



## AGENDA

### REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

June 4, 2018

7 P.M.

#### Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Chester Emmons

Commissioner Richard Bagley

Commissioner Holly Evans

Commissioner Doug Fooy

Commissioner Robert B. Heasley

#### Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

**1. Call to Order**

**2. Roll Call**

**3. Approval of Minutes**

From the City Commission Regular Meeting Minutes of May 21, 2018

**4. Additions/Changes to the Agenda - Approval**

**5. Citizen Comments – Items ON the Agenda**

*If you wish to comment regarding items ON the agenda, please follow the format below:*

- *Stand at the podium*
- *State your name and address for the record*
- *You are allowed up to 5 minutes for your comments*
- *Please let us know if you require special accommodations by notifying the Clerk*

- *Reminder: You will be making a statement, without discussion from the Commission. You are always welcome to make an appointment with the City Manager to further discuss your comments.*

**6. Consent Agenda**

*Items on the consent agenda will be dealt with one vote by the City Commission unless a Commissioner requests an item be dealt with individually.*

Motion to RECEIVE OR APPROVE as indicated:

- Warrant No. 1362 – receive
- Credit Card Statement - receive
- Kindleberger Stage Reservation – Blanchard – approve
- Kindleberger Park, Pavilion #4 – Tatum - approve
- Kalamazoo Township Police Department Report - receive

**7. Unfinished Business**

- Consumers Energy Co Gas Franchise Agreement – Second Reading – approval

**8. New Business**

- Resolution to Establish the 2018 Millage Rate – Approval

**9. Board and Commission Reports/Minutes**

- KATS Report – Mayor Britigan

**10. Citizen Comments – Items ON or OFF the Agenda**

*Persons wishing to comment on items that are on/off the agenda are instructed to please follow the same format as Citizen Comments for items on the agenda.*

**11. Mayor and Commissioner Comments**

**12. City Manager Comments**

**13. Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY MAY 21, 2018.**

**1. Call to order**

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

**2. Roll Call.**

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Bagley, Emmons, Evans, Fooy, and R Heasley. City Manager Stoddard, City Treasurer/Clerk Stutz, and City Attorney Soltis.

Absent: None.

**Motion Carried.**

**3. Minutes**

Moved by Commissioner Bagley, supported by Commissioner Heasley to approve the Minutes of the May 7, 2018 Regular Meeting.

**Motion Carried.**

**4. Additions or changes to the agenda.**

Change 8.A. to read “first reading”. Add 9.A. Kindleberger Arts Commission update. Change 13. To Closed Session, add 14. Adjournment. Moved by Commissioner Heasley, supported by Commissioner Fooy to approve the agenda. **Motion carried.**

**5. Citizen Comments – Items ON the Agenda**

None.

**6. Consent Agenda**

A. Moved by Commissioner Heasley, supported by Vice Mayor Jordan to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

A. Police Contract – approval. City Manager Stoddard detailed the changes from the last version. Mayor Britigan advised that this contract is about our relationship with KTPD, based on mutual trust, and that he’s confident in the services to be delivered. Commissioner Fooy stated his main concern was cost, and that seemed to be set. Moved by Commissioner Heasley, supported by Commissioner Fooy to approve the Police Services Agreement with Kalamazoo Township Police Department. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

B. Public Hearing for 2018-19 Fiscal year budget. At 7:19 pm, Commissioner Heasley moved that the commission open the public hearing regarding the budget; supported by Commissioner Emmons. **Motion Carried.**

Mike Conner, 1150 Parchmount, asked about road funding and the deficit reduction plan. City Manager Stoddard explained that the deficit in the Major Streets fund will be rectified in 2020, but the city is looking for other grant monies to assist with our needs.

At 7:22 pm it was moved by Commissioner Fooy, supported by Commissioner Bagley, to close the public hearing. **Motion Carried.**

C. Budget for 2018-2019 Fiscal year – approve. Commissioner Fooy asked where the SAW grant monies were in the budget. Treasurer Stutz explained where to find what he was looking for. Moved by Vice Mayor Jordan, supported by Commissioner Heasley to adopt the 2018-2019 City of Parchment Budget as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

