



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

February 3, 2020

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 Robin Madaras

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes

From the City Commission Regular Meeting Minutes of January 20, 2020

5. Additions/Changes to the Agenda - Approval

6. 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.*

7. 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:

- i. Warrant No. 1404 – receive
- ii. Credit Card Statement – approve
- iii. Financial Statements thru December 31, 2019 - receive

8. Unfinished Business

- A. Ordinance to Adopt 2018 NFPA Fire Code – Second Reading
- B. Food Truck Ordinance - discussion

9. New Business

- A. Tetra Tech Additional Request for Monitoring Wells - approve

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 JANUARY 20, 2020.

1. Call to order

Mayor Britigan called the meeting to order at 7:00 p.m. He led everyone saying the Pledge of Allegiance.

2. Roll Call.

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

Absent: None.

4. Minutes

Moved by Commissioner Evans, supported by Commissioner Bagley to approve the amended Minutes of the January 6, 2020 Regular Meeting.

Motion Carried.

5. Additions or changes to the agenda.

None. Moved by Commissioner Emmons, supported by Vice Mayor Jordan to accept the agenda. **Motion Carried.**

6. Citizen Comments – Items ON the Agenda

None.

7. Consent Agenda

A. Moved by Commissioner Bagley, supported by Commissioner Evans to receive the consent agenda items. **Motion Carried.**

8. Unfinished Business

None.

9. New Business

A. Andrew Alspach, Emergency Management Planner presentation – receive. Mr. Alspach discussed the County's hazard mitigation plan, noting that our community has more experience than other communities he's visited. He explained the structure of the department (under the Sheriff). He added that this plan will qualify our city for federal funding if a disaster is declared. Moved by Commissioner Fooy, supported by Commissioner Bagley to agree to participate in the planning process. **Motion Carried.**

B. Sean McBride, Executive Director, Central County Transportation Authority (CCTA) Presentation – receive. Mr. McBride discussed the millage on the March 10 election, local ridership, infrastructure enhancements planned, and new technologies the CCTA is using.

C. Ordinance 218 to Adopt 2018NFPA Fire Code – First Reading. City Manager Stoddard explained that Chief Obreiter brought this to her attention, stating that this ordinance is needed considering the mill property sale. This will require proper sprinkling systems in new construction, proper fire lanes, and many other stipulations. Attorney Soltis added that since Kalamazoo Township is now contracted to provide our fire service, we should have our ordinances in line with theirs. Discussion took place. Moved by Commissioner Bagley, supported by Commissioner Evans to adopt the NFPA Fire Code Ordinance as presented for 1st Reading. **Motion Carried.**

D. Household Hazardous Waste Contract with Kalamazoo County - approve. Mayor Britigan stated that this is for the 2020 calendar year. Treasurer Stutz added that the City's spending/use hasn't varied over the last few years, so she recommended no increase over the prior year. Moved by Commissioner Fooy, supported by Commissioner Bagley to approve the HHW contract with Kalamazoo County for \$2200, and authorize the City Manager or Mayor to sign the agreement presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

E. Food Truck Rally – Kalamazoo Experiential Learning Center. Mayor Britigan reported receiving a request from KELC regarding using Parchment as a stop on their Food Truck Rally on the Road event, noting it is information-gathering

only at this point. As a member of this Food Truck group, Commissioner Emmons explained their wish to expose more communities to their food, expand awareness, etc. Attorney Soltis suggested that a mobile food vendor ordinance might be in order. Moved by Commissioner Emmons, supported by Commissioner Evans to authorize the City Manager to investigate further. **Motion Carried.** Moved by Commissioner Bagley, supported by Vice Mayor Jordan to authorize Attorney Soltis to do some background investigation of such an ordinance and authorize the City Manager to follow up with the Commission at the next meeting. **Motion Carried.**

10. Citizen Comments

None.

11. Mayor and Commissioner Comments

Commissioner Madaras noted that she is unable to attend the mill tour Saturday, but will reschedule for when she returns.

Commissioner Fooy reported his attendance at a Planning Commission Meeting and he commends them for the work they do. He mentioned seeing a first draft of their master plan, adding that he was impressed.

Vice Mayor Jordan advised the group on a work session he attended regarding Kalamazoo City's water and wastewater. He said the bottom line is that the City is looking to improve their infrastructure (among other things) and that they were recommending increasing rates a bit from prior year. He added that the City of Kalamazoo also discussed the smell that most attribute to the wastewater plant is actually Graphics Packaging, who is cooperating with the City to lessen the odors.

Mayor Britigan mentioned that the Commissioners have The Review publication at their seats, adding that this issue is particularly good, and relates well to our city. He then reminded everyone about the MML Capital Conference in March, and our City's budget work session on February 3, after the regular meeting.

12. City Manager Comments/Reports

City Manager Stoddard gave her thanks to Andrew Alspach and Sean McBride for their presentations. She then invited all who had concerns to call or visit City Hall to discuss with her, her door is always open.

13. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Madaras and supported by all to adjourn the meeting at 8:32 p.m.

Shannon Stutz
City Clerk



City of Parchment
Check Register Report
Warrant 1404

Check #	Vendor Name	Check Description	Amount
MERCANTILE Checks			
35714	01/15/2020 CINTAS	Uniform Rental & Towels	350.68
35715	01/15/2020 CLARK TECHNICAL SERVICES	Computer Support-2 months	825.00
35716	01/15/2020 CORNERSTONE TECHNOLOGIES	Monthly Contract-1/4 to 2/3/20	153.03
35717	01/15/2020 JAMES DUBY	Health Care Reimbursement	1,500.00
35718	01/15/2020 ENGINEERED PROTECTION SYSTEMS	Water Treatment-2/1 to 4/30/20	181.41
35719	01/15/2020 FRANCO TYP-POSTALIA, INC.	2 Ink Jet Cartridges-Postage Meter	260.52
35720	01/15/2020 GABRIDGE & COMPANY, PLC	Final Billing 6/30/19 Audit	5,000.00
35721	01/15/2020 KALAMAZOO CITY TREASURER	DPW	567.67
35722	01/15/2020 KALAMAZOO COUNTY CLERK	Election Supplies/Replace Modem	747.18
35723	01/15/2020 KALAMAZOO OIL CO.	Fuel Charges-12/16 to 12/30/19	329.32
35724	01/15/2020 REHMANN ROBSON	Update GASB for 2019 Census Da	500.00
35725	01/15/2020 REPUBLIC SERVICES #249	City Wide Pickup-January	8,523.00
35726	01/15/2020 SBAM PLAN	Employee & Retiree Ins-January	24,298.89
35727	01/15/2020 SHRED-IT USA	Shredding Services	196.00
35728	01/15/2020 NANCY STODDARD	Health Care Reimbursement	66.76
35729	01/15/2020 PHIL WOLTHUIS	Health Care Reimbursement	1,977.24

