



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

June 21, 2021 - Virtual

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Richard Bagley

Commissioner Doug Fooy

Commissioner Holly Evans

Commissioner Robin Madaras

Commissioner Michael Conner

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Roll Call (including location address of each Commission member)

3. Approval of Minutes

From the City Commission Virtual Meeting Minutes of June 7, 2021

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. 1440 – action
- ii. Credit Card Statement – action
- iii. Financial Statement through June 11, 2021 – receive
- iv. Kindleberger Park Reservation, Pavilion 1, Roden Birthday Party – action
- v. Kindleberger Park Reservation, Pavilion 3, Walker Gender Reveal – action
- vi. Kindleberger Park Reservation, Stage, Palmer Vow Renewal - action

7. Unfinished Business

- A. Community Policing Survey - action
- B. Community Policing Grant - action
- C. 2nd Reading of the Planned Unit Development
- D. Planned Unit Development (PUD) - approval
- E. Purchase Agreements for LC Howard and Global Remediation and Environmental Services LLC

8. New Business

- A. Resolution for Amendment 1, Waste Not C& D Recycling Center – action
- B. Resolution for Amendment 2, Miller road Transfer Station – action
- C. Public Safety Committee Survey Recommendation - approve
- D. Year End Budget Amendment - approve

9. 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.

10. Mayor and Commissioner Comments

11. City Manager Comments

12. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JUNE 7, 2021.

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 (at 5200 E Cork St.), Vice Mayor Jordan (at 904 Parchmount), Commissioners Bagley (at 1606 East G Ave), Conner (at 1150 Parchmount), Fooy (at 415 E Glenguile), and Madaras (at 815 Parchmount), City Manager Stoddard, Treasurer/Clerk Stutz, Attorney Soltis.

Absent: Evans.

Moved by Vice Mayor Jordan, supported by Commissioner Madaras to excuse the absence of Commissioner Evans. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Jordan, and Madaras.

Nays: None.

Absent: Evans.

Unavailable: Fooy.

Motion Carried 5-0.

3. Minutes

Moved by Commissioner Madaras, supported by Commissioner Conner to approve the amended minutes of the May 17, 2021 Regular Meeting. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Jordan, and Madaras.

Nays: None.

Absent: Evans.

Abstain: Fooy.

Motion Carried 5-0.

4. Additions or changes to the agenda.

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Commissioner Conner, supported by Commissioner Madaras to receive the consent agenda items. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

7. Unfinished Business

None.

8. New Business

A. Parchment Innovation Center, Craig Thornton presentation – receive. Craig Thornton, director of share programs at Parchment Schools, listed the changes being made to the former Barclay Hills Education Center. The new Parchment Innovation Center will provide an individualized educational experience tailored to career interests. He indicated that with school of choice, kids from other districts can choose to attend the PIC.

B. Community Policing Survey and Grant Presentation, Chief Ergang – receive. Mayor Britigan introduced Chief Ergang who started by explaining the survey details – that WMU Kercher Center for Social Research will oversee the community wide survey, that it will be based on a random sampling of a number of households, and that they are asking Parchment to cover 7.5% of the total cost (\$1293) because the City is 7.5% of the jurisdictions KTPD covers. Then he explained about the Community Policing Grant. He reported that the Biden Administration is making funds available via grants for a 4 year commitment in dedicated “neighborhood” policing, 40 hours a week. The grant would have a match for 3 years but then the municipality assumes 100% of the cost in the fourth year. Parchment’s costs would be approximately \$59k per year for the first three years (\$41k paid by grant), then the officer’s full wages in the fourth. Chief Ergang noted that the Kalamazoo Township board has decided to wait for the survey to be returned before they pursue grant monies.

C. Buy/sell agreements from LC Howard and Global Remediation and Environmental Services - receive. Mayor Britigan began by reporting that two offers have been received for the "Lagoon Property" (06-03-201-001) – one from LC Howard, the other from Global Remediation (essentially Georgia Pacific). Per Attorney Soltis, LC Howard wants to purchase the land in order to park trailers on it, Global Remediation will remediate the property and keep it in a conservation easement. The State of Michigan (via EGLE) has already indicated remediation MUST happen, and may take 2-3 years to manage. City Manager Stoddard reminded the commission that once natural resources are gone, they can't be retrieved or replaced, and that with the new trail, the conservation easement makes the most sense – economically and educationally. There is mill property available for purchase that can be ready for use much sooner. More discussion took place regarding tax implications, whether the "lagoon" is part of the Brownfield (it is not), natural resources, the best interests of the city, etc. Moved by Commissioner Conner, supported by Vice Mayor Jordan to table the action until more information has been received. Ayes: Bagley, Britigan, Conner, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

D. Recommendation from the Planning Commission to approve Ordinance 220, Mill Planned Unit Development District, 1st Reading – approve. City Manager Stoddard noted that the Planning Commission has worked long and hard and thoughtfully on the Planned Unit Development which includes the former mill property. Attorney Soltis and Zoning Administrator Rebecca Harvey have put this document together. Attorney Soltis noted that ZA Harvey did the "heavy lifting" on this document and then explained that this provides guidelines, not strict requirements regarding zoning, which gives the Planning Commission flexibility. The proposed Ordinance 220, Mill Planned Unit Development District is in the agenda packet on the City's website, www.parchment.org. He added that in accordance with law, there was a public hearing held to hear comments from residents. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve Ordinance 220, Mill Planned Unit Development District as written. Ayes: Bagley, Britigan, Conner, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

E. Resolution to Adopt FY 2022 Budget – approve. Mayor Britigan explained that this Resolution supports the budget that was approved at the last meeting.

Budget Resolution

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 7, 2021 the following budget resolution was offered by Commissioner Madaras and supported by Commissioner Conner.

WHEREAS, the City Manager did submit to the City Commission a proposed budget estimating revenues and expenditures for the 2021-2022 fiscal year on April 19, 2021 as required by Chapter VII, Section 7.4 of the City Charter; and

WHEREAS, the City Commission in accordance with Act 621 Michigan Public Acts of 1978, did hold a public hearing on May 3, 2021 at 7:00 P.M. to receive citizen comment on the proposed budget as presented herein. A copy of the affidavit of publication is on file with the City Clerk.

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

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

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

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

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

General Fund

Revenues		Expenditures	
Taxes/Fees	\$783,200	Legislative	43,265
State Sales Tax	200,000	Administration	389,500
Solid Waste Collect'ns	120,400	Legal Services	25,000
Other Revenues	28,000	Police Services	369,000
From Fund Balance	143,100	Fire Department	122,600
State Grants	130,000	Public Works Department	361,000
		Parks, Recreation & Culture	171,400
Total Revenues	\$1,582,100	Total Expenditures	\$1,481,765

Major Street Fund

Revenues		Expenditures	
State Grants	\$163,900	Routine Maintenance	23,750
Transfers	0	Traffic Services	28,375
		Winter Maintenance	27,000
		Administration	19,700
		Capital	3,000
Total Revenues	\$142,800	Total Expenditures	\$101,825

Local Street Fund

Revenues	Expenditures
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State Grant/Interest	66,900	Routine Maintenance	24,500
Transfers	0	Traffic Services	20,900
		Winter Maintenance	26,900
		Administration	19,600
		Capital	3,000
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Total Revenues	\$ 66,900	Total Expenditures	\$94,900

Brownfield Redevelopment Authority

Revenues		Expenditures	
Tax Revenue	\$158,717	Brownfield Debt Retirement	58,400
Transfers	0	Attorney Fees	0
		Administrative Overhead	40,700
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Total Revenues	\$ 158,717	Total Expenditures	\$ 99,100

Moved by Commissioner Madaras, supported by Commissioner Conner to approve the Resolution to Adopt the 2022 Budget as written. Roll call vote was as follows:

Ayes: Bagley, Britigan, Conner, Fooy, Jordan, and Madaras.
 Nays: None.
 Absent: Evans.
 Abstain: None.

Motion Carried 6-0.

F. Resolution Establishing FY 2022 Millage Rate, Headlee Rollback - approve.
 Resolution to Establish the 2021 Millage Rate

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 7, 2021 the following millage resolution was offered by Vice Mayor Jordan and supported by Commissioner Fooy.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2021; and

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

REAL PROPERTY	42,906,560
PERSONAL PROPERTY	2,713,400
TOTAL ASSESSMENT ROLLS	\$45,619,960

WHEREAS, the City Commission has adopted a budget for the 2021-22 fiscal year which will require the levy of 16.6854 mills in order to adequately fund the operations of the City of Parchment; and

WHEREAS, the City Commission has complete authority to establish that 16.6854 mills be levied in 2021 for operating purposes; and

BE IT FURTHER RESOLVED, pursuant to the authority of Parchment City Charter, Chapter IX, Section 9.6 the City Clerk is hereby directed to certify to the Assessor the total amount of \$783,200 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, that the City Assessor, pursuant to City Charter, Chapter IX, Section 9.8, shall execute the necessary warrant directing the City Treasurer to collect the tax set forth in said warrant, and that same when collected be credited to 2021-2022 GENERAL OPERATIONS in the amount of \$783,200.

Moved by Vice Mayor Jordan, supported by Commissioner Fooy to approve the Resolution to Establish the 2021 Millage Rate as written. Roll call vote was as follows:

Ayes:	Bagley, Britigan, Conner, Fooy, Jordan, and Madaras.
Nays:	None.
Absent:	Evans.
Abstain:	None.

Motion Carried 6-0.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Conner thanked Treasurer Stutz for explaining the tax millage process.

Commissioner Madaras asked about the old bank property (CM Stoddard explained there's a public hearing at the end of the month for special land use/site plan review).

Commissioner Fooy joked he was glad Commissioner Bagley could stay awake.

Vice Mayor Jordan thanked Craig Thornton and Chief Ergang for their presentations, and stated he thought there were good discussions tonight on the other subjects.

Mayor Britigan noted he attended a KATS Policy meeting this week and reported that Congressman Upton has stated that "earmarks are back" and his top priority is the US 131 southbound interchange. Also he agreed with VM Jordan regarding the discussions.