**8. New Business**

A. Consumers Energy Co Gas Franchise Agreement, Dennis McKee – first reading. Dennis McKee explained that a state law requires a franchise agreement with each municipality and that ours is set for renewal after 30 years. He also discussed alternative energies, foundation grants available and the history of the agreement. He noted that “nothing” is different in the renewal contract. Discussion about the language in item 8 took place. Moved by Commissioner Heasley, supported by Commissioner Evans to approve the Consumers Energy Co Gas Franchise Agreement with the proposed changes in item 8 as discussed. **Motion Carried.**

B. Resolution Water and Sewer Rate – approval. Vice Mayor Jordan explained the \$2 per month increase in the demand charge for water. Moved by Vice Mayor Jordan, supported by Commissioner Evans to approve the water rate for 2018-2019. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

Vice Mayor Jordan said no changes would be made to the sewer rate. Moved by Commissioner Heasley, supported by Commissioner Evans to approve the sewer rate for 2018-2019. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

C. Resolution for Back-Billing Corrected Water/Sewer Charges – approval. City Manager Stoddard stated that the 2017-2018 rates were not input properly until the April 1, 2018 billing. The result is that an average of \$10.71 per customer is still due. She noted the fiduciary responsibility of the city to collect on monies owed. Vice Mayor Jordan agreed, saying because the Water and Sewer Funds are enterprise funds, collecting them is of utmost importance. Moved by Commissioner Fooy, supported by Commissioner Heasley, to approve the back-billing of corrected water/sewer charges for the 2 quarters of 2017-2018 as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

**9. Standing Board and Committee Reports**

A. KAC – Commissioner Fooy noted there was a great turnout for auditions. The committee is looking for a hospitality group (perhaps high school students in need of service hours) to help people on festival day. Then he announced a new Friday night event during the festival – a hot dog eating contest – in coordination with Twisters. He thanked all those involved for their hard work.

**10. Citizen Comments**

Karen Conner-Beck, 1124 Parchmount, commented that adding the back billing to the October 1 bill could be a problem, considering that the summer usage bill is usually the highest.

**11. Mayor and Commissioner Comments**

None.

**12. City Manager Comments/Reports**

Manager Nancy Stoddard welcomed citizens to come to her office with any questions or concerns.

**13. Closed Session**

8:01 p.m. Commissioner Emmons moved to go into closed session to discuss Attorney Schubkegel’s letter of recommendation on how to proceed with the mill property as it is covered by attorney client privilege, supported by Commissioner Bagley. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.  
Nays: None.  
Absent: None.  
Abstain: None.

**Motion Carried 7-0.**

Discussion of Schubkegel letter ensued. At 9:01 pm, Commissioner Fooy moved to end the closed session and return to open session, supported by Commissioner Bagley. **Motion Carried.**

Mayor Britigan noted no action would be taken at this time.

**14. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Emmons and supported by all to adjourn the meeting at 9:02 p.m.

Shannon Stutz  
City Clerk



City of Parchment  
Check Register Report  
Warrant 1362

Check #	Check Date	Vendor Name	Check Description	Amount
<b>MERCANTILE Checks</b>				
34552	05/29/2018	ALEXANDER CHEMICAL CORPORATION	Chemicals for water plant	2,235.00
34553	05/29/2018	CHARTER COMMUNICATIONS	Internet & Voice-5/8 to 6/7/19	104.96
34554	05/29/2018	CINTAS	Restock 1st Aid Cabinet	59.21
34555	05/29/2018	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	324.60
34556	05/29/2018	CORNERSTONE OFFICE SYSTEMS	Monthly Contract & Ovrgrs (newsletter)	819.76
34557	05/29/2018	FRANCOTYP-POSTALIA, INC.	Rental-Meter,Scale,Resets	78.00
34558	05/29/2018	KEN HOLDA	Auditions-Director-Family Show	430.00
34559	05/29/2018	K.C.M.C.A.	6 AED Pads	128.70
34560	05/29/2018	KAL CO HEALTH & COMMUNITY SERV	HHW- 1/4ly Collections-1st 1/4	93.18
34561	05/29/2018	KALAMAZOO OIL CO.	Fuel Charges 5/1 to 5/15/18	729.30
34562	05/29/2018	KALAMAZOO OIL CO.	298 Gallons Diesel Fuel	894.08
34563	05/29/2018	KALAMAZOO TOWNSHIP	Police Services Contract-May	26,887.50
34564	05/29/2018	MAINTENANCE MASTERS, INC.	Remove Debris from RR Trestle	1,800.00
34565	05/29/2018	MI ASSOCIATION OF MAYORS	2018 Membership Dues-Britigan	85.00
34566	05/29/2018	MICHIGAN MUNICIPAL LEAGUE	MML Dues 7/1/18-6/30/19& Legal	1,521.00
34567	05/29/2018	PUBLIC MEDIA NETWORK	Charter 2% Pass Thru-Jan-March	3,470.15
34568	05/29/2018	RIVERRUN PRESS	Mayor Britigan-500 Business Cards	125.89
34569	05/29/2018	SBAM PLAN	Employee & Retiree Ins-June	14,382.89
34570	05/29/2018	SMALL BUSINESS ADMIN SERVICES	HRA - May	52.50
34571	05/29/2018	ZAC THOMPSON	Auditions-Director-Youth Play	460.00
34572	05/29/2018	VARNUM LLP	Frontier Renewal Legal Serv-Ap	155.25

