



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

August 17, 2020 - Virtual

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. Roll Call

3. Approval of Minutes

From the City Commission Regular Meeting Minutes of August 3, 2020

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:

- *State your name and address for the records*
- *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:

- i. Warrant No. 1418 – approve
- ii. Credit Card Statement – approve
- iii. Monthly Financial Report for July 2020 - receive
- iv. Kindleberger Park Pavilion 2 Rental – Hiscock Bridal Shower – approve
- v. Kindleberger Park Sunken Garden – Heasley Wedding – approve
- vi. Kindleberger Park Sunken Garden – Bell Wedding – approve
- vii. Kindleberger Park Sunken Garden – Seelman Wedding – approve
- viii. Kindleberger Park Sunken Garden – Meeth Wedding – approve
- ix. Kindleberger Park Pavilion 3 Rental – Roberts Graduation – approve
- x. Kindleberger Park Stage – Memorial Flora-Smith – approve
- xi. Kindleberger Park Stage – Fields Wedding – approve
- xii. Kindleberger Park Sunken Garden – Echols Graduation Open House – approve
- xiii. Kindleberger Park Pavilion 4 Rental – Brown Birthday Party – approve
- xiv. Kindleberger Park Pavilion 1 Rental – Hawley Wedding – approve
- xv. Kindleberger Park Pavilion 4 Rental – Gaddle Baby Shower – approve
- xvi. Kindleberger park Picnic Pavilion Rental – Such Memorial - approve
- xvii. KABA July 2020 Report - receive

7. Unfinished Business

- A. Redevelopment and Reimbursement Agreement – Howard Property - approve

8. New Business

- A. 2019 Annual Report for Township of Kalamazoo Police Department Presentation– Chief Ergang
- B. Sale of Abandoned Parcel #06-02-140-988 - approve

9. Master Plan – Commission Discussion and Comments

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

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY AUGUST 3, 2020.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to Coronavirus shutdown) at 7:00 p.m.

2. Roll Call.

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

Absent: None.

3. Minutes

Moved by Commissioner Bagley, supported by Commissioner Emmons to approve the amended Minutes of the July 20, 2020 Regular Meeting. 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.

4. Additions or changes to the agenda.

Add 8 C.Task Force on annexing Kalamazoo Township parcels. Moved by Commissioner Emmons, supported by Vice Mayor Jordan to accept the revised agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Vice Mayor Jordan, supported by Commissioner Evans to receive the consent agenda items. 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.

7. Unfinished Business

A. Resolution 20-8 Terminating the Brownfield Plan Parcel 06-03-226-038 - approval. LC Howard Attorney Steve Sielatycki explained that the process begins locally whereby the Brownfield authority recommends action to the Commission, and from there, it goes on to the county and the state. He noted that not all costs are to be borne by Parchment, some are the county and state. He went on to say that the tax capture does not take away any current taxes received, it is only the incremental change that is captured by the authority, so there is no “depletion”. David Stegink reported that Brownfield programs help by leveling the playing field for development of sites who are challenged with blight, contamination or other environmental factors. Commissioner Fooy asked about whether the state budget changes from Covid will affect the availability of money for such projects. Attorney Sielatycki said that this is school tax capture, so it’s more like LC Howard will pay the tax, then get some back. Discussion continued, regarding the time frame of the plan, with Attorney Sielatycki saying it’s LC Howard’s estimate to be complete in 20 years. Moved by Commissioner Fooy, supported by Commissioner Evans to approve the Termination of the Brownfield Plan for Parcel 06-03-226-038. 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.

B. Resolution 20-9 to Approve the Brownfield Plan, in Accordance with ACT 381 – approval. Moved by Commissioner Fooy, supported by Commissioner Emmons to approve a Brownfield Plan pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended. 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.

8. New Business

A. Master Plan Presentation – Chairperson Kent DeBoer – Receive. City Manager Stoddard began by explaining that the Planning Commission has been at work for an extended period of time in consultation with Lee Adams, the president of South Central Michigan Planning Council. The working Master Plan has been approved for City Commissioners’ review. Mr. DeBoer noted the two years of work, thirteen meetings, and the community survey results as a critical component. He then explained that the document provides guidance for land use and development to future city projects and hoped the Commissioners spend some time “getting to know” the document. The public comment period is concurrent with the Commission comment period, as well as input from adjacent communities. Attorney Soltis added that the Master Plan underlies zoning in the city – it is the practical application of its vision.

B. KABA New Member, City of Galesburg - approval. City Manager Stoddard explained that this is standard procedure for the addition of a new member, all existing members must approve. Moved by Commissioner Emmons, supported by Commissioner Madaras, to approve the addition of the City of Galesburg to the Kalamazoo Area Building Authority. 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.

C. Task Force to investigate border with Kalamazoo Township. Commissioner Fooy stated he’d spoken with Don Martin, Supervisor of Kalamazoo Township, who he said “seems willing to discuss” the matter. Commissioner Fooy noted he would like to be able to have control over our Riverview corridor.

D. Public Safety Advisory Committee report – receive. Commissioner Bagley stated he felt the 6 month review of the fire contract was going well. Mike Conner, added that he had a medical 911 call recently and the fire department responded quickly, saying he was “impressed”.

9. Citizen Comments

Louis Reyna, 3232 Mt Olivet, noted he was interested in the paper mill property.

10. Mayor and Commissioner Comments

Commissioner Madaras thanked Mike Conner for sharing his positive feedback on the fire department.

Commissioner Evans expressed happiness at finally moving forward with the mill property.

Commissioner Fooy expressed his view that the taxes are complicated with regard to the Brownfield, that he was looking forward to more development.

Commissioner Emmons thanked the Planning Commission for their work on the Master Plan, saying he was looking forward to getting into it.

Mayor Britigan also thanked the Planning Commission, as well as the Public Safety Advisory group. He then praised the Commission saying they were “all Brownfield experts now”.

11. City Manager Comments/Reports

City Manager Stoddard told of smoke testing in the City’s sanitary sewer lines (in conjunction with the SAW Grant) on August 5. She reminded everyone of the new bulk trash pickup date of August 19 – items need to be out before 6 am that day and can be put out as early as Sunday August 16. The City Manager then added that private gatherings outdoors are still within the Governor’s guidance. She invited all who had questions or concerns to call City Hall to discuss with her.

12. 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 8:14 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1418

Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
35964	07/30/2020	ELLEN BENNETT	Stage Reservation-Denied	550.00
35965	07/30/2020	AFTON BROWN	Overpayment & Dep. Refund 7/18	250.00
35966	07/30/2020	CINTAS	Uniform Rental & Towels	112.84
35967	07/30/2020	COMPANION LIFE	Life & AD&D Ins - August	57.00
35968	07/30/2020	BLAIR HEGNER	Deposit Refund - 07/18/20	100.00
35969	07/30/2020	KALAMAZOO CO. ROAD COMMISSION	G Ave & Traffic Signal	33.87
35970	07/30/2020	KALAMAZOO OIL CO.	Fuel Charges-07/01 to 07/15/20	170.97
35971	07/30/2020	MARTIN SPRING & DRIVELINE	Truck-Road Salter Repair	2,420.30
35972	07/30/2020	PREIN & NEWHOF	SAW Grant to 06/27/20	81,800.97
35973	07/30/2020	NANCY STODDARD	On Line Meeting Platform	15.89
35974	07/30/2020	SHANNON STUTZ	Mileage-April, May, June	52.22
35975	07/30/2020	W.E. UPJOHN INSTITUTE FOR EMPLO	Master Planning Activities	1,937.50

ACCT. NUMBER: XXXX XXXX XXXX 1546			
CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	2,816.44	MINIMUM PAYMENT DUE	2,816.44
AVAILABLE CREDIT	12,183.56	PAYMENT DUE DATE	08-21-20

CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT XXXX-XXXX-XXXX-1546		TOTAL CORPORATE ACTIVITY \$3,708.66 CR		
Post Date	Trans Date	Reference Number	Transaction Description	Amount
07-21	07-21		AUTO PAYMENT DEDUCTION	3,708.66 CR

INDIVIDUAL CARDHOLDER ACTIVITY

BILL CAHILL XXXX-XXXX-XXXX-1801		CREDITS \$0.00	PURCHASES \$371.55	CASH ADV \$0.00	TOTAL ACTIVITY \$371.55
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
06-30	06-29	02305370182000477868926	TRACTOR SUPPLY #1272 KALAMAZOO MI		29.98
07-01	06-29	85179240182700609006682	ONE WAY PRODUCTS 269-343-3772 MI		341.57

