



## AGENDA

### REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

MONDAY, JUNE 6, 2016

7 P.M.

#### PARCHMENT CITY COMMISSION

MAYOR ROBERT B. HEASLEY  
COMMISSIONER THOMAS BALMER  
COMMISSIONER TERRY HAGEMAN  
COMMISSIONER DAVID KINSEY

VICE MAYOR ROBERT D. BRITIGAN III  
COMMISSIONER DOUGLAS FOODY  
COMMISSIONER JON HEASLEY

#### OFFICERS

CITY MANAGER DENNIS DURHAM  
CITY TREASURER/CLERK SHANNON STUTZ

CITY ATTORNEY ROBERT SOLTIS

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
  - A. City Commission Regular and Special Meeting Minutes of May 16, 2016 – 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 with individually (removed from the consent agenda).*

- A. Motion to APPROVE/ACCEPT as indicated:

- i. Warrant No. 1310 – ACCEPT

- ii. Enforcement Update for 1710 E. G Ave – ACCEPT
- iii. Enforcement Update for 135-157 Haymac Dr. – ACCEPT
- iv. Third Quarter Expense Report – ACCEPT
- v. Report on Pandering Ordinance – ACCEPT
- vi. Kindleberger Pavilion Rental Request – APPROVE
- vii. Kindleberger Pavilion Rental Request - APPROVE

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- A. Resolution of Appreciation for Zachary Cushman – Adopt
- B. Resolution establishing the FY2016 Millage Rate – Adopt
- C. Resolution adopting the FY2016 Budget – Adopt
- D. Resolution establishing water service charges for FY2016 – Adopt
- E. Resolution establishing sewer service charges for FY2016 – Adopt

9. BOARD AND COMMISSION REPORTS/MINUTES

10. MAYOR AND COMMISSIONER COMMENTS

11. CITY MANAGER COMMENTS/REPORTS

12. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY  
COMMISSION HELD ON MONDAY MAY 16, 2016.**

**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 Balmer, Fooy, Hageman, and Kinsey, Treasurer/Clerk Stutz, City Manager Durham and City Attorney Soltis.

Absent Commissioner J Heasley.

Moved by Vice-Mayor Britigan, supported by Commissioner Hageman to excuse Commissioner J Heasley.  
**Motion carried.**

**3. Minutes**

Moved by Commissioner Kinsey, supported by Commissioner Balmer to approve the Minutes of the May 2, 2016 regular meeting.

**Motion Carried.**

**4. Additions or Changes to the Agenda**

None.

**5. Citizen Comments**

Karen Conner-Beck, 1124 Parchmount, noted the crosswalk lights on Riverview at Glendale, Parchmount and Oak Grove were still not working.

Mary Machinski, 222 W Glenguile, told the commission of a hole in the curb lawn at Riverview and Oak Grove.

Sherry Horrocks, 221 W Thomas, is unhappy because she came into City Hall today and asked to be put on the agenda but "was denied". She asked why her home was declared "unsafe for human occupancy" but the mill was still standing. Ms. Horrocks stated that she will agree to a court order, that her home is evidence in an insurance claim. Attorney Soltis asked for the name of the lawsuit and in what court it was filed, Ms. Horrocks answered.

Bruce Rzepczynski, 221 W Thomas, noted he was aware of the demolition orders but doesn't understand why similar notices were not sent to the mill property owners. Vice-Mayor Britigan suggested he and Ms. Horrocks stay after the meeting to discuss their concerns.

Mike Conner, 1150 Parchmount, asked about a FOIA request he had submitted, stating he hasn't gotten a response from the City Manager, and that he wants a public hearing on the City Manager's contract. City Manager Durham offered the requested document to Mr. Conner, who first refused to accept it, then later did.

Matt Nilson introduced himself saying he is running for state representative (Aric Nesbitt's seat). He discussed his background and that his focus is technology and innovation.

Judy Resler, 218 Maple, expressed that she wants to see problems solved and would like more say in what's done.

Bruce Rzepcynski, 221 W Thomas, asked if any other police departments were contacted for quotes. City Manager Durham answered that yes, they had and they were non-competitive.

6. **Consent Agenda**

A. Commissioner Balmer requested that the Third Quarter Financial Report be removed and dealt with at the next meeting. Moved by Commissioner Kinsey, supported by Commissioner Fooy to receive the consent agenda items.

**Motion Carried.**

7. **Unfinished Business**

None.

8. **New Business**

A. Public Hearing on Proposed FY 2016-17 Budget. Moved by Commissioner Hageman, supported by Commissioner Balmer to open the public meeting regarding the proposed budget. **Motion carried.** Mayor Heasley asked for questions or comments. Sherry Horrocks, 221 W Thomas, asked if there would be any raises this year. City Manager Durham answered "none". Hearing no other comments, Commissioner Balmer moved to close the public hearing and was supported by Commissioner Hageman. **Motion carried.**

9. **Standing Board and Committee Reports**

None.

10. **Mayor and Commissioner Comments**

Commissioner Hageman apologized to CM Durham for missing the Drug and Lab tour today.

Commissioner Fooy apologized for missing the tour as well, and thanked residents for their comments tonight. He stressed the importance of putting every extra dollar to streets and quality of life in the city.

Vice Mayor Britigan commended Zac Cushman for a job well done on the fire hydrants. He also congratulated Treasurer Stutz on her daughter being named B'nai B'rith award winner at PHS.

Mayor Heasley thanked residents and encouraged them to return, noting that various problems are being worked through.

11. **City Manager Comments/Reports**

None.

12. **Adjournment**

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

Shannon S. Stutz  
City Clerk



Warrant # 1310  
June 6, 2016

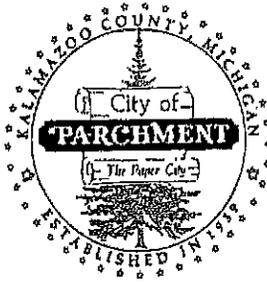
City of Parchment

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Attachment 1 - Check Register Report 1310

**City of Parchment**  
**Check Register Report**  
**Warrant 1310**

Check N	Check Date	Vendor Name	Check Description	Amount
<b>MERCANTILE Checks</b>				
33053	05/23/2016	ASPHALT RESTORATION, INC	Watermain Break-Repair Road	1,069.00
33054	05/23/2016	ASSOCIATED GOVERNMENT SERVICES	Retainer & Permits-Mar & April	535.00
33055	05/23/2016	BLUE CROSS BLUE SHIELD OF MI	Retiree Ins - June	11,035.88
33056	05/23/2016	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	186.84
33057	05/23/2016	SCOTT CLEVELAND	Water Overpayment-5191 N 20th	18.11
33058	05/23/2016	CONSUMERS ENERGY	May citywide lights	2,483.70
33059	05/23/2016	CORNERSTONE OFFICE SYSTEMS	Month Cont to 6/3 & Overage	107.38
33060	05/23/2016	ENGINEERED PROTECTION SYSTEMS	Maint Bldg.-6/1 to 8/31/16	126.69
33061	05/23/2016	ERM-MIDWEST	Prof Services thru 10/25/2014	61,598.61
33062	05/23/2016	FRANCOTYP-POSTALIA, INC.	Rental-Meter,Scale,Resets-7/31	78.00
33063	05/23/2016	KALAMAZOO CNTY FIRE CHIEFS ASC	Nozzle Forward-Joe Bonhomme	140.00
33064	05/23/2016	KALAMAZOO CO MEDICAL CONTROL	6 - AED Pads	128.70
33065	05/23/2016	KALAMAZOO OIL CO.	Fuel Charges 5/1 to 5/15/16	196.47
33066	05/23/2016	KELLY WHITE DESIGN, INC.	Festival Updates & Host-May 2017	315.00
33067	05/23/2016	LINDE GAS NORTH AMERICA LLC	Monthly Comp Air & Compl. Chg	22.95
33068	05/23/2016	MALL CITY MECHANICAL, INC.	Serv Call on Dehum @ Water Pla	258.50
33069	05/23/2016	MILAN SUPPLY	Chlorine Injectors-1 to Instal	1,175.00
33070	05/23/2016	NATIONAL HOSE TESTING SPEC.	Annual Ladder Testing	219.50
33071	05/23/2016	PREIN & NEWHOF	MDOT Project Closure Paperwork	5,194.50
33072	05/23/2016	REPUBLIC SERVICES #249	City Wide Pickup - May	7,579.01
33073	05/23/2016	ROSE PEST SOLUTIONS	Pest Control - Contract	76.00
33074	05/23/2016	SEVERANCE ELECTRIC CO INC	Traffic Signal Maint - April	120.00
33075	05/23/2016	SMALL BUSINESS ADMIN SERVICES	HRA - May	52.50
33076	05/23/2016	JAN WATSON	Supplies for Plays	51.34



June 1, 2016

650 S. Riverview Drive • Parchment, Michigan 49004  
(269) 349-3785

Bruce Kraiss  
218 North 26<sup>th</sup> St. Apt. A  
Kalamazoo, MI 49048

Re: property located at 1710 E G Ave. / City of Parchment / Parcel # 06-02-201-040

Dear Mr. Kraiss,

On May 23<sup>rd</sup>, 2016, the City of Parchment received a complaint for the above referenced property. On May 24<sup>th</sup>, 2016, the interior of Apt. 1-B and the exterior of the remaining building was inspected. The inspection revealed the following, (This list is not intended to be all inclusive. Any areas where an inspection has NOT been performed may have additional violations to the Building Officials & Code Administrators National Property Maintenance Code and/or the Michigan Residential Code):

**1710 E G Ave. Apt. 1-B**

- Fin-tube heaters leaking, causing continued wet carpet(s).