11. City Manager Comments/Reports

City Manager Stoddard stated that she's looking forward to moving the Biggby project forward. She then invited anyone who has questions or concerns to call and discuss them with her.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Conner and supported by all to adjourn the meeting at 8:52 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1440

Check #	Vendor Name	Check Description	Amount
MERCANTILE Checks			
36413	06/08/2021 BALLET ARTS	Deposit Refund-5/14 & 5/22	100.00
36414	06/08/2021 CINTAS	Uniform Rental & Towels	221.85
36415	06/08/2021 COMPANION LIFE	Life & AD&D Ins-June	57.00
36417	06/08/2021 CONSUMERS ENERGY	Citywide energy use	1,535.85
36418	06/08/2021 VICTORIA DEARMAN	Deposit Refund-5/22/21	100.00
36419	06/08/2021 JAMES DUBY	keys for stage	22.60
36420	06/08/2021 GREG'S TREE SERVICE	Remove 4 trees next to stage	1,800.00
36421	06/08/2021 KAL CO HEALTH & COMMUNITY SERV	HHW Monthly Fees-April 2021	132.06
36422	06/08/2021 KALAMAZOO CO. ROAD COMMISSION	Signal Maint & Energy-Jan-Marc	104.10
36423	06/08/2021 KALAMAZOO COUNTY CLERK	Notary-Kara Smith	10.00
36424	06/08/2021 KALAMAZOO OIL CO.	Fuel Charges-5/1 to 5/15/21	285.40
36425	06/08/2021 KALAMAZOO TOWNSHIP	Police/Fire Services Contract-June	35,268.00
36426	06/08/2021 RYAN KLOTZ	Deposit Refund - 5/30/21	250.00
36427	06/08/2021 MICHIGAN MUNICIPAL LEAGUE	MML Dues & Legal Def-6/30/22	1,609.00
36428	06/08/2021 MICHIGAN MUNICIPAL WC FUND	Workman's Comp Fund-7/1/21-22	10,966.00
36429	06/08/2021 STATE OF MICHIGAN	Notary-Kara Smith	10.00
36430	06/08/2021 AUSTIN PATTON	Mowing-229 Oak Grove	75.00
36431	06/08/2021 PUBLIC MEDIA NETWORK	Charter (Jan-March) PEG Fees	2,999.53
36432	06/08/2021 REPUBLIC SERVICES #249	DPW - June	413.89
36433	06/08/2021 NANCY STODDARD	Zoom-On Line Meeting Platform	15.89
36434	06/08/2021 PHIL WOLTHUIS	potting soil for garden pots	71.94

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	6,480.52	MINIMUM PAYMENT DUE	6,480.52
AVAILABLE CREDIT	8,519.48	PAYMENT DUE DATE	06-21-21

CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT
XXXX-XXXX-XXXX-1546

TOTAL CORPORATE ACTIVITY
\$8,759.43 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
05-21	05-21		AUTO PAYMENT DEDUCTION	8,759.43 CR

INDIVIDUAL CARDHOLDER ACTIVITY

PHIL WOLTHUIS
XXXX-XXXX-XXXX-1793

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$1,669.53	\$0.00	\$1,669.53

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-27	04-26	05345881116300238042601	KENDALL ELECTRIC INC 269-978-3838 MI		22.28
04-28	04-26	85140511117900017900175	BEAVER RESEARCH COMPAN BRCO@BEAVERRE MI		1,647.25

BILL CAHILL
XXXX-XXXX-XXXX-1801

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$111.93	\$0.00	\$111.93

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
05-21	05-20	02305371141600102569431	TRACTOR SUPPLY #1272 KALAMAZOO MI		111.93

JIM DUBY
XXXX-XXXX-XXXX-1892

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$2,021.55	\$0.00	\$2,021.55

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-28	04-27	55446411118286758400054	OVERHEAD DOOR OF KAZOO 2693819570 MI		20.90
04-28	04-27	55446411118286758400013	OVERHEAD DOOR OF KAZOO 2693819570 MI		22.50
04-30	04-29	02305371120000549456133	TRACTOR SUPPLY #1272 KALAMAZOO MI		55.97
05-11	05-10	05436841130200037009684	WAANDERS CONCRETE COMP ALLEGAN MI		1,750.00
05-12	05-10	85179241131980005541082	STEENSMA LAWN AND POWE PLAINWELL MI		89.52
05-17	05-14	02305371135100135323110	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		47.92
05-21	05-20	05345881140300255051477	KENDALL ELECTRIC INC PORTAGE MI		32.15
05-24	05-20	02305371141100109917832	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		2.59

CAMRON J BOEKHOVEN
XXXX-XXXX-XXXX-9114

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$197.86	\$0.00	\$197.86

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-29	04-28	02305371119000544974828	TRACTOR SUPPLY #1272 KALAMAZOO MI		32.85
04-30	04-28	02305371119100070140370	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		43.07
05-10	05-06	55421351127627179124623	MULDERS LANDSCAPE SUPP KALAMAZOO MI		50.00
05-10	05-07	02305371128100119227385	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		71.94

SHANNON STUTZ
XXXX-XXXX-XXXX-9125

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$2,479.65	\$0.00	\$2,479.65

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
04-29	04-28	05410191118105265418760	QUILL CORPORATION 800-982-3400 SC		7.09
05-03	04-30	55432861120200936689940	SPECTRUM 855-707-7328 MO		239.96
05-03	04-30	55432861120200944169786	SPECTRUM 855-707-7328 MO		289.94
05-04	05-03	55463151123400381000016	CROWN TROPHY #104 2693294380 MI		24.00

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	6,480.52	MINIMUM PAYMENT DUE	6,480.52
AVAILABLE CREDIT	8,519.48	PAYMENT DUE DATE	06-21-21

INDIVIDUAL CARDHOLDER ACTIVITY

05-07	05-06	82301821126900015178273	CORPORATE TECHNOLOGIES 952-7153600 MN	125.00
05-10	05-08	05410191129105066787378	QUILL CORPORATION 800-982-3400 SC	26.86
05-10	05-07	82305091127000018928629	PIXELVINE FREEPORT MI	71.25
05-12	05-11	82301821131900015579176	CORPORATE TECHNOLOGIES 952-7153600 MN	425.00
05-14	05-13	82305091133000013201396	PIXELVINE FREEPORT MI	65.00
05-17	05-15	82301821136900015981542	CORPORATE TECHNOLOGIES 952-7153600 MN	425.00
05-19	05-17	85180891138717621099448	GOLF CARS PLUS 269-685-6828 MI	306.00
05-24	05-21	05410191141105198260686	QUILL CORPORATION 800-982-3400 SC	225.91
05-26	05-25	75456671145900014100032	MICHIGAN NOTARY SERVIC TROY MI	103.67
05-26	05-26	55432861146200088640501	SPECTRUM 855-707-7328 MO	144.97

REVENUE/EXPENDITURE REPORT

Thru June 11, 2021

City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 101 - GENERAL FUND

Revenues	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Dept: 000.000						
404.000 Tax Revenue	697,865.00	697,865.00	697,864.73	0.00	0.00	100.00
405.000 Taxes - Industrial Facilities	3,060.00	3,060.00	3,062.15	0.00	0.00	100.07
441.000 Local Community Stab Share Tax	122,000.00	122,000.00	140,729.41	71,745.36	0.00	115.35
445.000 Penalty on Taxes	1,600.00	1,600.00	4,650.16	964.23	0.00	290.64
448.000 1% Collection Fees	24,400.00	24,400.00	25,418.35	1,435.59	0.00	104.17
451.000 License and Fees	9,400.00	9,400.00	14,206.39	2,055.00	100.00	151.13
452.000 Cablevision Fees	14,600.00	14,600.00	14,776.85	3,768.79	0.00	101.21
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	148,207.17	47,616.59	0.00	124.96
528.000 Other Federal Funding	0.00	0.00	5,922.67	0.00	0.00	0.00
540.000 State Grants	0.00	0.00	7,568.98	7,568.98	0.00	0.00
575.000 State Sales Tax	200,400.00	200,400.00	160,838.00	32,820.00	0.00	80.26
632.000 Charges for Services Rendered	500.00	500.00	5,325.00	0.00	0.00	1,065.00
645.000 Sale of Fixed Assets	0.00	0.00	7,500.00	0.00	0.00	0.00
662.000 Traffic Fines	7,200.00	7,200.00	4,429.18	1,414.97	0.00	61.52
664.000 Interest on Investments	4,200.00	4,200.00	24.27	0.00	0.00	0.58
680.000 Reimbursement for Overhead	141,000.00	141,000.00	141,000.00	141,000.00	0.00	100.00
684.000 Insurance Recovery on Claims	0.00	0.00	15,178.83	13,329.80	0.00	0.00
694.000 Miscellaneous	16,200.00	16,200.00	39,891.71	0.00	0.00	246.25
695.000 Other Financing Sources	0.00	5,000.00	5,908.47	0.00	0.00	118.17
696.000 Deposits Over & Short	0.00	0.00	7.52	6.56	0.00	0.00
Dept: 000.000	1,363,725.00	1,368,725.00	1,442,509.84	323,725.87	7,668.98	105.39
Revenues	1,363,725.00	1,368,725.00	1,442,509.84	323,725.87	7,668.98	105.39
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	7,100.00	7,100.00	7,890.00	2,840.00	460.00	111.13
715.000 Social Security	1,000.00	1,000.00	316.82	109.12	28.52	31.68
720.000 Worker's Compensation	300.00	300.00	2.53	0.66	0.22	0.84
722.000 Medicare	200.00	200.00	74.10	25.52	6.67	37.05
740.000 Operating Supplies	700.00	700.00	4,986.31	24.00	0.00	712.33
800.000 Professional/Contractual Serv.	10,400.00	20,400.00	19,725.75	-3,823.00	-4,117.00	96.69
830.000 Memberships & Dues	1,500.00	1,500.00	1,909.00	1,609.00	0.00	127.27
880.000 Community Promotion	1,000.00	1,000.00	650.00	65.00	0.00	65.00
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	2,990.87	197.14	0.00	149.54
955.000 Miscellaneous	300.00	300.00	582.22	0.00	0.00	194.07
967.000 Property Development	0.00	0.00	1.00	0.00	0.00	0.00

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

REVENUE/EXPENDITURE REPORT

Thru June 11, 2021

Page: 2
6/11/2021
10:21 am

City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 101 - GENERAL FUND

Expenditures

Dept: 100.000 Legislative

970.000 Capital

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Legislative						
Dept: 200.000 Administration						
702.000 Payroll - Full Time	26,500.00	39,805.00	42,433.10	1,047.44	-3,621.59	106.60
703.000 Payroll - Part Time	124,000.00	124,000.00	104,805.77	21,209.25	4,241.85	84.52
715.000 Social Security	46,000.00	46,000.00	39,822.75	8,078.45	2,051.19	86.57
716.000 Hospital/Life Insurance	11,100.00	11,100.00	8,719.77	1,791.89	382.19	78.56
716.001 Insurance Deductible	55,000.00	55,000.00	40,761.48	14,225.16	4,735.88	74.11
718.000 Pension	4,100.00	4,100.00	8,681.99	1,454.66	0.00	211.76
720.000 Worker's Compensation	32,000.00	32,000.00	33,579.56	7,097.96	0.00	104.94
722.000 Medicare	700.00	700.00	472.42	92.76	18.76	67.49
724.000 ICMA Retirement Benefit	2,600.00	2,600.00	2,039.20	419.05	89.37	78.43
730.000 Postage	9,800.00	9,800.00	0.00	0.00	0.00	0.00
740.000 Operating Supplies	3,200.00	3,200.00	4,693.52	342.28	0.00	146.67
775.000 Repair & Maintenance Supplies	4,400.00	4,400.00	3,571.22	710.77	0.00	81.16
800.000 Professional/Contractual Serv.	2,000.00	2,000.00	85.73	0.00	0.00	4.29
805.000 Computer Services	6,200.00	6,200.00	7,291.61	792.85	0.00	117.61
830.000 Memberships & Dues	9,400.00	9,400.00	14,270.07	4,652.00	0.00	151.81
850.000 Communications	1,200.00	1,200.00	936.49	15.00	0.00	78.04
860.000 Institutes & Training	7,200.00	7,200.00	7,985.14	1,377.07	135.89	110.90
900.000 Printing & Publishing	4,200.00	4,200.00	795.12	95.76	20.00	18.93
910.000 Insurance & Bonds	2,700.00	2,700.00	1,528.16	0.00	0.00	56.60
920.000 Utilities	6,600.00	6,600.00	2,945.00	0.00	0.00	44.62
930.000 Repair & Maint.Contractors	4,200.00	4,200.00	3,918.30	733.45	0.00	93.29
955.000 Miscellaneous	7,500.00	7,500.00	4,809.00	4,330.00	0.00	64.12
970.000 Capital	0.00	0.00	584.12	0.00	0.00	0.00
	27,000.00	27,000.00	8,765.83	0.00	0.00	32.47
Administration						
Dept: 210.000 Legal Services	371,100.00	371,100.00	301,062.25	67,418.36	11,675.13	81.13
801.000 Attorney - General	15,300.00	15,300.00	16,156.25	3,581.25	0.00	105.60
802.000 Attorney-Police Matters	9,400.00	9,400.00	1,662.50	218.75	0.00	17.69
Legal Services						
Dept: 300.000 Police	24,700.00	24,700.00	17,818.75	3,800.00	0.00	72.14
703.000 Payroll - Part Time	9,700.00	9,700.00	4,850.00	1,260.00	280.00	50.00
715.000 Social Security	600.00	600.00	300.70	78.12	17.36	50.12
719.000 Hospital Insurance - Retirees	13,500.00	13,500.00	12,169.18	1,209.70	0.00	90.14
722.000 Medicare	100.00	100.00	70.33	18.27	4.06	70.33
800.000 Professional/Contractual Serv.	356,500.00	356,500.00	330,968.25	59,386.00	0.00	92.84