JIM DUBY XXXX-XXXX-XXXX-1892		CREDITS \$0.00	PURCHASES \$211.72	CASH ADV \$0.00	TOTAL ACTIVITY \$211.72
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
07-01	06-29	02305370182100081207188	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		8.99
07-01	06-30	05227020182300220093254	OKUNS V A 5 KALAMAZOO MI		202.73

CAMRON J BOEKHOVEN XXXX-XXXX-XXXX-9114		CREDITS \$0.00	PURCHASES \$165.98	CASH ADV \$0.00	TOTAL ACTIVITY \$165.98
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
07-16	07-14	02305370197200072882750	TRACTOR SUPPLY #1272 KALAMAZOO MI		165.98

SHANNON STUTZ XXXX-XXXX-XXXX-0473		CREDITS \$7.46	PURCHASES \$2,074.65	CASH ADV \$0.00	TOTAL ACTIVITY \$2,067.19
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
06-29	06-28	55432860180200345442963	SPECTRUM 855-707-7328 MO		74.98
07-08	07-07	55429500189637841704875	PIXELVINE 8007340751 MI		71.25
07-08	07-07	05227020189300211364592	MARANA GROUP 269-383-9333 MI		443.45
07-09	07-08	55310200190083007901078	AMZN MKTP US AMZN.COM/ AMZN.COM/BILL WA		7.46 CR
07-10	07-09	05227020191300215560290	MARANA GROUP 269-383-9333 MI		395.27
07-13	07-12	55310200194083756395791	AMZN MKTP US*MJ0ZK1K80 AMZN.COM/BILL WA		16.16
07-13	07-12	55432860194200874543581	SPECTRUM 855-707-7328 MO		74.98
07-13	07-11	55432860193200620732620	ULINE *SHIP SUPPLIES 800-295-5510 WI		330.24
07-14	07-13	55429500195637314504093	PIXELVINE 8007340751 MI		65.00
07-20	07-17	05410190199105159013424	QUILL CORPORATION 800-982-3400 SC		38.15
07-20	07-17	85280000201980007700422	GREAT LAKES WINDOW PRO HOLLAND MI		310.00
07-22	07-21	05410190203105159013584	QUILL CORPORATION 800-982-3400 SC		110.20
07-27	07-26	55432860208200331354147	SPECTRUM 855-707-7328 MO		144.97

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

Page: 1
8/10/2020
2:29 pm

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

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	697,865.00	697,865.00	0.00	0.00	0.00	0.00
405.000 Taxes - Industrial Facilities	3,060.00	3,060.00	0.00	0.00	0.00	0.00
441.000 Local Community Stab Share Tax	122,000.00	122,000.00	0.00	0.00	0.00	0.00
445.000 Penalty on Taxes	1,600.00	1,600.00	0.00	0.00	0.00	0.00
448.000 1% Collection Fees	24,400.00	24,400.00	0.00	0.00	0.00	0.00
451.000 License and Fees	9,400.00	9,400.00	1,550.00	1,550.00	1,550.00	16.49
452.000 Cablevision Fees	14,600.00	14,600.00	0.00	0.00	0.00	0.00
453.000 Recreation Fees	2,700.00	2,700.00	0.00	0.00	0.00	0.00
454.000 Solid Waste Collections	118,600.00	118,600.00	41,294.58	41,294.58	41,294.58	34.82
575.000 State Sales Tax	200,400.00	200,400.00	0.00	0.00	0.00	0.00
632.000 Charges for Services Rendered	500.00	500.00	5,325.00	5,325.00	5,325.00	1,065.00
662.000 Traffic Fines	7,200.00	7,200.00	0.00	0.00	0.00	0.00
664.000 Interest on Investments	4,200.00	4,200.00	0.00	0.00	0.00	0.00
680.000 Reimbursement for Overhead	141,000.00	141,000.00	0.00	0.00	0.00	0.00
694.000 Miscellaneous	16,200.00	16,200.00	17,933.00	17,933.00	17,933.00	110.70
Dept: 000.000	1,363,725.00	1,363,725.00	66,102.58	66,102.58	66,102.58	4.85
Revenues	1,363,725.00	1,363,725.00	66,102.58	66,102.58	66,102.58	4.85
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	7,100.00	7,100.00	460.00	670.00	460.00	6.48
715.000 Social Security	1,000.00	1,000.00	28.52	41.54	28.52	2.85
720.000 Worker's Compensation	300.00	300.00	0.22	0.33	0.22	0.07
722.000 Medicare	200.00	200.00	6.67	9.72	6.67	3.34
740.000 Operating Supplies	700.00	700.00	246.82	246.82	246.82	35.26
800.000 Professional/Contractual Serv.	10,400.00	10,400.00	1,937.50	1,937.50	1,937.50	18.63
830.000 Memberships & Dues	1,500.00	1,500.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	1,000.00	1,000.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
955.000 Miscellaneous	300.00	300.00	0.00	0.00	0.00	0.00
Legislative	26,500.00	26,500.00	2,679.73	2,905.91	2,679.73	10.11
Dept: 200.000 Administration						
702.000 Payroll - Full Time	124,000.00	124,000.00	8,456.27	12,698.12	8,456.27	6.82
703.000 Payroll - Part Time	46,000.00	46,000.00	3,065.84	5,106.32	3,065.84	6.66
715.000 Social Security	11,100.00	11,100.00	690.96	1,072.48	690.96	6.22
716.000 Hospital/Life Insurance	55,000.00	55,000.00	7,922.80	9,930.06	7,922.80	14.41

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 200.000 Administration						
716.000 Insurance Deductible	4,100.00	4,100.00	446.32	446.32	446.32	10.89
718.000 Pension	32,000.00	32,000.00	2,744.34	2,744.34	2,744.34	8.58
720.000 Worker's Compensation	700.00	700.00	36.88	36.88	36.88	5.27
722.000 Medicare	2,600.00	2,600.00	161.58	161.58	161.58	6.21
724.000 ICMA Retirement Benefit	9,800.00	9,800.00	0.00	0.00	0.00	0.00
730.000 Postage	3,200.00	3,200.00	0.00	0.00	0.00	0.00
740.000 Operating Supplies	4,400.00	4,400.00	175.98	175.98	175.98	4.00
775.000 Repair & Maintenance Supplies	2,000.00	2,000.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	6,200.00	6,200.00	194.33	194.33	194.33	3.13
805.000 Computer Services	9,400.00	9,400.00	4,113.03	4,113.03	4,113.03	43.76
830.000 Memberships & Dues	1,200.00	1,200.00	7.50	7.50	7.50	0.63
850.000 Communications	7,200.00	7,200.00	572.59	572.59	572.59	7.95
860.000 Institutes & Training	4,200.00	4,200.00	95.28	95.28	95.28	2.27
900.000 Printing & Publishing	2,700.00	2,700.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	6,600.00	6,600.00	0.00	0.00	0.00	0.00
920.000 Utilities	4,200.00	4,200.00	73.11	73.11	73.11	1.74
930.000 Repair & Maint.Contractors	7,500.00	7,500.00	0.00	0.00	0.00	0.00
970.000 Capital	27,000.00	27,000.00	0.00	0.00	0.00	0.00
Administration	371,100.00	371,100.00	28,756.81	37,655.90	28,756.81	7.75
Dept: 210.000 Legal Services						
801.000 Attorney - General	15,300.00	15,300.00	437.50	437.50	437.50	2.86
802.000 Attorney-Police Matters	9,400.00	9,400.00	0.00	0.00	0.00	0.00
Legal Services	24,700.00	24,700.00	437.50	437.50	437.50	1.77
Dept: 300.000 Police						
703.000 Payroll - Part Time	9,700.00	9,700.00	0.00	0.00	0.00	0.00
715.000 Social Security	600.00	600.00	0.00	0.00	0.00	0.00
719.000 Hospital Insurance - Retirees	13,500.00	13,500.00	1,221.73	1,221.73	1,221.73	9.05
722.000 Medicare	100.00	100.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	356,500.00	356,500.00	0.00	0.00	0.00	0.00
Police	380,400.00	380,400.00	1,221.73	1,221.73	1,221.73	0.32
Dept: 336.000 Fire						
740.000 Operating Supplies	5,000.00	5,000.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	1,000.00	1,000.00	27.75	27.75	27.75	2.78
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.	66,900.00	66,900.00	0.00	0.00	0.00	0.00
850.000 Communications	4,300.00	4,300.00	90.00	90.00	90.00	2.09