The above mentioned violations shall be corrected **by June 15<sup>th</sup>, 2016.**

The following list of items shall have a written time frame with a proposed completion date and must have approval from the City of Parchment.

**1710 E G Ave. Exterior of properties**

- Numerous insect screens either damaged or missing.
- Rotted wood surfaces around numerous windows and doors.
- Peeling, cracking or no paint on wood exterior surfaces.
- Gutters and/or downspouts are missing, bent or not securely fastened.
- Numerous windows and doors are not weathertight.

*M. Kraiss 1st Class  
CERT  
5-1-16  
SMH*

Please note the following code requirements in whole or in part:

**2015 INTERNATIONAL PROPERTY MAINTANENCE CODE**

**SECTION 304**

**EXTERIOR STRUCTURE**

**304.1 General.** The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

**304.1.1 Unsafe conditions.** The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

**12.** Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including *guards* and handrails, are not structurally sound, not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;

**304.10 Stairways, decks, porches and balconies.** Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

**Ordinance No. 150**

**Property Maintenance Code of the City of Parchment**

**CHAPTER 1**

**ADMINISTRATION**

**SECTION PM-103.0**

**MAINTENANCE**

**PM-103.1 Required:** All equipment, systems, devices, and safeguards required by this code or a previous statute or code for the structure or premises when erected or altered shall be maintained in good working order. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures.

**PM106.1 Unlawful acts:** It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, remove, demolish, maintain, provide, fail to provide, occupy, let to another or occupy or permit another person to occupy any structure or equipment regulated by this code, or to cause same to be done, contrary to or in conflict with or in violation of any of the provisions of this code, or to fail to obey a lawful order of the code official, or to remove or deface a placard or notice posted under the provisions of this code.

**PM 106.2 Penalty:** Any person who shall violate a provision of this code shall, upon conviction thereof, be subject to a fine of not less than \$200.00 nor more than \$500.00 or imprisonment for a term not to exceed 90 days, or both. Each day that a violation occurs shall be deemed a separate offence.

**PM 106.3 Prosecution:** In case of any unlawful acts the code official shall institute an appropriate action or proceeding at law to exact the penalty provided in Section PM-106.2. Also, the code official shall ask the jurisdiction's legal representative to proceed at law or in equity against the person responsible for the violation.....

## **CHAPTER 3**

## **GENERAL REQUIREMENTS**

### **SECTION PM-301.0 General**

**PM-301.2 Responsibility:** The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in Sections PM-306.0 and PM-307.0. A person shall not occupy as owner-occupant or permit another person to occupy premises which do not comply with the requirements of this chapter.

### **PM 302.0 Definitions**

***Public nuisance:*** Includes the following:

1. The physical condition or occupancy of any premises regarded as a public nuisance at common law; or
2. Any physical condition or occupancy of any premises or its appurtenances considered an attractive nuisance to children, including, but not limited to, abandoned wells, shafts, basements, excavations and unsafe fences or structures; or
8. Any structure that is in a state of dilapidation, deterioration or decay; faulty construction; overcrowded; open, vacant or abandoned.....

### **SECTION PM-303.0 EXTERIOR PROPERTY AREAS**

**PM 303.1 Sanitation:** All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep the part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

### **SECTION PM-304.0 EXTERIOR STRUCTURE**

**PM 304.1 General:** The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

**PM 304.11 Window and door frames:** Every window, door and frame shall be kept in sound condition, good repair and weather tight.

**PM-304.6 Roofs and drainage:** The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof water shall not be discharged in a manner that creates a public nuisance.

**PM 304.11.2 Openable windows:** Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

**PM 304.12 Insect screens:** During a period from April 1 to October 31, every door, window and other outside opening utilized or required for ventilation purposes serving any structure containing habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every swinging door shall have a self-closing device in good working order.

### **SECTION PM-305.0 INTERIOR STRUCTURE**

**PM 305.2 Structural members:** The supporting structural members of every structure shall be maintained structurally sound, and be capable of supporting the imposed loads.

**PM 305.3 Interior surfaces:** All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

## **CHAPTER 6**

## **MECHANICAL AND ELECTRICAL REQUIREMENTS**

### **SECTION PM-601.0 GENERAL**

**PM-601.2 Responsibility:** The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this chapter.

### **SECTION PM-603.0 MECHANICAL EQUIPMENT**

**PM-603.1 Mechanical equipment:** All mechanical equipment, fireplaces and solid fuel-burning appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.

**PM-603.2 Cooking and heating equipment.** All cooking and heating equipment, components and accessories in every heating, cooking and water-heating device shall be maintained free from leaks and obstructions.

**This letter is, therefore, written notification that the above mentioned violation for Apartment 1-B shall be corrected no later than June 15<sup>th</sup>, 2016. Additionally, a time frame for the abatement of the deficiencies listed for the exterior of the property shall be submitted no later than June 30<sup>th</sup>, 2016.** An inspection has been scheduled to verify compliance, failure to comply with the respective deadline will leave the city no choice except to proceed with the issuance of a Municipal Civil Infraction Citation (issuance of a ticket) and report to the city attorney for legal action. You may contact the Building and Zoning Department at 1-269-629-0600, but this will in no way exempt you from compliance.

Sincerely,

A handwritten signature in black ink that reads "Bert Gale". The signature is fluid and cursive, with the first name "Bert" and last name "Gale" clearly legible.

Bert Gale,  
Building Official

- c. D. Durham-City Manager
- B. Soltis-City Attorney



June 1, 2016

650 S. Riverview Drive • Parchment, Michigan 49004  
(269) 349-3785

Bruce Kraiss  
218 North 26<sup>th</sup> St. Apt A  
Kalamazoo, MI 49048

Re: property located at 135-157 Haymac Dr. / City of Parchment / Parcel # 3906-02-226-050

Dear Sir,

On May 4, 2016, this office was directed to inspect the interior of Unit 151, the exterior of the remaining buildings, and condition of the above referenced property. The inspection revealed the following, (This list is not intended to be all inclusive. Any areas where an inspection has NOT been performed may have violations to the Building Officials & Code Administrators National Property Maintenance Code and the Michigan Residential Code):

**151 Haymac**

- The building – Window wells located at this location are full of water.
- Water leak where sewer and water pipes enter.
- Both light switches for basement stairs are hanging out of box and are not working properly.
- Basement smoke detector has no battery.
- Kitchen sink drain is leaking into a bucket.
- Very little water pressure in the bathroom.
- No Smoke Detectors near the 2<sup>nd</sup> floor bedrooms.
- Dining room window pane not properly installed, pushes out.
- Kitchen sliding door frame is rotted out at bottom.

**135- 157 Haymac**

- Numerous insect screens either damaged or missing.
- Numerous basement window well covers missing or broken.
- Gutters and/or downspouts are missing, bent or not securely fastened
- Numerous complaints of overflowing trash at dumpster(s).
- Outside porch light has exposed wiring.
- Side of Garage/Accessory Building has discarded building materials piled against/beside it.

The above mentioned violations shall be corrected **by June 15<sup>th</sup>, 2016.**

*M*  
135-157 Haymac  
Bruce Kraiss  
6-5-16  
SKT

The following list of items shall have a written time frame with a proposed completion date. Each unit shall have a separate time line and each proposed time frame must have approval from the City of Parchment.

**135- 157 Haymac**

- Rotted wood surfaces around numerous windows and doors.
- Peeling, cracking or no paint on wood exterior surfaces throughout the complex.
- Garage/Accessory Building contains deteriorating wood and wood surfaces that requires surface coating.

Please note the following code requirements in whole or in part:

**Ordinance No. 150**

**Property Maintenance Code of the City of Parchment**

**CHAPTER 1**

**ADMINISTRATION**

**PM106.1 Unlawful acts:** It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, remove, demolish, maintain, provide, fail to provide, occupy, let to another or occupy or permit another person to occupy any structure or equipment regulated by this code, or to cause same to be done, contrary to or in conflict with or in violation of any of the provisions of this code, or to fail to obey a lawful order of the code official, or to remove or deface a placard or notice posted under the provisions of this code.

**PM 106.2 Penalty:** Any person who shall violate a provision of this code shall, upon conviction thereof, be subject to a fine of not less than \$200.00 nor more than \$500.00 or imprisonment for a term not to exceed 90 days, or both. Each day that a violation occurs shall be deemed a separate offence.

**PM 106.3 Prosecution:** In case of any unlawful acts the code official shall institute an appropriate action or proceeding at law to exact the penalty provided in Section PM-106.2. Also, the code official shall ask the jurisdiction's legal representative to proceed at law or in equity against the person responsible for the violation.....

**CHAPTER 3**

**GENERAL REQUIREMENTS**

**SECTION PM-301.0 General**

**PM-301.2 Responsibility:** The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in Sections PM-306.0 and PM-307.0. A person shall not occupy as owner-occupant or permit another person to occupy premises which do not comply with the requirements of this chapter.

## **PM 302.0 Definitions**

**Public nuisance:** Includes the following:

1. The physical condition or occupancy of any premises regarded as a public nuisance at common law; or
2. Any physical condition or occupancy of any premises or its appurtenances considered an attractive nuisance to children, including, but not limited to, abandoned wells, shafts, basements, excavations and unsafe fences or structures; or
8. Any structure that is in a state of dilapidation, deterioration or decay; faulty construction; overcrowded; open, vacant or abandoned.....

## **SECTION PM-303.0 EXTERIOR PROPERTY AREAS**

**PM 303.1 Sanitation:** All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep the part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

**PM 303.7 Accessory structures:** All accessory structures, including detached garages, fences and walls shall be maintained structurally sound and in good repair.

## **SECTION PM-304.0 EXTERIOR STRUCTURE**

**PM 304.1 General:** The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

**PM 304.11 Window and door frames:** Every window, door and frame shall be kept in sound condition, good repair and weather tight.