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	4,458.95	MINIMUM PAYMENT DUE	4,458.95
AVAILABLE CREDIT	10,541.05	PAYMENT DUE DATE	01-21-20

CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT
XXXX-XXXX-XXXX-1546

TOTAL CORPORATE ACTIVITY
\$5,372.00 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
12-23	12-23		AUTO PAYMENT DEDUCTION	5,372.00 CR

INDIVIDUAL CARDHOLDER ACTIVITY

PHIL WOLTHUIS
XXXX-XXXX-XXXX-1793

CREDITS \$0.00 PURCHASES \$991.29 CASH ADV \$0.00 TOTAL ACTIVITY \$991.29

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
12-04	12-03	02305379338000615579306	USPS PO 2549110002 KALAMAZOO MI		70.35
12-04	12-03	05227029337300251038280	RIETH RILEY KALAMAZOO 269-343-4525 MI		802.60
12-06	12-05	75500599339900016100027	KFS PERFORMANCE KALAMAZOO MI		47.03
12-09	12-06	02305379341000650806320	TRACTOR SUPPLY #1272 KALAMAZOO MI		8.99
12-19	12-18	55453709353042000007390	ADVANCE AUTO PARTS #17 KALAMAZOO MI		25.69
12-23	12-19	55207399354910373878191	RADWELL INTERNATIONAL WILLINGBORO NJ		36.63

BILL CAHILL
XXXX-XXXX-XXXX-1801

CREDITS \$0.00 PURCHASES \$148.00 CASH ADV \$0.00 TOTAL ACTIVITY \$148.00

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
12-19	12-18	05227029352300261442357	OKUNS V A 5 KALAMAZOO MI		148.00

JIM DUBY
XXXX-XXXX-XXXX-1892

CREDITS \$10.97 PURCHASES \$96.85 CASH ADV \$0.00 TOTAL ACTIVITY \$85.88

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
11-27	11-26	55548079330400008416935	GALES TRUE VALUE HARDW KALAMAZOO MI		9.45
12-03	12-02	02305379337000574461307	TRACTOR SUPPLY #1272 KALAMAZOO MI		10.97 CR
12-03	12-02	02305379337000574461224	TRACTOR SUPPLY #1272 KALAMAZOO MI		10.97
12-03	12-02	55310209336286248300143	MUFFLER MAN KALAMAZOO MI		21.20
12-13	12-11	02305379346100091196854	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		11.27
12-18	12-16	02305379351200093836036	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		43.96

CAMRON J BOEKHOVEN
XXXX-XXXX-XXXX-9114

CREDITS \$0.00 PURCHASES \$246.19 CASH ADV \$0.00 TOTAL ACTIVITY \$246.19

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
11-27	11-26	05436849331400097833961	WM SUPERCENTER #5064 KALAMAZOO MI		51.92
12-10	12-09	75217699344530000024613	EDWARDS INDUSTRIAL SAL KALAMAZOO MI		79.28
12-11	12-10	55453709345042000097541	ADVANCE AUTO PARTS #17 KALAMAZOO MI		4.89
12-12	12-11	55453709346042000006806	ADVANCE AUTO PARTS #17 KALAMAZOO MI		11.94
12-23	12-20	85179249356980005541091	STEENSMA LAWN AND POWE PLAINWELL MI		36.40
12-23	12-20	02305379355100105152776	MENARDS KALAMAZOO MI KALAMAZOO MI		61.76

SHANNON STUTZ
XXXX-XXXX-XXXX-0473

CREDITS \$0.00 PURCHASES \$2,987.59 CASH ADV \$0.00 TOTAL ACTIVITY \$2,987.59

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
-----------	------------	------------------	-------------------------	-----	--------

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	4,458.95	MINIMUM PAYMENT DUE	4,458.95
AVAILABLE CREDIT	10,541.05	PAYMENT DUE DATE	01-21-20

INDIVIDUAL CARDHOLDER ACTIVITY

11-29	11-28	55432869332200724981522	SPECTRUM 855-707-7328 MO	74.98
12-04	12-03	85138509337900019478917	LAKE MICHIGAN MAILERS 269-3839333 MI	455.33
12-05	12-04	85500599338900017800021	MICHIGAN MUNICIPAL LEA 734-662-3246 MI	85.00
12-09	12-07	55429509341637688461817	PIXELVINE 8007340751 MI	71.25
12-09	12-07	05410199342105048164401	QUILL CORPORATION 800-982-3400 SC	133.98
12-12	12-12	55432869346200528399701	SPECTRUM 855-707-7328 MO	74.98
12-16	12-13	55429509347637017869536	PIXELVINE 8007340751 MI	65.00
12-18	12-17	55436879352643520417060	STATE OF MI MIDEAL 517-2847000 MI	180.00
12-18	12-17	85500599351900018779333	MUSIC THEATRE INTL 800-889-7242 NY	1,650.00
12-26	12-25	05410199359105232935939	QUILL CORPORATION 800-982-3400 SC	97.10
12-26	12-26	55432869360200261691950	SPECTRUM 855-707-7328 MO	99.97