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 336.000 Fire						
910.000 Insurance & Bonds	9,300.00	9,300.00	0.00	0.00	0.00	0.00
920.000 Utilities	2,700.00	2,700.00	8.13	8.13	8.13	0.30
930.000 Repair & Maint.Contractors	10,500.00	10,500.00	0.00	0.00	0.00	0.00
970.000 Capital	20,000.00	20,000.00	0.00	0.00	0.00	0.00
Fire	120,800.00	120,800.00	125.88	125.88	125.88	0.10
Dept: 440.000 Public Services						
702.000 Payroll - Full Time	78,500.00	78,500.00	4,236.41	6,387.28	4,236.41	5.40
715.000 Social Security	4,900.00	4,900.00	407.57	687.43	407.57	8.32
716.000 Hospital/Life Insurance	29,500.00	29,500.00	3,457.82	5,992.98	3,457.82	11.72
716.001 Insurance Deductible	2,000.00	2,000.00	0.00	0.00	0.00	0.00
718.000 Pension	33,500.00	33,500.00	1,522.18	1,522.18	1,522.18	4.54
719.000 Hospital Insurance - Retirees	9,000.00	9,000.00	1,221.73	1,221.73	1,221.73	13.57
720.000 Worker's Compensation	2,800.00	2,800.00	197.41	297.62	197.41	7.05
722.000 Medicare	1,200.00	1,200.00	95.31	160.76	95.31	7.94
740.000 Operating Supplies	500.00	500.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	4,200.00	4,200.00	176.97	176.97	176.97	4.21
775.000 Repair & Maintenance Supplies	7,900.00	7,900.00	76.57	76.57	76.57	0.97
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	0.00	0.00	0.00	0.00
810.000 Rubbish Collection Charges	110,000.00	110,000.00	0.00	0.00	0.00	0.00
815.000 Uniform Rental	3,000.00	3,000.00	127.32	127.32	127.32	6.08
850.000 Communications	900.00	900.00	0.00	0.00	0.00	0.00
860.000 Institutes & Training	300.00	300.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	500.00	500.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	5,700.00	5,700.00	0.00	0.00	0.00	0.00
920.000 Utilities	8,400.00	8,400.00	81.24	81.24	81.24	0.97
926.000 Street Lighting	29,200.00	29,200.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	10,900.00	10,900.00	0.00	0.00	0.00	0.00
991.000 Debt Retirement-Principal	17,600.00	17,600.00	1,556.47	1,556.47	1,556.47	8.84
995.000 Interest Expense	1,900.00	1,900.00	23.75	23.75	23.75	1.25
Public Services	363,800.00	363,800.00	13,180.75	18,312.30	13,180.75	3.64
Dept: 751.000 Parks, Recreation & Culture						
702.000 Payroll - Full Time	54,000.00	54,000.00	2,898.85	4,359.78	2,898.85	5.37
703.000 Payroll - Part Time	10,000.00	10,000.00	1,268.71	1,975.03	1,268.71	12.69
715.000 Social Security	3,500.00	3,500.00	256.79	390.36	256.79	7.34
716.000 Hospital/Life Insurance	14,800.00	14,800.00	495.79	567.75	495.79	3.35
716.001 Insurance Deductible	1,000.00	1,000.00	0.00	0.00	0.00	0.00
718.000 Pension	23,000.00	23,000.00	944.97	944.97	944.97	4.11

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

REVENUE/EXPENDITURE REPORT

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 751,000 Parks, Recreation & Culture						
720,000 Worker's Compensation	1,500.00	1,500.00	111.85	168.21	111.85	7.46
722,000 Medicare	800.00	800.00	60.06	91.29	60.06	7.51
746,000 Gasoline & Oil	2,700.00	2,700.00	243.09	243.09	243.09	9.00
775,000 Repair & Maintenance Supplies	10,400.00	10,400.00	0.00	0.00	0.00	0.00
780,000 Safety Supplies	400.00	400.00	0.00	0.00	0.00	0.00
910,000 Insurance & Bonds	6,400.00	6,400.00	0.00	0.00	0.00	0.00
920,000 Utilities	6,800.00	6,800.00	427.92	427.92	427.92	6.29
930,000 Repair & Maint.Contractors	28,000.00	28,000.00	2,000.00	2,000.00	2,000.00	7.14
970,000 Capital	10,000.00	10,000.00	0.00	0.00	0.00	0.00
Parks, Recreation & Culture	173,300.00	173,300.00	8,708.03	11,168.40	8,708.03	5.02
Expenditures	1,460,600.00	1,460,600.00	55,110.43	71,827.62	55,110.43	3.78

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

Fund: 202 - MAJOR STREET FUND

Revenues

Dept: 000.000
546.000 State Grants - Act 51

Dept: 000.000

Revenues

Expenditures

Dept: 451.000 Construction

970.000 Capital

Construction

Dept: 463.000 Routine Maintenance

702.000 Payroll - Full Time

715.000 Social Security

716.000 Hospital/Life Insurance

716.001 Insurance Deductible

718.000 Pension

720.000 Worker's Compensation

722.000 Medicare

746.000 Gasoline & Oil

775.000 Repair & Maintenance Supplies

930.000 Repair & Maint.Contractors

Routine Maintenance

Dept: 475.000 Traffic Services

702.000 Payroll - Full Time

715.000 Social Security

716.000 Hospital/Life Insurance

716.001 Insurance Deductible

718.000 Pension

720.000 Worker's Compensation

722.000 Medicare

746.000 Gasoline & Oil

775.000 Repair & Maintenance Supplies

930.000 Repair & Maint.Contractors

Traffic Services

Dept: 478.000 Winter Maintenance

702.000 Payroll - Full Time

715.000 Social Security

716.000 Hospital/Life Insurance

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
163,300.00	163,300.00	163,300.00	8,475.52	8,475.52	8,475.52	5.19
163,300.00	163,300.00	163,300.00	8,475.52	8,475.52	8,475.52	5.19
163,300.00	163,300.00	163,300.00	8,475.52	8,475.52	8,475.52	5.19
10,500.00	10,500.00	10,500.00	0.00	0.00	0.00	0.00
10,500.00	10,500.00	10,500.00	0.00	0.00	0.00	0.00
7,000.00	7,000.00	7,000.00	227.98	342.87	227.98	3.26
450.00	450.00	450.00	13.82	20.79	13.82	3.07
1,800.00	1,800.00	1,800.00	98.42	112.55	98.42	5.47
100.00	100.00	100.00	0.00	0.00	0.00	0.00
3,000.00	3,000.00	3,000.00	74.31	74.31	74.31	2.48
450.00	450.00	450.00	15.34	23.07	15.34	3.41
100.00	100.00	100.00	3.23	4.85	3.23	3.23
300.00	300.00	300.00	0.00	0.00	0.00	0.00
2,200.00	2,200.00	2,200.00	0.00	0.00	0.00	0.00
7,500.00	7,500.00	7,500.00	0.00	0.00	0.00	0.00
22,900.00	22,900.00	22,900.00	433.10	578.44	433.10	1.89
6,700.00	6,700.00	6,700.00	219.72	330.45	219.72	3.28
450.00	450.00	450.00	13.31	20.02	13.31	2.96
1,800.00	1,800.00	1,800.00	98.40	112.52	98.40	5.47
100.00	100.00	100.00	0.00	0.00	0.00	0.00
3,000.00	3,000.00	3,000.00	71.63	71.63	71.63	2.39
450.00	450.00	450.00	14.78	22.23	14.78	3.28
100.00	100.00	100.00	3.10	4.66	3.10	3.10
500.00	500.00	500.00	0.00	0.00	0.00	0.00
2,400.00	2,400.00	2,400.00	0.00	0.00	0.00	0.00
12,200.00	12,200.00	12,200.00	120.00	120.00	120.00	0.98
27,700.00	27,700.00	27,700.00	540.94	681.51	540.94	1.95
8,100.00	8,100.00	8,100.00	315.84	475.01	315.84	3.90
500.00	500.00	500.00	18.94	28.49	18.94	3.79
2,400.00	2,400.00	2,400.00	196.55	224.69	196.55	8.19