**PM-304.5 Exterior walls:** All exterior walls shall be free from holes, breaks, loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**PM-304.6 Roofs and drainage:** The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof water shall not be discharged in a manner that creates a public nuisance.

**PM 304.11.2 Openable windows:** Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

**PM 304.12 Insect screens:** During a period from April 1 to October 31, every door, window and other outside opening utilized or required for ventilation purposes serving any structure containing habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch, and every swinging door shall have a self-closing device in good working order.

#### **SECTION PM-305.0 INTERIOR STRUCTURE**

**PM 305.2 Structural members:** The supporting structural members of every structure shall be maintained structurally sound, and be capable of supporting the imposed loads.

**PM 305.3 Interior surfaces:** All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

#### **CHAPTER 4**

#### **LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS**

**PM 403.3 Other spaces:** All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.

#### **CHAPTER 5**

#### **PLUMBING FACILITIES AND FIXTURE REQUIREMENTS**

#### **SECTION PM-501.0 GENERAL**

**PM 501.2 Responsibility:** The owner of the structure shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any structure or premises which does not comply with the requirements of this chapter.

#### **SECTION PM-502.0 DEFINITIONS**

**Plumbing fixtures:** A receptacle or device which is either permanently or temporarily connected to the water distribution system of the premises, and demands a supply of water therefrom; or discharges waste water, liquid-borne waste materials, or sewage either directly or indirectly to the drainage system of the premises; or which requires both a water supply connection and a discharge to the drainage system of the premises.

#### **SECTION PM-505.0 PLUMBING FIXTURES**

**PM-505.1 General:** All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks, and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition.

## **SECTION PM-506.0 WATER SYSTEM**

**PM-506.3 Supply:** The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.

## **SECTION PM-507.0 SANITARY DRAINAGE SYSTEM**

**PM-507.2 Maintenance:** Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks, and defects.

## **CHAPTER 6**

## **MECHANICAL AND ELECTRICAL REQUIREMENTS**

### **SECTION PM-601.0 GENERAL**

**PM-601.2 Responsibility:** The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises which does not comply with the requirements of this chapter.

**PM 604.3 Electrical system hazards:** Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

### **SECTION PM -605.0 ELECTRICAL EQUIPMENT**

**PM 605.1 Installation:** All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

### **2014 Michigan Electrical Code Rules (Part 8)**

**80.18. Maintenance of existing wiring and equipment.** Every building, structure, or part thereof shall be kept in good electrical repair by the owner.

On June 24, 2015, similar inspections took place with a letter to notify you of code violations. A phone call was placed on February 10, 2016 to verify if our office had your correct address and telephone number, and on February 11<sup>th</sup> 2016, a letter was generated to the address that was confirmed on file.

**This letter is, therefore, FINAL written notification that all of the above mentioned violations listed on page one (1) shall be corrected no later than June 15<sup>th</sup>, 2016. Additionally, a time frame for the abatement of the deficiencies listed on page two (2) shall be submitted no later than June 30<sup>th</sup>, 2016.**

An inspection has been scheduled to verify compliance, failure to comply with either the June 15<sup>th</sup>, 2016 or the June 30<sup>th</sup>, 2016 deadline will leave the city no choice except to proceed with the issuance of a Municipal Civil Infraction Citation (issuance of a ticket) and report to the city attorney for legal action. You may contact the Building and Zoning Department at 1-269-629-0600, but this will in no way exempt you from compliance.

Sincerely,

A handwritten signature in black ink that reads "Bert Gale". The signature is written in a cursive, slightly slanted style.

Bert Gale,  
Building Official

- c. D. Durham-City Manager
- B. Soltis-City Attorney

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
Dept: 100.000 Legislative							
703.000 Payroll - Part Time	14,000.00	14,000.00	11,949.52	1,680.00	0.00	2,050.48	85.4
715.000 Social Security	790.00	790.00	740.88	104.16	0.00	49.12	93.8
720.000 Worker's Compensation	200.00	200.00	4.00	0.40	0.00	196.00	2.0
722.000 Medicare	185.00	185.00	173.29	24.36	0.00	11.71	93.7
740.000 Operating Supplies	200.00	200.00	332.50	0.00	0.00	-132.50	166.3
800.000 Professional/Contractual Serv.	30,000.00	30,000.00	22,276.36	3,569.00	0.00	7,723.64	74.3
830.000 Memberships & Dues	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
880.000 Community Promotion	1,000.00	1,000.00	2,806.30	0.00	0.00	-1,806.30	280.6
880.001 Wassailing Contribution	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
900.000 Printing & Publishing	3,000.00	3,000.00	12.96	0.00	0.00	2,987.04	0.4
955.000 Miscellaneous	100.00	100.00	1,720.29	0.00	0.00	-1,620.29	1720.3
999.000 Transfer to other Fund	119,243.00	148,582.00	0.00	0.00	0.00	148,582.00	0.0
<b>Legislative</b>	<b>172,218.00</b>	<b>201,557.00</b>	<b>40,016.10</b>	<b>5,377.92</b>	<b>0.00</b>	<b>161,540.90</b>	<b>19.9</b>
Dept: 200.000 Administration							
702.000 Payroll - Full Time	140,275.00	140,275.00	116,138.68	11,947.33	0.00	24,136.32	82.8
703.000 Payroll - Part Time	23,180.00	23,180.00	16,368.53	2,798.73	0.00	6,811.47	70.6
704.000 CM Car Allowance	6,500.00	6,500.00	1,051.00	0.00	0.00	5,449.00	16.2
715.000 Social Security	10,830.00	10,830.00	9,461.91	994.64	0.00	1,368.09	87.4
716.000 Hospital/Life Insurance	29,750.00	29,750.00	24,196.91	2,484.64	0.00	5,553.09	81.3
716.001 Insurance Deductible	2,200.00	2,200.00	0.00	0.00	0.00	2,200.00	0.0
718.000 Pension	1,590.00	1,590.00	14,758.60	1,530.22	0.00	-13,168.60	928.2
719.000 Hospital Insurance - Retirees	10,200.00	10,200.00	8,530.00	853.00	0.00	1,670.00	83.6
720.000 Worker's Compensation	687.00	687.00	360.99	40.00	0.00	326.01	52.5
722.000 Medicare	2,386.00	2,386.00	2,227.32	232.64	0.00	158.68	93.3
724.000 ICMA Retirement Benefit	10,560.00	10,560.00	6,402.00	530.00	0.00	4,158.00	60.6
730.000 Postage	2,500.00	2,500.00	1,314.34	86.07	0.00	1,185.66	52.6
740.000 Operating Supplies	3,200.00	3,200.00	3,304.52	87.50	0.00	-104.52	103.3
775.000 Repair & Maintenance Supplies	300.00	300.00	193.93	0.00	0.00	106.07	64.6
800.000 Professional/Contractual Serv.	5,000.00	5,000.00	13,796.60	152.33	0.00	-8,796.60	275.9
805.000 Computer Services	11,500.00	11,500.00	5,893.39	0.00	0.00	5,606.61	51.2
830.000 Memberships & Dues	1,500.00	1,500.00	1,318.00	100.00	0.00	182.00	87.9
850.000 Communications	5,700.00	5,700.00	4,741.54	0.00	0.00	958.46	83.2
860.000 Institutes & Training	4,000.00	4,000.00	1,538.15	0.00	0.00	2,461.85	38.5
900.000 Printing & Publishing	2,000.00	2,000.00	2,433.52	900.00	0.00	-433.52	121.7
910.000 Insurance & Bonds	6,000.00	6,000.00	2,983.50	0.00	0.00	3,016.50	49.7
920.000 Utilities	5,200.00	5,200.00	3,035.10	420.94	0.00	2,164.90	58.4
930.000 Repair & Maint. Contractors	3,500.00	3,500.00	642.22	0.00	0.00	2,857.78	18.3
940.000 Rentals	0.00	0.00	234.50	0.00	0.00	-234.50	0.0
955.000 Miscellaneous	0.00	0.00	79.42	0.00	0.00	-79.42	0.0
970.000 Capital	10,000.00	10,000.00	9,373.60	0.00	0.00	626.40	93.7
<b>Administration</b>	<b>298,558.00</b>	<b>298,558.00</b>	<b>250,378.27</b>	<b>23,158.04</b>	<b>0.00</b>	<b>48,179.73</b>	<b>83.9</b>
Dept: 210.000 Legal Services							
801.000 Attorney - General	15,000.00	15,000.00	8,620.20	1,630.00	0.00	6,379.80	57.5
802.000 Attorney-Police Matters	8,000.00	8,000.00	2,177.80	175.00	0.00	5,822.20	27.2
<b>Legal Services</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>10,798.00</b>	<b>1,805.00</b>	<b>0.00</b>	<b>12,202.00</b>	<b>46.9</b>
Dept: 300.000 Police							
715.000 Social Security	377.00	377.00	313.90	31.39	0.00	63.10	83.3
719.000 Hospital Insurance - Retirees	28,000.00	28,000.00	22,626.47	2,526.22	0.00	5,373.53	80.8
722.000 Medicare	88.00	88.00	73.40	7.34	0.00	14.60	83.4
780.000 Safety Supplies	0.00	0.00	2,179.45	0.00	0.00	-2,179.45	0.0
800.000 Professional/Contractual Serv.	304,500.00	304,500.00	170,888.69	0.00	0.00	133,611.31	56.1
<b>Police</b>	<b>332,965.00</b>	<b>332,965.00</b>	<b>196,081.91</b>	<b>2,564.95</b>	<b>0.00</b>	<b>136,883.09</b>	<b>58.9</b>
Dept: 336.000 Fire							
703.000 Payroll - Part Time	35,000.00	35,000.00	26,579.07	2,418.09	0.00	8,420.93	75.9
715.000 Social Security	2,804.00	2,804.00	1,648.01	149.91	0.00	955.99	63.3
717.000 Life Insurance	1,200.00	1,200.00	842.33	0.00	0.00	357.67	70.2

