AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

APRIL 3, 2017

7 P.M.

PARCHMENT CITY COMMISSION

MAYOR ROBERT B. HEASLEY
COMMISSIONER TERRY HAGEMAN
COMMISSIONER JON HEASLEY
COMMISSSIONER ERIC CRONIN
VICE MAYOR ROBERT D. BRITIGAN III
COMMISSIONER DOUGLAS FOOY
COMMISSIONER HOLLY EVANS

OFFICERS

INTERIM CITY MANAGER CURT FLOWERS
CITY ATTORNEY ROBERT SOLTIS
CITY TREASURER/CLERK SHANNON STUTZ

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES
   A. City Commission Regular Meeting Minutes of March 20, 2017 - Accept

4. ADDITIONS OR CHANGES TO THE AGENDA

5. CITIZEN COMMENTS
   Persons wishing to address the City Commission on items not already an agenda item, will be allowed five minutes. Please state your name and address for the record. If you require special accommodation, please notify the Clerk.

6. CONSENT AGENDA
   Items included on the consent agenda will be dealt with upon one vote by the City Commission unless a Commissioner requests an item be dealt will individually.

   A. Motion to RECEIVE OR APPROVE as indicated:
      i. Warrant No. 1332 – receive

ii. Credit Card Statement - receive
iii. 1ST QTR Investment Report - receive
iv. Quarterly Financial Report – receive
v. Citizen's Letter – receive
vi. Little League Parade - approve

7. UNFINISHED BUSINESS

8. NEW BUSINESS
   A. Plante Moran Billing – approve
   B. 2017-2018 Revenue Projections - receive

9. BOARD AND COMMISSION REPORTS/MINUTES
   A. KAC Minutes from March 20, 2017 - receive

10. CITIZEN COMMENTS
Persons wishing to address the City Commission on items not already an agenda item, will be allowed five minutes. Please state your name and address for the record. If you require special accommodation, please notify the Clerk.

11. CLOSED SESSION
   A. Requested by Shannon Stutz as allowed by Section 8 item a of the Open Meetings Act.

12. Mayor & Commissioner Comments

13. City Manager Comments

14. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY MARCH 20, 2017.

1. Call to order

Mayor Heasley called the meeting to order at 7:00 p.m. He led those present in the "Pledge of Allegiance".

2. Roll Call.

Present: Mayor Heasley, Vice Mayor Britigan, Commissioners Cronin, Evans, Fooy, Hageman and Heasley. Interim City Manager Flowers, City Treasurer/Clerk Stutz, and City Attorney Soltis.

Absent: None.

3. Minutes

Moved by Vice Mayor Britigan, supported by Commissioner Cronin to approve the Minutes of the March 6, 2017 regular meeting.
Motion Carried.

4. Additions or Changes to the Agenda

9 B. Personnel Committee report.

5. Citizen Comments

Mike Conner, 1150 Parchmount, stated that it was his feeling that responsibility "can't be delegated". He said he thought citizens should be involved in the new City Manager hire.

Karen Conner-Beck, 1124 Parchmount, said she was concerned about the status of Parchmount, noting huge holes near Riverview. She asked if paving was in the foreseeable future? The Vice Mayor answered that the local street was identified as a priority for the coming year's budget.

6. Consent Agenda

A. Moved by Commissioner Heasley, supported by Commissioner Hageman to receive the consent agenda items. **Motion Carried.** Commissioner Hageman asked that employee names be shown on the credit card statement.

7. Unfinished Business

A. Kindleberger Park lower restrooms. Interim City Manager Flowers noted that he had spoken with the City's insurance company who suggested a paid claim would be unlikely. Moved by Commissioner Hageman, supported by Commissioner Cronin to approve the hiring of VanDam & Krusinga to repair and fix the roof of the lower park restrooms. Roll call vote was as follows:
Ayes: Britigan, Cronin, Evans, Fooy, Hageman, J Heasley, R Heasley.
Nays: None.
Absent: None.
Abstain: None.
Motion Carried 7-0

8. New Business

A. Interim Employment Agreements – approve. Moved by Commissioner Heasley, supported by Commissioner Fooy to approve the employment agreements between the City of Parchment and Cnrt Flowers and John Frakes. **Motion Carried**.

9. Standing Board and Committee Reports

A. KAC Meeting Minutes of March 6, 2017 – Information only. Mayor Heasley thanked Interim City Manager Flowers for submitting the Gilmore Foundation Grant request, as it is the main funding source for the Kindleberger Festival. He also presented the new volunteer fundraiser - Commissioner Heasley - who thanked Drug & Lab for being the Festival's first new sponsor for the year. Commissioner Heasley noted he looks forward to getting the Garden Club back into the festival.

B. Personnel Committee Report. Vice Mayor Britigan cited 16 resumes/letters of interest for the City Manager position, stating that the interviews will be open to the public. He also stated questions will be accepted from citizens prior to the interviews taking place.

10. Citizen Comments

Mike Conner, 1150 Parchmount, asked the Commission to look at using a sound system for these meetings. He praised Kalamazoo Township for their sound system as well as the availability of video of their meetings. He said he thought the City should do this, and not necessarily as a response to an ADA complaint.

Judy Resler, 218 Maple, thanked Commissioner Heasley for his comments about the Garden Club, as she is a member. She also expressed her appreciation to Vice Mayor Britigan for including citizens in the manager hire process. She asked when the forensic audit would be available, to which the Mayor replied "this week".

Bob Greene, 133 N. Riverview, suggested putting information about fundraising for the festival online.

11. Mayor and Commissioner Comments

Commissioner Fooy thanked residents for their support. He also noted that he was unable to go to the KABA meeting as it was held at 2 pm on Thursday. When he asked for a different time, he was told they would not change. Commissioner Fooy noted that his impression of KABA is quickly diminishing.

Commissioner Heasley expressed his disappointment in KABA, saying the new City Manager might need to take a look at the contract. Commissioner Heasley also stated that with regard to the previous CM, the Commission trusted, but should have verified.

Commissioner Hageman thanked Commissioner Heasley for taking on the fundraising for Kindleberger. She also thanked Interim City Manager Curt Flowers for "hitting the ground running". She then mentioned making sure that portapotties may need to be used while repairs to the lower restrooms are made.

Commissioner Cronin echoed Commissioner Heasley's comments, adding that the City was moving into a new season, of more transparency.

Commissioner Evans thanked ICM Flowers as well.