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 202 - MAJOR STREET FUND						
Expenditures						
Dept: 478.000 Winter Maintenance						
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	3,500.00	3,500.00	102.96	102.96	102.96	2.94
720.000 Worker's Compensation	525.00	525.00	21.26	31.97	21.26	4.05
722.000 Medicare	120.00	120.00	4.43	6.66	4.43	3.69
746.000 Gasoline & Oil	900.00	900.00	176.95	176.95	176.95	19.66
753.000 Salt	9,900.00	9,900.00	0.00	0.00	0.00	0.00
Winter Maintenance	26,145.00	26,145.00	836.93	1,046.73	836.93	3.20
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,200.00	1,200.00	87.16	130.74	87.16	7.26
715.000 Social Security	100.00	100.00	5.08	7.62	5.08	5.08
716.000 Hospital/Life Insurance	600.00	600.00	97.36	111.16	97.36	16.23
718.000 Pension	500.00	500.00	28.64	28.64	28.64	5.73
720.000 Worker's Compensation	20.00	20.00	5.86	8.79	5.86	29.30
722.000 Medicare	20.00	20.00	1.19	1.79	1.19	5.95
960.000 Administrative Overhead	17,000.00	17,000.00	0.00	0.00	0.00	0.00
Administration	19,440.00	19,440.00	225.29	288.74	225.29	1.16
Expenditures	106,685.00	106,685.00	2,036.26	2,595.42	2,036.26	1.91

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 203 - LOCAL STREET FUND						
Revenues						
Dept: 000.000						
546.000 State Grants - Act 51	66,700.00	66,700.00	3,522.25	3,522.25	3,522.25	5.28
Dept: 000.000	66,700.00	66,700.00	3,522.25	3,522.25	3,522.25	5.28
Revenues	66,700.00	66,700.00	3,522.25	3,522.25	3,522.25	5.28
Expenditures						
Dept: 451.000 Construction						
970.000 Capital	10,500.00	10,500.00	0.00	0.00	0.00	0.00
Construction	10,500.00	10,500.00	0.00	0.00	0.00	0.00
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	8,300.00	8,300.00	227.97	342.86	227.97	2.75
715.000 Social Security	525.00	525.00	13.82	20.79	13.82	2.63
716.000 Hospital/Life Insurance	2,600.00	2,600.00	98.42	112.55	98.42	3.79
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	3,500.00	3,500.00	74.31	74.31	74.31	2.12
720.000 Worker's Compensation	525.00	525.00	15.34	23.07	15.34	2.92
722.000 Medicare	125.00	125.00	3.22	4.84	3.22	2.58
746.000 Gasoline & Oil	300.00	300.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	3,200.00	3,200.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Routine Maintenance	24,275.00	24,275.00	433.08	578.42	433.08	1.78
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	7,850.00	7,850.00	219.72	330.45	219.72	2.80
715.000 Social Security	500.00	500.00	13.31	20.02	13.31	2.66
716.000 Hospital/Life Insurance	2,300.00	2,300.00	98.40	112.52	98.40	4.28
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	3,350.00	3,350.00	71.63	71.63	71.63	2.14
720.000 Worker's Compensation	500.00	500.00	14.78	22.23	14.78	2.96
722.000 Medicare	120.00	120.00	3.10	4.66	3.10	2.58
746.000 Gasoline & Oil	500.00	500.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	4,600.00	4,600.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	600.00	600.00	0.00	0.00	0.00	0.00
Traffic Services	20,520.00	20,520.00	420.94	561.51	420.94	2.05
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	8,300.00	8,300.00	315.84	475.01	315.84	3.81
715.000 Social Security	520.00	520.00	18.91	28.45	18.91	3.64
716.000 Hospital/Life Insurance	2,600.00	2,600.00	196.55	224.69	196.55	7.56

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

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
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	3,550.00	3,550.00	102.96	102.96	102.96	2.90
720.000 Worker's Compensation	525.00	525.00	21.26	31.97	21.26	4.05
722.000 Medicare	125.00	125.00	4.45	6.71	4.45	3.56
746.000 Gasoline & Oil	900.00	900.00	176.95	176.95	176.95	19.66
753.000 Salt	9,900.00	9,900.00	0.00	0.00	0.00	0.00

Winter Maintenance

Dept: 482.000 Administration

702.000 Payroll - Full Time	1,500.00	1,500.00	87.16	130.74	87.16	5.81
715.000 Social Security	100.00	100.00	5.08	7.62	5.08	5.08
716.000 Hospital/Life Insurance	750.00	750.00	97.36	111.16	97.36	12.98
718.000 Pension	650.00	650.00	28.64	28.64	28.64	4.41
720.000 Worker's Compensation	20.00	20.00	5.86	8.79	5.86	29.30
722.000 Medicare	20.00	20.00	1.19	1.79	1.19	5.95
960.000 Administrative Overhead	16,300.00	16,300.00	0.00	0.00	0.00	0.00

Administration

	19,340.00	19,340.00	225.29	288.74	225.29	1.16
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Expenditures

	101,255.00	101,255.00	1,916.23	2,475.41	1,916.23	1.89
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* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 1/1/2020 to 3/31/2020
CY YTD: 1/1/2020 to 7/31/2020 CY ATD: 1/1/2020 to 12/31/2020

Fund: 250 - KINDLEBERGER SUMMER FESTIVAL

	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						
475.001 Arts & Crafts	1,800.00	1,800.00	207.07	361.75	0.00	11.50
475.002 Race/Walk Fees	600.00	600.00	0.00	0.00	0.00	0.00
475.003 Membership Fund Drive	4,800.00	4,800.00	48.25	48.25	0.00	1.01
475.005 Corporate Sponsorships	9,000.00	9,000.00	625.00	625.00	0.00	6.94
475.010 Car Show Proceeds	1,500.00	1,500.00	0.00	0.00	0.00	0.00
590.001 Grants-Irving S Gilmore Found.	32,500.00	32,500.00	0.00	0.00	0.00	0.00
675.001 Fund Raising	10,200.00	10,200.00	300.00	150.00	0.00	2.94
675.002 Fundraiser Dance	1,630.00	1,630.00	14,248.00	13,813.00	0.00	874.11
694.000 Miscellaneous	1,840.00	1,840.00	0.00	0.00	0.00	0.00
Dept: 000.000	63,870.00	63,870.00	15,428.32	14,998.00	0.00	24.16
Revenues						
63,870.00	63,870.00	63,870.00	15,428.32	14,998.00	0.00	24.16
Expenditures						
Dept: 000.000						
779.001 Performance Expense	17,000.00	17,000.00	500.95	500.95	0.00	2.95
779.004 Fest. Day - Arts & Crafts	480.00	480.00	0.00	0.00	0.00	0.00
779.005 Fest. Day-Childrens Area	1,300.00	1,300.00	0.00	0.00	0.00	0.00
779.006 Fest. Day-Parade	200.00	200.00	0.00	0.00	0.00	0.00
779.008 Fund Raising-Dance	6,000.00	6,000.00	11,994.59	11,994.59	0.00	199.91
779.012 Festival - Administration	14,180.00	14,180.00	236.00	236.00	0.00	1.66
779.013 Stage Entertainment	18,500.00	18,500.00	0.00	0.00	0.00	0.00
779.016 Car Show Expenses	1,250.00	1,250.00	209.65	209.65	0.00	16.77
779.020 Publicity	4,960.00	4,960.00	0.00	0.00	0.00	0.00
Dept: 000.000	63,870.00	63,870.00	12,941.19	12,941.19	0.00	20.26
Expenditures						
63,870.00	63,870.00	63,870.00	12,941.19	12,941.19	0.00	20.26

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

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City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

Fund: 251 - Brownfield Redevelopment

	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	56,900.00	56,900.00	0.00	0.00	0.00	0.00
Dept: 000.000	56,900.00	56,900.00	0.00	0.00	0.00	0.00
Revenues	56,900.00	56,900.00	0.00	0.00	0.00	0.00
Expenditures						
Dept: 000.000						
960.000 Administrative Overhead	20,400.00	20,400.00	0.00	0.00	0.00	0.00
991.000 Debt Retirement-Principal	46,700.00	46,700.00	0.00	0.00	0.00	0.00
995.000 Interest Expense	12,800.00	12,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	79,900.00	79,900.00	0.00	0.00	0.00	0.00
Expenditures	79,900.00	79,900.00	0.00	0.00	0.00	0.00