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
Dept: 336.000 Fire							
720.000 Worker's Compensation	1,200.00	1,200.00	522.18	48.39	0.00	677.82	43.5
722.000 Medicare	609.00	609.00	385.33	35.05	0.00	223.67	63.3
740.000 Operating Supplies	5,000.00	5,000.00	4,613.95	0.00	0.00	386.05	92.3
746.000 Gasoline & Oil	800.00	800.00	488.04	73.97	0.00	311.96	61.0
775.000 Repair & Maintenance Supplies	1,000.00	1,000.00	809.29	0.00	0.00	190.71	80.9
780.000 Safety Supplies	100.00	100.00	0.00	0.00	0.00	100.00	0.0
800.000 Professional/Contractual Serv.	4,200.00	4,200.00	1,731.00	1,331.00	0.00	2,469.00	41.2
830.000 Memberships & Dues	1,250.00	1,250.00	620.00	0.00	0.00	630.00	49.6
850.000 Communications	3,525.00	3,525.00	2,225.56	0.00	0.00	1,299.44	63.1
860.000 Institutes & Training	4,200.00	4,200.00	510.00	0.00	0.00	3,690.00	12.1
910.000 Insurance & Bonds	13,500.00	13,500.00	6,540.00	0.00	0.00	6,960.00	48.4
920.000 Utilities	2,600.00	2,600.00	1,473.99	216.85	0.00	1,126.01	56.7
930.000 Repair & Maint.Contractors	8,500.00	8,500.00	6,880.91	-1,331.00	0.00	1,619.09	81.0
944.000 Hydrant Rental	5,840.00	5,840.00	0.00	0.00	0.00	5,840.00	0.0
970.000 Capital	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>Fire</b>	<b>92,128.00</b>	<b>92,128.00</b>	<b>55,869.66</b>	<b>2,942.26</b>	<b>0.00</b>	<b>36,258.34</b>	<b>60.6</b>
Dept: 440.000 Public Services							
702.000 Payroll - Full Time	54,000.00	54,000.00	73,953.28	4,152.60	0.00	-19,953.28	137.0
703.000 Payroll - Part Time	0.00	0.00	1,389.27	463.09	0.00	-1,389.27	0.0
715.000 Social Security	4,118.00	4,118.00	5,439.14	448.45	0.00	-1,321.14	132.1
716.000 Hospital/Life Insurance	18,000.00	18,000.00	31,355.63	4,256.28	0.00	-13,355.63	174.2
716.001 Insurance Deductible	1,500.00	1,500.00	481.53	0.00	0.00	1,018.47	32.1
718.000 Pension	9,000.00	9,000.00	9,217.48	765.64	0.00	-217.48	102.4
719.000 Hospital Insurance - Retirees	7,200.00	7,200.00	3,867.90	981.67	0.00	3,332.10	53.7
720.000 Worker's Compensation	2,340.00	2,340.00	871.07	88.76	0.00	1,468.93	37.2
722.000 Medicare	960.00	960.00	1,272.02	104.89	0.00	-312.02	132.5
740.000 Operating Supplies	500.00	500.00	38.98	0.00	0.00	461.02	7.8
746.000 Gasoline & Oil	4,800.00	4,800.00	916.95	0.00	0.00	3,883.05	19.1
775.000 Repair & Maintenance Supplies	7,500.00	7,500.00	5,338.21	50.22	0.00	2,161.79	71.2
780.000 Safety Supplies	400.00	400.00	221.34	0.00	0.00	178.66	55.3
800.000 Professional/Contractual Serv.	875.00	875.00	240.02	0.00	0.00	634.98	27.4
810.000 Rubbish Collection Charges	87,500.00	87,500.00	61,843.92	0.00	0.00	25,656.08	70.7
815.000 Uniform Rental	2,750.00	2,750.00	1,841.09	113.19	55.00	853.91	68.9
850.000 Communications	1,345.00	1,345.00	1,051.66	0.00	0.00	293.34	78.2
860.000 Institutes & Training	300.00	300.00	0.00	0.00	0.00	300.00	0.0
880.000 Community Promotion	500.00	500.00	243.86	0.00	0.00	256.14	48.8
910.000 Insurance & Bonds	5,200.00	5,200.00	2,669.00	0.00	0.00	2,531.00	51.3
920.000 Utilities	8,000.00	8,000.00	3,402.71	0.00	0.00	4,597.29	42.5
926.000 Street Lighting	26,150.00	26,150.00	20,037.99	0.00	0.00	6,112.01	76.6
930.000 Repair & Maint.Contractors	15,000.00	15,000.00	14,607.75	2,050.00	0.00	392.25	97.4
955.000 Miscellaneous	0.00	0.00	-65.50	0.00	0.00	65.50	0.0
970.000 Capital	8,800.00	8,800.00	13,030.00	0.00	0.00	-4,230.00	148.1
991.000 Debt Retirement-Principal	15,837.00	15,837.00	11,823.22	1,329.66	0.00	4,013.78	74.7
995.000 Interest Expense	3,126.00	3,126.00	2,398.76	250.56	0.00	727.24	76.7
<b>Public Services</b>	<b>285,701.00</b>	<b>285,701.00</b>	<b>267,487.28</b>	<b>15,055.01</b>	<b>55.00</b>	<b>18,158.72</b>	<b>93.6</b>
Dept: 751.000 Parks, Recreation & Culture							
702.000 Payroll - Full Time	35,510.00	35,510.00	20,693.39	1,575.74	0.00	14,816.61	58.3
703.000 Payroll - Part Time	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
715.000 Social Security	2,200.00	2,200.00	1,264.70	96.70	0.00	935.30	57.5
716.000 Hospital/Life Insurance	14,265.00	14,265.00	5,875.31	301.48	0.00	8,589.69	39.8
716.001 Insurance Deductible	800.00	800.00	238.35	0.00	0.00	561.65	29.8
718.000 Pension	6,825.00	6,825.00	2,930.17	211.58	0.00	3,894.83	42.9
720.000 Worker's Compensation	960.00	960.00	583.67	44.45	0.00	376.33	60.8
722.000 Medicare	515.00	515.00	295.91	22.62	0.00	219.09	57.5
746.000 Gasoline & Oil	3,200.00	3,200.00	830.61	0.00	0.00	2,369.39	26.0
775.000 Repair & Maintenance Supplies	5,000.00	5,000.00	3,687.18	0.00	0.00	1,312.82	73.7
780.000 Safety Supplies	250.00	250.00	203.56	0.00	0.00	46.44	81.4
800.000 Professional/Contractual Serv.	4,000.00	4,000.00	190.05	0.00	0.00	3,809.95	4.8
910.000 Insurance & Bonds	5,900.00	5,900.00	3,009.00	0.00	0.00	2,891.00	51.0

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 751.000 Parks, Recreation & Culture							
920.000 Utilities	5,600.00	5,600.00	2,761.11	0.00	0.00	2,838.89	49.3
930.000 Repair & Maint.Contractors	10,400.00	10,400.00	8,378.26	-6,076.00	0.00	2,021.74	80.6
Parks, Recreation & Culture	98,625.00	98,625.00	50,741.27	-3,823.43	0.00	47,883.73	51.4
Expenditures	1,303,195.00	1,332,534.00	871,372.49	47,079.75	55.00	461,106.51	65.4