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	25,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	5,326.11	MINIMUM PAYMENT DUE	5,326.11
AVAILABLE CREDIT	19,673.89	PAYMENT DUE DATE	06-22-18

### CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT  
XXXX-XXXX-XXXX-1546

TOTAL CORPORATE ACTIVITY  
\$5,126.86 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
05-21	05-21		AUTO PAYMENT DEDUCTION	5,126.86 CR

### INDIVIDUAL CARDHOLDER ACTIVITY

PHIL WOLTHUIS  
XXXX-XXXX-XXXX-1793

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$858.40	\$0.00	\$858.40

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
05-03	05-02	15134658122000391024333	BEST WAY MILLER TRNSFR KALAMAZOO MI		112.00
05-10	05-09	15134658129000398149938	BEST WAY MILLER TRNSFR KALAMAZOO MI		84.00
05-16	05-14	05436848135100065847098	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		101.94
05-16	05-15	55546508135286794500066	EXTREME POWER EQUIPMEN KALAMAZOO MI		344.48
05-18	05-17	05227028138000440660589	SCHANZ SUPPLY INC OTSEGO MI		156.00
05-24	05-22	55421358143627176869100	MULDERS LANDSCAPE SUPP KALAMAZOO MI		41.00
05-25	05-24	55453708145042000080426	ADVANCE AUTO PARTS #17 KALAMAZOO MI		18.98

BILL CAHILL  
XXXX-XXXX-XXXX-1801

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$13.34	\$0.00	\$13.34

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
05-23	05-21	05436848142100065957708	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		13.34

JIM DUBY  
XXXX-XXXX-XXXX-1892

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$100.00	\$0.00	\$100.00

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-27	04-26	55446418117081868297946	ETNA DISTRIBUTORS KALA 8002089182 MI		40.00
05-03	05-02	55446418123081168190645	ETNA DISTRIBUTORS KALA KALAMAZOO MI		60.00

CAMRON J BOEKHOVEN  
XXXX-XXXX-XXXX-9114

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$363.25	\$0.00	\$363.25

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
05-08	05-07	55506298127608481499516	ONE WAY PRODUCTS 2693433772 MI		155.28
05-15	05-14	05436848135000377084275	TRACTOR SUPPLY #1272 KALAMAZOO MI		49.99
05-24	05-23	55546508143286794200063	EXTREME POWER EQUIPMEN KALAMAZOO MI		157.98

NANCY R STODDARD  
XXXX-XXXX-XXXX-7241

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$663.45	\$0.00	\$663.45

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
05-28	05-24	05436848145100076728756	MEIJER INC #021 Q01 KALAMAZOO MI		299.80
05-28	05-25	05436848146000423427335	USPS PO 2549110002 KALAMAZOO MI		363.65

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	25,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	5,326.11	MINIMUM PAYMENT DUE	5,326.11
AVAILABLE CREDIT	19,673.89	PAYMENT DUE DATE	06-22-18

### INDIVIDUAL CARDHOLDER ACTIVITY

SHANNON STUTZ XXXX-XXXX-XXXX-0473	CREDITS \$0.00	PURCHASES \$1,857.34	CASH ADV \$0.00	TOTAL ACTIVITY \$1,857.34
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-30	04-27	55480778117083077112969	TDS METROCOM 8665716662 WI		719.33
05-02	05-02	55432868122200445259030	VZWRSS*APOCC VISA 800-922-0204 FL		80.02
05-07	05-04	55500808124207000000130	J & J LOCKSMITH KALAMAZOO MI		2.50
05-08	05-07	55429508127637943135091	PIXELVINE 8007340751 MI		71.25
05-09	05-08	55429508128637972968700	WWW.PRINTINGSYSTEMS.US 7349465111 MI		188.00
05-14	05-11	05436848132100086068644	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		9.48
05-14	05-13	55429508133637170554941	PIXELVINE 8007340751 MI		65.00
05-28	05-27	55480778147083077382442	TDS METROCOM 8665716662 WI		721.76