REVENUE/EXPENDITURE REPORT

THRU DEC 31, 2019

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019 CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 101 - GENERAL FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
404.000 Tax Revenue	687,000.00	687,000.00	673,815.00	0.00	0.00	98.08
405.000 Taxes - Industrial Facilities	3,400.00	3,400.00	3,391.00	0.00	0.00	99.74
441.000 Local Community Slab Share Tax	54,100.00	54,100.00	67,414.25	67,414.25	0.00	124.61
445.000 Penalty on Taxes	2,600.00	2,600.00	1,026.46	554.42	32.13	39.48
448.000 1% Collection Fees	24,500.00	24,500.00	21,416.04	324.38	160.35	87.41
451.000 License and Fees	9,200.00	9,200.00	4,246.06	980.93	250.00	46.15
452.000 Cablevision Fees	14,300.00	14,300.00	6,510.17	3,241.96	0.00	45.53
453.000 Recreation Fees	2,600.00	2,600.00	0.00	0.00	0.00	0.00
454.000 Solid Waste Collections	116,300.00	116,300.00	49,245.97	24,248.68	24.00	42.34
475.011 Historical Marker	0.00	0.00	565.00	25.00	0.00	0.00
575.000 State Sales Tax	196,500.00	196,500.00	67,803.00	33,763.00	0.00	34.51
632.000 Charges for Services Rendered	500.00	500.00	939.60	250.00	0.00	187.92
662.000 Traffic Fines	7,100.00	7,100.00	1,577.07	710.49	0.00	22.21
664.000 Interest on Investments	4,100.00	4,100.00	639.19	78.02	-42.88	15.59
680.000 Reimbursement for Overhead	230,000.00	230,000.00	0.00	0.00	0.00	0.00
693.000 Sale of Capital Assets	0.00	0.00	5,950.00	5,950.00	0.00	0.00
694.000 Miscellaneous	15,900.00	15,900.00	-1,469.88	-2,469.88	1,200.00	-9.24
695.000 Other Financing Sources	0.00	0.00	14,610.00	14,610.00	8,679.00	0.00
696.000 Deposits Over & Short	0.00	0.00	0.05	1.00	1.00	0.00
Dept: 000.000	1,368,100.00	1,368,100.00	917,678.98	149,682.25	10,303.60	67.08
Revenues	1,368,100.00	1,368,100.00	917,678.98	149,682.25	10,303.60	67.08
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	7,000.00	7,000.00	2,550.00	2,030.00	380.00	36.43
715.000 Social Security	1,000.00	1,000.00	107.88	75.64	23.56	10.79
720.000 Worker's Compensation	330.00	330.00	1.93	1.02	0.22	0.58
722.000 Medicare	240.00	240.00	25.23	17.69	5.51	10.51
740.000 Operating Supplies	700.00	700.00	853.68	853.68	0.00	121.95
800.000 Professional/Contractual Serv.	10,200.00	10,200.00	34,444.90	10,086.30	6,413.80	337.70
830.000 Memberships & Dues	1,500.00	1,500.00	185.00	185.00	85.00	12.33
860.000 Institutes & Training	0.00	0.00	384.85	0.00	0.00	0.00
880.000 Community Promotion	1,000.00	1,000.00	1,740.00	1,245.00	380.00	174.00
880.001 Wassailing Contribution	2,000.00	2,000.00	0.00	0.00	0.00	0.00
900.000 Printing & Publishing	2,000.00	2,000.00	1,292.37	667.57	0.00	64.62
955.000 Miscellaneous	300.00	300.00	0.00	0.00	0.00	0.00
967.000 Property Development	0.00	0.00	-15,386.22	-15,386.22	-15,386.22	0.00
999.000 Transfer to other Fund	2,300.00	2,300.00	0.00	0.00	0.00	0.00

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 101 - GENERAL FUND

Expenditures

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Legislative	28,570.00	28,570.00	26,199.62	-224.32	-8,098.13	91.70
Dept: 200.000 Administration	119,500.00	119,500.00	51,054.66	24,825.00	8,275.00	42.72
702.000 Payroll - Full Time	55,000.00	55,000.00	18,964.11	9,217.81	2,920.03	34.48
703.000 Payroll - Part Time	10,900.00	10,900.00	4,293.23	2,086.69	686.10	39.39
715.000 Social Security	61,000.00	61,000.00	18,227.92	3,994.00	17.52	29.88
716.000 Hospital/Life Insurance	4,000.00	4,000.00	885.14	0.00	0.00	22.13
716.001 Insurance Deductible	9,600.00	9,600.00	18,086.56	10,508.13	3,209.36	188.40
718.000 Pension	730.00	730.00	196.92	108.30	36.10	26.98
720.000 Worker's Compensation	2,500.00	2,500.00	1,040.55	487.99	160.45	41.62
722.000 Medicare	9,600.00	9,600.00	0.00	0.00	0.00	0.00
724.000 ICMA Retirement Benefit	3,100.00	3,100.00	2,776.87	899.25	306.10	89.58
730.000 Postage	4,300.00	4,300.00	1,703.35	572.05	153.03	39.61
740.000 Operating Supplies	2,000.00	2,000.00	426.10	291.10	291.10	21.31
775.000 Repair & Maintenance Supplies	6,100.00	6,100.00	33,296.39	30,763.71	29,561.50	545.84
800.000 Professional/Contractual Serv.	9,200.00	9,200.00	5,999.34	1,168.75	715.00	65.21
805.000 Computer Services	1,200.00	1,200.00	840.49	636.49	187.50	70.04
830.000 Memberships & Dues	7,100.00	7,100.00	4,035.02	1,970.01	656.67	56.83
850.000 Communications	4,100.00	4,100.00	3,545.84	1,387.17	579.80	86.48
860.000 Institutes & Training	2,600.00	2,600.00	27.60	0.00	0.00	1.06
900.000 Printing & Publishing	6,500.00	6,500.00	3,180.00	1,630.00	0.00	48.92
910.000 Insurance & Bonds	4,100.00	4,100.00	2,229.00	1,238.54	499.66	54.37
920.000 Utilities	2,000.00	2,000.00	3,813.67	3,348.87	1,569.53	190.68
930.000 Repair & Maint.Contractors	0.00	0.00	2,750.00	0.00	0.00	0.00
955.000 Miscellaneous	0.00	0.00	1,490.02	305.00	0.00	0.00
970.000 Capital	325,130.00	325,130.00	178,862.78	95,438.86	49,824.45	55.01
Administration	15,000.00	15,000.00	7,862.50	3,206.25	756.25	52.42
Dept: 210.000 Legal Services	9,200.00	9,200.00	1,312.50	437.50	218.75	14.27
801.000 Attorney - General	24,200.00	24,200.00	9,175.00	3,643.75	975.00	37.91
802.000 Attorney-Police Matters	9,500.00	9,500.00	3,720.00	2,830.00	830.00	39.16
Legal Services	600.00	600.00	230.64	175.46	51.46	38.44
Dept: 300.000 Police	13,800.00	13,800.00	6,874.80	3,437.40	1,145.80	49.82
703.000 Payroll - Part Time	100.00	100.00	53.95	41.04	12.04	53.95
715.000 Social Security	337,400.00	337,400.00	152,086.50	76,043.25	25,347.75	45.08
719.000 Hospital Insurance - Retirees	0.00	0.00	70.00	0.00	0.00	0.00
722.000 Medicare	800.000 Professional/Contractual Serv.					
800.000 Professional/Contractual Serv.						
955.000 Miscellaneous						

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019 CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 101 - GENERAL FUND