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 202 - MAJOR STREET FUND</b>							
<b>Expenditures</b>							
Dept: 463.000 Routine Maintenance							
702.000 Payroll - Full Time	6,000.00	6,000.00	3,560.53	280.31	0.00	2,439.47	59.3
715.000 Social Security	460.00	460.00	217.40	17.20	0.00	242.60	47.3
716.000 Hospital/Life Insurance	2,000.00	2,000.00	1,078.30	54.34	0.00	921.70	53.9
716.001 Insurance Deductible	165.00	165.00	89.38	0.00	0.00	75.62	54.2
718.000 Pension	1,420.00	1,420.00	562.98	37.64	0.00	857.02	39.6
720.000 Worker's Compensation	470.00	470.00	259.15	18.87	0.00	210.85	55.1
722.000 Medicare	105.00	105.00	50.71	4.01	0.00	54.29	48.3
746.000 Gasoline & Oil	250.00	250.00	122.25	0.00	0.00	127.75	48.9
775.000 Repair & Maintenance Supplies	2,200.00	2,200.00	187.20	0.00	0.00	2,012.80	8.5
930.000 Repair & Maint.Contractors	23,640.00	52,979.00	29,339.00	0.00	0.00	23,640.00	55.4
<b>Routine Maintenance</b>	<b>36,710.00</b>	<b>66,049.00</b>	<b>35,466.90</b>	<b>412.37</b>	<b>0.00</b>	<b>30,582.10</b>	<b>53.7</b>
Dept: 475.000 Traffic Services							
702.000 Payroll - Full Time	5,805.00	5,805.00	3,188.45	268.70	0.00	2,616.55	54.9
715.000 Social Security	360.00	360.00	194.64	16.49	0.00	165.36	54.1
716.000 Hospital/Life Insurance	2,313.00	2,313.00	939.54	52.35	0.00	1,373.46	40.6
716.001 Insurance Deductible	130.00	130.00	29.79	0.00	0.00	100.21	22.9
718.000 Pension	1,115.00	1,115.00	492.88	36.08	0.00	622.12	44.2
720.000 Worker's Compensation	370.00	370.00	234.13	18.09	0.00	135.87	63.3
722.000 Medicare	85.00	85.00	45.62	3.86	0.00	39.38	53.7
746.000 Gasoline & Oil	500.00	500.00	85.54	0.00	0.00	414.46	17.1
775.000 Repair & Maintenance Supplies	2,400.00	2,400.00	1,250.88	0.00	0.00	1,149.12	52.1
930.000 Repair & Maint.Contractors	10,840.00	10,840.00	7,114.94	120.00	0.00	3,725.06	65.6
<b>Traffic Services</b>	<b>23,918.00</b>	<b>23,918.00</b>	<b>13,576.41</b>	<b>515.57</b>	<b>0.00</b>	<b>10,341.59</b>	<b>56.8</b>
Dept: 478.000 Winter Maintenance							
702.000 Payroll - Full Time	12,000.00	12,000.00	5,457.52	363.25	0.00	6,542.48	45.5
715.000 Social Security	810.00	810.00	333.37	22.28	0.00	476.63	41.2
716.000 Hospital/Life Insurance	4,000.00	4,000.00	1,648.87	74.98	0.00	2,351.13	41.2
716.001 Insurance Deductible	285.00	285.00	178.77	0.00	0.00	106.23	62.7
718.000 Pension	2,515.00	2,515.00	847.33	48.78	0.00	1,667.67	33.7
720.000 Worker's Compensation	825.00	825.00	367.31	24.45	0.00	457.69	44.5
722.000 Medicare	190.00	190.00	77.84	5.20	0.00	112.16	41.0
746.000 Gasoline & Oil	900.00	900.00	658.83	123.27	0.00	241.17	73.2
753.000 Salt	9,500.00	9,500.00	9,445.71	0.00	0.00	54.29	99.4
<b>Winter Maintenance</b>	<b>31,025.00</b>	<b>31,025.00</b>	<b>19,015.55</b>	<b>662.21</b>	<b>0.00</b>	<b>12,009.45</b>	<b>61.3</b>
Dept: 482.000 Administration							
702.000 Payroll - Full Time	1,085.00	1,085.00	726.90	82.94	0.00	358.10	67.0
715.000 Social Security	67.00	67.00	55.41	5.07	0.00	11.59	82.7
716.000 Hospital/Life Insurance	342.00	342.00	233.74	20.63	0.00	108.26	68.3
716.001 Insurance Deductible	20.00	20.00	0.00	0.00	0.00	20.00	0.0
718.000 Pension	208.00	208.00	101.69	11.14	0.00	106.31	48.9
720.000 Worker's Compensation	11.00	11.00	55.80	5.58	0.00	-44.80	507.3
722.000 Medicare	16.00	16.00	10.31	1.18	0.00	5.69	64.4
960.000 Administrative Overhead	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
<b>Administration</b>	<b>7,749.00</b>	<b>7,749.00</b>	<b>1,183.85</b>	<b>126.54</b>	<b>0.00</b>	<b>6,565.15</b>	<b>15.3</b>
<b>Expenditures</b>	<b>99,402.00</b>	<b>128,741.00</b>	<b>69,242.71</b>	<b>1,716.69</b>	<b>0.00</b>	<b>59,498.29</b>	<b>53.8</b>

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 203 - LOCAL STREET FUND</b>							
<b>Expenditures</b>							
Dept: 463.000 Routine Maintenance							
702.000 Payroll - Full Time	6,000.00	6,000.00	3,570.18	280.31	0.00	2,429.82	59.5
715.000 Social Security	460.00	460.00	218.00	17.20	0.00	242.00	47.4
716.000 Hospital/Life Insurance	2,000.00	2,000.00	1,078.31	54.34	0.00	921.69	53.9
716.001 Insurance Deductible	165.00	165.00	89.38	0.00	0.00	75.62	54.2
718.000 Pension	1,420.00	1,420.00	564.48	37.64	0.00	855.52	39.8
720.000 Worker's Compensation	470.00	470.00	259.80	18.87	0.00	210.20	55.3
722.000 Medicare	110.00	110.00	50.85	4.01	0.00	59.15	46.2
746.000 Gasoline & Oil	250.00	250.00	122.24	0.00	0.00	127.76	48.9
775.000 Repair & Maintenance Supplies	3,000.00	3,000.00	319.26	0.00	0.00	2,680.74	10.6
930.000 Repair & Maint.Contractors	13,000.00	13,000.00	2,250.00	0.00	0.00	10,750.00	17.3
<b>Routine Maintenance</b>	<b>26,875.00</b>	<b>26,875.00</b>	<b>8,522.50</b>	<b>412.37</b>	<b>0.00</b>	<b>18,352.50</b>	<b>31.7</b>
Dept: 475.000 Traffic Services							
702.000 Payroll - Full Time	5,805.00	5,805.00	3,265.49	268.70	0.00	2,539.51	56.3
715.000 Social Security	360.00	360.00	199.42	16.49	0.00	160.58	55.4
716.000 Hospital/Life Insurance	2,313.00	2,313.00	939.54	52.35	0.00	1,373.46	40.6
716.001 Insurance Deductible	130.00	130.00	29.80	0.00	0.00	100.20	22.9
718.000 Pension	1,115.00	1,115.00	492.88	36.08	0.00	622.12	44.2
720.000 Worker's Compensation	370.00	370.00	234.13	18.09	0.00	135.87	63.3
722.000 Medicare	85.00	85.00	46.73	3.86	0.00	38.27	55.0
746.000 Gasoline & Oil	500.00	500.00	85.54	0.00	0.00	414.46	17.1
775.000 Repair & Maintenance Supplies	3,700.00	3,700.00	1,251.15	0.00	0.00	2,448.85	33.8
930.000 Repair & Maint.Contractors	550.00	550.00	0.00	0.00	0.00	550.00	0.0
<b>Traffic Services</b>	<b>14,928.00</b>	<b>14,928.00</b>	<b>6,544.68</b>	<b>395.57</b>	<b>0.00</b>	<b>8,383.32</b>	<b>43.8</b>
Dept: 478.000 Winter Maintenance							
702.000 Payroll - Full Time	10,000.00	10,000.00	5,628.33	363.25	0.00	4,371.67	56.3
715.000 Social Security	810.00	810.00	343.62	22.26	0.00	466.38	42.4
716.000 Hospital/Life Insurance	4,000.00	4,000.00	1,675.84	75.00	0.00	2,324.16	41.9
716.001 Insurance Deductible	285.00	285.00	178.77	0.00	0.00	106.23	62.7
718.000 Pension	2,515.00	2,515.00	865.72	48.78	0.00	1,649.28	34.4
720.000 Worker's Compensation	825.00	825.00	378.81	24.45	0.00	446.19	45.9
722.000 Medicare	190.00	190.00	80.18	5.19	0.00	109.82	42.2
746.000 Gasoline & Oil	900.00	900.00	658.88	123.28	0.00	241.12	73.2
753.000 Salt	9,500.00	9,500.00	9,445.71	0.00	0.00	54.29	99.4
<b>Winter Maintenance</b>	<b>29,025.00</b>	<b>29,025.00</b>	<b>19,255.86</b>	<b>662.21</b>	<b>0.00</b>	<b>9,769.14</b>	<b>66.3</b>
Dept: 482.000 Administration							
702.000 Payroll - Full Time	1,085.00	1,085.00	726.90	82.94	0.00	358.10	67.0
715.000 Social Security	67.00	67.00	44.28	5.07	0.00	22.72	66.1
716.000 Hospital/Life Insurance	342.00	342.00	233.74	20.63	0.00	108.26	68.3
716.001 Insurance Deductible	20.00	20.00	0.00	0.00	0.00	20.00	0.0
718.000 Pension	208.00	208.00	112.82	11.14	0.00	95.18	54.2
720.000 Worker's Compensation	11.00	11.00	55.80	5.58	0.00	-44.80	507.3
722.000 Medicare	16.00	16.00	10.31	1.18	0.00	5.69	64.4
960.000 Administrative Overhead	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
<b>Administration</b>	<b>3,749.00</b>	<b>3,749.00</b>	<b>1,183.85</b>	<b>126.54</b>	<b>0.00</b>	<b>2,565.15</b>	<b>31.6</b>
<b>Expenditures</b>	<b>74,577.00</b>	<b>74,577.00</b>	<b>35,506.89</b>	<b>1,596.69</b>	<b>0.00</b>	<b>39,070.11</b>	<b>47.6</b>

EXPENDITURE REPORT  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 1/1/2015 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 250 - KINDLEBERGER SUMMER FESTIVAL</b>							
Expenditures							
Dept: 000.000							
779.001 Performance Expense-Adult	16,150.00	16,150.00	2,487.36	0.00	0.00	13,662.64	15.4
779.003 Festival Day - Race/Walk	5,650.00	5,650.00	0.00	0.00	0.00	5,650.00	0.0
779.004 Fest. Day - Arts & Crafts	300.00	300.00	0.00	0.00	0.00	300.00	0.0
779.005 Fest. Day-Childrens Area	800.00	800.00	0.00	0.00	0.00	800.00	0.0
779.006 Fest. Day-Parade	200.00	200.00	0.00	0.00	0.00	200.00	0.0
779.007 Fest Day-Street Dance	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00	0.0
779.008 Fund Raising-Dance	3,540.00	3,540.00	340.00	0.00	0.00	3,200.00	9.6
779.011 Youth Events	2,300.00	2,300.00	0.00	0.00	0.00	2,300.00	0.0
779.012 Festival - Administration	5,800.00	5,800.00	120.00	40.00	0.00	5,680.00	2.1
779.013 Stage Entertainment	10,800.00	10,800.00	0.00	0.00	0.00	10,800.00	0.0
779.014 Stage Manager	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
779.015 Stage Expenses	0.00	0.00	281.50	281.50	0.00	-281.50	0.0
779.016 Car Show Expenses	1,150.00	1,150.00	238.28	0.00	0.00	911.72	20.7
779.020 Publicity	24,000.00	24,000.00	0.00	0.00	0.00	24,000.00	0.0
Dept: 000.000	74,290.00	74,290.00	3,467.14	321.50	0.00	70,822.86	4.7
Expenditures	74,290.00	74,290.00	3,467.14	321.50	0.00	70,822.86	4.7