Vice Mayor Britigan thanked Judy for her kind words, and stated that he hoped to salvage/rectify our relationship with KABA. He then said "GO BLUE".

Mayor Heasley thanked the personnel committee for their hard work in the search for an experienced manager. He then said he was "only looking forward, and done looking back" and invited everyone to join him in that endeavor.

12. City Manager Comments/Reports

Interim City Manager Flowers thanked everyone for their trust and gave credit to John Frakes for working on next year's budget. ICM Flowers noted that his plan was to have everything ready to go for the next City Manager.

13. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Cronin and supported by all to adjourn the meeting at 7:46 p.m.

Shannon S. Stutz
City Clerk

City of Parchment

Check Register Report

Warrant 1332

Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
33747	03/27/2017	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	192.88
33748	03/27/2017	J & J LOCKSMITHS	Re-key former Bellisle Bldg.	124.00
33749	03/27/2017	KAL CO HEALTH & COMMUNITY SERV	HHW Annual Yearly Oper Cost	658.00
33750	03/27/2017	KALAMAZOO COUNTY TREASURER	Partial Payment Delinq Tax	346.52
33751	03/27/2017	KALAMAZOO OIL CO.	288 Gallons Diesel Fuel	1,560.20
33752	03/27/2017	KALAMAZOO OIL CO.	Fuel Charges 3/1 to 3/15/17	215.79
33753	03/27/2017	KELLY WHITE DESIGN, INC.	Web Updates & Maint-Assessor	18.75
33754	03/27/2017	MICHIGAN MUNICIPAL LEAGUE	Classified Ad - Manager	30.60
33755	03/27/2017	STATE OF MICHIGAN	Final IFT Revenues - 2016	804.00
33756	03/27/2017	MUNICIPAL CODE CORPORATION	Annual Web Hosting to 2/28/18	900.00
33757	03/27/2017	PEERLESS-MIDWEST, INC.	JAA-Overhaul Pump & Motor	15,367.00
33758	03/27/2017	PRINTING SYSTEMS INC.	5000 Utility Bills - Water	555.79
33759	03/27/2017	ROSE PEST SOLUTIONS	Pest Control - Contract	76.00

City of Parchment
Investment Report
March 31, 2017

Maturity Date	Interest Rate	Institution	Type of Investment		Amount
11/29/2017	1.15%	MB - JP Morgan Chase Bank	Certificate of Deposit	$	114,000.00
9/22/2018	0.50%	Old National	Certificate of Deposit	$	50,000.00
2/26/2019	1.20%	MB - Wells Fargo	Certificate of Deposit	$	100,000.00
12/23/2020	1.25%	DA - FNMA	Note	$	100,000.00
9/28/2021	1.70%	DA - Wells Fargo	FDIC Step Coupon Bond	$	100,000.00
8/22/2022	1.25%	DA - Wells Fargo	FDIC Step Coupon Bond	$	92,000.00
		Huntington National/Invesco	Money Market Fund	$	1,798.04
		Multi Bank	Money Market Fund	$	5,175.60
			Investment Total	**$**	**562,973.64**

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Revenues						
Dept: 000.000						
404.000 Tax Revenue	701,080.00	701,080.00	701,080.00	701,080.00	0.00	100.00
405.000 Taxes - Industrial Facilities	13,352.00	13,352.00	13,352.00	13,352.00	0.00	100.00
445.000 Penalty on Taxes	0.00	0.00	1,587.53	653.42	102.91	0.00
448.000 1% Collection Fees	23,111.00	23,111.00	23,059.21	21,280.33	23.27	99.78
451.000 License and Fees	0.00	0.00	8,827.72	3,886.85	565.00	0.00
452.000 Cablevision Fees	0.00	0.00	10,494.86	3,460.36	0.00	0.00
453.000 Recreation Fees	0.00	0.00	2,510.00	10.00	0.00	0.00
454.000 Solid Waste Collections	113,300.00	113,300.00	66,929.57	22,542.68	59.26	59.07
540.000 State Grants	0.00	0.00	44,927.67	0.00	0.00	0.00
575.000 State Sales Tax	175,000.00	175,000.00	134,110.00	53,570.00	28,163.00	76.63
628.000 Police/Fire Reports	0.00	0.00	5.00	0.00	0.00	0.00
661.000 Parking Violations	1,100.00	1,100.00	380.00	365.00	0.00	34.55
662.000 Traffic Fines	3,700.00	3,700.00	4,755.70	2,443.83	0.00	128.53
664.000 Interest on Investments	2,000.00	2,000.00	-19.11	42.99	-117.96	-0.96
680.000 Reimbursement for Overhead	206,081.00	206,081.00	197,081.00	0.00	0.00	95.63
694.000 Miscellaneous	1,000.00	1,000.00	22,943.89	18,197.00	0.00	2,294.39
Dept: 000.000	1,239,724.00	1,239,724.00	1,232,025.04	840,884.46	28,795.48	99.38
Revenues	1,239,724.00	1,239,724.00	1,232,025.04	840,884.46	28,795.48	99.38
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	14,000.00	14,000.00	9,829.06	1,360.00	1,480.00	70.21
715.000 Social Security	800.00	800.00	609.40	84.32	91.76	76.18
720.000 Worker's Compensation	100.00	100.00	3.29	0.89	0.40	3.29
722.000 Medicare	200.00	200.00	142.54	19.73	21.46	71.27
740.000 Operating Supplies	0.00	0.00	643.90	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	8,000.00	8,000.00	36,087.30	13,973.90	3,184.25	451.09
830.000 Memberships & Dues	1,500.00	1,500.00	1,477.00	1,477.00	0.00	98.47
880.000 Community Promotion	0.00	0.00	2,942.51	582.00	18.75	0.00
880.001 Wassailing Contribution	2,000.00	2,000.00	0.00	0.00	0.00	0.00
900.000 Printing & Publishing	0.00	0.00	2,882.52	0.00	30.60	0.00
955.000 Miscellaneous	0.00	0.00	1,232.02	130.02	0.00	0.00
967.000 Property Development	0.00	0.00	-958.10	210.00	0.00	0.00
Legislative	26,600.00	26,600.00	54,891.44	17,837.86	4,827.22	206.36
Dept: 200.000 Administration						
702.000 Payroll - Full Time	147,420.00	147,420.00	117,196.59	38,285.65	17,203.53	79.50
703.000 Payroll - Part Time	23,580.00	23,580.00	17,272.40	5,075.29	4,759.39	73.25