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

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	380,400.00	380,400.00	348,358.46	61,952.09	301.42	91.58
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	166.95	46.06	0.00	16.70
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	62,549.82	11,150.00	0.00	93.50
830.000 Memberships & Dues	0.00	0.00	1,400.00	0.00	0.00	0.00
850.000 Communications	4,300.00	4,300.00	2,428.83	180.00	0.00	56.48
910.000 Insurance & Bonds	9,300.00	9,300.00	7,196.00	0.00	0.00	77.38
920.000 Utilities	2,700.00	2,700.00	1,904.09	347.06	0.00	70.52
930.000 Repair & Maint.Contractors	10,500.00	10,500.00	4,487.72	131.15	0.00	42.74
970.000 Capital	20,000.00	20,000.00	37,173.15	0.00	0.00	185.87
Fire	120,800.00	120,800.00	117,306.56	11,854.27	0.00	97.11
Dept: 440.000 Public Services						
702.000 Payroll - Full Time	78,500.00	78,500.00	62,733.55	13,930.11	3,260.72	79.92
715.000 Social Security	4,900.00	4,900.00	5,631.51	1,296.63	346.01	114.93
716.000 Hospital/Life Insurance	29,500.00	29,500.00	36,919.30	10,688.79	3,701.12	125.15
716.001 Insurance Deductible	2,000.00	2,000.00	2,782.81	0.00	0.00	139.14
718.000 Pension	33,500.00	33,500.00	19,040.52	4,046.17	0.00	56.84
719.000 Hospital Insurance - Retirees	9,000.00	9,000.00	7,330.38	0.00	0.00	81.45
720.000 Worker's Compensation	2,800.00	2,800.00	2,898.08	627.93	146.30	103.50
722.000 Medicare	1,200.00	1,200.00	1,317.13	303.25	80.92	109.76
740.000 Operating Supplies	500.00	500.00	27.71	0.00	0.00	5.54
746.000 Gasoline & Oil	4,200.00	4,200.00	3,544.47	328.01	0.00	84.39
775.000 Repair & Maintenance Supplies	7,900.00	7,900.00	7,891.39	302.05	0.00	99.89
780.000 Safety Supplies	500.00	500.00	294.05	0.00	0.00	58.81
800.000 Professional/Contractual Serv.	900.00	900.00	752.00	175.50	0.00	83.56
810.000 Rubbish Collection Charges	110,000.00	110,000.00	98,965.88	8,975.31	0.00	89.97
815.000 Uniform Rental	3,000.00	3,000.00	2,341.85	520.71	0.00	79.90
850.000 Communications	900.00	900.00	848.84	0.00	0.00	94.32
860.000 Institutes & Training	300.00	300.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	500.00	500.00	284.90	0.00	0.00	56.98
910.000 Insurance & Bonds	5,700.00	5,700.00	2,636.00	0.00	0.00	46.25
920.000 Utilities	8,400.00	8,400.00	7,539.41	965.00	0.00	89.75
926.000 Street Lighting	29,200.00	29,200.00	26,619.92	2,923.35	0.00	91.16
930.000 Repair & Maint.Contractors	10,900.00	10,900.00	25,903.60	827.78	0.00	237.65
991.000 Debt Retirement-Principal	17,600.00	17,600.00	7,829.71	0.00	0.00	44.49
995.000 Interest Expense	1,900.00	1,900.00	71.39	0.00	0.00	3.76

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

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

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
Public Services	363,800.00	363,800.00	324,204.40	45,890.59	7,535.07	89.13
Dept: 751.000 Parks, Recreation & Culture						
702.000 Payroll - Full Time	54,000.00	54,000.00	43,939.85	10,625.75	2,125.15	81.37
703.000 Payroll - Part Time	10,000.00	10,000.00	3,672.22	1,382.52	472.00	36.72
715.000 Social Security	3,500.00	3,500.00	2,926.99	735.36	158.12	83.63
716.000 Hospital/Life Insurance	14,800.00	14,800.00	6,150.17	2,827.40	893.82	41.56
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	13,755.47	3,164.55	0.00	59.81
720.000 Worker's Compensation	1,500.00	1,500.00	1,670.47	375.49	75.10	111.36
722.000 Medicare	800.00	800.00	684.47	171.98	36.98	85.56
746.000 Gasoline & Oil	2,700.00	2,700.00	1,690.69	266.70	0.00	62.62
775.000 Repair & Maintenance Supplies	10,400.00	10,400.00	4,776.53	3,114.92	94.54	45.93
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	3,350.00	0.00	0.00	52.34
920.000 Utilities	6,800.00	6,800.00	5,826.23	891.04	0.00	85.68
930.000 Repair & Maint.Contractors	28,000.00	28,000.00	10,032.00	2,134.00	0.00	35.83
970.000 Capital	10,000.00	10,000.00	4,000.00	4,000.00	0.00	40.00

Parks, Recreation & Culture

	173,300.00	173,300.00	102,475.09	29,689.71	3,855.71	59.13
Expenditures	1,460,600.00	1,473,905.00	1,253,658.61	221,652.46	19,745.74	85.06

Net Effect for GENERAL FUND

Change in Fund Balance:

	-96,875.00	-105,180.00	188,851.23	102,073.41	-12,076.76	-179.50
			188,851.23	102,073.41	-12,076.76	

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 202 - MAJOR STREET FUND

Revenues	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Dept: 000.000						
546.000 State Grants - Act 51	163,300.00	163,300.00	139,938.29	27,112.66	0.00	85.69
664.000 Interest on Investments	0.00	0.00	1,709.78	1,709.78	1,709.78	0.00
Dept: 000.000	163,300.00	163,300.00	141,648.07	28,822.44	1,709.78	86.74
Revenues	163,300.00	163,300.00	141,648.07	28,822.44	1,709.78	86.74
Expenditures						
Dept: 451.000 Construction						
930.000 Repair & Maint.Contractors	0.00	0.00	18,999.08	0.00	0.00	0.00
970.000 Capital	10,500.00	10,500.00	10,479.49	0.00	0.00	99.80
Construction	10,500.00	10,500.00	29,478.57	0.00	0.00	280.75
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	7,000.00	7,000.00	4,136.83	927.30	185.46	59.10
715.000 Social Security	450.00	450.00	252.31	56.38	11.14	56.07
716.000 Hospital/Life Insurance	1,800.00	1,800.00	1,042.79	360.09	113.56	57.93
716.001 Insurance Deductible	100.00	100.00	0.00	0.00	0.00	0.00
718.000 Pension	3,000.00	3,000.00	1,330.97	290.94	0.00	44.37
720.000 Worker's Compensation	450.00	450.00	297.63	62.40	12.48	66.14
722.000 Medicare	100.00	100.00	58.77	13.14	2.60	58.77
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	1,230.51	1,000.00	1,000.00	55.93
930.000 Repair & Maint.Contractors	7,500.00	7,500.00	8,877.00	7,000.00	7,000.00	118.36
Routine Maintenance	22,900.00	22,900.00	17,226.81	9,710.25	8,325.24	75.23
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	6,700.00	6,700.00	4,032.89	906.50	181.30	60.19
715.000 Social Security	450.00	450.00	245.82	55.08	10.88	54.63
716.000 Hospital/Life Insurance	1,800.00	1,800.00	1,042.57	360.05	113.56	57.92
716.001 Insurance Deductible	100.00	100.00	0.00	0.00	0.00	0.00
718.000 Pension	3,000.00	3,000.00	1,298.70	284.41	0.00	43.29
720.000 Worker's Compensation	450.00	450.00	290.63	61.00	12.20	64.58
722.000 Medicare	100.00	100.00	57.26	12.84	2.54	57.26
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	210.60	0.00	0.00	8.78
930.000 Repair & Maint.Contractors	12,200.00	12,200.00	16,687.39	11,504.20	-4,000.00	136.78
Traffic Services	27,700.00	27,700.00	23,865.86	13,184.08	-3,679.52	86.16
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	8,100.00	8,100.00	5,742.13	1,148.70	229.74	70.89

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

REVENUE/EXPENDITURE REPORT

City of Parchment
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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
 CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 202 - MAJOR STREET FUND

Expenditures

Dept: 478.000 Winter Maintenance

715.000 Social Security	500.00	500.00	349.47	69.61	13.73	69.89
716.000 Hospital/Life Insurance	2,400.00	2,400.00	1,498.55	504.31	159.50	62.44
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	1,754.41	368.33	0.00	50.13
720.000 Worker's Compensation	525.00	525.00	382.34	77.30	15.46	72.83
722.000 Medicare	120.00	120.00	81.55	16.24	3.20	67.96
746.000 Gasoline & Oil	900.00	900.00	176.95	0.00	0.00	19.66
753.000 Salt	9,900.00	9,900.00	3,918.27	3,918.27	0.00	39.58

Winter Maintenance

Dept: 482.000 Administration

702.000 Payroll - Full Time	1,200.00	1,200.00	1,104.90	221.40	44.28	92.08
715.000 Social Security	100.00	100.00	66.53	13.28	2.60	66.53
716.000 Hospital/Life Insurance	600.00	600.00	403.59	144.21	45.93	67.27
718.000 Pension	500.00	500.00	343.16	69.46	0.00	68.63
720.000 Worker's Compensation	20.00	20.00	74.35	14.90	2.98	371.75
722.000 Medicare	20.00	20.00	15.48	3.09	0.61	77.40
955.000 Miscellaneous	0.00	14,700.00	14,594.75	-4,000.00	-4,000.00	99.28
960.000 Administrative Overhead	17,000.00	17,000.00	17,000.00	17,000.00	0.00	100.00

Administration

Administration	19,440.00	34,140.00	33,602.76	13,466.34	-3,903.60	98.43
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Expenditures

Expenditures	106,685.00	121,385.00	118,077.67	42,463.43	1,163.75	97.28
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Net Effect for MAJOR STREET FUND

Change in Fund Balance:

Change in Fund Balance:	56,615.00	41,915.00	23,570.40	-13,640.99	546.03	56.23
			23,570.40	-13,640.99	546.03	

Grand Total Net Effect:

Grand Total Net Effect:	56,615.00	41,915.00	23,570.40	-13,640.99	546.03	56.23
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* Using Averaged MTD, QTD and YTD Ammended & Original Budgets

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 203 - LOCAL 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