EXPENDITURE REPORT  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 590 - SEWER FUND</b>							
Expenditures							
Dept: 000.000							
702.000 Payroll - Full Time	51,970.00	51,970.00	36,079.18	3,146.58	0.00	15,890.82	69.4
715.000 Social Security	3,220.00	3,220.00	2,196.02	191.45	0.00	1,023.98	68.2
716.000 Hospital/Life Insurance	17,190.00	17,190.00	13,914.63	1,253.54	0.00	3,275.37	80.9
716.001 Insurance Deductible	1,650.00	1,650.00	476.87	0.00	0.00	1,173.13	28.9
718.000 Pension	9,990.00	9,990.00	4,871.87	422.51	0.00	5,118.13	48.8
720.000 Worker's Compensation	1,590.00	1,590.00	650.66	62.26	0.00	939.34	40.9
722.000 Medicare	755.00	755.00	513.66	44.78	0.00	241.34	68.0
730.000 Postage	1,200.00	1,200.00	450.00	200.00	0.00	750.00	37.5
745.000 Gasoline & Oil	250.00	250.00	50.00	0.00	0.00	200.00	20.0
775.000 Repair & Maintenance Supplies	1,500.00	1,500.00	66.82	0.00	0.00	1,433.18	4.5
800.000 Professional/Contractual Serv.	1,425.00	1,425.00	0.00	0.00	0.00	1,425.00	0.0
805.000 Computer Services	1,400.00	1,400.00	1,961.51	0.00	0.00	-561.51	140.1
807.000 Sewer Treatment Charges	70,000.00	70,000.00	46,721.06	0.00	0.00	23,278.94	66.7
815.000 Uniform Rental	500.00	500.00	310.07	24.59	0.00	189.93	62.0
850.000 Communications	600.00	600.00	416.95	0.00	0.00	183.05	69.5
910.000 Insurance & Bonds	9,600.00	9,600.00	4,893.00	0.00	0.00	4,707.00	51.0
920.000 Utilities	2,300.00	2,300.00	1,356.29	0.00	0.00	943.71	59.0
930.000 Repair & Maint. Contractors	25,000.00	25,000.00	10,245.31	0.00	3,150.00	11,604.69	53.6
960.000 Administrative Overhead	72,000.00	72,000.00	0.00	0.00	0.00	72,000.00	0.0
968.000 Depreciation	29,600.00	29,600.00	0.00	0.00	0.00	29,600.00	0.0
Dept: 000.000	301,740.00	301,740.00	125,173.90	5,345.71	3,150.00	173,416.10	42.5
Expenditures	301,740.00	301,740.00	125,173.90	5,345.71	3,150.00	173,416.10	42.5

**EXPENDITURE REPORT**  
3 Quarters Ending 3/31/16

City of Parchment

For the Period: 7/1/2015 to 3/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 591 - WATER FUND</b>							
<b>Expenditures</b>							
Dept: 000.000							
702.000 Payroll - Full Time	51,970.00	51,970.00	37,015.01	3,540.18	0.00	14,954.99	71.2
715.000 Social Security	3,220.00	3,220.00	2,253.44	215.51	0.00	966.56	70.0
716.000 Hospital/Life Insurance	17,190.00	17,190.00	14,095.96	1,371.05	0.00	3,094.04	82.0
716.001 Insurance Deductible	1,650.00	1,650.00	2,729.64	174.65	0.00	-1,079.64	165.4
718.000 Pension	9,990.00	9,990.00	5,069.10	475.36	0.00	4,920.90	50.7
720.000 Worker's Compensation	1,340.00	1,340.00	966.71	96.79	0.00	373.29	72.1
722.000 Medicare	755.00	755.00	527.31	50.43	0.00	227.69	69.8
730.000 Postage	1,200.00	1,200.00	1,185.00	200.00	0.00	15.00	98.8
740.000 Operating Supplies	0.00	0.00	495.27	0.00	0.00	-495.27	0.0
743.000 Chemicals	7,000.00	7,000.00	3,937.00	0.00	0.00	3,063.00	56.2
746.000 Gasoline & Oil	9,700.00	9,700.00	1,903.12	86.20	0.00	7,796.88	19.6
775.000 Repair & Maintenance Supplies	10,000.00	10,000.00	1,876.61	0.00	0.00	8,123.39	18.8
775.500 Water Meters	5,000.00	5,000.00	2,280.00	0.00	0.00	2,720.00	45.6
776.000 Vehicle Maintenance	1,000.00	1,000.00	34.97	0.00	0.00	965.03	3.5
780.000 Safety Supplies	0.00	0.00	111.04	0.00	0.00	-111.04	0.0
800.000 Professional/Contractual Serv.	4,825.00	4,825.00	5,719.89	2,649.04	0.00	-894.89	118.5
805.000 Computer Services	1,400.00	1,400.00	1,961.54	0.00	0.00	-561.54	140.1
815.000 Uniform Rental	705.00	705.00	287.55	24.58	0.00	417.45	40.8
830.000 Memberships & Dues	0.00	0.00	368.00	95.00	0.00	-368.00	0.0
850.000 Communications	1,550.00	1,550.00	726.29	0.00	0.00	823.71	46.9
860.000 Institutes & Training	600.00	600.00	295.00	0.00	0.00	305.00	49.2
910.000 Insurance & Bonds	8,000.00	8,000.00	3,988.00	0.00	0.00	4,012.00	49.9
920.000 Utilities	62,000.00	62,000.00	37,305.05	0.00	0.00	24,694.95	60.2
930.000 Repair & Maint. Contractors	25,950.00	25,950.00	17,224.35	96.00	-1,820.00	10,545.65	59.4
960.000 Administrative Overhead	72,000.00	72,000.00	0.00	0.00	0.00	72,000.00	0.0
968.000 Depreciation	60,400.00	60,400.00	0.00	0.00	0.00	60,400.00	0.0
Dept: 000.000	357,445.00	357,445.00	142,355.85	9,074.79	-1,820.00	216,909.15	39.3
Expenditures	357,445.00	357,445.00	142,355.85	9,074.79	-1,820.00	216,909.15	39.3
<b>Grand Total Net Effect:</b>	<b>-2,307,649.00</b>	<b>-2,366,327.00</b>	<b>-1,363,411.14</b>	<b>-65,135.13</b>	<b>1,385.00</b>	<b>-1,001,530.86</b>	

## Manager

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**From:** Robert Soltis <RSoltis@moorslaw.com>  
**Sent:** Wednesday, May 25, 2016 2:19 PM  
**To:** Dennis Durham (manager@parchment.org)  
**Subject:** Panhandling Ordinance  
**Attachments:** Kalamazoo Panhandling.pdf

Dennis:

I have spoken with both a Kalamazoo and Portage Assistant City Attorney. Both Cities enforce their Panhandling Ordinance. Attached is a copy of Kalamazoo's Ordinance (22-18) and Impeding Pedestrian or Vehicular Passage (22-19). These Ordinances very closely mirror the Ordinance approved by the Seventh Circuit in Indianapolis in *Gresham v Peterson*, 225 F3d 899 (2000). Both Assistant City Attorneys have indicated that they have not received any challenges concerning enforcement of their Ordinances.

Please share this with the City Commission.

If anyone has any questions, please let me know.

Thanks. Bob

Robert A. Soltis  
Ford, Kriekard, Soltis & Wise, P.C.  
8051 Moorsbridge Road  
Portage, MI 49024  
(269) 323-3400 (phone)  
(269) 323-3418 (fax)  
[www.fordkriekard.com](http://www.fordkriekard.com)

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This email was scanned by Bitdefender

*City of Kalamazoo, MI  
Wednesday, May 25, 2016*

## **Chapter 22. Offenses and Crimes Generally**

### **§ 22-19. Impeding pedestrian or vehicular passage.**

[P&L Code § PL207; amended 4-13-1981 by Ord. No. 1222]

Any person or persons who, on any street, sidewalk, or any other place open to the public, do any act which hinders or impedes, or tends to hinder or impede, the passage of pedestrians or vehicles and refuse to cease and desist such acts when ordered to do so by a police officer or public safety officer, or other person in charge of the property, shall be guilty of a misdemeanor.

[P&L Code § PL701; amended 9-21-1998 by Ord. No. 1659]

- A. No person shall use or place barbed wire on any fence, barrier or other structure within six feet of the ground in any place in the City.
- B. No person shall use or place, or allow to be used or placed upon their property, an aboveground fence which is charged with or otherwise carries an electrical current.

### § 22-15 Fraud generally.

[P&L Code § PL708]

All persons who stand, loiter or stroll about in any place in the City, awaiting or seeking an opportunity to obtain money or other valuable thing from others by trick or fraud, or to aid or assist therein; all persons who engage in any fraudulent scheme, device or trick to obtain money or other valuable thing, in any place in the City, or who aid or abet, or in any manner are concerned therein; or who shall engage in any such practice in any public street in the City shall be deemed guilty of a misdemeanor.

### § 22-16 False or fraudulent statements for purpose of obtaining welfare or relief benefits.

[P&L Code § PL604]

No person shall make any false or fraudulent statement or representation to any officer, agent or employee of the City, or to any officer, agent or employee of any other corporation, firm, association or other organization organized for charitable, benevolent, social or public welfare, or poor relief purposes, with intent to obtain therefrom any money, goods, food, fuel, clothing, rent, supplies or other property, or other poor relief.