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 200.000 Administration						
704.000 CM Car Allowance	6,500.00	6,500.00	551.00	0.00	0.00	8.48
715.000 Social Security	11,100.00	11,100.00	9,337.15	3,013.05	1,463.25	84.12
716.000 Hospital/Life Insurance	30,100.00	30,100.00	21,820.23	7,055.12	3,115.00	72.49
716.001 Insurance Deductible	2,100.00	2,100.00	0.00	0.00	0.00	0.00
718.000 Pension	10,600.00	10,600.00	17,508.79	5,610.94	2,817.59	165.18
719.000 Hospital Insurance - Retirees	10,250.00	10,250.00	7,677.00	2,559.00	853.00	74.90
720.000 Worker's Compensation	700.00	700.00	383.62	126.68	64.33	54.80
721.000 Unemployment Compensation	0.00	0.00	60.00	60.00	0.00	0.00
722.000 Medicare	2,400.00	2,400.00	2,183.84	704.73	342.22	90.99
724.000 ICMA Retirement Benefit	10,560.00	10,560.00	5,321.00	2,141.00	265.00	50.39
730.000 Postage	2,500.00	2,500.00	3,619.88	1,505.57	-13.81	144.80
740.000 Operating Supplies	3,000.00	3,000.00	3,864.05	990.94	656.41	128.80
775.000 Repair & Maintenance Supplies	0.00	0.00	167.18	15.30	0.00	0.00
800.000 Professional/Contractual Serv.	5,000.00	5,000.00	18,042.45	3,175.08	247.79	360.85
805.000 Computer Services	500.00	500.00	1,807.50	302.50	220.00	361.50
830.000 Memberships & Dues	1,800.00	1,800.00	554.00	269.00	0.00	30.78
850.000 Communications	4,000.00	4,000.00	4,754.74	1,457.76	0.00	118.87
860.000 Institutes & Training	4,000.00	4,000.00	1,418.89	333.56	0.00	35.47
900.000 Printing & Publishing	2,500.00	2,500.00	2,883.87	1,049.38	900.00	115.35
910.000 Insurance & Bonds	6,000.00	6,000.00	6,024.00	0.00	0.00	100.40
920.000 Utilities	5,200.00	5,200.00	3,160.48	981.35	0.00	60.78
930.000 Repair & Maint.Contractors	1,000.00	1,000.00	2,083.80	3,166.00	124.00	208.38
955.000 Miscellaneous	0.00	0.00	643.51	288.64	0.00	0.00
970.000 Capital	5,500.00	5,500.00	7,126.65	0.00	0.00	129.58
Administration	296,310.00	296,310.00	255,462.62	78,166.54	33,017.70	86.21
Dept: 210.000 Legal Services						
801.000 Attorney - General	16,000.00	16,000.00	16,527.50	4,210.80	1,950.00	103.30
802.000 Attorney-Police Matters	9,000.00	9,000.00	5,449.70	1,726.75	831.25	60.55
Legal Services	25,000.00	25,000.00	21,977.20	5,937.55	2,781.25	87.91
Dept: 300.000 Police						
715.000 Social Security	400.00	400.00	282.51	94.17	31.39	70.63
719.000 Hospital Insurance - Retirees	31,800.00	31,800.00	23,030.10	7,578.66	2,624.26	72.42
722.000 Medicare	100.00	100.00	66.06	22.02	7.34	66.06
800.000 Professional/Contractual Serv.	307,245.00	307,245.00	195,301.36	48,825.34	0.00	63.57
850.000 Communications	0.00	0.00	479.62	239.81	0.00	0.00
Police	339,545.00	339,545.00	219,159.65	56,760.00	2,662.99	64.55
Dept: 336.000 Fire						

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CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 336.000 Fire						
703.000 Payroll - Part Time	42,800.00	42,800.00	19,287.29	6,856.90	1,875.91	45.06
715.000 Social Security	2,750.00	2,750.00	1,195.87	425.16	116.32	43.49
717.000 Life Insurance	1,000.00	1,000.00	899.71	0.00	0.00	89.97
720.000 Worker's Compensation	450.00	450.00	389.43	134.99	38.40	86.54
722.000 Medicare	625.00	625.00	279.63	99.41	27.19	44.74
740.000 Operating Supplies	3,000.00	3,000.00	1,221.85	951.76	0.00	40.73
746.000 Gasoline & Oil	2,000.00	2,000.00	325.24	71.19	41.48	16.26
775.000 Repair & Maintenance Supplies	500.00	500.00	828.75	303.37	0.00	165.75
800.000 Professional/Contractual Serv.	3,000.00	3,000.00	2,703.26	0.00	0.00	90.11
830.000 Memberships & Dues	1,500.00	1,500.00	1,420.00	0.00	0.00	94.67
850.000 Communications	3,500.00	3,500.00	1,271.02	536.32	0.00	36.31
860.000 Institutes & Training	3,000.00	3,000.00	390.00	150.00	0.00	13.00
910.000 Insurance & Bonds	14,000.00	14,000.00	13,080.00	0.00	0.00	93.43
920.000 Utilities	2,800.00	2,800.00	1,479.66	505.56	0.00	52.85
930.000 Repair & Maint.Contractors	9,000.00	9,000.00	5,910.48	1,474.60	0.00	65.67
944.000 Hydrant Rental	5,840.00	5,840.00	0.00	0.00	0.00	0.00
Fire	95,765.00	95,765.00	50,682.19	11,509.26	2,099.30	52.92
Dept: 440.000 Public Services						
702.000 Payroll - Full Time	53,900.00	53,900.00	58,607.83	15,546.52	5,975.90	108.73
703.000 Payroll - Part Time	0.00	0.00	4,167.81	1,389.27	463.09	0.00
715.000 Social Security	4,150.00	4,150.00	4,497.93	1,252.50	466.84	108.38
716.000 Hospital/Life Insurance	29,600.00	29,600.00	21,825.26	11,609.96	2,399.06	73.73
716.001 Insurance Deductible	2,600.00	2,600.00	84.05	0.00	0.00	3.23
718.000 Pension	9,800.00	9,800.00	9,076.38	2,671.66	1,011.11	92.62
719.000 Hospital Insurance - Retirees	11,800.00	11,800.00	8,989.47	2,945.01	1,033.15	76.18
720.000 Worker's Compensation	2,400.00	2,400.00	1,085.29	465.03	91.74	45.22
722.000 Medicare	990.00	990.00	1,051.88	292.92	109.18	106.25
740.000 Operating Supplies	500.00	500.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	5,000.00	5,000.00	1,008.69	130.72	204.23	20.17
775.000 Repair & Maintenance Supplies	7,500.00	7,500.00	4,984.25	1,202.45	55.26	66.46
780.000 Safety Supplies	400.00	400.00	328.06	115.75	0.00	82.02
800.000 Professional/Contractual Serv.	900.00	900.00	401.03	113.34	0.00	44.56
810.000 Rubbish Collection Charges	90,000.00	90,000.00	64,224.11	23,955.24	658.00	71.36
815.000 Uniform Rental	3,100.00	3,100.00	1,523.27	450.10	125.73	50.91
850.000 Communications	1,670.00	1,670.00	1,030.95	372.25	0.00	61.73
860.000 Institutes & Training	500.00	500.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	0.00	0.00	150.42	0.00	0.00	0.00
910.000 Insurance & Bonds	5,700.00	5,700.00	5,338.00	0.00	0.00	93.65
920.000 Utilities	8,000.00	8,000.00	3,578.89	651.20	0.00	44.74