JOE BONHOMME XXXX-XXXX-XXXX-8069	CREDITS \$0.00	PURCHASES \$1,470.33	CASH ADV \$0.00	TOTAL ACTIVITY \$1,470.33
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-27	04-26	55310208116083207209565	AMAZON.COM AMZN.COM/BI AMZN.COM/BILL WA		44.18
05-07	05-04	55436878125641251165690	MI STATE POLICE ICHAT 517-2410713 MI		10.00
05-08	05-07	55480778127207896200063	VERDE ENVIRONMENTAL IN 7136916468 TX		370.32
05-09	05-09	85180898115980167426522	MINTCELL.COM/MRCH CRDT 210-798-0087 TX		659.70
05-11	05-10	55432868130200110418093	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA		158.90
05-14	05-12	55432868132200484581789	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA		23.26
05-15	05-14	05227028135500219179227	ACTIVE911 INC 541-223-7992 OR		141.00
05-17	05-16	75418238136055009763496	EREPLACEMENTPARTS.COM 866-3229842 FL		20.90
05-28	05-24	05436848145100076764470	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		42.07

# Kindleberger Park Reservation Form

RECEIVED  
MAY 22 2018  
PAID

Area of park to be reserved:

- Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour block)  
(\$100 deposit required)
- Stage (\$300 non-resident/\$150 resident)(3-hour block)(\$100 deposit required)
- Lower Softball Field (\$25 non-resident, \$10 resident)(only available after 7/31)
- 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)

Name: Herman  
Lamar Blanchard Phone: 269-547-2539  
Full Address: 114 N. Riverview Parkmont, MI 49004  
Email: cbfairwalk@yahoo.com Alt. Phone: 269-266-6001  
Date of Event: 7/28/18 Time: 6:00 p.m.

How many attendees do you anticipate at your event? 60

Will there be music as part of your event? yes

Name of DJ, Musical Performer, Sound Technician: Valynia Jennings

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

\*See park rules on reverse side

Signature: [Signature] Date: 5/22/18

FOR INTERNAL OFFICE USE:

Application received by: Paula Kelley-Copeland Date: 5/22/18  
Payment Received: 250 5/22/18 Receipt #: 10895

APPROVAL  
Signature: [Signature] Date: \_\_\_\_\_

# Kindleberger Park Reservation Form

Area of park to be reserved:

- Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour block)  
(\$100 deposit required)
- Stage (\$300 non-resident/\$150 resident)(3-hour block)(\$100 deposit required)
- Lower Softball Field (\$25 non-resident, \$10 resident)(only available after 7/31)
- 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)

Name: Therese Tatum Phone: 269-870-3037  
Full Address: 3025 Mt Olive Rd  
Email: Theretatum@gmail.com Alt. Phone: \_\_\_\_\_  
Date of Event: 6/30/18 Time: 1:00-5:00

How many attendees do you anticipate at your event? approx 20-25  
Will there be music as part of your event? NO  
Name of DJ, Musical Performer, Sound Technician: N/A  
Will there be decorations, rental chairs/tents/tables: decorations

\*See park rules on reverse side

Therese A Tatum  
Signature \_\_\_\_\_ Date 6/1/18

FOR INTERNAL OFFICE USE:

Application received by: Paula Copeland  
Payment Received: \$100

Date: 6/1/18  
Receipt # 210910

APPROVAL

Nancy S. Stoddard  
Signature \_\_\_\_\_

RECEIVED  
JUN 01 2018  
PAID





# Township of Kalamazoo Police Department

## City of Parchment Quarterly Report

January 1, 2018 to March 31, 2018

**Calls for service:** 482

**Citations:** 86 (56 traffic / 30 parking)

**Arrests:** 19

**Traffic Crashes:** 11; all property damage accidents

### **Significant Events:**

#### ***Case #: 18-000086 – Operating while intoxicated / Flee & Elude***

A TKPD officer witnessed a vehicle traveling southbound Riverview Dr. at a high rate of speed. The officer initiated a traffic stop and the suspect failed to stop. The officer managed to direct the fleeing vehicle to the shoulder of the road. The driver was arrested for operating while intoxicated and flee & elude.