Expenditures

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Police	361,400.00	361,400.00	163,035.89	82,597.15	27,387.05	45.11
Dept: 336.000 Fire						
703.000 Payroll - Part Time	43,700.00	43,700.00	25,445.56	13,252.61	3,861.16	58.23
715.000 Social Security	2,900.00	2,900.00	275.62	170.67	22.39	9.50
717.000 Life Insurance	1,200.00	1,200.00	0.00	0.00	0.00	0.00
720.000 Worker's Compensation	1,200.00	1,200.00	143.86	72.57	15.43	11.99
722.000 Medicare	600.00	600.00	64.45	39.90	5.23	10.74
740.000 Operating Supplies	6,100.00	6,100.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	1,000.00	1,000.00	235.65	134.02	0.00	23.57
775.000 Repair & Maintenance Supplies	1,000.00	1,000.00	0.00	0.00	0.00	0.00
780.000 Safety Supplies	100.00	100.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	7,300.00	7,300.00	2,362.23	1,173.08	0.00	32.36
830.000 Memberships & Dues	1,500.00	1,500.00	1,400.00	0.00	0.00	93.33
850.000 Communications	3,700.00	3,700.00	1,978.83	1,469.02	569.61	53.48
860.000 Institutes & Training	4,300.00	4,300.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	14,300.00	14,300.00	7,772.00	3,991.50	0.00	54.35
920.000 Utilities	2,700.00	2,700.00	1,081.80	606.30	257.41	40.07
930.000 Repair & Maint.Contractors	13,500.00	13,500.00	1,745.21	0.00	0.00	12.93
970.000 Capital	18,400.00	18,400.00	0.00	0.00	0.00	0.00
Fire	123,500.00	123,500.00	42,505.21	20,909.67	4,731.23	34.42
Dept: 440.000 Public Services						
702.000 Payroll - Full Time	68,000.00	68,000.00	27,548.90	15,696.68	5,628.52	40.51
715.000 Social Security	4,225.00	4,225.00	2,428.81	1,332.46	492.82	57.49
716.000 Hospital/Life Insurance	28,850.00	28,850.00	13,671.55	5,973.44	2,403.25	47.39
716.001 Insurance Deductible	2,000.00	2,000.00	3,605.84	2,314.27	1,273.67	180.29
718.000 Pension	28,910.00	28,910.00	8,707.51	5,231.70	1,624.46	30.12
719.000 Hospital Insurance - Retirees	13,900.00	13,900.00	6,874.80	3,437.40	1,145.80	49.46
720.000 Worker's Compensation	2,400.00	2,400.00	1,327.19	730.56	261.36	55.30
722.000 Medicare	990.00	990.00	567.99	311.61	115.26	57.37
740.000 Operating Supplies	500.00	500.00	133.98	133.98	133.98	26.80
746.000 Gasoline & Oil	4,100.00	4,100.00	1,827.67	1,164.78	507.23	44.58
775.000 Repair & Maintenance Supplies	7,700.00	7,700.00	4,038.01	1,877.48	467.07	52.44
780.000 Safety Supplies	500.00	500.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	900.00	900.00	401.00	175.50	0.00	44.56
810.000 Rubbish Collection Charges	100,000.00	100,000.00	58,132.49	26,096.10	8,523.00	58.13
815.000 Uniform Rental	2,900.00	2,900.00	1,583.19	705.22	317.76	56.49
850.000 Communications	900.00	900.00	449.88	224.94	74.98	49.99
860.000 Institutes & Training	300.00	300.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	500.00	500.00	309.27	309.27	0.00	61.85

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 101 - GENERAL FUND

Expenditures	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Dept: 440.000 Public Services						
910.000 Insurance & Bonds	5,600.00	5,600.00	2,834.00	1,450.50	0.00	50.61
920.000 Utilities	8,200.00	8,200.00	3,242.04	2,078.74	894.02	39.54
926.000 Street Lighting	28,600.00	28,600.00	16,184.00	7,992.07	2,615.06	56.59
930.000 Repair & Maint Contractors	10,700.00	10,700.00	5,505.45	3,350.10	299.69	51.45
955.000 Miscellaneous	0.00	0.00	71.28	0.00	0.00	0.00
970.000 Capital	0.00	0.00	136,601.00	0.00	0.00	0.00
991.000 Debt Retirement-Principal	17,300.00	17,300.00	9,074.08	4,557.65	1,523.82	52.45
995.000 Interest Expense	1,900.00	1,900.00	407.24	183.01	56.40	21.43
Public Services	339,875.00	339,875.00	305,527.17	85,327.46	28,358.15	89.91
Dept: 751.000 Parks, Recreation & Culture						
702.000 Payroll - Full Time	44,200.00	44,200.00	17,352.96	8,504.78	2,548.80	39.26
703.000 Payroll - Part Time	7,400.00	7,400.00	2,684.70	0.00	0.00	36.28
715.000 Social Security	2,750.00	2,750.00	1,203.30	524.18	157.28	43.76
716.000 Hospital/Life Insurance	14,450.00	14,450.00	1,456.96	18.80	5.41	10.08
716.001 Insurance Deductible	1,000.00	1,000.00	0.00	0.00	0.00	0.00
718.000 Pension	19,000.00	19,000.00	6,149.76	3,588.78	1,110.08	32.37
720.000 Worker's Compensation	1,200.00	1,200.00	699.18	329.41	101.74	58.27
722.000 Medicare	650.00	650.00	281.42	122.59	36.77	43.30
746.000 Gasoline & Oil	2,600.00	2,600.00	1,468.21	353.76	89.75	56.47
775.000 Repair & Maintenance Supplies	8,400.00	8,400.00	1,622.76	147.68	0.00	19.32
780.000 Safety Supplies	400.00	400.00	-16.94	0.00	0.00	-4.24
800.000 Professional/Contractual Serv.	300.00	300.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	6,300.00	6,300.00	3,620.00	1,860.00	0.00	57.46
920.000 Utilities	6,700.00	6,700.00	3,320.97	2,161.86	492.99	49.57
930.000 Repair & Maint Contractors	15,300.00	15,300.00	2,180.35	940.35	0.00	14.25
970.000 Capital	0.00	0.00	-632.00	0.00	0.00	0.00
Parks, Recreation & Culture	130,650.00	130,650.00	41,391.63	18,552.19	4,542.82	31.68
Expenditures	1,333,325.00	1,333,325.00	766,697.30	306,244.76	107,720.57	57.51
Grand Total Net Effect:	34,775.00	34,775.00	150,981.68	-156,562.51	-97,416.97	434.01

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019 CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 202 - MAJOR STREET FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
546.000 State Grants - Act 51	142,800.00	142,800.00	62,827.22	24,775.20	12,222.92	44.00
694.000 Miscellaneous	0.00	0.00	1,443.94	1,443.94	0.00	0.00
Dept: 000.000	142,800.00	142,800.00	64,271.16	26,219.14	12,222.92	45.01
Revenues	142,800.00	142,800.00	64,271.16	26,219.14	12,222.92	45.01
Expenditures						
Dept: 451.000 Construction						
930.000 Repair & Maint.Contractors	34,000.00	34,000.00	0.00	0.00	0.00	0.00
Construction	34,000.00	34,000.00	0.00	0.00	0.00	0.00
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	5,000.00	5,000.00	1,178.48	678.48	226.16	23.57
715.000 Social Security	310.00	310.00	72.27	41.59	13.87	23.31
716.000 Hospital/Life Insurance	1,800.00	1,800.00	76.09	1.40	0.46	4.23
716.001 Insurance Deductible	125.00	125.00	0.00	0.00	0.00	0.00
718.000 Pension	2,150.00	2,150.00	455.38	272.79	87.71	21.18
720.000 Worker's Compensation	320.00	320.00	93.07	45.66	15.22	29.08
722.000 Medicare	75.00	75.00	16.91	9.73	3.25	22.55
746.000 Gasoline & Oil	300.00	300.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	2,200.00	2,200.00	401.30	401.30	401.30	18.24
930.000 Repair & Maint.Contractors	2,000.00	2,000.00	2,974.33	2,974.33	0.00	148.72
Routine Maintenance	14,280.00	14,280.00	5,267.83	4,425.28	747.97	36.89
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	4,750.00	4,750.00	1,190.69	653.94	217.98	25.07
715.000 Social Security	300.00	300.00	72.95	40.09	13.37	24.32
716.000 Hospital/Life Insurance	1,750.00	1,750.00	115.71	1.34	0.44	6.61
716.001 Insurance Deductible	120.00	120.00	0.00	0.00	0.00	0.00
718.000 Pension	2,020.00	2,020.00	459.41	273.21	84.54	22.74
720.000 Worker's Compensation	300.00	300.00	93.83	43.98	14.66	31.28
722.000 Medicare	70.00	70.00	17.04	9.37	3.13	24.34
746.000 Gasoline & Oil	500.00	500.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	2,400.00	2,400.00	514.33	225.57	0.00	21.43
930.000 Repair & Maint.Contractors	12,000.00	12,000.00	7,229.11	4,100.78	539.87	60.24
Traffic Services	24,210.00	24,210.00	9,693.07	5,348.28	873.99	40.04
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	6,150.00	6,150.00	2,036.71	940.02	313.34	33.12
715.000 Social Security	390.00	390.00	124.32	57.33	19.13	31.88