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

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CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 440.000 Public Services						
926.000 Street Lighting	21,000.00	21,000.00	19,430.25	7,052.47	0.00	92.53
930.000 Repair & Maint.Contractors	10,000.00	10,000.00	7,992.15	719.85	0.00	79.92
955.000 Miscellaneous	0.00	0.00	86.85	86.85	0.00	0.00
970.000 Capital	13,000.00	13,000.00	0.00	0.00	0.00	0.00
991.000 Debt Retirement-Principal	15,925.00	15,925.00	12,260.85	4,049.87	1,378.88	76.99
995.000 Interest Expense	3,125.00	3,125.00	1,961.13	690.79	201.34	62.76
Public Services	301,560.00	301,560.00	233,684.80	75,763.75	14,173.51	77.51
Dept: 751.000 Parks, Recreation & Culture						
702.000 Payroll - Full Time	53,620.00	53,620.00	23,944.85	5,585.40	3,282.74	44.66
715.000 Social Security	3,350.00	3,350.00	1,468.95	341.32	201.86	43.85
716.000 Hospital/Life Insurance	18,600.00	18,600.00	4,519.66	1,506.43	504.57	24.30
716.001 Insurance Deductible	1,200.00	1,200.00	0.00	0.00	0.00	0.00
718.000 Pension	6,975.00	6,975.00	3,950.80	993.02	555.43	56.64
720.000 Worker's Compensation	990.00	990.00	569.04	157.55	68.96	57.48
722.000 Medicare	535.00	535.00	343.59	79.85	47.21	64.22
746.000 Gasoline & Oil	3,500.00	3,500.00	846.58	300.41	128.70	24.19
775.000 Repair & Maintenance Supplies	6,700.00	6,700.00	3,772.05	1,358.20	0.00	56.30
780.000 Safety Supplies	300.00	300.00	208.37	90.41	0.00	69.46
800.000 Professional/Contractual Serv.	5,500.00	5,500.00	685.04	393.35	0.00	12.46
910.000 Insurance & Bonds	6,000.00	6,000.00	6,018.00	0.00	0.00	100.30
920.000 Utilities	5,750.00	5,750.00	2,654.84	365.97	0.00	46.17
930.000 Repair & Maint.Contractors	11,200.00	11,200.00	6,874.55	4,649.55	0.00	61.38
970.000 Capital	20,000.00	20,000.00	0.00	0.00	0.00	0.00
Parks, Recreation & Culture	144,220.00	144,220.00	55,856.32	15,821.46	4,789.47	38.73
Expenditures	1,229,000.00	1,229,000.00	891,714.22	261,796.42	64,351.44	72.56
Net Effect for GENERAL FUND	10,724.00	10,724.00	340,310.82	579,088.04	-35,555.96	3,172.84
Change in Fund Balance:			340,310.82	579,088.04	-35,555.96	

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 202 - MAJOR STREET FUND						
Revenues						
Dept: 000.000						
546.000 State Grants - Act 51	90,000.00	90,000.00	25,338.44	0.00	9,659.06	28.15
676.101 Transfer from General Fund	250,787.00	250,787.00	250,787.00	0.00	0.00	100.00
Dept: 000.000	340,787.00	340,787.00	276,125.44	0.00	9,659.06	81.03
Revenues	340,787.00	340,787.00	276,125.44	0.00	9,659.06	81.03
Expenditures						
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	5,000.00	5,000.00	3,297.81	1,039.32	347.46	65.96
715.000 Social Security	400.00	400.00	201.73	63.58	21.25	50.43
716.000 Hospital/Life Insurance	1,000.00	1,000.00	798.99	265.25	88.95	79.90
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	1,100.00	1,100.00	538.70	182.20	58.79	48.97
720.000 Worker's Compensation	470.00	470.00	221.93	69.96	23.38	47.22
722.000 Medicare	100.00	100.00	47.09	14.83	4.96	47.09
746.000 Gasoline & Oil	0.00	0.00	137.69	34.20	53.78	0.00
775.000 Repair & Maintenance Supplies	2,000.00	2,000.00	855.98	218.00	0.00	42.80
930.000 Repair & Maint.Contractors	2,000.00	2,000.00	2,302.05	1,577.05	0.00	115.10
Routine Maintenance	12,270.00	12,270.00	8,401.97	3,464.39	598.57	68.48
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	5,000.00	5,000.00	3,150.17	992.82	331.90	63.00
715.000 Social Security	350.00	350.00	192.63	60.70	20.29	55.04
716.000 Hospital/Life Insurance	1,000.00	1,000.00	763.16	253.22	84.98	76.32
716.001 Insurance Deductible	130.00	130.00	0.00	0.00	0.00	0.00
718.000 Pension	1,000.00	1,000.00	514.58	174.04	56.16	51.46
720.000 Worker's Compensation	350.00	350.00	212.05	66.84	22.34	60.59
722.000 Medicare	80.00	80.00	45.04	14.23	4.74	56.30
746.000 Gasoline & Oil	500.00	500.00	188.18	58.45	65.82	37.64
775.000 Repair & Maintenance Supplies	0.00	0.00	544.73	430.98	0.00	0.00
930.000 Repair & Maint.Contractors	30,000.00	30,000.00	9,297.15	6,511.84	120.00	30.99
Traffic Services	38,410.00	38,410.00	14,907.69	8,563.12	706.23	38.81
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	12,000.00	12,000.00	4,085.74	1,288.14	430.40	34.05
715.000 Social Security	850.00	850.00	249.94	78.82	26.32	29.40
716.000 Hospital/Life Insurance	4,600.00	4,600.00	987.75	325.61	110.16	21.47
716.001 Insurance Deductible	300.00	300.00	0.00	0.00	0.00	0.00
718.000 Pension	2,400.00	2,400.00	667.40	225.82	72.82	27.81
720.000 Worker's Compensation	850.00	850.00	274.94	86.70	28.96	32.35