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

	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	66,700.00	66,700.00	58,151.23	11,266.37	0.00	87.18
546.000 State Grants - Act 51						
Dept: 000.000	66,700.00	66,700.00	58,151.23	11,266.37	0.00	87.18
Revenues	66,700.00	66,700.00	58,151.23	11,266.37	0.00	87.18
Expenditures						
Dept: 451.000 Construction						
970.000 Capital	10,500.00	10,500.00	10,479.49	0.00	0.00	99.80
Construction	10,500.00	10,500.00	10,479.49	0.00	0.00	99.80
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	8,300.00	8,300.00	4,136.82	927.30	185.46	49.84
715.000 Social Security	525.00	525.00	252.31	56.38	11.14	48.06
716.000 Hospital/Life Insurance	2,600.00	2,600.00	1,042.79	360.09	113.56	40.11
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	1,330.97	290.94	0.00	38.03
720.000 Worker's Compensation	525.00	525.00	297.63	62.40	12.48	56.69
722.000 Medicare	125.00	125.00	58.76	13.14	2.60	47.01
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	481.75	0.00	0.00	15.05
930.000 Repair & Maint. Contractors	5,000.00	5,000.00	1,850.00	0.00	0.00	37.00
Routine Maintenance	24,275.00	24,275.00	9,451.03	1,710.25	325.24	38.93
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	7,850.00	7,850.00	3,941.59	885.75	177.15	50.21
715.000 Social Security	500.00	500.00	240.21	53.81	10.63	48.04
716.000 Hospital/Life Insurance	2,300.00	2,300.00	1,005.24	347.40	109.59	43.71
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	1,272.85	277.90	0.00	38.00
720.000 Worker's Compensation	500.00	500.00	284.47	59.60	11.92	56.89
722.000 Medicare	120.00	120.00	55.94	12.54	2.48	46.62
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	210.60	0.00	0.00	4.58
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	7,010.90	1,637.00	311.77	34.17
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	8,300.00	8,300.00	5,650.83	1,127.95	225.59	68.08
715.000 Social Security	520.00	520.00	343.68	68.31	13.47	66.09
716.000 Hospital/Life Insurance	2,600.00	2,600.00	1,461.19	491.69	155.56	56.20

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CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 203 - LOCAL 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	3,550.00	3,550.00	1,728.56	361.82	0.00	48.69
720.000 Worker's Compensation	525.00	525.00	376.18	75.90	15.18	71.65
722.000 Medicare	125.00	125.00	80.83	16.08	3.17	64.66
746.000 Gasoline & Oil	900.00	900.00	176.95	0.00	0.00	19.66
753.000 Salt	9,900.00	9,900.00	3,918.27	3,918.27	0.00	39.58
Winter Maintenance						
	26,620.00	26,620.00	13,736.49	6,060.02	412.97	51.60
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,500.00	1,500.00	1,104.90	221.40	44.28	73.66
715.000 Social Security	100.00	100.00	66.53	13.28	2.60	66.53
716.000 Hospital/Life Insurance	750.00	750.00	403.59	144.21	45.93	53.81
718.000 Pension	650.00	650.00	343.16	69.46	0.00	52.79
720.000 Worker's Compensation	20.00	20.00	74.35	14.90	2.98	371.75
722.000 Medicare	20.00	20.00	15.48	3.09	0.61	77.40
960.000 Administrative Overhead	16,300.00	16,300.00	16,000.00	16,000.00	0.00	98.16
Administration						
	19,340.00	19,340.00	18,008.01	16,466.34	96.40	93.11
Expenditures						
	101,255.00	101,255.00	58,685.92	25,873.61	1,146.38	57.96
Net Effect for LOCAL STREET FUND						
	-34,555.00	-34,555.00	-534.69	-14,607.24	-1,146.38	1.55
Change in Fund Balance:						
			-534.69	-14,607.24	-1,146.38	

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 10/1/2021 to 12/31/2021 CY YTD: 1/1/2021 to 6/30/2021 CY ATD: 1/1/2021 to 12/31/2021

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 250 - KINDLEBERGER SUMMER FESTIVAL						
Revenues						
Dept: 000.000						
475.001 Arts & Crafts	3,100.00	4,680.00	1,316.14	0.00	80.00	28.12
475.002 Race/Walk Fees	3,000.00	5,000.00	0.00	0.00	0.00	0.00
475.003 Membership Fund Drive	2,800.00	1,800.00	1,790.70	0.00	0.00	99.48
475.005 Corporate Sponsorships	8,000.00	14,000.00	16,100.00	0.00	0.00	115.00
590.000 Grants-Local	0.00	1,000.00	5,000.00	0.00	0.00	500.00
590.001 Grants-Irving S Gilmore Found.	21,000.00	30,000.00	30,000.00	0.00	0.00	100.00
675.001 Fund Raising	8,610.00	0.00	-100.00	0.00	0.00	0.00
675.002 Fundraiser Dance	1,580.00	1,160.00	0.00	0.00	0.00	0.00
694.000 Miscellaneous	1,080.00	1,040.00	0.00	0.00	0.00	0.00
Dept: 000.000	49,170.00	58,680.00	54,106.84	0.00	80.00	92.21
Revenues						
Dept: 000.000	49,170.00	58,680.00	54,106.84	0.00	80.00	92.21
Expenditures						
Dept: 000.000						
779.001 Performance Expense	17,000.00	17,000.00	2,110.00	0.00	0.00	12.41
779.003 Festival Day - Race/Walk	3,000.00	4,100.00	0.00	0.00	0.00	0.00
779.004 Fest. Day - Arts & Crafts	140.00	170.00	0.00	0.00	0.00	0.00
779.005 Fest. Day-Childrens Area	1,100.00	1,600.00	0.00	0.00	0.00	0.00
779.008 Fund Raising-Dance	1,030.00	1,030.00	0.00	0.00	0.00	0.00
779.010 Fund Raising-Membership	0.00	0.00	25.00	0.00	0.00	0.00
779.012 Festival - Administration	9,665.00	12,865.00	236.00	0.00	0.00	0.00
779.013 Stage Entertainment	12,300.00	15,750.00	500.00	0.00	0.00	1.83
779.020 Publicity	4,935.00	6,165.00	0.00	0.00	0.00	3.17
Dept: 000.000	49,170.00	58,680.00	2,871.00	0.00	0.00	0.00
Expenditures						
Dept: 000.000	49,170.00	58,680.00	2,871.00	0.00	0.00	4.89
Net Effect for KINDLEBERGER SUMMER FESTIVAL						
Change in Fund Balance:	0.00	0.00	51,235.84	0.00	80.00	0.00
			51,235.84		80.00	

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 251 - Brownfield Redevelopment						
Revenues						
Dept: 000.000						
404.000 Tax Revenue	56,900.00	56,900.00	54,445.77	0.00	0.00	95.69
<hr/>						
Dept: 000.000						
Revenues	56,900.00	56,900.00	54,445.77	0.00	0.00	95.69
<hr/>						
Expenditures						
Dept: 000.000						
960.000 Administrative Overhead	20,400.00	20,400.00	20,000.00	0.00	0.00	98.04
991.000 Debt Retirement-Principal	46,700.00	46,700.00	47,205.85	0.00	0.00	101.08
995.000 Interest Expense	12,800.00	12,800.00	10,940.23	0.00	0.00	85.47
<hr/>						
Dept: 000.000						
Expenditures	79,900.00	79,900.00	78,146.08	20,000.00	0.00	97.80
<hr/>						
Expenditures						
	79,900.00	79,900.00	78,146.08	20,000.00	0.00	97.80
<hr/>						
Net Effect for Brownfield Redevelopment						
Change in Fund Balance:	-23,000.00	-23,000.00	-23,700.31	-20,000.00	0.00	103.04
			-23,700.31	-20,000.00		

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 401 - Veteran's Memorial Fund

Revenues

Dept: 000.000

674,000 Contributed Capital Revenue

Dept: 000.000

Revenues

Net Effect for Veteran's Memorial Fund

Change in Fund Balance:

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 590 - SEWER FUND

Revenues	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Dept: 000.000						
Revenues						
Dept: 000.000						
626.000 Sewer Services	35,700.00	35,700.00	51,846.54	13,812.22	0.00	145.23
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	51,846.54	13,812.22	0.00	138.26
Revenues	37,500.00	37,500.00	51,846.54	13,812.22	0.00	138.26
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	22,000.00	22,000.00	29,628.20	5,673.55	1,134.71	134.67
715.000 Social Security	1,400.00	1,400.00	1,778.58	339.92	66.62	127.04
716.000 Hospital/Life Insurance	7,300.00	7,300.00	12,885.11	3,574.39	1,130.40	176.51
716.001 Insurance Deductible	500.00	500.00	331.79	0.00	0.00	66.36
718.000 Pension	9,300.00	9,300.00	9,547.38	1,780.04	0.00	102.66
720.000 Worker's Compensation	500.00	500.00	697.79	131.10	26.22	139.56
722.000 Medicare	320.00	320.00	416.42	79.65	15.59	130.13
800.000 Professional/Contractual Serv.	16,000.00	16,000.00	7,885.00	7,885.00	4,117.00	49.28
815.000 Uniform Rental	500.00	500.00	354.02	66.38	0.00	70.80
910.000 Insurance & Bonds	10,400.00	10,400.00	5,058.50	0.00	0.00	48.64
920.000 Utilities	2,300.00	2,300.00	2,323.62	382.45	0.00	101.03
930.000 Repair & Maint Contractors	15,000.00	15,000.00	39.63	39.63	0.00	21.26
960.000 Administrative Overhead	88,000.00	88,000.00	88,000.00	88,000.00	0.00	100.00
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	158,946.04	107,952.11	6,490.54	86.63
Expenditures	187,120.00	187,120.00	158,946.04	107,952.11	6,490.54	86.63
Net Effect for SEWER FUND	-149,620.00	-149,620.00	-107,099.50	-94,139.89	-6,490.54	73.69
Change in Fund Balance:			-107,099.50	-94,139.89	-6,490.54	

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

REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 6/1/2021 to 6/30/2021 CY QTD: 4/1/2021 to 6/30/2021
CY YTD: 7/1/2020 to 6/30/2021 CY ATD: 7/1/2020 to 6/30/2021

Fund: 591 - WATER FUND

Revenues	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Dept: 000.000	144,000.00	144,000.00	276,869.61	25.00	0.00	192.27
Revenues	144,000.00	144,000.00	276,869.61	25.00	0.00	192.27
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	0.00	0.00	11,931.84	0.00	0.00	0.00
715.000 Social Security	0.00	0.00	714.92	0.00	0.00	0.00
716.000 Hospital/Life Insurance	0.00	0.00	5,850.63	0.00	0.00	0.00
716.001 Insurance Deductible	0.00	0.00	1,974.33	0.00	0.00	0.00
718.000 Pension	0.00	0.00	4,719.29	282.02	0.00	0.00
720.000 Worker's Compensation	0.00	0.00	436.42	0.00	0.00	0.00
722.000 Medicare	0.00	0.00	167.66	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	0.00	0.00	1,228.97	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	160,000.00	160,000.00	287,493.68	488.36	0.00	179.68
815.000 Uniform Rental	0.00	0.00	353.98	66.37	0.00	0.00
830.000 Memberships & Dues	0.00	0.00	1,000.00	0.00	0.00	0.00
850.000 Communications	0.00	0.00	234.94	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	3,312.30	421.87	0.00	41.40
930.000 Repair & Maint.Contractors	0.00	0.00	2,436.00	0.00	0.00	0.00

Dept: 000.000	176,500.00	176,500.00	321,854.96	1,258.62	0.00	181.32
Expenditures	176,500.00	176,500.00	321,854.96	1,258.62	0.00	181.32

Net Effect for WATER FUND						
Change in Fund Balance:	-32,500.00	-32,500.00	-44,985.35	-1,233.62	0.00	132.82
			-44,985.35	-1,233.62		
Grand Total Net Effect:	-279,935.00	-302,940.00	86,288.37	-43,164.78	-20,797.43	-28.03

* 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: Maray Roden Phone: 269 249-6526
Address: 560 Thomas Ct Apt 3 Portage 49024
Email: alexus.roden@gmail.com Alternate Phone: _____
Date of Event: June 19, 2021 Time: 2-6 pm

Type of event: Birthday Party
Approximate number of attendees: 15-25
Will there be music as part of your event? yes only off phone/speaker
Name of DJ, musical performer, sound technician: X