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 202 - MAJOR STREET FUND

Expenditures

Dept: 478.000 Winter Maintenance

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
716.000 Hospital/Life Insurance	2,400.00	2,400.00	256.39	1.93	0.63	10.68
716.001 Insurance Deductible	165.00	165.00	0.00	0.00	0.00	0.00
718.000 Pension	2,620.00	2,620.00	670.72	397.91	121.53	25.60
720.000 Worker's Compensation	400.00	400.00	137.15	63.30	21.10	34.29
722.000 Medicare	90.00	90.00	29.08	13.41	4.47	32.31
746.000 Gasoline & Oil	900.00	900.00	242.03	0.00	0.00	26.89
753.000 Salt	9,700.00	9,700.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint. Contractors	0.00	0.00	892.44	892.44	0.00	0.00
Winter Maintenance	22,815.00	22,815.00	4,388.84	2,366.34	480.20	19.24
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,160.00	1,160.00	566.54	261.48	87.16	48.84
715.000 Social Security	70.00	70.00	34.14	15.73	5.25	48.77
716.000 Hospital/Life Insurance	590.00	590.00	127.30	0.53	0.17	21.58
718.000 Pension	500.00	500.00	186.56	110.68	33.80	37.31
720.000 Worker's Compensation	15.00	15.00	38.09	17.58	5.86	253.93
722.000 Medicare	15.00	15.00	7.96	3.67	1.23	53.07
960.000 Administrative Overhead	17,000.00	17,000.00	0.00	0.00	0.00	0.00
999.000 Transfer to other Fund	20,400.00	20,400.00	0.00	0.00	0.00	0.00
Administration	39,750.00	39,750.00	960.59	409.67	133.47	2.42
Expenditures	135,055.00	135,055.00	20,310.33	12,549.57	2,235.63	15.04
Grand Total Net Effect:	7,745.00	7,745.00	43,960.83	13,669.57	9,987.29	567.60

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 203 - LOCAL STREET FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
546.000 State Grants - Act 51	52,000.00	52,000.00	26,108.94	10,295.70	5,079.42	50.21
676.202 Transfer From Major Street	20,400.00	20,400.00	0.00	0.00	0.00	0.00
Dept: 000.000	72,400.00	72,400.00	26,108.94	10,295.70	5,079.42	36.06
Revenues	72,400.00	72,400.00	26,108.94	10,295.70	5,079.42	36.06
Expenditures						
Dept: 451.000 Construction						
800.000 Professional/Contractual Serv.	0.00	0.00	40,295.00	0.00	0.00	0.00
Construction	0.00	0.00	40,295.00	0.00	0.00	0.00
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	6,300.00	6,300.00	1,265.64	678.48	226.16	20.09
715.000 Social Security	390.00	390.00	77.50	41.59	13.87	19.87
716.000 Hospital/Life Insurance	2,450.00	2,450.00	129.06	1.40	0.46	5.27
716.001 Insurance Deductible	170.00	170.00	0.00	0.00	0.00	0.00
718.000 Pension	2,700.00	2,700.00	484.10	287.19	87.71	17.93
720.000 Worker's Compensation	400.00	400.00	98.93	45.66	15.22	24.73
722.000 Medicare	90.00	90.00	18.13	9.73	3.25	20.14
746.000 Gasoline & Oil	300.00	300.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	3,100.00	3,100.00	401.30	401.30	401.30	12.95
930.000 Repair & Maint Contractors	1,000.00	1,000.00	0.00	0.00	0.00	0.00
Routine Maintenance	16,900.00	16,900.00	2,474.66	1,465.35	747.97	14.64
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	6,000.00	6,000.00	1,212.47	653.94	217.98	20.21
715.000 Social Security	370.00	370.00	74.25	40.09	13.37	20.07
716.000 Hospital/Life Insurance	2,300.00	2,300.00	128.94	1.34	0.44	5.61
716.001 Insurance Deductible	160.00	160.00	0.00	0.00	0.00	0.00
718.000 Pension	2,520.00	2,520.00	466.59	276.81	84.54	18.52
720.000 Worker's Compensation	375.00	375.00	95.29	43.98	14.66	25.41
722.000 Medicare	85.00	85.00	17.35	9.37	3.13	20.41
746.000 Gasoline & Oil	500.00	500.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	4,500.00	4,500.00	760.51	225.57	0.00	16.90
930.000 Repair & Maint Contractors	600.00	600.00	0.00	0.00	0.00	0.00
Traffic Services	17,410.00	17,410.00	2,755.40	1,251.10	334.12	15.83
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	6,300.00	6,300.00	2,036.71	940.02	313.34	32.33
715.000 Social Security	390.00	390.00	124.13	57.24	19.10	31.83

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 203 - LOCAL STREET FUND

Expenditures

Dept: 478.000 Winter Maintenance

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
716.000 Hospital/Life Insurance	2,450.00	2,450.00	256.34	1.93	0.64	10.46
716.001 Insurance Deductible	170.00	170.00	0.00	0.00	0.00	0.00
718.000 Pension	2,700.00	2,700.00	670.72	397.91	121.53	24.84
720.000 Worker's Compensation	400.00	400.00	137.15	63.30	21.10	34.29
722.000 Medicare	90.00	90.00	28.90	13.32	4.44	32.11
746.000 Gasoline & Oil	900.00	900.00	242.03	0.00	0.00	26.89
753.000 Salt	9,700.00	9,700.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	0.00	0.00	613.19	613.19	0.00	0.00
Winter Maintenance	23,100.00	23,100.00	4,109.17	2,086.91	480.15	17.79
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,450.00	1,450.00	566.54	261.48	87.16	39.07
715.000 Social Security	90.00	90.00	34.14	15.73	5.25	37.93
716.000 Hospital/Life Insurance	740.00	740.00	127.30	0.53	0.17	17.20
718.000 Pension	615.00	615.00	186.56	110.68	33.80	30.33
720.000 Worker's Compensation	15.00	15.00	38.09	17.58	5.86	253.93
722.000 Medicare	20.00	20.00	7.96	3.67	1.23	39.80
960.000 Administrative Overhead	16,300.00	16,300.00	0.00	0.00	0.00	0.00
Administration	19,230.00	19,230.00	960.59	409.67	133.47	5.00
Expenditures	76,640.00	76,640.00	50,594.82	5,213.03	1,695.71	66.02
Grand Total Net Effect:	-4,240.00	-4,240.00	-24,485.88	5,082.67	3,383.71	577.50

