or Service Credit Purchase estimates requested through this Web site are not official descriptions of any benefits, and do not represent a promise by MERS to provide any benefit(s) to any person(s). No one can detrimentally rely upon the information provided in, or requested through this Web site. MERS reserves the right to correct any errors, and presents this information without warranties, express or implied, regarding the information's accuracy, timeliness or completeness. If you believe the information is inaccurate, out-of-date, or incomplete, or if you have problems accessing or reading the information, please call MERS at 800.767.6377.

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# Health Care Savings Program

## Participant Handbook

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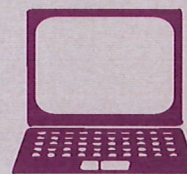
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### myMERS Online Account Access

With myMERS, you can access your MERS plan(s) 24 hours a day, seven days a week for account details, statements, beneficiary information, publications, forms, calculators and much more.

Join the thousands of MERS participants who are already enjoying the benefits of myMERS. To get started, visit [www.mersofmich.com](http://www.mersofmich.com).



## Who is MERS?

The Municipal Employees' Retirement System (MERS) of Michigan is an independent professional retirement services company that was created to administer the retirement plans for Michigan's local units of government on a not-for-profit basis.

### ***MERS Retirement Board***

MERS is administered by a nine-member Retirement Board, made up of representatives from municipalities at the employer, employee, and retiree level, and the general public. It has the fiduciary responsibility for the investment of assets and oversees the System.

The Board appoints the Chief Executive Officer, who manages and administers MERS under the supervision and direction of the Board. The Board also oversees the MERS Health Care Savings Program Plan Document, which governs the Plan.

### ***It Pays to Understand Rising Health Care Costs***

The rising costs of health care can't be ignored. Consider these statistics:

- By the year 2050, life expectancy is expected to increase to between 89-93 years for women and to between 83-86 for men
- Studies show health care costs rank second only to food for retiree expenses, and can erode an individual's retirement savings without proper planning
- The standard Medicare Part B monthly premium continues to increase annually
- Medicare only covers 51% of costs, and does not include long term care, dental expenses, vision expenses or hearing aids

## A Closer Look at the MERS Health Care Savings Program

The MERS Health Care Savings Program is designed to help you prepare for the costs of health care after you leave your employer, with an invested account you manage. It's an employer-sponsored program providing a tax-free medical savings account for covering the costs of post-employment medical expenses. Your account is available for tax-free reimbursements for you, your spouse and any legal dependents and the ability to name beneficiaries to utilize the account on a taxable basis should the account balance exceed the life of you, your spouse and dependents.

Your MERS Health Care Savings Program is not the same as a Health Savings Account, Flexible Spending Account, or Health Reimbursement Account.

The MERS Health Care Savings Program is a tax-exempt Section 115 Governmental Integral Part Trust, healthcare reimbursement account. Features include:

- No requirements for a high-deductible health plan or any specific type of health plan
- Trust is approved by an IRS Private Letter ruling, which clarifies its tax-exempt status
- Can be used tax-free by your dependents
- Available for reimbursements after leaving employment



## How it Works



## Contributions

The money you will eventually use in your account starts with what's put into it — in the form of contributions. Your employer makes contributions to your account based on the provisions they've adopted. For more information regarding your plan provisions, contact your employer or MERS' Service Center.

### Basic Employer Contributions

Your employer may contribute either a fixed dollar amount or a percentage of salary on a pre-tax basis. Your employer's contributions may also have vesting requirements. Vesting is the required amount of service credit you must earn to gain ownership of your employer's contributions. MERS calculates your service based on whole calendar months of employment.

Employers may choose their vesting options, some examples are listed:

- **Immediate Vesting** — You are fully vested in your employer's contributions upon deposit into the MERS Health Care Savings Program
- **Cliff Vesting** — You are fully vested in your employer's contributions upon completion of a stated number of years of service
- **Graded Vesting** — For each year of service you complete, you are vested in a percentage of your employer's contribution account balance

### Mandatory Salary Reduction

Your group may have a fixed dollar or required percentage for mandatory salary reductions. While you are actively working, you cannot suspend your reductions. These are withheld pre-tax and submitted by your employer through a payroll deduction.

### Leave Conversion Contributions

Leave time that is not used (either a portion or all) may be contributed to your MERS Health Care Savings Program account. Some examples of leave include vacation, personal time, sick time, or severance pay. The leave conversion is deposited into your MERS Health Care Savings Program account at a set time determined by your employer (such as annually, time of separation, or other time chosen by employer). If your employer has selected a leave conversion contribution, it is mandatory.