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

Name & address for deposit return: N/A

Signature for Maray Date 6/4/21

*see email
confirm of
date/time*
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: 6-4-21

Payment amount received: \$100 Receipt # 12153

Check # _____ Cash _____ Credit X

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: Jonann Walker Phone: 313 623 8624

Address: 1113 Hottel Ave

Email: Jonann89@gmail.com Alternate Phone: _____

Date of Event: 6/19 Time: 2-6pm

Type of event: Gender reveal

Approximate number of attendees: 20

Will there be music as part of your event? NO

Name of DJ, musical performer, sound technician: _____

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

Name & address for deposit return: Jonann Walker 1113 Hottel Ave

[Signature]
Signature

6/11/21
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: [Signature] Date: 6-11-21

Payment amount received: \$100 Receipt # 12163

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)

*Sister is city
resident*

Name: Nakia Palmer Phone: 269-303-1665

Address: 3626 Lark Dr Kalamazoo MI 49008

Email: NakiaPalmer84@gmail.com Alternate Phone: 269-548-9415

Date of Event: July 23, 2021 Time: 12-3pm

Type of event: Vowel Renewal

Approximate number of attendees: 30

Will there be music as part of your event? yes

Name of DJ, musical performer, sound technician: Azarin Jones

Decorations, rental chairs/tents/tables? Describe: Chairs Decor

Name & address for deposit return: Same AS ABOVE

Nakia Palmer
Signature

6/16/21
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: SS Date: 6/16/21

Payment amount received: \$300 Receipt # 12164

Check # Cash Credit ✓

APPROVAL

Signature

Date

MEMORANDUM

To: Mayor Britigan, Vice-Mayor Jordan, and Commissioners

From: Nancy R Stoddard, City Manager

Date: June 18, 2021

Re: Community Policing Survey and Grant

The Community Policing Survey, brought to us by the Kalamazoo Township Police Department has some very good questions for the community, but the Public Safety Committee (PSC) had more questions for the community that could not be added to the survey. Also, the cost of approximately \$1400 is prohibitive compared to there being no cost to put the PSC survey in with the City tax bills. Taking part in the Community Policing Survey is not advisable at this time.

The Treasurer has provided a printout regarding the costs of participating in the grant with Kalamazoo Township. The grant analysis reveals that taking part in the grant program would cause the City of Parchment to experience a deficit in the 2nd year of the four year term of the grant. At this time, it is not advisable for the City of Parchment to take part in this grant program.

General Fund Police Grant Analysis

City of Parchment

FY 2022-2025

2% Annual increase overall

Budget Revenues

	Current Year 2021-22	Estimated FY 2022-23	Estimated FY 2023-24	Estimated FY 2024-25
General Fund 101				
Taxes/Fees	\$ 783,200.00	\$ 798,864.00	\$ 814,841.28	\$ 831,138.11
State Sales Tax	200,000.00	\$ 204,000.00	\$ 208,080.00	\$ 212,241.60
Solid Waste Collections	120,400.00	\$ 122,808.00	\$ 125,264.16	\$ 127,769.44
Reimbursement for Overhead	143,100.00	\$ 145,962.00	\$ 148,881.24	\$ 151,858.86
State Grants	130,000.00	\$ 132,600.00	\$ 135,252.00	\$ 137,957.04
Other Financing Sources	177,400.00	\$ 180,948.00	\$ 184,566.96	\$ 188,258.30
Miscellaneous	28,000.00	\$ 28,560.00	\$ 29,131.20	\$ 29,713.82
Total Revenues	\$ 1,582,100.00	\$ 1,613,742.00	\$ 1,646,016.84	\$ 1,678,937.18

Budget Expenses

	Current Year 2021-22	Estimated FY 2022-23	Estimated FY 2023-24	Estimated FY 2024-25
Dept 100 - Legislative				
Total	\$ 43,265.00	\$ 44,130.30	\$ 45,012.91	\$ 45,913.16
Dept 200 - Administration				
Total	\$ 389,500.00	\$ 397,290.00	\$ 405,235.80	\$ 413,340.52
Dept 210 - Legal Services				
Total	\$ 25,000.00	\$ 25,500.00	\$ 26,010.00	\$ 26,530.20
Dept 300 - Police				
Payroll/Fringes	\$ 10,200.00			
Contracted Services	358,800.00			
Total	\$ 369,000.00	\$ 428,000.00	\$ 487,000.00	\$ 577,000.00
Dept 336 - Fire				
Total	\$ 122,600.00	\$ 125,052.00	\$ 127,553.04	\$ 130,104.10
Dept 440 - Public Works				
Total	\$ 361,000.00	\$ 368,220.00	\$ 375,584.40	\$ 383,096.09
Dept 751 - Parks, Recreation & Culture				
Total	\$ 233,500.00	\$ 233,498.98	\$ 238,168.96	\$ 242,932.34
Total Expenses	\$ 1,543,865.00	\$ 1,621,691.28	\$ 1,704,565.11	\$ 1,818,916.41
FUND BALANCE	\$ 38,235.00	\$ (7,949.28)	\$ (58,548.27)	\$ (139,979.23)

MEMORANDUM

To: Mayor Britigan, Vice-Mayor Jordan, and Commissioners

From: Kent DeBoer, Planning Commission

Date: June 4, 2021

Re: Planned Unit Development (PUD) Recommendation

Motion – Motion to approve the Planned Unit Development for the former mill property, owned by the City of Parchment.

The City of Parchment Planning Commission recommends that the Parchment City Commission approve the Planned Unit Development for the former mill property.

This will allow for greater flexibility in the regulation of land and encourages creative and imaginative design in development through the use of a Planned Unit Development. Mixed use zoning is within the plan. The PUD applies to all former mill property that is owned by the City of Parchment. Any parcels sold in this area are subject to the Planned Unit Development and may be used for recreational, non-commercial, commercial, residential, and/or light industrial purposes. This will further the vision and redevelopment strategies outlined in the Economic Redevelopment Plan set forth in the City of Parchment's Master Plan.



BUY AND SELL AGREEMENT FOR VACANT LAND

Office of Ted Vliek Real Estate

REALTOR®

Portage

(city), Michigan Phone: 269 720 4462

Fax: _____

Email: tedvliekjr@gmail.com

Offer Date: 5-10-2021

(time)

1. **Agency Disclosure.** The undersigned Buyer and Seller each acknowledge the REALTOR named above is acting as (choose one):

- ☐ Subagent of the Seller ☒ Agent of the Buyer ☐ Dual Agent (with written, informed consent of both Buyer and Seller)
☐ Other (specify): _____

2. **Buyer's Offer.** The undersigned Buyer hereby offers and agrees to purchase property located in the City of Parchment, Kalamazoo, County, Michigan, commonly known as vacant land AKA "the waste ponds" at the North West corner of the Paper Mill site identified on exhibit A

Permanent Parcel Number 06-03-201-001

and legally described as follows:

(the "Land"), together with all fixtures and improvements situated on the Land (the "Improvements"), all of which is collectively referred to herein as the "Property", except the following:

sale does not include the building or water treatment area North of this site

3. **Purchase Price.** The purchase price for the Property is:
Twenty thousand dollars

Dollars (\$20,000.00).

4. **Terms of Payment.** The purchase price shall be paid at the closing as indicated by "X" below (other unmarked terms of purchase do not apply):

☒ **Cash.** Buyer shall pay the full purchase price to Seller upon execution and delivery of a warranty deed and performance by Seller of the closing obligations specified in this agreement.

☐ **New Mortgage.** The Buyer shall pay the full purchase price to Seller upon execution and delivery of a warranty deed and performance by Seller of the closing obligations specified in this Agreement, contingent upon Buyer's ability to obtain a _____ type _____ year mortgage loan in the amount of \$ _____ bearing interest at a rate no greater than _____ % per annum. Buyer shall apply for the mortgage loan immediately and accept it promptly if tendered. If Buyer does not deliver to Seller on or before _____ (date), proof that Buyer has accepted a mortgage loan commitment, Seller may thereafter at any time treat this contingency as not having been satisfied and terminate this Agreement by written notice to Buyer, unless Buyer has waived this contingency in writing, prior to the date indicated in this paragraph.

☐ **Land Contract.** Buyer shall pay the full purchase price to Seller pursuant to the terms and conditions stated in the Commercial Alliance of REALTORS® Land Contract form upon performance by Seller of the closing obligations specified in this Agreement. The Land Contract shall provide a down payment of \$ _____ and payment of the balance \$ _____ in _____ installments of \$ _____ or more, at Buyer's option, including interest at the rate of _____ % per annum computed monthly, interest to start on date of closing, and first payment to become due _____ days after date of closing. The entire unpaid balance will become due and payable _____ months after closing. Seller understands that consummation of the sale or transfer of the Property shall not relieve Seller of any liability that Seller may have under the mortgage(s) to which the Property are subject, unless otherwise agreed to by the lender or required by law or regulation.

Additional Provisions:

Buyer will grant easement on land adjacent to the river for a scenic walking/ bike path and cooperate with the City in developing a natural screen between the parking lot and the river

5. **Survey (select one of the following):**

☐ A new survey:

- ☐ ALTA showing all easements of record, improvements, and encroachments, if any, and completed to the most current ALTA/ACMS minimum requirements; or
☐ boundary survey with iron corner stakes and with all easements of record, improvements, and encroachments (if any);

☐ A recertified survey;

☒ An existing survey

shall be provided by ☐ Buyer ☒ Seller as soon as possible after the later to occur of (i) the title insurance commitment reference in this Agreement is delivered to the party responsible for the survey; and (ii) Buyer's right to terminate under this Agreement is waived or deemed to have been waived. If the survey reveals a matter that materially and adversely affects the value of the Property or Buyer's intended use of the Property, Buyer shall have the right to terminate this Agreement by giving Seller written notice within _____ (_____) calendar days after copies of both the survey and title commitment referenced in this Agreement are delivered to Buyer, otherwise Buyer's right to terminate this Agreement pursuant to this Section shall be deemed to have been waived. Other:

Buyer's Initials

Seller's Initials

6. **Title Insurance.** At Seller's expense, Seller shall provide Buyer with a standard ALTA owner's policy of title insurance in the amount of the purchase price, effective as of the date of closing. A commitment to issue such policy insuring marketable title (as defined in this Agreement) vested in Buyer, including a tax status report, shall be ordered within seven (7) calendar days after the Effective Date, and shall be delivered as soon as feasible thereafter. If any matter disclosed by the title commitment adversely and materially affects the value of the Property or Buyer's intended use of the Property, Buyer shall have the right to terminate this Agreement by giving Seller written notice within thirty (30) calendar days after copies of both the title commitment and survey referenced in this Agreement above are delivered to Buyer, otherwise Buyer's right to terminate this Agreement pursuant to this Section shall be deemed to have been waived. A matter disclosed in the title commitment that is in the form of an encumbrance that is liquidated in amount and that can be readily discharged (such as a mortgage) shall not be grounds for termination of this Agreement by Buyer under this Section so long as Seller discharges such encumbrance at the closing. Other:

7. **Inspections.** By signing this Agreement, Buyer is representing that the Buyer is aware that professional services are commercially available at a fee by experts selected by Buyer. The Buyer has elected to arrange and pay for services/investigations, including, but not limited to, the following:

☐ No Inspections ☐ Soil Borings ☒ Zoning ☒ Site Plan Approval ☐ Utilities ☒ Permitting ☐ Other (specify):

The Buyer shall have the right to terminate this Agreement if the due diligence results are not acceptable to the Buyer by giving Seller written notice within 90 calendar days after the Effective Date of this Agreement, otherwise the right to terminate shall be deemed to have been waived. Buyer agrees that Buyer is not relying on any representation or statement made by Seller or any real estate salesperson (whether made intentionally or negligently) regarding any aspect of the Property or this sale transaction, except as may be expressly set forth in this Agreement, a written amendment to this Agreement, or a disclosure statement separately signed by the Seller. Accordingly, Buyer agrees to accept the Property "as is" and "with all faults" (whether obvious or concealed) except as otherwise expressly provided in the documents specified in the preceding sentence. Other:

8. **Closing Adjustments.** The following adjustments shall be made between the parties as of the close of business on the closing date, with Buyer receiving a credit or assuming responsibility, as the case may be, for amounts attributable to time periods following the closing date:

- a. Prepaid rent and Additional Rent (as defined in the paragraph);
- b. Interest on any existing indebtedness assumed by Buyer;
- c. Charges for any transferable service contracts assigned to Buyer described in Exhibit D;
- d. Utility deposits;
- e. Security deposits;
- h. Additional Rent (as defined below).