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 202 - MAJOR STREET FUND						
Expenditures						
Dept: 478.000 Winter Maintenance						
722.000 Medicare	200.00	200.00	58.42	18.41	6.16	29.21
746.000 Gasoline & Oil	900.00	900.00	937.12	0.00	60.34	104.12
753.000 Salt	9,000.00	9,000.00	4,983.06	0.00	0.00	55.37
Winter Maintenance	31,100.00	31,100.00	12,244.37	2,023.50	735.16	39.37
Dept: 482.000 Administration						
702.000 Payroll - Full Time	0.00	0.00	787.93	248.82	82.94	0.00
715.000 Social Security	0.00	0.00	48.18	15.22	5.07	0.00
716.000 Hospital/Life Insurance	0.00	0.00	188.88	60.40	21.24	0.00
718.000 Pension	0.00	0.00	128.71	43.62	14.03	0.00
720.000 Worker's Compensation	0.00	0.00	53.01	16.74	5.58	0.00
722.000 Medicare	0.00	0.00	11.22	3.55	1.18	0.00
960.000 Administrative Overhead	22,500.00	22,500.00	22,500.00	0.00	0.00	100.00
999.000 Transfer to other Fund	25,000.00	25,000.00	25,000.00	0.00	0.00	100.00
Administration	47,500.00	47,500.00	48,717.93	388.35	130.04	102.56
Expenditures	129,280.00	129,280.00	84,271.96	14,439.36	2,170.00	65.19
Net Effect for MAJOR STREET FUND	211,507.00	211,507.00	191,853.48	-14,439.36	7,489.06	90.71
Change in Fund Balance:			191,853.48	-14,439.36	7,489.06	

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 203 - LOCAL STREET FUND						
Revenues						
Dept: 000.000						
546.000 State Grants - Act 51	36,000.00	36,000.00	16,572.85	5,022.12	5,028.73	46.04
676.101 Transfer from General Fund	25,000.00	25,000.00	25,000.00	0.00	0.00	100.00
Dept: 000.000	61,000.00	61,000.00	41,572.85	5,022.12	5,028.73	68.15
Revenues	61,000.00	61,000.00	41,572.85	5,022.12	5,028.73	68.15
Expenditures						
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	3,000.00	3,000.00	3,297.81	1,039.32	347.46	109.93
715.000 Social Security	400.00	400.00	201.73	63.58	21.25	50.43
716.000 Hospital/Life Insurance	1,000.00	1,000.00	798.99	265.25	88.95	79.90
716.001 Insurance Deductible	100.00	100.00	0.00	0.00	0.00	0.00
718.000 Pension	900.00	900.00	538.70	182.20	58.79	59.86
720.000 Worker's Compensation	425.00	425.00	221.93	69.96	23.38	52.22
722.000 Medicare	75.00	75.00	47.09	14.83	4.96	62.79
746.000 Gasoline & Oil	250.00	250.00	137.69	34.20	53.78	55.08
775.000 Repair & Maintenance Supplies	1,500.00	1,500.00	780.98	143.00	0.00	52.07
930.000 Repair & Maint.Contractors	3,000.00	3,000.00	4,866.00	4,516.00	0.00	162.20
Routine Maintenance	10,650.00	10,650.00	10,890.92	6,328.34	598.57	102.26
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	0.00	0.00	3,150.17	992.82	331.90	0.00
715.000 Social Security	0.00	0.00	192.63	60.70	20.29	0.00
716.000 Hospital/Life Insurance	0.00	0.00	763.16	253.22	84.98	0.00
718.000 Pension	0.00	0.00	514.58	174.04	56.16	0.00
720.000 Worker's Compensation	0.00	0.00	212.05	66.84	22.34	0.00
722.000 Medicare	0.00	0.00	45.04	14.23	4.74	0.00
746.000 Gasoline & Oil	500.00	500.00	180.24	50.51	65.82	36.05
775.000 Repair & Maintenance Supplies	3,000.00	3,000.00	544.80	431.05	0.00	18.16
Traffic Services	3,500.00	3,500.00	5,602.67	2,043.41	586.23	160.08
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	10,000.00	10,000.00	4,085.74	1,288.14	430.40	40.86
715.000 Social Security	850.00	850.00	249.80	78.77	26.32	29.39
716.000 Hospital/Life Insurance	4,600.00	4,600.00	987.71	325.49	110.28	21.47
716.001 Insurance Deductible	300.00	300.00	0.00	0.00	0.00	0.00
718.000 Pension	2,600.00	2,600.00	667.40	225.82	72.82	25.67
720.000 Worker's Compensation	850.00	850.00	274.94	86.70	28.96	32.35
722.000 Medicare	200.00	200.00	58.42	18.40	6.17	29.21
746.000 Gasoline & Oil	900.00	900.00	937.16	0.00	60.34	104.13

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 203 - LOCAL STREET FUND						
Expenditures						
Dept: 478.000 Winter Maintenance						
753.000 Salt	9,000.00	9,000.00	4,983.05	0.00	0.00	55.37
Winter Maintenance	29,300.00	29,300.00	12,244.22	2,023.32	735.29	41.79
Dept: 482.000 Administration						
702.000 Payroll - Full Time	0.00	0.00	787.93	248.82	82.94	0.00
715.000 Social Security	0.00	0.00	48.18	15.22	5.07	0.00
716.000 Hospital/Life Insurance	0.00	0.00	188.88	60.40	21.24	0.00
718.000 Pension	0.00	0.00	128.71	43.62	14.03	0.00
720.000 Worker's Compensation	0.00	0.00	53.01	16.74	5.58	0.00
722.000 Medicare	0.00	0.00	11.22	3.55	1.18	0.00
960.000 Administrative Overhead	5,800.00	5,800.00	5,800.00	0.00	0.00	100.00
Administration	5,800.00	5,800.00	7,017.93	388.35	130.04	121.00
Expenditures	49,250.00	49,250.00	35,755.74	10,783.42	2,050.13	72.60
Net Effect for LOCAL STREET FUND	11,750.00	11,750.00	5,817.11	-5,761.30	2,978.60	49.51
Change in Fund Balance:			5,817.11	-5,761.30	2,978.60	