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019 CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 590 - SEWER FUND	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
626.000 Sewer Services	35,000.00	35,000.00	18,476.12	9,451.33	0.00	52.79
663.000 Water & Sewer Penalties	0.00	0.00	94.20	43.26	0.00	0.00
664.000 Interest on Investments	1,800.00	1,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	36,800.00	36,800.00	18,570.32	9,494.59	0.00	50.46
Revenues	36,800.00	36,800.00	18,570.32	9,494.59	0.00	50.46
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	17,100.00	17,100.00	17,106.72	7,627.20	2,179.20	100.04
715.000 Social Security	1,100.00	1,100.00	1,032.49	460.71	132.52	93.86
716.000 Hospital/Life Insurance	5,250.00	5,250.00	7,138.25	2,536.22	794.89	135.97
716.001 Insurance Deductible	500.00	500.00	0.00	0.00	0.00	0.00
718.000 Pension	7,300.00	7,300.00	5,947.74	3,567.11	1,056.47	81.48
720.000 Worker's Compensation	400.00	400.00	404.59	176.18	50.34	101.15
722.000 Medicare	250.00	250.00	241.50	107.75	30.99	96.60
775.000 Repair & Maintenance Supplies	0.00	0.00	64.12	39.92	0.00	0.00
800.000 Professional/Contractual Serv.	16,300.00	16,300.00	1,494.72	1,494.72	1,494.72	9.17
815.000 Uniform Rental	500.00	500.00	191.77	95.88	29.51	38.35
910.000 Insurance & Bonds	10,200.00	10,200.00	5,463.00	2,804.00	0.00	53.56
920.000 Utilities	2,300.00	2,300.00	1,052.41	584.27	184.02	45.76
930.000 Repair & Maint. Contractors	15,000.00	15,000.00	0.00	0.00	0.00	21.00
960.000 Administrative Overhead	88,000.00	88,000.00	0.00	0.00	0.00	0.00
968.000 Depreciation	13,300.00	13,300.00	0.00	0.00	0.00	0.00
Dept: 000.000	177,500.00	177,500.00	40,137.31	19,493.96	5,952.66	24.39
Expenditures	177,500.00	177,500.00	40,137.31	19,493.96	5,952.66	24.39
Grand Total Net Effect:	-140,700.00	-140,700.00	-21,566.99	-9,999.37	-5,952.66	17.57

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 12/1/2019 to 12/31/2019 CY QTD: 10/1/2019 to 12/31/2019
CY YTD: 7/1/2019 to 12/31/2019 CY ATD: 7/1/2019 to 6/30/2020

Fund: 591 - WATER FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
540.000 State Grants	328,500.00	328,500.00	141,332.92	22,972.42	5,188.91	43.02
645.000 Sale of Fixed Assets	0.00	0.00	12,000.00	0.00	0.00	0.00
663.000 Water & Sewer Penalties	0.00	0.00	401.73	160.88	0.00	0.00
Dept: 000.000	328,500.00	328,500.00	153,734.65	23,133.30	5,188.91	46.80
Revenues	328,500.00	328,500.00	153,734.65	23,133.30	5,188.91	46.80
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	33,800.00	33,800.00	16,801.30	8,118.25	2,765.05	49.71
715.000 Social Security	2,100.00	2,100.00	1,016.40	491.19	166.90	48.40
716.000 Hospital/Life Insurance	15,700.00	15,700.00	6,458.22	2,681.15	940.99	41.14
716.001 Insurance Deductible	1,500.00	1,500.00	1,040.59	1,040.59	0.00	69.37
718.000 Pension	14,400.00	14,400.00	5,393.52	3,140.58	1,056.47	37.46
720.000 Worker's Compensation	1,150.00	1,150.00	600.58	283.32	96.50	52.22
722.000 Medicare	500.00	500.00	237.91	114.97	39.05	47.58
740.000 Operating Supplies	500.00	500.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	5,100.00	5,100.00	617.89	262.98	109.04	12.12
775.000 Repair & Maintenance Supplies	10,200.00	10,200.00	80.18	55.23	55.23	0.79
776.000 Vehicle Maintenance	1,300.00	1,300.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	365,000.00	365,000.00	187,139.46	46,119.97	5,904.50	51.27
815.000 Uniform Rental	500.00	500.00	191.73	95.87	29.49	38.35
850.000 Communications	0.00	0.00	374.90	149.96	0.00	0.00
910.000 Insurance & Bonds	8,250.00	8,250.00	0.00	0.00	0.00	0.00
920.000 Utilities	15,000.00	15,000.00	2,985.38	1,837.98	734.19	19.90
930.000 Repair & Maint Contractors	0.00	0.00	755.70	1,500.00	0.00	0.00
960.000 Administrative Overhead	89,000.00	89,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	564,000.00	564,000.00	223,693.76	65,892.04	11,897.41	39.34
Expenditures	564,000.00	564,000.00	223,693.76	65,892.04	11,897.41	39.34
Grand Total Net Effect:	-235,500.00	-235,500.00	-69,959.11	-42,758.74	-6,708.50	28.93

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

CITY OF PARCHMENT
KALAMAZOO COUNTY, MICHIGAN

ORDINANCE 218

AN ORDINANCE TO AMEND THE PARCHMENT CITY CODE OF ORDINANCES TO ADD A NEW CHAPTER 16 TO ADOPT THE NFPA 1/UNIFORM FIRE CODE, 2018 EDITION; TO REPEAL ALL OTHER ORDINANCES OR PARTS THEREIN INCONSISTENT OR CONTRARY TO THIS ORDINANCE; AND TO PROVIDE FOR AN EFFECTIVE DATE FOR THIS ORDINANCE.

THE CITY OF PARCHMENT ORDAINS:

ARTICLE I

A new chapter, Chapter 16, Fire Regulations, is hereby added and shall now read:

Chapter 16

FIRE REGULATIONS

ARTICLE II

Chapter 16, Article I, 2018 Uniform Fire Code, Sections 16-1 through 16-15, is hereby added and shall now read:

Sec. 16-1. Title.