If any tenant is late, delinquent or otherwise in default in the payment of rent on the closing date, Seller shall assign to Buyer the claim for and the right to collect the rent; Buyer shall pay such past due rent to Seller promptly upon receipt; but Buyer shall not be obligated to file suit to collect such rent and shall reassign the claim to Seller on demand. If any tenants are required to pay percentage rent, charges for real estate taxes, insurance, common area maintenance expenses, or other charges of a similar nature ("Additional Rent"), and any Additional Rent is collected by Buyer after closing attributable in whole or in part to any period prior to closing, Buyer shall promptly pay to Seller Seller's proportionate share of the Additional Rent. Other:

9. **Property Taxes.** Seller shall pay delinquent personal property taxes. The current year's property taxes will be paid as follows (choose one):

☒ No Proration:

☐ Buyer ☐ Seller shall pay taxes billed Summer _____ (year).

☐ Buyer ☐ Seller shall pay taxes billed Winter _____ (year).

☐ Calendar Year Proration (all taxes billed or to be billed in the year of closing). Calendar year tax levies will be estimated, if necessary, using taxable value on the day of closing, broken down to a per diem tax payment and prorated to day of closing with Seller paying for January 1 to day of closing.

Special Assessments, and deferred assessments, whether due in installments or otherwise, which are due and payable on or before the Effective Date of this Agreement shall be paid by the Seller. All other special assessments, including deferred assessments, for improvements, now installed, not yet installed, or in the process of being installed, that are first due and payable after the Effective Date of this Agreement shall be paid by Buyer. Other:

None Known

M A

Buyer's Initials

Seller's Initials

10. **Conveyance.** Upon performance by Buyer of the closing obligations specified in this Agreement, Seller shall convey the marketable title to the Property to Buyer by warranty deed or agree to convey marketable title by land contract or assignment, as required by this Agreement, including oil, gas and other mineral rights, subject only to existing zoning ordinances, and to building and use restrictions and easements, and reservations of record, if any. As used herein, "marketable title" means marketable title within the meaning of the Michigan 40-Year Marketable Title Act (Mich. Comp. Laws §§ 565.101 et seq.).

The following paragraph applies only if the Property includes unplatted land:

Seller agrees to grant Buyer at closing the right to make (insert number) 2 if needed division(s) under Section 108 (2), (3) and (4) of the Michigan Land Division Act. (If no number is inserted, the right to make divisions under the sections referenced above stays with any remainder of the parent parcel retained by Seller. If a number is inserted, Seller retains all available divisions in excess of the number stated; however, Seller and/or REALTOR® do not warrant that the number of divisions stated is actually available.) If this sale will create a new division, Seller's obligations under this Agreement are contingent on Seller's receipt of municipal approval, on or before N/A (date), of the proposed division to create the Real Estate. Other:

11. **Warranties of Buyer.** Except as otherwise provided or acknowledged in this Agreement, Buyer represents and warrants to Seller as follows:
- The performance of the obligations of Buyer under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to Buyer.
 - There is no litigation or proceeding pending, or to Buyer's knowledge threatened, against or involving Buyer, and Buyer does not know or have reason to know of any ground for any such litigation or proceeding, which could have an adverse impact on Buyer's ability to perform, or Seller's interests, under this Agreement.
 - In entering into this Agreement, Buyer has not relied upon any written or verbal representations made by Seller or any representative of Seller, including any real estate salesperson, regarding the Property or any aspect of this transaction, which are not expressly set forth in this Agreement.
 - Other:
12. **Warranties of Seller.** Except as otherwise provided or acknowledged in this Agreement, Seller represents and warrants to, and agrees with Buyer as follows:
- Seller's interest in the Property shall be transferred to Buyer on the closing date, free from liens, encumbrances and claims of others.
 - The performance of the obligations of Seller under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to Seller or the Property.
 - There is no litigation or proceeding pending or to Seller's knowledge threatened against or involving Seller or the Property, and Seller does not know or have reason to know of any ground for any such litigation or proceeding which could have an adverse impact on Seller's ability to perform under this Agreement or that could adversely affect Buyer's title or use of the Property.
 - Seller shall continue to operate the Property in the ordinary course of business and maintain the Property in a state of good condition and repair during the interim between the signing of this Agreement and the closing date.
 - If a statement(s) of income and expense with respect to the operation of the Property is (are) described in Exhibit B, such statement(s) is (are) accurate for the period(s) designated in the statement(s).
 - The information concerning written leases and tenancies not arising out of written leases described in Exhibit C is accurate as of the Effective Date, and there are no leases or tenancies with respect to the Property other than those described in Exhibit C (the "Leases"). Except as otherwise described in Exhibit C:
 - All of the leases are in full force and effect, no party thereto is in material default there under, and none of them have been modified, amended or extended;
 - No renewal or extension options have been granted to tenants;
 - No tenant has an option to purchase the Property;
 - The rents set forth are being collected on a current basis and there are no arrearages or advance payments in excess of one month;
 - There are no security deposits, and
 - No real estate brokerage commission will become payable under any existing arrangement upon exercise of any options or other rights to extend or renew the term of any lease or purchase of the Property.
 - With respect to underlying land contracts or mortgages, the sale will not accelerate indebtedness, increase interest rates, or impose penalties and sanctions.
 - Seller is without personal knowledge as to the presence on the Property of any toxic or hazardous substances or of any underground storage tanks.
 - Other:
13. **Sidewalk Inspection.** If Property is in a municipality that requires a sidewalk inspection, Seller shall order the inspection and pay for any repairs deemed necessary by the municipality, so that the Property will be in compliance with any applicable sidewalk ordinance as of the closing date.
14. **Damage to Business.** If between the Effective Date and the closing date, all or any part of the Property is damaged by fire or natural elements or other causes beyond Seller's control that cannot be repaired prior to the closing date, or any part of the Property is taken pursuant to any power of eminent domain, Seller shall immediately notify Buyer or such occurrence, and either Seller or Buyer may terminate this Agreement by written notice to the other within fifteen (15) days after the date of damage or taking. If neither elects to terminate this Agreement, there shall be no reduction in the purchase price and, at closing, Seller shall assign to Buyer whatever rights Seller may be with respect to any insurance proceeds or eminent domain award.

15. **Closing.** The closing shall be held on or before August 15, 2021 (date) and as promptly as practical after all necessary documents have been prepared. An additional period of _____ days shall be allowed for closing to accommodate delays in title work or the correction of title defects and/or survey problems which can be readily correctable, delays in obtaining any required inspections, surveys or repairs, delays in completing Environmental Site Assessments, Baseline Environmental Assessment or Due Care Plan/Section 7a Compliance Analysis (if such assessments or plans were ordered in a timely manner), or if the terms of purchase require participation of a lender and the lender has issued a commitment consistent with the requirement but is unable to participate in the closing on or before the required date.
16. **Possession.** Seller shall tender to Buyer possession of the Property upon completion of the closing, subject to all existing leases and rights of tenants in possession. Other:
17. **Seller's Closing Obligations.** At Closing, Seller shall deliver the following to Buyer:
- The warranty deed, land contract or assignment of land contract required by this Agreement.
 - A bill of sale for any Personal Property (described in Exhibit "D").
 - A written assignment by Seller of Seller's interest in all leases and a transfer to Buyer of all security deposits, accompanied by the original or a true copy of each lease.
 - An assignment of all Seller's rights under any Service Contracts described in Exhibit C which are assignable by their terms and which Buyer wishes to assume, together with an original or true copy of each Service Contract assigned.
 - A notice to any tenants advising the tenants of the sale and directing that future payments be made to Buyer.
 - An accounting of operating expenses including, but not limited to, CAM, taxes, insurance and Additional Rent, collected in advance or arrears, spent or not yet spent by Seller, showing an accurate allocation between the parties pursuant to the leases.
 - Payment of the County and State real estate transfer tax.
 - Any other documents required by this Agreement to be delivered by Seller.
18. **Buyer's Closing Obligations.** At Closing, Buyer shall deliver to Seller the following:
- The cash portion of the purchase price specified in this Agreement shall be paid by cashier's check or other immediately available funds, as adjusted by the apportionments and assignments in accordance to this Agreement.
 - A written assumption by Buyer of the obligations of Seller under the leases arising after closing, including an acknowledgement of the receipt of all security deposits.
 - Any other documents required by this Agreement to be delivered by Buyer.
19. **1031 Tax Deferred Exchange.** Upon either party's request, the other party shall cooperate and reasonably assist the requesting party in structuring the purchase and sale contemplated by this Agreement as part of a tax deferred, like-kind exchange under Section 1031 of the Internal Revenue code of 1986, as amended; provided, however, that in connection therewith, the non-requesting party shall not be required to (a) incur any additional costs or expenses; (b) take legal title to additional real property (i.e. the requesting party's "replacement property" or "relinquished property"); or (c) agree to delay the closing.
20. **Notices.** Any notice required or permitted by this Agreement shall be sufficient if in writing and either delivered personally, or by regular mail addressed to the parties at their addresses specified in the proximity of their signatures below, and any notices given by mail shall be deemed to have been given as of the day following the date of posting.
21. **Additional Acts.** Buyer and Seller agree to execute and deliver such additional documents and to perform such additional acts after the Closing as may become necessary to effectuate the transfers contemplated by this Agreement.
22. **Entire Agreement.** This Agreement contains the entire agreement of the parties with respect to the sale of the Property. All contemporaneous or prior negotiations have been merged into this Agreement. This Agreement may be modified or amended only by written instrument signed by the parties to this Agreement. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.
23. **Earnest Money.** Buyer gives Ted Vliek, REALTOR, 30 days to obtain the written acceptance of this offer and agrees that this offer, when accepted by Seller, will constitute a binding agreement between Buyer and Seller. Buyer shall deposit \$ 5,000.00 with REALTOR ☐ with this offer ☒ within 2 days after acceptance of this offer; OR ☐ upon acceptance of this offer, evidencing Buyer's good faith, to be held by the REALTOR and to apply to the purchase price or the down payment portion thereof where applicable. If this offer is not accepted, or the title is not marketable, or if the purchase is contingent upon conditions specified that cannot be met, this deposit shall be promptly refunded. If the Buyer defaults, all deposits made may be forfeited as liquidated damages at Seller's election, or alternatively, Seller may retain the deposits as part payment of the purchase price and pursue Seller's legal or equitable remedies against Buyer. If the sale is not closed according to its terms, the selling REALTOR may notify Buyer(s) and Seller(s) of REALTOR's intended disposition of earnest deposit, and all parties shall be deemed to have agreed to the disposition of the earnest money deposit unless REALTOR is notified of a court action pending concerning this sale or disposition of earnest money within thirty (30) days after notice to the parties.
24. **Disclosure of Price and Terms.** The purchase price and the terms of this sale may be disclosed by the MLS Exchange, Inc., in the ordinary conduct of its business. Deletion of this paragraph shall not be considered a counter offer that would require a counter acceptance.
25. **Credit Reports.** Buyer consents that, if not otherwise prohibited, the REALTOR(s) may give Seller information about the Buyer contained in a credit report that may be furnished to the REALTOR(s) by a credit reporting agency.
26. **Advice of Counsel.** Buyer acknowledges that the REALTOR has recommended that the parties retain an attorney or attorneys to review the terms of this Agreement.