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 1/1/2017 to 3/31/2017
CY YTD: 1/1/2017 to 3/31/2017 CY ATD: 1/1/2017 to 12/31/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 250 - KINDLEBERGER SUMMER FESTIVAL						
Revenues						
Dept: 000.000						
475.005 Corporate Sponsorships	0.00	0.00	2,000.00	2,000.00	500.00	0.00
475.010 Car Show Proceeds	0.00	0.00	679.00	679.00	0.00	0.00
Dept: 000.000	0.00	0.00	2,679.00	2,679.00	500.00	0.00
Revenues	0.00	0.00	2,679.00	2,679.00	500.00	0.00
Expenditures						
Dept: 000.000						
779.001 Performance Expense-Adult	0.00	0.00	569.33	569.33	0.00	0.00
779.012 Festival - Administration	0.00	0.00	197.50	197.50	0.00	0.00
Dept: 000.000	0.00	0.00	766.83	766.83	0.00	0.00
Expenditures	0.00	0.00	766.83	766.83	0.00	0.00
Net Effect for KINDLEBERGER SUMMER FESTIVAL	0.00	0.00	1,912.17	1,912.17	500.00	0.00
Change in Fund Balance:			1,912.17	1,912.17	500.00	

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 251 - Brownfield Redevelopment						
Revenues						
Dept: 000.000						
404.000 Tax Revenue	53,045.00	53,045.00	53,177.19	12,967.00	0.00	100.25
676.101 Transfer from General Fund	100,000.00	100,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	153,045.00	153,045.00	53,177.19	12,967.00	0.00	34.75
Revenues	153,045.00	153,045.00	53,177.19	12,967.00	0.00	34.75
Expenditures						
Dept: 000.000						
960.000 Administrative Overhead	13,261.00	13,261.00	13,261.00	0.00	0.00	100.00
991.000 Debt Retirement-Principal	54,000.00	54,000.00	44,476.61	0.00	0.00	82.36
995.000 Interest Expense	0.00	0.00	13,669.47	0.00	0.00	0.00
999.000 Transfer to other Fund	58,000.00	58,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	125,261.00	125,261.00	71,407.08	0.00	0.00	57.01
Expenditures	125,261.00	125,261.00	71,407.08	0.00	0.00	57.01
Net Effect for Brownfield Redevelopment	27,784.00	27,784.00	-18,229.89	12,967.00	0.00	-65.61
Change in Fund Balance:			-18,229.89	12,967.00		

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 590 - SEWER FUND						
Revenues						
Dept: 000.000						
626.000 Sewer Services	300,490.00	300,490.00	230,804.84	79,370.98	85.62	76.81
663.000 Water & Sewer Penalties	5,000.00	5,000.00	3,714.06	1,469.67	4.64	74.28
664.000 Interest on Investments	1,800.00	1,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	307,290.00	307,290.00	234,518.90	80,840.65	90.26	76.32
Revenues	307,290.00	307,290.00	234,518.90	80,840.65	90.26	76.32
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	51,000.00	51,000.00	34,401.11	10,685.79	3,389.18	67.45
715.000 Social Security	3,340.00	3,340.00	2,095.99	650.98	206.65	62.75
716.000 Hospital/Life Insurance	19,800.00	19,800.00	11,948.61	3,932.01	1,175.89	60.35
716.001 Insurance Deductible	1,700.00	1,700.00	58.56	58.56	0.00	3.44
718.000 Pension	10,200.00	10,200.00	5,631.19	1,891.94	573.44	55.21
720.000 Worker's Compensation	1,710.00	1,710.00	605.00	192.14	57.45	35.38
722.000 Medicare	790.00	790.00	490.25	152.27	48.33	62.06
730.000 Postage	1,000.00	1,000.00	800.00	200.00	0.00	80.00
740.000 Operating Supplies	0.00	0.00	12.49	12.49	0.00	0.00
746.000 Gasoline & Oil	0.00	0.00	111.67	0.00	54.86	0.00
775.000 Repair & Maintenance Supplies	1,500.00	1,500.00	177.78	126.83	0.00	11.85
800.000 Professional/Contractual Serv.	1,000.00	1,000.00	194.47	194.47	0.00	19.45
805.000 Computer Services	1,200.00	1,200.00	1,122.19	832.99	0.00	93.52
807.000 Sewer Treatment Charges	75,000.00	75,000.00	47,659.82	20,754.44	0.00	63.55
815.000 Uniform Rental	600.00	600.00	230.00	79.36	18.32	38.33
850.000 Communications	670.00	670.00	279.14	158.86	0.00	41.66
910.000 Insurance & Bonds	9,950.00	9,950.00	9,786.00	0.00	0.00	98.35
920.000 Utilities	2,450.00	2,450.00	1,470.45	478.85	0.00	60.02
930.000 Repair & Maint.Contractors	28,000.00	28,000.00	21,387.46	11,567.60	-1,389.11	87.63
960.000 Administrative Overhead	77,760.00	77,760.00	77,760.00	0.00	0.00	100.00
968.000 Depreciation	28,000.00	28,000.00	0.00	0.00	0.00	0.00
999.000 Transfer to other Fund	51,889.00	51,889.00	51,889.00	0.00	0.00	100.00
Dept: 000.000	367,559.00	367,559.00	268,111.18	51,969.58	4,135.01	73.80
Expenditures	367,559.00	367,559.00	268,111.18	51,969.58	4,135.01	73.80
Net Effect for SEWER FUND	-60,269.00	-60,269.00	-33,592.28	28,871.07	-4,044.75	60.96
Change in Fund Balance:			-33,592.28	28,871.07	-4,044.75	