### Post-Tax Voluntary Employee Contributions

The program also allows you to contribute to your account on a voluntary, post-tax basis, which means these contributions are submitted by your employer after taxes. You may start or stop these contributions at any time. The funds are invested after taxes, and investment returns and reimbursements are made on a tax-free basis.



**There are no federally mandated maximums for the Health Care Savings Program.**

## MERS Investments

The MERS Health Care Savings Program is an invested account, meaning you take an active role in determining your financial goals, making investment choices and monitoring your portfolio. The decisions you make today will affect the results you see tomorrow.

The MERS Investment Menu is simplified into two categories to help you find the investment mix that best meet your investment style.

1

### *“Do it for me”*

**LifePath** target date funds are a simplified way to invest. These options are fully diversified, professionally managed, and automatically adjust over time as you get closer to retirement. All newly enrolled participants are defaulted into the appropriate LifePath fund unless they elect otherwise.

2

### *“Help me do it”*

These **Premium Selected Options** were actively chosen for you by MERS. Here you have access to pre-built portfolios that MERS helps you manage by monitoring the investment managers and rebalancing the portfolio quarterly. It also gives you access to selected funds to help you build your own portfolio.

Once you separate from employment, you will see a \$1,000 transfer of your assets deposited into a [money market fund through Alerus](#)<sup>\*</sup>. This ensures appropriate assets are available for reimbursement at the time you begin using your account for reimbursement of medical expenses. Your total account balance will always reflect the full market value as of the last business day and claims will be processed until your account reaches zero balance.

You'll find additional information on our website, as well as forms, benefit calculators, and helpful tutorials. Log in to [myMERS](#) for your specific account details, investment information, and to make changes.

You can also contact MERS Service Center weekdays by calling 800.767.6377.

*<sup>\*</sup>Assets held in the Alerus Money Market Fund do not incur any investment fees, but do still incur the MERS Operating Expense and Custody and Recordkeeping Fee. Total annual operating expenses are applied on the total available balance, except as noted.*

## Making changes online any time

You have the ability to make investment changes, track fund performance, download and submit forms and much more for HCSP through your myMERS account.

## Investment Oversight — and Insight

While we've made investing easier with the MERS Investment Menu, there are other ways we help you, too.

The MERS Retirement Board and Office of Investments provide oversight of the investment lineup, actively managing the investment options available to you. We review our investment menu on a regular basis and changes are made if appropriate. If a fund is removed, you will be given at least 30 days notice before the change.

You'll also find some insight in the [Understanding the MERS Investment Menu](#) publication, which offers a closer look at each of the investment options, instructions on changing your investment selections, glossary and more.

In addition to the account statements we send you quarterly, another important publication we offer is the [MERS Investment Menu Summary](#), which details the performance and fees of each of our funds. The summary is updated on a quarterly basis, making sure you have the most up-to-date investment information. You can download a copy of the publications from our website, or call us to have them sent to you.





## *Death and Disability – What Happens to Your Benefits?*

When the unexpected happens, the MERS Health Care Savings Program can offer employees and their families peace of mind. This section looks at how you're covered in the event of death or disability.

### *Death*

In the event of your death, your spouse and legal dependent(s) can continue to use your account for reimbursement of medical expenses until the account reaches a zero balance. MERS will work with the spouse/legal dependents and inform them on how to use the account on a tax-free basis.

If you have no spouse or legal dependent(s), your named beneficiary(ies) will be able to access your account on a taxable basis. **Be sure to log in to your myMERS account and designate Primary and Contingent beneficiaries** for your account.

If you are not married, have no legal dependents and no beneficiary on file, an estate executor must contact MERS within one year of your death; otherwise, unused dollars revert back to your employer.