Buyer's Initials

Seller's Initials

27. Environmental.

a. Notice to sellers, buyers, landlords and tenants (environmental risks).

Whenever real property is acquired or occupied, the buyer incurs some degree of risk with regard to potential environmental contamination and/or protected natural resources on the property. Various federal, state, and local laws may impose liability upon the buyer for the remediation of the contamination even though the buyer did not cause it, or may restrict the buyer's ability to fully develop or utilize the property. Such risk can be minimized through the performance of environmental due diligence.

No real estate brokers/salespersons in this transaction possess the expertise necessary to assess the nature or extent of these environmental risks or to determine the presence of environmental contamination or protected natural resources. The real estate brokers/salespersons involved in this transaction do not make independent investigations as to environmental contamination or protected natural resources with respect to any property, and they make no representations regarding the presence or absence, now or in the past, of environmental contamination. It is therefore prudent for each party to this transaction to seek legal and technical counsel from professionals experienced in environmental matters to provide an evaluation of the environmental risks associated with the transaction.

b. Environmental reports and assessments.

(1) Seller shall provide copies of any existing Environmental Assessments or reports involving the Property within 10 calendar days after the Effective Date.

(2) Buyer shall be given access to the Property during normal business hours to perform an ASTM 1527 Phase 1 Site Assessment. Buyer shall pay 100 % and Seller shall pay _____ % of the cost of the Environmental Assessment. The Environmental Assessment shall be ordered by the ☒ Buyer ☐ Seller. The Environmental Assessment shall be completed within 45 calendar days after the Effective Date and shall be certified to _____. Seller shall promptly cooperate and request its tenants to cooperate with Buyer in completing the Environmental Assessment.

(3) If an Environmental Assessment of the Property reveals recognized environmental conditions as defined by ASTM, then Buyer shall have the right to:

- a. terminate this Agreement within 10 calendar days after receipt of the Environmental Assessment report; or
- b. provide Seller with the Environmental Addendum (Seller's refusal to execute the Environmental Addendum within _____ days shall, at Buyer's option, terminate this Agreement); or
- c. proceed with the purchase.

(4) For residential housing units, Seller will attach either the Seller's acknowledgement Form Concerning Lead-Based Paint or a Lead-Based Paint Seller's Disclosure form, depending on whether the improvements were built prior to 1978 or 1978 or later.

c. Nondisclosure.

If Buyer exercises its right to terminate this Agreement pursuant to subparagraph b. above, Buyer shall not disclose his/her Environmental Assessment report(s) to any third party. At Seller's request, Buyer shall provide copies of any Environmental Assessment report(s) to Seller.

d. Other:

28. **Brokerage Fee.** Seller and/or Buyer agree(s) to pay the broker(s) involved in this transaction a brokerage fee as specified in any agency agreement or other written agreement between them. In the event no such agreement exists, ☒ Buyer ☐ Seller agrees to pay a brokerage fee of None.

This brokerage fee shall be paid in full promptly after it is earned, but not later than any applicable closing. Unless otherwise previously agreed, Buyer and/or Seller agree(s) that the brokerage fee may be shared by the recipient with any cooperating broker who participates in the sale, in such amount as the recipient decides, without further disclosure to or consent from Buyer and/or Seller. Other:

29. Other Provisions:

The buyer shall have 45 days to assess the environmental reports and establish the costs involved to turn this vacant land into trailer parking, if costs exceed \$500,000.00 buyer has the right to void offer with no penalties

30. **Effective Date.** For purposes of this Agreement, the phrase, "Effective Date of this Agreement" ("Effective Date") shall be the date upon which this Agreement is fully executed.

31. Index of Exhibits.

Not Applicable	Attached	Seller to Furnish	Exhibit #	Subject
X			A	Disclosure Regarding Real Estate Agency Relationships
X			B	Income and Expense with respect to the operation of the Premises
X			C	Written leases and any tenancies not arising out of written leases
X			D	Service Contracts

Attached	Seller to Furnish	Exhibit #	Subject
		F	Addendum

32. By signing below, Buyer acknowledges having read and received a copy of this Agreement.

Witness: _____ Buyer: _____
(Note: Please sign as you wish your name to appear on the final papers.)

Buyer: _____
(Note: Please sign as you wish your name to appear on the final papers.)

Buyer's Address: _____ Bus. Phone: _____ Fax: _____
 _____ Email: _____

SELLER'S ACCEPTANCE

Date: _____ Time: _____

33. The above offer is hereby accepted:

By signing below, Seller acknowledges having read and received a copy of this Agreement. If this Agreement is signed by Seller without any modifications, this becomes the Effective Date.

Seller gives REALTOR above named until _____ (time) _____ (date) to obtain Buyer's written acceptance of counter offer, if any.

Witness: _____ Seller: _____
(Note: Please sign as you wish your name to appear on the final papers.)

Seller: _____
(Note: Please sign as you wish your name to appear on the final papers.)

Seller's Address: _____ Bus. Phone: _____ Fax: _____
 _____ Email: _____

BUYER'S RECEIPT OF ACCEPTANCE

Date: MAY-13-2021 Time: 8:45

34. Buyer acknowledges receipt of Seller's acceptance of Buyer's offer. If the acceptance was subject to changes from Buyer's offer, Buyer agrees to accept those changes, all other terms and conditions remaining unchanged. If this Agreement is signed by Buyer without any modification, this becomes the Effective Date.

Witness: _____ Buyer: [Signature]

Buyer: _____

SELLER'S RECEIPT OF ACCEPTANCE

Date: _____ Time: _____

35. Seller acknowledges receipt of a copy of Buyer's acceptance of the counter-offer (if Seller made a counter-offer)

Witness: _____ Seller: _____

Seller: _____

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT is made as of the Effective Date, by and between Transferee and Transferor, based on the following facts:

A. **All of the capitalized terms in this Agreement are defined in Exhibit A attached to this Agreement.**

B. Transferor owns the Property.

C. Transferee wishes to purchase the Property from Transferor.

For good and valuable consideration, Transferor and Transferee agree:

1. **Purchase.** Transferor agrees to convey title to the Property to Transferee and Transferee agrees to accept the Property from Transferor on the terms and conditions set forth herein.

2. **No Purchase Price.** Transferee will not pay Transferor any monetary funds at Closing for the Property.

3. **Property Title and Survey Review.**

(a) **Property Conveyance.** Transferor agrees to convey title to the Property to Transferee by a quit claim deed.

(b) **Property Title Commitment.** As evidence of Transferor's title, Transferee will obtain prior to the Closing Date, at Transferee's expense, the Title Commitment.

(c) **Marketable Title.** The Title Commitment must show good and marketable title to the Property to be in Transferor's name, subject only to beneficial easements and restrictions of record that are acceptable to Transferee in its reasonable discretion and the requirements to be satisfied set forth in the Title Commitment and must disclose no other easements, restrictions or encumbrances whatsoever.

(d) **Survey.** Transferee may, at its expense, obtain the Survey prior to the Closing Date.

(e) **Property Defects.** Transferee may notify Transferor prior to the expiration of the Inspection Period if the Title Commitment discloses any Defects or if the Survey shows any Defects.

(f) **Defect Conveyance.** Transferor shall convey to Transferee any interests held by Transferor as a consequence of any title Defects as reasonably requested by Transferee.

(g) **Title Commitment Requirements and Removal of Defects.** If Transferor fails or refuses to satisfy the requirements set forth in the Title Commitment or remove any Defect before Closing (at Transferor's expense), then Transferee may: (i) proceed to Closing, waiving the Defect at issue; (ii) terminate this Agreement by written notice to Transferor, and neither Transferor nor Transferee will have any further liability to the other under this Agreement; or (iii) if mutually agreed, proceed to Closing and cure any Defect that is capable of being cured or satisfied by the payment of a sum certain (e.g., a mortgage or lien), and Transferor must pay the cost of such cure at the Closing.

4. **Inspection of Property.**

(a) **Inspections.** Transferee and Transferee's Agents may, from time to time, inspect the Property before the Closing, and may enter the Property to perform the inspections.

(b) **Termination for Any Reason.** Notwithstanding anything to the contrary in this Agreement, Transferee may, in its sole discretion, terminate this Agreement for any reason, including, without limitation, failure to obtain necessary corporate approvals, or for no reason at all on or before the expiration of the Inspection Period. Transferee's termination shall be effected by providing written notice of termination to Transferor prior to the expiration of the Due Diligence Period.

5. **Transferor's Representations and Warranties.** Transferor represents and warrants to Transferee, which representations and warranties will be true to and survive the Closing Date for 1 year, when they will automatically expire:

(a) **Claims.** Subject to the disclosures in Section 7 of this Agreement, to the Best of Transferor's knowledge, there are no claims, litigation, proceedings, inquiries, investigations, or disputes pending or threatened against or relating to the Property;

(b) **Condemnation.** To the Best of Transferor's knowledge, there are no pending or threatened condemnation proceedings against the whole or any part of the Property;

(c) **Compliance.** Subject to the presence of subsurface environmental conditions from historical activities, to the Best of Transferor's knowledge, the Property is free and clear of all violations of Applicable Law;

(d) **Written Agreements.** There are no agreements, contracts, or leases, written or oral, that affect the Property in any manner other than this Agreement and any agreements disclosed by the Title Commitment;

(e) **Authority.** Transferor, through each person executing this Agreement on its behalf, has full power and authority to enter into this Agreement, all necessary action to approve, execute, deliver, and perform this Agreement has been taken by Transferor, and this Agreement is the valid and binding obligation of Transferor, enforceable against Transferor in accordance with its terms;

(f) **Executive Order.** Transferor is not a "specially designated national and blocked person" on the most current list published by the U.S. Treasury Department Office of Foreign Asset Control; is not listed in the annex to, and is not otherwise subject to the provisions of, the Executive Order; and is not acting on behalf of any person or entity that is listed in the annex to, or is otherwise subject to the provisions of the Executive Order; and

(g) **Real Estate Brokers.** That no broker is involved in the transactions described in this Agreement who is entitled to a commission.

6. **Transferee's Representations and Warranties.** Transferee represents and warrants to Transferor, which representations and warranties will be true to and survive the Closing Date for 1 year, when they will automatically expire (except for Section 6(d), which continues to survive after 1 year):

(a) **Authority.** Transferee, through each person executing this Agreement on its behalf, has full power and authority to enter into this Agreement, all necessary action to approve, execute, deliver, and perform this Agreement has been taken by Transferee, and this Agreement is the valid and binding obligation of Transferee, enforceable against Transferee in accordance with its terms;

(b) **Executive Order.** Transferee is not a "specially designated national and blocked person" on the most current list published by the U.S. Treasury Department Office of Foreign Asset Control; Transferee is not listed in the annex to, and is not otherwise subject to the provisions of the Executive Order; and Transferee is not acting on behalf of any person or entity that is listed in the annex to, or is otherwise subject to the provisions of the Executive Order;

(c) **Real Estate Brokers.** That no broker is involved in the transactions described in this Agreement who is entitled to a commission; and

(d) **Trail Easements.** That it will cooperate and work in good faith with Transferor and the Charter Township of Cooper to establish trail easements within the Property in locations reasonably acceptable to Transferee.