### § 22-17 Phrenology, fortune-telling, etc.

[P&L Code § PL218]

No person shall engage in the business or practice of phrenology, palmistry, or the telling of fortunes, or prognosticating or prophesying the future of other persons, for hire or other pecuniary compensation, or rent or lease any dwelling house or building knowing that the lessee or renter is engaged in any such business or practice.

### § 22-18 Begging; panhandling; soliciting.

[P&L Code § PL219; amended 8-21-2006 by Ord. No. 1811; 11-3-2014 by Ord. No. 1923]

- A. The following words and phrases apply to this section:

#### **PUBLIC PLACE**

A place where a governmental entity has title, to which the public has access, including but not limited to any sidewalk, street, highway, parking lot, plaza, transportation facility, school, place of amusement, park, or playground.

#### **SOLICITING**

Asking for money or objects of value, with the intention that the money or object be transferred at that time, and at that place. "Soliciting" shall include using the spoken, written, or printed word, bodily gestures, signs, or other means with the purpose of obtaining an immediate donation of money or other thing of value or soliciting the sale of goods or services.

- B. No person shall solicit in or on private property without first obtaining the permission from the owner or person in lawful control or possession of such property.
- C. No person shall solicit in or on a public place:
  - (1) While under the influence of alcohol or a controlled substance;

- (2) In any public transportation vehicle, such as a bus or train, nor within 20 feet of where such a vehicle takes on or releases passengers, nor within 20 feet of any bus stop;
- (3) At the intermodal transit center;
- (4) In any public parking lot, parking ramp, or public building, including under any open-air structure such as a canopy;
- (5) Within 20 feet of a public toilet;
- (6) Within 20 feet of any entrance or exit of a bank, credit union, or an automated teller machine (When an automated teller machine is located within a structure, the 20 feet shall be measured from the entrance or exit of the structure.);
- (7) From an operator or other occupant of a motor vehicle;
- (8) By stating that funds are needed to meet a specific need, when the solicitor has the funds to meet that need, does not intend to use funds to meet that need, or does not have that need;
- (9) As part of a group of two or more persons;
- (10) After sunset nor before sunrise;
- (11) Within 10 feet of an entrance to a building;
- (12) From a child whom the solicitor knows or reasonably should know is under the age of 16 years;
- (13) In an aggressive manner, which includes:
  - (a) Approaching or speaking to a person, or following a person before, during or after soliciting, in a manner that is intended or is likely to cause a reasonable person to fear bodily harm to himself or herself or to another, or damage to or loss of property or otherwise be intimidated into giving money or other thing of value;
  - (b) Continuing to solicit from a person after the person has given a negative response to such soliciting;
  - (c) Intentionally touching or causing physical contact with another person without that person's consent in the course of soliciting;
  - (d) Intentionally blocking or interfering with the safe or free passage of a pedestrian or vehicle by any means, including causing a pedestrian or vehicle operator to take evasive action to avoid physical contact;
  - (e) Using violent, profane, or threatening gestures or language toward a person solicited before, during, or after the act of solicitation;
  - (f) Conspicuously following the person to be solicited or who has been solicited;
  - (g) Speaking in a volume unreasonably loud under the circumstances;
  - (h) Soliciting money from anyone who is waiting in line for entry to a building or for another purpose; or
  - (i) Soliciting anyone who is within an enclosed area, defined by fencing, gates, bollards or other means of separation, where food and/or beverages are being served for immediate consumption in a public place.
- (14) Any person who occupies a table, bench or seat located in a public place except with that person's consent.

## § 22-19 Impeding pedestrian or vehicular passage.

[P&C Code § PL 207; amended 4-13-1981 by Ord. No. 1222.]

Any person or persons who, on any street, sidewalk, or any other place open to the public, do any act which hinders or impedes, or tends to hinder or impede, the passage of pedestrians or vehicles and refuse to cease and desist such acts when ordered to do so by a police officer or public safety officer, or other person in charge of the property, shall be guilty of a

\$150

### Kindleberger Park Reservation Form

Area of park to be reserved:

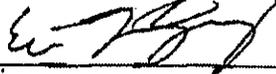
- Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour block), non-refundable)(deposit required)
- Stage (\$300 non-resident/\$150 resident)(3-hour block)(deposit required)
- Lower Softball Fields (\$25 non-resident, \$10 resident)
- Tennis Court 1 (\$25 non-resident, \$10 resident)(1-hour period)
- Tennis Court 2 (\$25 non-resident, \$10 resident)(1-hour period)
- Picnic Pavilion 1 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 2 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 3 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 4 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 5 (\$100 non-resident/\$50 resident for 4-hour block)

- will be grilling  
- Potentially depending on how close it is to the field.

Name: Samantha Ferree Eric Krupiarz / Northwestern Michigan State  
 Address: 3005 Nordic Ave, Kalama, MI 49002  
 Email: eric.krupiarz@gmail.com Alt. Phone: 269-343-1641  
 Date of Event: 6/11/2016 Time: ~~10:00-12:00~~ 1-6pm

How many attendees do you anticipate at your event? 30-40  
 Will there be music as part of your event? NO - Charity Event - Alex's Lemonade Stand  
 Name of DJ, Musical Performer, Sound Technician: \_\_\_\_\_  
 Will there be decorations, rental chairs/tents/tables: \_\_\_\_\_

\*See park rules on reverse side

Signature:  Date: 5/12/2016

**FOR INTERNAL OFFICE USE:**

Application received by: email Date: 6-2-16  
 Payment Received: "in mail" Receipt # \_\_\_\_\_

**APPROVAL**

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Kindleberger Park Reservation Form

CITY OF PARCHEMENT  
650 S RIVERVIEW DR  
KALAMAZOO, MI 49004  
(269) 349-3785

## Area of park to be reserved:

- Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour refundable)(deposit required)
- Stage (\$300 non-resident/\$150 resident)(3-hour block)(deposit req)
- Lower Softball Fields (\$25 non-resident, \$10 resident)
- Tennis Court 1 (\$25 non-resident, \$10 resident)(1-hour period)
- Tennis Court 2 (\$25 non-resident, \$10 resident)(1-hour period)
- Picnic Pavilion 1 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 2 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 3 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 4 (\$100 non-resident/\$50 resident for 4-hour block)
- Picnic Pavilion 5 (\$100 non-resident/\$50 resident for 4-hour block)

## DEBIT SALE

MID: 6215 Store: 0315 Term: 0441  
REF#: 00000001  
Batch #: 054 RRN: 613800125100  
05/17/16 12:51:10  
Trans ID: 466138606706905  
Appr Code: 975817 Network: H  
Trace: 125100 Settle: 0518  
DEBIT Swiped  
\*\*\*\*\*2284

AMOUNT \$100.00

APPROVED

VERIFIED BY PIN

ACCOUNT WILL BE DEBITED WITH THE  
ABOVE AMOUNT  
(OR CREDITED IF CREDIT VOUCHER)  
RETAIN THIS COPY FOR STATEMENT  
VERIFICATION

Name: Linda Miller Phone: 269-5  
Address: 1014 Dayton Ave, Kalamazoo, MI 490  
Email: intricatedove@yahoo.com Alt. Phone: \_\_\_\_\_  
Date of Event: 6/25/16 Time: 1-5

How many attendees do you anticipate at your event? 50-75

Will there be music as part of your event? no

Name of DJ, Musical Performer, Sound Technician: \_\_\_\_\_

Will there be decorations, rental chairs/tents/tables: decorations

\*See park rules on reverse side

Linda Miller  
Signature

5/17/16  
Date

## FOR INTERNAL OFFICE USE:

Application received by: wlg Date: 5-17-16  
Payment Received: debit card Receipt # 9947

## APPROVAL

\_\_\_\_\_  
Signature Date

Grad Party



**RESOLUTION OF APRECIATON FOR MR. ZACHARY CUSHMAN,  
323 PARCHMOUNT AVE., FOR HIS VOLUNTEER SERVICE TO THE  
CITIZENS OF PARCHMENT ORGANIZING AND UNDERTAKING  
THE PAINTING OF FIRE HYDRANTS THROUGHOUT THE  
PARCHMENT COMMUNITY.**

**WHEREAS** Zachary Cushman is a member of Boy Scout Troop 218 and citizen of Parchment; and

**WHEREAS** Zachary in working to attain the level of Eagle Scout has undertaken an important community project that will benefit all residents of Parchment; and

**WHEREAS** Zachary organized volunteers to perform fire hydrant painting; and

**WHEREAS** the resources necessary to complete the hydrant project were organized and solicited by Zachary from area businesses; and

**WHEREAS** Zachary's contribution to his community exemplifies the highest example of citizen participation.

**NOW THEREFORE BE IT RESOLVED** that the City Commission of the City of Parchment, Michigan does hereby extend its sincerest appreciation to **ZACHARY CUSHMAN** for his service to the residents of the Parchment community; and

**BE IT FURTHER RESOLVED** that this Resolution be permanently inscribed in the official minutes of the City Commission of the City of Parchment to recognize the leadership and contributions of **ZACHARY CUSHMAN** for future generations of Parchment residents.

Ayes: Balmer, Vice Mayor Britigan, Fooy, Hageman, J. Heasley, Kinsey and Mayor Heasley

Nays:

Resolution declared adopted this 6th day of June, 2016.