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY AID: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 590 - SEWER FUND						
Revenues						
Dept: 000.000						
626.000 Sewer Services	35,700.00	35,700.00	9,465.29	9,465.29	9,465.29	26.51
664.000 Interest on Investments	1,800.00	1,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	37,500.00	37,500.00	9,465.29	9,465.29	9,465.29	25.24
Revenues						
Dept: 000.000	37,500.00	37,500.00	9,465.29	9,465.29	9,465.29	25.24
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	22,000.00	22,000.00	2,745.80	4,129.60	2,745.80	12.48
715.000 Social Security	1,400.00	1,400.00	160.60	241.58	160.60	11.47
716.000 Hospital/Life Insurance	7,300.00	7,300.00	2,959.17	4,000.64	2,959.17	40.54
716.001 Insurance Deductible	500.00	500.00	0.00	0.00	0.00	0.00
718.000 Pension	9,300.00	9,300.00	895.07	895.07	895.07	9.62
720.000 Worker's Compensation	500.00	500.00	63.43	95.39	63.43	12.69
722.000 Medicare	320.00	320.00	37.56	56.50	37.56	11.74
800.000 Professional/Contractual Serv.	16,000.00	16,000.00	0.00	0.00	0.00	0.00
815.000 Uniform Rental	500.00	500.00	22.13	22.13	22.13	4.43
910.000 Insurance & Bonds	10,400.00	10,400.00	0.00	0.00	0.00	0.00
920.000 Utilities	2,300.00	2,300.00	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	15,000.00	15,000.00	0.00	0.00	0.00	0.00
960.000 Administrative Overhead	88,000.00	88,000.00	0.00	0.00	0.00	0.00
968.000 Depreciation	13,600.00	13,600.00	0.00	0.00	0.00	0.00
Dept: 000.000	187,120.00	187,120.00	6,883.76	9,440.91	6,883.76	5.36
Expenditures						
Dept: 000.000	187,120.00	187,120.00	6,883.76	9,440.91	6,883.76	5.36

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

REVENUE/EXPENDITURE REPORT

July 31, 2020

City of Parchment

CY MTD: 7/1/2020 to 7/31/2020 CY QTD: 7/1/2020 to 9/30/2020
CY YTD: 7/1/2020 to 7/31/2020 CY ATD: 7/1/2020 to 6/30/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 591 - WATER FUND						
Revenues						
Dept: 000.000	144,000.00	144,000.00	0.00	0.00	0.00	0.00
540.000 State Grants	144,000.00	144,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	144,000.00	144,000.00	0.00	0.00	0.00	0.00
Revenues						
Expenditures						
Dept: 000.000	0.00	0.00	2,745.81	4,129.60	2,745.81	0.00
702.000 Payroll - Full Time	0.00	0.00	160.63	241.60	160.63	0.00
715.000 Social Security	0.00	0.00	2,959.11	4,000.49	2,959.11	0.00
716.000 Hospital/Life Insurance	0.00	0.00	949.36	949.36	949.36	0.00
718.000 Pension	0.00	0.00	95.83	144.12	95.83	0.00
720.000 Worker's Compensation	0.00	0.00	37.59	56.54	37.59	0.00
722.000 Medicare	0.00	0.00	26,989.12	26,989.12	26,989.12	16.87
800.000 Professional/Contractual Serv.	160,000.00	160,000.00	22.12	22.12	22.12	0.00
815.000 Uniform Rental	0.00	0.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	8,500.00	8,500.00	0.00	0.00	0.00	0.00
920.000 Utilities	8,000.00	8,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	176,500.00	176,500.00	33,959.57	36,532.95	33,959.57	19.24
Expenditures						
Dept: 000.000	176,500.00	176,500.00	33,959.57	36,532.95	33,959.57	19.24
Grand Total Net Effect:						
	-279,935.00	-279,935.00	-9,853.48	-33,249.86	-12,340.61	4.66

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

Kindleberger Park Reservation Form

- Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

- Stage** (\$350 non-resident/\$200 resident) (3 hour block) *\$100 deposit required*

- Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Megan Hiscock Phone: 586-900-4199
Address: 664 New Hampshire Ave Marquette MI 49804
Email: ross4ja@yahoo.com Alternate Phone: _____
Date of Event: 9-12-2020 Time: 11-3pm

Type of event: Bridal Shower
Approximate number of attendees: 45
Will there be music as part of your event? no
Name of DJ, musical performer, sound technician: no
Decorations, rental chairs/tents/tables? Describe: no

Name & address for deposit return: none

Signature: on phone Date: 7-30-2020

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:
Application received by: CS Date: 7-30-20
Payment amount received: \$100 Receipt # 11893
Check # _____ Cash _____ Credit

APPROVAL
Signature _____ Date _____

JON HEASLEY
JULIE HEASLEY
505 HAMILTON RD
PARCHMENT, MI 49004

1378
74-8183/2724
15

7/14/20

Date



Pay to the Order of City of Parchment \$ 250
two hundred and fifty and 00/100 Dollars



ConsumersCU.org | 1800.991.2221
125 South Kalamazoo Mall, Suite# 104
Kalamazoo, MI 49007

For gym 12 cab 10/3/20

July

⑆ 27248 1839⑆ 9200384577⑆ 1378

Sunken Garden
\$100 deposit rec

Stage (\$350 no)

Picnic Pavilion

Picnic Pavilion

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Name: Jon Heasley Phone: 269-207-5285

Address: 505 Hamilton

Email: juliecheasley@gmail.com Alternate Phone: 269-207-7873

Date of Event: 10/3/20 Time: 11:00 AM

Type of event: wedding

Approximate number of attendees: 100

Will there be music as part of your event? yes

Name of DJ, musical performer, sound technician: Sound Tech: Brent Wickenheiser

Decorations, rental chairs/tents/tables? Describe: rental chairs/possibly tent

Name & address for deposit return: Jon Heasley, 505 Hamilton, Parchment MI 49004

July
Signature

7/13/20
Date

COPY

This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.

FOR INTERNAL OFFICE USE:

Application received by: [Signature] Date: 7-15-20

Payment amount received: \$250 Receipt # 11868

Check # 1378 Cash Credit

APPROVAL

Signature

Date

Add'l seating will be placed on the outside rim of the sunken garden, if necessary

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

Picnic Pavilion 1 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Name: Irv Bell Phone: 269-870-6832
Address: 04776 Norfolk Cir Portage, MI 49024
Email: myplusfor@yahoo.com Alternate Phone: 269-366-5625
Date of Event: 7/12/2020 Time: 12:00-5:00pm

Type of event: Wedding Ceremony
Approximate number of attendees: 10
Will there be music as part of your event? NO
Name of DJ, musical performer, sound technician: _____

Decorations, rental chairs/tents/tables? Describe: N/A

Name & address for deposit return: Irv Bell
4776 Norfolk Cir, Portage, MI 49024

Signature: Irv Bell Date: 7/31/2020

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:
Application received by: LS Date: 7-31-20
Payment amount received: \$350 Receipt #: 11894
Check # _____ Cash _____ Credit X
APPROVAL

Signature _____ Date _____

PO By Credit Card
7/24/2020

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required 2:30 pm - 5:30 pm

no resident
- NO
Deposit
taken
NS

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

- Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)
- Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Sara Sedman Phone: 269.352.8210
 Address: 3006 Virginia Ave Kalamazoo MI 49004
 Email: Sara.Sedman@gmail.com Alternate Phone: 231.730.4964
 Date of Event: September 18 2020 Time: 2:30 pm

Type of event: Wedding Ceremony
 Approximate number of attendees: 80
 Will there be music as part of your event? 2 acoustic guitars
 Name of DJ, musical performer, sound technician: Jeffrey + Adrian Bowen (Brothers)

Decorations, rental chairs/tents/tables? Describe: Rental chairs, they will be dropped off, set up, + tore down by the rental company
 Name & address for deposit return: Same as above

Signature: [Signature] Date: July 24, 2020

*This reservation form is your receipt, confirming your reserved area.
 Should you experience any problem during your event, please contact the
 Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:
 Application received by: AS Date: 7-24-2020
 Payment amount received: \$250 Receipt # 11880
 Check # _____ Cash _____ Credit X

APPROVAL

Signature _____ Date _____

Kindleberger Park Reservation Form

Area of park to be reserved:

- Sunken Garden/Gazebo (\$250 non-resident/\$150 resident)(3 hour block) \$100 deposit required
- Stage (\$350 non-resident/\$200 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: Robert Meeth Phone: 269-929-0799
Address: 131 E. Oak Grove Ave. Parchment MI 49001
Email: rjmeeth@yahoo.com Alternate Phone: _____
Date of Event: October 23rd 2020 Time: 3:00p - 6:00p

Wedding
How many attendees at your event? ~~100~~ 100-135
Will there be music as part of your event? Yes
Name of DJ, Musical Performer, Sound Technician: _____
Pro DJ's

Decorations, rental chairs/tents/tables? - describe: _____
Chairs Minimal wedding decorations i.e. flowers, ribbon etc.
***See park rules on reverse side of form

Signature: Robert Meeth Date: 7-27-20

FOR INTERNAL OFFICE USE:

Application received by: IS Date: 7-30-20

Payment amount received: \$250- Receipt # 11877
Check # _____ Cash credit

APPROVAL

Signature _____

Date _____

Kindleberger Park Reservation Form

___ **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

___ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

___ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Jelene Roberts Phone: 269-271-2279

Address: 5006 Coopers Landing Dr. Apt 3A Kalamazoo, MI 49004

Email: jeleneroberts27@gmail.com

Alternate Phone: 269-993-8828 Vivian (Daughter)