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 591 - WATER FUND						
Revenues						
Dept: 000.000						
630.000 Water Service Installation	0.00	0.00	997.00	0.00	0.00	0.00
632.000 Charges for Services Rendered	0.00	0.00	20.00	0.00	0.00	0.00
642.000 Water Sales - Metered	372,440.00	372,440.00	284,033.18	86,369.50	128.28	76.26
663.000 Water & Sewer Penalties	9,880.00	9,880.00	6,829.71	2,531.03	35.63	69.13
664.000 Interest on Investments	1,100.00	1,100.00	0.00	0.00	0.00	0.00
667.000 Hydrant Rental	5,800.00	5,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	389,220.00	389,220.00	291,879.89	88,900.53	163.91	74.99
Revenues	389,220.00	389,220.00	291,879.89	88,900.53	163.91	74.99
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	51,000.00	51,000.00	37,606.82	11,626.31	4,128.28	73.74
715.000 Social Security	3,340.00	3,340.00	2,291.32	708.27	251.29	68.60
716.000 Hospital/Life Insurance	19,800.00	19,800.00	13,139.43	4,302.47	1,608.67	66.36
716.001 Insurance Deductible	1,700.00	1,700.00	199.31	58.56	0.00	11.72
718.000 Pension	10,200.00	10,200.00	6,073.28	2,057.74	698.50	59.54
720.000 Worker's Compensation	1,710.00	1,710.00	974.18	297.96	108.82	56.97
722.000 Medicare	790.00	790.00	536.07	165.66	58.78	67.86
730.000 Postage	1,000.00	1,000.00	800.00	200.00	0.00	80.00
740.000 Operating Supplies	0.00	0.00	532.59	532.59	0.00	0.00
743.000 Chemicals	10,000.00	10,000.00	4,126.35	2,431.56	0.00	41.26
746.000 Gasoline & Oil	11,500.00	11,500.00	3,124.25	848.80	986.84	27.17
775.000 Repair & Maintenance Supplies	10,000.00	10,000.00	4,732.17	1,234.17	0.00	47.32
775.500 Water Meters	5,000.00	5,000.00	-545.00	-545.00	0.00	-10.90
776.000 Vehicle Maintenance	1,000.00	1,000.00	803.65	63.00	-630.40	80.37
780.000 Safety Supplies	0.00	0.00	235.97	94.38	0.00	0.00
800.000 Professional/Contractual Serv.	5,000.00	5,000.00	7,607.57	3,624.31	1,388.84	152.15
805.000 Computer Services	1,600.00	1,600.00	1,122.19	832.99	0.00	70.14
815.000 Uniform Rental	700.00	700.00	286.02	79.37	18.31	40.86
830.000 Memberships & Dues	0.00	0.00	922.00	922.00	0.00	0.00
850.000 Communications	1,600.00	1,600.00	730.79	266.57	0.00	45.67
860.000 Institutes & Training	600.00	600.00	110.00	110.00	0.00	18.33
910.000 Insurance & Bonds	8,000.00	8,000.00	7,976.00	0.00	0.00	99.70
920.000 Utilities	64,000.00	64,000.00	40,908.63	13,105.05	0.00	63.92
930.000 Repair & Maint.Contractors	27,000.00	27,000.00	24,473.91	3,589.75	1,465.11	83.90
960.000 Administrative Overhead	77,760.00	77,760.00	77,760.00	0.00	0.00	100.00
968.000 Depreciation	59,000.00	59,000.00	0.00	0.00	0.00	0.00
999.000 Transfer to other Fund	198,898.00	198,898.00	198,898.00	0.00	0.00	100.00

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

CY MTD: 3/1/2017 to 3/31/2017 CY QTD: 7/1/2016 to 9/30/2016
CY YTD: 7/1/2016 to 3/31/2017 CY ATD: 7/1/2016 to 6/30/2017

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 591 - WATER FUND						
Expenditures						
Dept: 000.000	571,198.00	571,198.00	435,425.50	46,606.51	10,083.04	75.91
Expenditures	571,198.00	571,198.00	435,425.50	46,606.51	10,083.04	75.91
Net Effect for WATER FUND	-181,978.00	-181,978.00	-143,545.61	42,294.02	-9,919.13	77.88
Change in Fund Balance:			-143,545.61	42,294.02	-9,919.13	
Grand Total Net Effect:	19,518.00	19,518.00	344,525.80	644,931.64	-38,552.18	1,758.07

* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

March 29, 2017

Mayor Robert Heasley
Parchment City Hall
650 N. Riverview Dr.
Parchment, MI 49004

Re: Forensic Audit

Dear Mayor Heasley and City Commissioners:

We thank you for posting the results of the Forensic Audit performed relative to misuse of city credit cards. After reviewing same carefully, we have serious misgivings about retaining the current Treasurer, Shannon Stutz.

We insist on this for a couple of reasons. One, there are too many charges she has made with absolutely no general ledger entries which give rise to suspicions. An ethical treasurer would not govern in this way. Also, there are numerous charges which we can obviously conclude were made for personal use. This is against the law, whether actively pursued by the Prosecutor's Office, or not.

The treasurer's position in a city municipal setting should be one of trust. Shannon Stutz has knowingly and willingly betrayed that trust for her own personal reasons, and has done so for quite some time. Because of the virtual volume of occurrences this is a behavior that is unacceptable. Shannon Stutz saying she was 'threatened' by Dennis Durham begs legitimacy. Because of her long term complicity it is hard to believe. Also, coming forward and saying she doesn't understand what she did wrong is a severe character flaw, in our opinion.

We understand you are currently considering this situation, and as residents of this city, we find it necessary to let you know our position in this matter. As it is now, we do not believe keeping Shannon Stutz as Treasurer will be accepted by the residents of this city. It would be in everybody's best interest to discontinue her employment immediately.

We would appreciate your comments regarding our letter to you, and also, any decision you have made regarding this matter, within the next 10 days.

Sincerely,

Judith Resler

Michael Conner

Karen Conner-Beck

Parchment Little League
PO Box 612
Parchment, MI 49004-0612

March 20, 2017

City of Parchment
fax 269-345-5441

Attention: Acting City Manager
Fire Chief Joe Bonhomme

Ref: Little League Parade 29th

We would like to request permission to conduct our opening day parade on Saturday April 30th. Parade starts at 9am. We line up at the high school starting at 8am. We would like the parade route to begin at the High School and travel West on G Ave to Riverview, South on Riverview to Parchmount, East on Parchmount to Orient, South on Orient to Glendale, West on Glendale to Maple St, South on Maple St to Park, East on Park to the fields.

We also would like to ask if we could have the Parchment firetruck(s) in the parade.

Thank you

If you have any questions please let me know.