This Ordinance shall be known and cited as the "City of Parchment Uniform Fire Code Ordinance."

Sec. 16-2. Adoption of NFPA 1/Uniform Fire Code, 2018 Edition.

A certain document or booklet, which is marked and entitled as "NFPA 1/UNIFORM FIRE CODE, 2018 EDITION" and the annexes and index thereto and any amendments thereto, said Code being published by the National Fire Protection Association, official copies of which are on file in the office of the Kalamazoo Charter Township Fire Department and which may be examined by the general public during regular business hours or by appointment, is hereby adopted by reference as if fully set

forth herein. Each and all of the regulations, provisions, penalties, conditions and terms thereof, except as they may hereafter be modified, shall be deemed adopted and made a part hereof by this reference as if fully set forth in this Ordinance.

Sec. 16-3. Conflicts.

Section 1.3.3 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, regarding "Conflicts" is hereby amended to add Section 1.3.3.3 as follows:

"1.3.3.3. Where a conflict between this document and the Michigan Construction Code occurs, the specific requirements of the Michigan Construction Code shall apply."

Sec. 16.4. Board of Appeals.

Section 1.10.1.1 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"1.10.1.1. A Board of Appeals shall be established consisting of members and alternate members who shall be appointed by the City Commission and whom by reason of education, experience and knowledge and are deemed to be competent to sit in judgment on matters concerning this Code and its enforcement."

Sec. 16.5. Open Fires.

Section 10.10 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended by the deletion of subsections 10.10.1 through 10.10.9 thereunder and by the addition of the following language:

"10.10 Open fires, incinerators and commercial fireplaces shall be regulated by separate City Ordinance."

Section 16.6. Premises Marking.

Section 10.11.1.2 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"10.11.1.2 Address number (other than 1 or 2 family dwellings) shall be a minimum of 10 inches (254 mm) high with a minimum stroke width of 2 inches (50.8 mm)."

Section 16.7. Records.

Section 13.3.3.4.3.1.1 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"13.3.3.4.3.1.1 Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be copied to the Fire Marshal using a system as specified by the Fire Marshal."

Section 16.8. Existing Apartment Buildings.

Section 13.7.2.18.1 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"13.7.2.18.1 Apartment buildings with more than two stories or with more than 11 dwelling units, other than those meeting 13.7.2.8.1.2 of NFPA 101, shall be provided with a fire alarm system in accordance with Section 13.7 and NFPA 101, except as modified by 31.3.4.5.4 of NFPA 101. (101:31.3.4.1.1)."

Section 16.9. Indication of Central Station Service.

Section 13.7.3.4 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"13.7.3.4 Fire alarm systems required by this chapter or by the International Building Code shall be monitored by a listed central station as defined in NFPA 72. A Certificate or Placard shall be issued by a recognized listing organization that has listed the prime contractor for all newly installed fire alarm systems in commercial occupancies in accordance with NFPA 72. This regulation shall apply to all fire alarm systems that are newly installed in commercial occupancies for which permits are required. Any existing fire alarm system in a commercial occupancy wherein the fire alarm control panel and/or alarm system components are to be replaced shall be considered newly installed for the purposes of this section. Also, where there is reasonable cause due to non-compliance or faulty conditions, the Fire Marshal may require an existing fire alarm system meet the same requirement as a newly installed system. Central station service, in full compliance with the 2016 Edition of NFPA 72, shall be maintained at the protected property, so long as the requirement for the alarm system exists."

Section 16.10. Fire Department Access Roads.

Section 18.2.3.5.1.1. of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"18.2.3.5.1.1 Fire Department access road shall have an unobstructed width of not less than 25 ft. (7.62m)."

Section 16.11. Marking of Fire Department Access Roads.

Section 18.2.3.6.1 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"18.2.3.6.1 Where required by the AHJ, Approved Signs, with the language of "FIRE LANE - NO PARKING, STOPPING OR STANDING" shall be provided and maintained to identify Fire Department access roads or to prohibit the obstruction thereof or both."

Section 16.12. Means of Egress Inspection.

Section 20.1.5.1.1 of the said NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, is hereby amended to read as follows:

"20.1.5.1.1 Means of Egress Inspection. The building owner or agent of all public assembly occupancies shall inspect the means of egress to ensure it is maintained free of obstructions, and correct any deficiencies found, prior to each opening of the building to the public and prepare and maintain records of the date and time of each inspection on approved forms, listing any deficiencies found and any action taken to correct them."

Section 16.13. Fire Protection Services.

A new section designated 13.1.13 is hereby added to the NFPA 1/UNIFORM FIRE CODE, 2018 EDITION to read, in its entirety, as follows:

"13.1.13 Signage on Fire Department Connections. Fire Department Connections (FC) shall be signed/marked so as to be easily identified at the time of an emergency. Signage shall be white on red reflective signage and letters shall be at least 6 inches in height and approved by the AHJ."

Section 16.14. Water Supplies and Fire Hydrants.

A new section designated 18.3.4.2 is hereby added to NFPA 1/UNIFORM FIRE CODE, 2018 EDITION, to read, in its entirety, as follows:

"18.3.4.2 Fire Hydrant and Stand Pipe Signage. All fire hydrants shall be identified by signage as utilized by the local water provider or approved by the AHJ. Stand Pipes shall be identified as such by signage approved by the AHJ."

Section 16.15. Violations.

Any person, firm, association, partnership, corporation or governmental entity who violates any of the provisions of this Ordinance or fails to comply with a duly authorized Order issued pursuant to this Ordinance shall be deemed to be responsible for a municipal civil infraction as defined by Michigan Statute which shall be punishable in accordance with the following schedule:

	<u>Minimum Fine</u>	<u>Maximum Fine</u>
1 st offense within 3 year period*	\$150.00	\$500.00
2 nd offense within 3 year period*	\$250.00	\$500.00
3 rd offense within 3 year period*	\$350.00	\$500.00
4 th or more offense within 3 year period*	\$500.00	\$500.00

*Determined on the date of commission of the offense(s).

Additionally, the violator shall pay costs which may include all expenses, direct and indirect, the City of Parchment has incurred in connection with the municipal civil infraction. In no case, however, shall costs of less than \$10.00 nor more than \$500.00 be ordered. In addition, the City shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order or other appropriate remedy to compel compliance with this Ordinance. Each day that a violation of this Ordinance exists shall constitute a separate violation.

ARTICLE III

All Ordinances or parts thereof in conflict herewith are hereby repealed and shall be of no further force and effect.

ARTICLE IV

Any and all sections, terms, provisions and/or clauses herein shall be deemed independent and severable. Should any court of competent jurisdiction hold any section, term, provision or clause void and/or invalid, all remaining sections, terms, provisions and/or clauses not held void and/or invalid shall continue in force and effect.

ARTICLE V

This Ordinance shall take force and effect 30 days after publication of a summary hereof, after adoption by the City Commission.