Date of Event: 8/29/20

Time: 12:30 - 4:30

Type of event: Graduation Party

Approximate number of attendees: 75

Will there be music as part of your event? No

Name of DJ, musical performer, sound technician: N/A

Decorations, rental chairs/tents/tables? Describe: Balloons, table cloths/decorations

Name & address for deposit return: N/A

Signature 

Date 8-4-20

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:

Application received by: LS

Date: 8-6-20

Payment amount received: \$100

Receipt # 11900

Check # 1454 Cash ___ Credit ___

APPROVAL

Signature

Date

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

Picnic Pavilion 1 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Name: Amy Flora-Smith Phone: 269-716-2691
Address: 504 Parchmont Kalamazoo MI 49004
Email: amyflora3@yahoo.com Alternate Phone: 269-910-8558
Date of Event: 8-29-20 Time: 3-6 pm

Type of event: Memorial/Celebration of Life for Spouse

Approximate number of attendees: 50

Will there be music as part of your event? yes from phone

Name of DJ, musical performer, sound technician: NA

Decorations, rental chairs/tents/tables? Describe: Renting Round tables, chairs and 3 rectangular tables for food. Chairs folding

Name & address for deposit return: Amy Flora-Smith
2012 Indian Road Portage, MI 49002

Signature: Amy J. Flora-Smith Date: 8-6-20

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:

Application received by: JS Date: 8-7-20

Payment amount received: \$200 check \$100 cash Receipt # 11903

Check # 7122 Cash Credit

APPROVAL

Signature _____ Date _____

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

Picnic Pavilion 1 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

2pm - 8pm

Name: Brian Fields Phone: (302) 750-9293

Address: 1010 Claymoor Dr Apt 2C, Kalamazoo, MI 49009

Email: bgreat20@gmail.com Alternate Phone: (269) 532-6414

Date of Event: September 12th, 2020 Time: ~~4pm~~

Type of event: Wedding Ceremony & Reception

Approximate number of attendees: 100

Will there be music as part of your event? yes

Name of DJ, musical performer, sound technician: _____

Clayton Barnes, "The Groove" Band

Decorations, rental chairs/tents/tables? Describe: _____

All of the above

Name & address for deposit return: 1010 Claymoor Dr Apt 2C,

Kalamazoo MI 49009

Signature: [Signature]

Date: 8/10/2020

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

PAID
AUG 10 2020
RECEIVED

FOR INTERNAL OFFICE USE:

Application received by: [Signature] Date: 8-10-20

Payment amount received: \$ 800 - Receipt # 11905

Check # _____ Cash _____ Credit cc

APPROVAL

Signature _____

Date _____

Kindleberger Park Reservation Form

X **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

___ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

___ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Tiombie
↓

Name: Kelvine Echols Phone: 270-5893

Address: 237 Espanola

Email: tiombie@gmail.com Alternate Phone: _____

Date of Event: 8-16-2020 Time: 3-6pm

Type of event: open house -- graduation

Approximate number of attendees: 50

Will there be music as part of your event? home speaker

Name of DJ, musical performer, sound technician: _____

Decorations, rental chairs/tents/tables? Describe: will bring tables

Name & address for deposit return: Tiombie Cooper 3856 Cardinal Dr.
Kalamazoo 49008

Signature _____

Date _____

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

RECEIVED
AUG 10 2020
T I O M B I E

FOR INTERNAL OFFICE USE:

Application received by: [Signature] Date: 8/10/20

Payment amount received: \$250 Receipt # 11906

Check # _____ Cash _____ Credit cc

APPROVAL

Signature _____

Date _____

CALL ME ASAP to pay for pavilion
(269) 290-9721 Cassandra Lopez

Kindleberger Park Reservation Form

___ **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

___ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

___ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Abeja Brown Phone: (269) 359-2788
Address: 525 Howard St. Parchment, MI 49074
Email: Ababrown12@gmail.com Alternate Phone: (269) 290-9721
Date of Event: September 5, 2020 Time: 2-4 P.M.

Type of event: Brunch Party
Approximate number of attendees: 30 people
Will there be music as part of your event? Yes (Kid Friendly)
Name of DJ, musical performer, sound technician: NA

Decorations, rental chairs/tents/tables? Describe: Brunch "Mermaids" decorations, chairs, tables, tablecloths
Name & address for deposit return: Cassandra Lopez
711 W. Precher St. Kalamazoo, MI 49007

Signature: Abeja Brown Date: 8/11/20

This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.

FOR INTERNAL OFFICE USE:

Application received by: YS Date: 8-11-20

Payment amount received: \$50 Receipt #: 11912
Check # _____ Cash _____ Credit

APPROVAL

Signature _____ Date _____

cford791@gmail.com

Kindleberger Park Reservation Form

___ **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

___ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

___ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 5** (\$100 non-resident, \$50 resident) (4 hour block)

Name: Dontaya Graddle Phone: 269-447-6890

Address: 1601 Union

Email: Dontaya-G@yahoo.com Alternate Phone: _____

Date of Event: 8-29-2020 Time: 3-6

Type of event: Baby Shower

Approximate number of attendees: 20-25

Will there be music as part of your event? yes

Name of DJ, musical performer, sound technician: _____

Decorations, rental chairs/tents/tables? Describe: _____

Decorations

Name & address for deposit return: _____

Dontaya
Signature

8/13/20
Date

*This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.*

FOR INTERNAL OFFICE USE:

Application received by: RS Date: 8-13-20

Payment amount received: \$100 Receipt # 11917

Check # _____ Cash Credit _____

APPROVAL

Signature

Date

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

Stage (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

Picnic Pavilion 1 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Name: ~~Kathleen Vintello~~ Stephanie Such Phone: 248) 255-1910

Address: 3155 Delrose St, Milford, MI 48380

Email: stephsuch@yahoo.com Alternate Phone:

Date of Event: August 22, 2020 Time: 12-4 pm

Type of event: memorial

Approximate number of attendees: 50

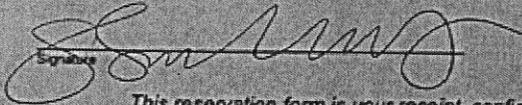
Will there be music as part of your event? soft, instrumental

Name of DJ, musical performer, sound technician: using bluetooth speaker

Decorations, rental chairs/tents/tables? Describe: none, using pavilion

maybe a few folding tables for display

Name & address for deposit return: same as above

Signature:  Date: 8/10/2020

This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.

FOR INTERNAL OFFICE USE:

Application received by: LS Date: 8-12-20

Payment amount received: \$100 Receipt #: 11915

Check # _____ Cash _____ Credit

APPROVAL

Signature _____ Date _____

2020 MONTHLY PERMITS BY JURISDICTION

MONTH OF JULY 2020			
JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	18	\$ 3,962
COMSTOCK	ELECTRICAL	10	\$ 2,060
COMSTOCK	MECHANICAL	26	\$ 7,800
COMSTOCK	PLUMBING	10	\$ 1,381
COMSTOCK	SPECIAL - JURISDICTION	-	\$ -
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		66	\$ 15,313
KALAMAZOO	BUILDING	13	\$ 2,188
KALAMAZOO	ELECTRICAL	16	\$ 2,663
KALAMAZOO	MECHANICAL	19	\$ 2,708
KALAMAZOO	PLUMBING	13	\$ 1,644
KALAMAZOO	SPECIAL - JURISDICTION	12	\$ 358
KALAMAZOO	SPECIAL - HOMEOWNER	5	\$ 275
TOTAL KALAMAZOO		78	\$ 9,836
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	3	\$ 626
PARCHMENT	PLUMBING	1	\$ 283
PARCHMENT	SPECIAL - JURISDICTION	-	\$ -
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		4	\$ 909
PINE GROVE	BUILDING	2	\$ 974
PINE GROVE	ELECTRICAL	5	\$ 718
PINE GROVE	MECHANICAL	9	\$ 1,295
PINE GROVE	PLUMBING	-	\$ -
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PINE GROVE		17	\$ 3,042
RICHLAND	BUILDING	12	\$ 4,018
RICHLAND	ELECTRICAL	13	\$ 2,713
RICHLAND	MECHANICAL	18	\$ 3,092
RICHLAND	PLUMBING	6	\$ 1,041
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND		49	\$ 10,864
TOTAL		214	\$ 39,964