### *Disability*

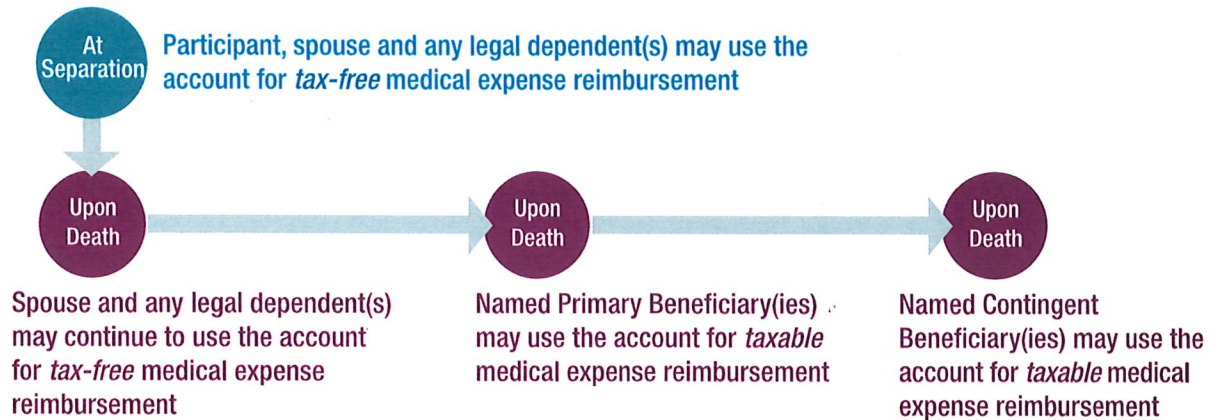
If you are collecting a disability benefit from MERS or another a public pension plan, you may be eligible to use your account early. Once your employer notifies us of your disabled status, you'll receive information on how to begin receiving reimbursements from your account.

### *Extended Medical Leave*

If you take an extended medical leave from your employer, you will be eligible to use your account after six months. If you return from extended medical leave, you must stop using your account, although any eligible medical expenses from your leave period will still qualify for reimbursement.

## A Benefit That Keeps Working

The ability for a designated beneficiary to use the balance of your MERS Health Care Savings Program account after you pass away is unique to MERS.



## Changing Jobs Within Your Municipality

If you change jobs within your municipality, there are two possible scenarios:

### Moving into a Division That Offers MERS Health Care Savings Program

- Vesting is calculated from your original hire date, not the date of your transfer.
- Your MERS Health Care Savings Program account will transfer to the current division's provisions.
- Your MERS Health Care Savings Program account will be accessible to you upon separation of employment.

### Moving into a Division That Does Not Offer MERS Health Care Savings Program

- Vesting is calculated using your original date of hire, not the date of your transfer.
- You may not receive further employer contributions or make further deposits.
- Your MERS Health Care Savings Program account is only accessible to you for medical expenses after separation of employment (either termination or retirement).

## Changing the Beneficiary

It's easy to change or update a beneficiary for the MERS Health Care Savings Program. You can add, edit or delete beneficiary information in your [myMERS account](#). Changes to your beneficiaries can be made at any time, before or after you leave current employment.

Remember, **don't list your spouse as a Primary or Contingent Beneficiary**; a spouse and dependent children are already eligible to use the benefit before any named beneficiaries.

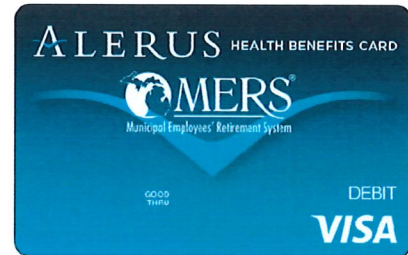


## Reimbursement Options

You may begin receiving reimbursements for qualified medical expenses after you leave employment. There are three ways you can be reimbursed for purchases using the MERS Health Care Savings Program:

### **Health Benefits Debit Card**

You will receive a Health Benefits debit card in the mail approximately seven days from the time your employer reports your termination to MERS. The debit card is a convenient way to use your Health Care Savings Program account for reimbursement of eligible medical expenses. Unlike a traditional debit card, the Health Benefits debit card does not require a PIN and automatically identifies a medical expense at the time of purchase. It is important to keep your receipts as you will likely be asked to submit them for verification.



For your security, the Health Benefits debit card has a daily swipe limit of \$10,000.

### **Online/Mobile Reimbursements**

You can also request reimbursements online by using the *Claims Management Portal* in myMERS or the *Alerus Benefits app*. From here, you can update banking information for direct deposit, and upload third party receipts showing which expenses have been paid. Processing your request takes one business day. All reimbursements are processed by direct deposit.

Additionally, you can pay providers directly through myMERS or the mobile app. Simply follow the instructions for uploading the bill you received, enter the payment information for the vendor and schedule the direct payment. Participants utilizing this payment option should monitor their account to ensure the payment was distributed from their account in a timely manner.