The suspect was charged with OWI 2<sup>nd</sup>, R&O, and is scheduled for preliminary exam.

#### ***Case #: 18-000197 – Stolen automobile***

On 1-20-18, a vehicle was left running in the parking lot of the apartment complex located in the 100 block of E. Thomas. The complainant observed an unknown female get into the driver seat. As the complainant approached the running vehicle, the suspect backed out onto Riverview Dr. and fled the scene. The vehicle was later recovered in the City of Kalamazoo on 2-6-18.

The vehicle was processed for evidence and the information gathered on the potential suspects was forwarded to the TKPD officer assigned to Southwest Commercial Auto Recovery unit (SCAR) for further investigation.

#### ***Case #: 18-000809 – Retail Fraud***

Harding's Market reported a retail fraud of alcohol. The values of the stolen property totaled more than \$108.00 dollars. TKPD investigated and positively identified an individual with an extensive history of retail fraud. Both Harding's Market and TKPD have had prior contacts with the suspect. The suspect and merchandise were not located during the initial investigation. The case was sent to the Kalamazoo County Prosecuting

Attorney for review. Due to the prior theft charges, the prosecutor authorized the higher charge of retail fraud 2<sup>nd</sup>. The suspect has not yet been arrested.

***Case#: 18-000918 – Flee & Elude / Resist and Obstruct***

At approximately midnight a TKPD officer observed a vehicle with an expired registration sticker and a loud exhaust. The officer initiated a traffic stop for the observed violations. The suspect vehicle accelerated trying to evade the officer. The suspect drove to the dead end of Sturgis St. and once there he fled northwest on foot. The pursuing officer gave chase and ultimately caught and arrested the driver for Flee & Elude as well as Resisting and Obstructing an officer.

The investigating officer determined the suspect had four outstanding warrants. Two warrants were from the Kalamazoo area for felony/dangerous drug charges. The other two warrants were traffic violation warrants from Jackson and Charlotte.

The suspect is out on bond awaiting trial on Flee & Elude, Resist and Obstruct, and Driving while license suspended.

***Case#: 18-001040 – Arson***

The Parchment Fire Department along with TKPD was called to 400 Island Ave on the report of a fire at the Mill. While the fire department was extinguishing the fire, Township Officers located four individuals walking in the area. Initially, officers had no reason to hold the four youths. Within hours of the fire TKPD received information that one of the individuals that was stopped earlier had posted incriminating evidence on social media.

KTPD collected formal statements from all the suspects and seized cell phones for the investigation. The investigation is ongoing, however we anticipate being able to charge two suspect with arson.



# Township of Kalamazoo Police Department

## *City of Parchment Annual Report*

January 1, 2017 – December 31, 2017

**Call for service / Events taken:** 2,021 / 415

**Citations:** 306 Traffic Citations / 148 Illegal Parking Citations

**Arrests:** 74

**Traffic Crashes:** Fatal Crashes: 0  
Personal Injury: 2  
Property Damage: 29

**Parchment Fire Dispatches:** 164

ORDINANCE NO. \_\_\_\_\_

CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CITY OF PARCHMENT, KALAMAZOO COUNTY, MICHIGAN, for a period of thirty years.

THE CITY OF PARCHMENT ORDAINS:

SECTION 1. GRANT, TERM. The CITY OF PARCHMENT, KALAMAZOO COUNTY, MICHIGAN, hereby grants to the Consumers Energy Company, a Michigan corporation, its successors and assigns, hereinafter called the "Grantee," the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CITY OF PARCHMENT, KALAMAZOO COUNTY, MICHIGAN, for a period of thirty years.

SECTION 2. CONSIDERATION. In consideration of the rights, power and authority hereby granted, said Grantee shall faithfully perform all things required by the terms hereof.

SECTION 3. CONDITIONS. No highway, street, alley, bridge, waterway or other public place used by said Grantee shall be obstructed longer than necessary during the work of construction or repair, and shall be restored to the same order and condition as when said work was commenced. All of Grantee's pipes and mains shall be so placed in the highways and other public places as not to unnecessarily interfere with the use thereof for highway purposes.