REVENUE	REVENUE
JULY 2019	% PREV YEAR MONTH
\$ 56,508	70.7%

PERMITS	PERMITS
JULY 2019	% 2019 - YTD
228	93.9%



2020 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: JULY 2020

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	64	\$ 36,999
COMSTOCK	ELECTRICAL	74	\$ 15,016
COMSTOCK	MECHANICAL	117	\$ 26,170
COMSTOCK	PLUMBING	46	\$ 8,227
COMSTOCK	SPECIAL - JURISDICTION	7	\$ 385
COMSTOCK	SPECIAL - HOMEOWNER	6	\$ 330
TOTAL COMSTOCK		314	\$ 87,127
KALAMAZOO	BUILDING	64	\$ 15,895
KALAMAZOO	ELECTRICAL	85	\$ 22,251
KALAMAZOO	MECHANICAL	127	\$ 19,419
KALAMAZOO	PLUMBING	65	\$ 9,209
KALAMAZOO	SPECIAL - JURISDICTION	14	\$ 770
KALAMAZOO	SPECIAL - HOMEOWNER	18	\$ 880
TOTAL KALAMAZOO		373	\$ 68,424
PARCHMENT	BUILDING	7	\$ 88,684
PARCHMENT	ELECTRICAL	6	\$ 1,601
PARCHMENT	MECHANICAL	11	\$ 1,779
PARCHMENT	PLUMBING	5	\$ 768
PARCHMENT	SPECIAL - JURISDICTION	17	\$ 633
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		46	\$ 93,465
PINE GROVE	BUILDING	20	\$ 8,952
PINE GROVE	ELECTRICAL	30	\$ 4,482
PINE GROVE	MECHANICAL	31	\$ 4,693
PINE GROVE	PLUMBING	4	\$ 755
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 55
PINE GROVE	SPECIAL - HOMEOWNER	3	\$ 155
TOTAL PINE GROVE		89	\$ 19,092
RICHLAND	BUILDING	50	\$ 29,906
RICHLAND	ELECTRICAL	57	\$ 11,327
RICHLAND	MECHANICAL	72	\$ 12,082
RICHLAND	PLUMBING	43	\$ 8,261
RICHLAND	SPECIAL - JURISDICTION	0	\$ -
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		223	\$ 61,631
TOTAL	YTD	1045	329,739

REVENUE	REVENUE
YTD - JULY 2019	% 2019 - YTD
\$ 371,186	88.8%

REVENUE
% 2020 YTD BUDGET
93.0%

PERMITS	PERMITS
YTD - JULY 2019	% 2019 - YTD
1406	74.3%

2020 MONTHLY CUMULATIVE TOTALS	2019 MONTHLY CUMULATIVE TOTALS	
# PERMITS	REVENUE	
168	\$ 37,096	JAN
126	\$ 28,390	FEB
125	\$ 27,832	MAR
2	\$ 305	APRIL
190	\$ 42,490	MAY
220	\$ 153,662	JUNE
214	\$ 39,964	JULY
-	\$ -	AUG
-	\$ -	SEPT
-	\$ -	OCT
-	\$ -	NOV
-	\$ -	DEC
1,045	329,739	2020

DEVELOPMENT AND REIMBURSEMENT AGREEMENT

THIS DEVELOPMENT AND REIMBURSEMENT AGREEMENT (the “**Agreement**”) is made on _____, 2020, by and between the CITY OF PARCHMENT, a Michigan municipal corporation, whose address is 650 S. Riverview Drive, Parchment, Michigan 49004 (the “**City**”), the CITY OF PARCHMENT BROWNFIELD REDEVELOPMENT AUTHORITY, a Michigan public body corporate, whose address is 650 S. Riverview Drive, Parchment, Michigan 49004 (the “**Authority**”), and 400 Island Avenue LLC, a Michigan limited liability company, whose address is 760 E. Vine Street, Kalamazoo, Michigan (the “**Developer**”).

RECITALS

A. Pursuant to P.A. 381 of 1996, as amended, (“**Act 381**”), the Authority recommended adoption of a brownfield plan (the “**Brownfield Plan**”) on _____, to add property located at 100 Eunice Street and the adjacent vacant land in Parchment, Michigan (the “**Property**”).

B. The Developer owns the Property, which is included in the Brownfield Plan as an “eligible property” because it is a “facility,” as defined by Part 201 of the Natural Resources and Environmental Protection Act (“**Part 201**”). The Developer is not a liable party, under Part 201, for the contamination on the Property.

C. The Developer intends to conduct eligible activities on the Property to address environmental and brownfield conditions and redevelop the site into an industrial lease space (the “**Project**”). The Project will include environmental assessment activities, demolition activities, site preparation, public infrastructure improvements, brownfield plan/work plan preparation, interest, and contingencies

allowed under Act 381 (the “**Eligible Activities**”), all as described in the Brownfield Plan and eligible for reimbursement under Act 381. The total cost of Eligible Activities attributable to developer activities is \$2,648,312 (the “**Total Eligible Developer Brownfield TIF Costs**”).

D. Act 381 permits the Authority to capture and use the school tax (where applicable) and local property tax revenues (both real and personal property) generated from the incremental increase in property value of a redeveloped brownfield site constituting an “eligible property” under Act 381 to pay or to reimburse the cost of Eligible Activities conducted on the “eligible property” (the “**Brownfield TIF Revenue**”).

E. In accordance with Act 381, the parties desire to establish the procedure for using the available Brownfield TIF Revenue generated from the Property to reimburse the Developer or others for completion of Eligible Activities on the Property in amounts not to exceed the Total Eligible Developer Brownfield TIF Costs.

NOW, THEREFORE, the parties agree as follows:

1. Reimbursement Source.

During the Term (defined below) of this Agreement, and except as set forth in Paragraph 3 below, the Authority shall reimburse the Developer or their assigns for the cost of its Eligible Activities conducted on the Property from the Brownfield TIF Revenue collected from the Property. The amount reimbursed to the Developer or their assigns for the Eligible Activities shall not exceed the Total Eligible Developer Brownfield TIF Costs. The Authority shall capture Brownfield TIF Revenue from the Property and reimburse the Developer or their assigns for Eligible Activities until the earlier of the Developer being fully reimbursed or the disbursement of the 25th year of available

Brownfield TIF Revenue. Reimbursement payments shall be made on a semi-annual basis as incremental local and school taxes are captured and available.

2. Capture of Taxes.

During the term of this Agreement, the Authority shall capture all available Brownfield TIF Revenue from the Property as allowed under the Plan and use those revenues as provided in this Agreement.

3. Reimbursement Process.

(a) Developer shall submit to the Authority a "Request for Cost Reimbursement" of Eligible Activities paid for by the Developer on or before twelve (12) months after an unconditional certificate of occupancy has been issued for the Project. All costs for the Eligible Activities must be substantially consistent with the approved Brownfield Plan. The Developer must include documentation sufficient for the Authority to determine whether the costs incurred were for Eligible Activities, including detailed construction draws or invoices and proof of payment or lien waivers.

(b) Within forty-five (45) days after receiving a Request for Cost Reimbursement from Developer, the Authority shall review the costs pursuant to the requirements of Paragraph 3(a) of this Agreement and determine if the submission is complete and acceptable to render a decision by the Authority Board. The Developer shall cooperate with the Authority's review by providing information and documentation to supplement the Request for Cost Reimbursement which may be reasonably requested by the Authority during its review period. If the Authority determines that the requested costs are deemed ineligible for reimbursement, the Authority shall notify the Developer in writing of its reasons for rejection within the forty-five (45) day time period

for review. The Developer shall then have forty-five (45) days to provide supplemental information or documents to the Authority demonstrating that the costs are eligible for reimbursement. A meeting of the Authority Board will be scheduled to render a final decision of the Authority on the reimbursement request.

(c) The Authority shall send all payments to the Developer or their assigns by registered or certified mail addressed to the Developer at the address shown above, or by electronic funds transfer directly to Developer's bank account. Developer may change the address by providing written notice sent by registered or certified mail to the Authority.

(d) Payments to the developer will be made from available Brownfield TIF Revenue. If a partial payment is made by the Authority because of insufficient Brownfield TIF Revenue, the Authority shall make additional payments toward the remaining amount within thirty (30) days of its receipt of additional Brownfield TIF Revenue from the Property until all of the amounts for which submissions have been made, have been fully paid to Developer or their assigns or the end of the Term (defined above), whichever occurs first. The Authority is not required to reimburse the Developer from any other source of revenue but may do so at its sole discretion.

(e) The Authority may charge an Administrative Expense on an annual basis and as described in the Plan for its actual cost of administering the Plan. The Administrative Expense would be paid for from Brownfield TIF Revenue on an annual or semi-annual basis prior to making payments to the Developer, or their assigns, from the remaining available Brownfield TIF Revenue.