### **Reimbursement by Mail**

You can also submit your requests by mail. A reimbursement form along with a copy of the applicable receipts is required. Reimbursements are processed by direct deposit within 10 business days.

**You may receive information from Alerus Retirement and Benefits, which has partnered with MERS to provide trading and custodial services. If you have any questions regarding your claims, please call the Alerus Call Center at 866.808.7823 option 3.**

## Account Eligibility

You can begin using the money in your MERS Health Care Savings Program account after you have a separation from employment, if collecting disability from a public pension plan, or on extended medical leave (six months or longer). Please refer to the previous section for more information about disability and medical leave.

**Once we're notified by your employer of your separation, you'll receive information on how to begin receiving reimbursements from your account.**

### Eligible Medical Expenses

An eligible medical expense is defined as those expenses paid for care as described in Section 213(d) of the Internal Revenue Code. Eligible medical expenses may include:

- Ambulance Transport
- Artificial limbs
- Blood tests
- Blood transfusions
- Braces
- Cardiographs
- Chiropractor
- Contact lenses
- Crutches
- Dental treatment
- Dentures
- Dermatologists
- Diagnostic fees
- Drug addiction therapy
- Drugs (prescription)
- Elastic hosiery (prescription)
- Eyeglasses
- Healing services
- Hearing aids
- Health care insurance premiums\*
- Insulin treatment
- Lab tests
- Long-term care insurance
- Medicare B premium
- Operating room costs
- Ophthalmologist
- Orthopedist
- Osteopath
- Pediatrician
- Primary Care Physician
- Podiatrist
- Practical nurse for medical services
- Prescription medicines
- Splints
- Surgeon
- Therapy equipment
- Vaccines
- X-rays

*\*Note: Health insurance premiums when paid by salary reduction (for you or your spouse) or on a pre-tax basis are not eligible for reimbursement from HCSP.*

For more detailed information, please refer to [www.mersofmich.com](http://www.mersofmich.com).

### Who Can Use My Account?

Your account is available for reimbursement for you, a spouse, or legal dependents. The definition of legal dependent has been expanded to include any children under 27 at the end of the year. This means adult children can use your MERS Health Care Savings Program account whether or not they are:

- married
- living with you
- in school
- financially dependent on you

In the event of death with no spouse or legal dependent to use your funds, your account may be available to use by a named beneficiary on a taxable basis. See page 6 for details.

### Retiree Health Care Exchange

MERS is pleased to provide you with access to a private retiree health care exchange – Mercer Marketplace 365 – to support you in choosing a health plan that best meets your needs.

With licensed benefits counselors to guide you through understanding options for pre-65 and Medicare insurance plans, Mercer is dedicated to helping you feel confident about your retiree health care choices.

To learn more, call 1.855.694.5369 or visit [retiree.mercermarketplace.com/mers](http://retiree.mercermarketplace.com/mers) to view and compare plans in your area.



## Helping You Prepare

The road to a sound financial future is paved with preparation, and we're here to help you. As you learn more about your program, there are always questions and concerns that arise. We provide you with quality, unbiased educational resources so you can make thoughtful, informed choices.

### myMERS app



The myMERS app gives you fast, free, secure access to your account information anywhere you go. Download from the [App Store](#) or [Google Play](#).

### Quarterly Statements

Every quarter, you'll receive a statement detailing account information and the performance of your fund choices as well as useful tips and information to help you plan for a successful retirement. You can also log in to your myMERS account to find up-to-date information at any time.

### Service Center

MERS Service Center offers friendly, knowledgeable, over-the-phone assistance for a wide variety of benefit questions and issues. The Service Center staff is available weekdays at 800.767.6377.

### Financial Wellness

Taking control of finances your likelihood of a successful retirement, and relieves the stress that financial uncertainty can cause. MERS provides you with access to a free [Financial Fitness tool](#) account that helps track your financial wellness.

### Educational Opportunities

We offer a variety of ways to help you prepare for retirement, with educational events on important MERS topics throughout the year:

- Group presentations and one-on-one consultations are available at your municipality or through virtual meetings online.
- Educational events are offered at different times and locations throughout the year.
- Visit [www.mersofmich.com](http://www.mersofmich.com) for up-to-date information.

### Social Media

Want to make the most out of your plan and receive tips to help you with your financial future? MERS delivers relevant news articles, helpful resources, tips and videos. Follow us today.



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