SECTION 4. HOLD HARMLESS. Said Grantee shall at all times keep and save the City free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the structures and equipment hereby authorized. In case any action is commenced against the City on account of the permission herein given, said Grantee shall, upon notice, defend the City and save it free and harmless from all loss, cost and damage arising out of such negligent construction and maintenance.

SECTION 5. EXTENSIONS. Said Grantee shall construct and extend its gas distribution system within said City and shall furnish gas to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 6. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive. Either manufactured or natural gas may be furnished hereunder.

SECTION 7. RATES. Said Grantee shall be entitled to charge the inhabitants of said City for gas furnished therein, the rates as approved by the Michigan Public Service Commission, to which Commission or its successors authority and jurisdiction to fix and regulate gas rates and rules regulating such service in said City, are hereby granted for the term of this franchise. Such rates and rules shall be subject to review and change at any time upon petition therefor being made by either said City, acting by its City Commission, or by said Grantee.

SECTION 8. REVOCATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by the party desiring such revocation.

SECTION 9. MICHIGAN PUBLIC SERVICE COMMISSION, JURISDICTION. Said Grantee shall, as to all other conditions and elements of service not herein fixed, be and remain subject to the reasonable rules and regulations of the Michigan Public Service Commission or its successors, applicable to gas service in said City.

SECTION 10. REPEALER. This ordinance, when accepted and published as herein provided, shall repeal and supersede the provisions of a gas ordinance adopted by the City Commission on July 19, 1988 entitled:

AN ORDINANCE, granting to CONSUMERS POWER COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges and other public places, and to do a local gas business in the CITY OF PARCHEMENT, KALAMAZOO COUNTY, MICHIGAN for a period of thirty years.

and amendments, if any, to such ordinance whereby a gas franchise was granted to Consumers Energy Company.

SECTION 11. EFFECTIVE DATE. This ordinance shall take effect upon the day after the date of publication thereof; provided, however, it shall cease and be of no effect after sixty days from its adoption unless within said period the Grantee shall accept the same in writing filed with the City Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said City and said Grantee.

We certify that the foregoing Franchise Ordinance was duly enacted by the City Commission of the CITY OF PARCHEMENT, KALAMAZOO COUNTY, MICHIGAN, on the \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Robert Britigan III, City Mayor

Attest:

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

CLERK CERTIFICATION

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF KALAMAZOO    )

I, \_\_\_\_\_, City Clerk of the CITY OF PARCMENT, KALAMAZOO COUNTY, MICHIGAN, DO HEREBY CERTIFY that the annexed is a true and correct copy of the ordinance granting CONSUMERS ENERGY COMPANY, a gas franchise, as adopted by the City Commission at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_, 2018, after said Ordinance had previously been introduced at a regular meeting of the City Commission on the \_\_\_\_ day of \_\_\_\_\_, 2018.

I FURTHER CERTIFY that the acceptance, a copy of which is attached hereto, was filed with me as City Clerk, on the \_\_\_\_ day of \_\_\_\_\_, 2018; that I have compared the attached copies with the original records in my office, and that the same are true and correct transcripts therefrom.

I FURTHER CERTIFY that a copy of the foregoing ordinance was published, as appears by proof thereof on file in my office, in *The Gazette*, a newspaper circulated in the CITY OF PARCMENT, KALAMAZOO COUNTY, MICHIGAN, on the \_\_\_\_ day of \_\_\_\_\_, 2018; and that all of said proceedings were regular and in accordance with all legal requirements.

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

Dated: \_\_\_\_\_, 2018

**SAMPLE CLERK CERTIFICATION  
(TWO MEETINGS / ONE PUBLICATION)**

CLERK CERTIFICATION

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF KALAMAZOO    )

I, (clerk's name), Clerk of the CITY OF PARCHEMENT, KALAMAZOO COUNTY, MICHIGAN, DO HEREBY CERTIFY that the annexed is a true and correct copy of the ordinance granting Consumers Energy Company, a gas franchise, as adopted by the City Commission at a regular meeting on the \_\_\_\_\_ day of (adoption date), 2018 after said Ordinance had previously been introduced at a regular meeting of the City Commission on the \_\_\_\_\_ day of (introduction date), 2018.

I FURTHER CERTIFY that the acceptance, a copy of which is attached hereto, was filed with me as City Clerk, on the \_\_\_\_\_ day of (date acceptance filed with clerk), 2018; that I have compared the attached copies with the original records in my office, and that the same are true and correct transcripts therefrom.