Thank you,

Dodi L

Dodi Leckie
President
Parchment Little League
269-743-8073
Leckie72@yahoo.com

plante moran

Plante & Moran, PLLC
634 Front Avenue NW
Suite 400
Grand Rapids, MI 49504
Tel 616 774 8221
Fax 616 774 0702

INVOICE

Robert A. Soltis, Esq.
Ford, Kriekard, Soltis and Wise, PC
8051 Moorsbridge Road
Portage, MI 49024

Date:	February 24, 2017
Client No:	110319
Invoice No:	1404430
Page:	1

For Professional Services Rendered

City of Parchment - Credit Card Spend Analysis 8,600.00

45.75 hours @ $190/hour

Rounded $8,600

Balance Due **$ 8,600.00** USD

RECEIVED
FEB 27 2017
FORD, KR EK-

Remittance information:

Check:		Wire Transfer:	ACH:
Plante & Moran, PLLC	Bank	Bank of America	Bank of America
16060 Collections Center Drive	Routing/ABA#	026009593	071000039
Chicago, IL 60693	Bank Address	100 West 33rd Street New York, NY 10001	100 West 33rd Street New York, NY 10001
	Account Number	9890996003	9890996003
	Account Name	Plante & Moran, PLLC	Plante & Moran, PLLC

Praxity

MEMORANDUM

To: Mayor Heasley, Vice-Mayor Britigan and City Commissioners
From: John L. Frakes, Interim City Manager
Date: March 31, 2017
Subject: 2017/18 Budget

Attached is a proposed Revenue Estimate for FY 2017/18. This estimate does not include inter-fund transfers as we do not have the expense budget prepared at this time.

I anticipate having the expense budget for the next City Commission meeting.

Budgeted Fund Revenue

City of Parchment

2017-18 Budget for Commission

	Prior Year Actual	Current Year Budget	Proposed FY 2017-18	
General Fund 101				
Taxes/Fees	$822,700.00	$737,543.00	$772,336.00	
State Sales Tax	$159,594.00	$175,000.00	$173,480.00	
Solid Waste Collections	103,591.00	113,300.00	114,000.00	
Reimbursement for Overhead	152,000.00	206,081.00	200,000.00	*
State Grants		-	6,000.00	
Miscellaneous	41,842.00	7,800.00	19,400.00	
Total	**$1,279,727.00**	**$1,239,724.00**	**$1,285,216.00**	
Major Street Fund 202				
State Grants	$19,147.00	$90,000.00	$122,480.00	
Transfer from General Fund	29,339.00	250,787.00		*
Total	**$48,486.00**	**$340,787.00**	**$122,480.00**	
Local Street Fund 203				
State Grants/Interest	$20,813.00	$36,000.00	$51,000.00	
Transfer from General Fund	49,353.00	25,000.00		*
Total	**$70,166.00**	**$61,000.00**	**$51,000.00**	
Brownfield Redevelopment 251				
Taxes	$128,505.00	$53,045.00	$53,130.00	
Transfer from General Fund	148,250.0	100,000.0		*
Total	**$276,755.00**	**$153,045.00**	**$53,130.00**	
Sewer Fund 590				
Charges and Penalties	$312,738.00	$302,290.00	$315,000.00	
Interest/Special Assessments	1,584.00	1,800.00		
Total	**$314,322.00**	**$304,090.00**	**$315,000.00**	
Water Fund 591				
Charges and Penalties	$345,073.00	$382,320.00	$399,400.00	
Interest/Hydrant Rental	6,896.00	6,900.00	5,840.00	
Total	$351,969.00	$389,220.00	$405,240.00	
GRAND TOTAL REVENUE	$2,341,425.00	$2,487,866.00	$2,232,066.00	

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY MARCH 20, 2017.

1. **Call to Order**

Chairman Heasley called the meeting to order at 6:00 p.m.

2. **Roll Call**

Present: Chairman Heasley, Commissioners Fooy, Evans and Heasley, Leah Ankney, Chris Falk, Wendy Gaul, Barb Steffler, Curt Flowers, and Jan Watson.

Absent Molly Andrews

3. **Minutes**

Moved by Commissioner Fooy, supported by Leah Ankney to approve the Minutes of the March 6, 2017 regular meeting.

Motion Carried.

4. **Unfinished Business**

A. Chairman Heasley stated the Deans were all set to proceed with the Car Show; and they promise to move the car show location next year.
B. Chairman Heasley stated we were waiting to hear back from the Irving S. Gilmore Foundation to see if the Festival would receive the grant.
C. The Sunday Concert Schedule was finalized and all set to proceed.

5. **New Business.** The Chairman announced that Commissioner Heasley volunteered to be the new Fundraising Chairperson. Commissioner Heasley had a few questions about past procedures and it was agreed that if we were fortunate enough to receive the Irving S. Gilmore Grant, than they must be listed in the Program; that we would no longer discuss the idea of a donor plaque; that running t-shirts mostly listed sponsors of the race and it was handled as a separate entity. There was much discussion about different levels of donations.

6. **Director's Update**

A. Jan Watson announced she is all set for Play Auditions scheduled for May 14-15, 2017 and callbacks scheduled for May 17th. She was, however, looking for a band director from three candidates and a sound tech was needed.
B. Upon discussion of Food Vendors which was being handled by Dennis Durham, Chris Falk stated that Chester Owens stepped up to continue in that capacity and that charity vendors would be given high priority.
C. Publicity Plans were discussed such as the Kalamazoo Gazette and MLive; Chris Falk sent out teasers on the Web page before making the announcement of this year's shows with lots of comments and interest on Facebook. Falk believes Facebook is an investment in the future of our event. Falk also mentioned BookEnds' event with the Saturday Market where we could place an ad; Leah Ankney stated vendor applications were mailed on 3/20/2017. Per Jan, the Theatre Kalamazoo Consortium would be able to place an ad of our events at no additional cost to spread the good word.
D. In regards to the Street Dance, it was discussed to keep music running all day and to end the evening with the show, Once Upon a Mattress. Leah Ankney motioned to omit the Street Dance and go with the recommendation of the Committee, the Motion was seconded by Commissioner Fooy
Ayes: R. Heasley, D. Fooy, H..Evans, L. Ankney, B. Steffler
Nays: None.
Absent: Molly Andrews

Abstain: None.
Motion Carried 5-0.

7. **The next meeting is scheduled for April 3, 2017 at 6:00 pm.**

8. **Adjournment**

There being no further business to come before the Commission, it was moved by Leah Ankney and supported by Commissioner Evans to adjourn the meeting at 6:38 p.m.

Wendy L. Gaul
Secretary