Mayor \_\_\_\_\_  
Robert Heasley, Mayor

Attested \_\_\_\_\_  
Shannon Stutz, City Clerk

City of Parchment  
2016-2017

Resolution to Establish the 2016 Millage Rate

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 6, 2016 the following millage resolution was offered by Commissioner \_ and supported by Commissioner \_.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2016; and

WHEREAS, said Assessment Roll shows the taxable value of all real and personal property in the City of Parchment subject to general Ad Valorem taxation to be as follows:

REAL PROPERTY	39,068,783
PERSONAL PROPERTY	3,627,400
TOTAL ASSESSMENT ROLLS	\$42,696,183

WHEREAS, the City Commission has adopted a budget for the 2016-17 fiscal year which will require the levy of 16.7239 mills in order to adequately fund the operations of the City of Parchment; and

WHEREAS, the City Commission has complete authority to establish that 16.7239 mills be levied in 2016 for operating purposes; and

WHEREAS, the City Commission of the City of Parchment did hold a public hearing Monday, May 16, 2016 at which time the property tax millage rate proposed to be levied to support the proposed budgets was a subject of that hearing.

NOW THEREFORE BE IT RESOLVED, that by the authority granted by the City Charter, Chapter IX, Section 9.1, the millage rate for 2016 is hereby set at 16.7239 mills to be levied against each dollar of Taxable Value of Real and Personal Property within the City of Parchment for general operating purposes.

BE IT FURTHER RESOLVED, pursuant to the authority of Parchment City Charter, Chapter IX, Section 9.6 the City Clerk is hereby directed to certify to the Assessor the total amount of \$737,543 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, that the City Assessor, pursuant to City Charter, Chapter IX, Section 9.8, shall execute the necessary warrant directing the City Treasurer to collect the tax set forth in said warrant, and that same when collected be credited to 2016-2017 GENERAL OPERATIONS in the amount of \$737,543.

The roll call vote was as follows:

Ayes: .  
Nays: None.  
Absent: None.  
Abstain: None.

Resolution declared adopted this 6th day of June, 2016.

Shannon Stutz  
Treasurer/Clerk

City of Parchment  
2016-2017

Budget Resolution

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 6, 2016 the following budget resolution was offered by Commissioner \_ and supported by Commissioner \_.

WHEREAS, the City Manager did submit to the City Commission a proposed budget estimating revenues and expenditures for the 2016-2017 fiscal year on April 18, 2016, as required by Chapter VII, Section 7.4 of the City Charter; and

WHEREAS, the City Commission in accordance with Act 621 Michigan Public Acts of 1978, did hold a public hearing on May 16, 2016 at 7:00 P.M. to receive citizen comment on the proposed budget as presented herein. A copy of the affidavit of publication is on file with the City Clerk.

NOW THEREFORE BE IT RESOLVED THAT, the City Commission of the City of Parchment, does hereby adopt said budget as represented herein; and

BE IT FURTHER RESOLVED, that the City Treasurer be authorized and directed to make such transfers between the various funds in accordance with the adoption of the budget; and

BE IT FURTHER RESOLVED, that the City Manager be authorized to transfer up to \$ 5,000.00 from any function of this budget to any other function of the budget within the same fund without further approval.

General Fund

Revenues		Expenditures	
Taxes/Fees	\$737,543	Legislative	26,600
State Sales Tax	175,000	Administration	296,310
Solid Waste Collect'ns	113,300	Legal Services	25,000
Other Revenues	7,800	Police Services	339,545
From Fund Balance	206,081	Fire Department	95,765
		Public Works Department	301,560
		Parks, Recreation & Culture	144,220
<b>Total Revenues</b>	<b>\$1,239,724</b>	<b>Total Expenditures</b>	<b>\$1,229,000</b>

City of Parchment  
2016-2017

Major Street Fund

Revenues		Expenditures	
State Grants	\$90,000	Routine Maintenance	12,270
Transfers	250,787	Traffic Services	38,410
		Winter Maintenance	31,100
		Administration	47,500
<b>Total Revenues</b>	<b>\$340,787</b>	<b>Total Expenditures</b>	<b>\$129,280</b>

Local Street Fund

Revenues		Expenditures	
State Grant/Interest	36,000	Routine Maintenance	10,650
Transfers	25,000	Traffic Services	3,500
		Winter Maintenance	29,300
		Administration	5,800
<b>Total Revenues</b>	<b>\$ 61,000</b>	<b>Total Expenditures</b>	<b>\$49,250</b>

Kindleberger Summer Festival

Revenues		Expenditures	
Grants	\$36,850	Performance Expense	\$37,850
Sponsorships	17,000	Festival Day	4,850
Fundraising	-	Fundraising	-
Other Revenues	7,825	Administration	5,800
		Publicity	9,175
		Stage Expenses	2,000
<b>Total Revenues</b>	<b>\$ 61,675</b>	<b>Total Expenditures</b>	<b>\$59,675</b>

City of Parchment  
2016-2017

Brownfield Redevelopment Authority

Revenues		Expenditures	
Tax Revenue	\$53,045	Brownfield Debt Retirement	54,000
Brownfield Grant	100,000	Environmental	58,000
Transfers	0	Administrative Overhead	13,261
<hr/> Total Revenues		<hr/> Total Expenditures	
	\$ 153,045		\$ 125,261

The roll call vote was as follows:

Ayes: Balmer, Britigan, Fooy, Hageman, J. Heasley, R. Heasley, and Kinsey.

Nays: None.

Absent: None.

Abstain: None.

Resolution declared adopted this 6th day of June, 2016.

Shannon Stutz  
Treasurer/Clerk

## CITY OF PARCHMENT RESOLUTION

### CHARGES FOR WATER SUPPLIED BY THE WATER DEPARTMENT

WHEREAS, in accordance with City of Parchment Compiled Ordinances, specifically section 58-113, the City Commission is empowered to fix rates charged to customers of the City of Parchment Water System for efficient operation and maintenance of said system.

NOW THEREFORE BE IT RESOLVED, effective July 1, 2016, charges for water supplied by the City of Parchment Water System shall be computed as follows:

#### A. RATE SCHEDULE "A"

Demand Charge – The minimum charge, covering periods during which no water has been used, shall be referred to as the demand charge. The demand charge shall be based on the size of the meter installed. The demand charge shall apply whenever water service is on and available to the customer and shall be discontinued only after the meter has been removed by authorized City personnel.

Domestic and Commercial Size of Meter	Base Charge per quarter
Less than one inch	\$17.82
One inch	29.70
One and one half inch	43.96
Two inch	61.78
Three inch	119.00
Four inch	178.00
Six inch	178.00
Eight inch	178.00

Commodity Charge -- Customers of all account classes located within the corporate limits of the City of Parchment shall pay \$2.46 per 100 cubic feet of water usage.

Customers located outside the corporate limits of the City of Parchment and those customers not on the real property tax rolls of the City of Parchment shall pay one and one half the rate for demand and commodity charges.

Exceptions: Discount volume contracts in existence at the time of adoption of this resolution shall be entitled to the rate structures and/or formulas set forth within their respective contracts.

#### B. RATE SCHEDULE "B" - FIRE SPRINKLER

Fire Sprinkler Service Pipe Size	Ready to Serve Charge per Quarter
Four inch	\$ 178.00
Six inch	178.00
Eight inch	178.00

Commodity Charge: \$2.46 per 100 cubic feet

Rate schedule "B" shall apply to all service pipes furnishing water to fire protection sprinkler systems. It shall be unlawful to use water through such service pipes for any purpose other than extinguishing fires, testing or filling of the sprinkler system or its appurtenances. Customers using water under schedule "B" shall maintain their

sprinkler systems in a tight condition free from drips, leaks, and unlawful uses of water at all times and at such frequencies as to best protect the interests of the City of Parchment water system.

C. PENALTY

A penalty of ten (10) percent of the billing for services shall be charged on all accounts not paid on or before the due date as indicated on the billing.

D. TURN ON - TURN OFF CHARGES

A charge of \$15.00 shall be made whenever a meter is removed or service is turned off, and a charge of \$15.00 shall be made whenever a meter is reinstalled or service is turned on. No charge shall be made for the initial installation of a meter.

E. PARALLEL METERS

When two or more meters are connected parallel, the size for the purpose of billing shall be considered as the size meter having the next largest cross sectional area than the total of the cross sectional areas of the meters so connected.

Moved by

The roll call vote was as follows:

Ayes:

Nays:

Absent:

Abstain:

Resolution declared adopted this 6th day of June, 2016.

Shannon Stutz  
City Clerk

**CITY OF PARCHMENT  
SEWER RATE RESOLUTION**

**CHARGES FOR SEWER SERVICES SUPPLIED BY THE SEWER DEPARTMENT**

WHEREAS, in accordance with the City of Parchment Compiled Ordinances, specifically section 58-61, the City Commission is empowered to set the rates charged to customers of the City of Parchment Sewer System for the efficient operation and maintenance of said system.

NOW THEREFORE BE IT RESOLVED, effective July 1, 2016, the charges for sewer services supplied by the City of Parchment Sewer System shall be computed as follows:

- A. The charges for sewer services shall be based upon the cubic feet readings from the water system. The charges for the October Billing shall be based on an average of the previous two winter quarters or the actual readings which ever is lower.
- B. Demand Charge - The minimum charge, covering periods during which no water usage has been recorded shall be referred to as the demand charge. The demand charge for all account classes shall be \$25.00 per quarter.

Commodity Charge - Customers of all account classes located within the corporate limits of the City of Parchment shall pay \$4.66 for sewer services per 100 cubic feet of water usage.

Customers located outside the corporate limits of the City of Parchment and those customers not on the real property tax rolls of the City of Parchment shall pay one and one-half the rate for demand and commodity charges.

Exceptions: Discount volume contracts in existence at the time of the adoption of this resolution shall be entitled to the rate structures and/or formulas set forth within their respective contracts.

C. **PENALTY**

A penalty of ten (10) percent of the billing for services shall be charged on all accounts not paid on or before the due date as indicated on the billing.

The roll call vote was as follows:

Ayes:  
Nays:  
Absent:  
Abstain:

Resolution declared adopted this 6th day of June, 2016.

Shannon Stutz  
City Clerk