(f) In addition, Developer agrees to pay a Processing Fee of \$500.00 on an annual basis to the City of Parchment for so long as Developer is receiving annual TIF Cost Reimbursements under the Plan.

4. Term of Agreement.

The Authority shall capture Brownfield TIF Revenue from the Property and reimburse the Developer or their assigns for Eligible Activities until the earlier of the Developer being fully reimbursed or the disbursement of the 20~~5~~th year of Brownfield TIF Revenue (the "Term"). In the event that the Developer has not been fully reimbursed for Eligible Activities at the end of the Term, the Term shall be automatically extended annually for no more than five (5) years and shall automatically terminate when the Developer is fully reimbursed. If the Term of this Agreement ends before the full reimbursement of all of Developer's Total Eligible Brownfield TIF Costs, the last reimbursement payment by the Authority shall be the summer and winter tax increment collected during the final year of this Agreement.

5. Adjustments.

In the event that a state agency of competent jurisdiction conducting an audit of payments made to the Developer under this Agreement or a court of competent jurisdiction determines that any portion of the payments made to the Developer under this Agreement is unlawful, the Developer shall pay back to the Authority that portion of the payments made to the Developer within 30 days of the determination made by a state agency or the court as the case may be. However, the Developer shall have the right, before any such repayment is made, to appeal on its or the Authority's behalf, any such determination made by a state agency or court as the case may be. If the

Developer is unsuccessful in such an appeal, the Developer shall repay the portion of payments found to be unlawful to the Authority within thirty (30) days of the date when the final determination is made on the appeal. Nothing in this Agreement shall limit the right of the Developer to appeal any tax assessment.

If the Developer appeals any tax assessment, the Authority shall place available Brownfield TIF Revenues in escrow and will dispense the appropriate Brownfield TIF Revenues upon final adjudication of the appeal by a court of competent jurisdiction.

6. Handling of Demolition Debris. Most of the building materials consist of concrete block or brick. That material may be re-purposed for use on site as road base, construction entrance and other appropriate uses. Steel and other metal will be recycled. The limited amount of wood-based demolition debris will be hauled off-site as class III demolition debris. Such material can then be converted to mulch or other wood products depending upon the condition of the material. Other than the uses defined herein, Developer commits that no demolition debris will be simply buried on site.

7. Handling of Brush. While Developer's construction team has indicated that there is not a significant amount of brush on site that will need to be removed, Developer commits that any such brush materials will be hauled off-site for disposal or composting.

8. Remedies. The reimbursements to Developer contemplated herein are contingent upon Developer's substantial compliance with this Agreement and the Brownfield Plan, which is incorporated herein by reference. In the event of a perceived default of the Agreement and/or Brownfield Plan, the Authority shall provide Developer with written notice of such perceived default and provide Developer with thirty (30) days to cure, or, if the default is not able to be cured in thirty days, such period of time

reasonably needed to cure the default, in the Authority's reasonable discretion (the "Cure Period").

9. Legislative Authorization.

This Agreement is governed by and subject to the restrictions set forth in Act 381. If there is legislation enacted in the future that alters or affects the amount of Brownfield TIF Revenue subject to capture, eligible property, or eligible activities, then the Developer's rights and the Authority's obligations under this Agreement shall be modified accordingly as required by law, or by agreement of the parties.

10. Notices.

All notices shall be given by registered or certified mail addressed to the parties at their respective addresses as shown above. Any party may change the address by written notice sent by registered or certified mail to the other party.

11. Assignment.

This Agreement and the rights and obligations under this Agreement shall not be assigned or otherwise transferred by any party without the consent of the other party, which shall not be unreasonably withheld, *provided, however*, the Developer may assign its interest in this Agreement to an affiliate without the prior written consent of the Authority, *provided*, any such assignee shall acknowledge to the Authority in writing on or prior to the effective date of such assignment its obligations upon assignment under this Agreement, *provided, further*, that the Developer may make a collateral assignment of the Brownfield TIF Revenue for project financing purposes. As used in this paragraph, "affiliate" means any corporation, company, partnership, limited liability company, trust, sole proprietorship or other entity or individual which (a) is owned or

controlled by such Developer, (b) owns or controls such Developer or (c) is under common ownership or control with such Developer. This Agreement shall be binding upon any successors or permitted assigns of the parties.

12. Promotion and Marketing.

Developer grants the Authority a non-exclusive license to use any renderings or photographs or other non-confidential materials of the Project as an example of private/public partnership and brownfield site redevelopment.

13. Cooperation.

Developer agrees to assist and cooperate with the Authority in providing information that the Authority may require in providing necessary reports to governmental or other agencies.

14. Entire Agreement.

This Agreement supersedes all agreements previously made between the parties relating to the subject matter. There are no other understandings or agreements between them.

15. Non-Waiver.

No delay or failure by any party to exercise any right under this Agreement, and no partial or single exercise of that right, constitutes a waiver of that or any other right, unless otherwise expressly provided herein.

16. Headings.

Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.

17. Governing Law.

This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan.

18. Counterparts.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

19. Binding Effect.

The provisions of this Agreement shall be binding upon and inure to the benefit of all the parties and their respective heirs, legal representatives, successors and assigns.

- Signatures on next page -

The parties have executed this Agreement on the date set forth above.

CITY OF PARCHMENT

By: _____

Its: _____

CITY OF PARCHMENT BROWNFIELD
REDEVELOPMENT AUTHORITY

By: _____

Its: _____

400 ISLAND AVENUE, LLC

By: _____

Its: _____

YEAR	FEE	Infaltion = 2%	PROPOSED FEE
1	\$250.00		\$500.00
2	\$255.00		\$500.00
3	\$260.10		\$500.00
4	\$265.30		\$500.00
5	\$270.61		\$500.00
6	\$276.02		\$500.00
7	\$281.54		\$500.00
8	\$287.17		\$500.00
9	\$292.91		\$500.00
10	\$298.77		\$500.00
11	\$304.75		\$500.00
12	\$310.84		\$500.00
13	\$317.06		\$500.00
14	\$323.40		\$500.00
15	\$329.87		\$500.00
TOTAL	\$4,323.35		\$7,500.00

QUIT-CLAIM DEED

The Grantor(s) **CITY OF PARCHMENT**, a Home Rule City, whose address is 650 South Riverview Drive, Parchment, MI 49004,

quit claim(s) to **JOAN VANSICKLER**, a single woman, whose address is 230 East Glenguile, Parchment, MI 49004,

the following described premises situated in the City of Parchment, County of Kalamazoo, State of Michigan, to-wit:

PART OF ELMHURST PARK LOT 171 DESCRIBED AS FOLLOWS: BEG AT SE COR OF LOT 171, TH N 89DEG45'00" W ON S LN OF LOT 171 818.89' TO POB; TH CONT N 89DEG45'00" W ON SD S LN 85.15; TH N 10DEG 30'37" W 29.99' TO SW COR LOT 76, SD ELMHURST PARK; TH N 69DEG33'57" E 74.04' (RECORDED AS 74.19') TO SE COR LOT 76; TH S 20DEG 51'43" E 59.62' TO POB *SPLIT ON 07/30/2002 FROM 02-140-980.

Subject to all conditions, restrictions, easements, and limitations upon use of record.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

The Grantor grants to the Grantee the right to make all divisions permitted under Section 108 of the Land Division Act, Act Number 288 of the Public Acts of 1967.

Good and valuable consideration of less than One Hundred (\$100.00) Dollars. Exempt from County and State Real Estate Transfer Taxes pursuant to MCL 207.505(a), MCL 207.526(a) and MCL 207.526(i).

CITY OF PARCHMENT

Dated: _____, 2020

By: Robert D. Britigan, III
Its: Mayor

Dated: _____, 2020

By: Shannon Stutz
Its: Clerk

STATE OF MICHIGAN)
)ss.
COUNTY OF KALAMAZOO)

The foregoing instrument was acknowledged before me, a Notary Public in and for said County, on _____, 2020, by Robert D. Britigan, III, Mayor, and Shannon Stutz, Clerk, of the City of Parchment.

_____, Notary Public
Kalamazoo County, Michigan
My Commission Expires: _____

Drafted By:
ROBERT A. SOLTIS (P31252)
Ford, Kriekard, Soltis & Wise, P.C.
8051 Moorsbridge Road
Portage, MI 49024
(269) 323-3400

When Recorded Return To:
Joan VanSickler
230 East Glenguile
Parchment, MI 49004
(269) 370-4816

Tax Parcel # _____ Recording Fee _____ Transfer Tax _____