CERTIFICATE

I, Shannon Stutz, City of Parchment Clerk, do hereby certify that the foregoing City of Parchment Ordinance Number 218 was adopted by the City Commission at a regular meeting held on _____, 2020, and that the following is a record of the vote of the members of said City Commission on said Ordinance:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Shannon Stutz
Clerk

**AMENDMENT TO LICENSE AGREEMENT TO TAKE BORING SAMPLES AND
INSTALL MONITORING WELLS ON PARCHMENT PROPERTY**

THIS AGREEMENT made as of the ____ day of _____, 2020, by and between the City of Parchment ("City"), a Home Rule City, whose address is 650 South Riverview Drive, Parchment, MI 49004; and Tetra Tech, Inc. ("Tetra Tech"), whose address is 710 Avis Drive, Suite 100, Ann Arbor, MI 48108, is as follows:

RECITALS

WHEREAS, the parties entered in an Agreement to allow Tetra Tech to take boring samples and install monitoring wells dated November 19, 2018, July 15, 2019, and September 3, 2019; and

WHEREAS, that Agreement provided for certain locations for the taking of boring samples and installing monitoring wells; and

WHEREAS, Tetra Tech wishes to continue to access monitoring wells installed in accordance with the Agreement to take groundwater samples and groundwater elevation measurements; and

WHEREAS, the City is willing to permit Tetra Tech to continue to access monitoring wells installed in accordance with the Agreement to take groundwater samples and groundwater elevation measurements; and

WHEREAS, the parties are willing to amend the License Agreement referenced herein to include access to Monitoring Well numbers MW1911A, MW1911B, MW1911C, and MW1914A as shown on Exhibit A attached.

NOW, THEREFORE, IT IS HEREBY AGREED that Tetra Tech may continue to access Monitoring Well numbers MW1911A, MW1911B, MW1911C, and MW1914A upon the same terms and conditions as set forth in the License Agreement to take boring samples and install monitoring wells on Parchment property dated November 19, 2018, July 15, 2019, and September 3, 2019.

IT IS FURTHER AGREED that all other provisions of the License Agreement to Take Boring Samples and Install Monitoring Wells on Parchment Property dated November 19, 2018, July 15, 2019, and September 3, 2019, not in conflict herewith shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

WITNESSED BY:

CITY OF PARCHMENT

By:
Its:

WITNESSED BY:

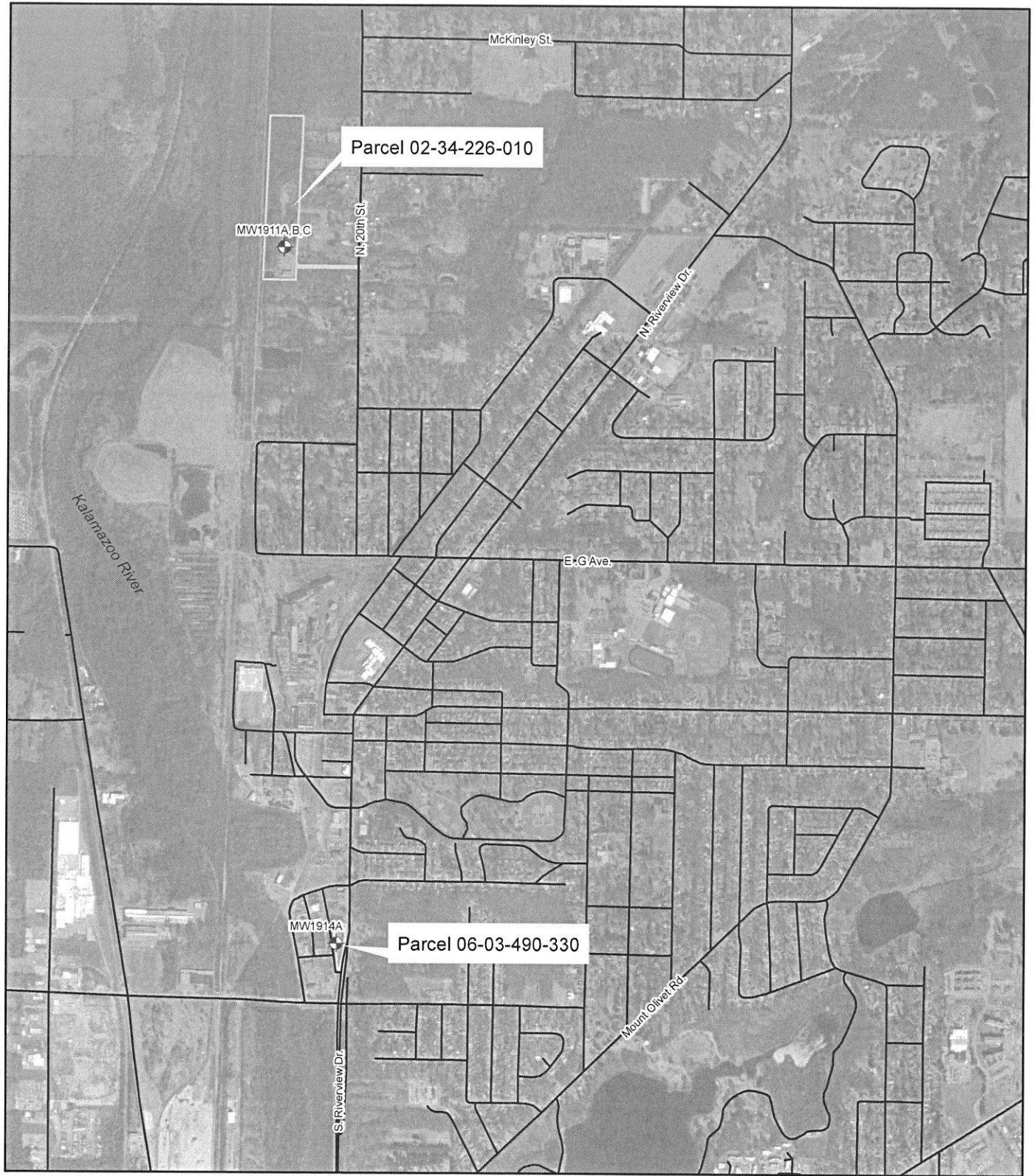
CITY OF PARCHMENT

By:
Its:




WITNESSED BY:

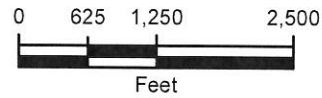
TETRA TECH, INC.

By:
Its:



Base Map Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

-  Monitoring Wells
-  Roads
-  Parcel Boundaries



ORIGINAL BY: JMM
 DATE: 1/2/2020
 REVISED BY: JMM
 DATE: 1/6/2020

HYDROGEOLOGIC INVESTIGATION
 GEORGIA-PACIFIC
 PARCHMENT, MICHIGAN
 GROUNDWATER MONITORING WELL
 LOCATIONS ON CITY OF PARCHMENT PROPERTIES

EXHIBIT
 A