I FURTHER CERTIFY that a copy of the foregoing ordinance was published, as appears by proof thereof on file in my office, in *The Gazette*, a newspaper circulated in the CITY OF PARCHEMENT, KALAMAZOO COUNTY, MICHIGAN, on the \_\_\_\_\_ day of (publication date), 2018; and that all of said proceedings were regular and in accordance with all legal requirements.

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

Dated: \_\_\_\_\_, 2018

City of Parchment  
2018-2019

Resolution to Establish the 2018 Millage Rate

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 4, 2018 the following millage resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2018; 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	39,316,612
PERSONAL PROPERTY	1,790,000
TOTAL ASSESSMENT ROLLS	\$41,106,612

WHEREAS, the City Commission has adopted a budget for the 2018-19 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 2018 for operating purposes; and

WHEREAS, the City Commission of the City of Parchment did hold a public hearing Monday, May 21, 2018 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 2018 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 \$731,200 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 2018-2019 GENERAL OPERATIONS in the amount of \$731,200.

The roll call vote was as follows:

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

Resolution declared adopted this 4th day of June, 2018.

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Shannon Stutz  
Treasurer/Clerk

INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW

KALAMAZOO COUNTY

TAXING JURISDICTION:

Parchment City

2017 Unit Total Taxable Value	(Prior TV)	41,245,998
Losses to prior Taxable Value (MCL 211.34d)	(Losses TV)	562,750
Additions (MCL211.34d)	(Additions TV)	147,200
2018 Unit Total Final Taxable Value (based on S.E.V.)	(Current TV)	41,106,612
2018 Unit Total Taxable Value based on Assessed Valuation	(AV based TV)	41,106,612
2018 Unit Total Taxable Value based on C.E.V.	(CEV based TV)	41,106,612
2017 Inflation Rate (for 2018 Calculations)	(2017 CPI)	1.021

1. Section 211.34d, M.C.L., "Headlee" (for each unit of local government)

See STC Bulletins 3 of 1995 and 3 of 1997 regarding the calculation of additions and losses.

$$\frac{\begin{matrix} ( 2017 \text{ Total T.V.} & - & \text{Losses} & ) \times \text{CPI} \\ ( 41,245,998 & - & 562,750 & ) \times 1.021 \end{matrix}}{\begin{matrix} ( 41,106,612 & - & 147,200 & ) \\ ( 2018 \text{ Total T.V.} & - & \text{Additions} & ) \end{matrix}} = \frac{41,537,596}{40,959,412} = \boxed{1.0000}$$

2018 Millage Reduction Fraction (Headlee)

ACTUAL 1.0141 Round to 4 decimal places in the conventional manner.

2a. Section 211.34, M.C.L., "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. for 2018 only)

$$\frac{2018 \text{ Unit Total Taxable Value based on AV}}{2018 \text{ Unit Total Final Taxable Value (based on S.E.V.)}} = \frac{41,106,612}{41,106,612} = \boxed{1.0000}$$

2018 Rollback Fraction (Truth in Assessing)

ACTUAL 1.0000 Round to 4 decimal places in the conventional manner.

See STC Bulletin No.3 of 2018 for more information regarding this calculation.

2b. Section 211.34, M.C.L., "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2018 only)

$$\frac{2018 \text{ Unit Total Taxable Value based on C.E.V.}}{2018 \text{ Unit Total Final Taxable Value (based on S.E.V.)}} = \frac{41,106,612}{41,106,612} = \boxed{1.0000}$$

2018 Rollback Fraction (Truth in County Equalization)

ACTUAL 1.0000 Round to 4 decimal places in the conventional manner.

See STC Bulletin No.3 of 2018 for more information regarding this calculation.

3. Section 211.24e, M.C.L., "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2017 only)

$$\frac{\begin{matrix} ( 2,017 \text{ Total T.V.} & - & \text{Losses} & ) \\ ( 41,245,998 & - & 562,750 & ) \end{matrix}}{\begin{matrix} ( 41,106,612 & - & 147,200 & ) \\ ( 2018 \text{ Total T.V.} & - & \text{Additions} & ) \end{matrix}} = \frac{40,683,248}{40,959,412} = \boxed{0.9933}$$

2018 Base Tax Rate Fraction (Truth in Taxation)

Round to 4 decimal places in the conventional manner.

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

NOTE: The truth in taxation BTRF is independent from the cumulative millage reductions provided by MCL sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X last year's Operating Rate levied.