7. **As-Is Condition of the Property; Notice of Facility Status; Release of Claims; Support for PFAS Response Activities.** Transferee will accept the Property in its "AS-IS WHERE IS" condition, with no representations or warranties concerning its condition or permitted use. Pursuant to Section 16(1) of Part 201 of the Michigan Natural Resources and Environmental Protection Act, MCL 324.20101 *et seq.* ("**Part 201**"), Transferee is notified that the Property is a "facility" within the meaning of Section 1(s) of Part 201. Transferee acknowledges that Transferor has disclosed in accordance with applicable law (e.g. MCL 324.20116) and regulation that the Property has contamination, including PFAS constituents, as reflected in part in Tetra Tech's reports and test data in 2018-2021, on or emanating from the Property. Future remediation of PFAS in the vicinity of the Property may include consolidation of PFAS-containing materials on the Property, or other response activities, consistent with Part 201. Transferor agrees not to contest or in any way object to any such proposed response activity, provided the proposed activity is consistent with Part 201. This provision survives closing.

8. **Contingencies.** The obligation of each Party to close the transactions described in this Agreement is contingent upon:

(a) **Representations and Warranties.** All representations and warranties of the other Party set forth in this Agreement being true as of the Closing Date in all material respects;

(b) **Obligations.** The other Party having timely performed and complied in all material respects with all obligations and agreements to be performed or complied with before the Closing by the other Party under this Agreement;

(c) **Inspection Period.** Within the Inspection Period, Transferee's satisfaction, in its sole discretion, with its review and inspection of the inspections completed under Paragraph 4 of this Agreement.

If one or more of the contingencies set forth above is not satisfied, and the Party benefiting from such contingency or contingencies does not waive such contingency or contingencies, then in addition to any other right that Party may have, that Party may terminate this Agreement by a written notice to the other Party given before Closing, and neither Party will have any further liability to the other under this Agreement, except as expressly provided in this Agreement to the contrary.

9. **Closing.**

(a) **Time, Location and Escrow Closing.**

(i) The Closing will take place as soon as reasonably possible following the satisfaction of the conditions and contingencies set forth in this Agreement, but no later than 15 days after the expiration of the Inspection Period, or such later date as is mutually agreed upon by the Parties.

(ii) Within these limitations, the Closing will take place at the time and place and on the date as is mutually agreed upon by the Parties, and in the absence of such Agreement, on the last day permitted for Closing at the offices of Title Company.

(b) **Transferee Deliveries.** At the Closing, Transferee will sign and deliver the following:

(i) A closing statement setting forth the closing charges and any adjustments; and

(ii) Any other documents reasonably necessary or legally required to evidence the transactions described in this Agreement.

(c) **Transferor Deliveries.** At the Closing, Transferor will sign and deliver the following:

(i) Quit claim deed for the Property, in recordable form;

(ii) Affidavit(s) in the form prescribed by the Title Company for the removal of its standard printed exceptions from the title policy for the Property;

(iii) A certificate of non-foreign status;

(iv) A resolution or other evidence of authorization of the transactions described in this Agreement that are acceptable to the Title Company; and

(v) Any other documents reasonably necessary or legally required to evidence the transactions described in this Agreement.

(d) **Title Policy.** At the Closing, Transferee may, at its option, deliver, or cause to be delivered at its cost, an ALTA owner's title insurance policy that insures Transferee's title as required by Paragraph 3 above.

(e) **Delivery of Possession of the Property.** At the Closing, Transferor will deliver to Transferee actual physical possession of the Property, free of all tenants or other occupants, and in at least as good a condition as on the date of this Agreement, reasonable wear and tear excepted. Transferor shall deliver all keys to any locks on the Property to Transferee, including the keys to the locked gate on the Property.

(f) **Transferor Closing Costs.** At the Closing, Transferor must pay all recording and filing costs in connection with curing its title to the Property.

(g) **Transferee Closing Costs.** At the Closing, Transferee must pay: (i) the recording fees for the quit claim deed; (ii) any closing fee charged by the Title Company conducting the Closing; and (iii) the title insurance premium for the owner's policy of title insurance for the Property, if any.

(h) **Broker Fees.** If a broker, other than Broker, makes a claim for remuneration in connection with the Purchase, Transferor and Transferee each shall indemnify and hold harmless the other from any amount that the other may be required to pay to such broker that the other did not retain, including, reasonable attorneys' fees expended to defend against such a claim.

10. **Condemnation; Fire; Other Casualty.**

(a) **Transferor Notice to Transferee.** Transferor must promptly notify Transferee of any impending or actual condemnation proceedings against the whole or any part of the Property for which Transferor has actual notice or any fire or other casualty to the Property.

(b) **Transferee's Rights.** If any portion of the Property is threatened to be taken or is taken as a result of condemnation proceedings or is damaged as a result of casualty before the Closing, Transferee is entitled to:

(i) **Termination.** Terminate this Agreement by a written notice to Transferor within 10 days after receipt of notice of such proceedings or damage, and neither Party will have any further liability to the other under this Agreement; or

(ii) **Proceed to Closing.** Proceed to Closing as provided in this Agreement, agreeing to take the Property in its then-current condition, and Transferee is entitled to receive all of the condemnation or insurance proceeds payable as a result of such condemnation or such damage, and Transferor must assign those proceeds to Transferee at Closing under an assignment that is reasonably acceptable to Transferee.

11. **Default.** If a Party defaults in its obligations under this Agreement, and fails to cure such default within 5 business days following the date the non-defaulting Party gives the defaulting Party written notice of the default, then the non-defaulting Party may terminate this Agreement by notice to the defaulting Party, and be relieved from any further obligation to perform this Agreement. If the non-defaulting Party is Transferor, then after providing notice pursuant to this Section above, neither party shall have any further liability under this Agreement. If the non-defaulting party is Transferee, then (a) after providing the termination notice pursuant to this Section above; and (b) in addition to, or alternatively, Transferee may pursue any other right or remedy available at law or in equity, including, without limitation, injunctive relief and specific performance of this Agreement.

12. **Miscellaneous.**

(a) **Successors and Assigns.** This Agreement binds and benefits the Parties to this Agreement and their respective successors, heirs, assigns, executors, administrators and personal representatives. Transferee may freely assign this Agreement, but Transferee shall not be released from liability under this Agreement.

(b) **Notices.** All notices under this Agreement must be in writing and must be delivered to the Parties at their respective addresses set forth above, or at another address designated by like notice to one another.

(c) **Method of Notice.** Personal delivery, fax or mailing of a notice by certified mail, postage prepaid, or delivery by recognized overnight service will be sufficient notice.

(d) **Notice Effective.** Notice is effective upon receipt, if personally delivered or faxed, upon mailing, if mailed, or upon deposit with the overnight delivery service.

(e) **Transferee Legal Counsel.** The Parties recognize that Legal Counsel is representing Transferee in the transactions described in this Agreement.

(f) **Transferor Legal Counsel.** Transferor has hired independent legal counsel to represent Transferor in the transactions described in this Agreement.

(g) **Other Documents.** Legal Counsel has prepared this Agreement and may be called upon to prepare other documents necessary to close those transactions.

(h) **Construction.** No ambiguity or inconsistency in this Agreement will be construed against Transferee solely because Legal Counsel prepared this Agreement.

(i) **Timing.** Time is of the essence of this Agreement.

(j) **Weekends and Holidays.** If the date for Closing, for the delivery of a document, or for the giving of a notice, falls on a Saturday, Sunday or bank holiday, then it is automatically deferred to the next day that is not a Saturday, Sunday or bank holiday.

(k) **Written Amendments.** This Agreement may not be amended, altered, or modified unless done so in writing by the person against whom enforcement of any waiver, change, modification, or discharge is sought.

(l) **Headings and Recitals.** The Paragraph, Subparagraph and other headings in this Agreement are for reference purposes only and should not in any way affect the meaning or interpretation of this Agreement.

(m) **Entire Agreement.** This Agreement and the exhibits to this Agreement contain all of the representations and statements by each party to the other and express the entire understanding between the parties with respect to the transactions contemplated by this Agreement.

(n) **Prior Communications.** All prior communications concerning the subject matter of this Agreement are merged in and replaced by this Agreement.

(o) **Counterparts.** The Parties may execute this Agreement in counterparts, each of which is deemed an original and all of which together constitute one and the same agreement.

Transferor and Transferee signed this Real Estate Purchase Agreement as of the dates set forth below.

Dated: _____, 2021

CITY OF PARCHMENT

By _____

Its _____

Transferor

Dated: _____, 2021

GLOBAL REMEDIATION AND

ENVIRONMENTAL SERVICES LLC,

By _____

Its _____

Transferee

21724188

EXHIBIT A

Definitions

"Agreement" means this Real Estate Purchase Agreement between Transferee and Transferor, dated as of the Effective Date.

"ALTA" means the American Land Title Association.

"Applicable Law" means all applicable laws, ordinances, orders, codes, rules, regulations, building and use restrictions, and other legal requirements.

"Best of Transferor's knowledge" means (a) the actual knowledge of any officer, director, member, manager or representative of Transferor; and (b) the knowledge a person identified in clause (a) would have had if such person were acting in a reasonably prudent manner.

"Closing" means the closing of the transactions contemplated under the Agreement.

"Closing Date" means the date the Closing occurs.

"Defect" means any exceptions listed on a title commitment not permitted by the Agreement or if a survey shows any deviation from apparent boundaries or represented acreage, violation of zoning ordinances or building and use restrictions, flood hazard area, encroachment or condition that in a Party's reasonable judgment could materially interfere with the Party's intended use of the Property.

"Due Care Plan" means a plan for a Party to meet its due care obligations at a Property imposed under MCL 324.20107a, as applicable and as amended from time to time.

"Effective Date" means the last date both Parties signed the Agreement and delivered the signed Agreement to the other Party.

"Executive Order" means the provisions of Executive Order No. 13224 by the U.S. Treasury Department Office of Foreign Asset Control.

"Hazardous Substances" means any hazardous substance or solid or hazardous waste related to the environment and human health (as those terms are defined in Applicable Laws), including, without limitation, petroleum and its derivatives, polychlorinated biphenyls, radon gas, urea formaldehyde foam insulation and asbestos.

"Inspection Period" means the period 45 days after the Effective Date or as earlier agreed upon by the Parties.

"Legal Counsel" means the law firm of Warner Norcross + Judd LLP.

"MDEQ" means the Michigan Department of Environmental Quality.

"Part 201" means Part 201 of the Michigan Natural Resources and Environmental Protection Act, MCL 324.20101, et seq., as amended.

"Party" and **"Parties"** means individually, Transferee or Transferor, and collectively, means Transferee and Transferor.

"Property" means the real property located in the Charter Township of Cooper, Kalamazoo County, Michigan, described on **Exhibit B** attached to this Agreement, which includes the Property together with all the improvements, fixtures, easements, division rights, bonus division rights, redivision rights, hereditaments, and appurtenances associated with that real estate. Notwithstanding the foregoing, Transferee may elect by written notice to Transferor at least ten days prior to Closing to remove approximately 2 acres of land located in the vicinity of the old City of Parchment wastewater facility from the Property, which is located on the southern parcel of the Property, if permitted under Applicable Law.

"Purchase" means the transfer of real estate contemplated by this Agreement.

"Transferee" means Global Remediation and Environmental Services LLC, a Delaware limited liability company.

"Transferee's Agents" means agents, officers, directors, shareholders, members, managers, employees, affiliates, successors, subtenants, assigns, consultants, and designees of Transferee.

"Transferee Indemnified Parties" means Transferee or any Transferee's Agents.

"Transferor" means the City of Parchment, a Michigan _____, of _____.

"Transferor's Agents" means board members, elected officials, appointed officials, agents, officers, directors, shareholders, members, managers, employees, affiliates, successors, subtenants, assigns, consultants, and designees of Transferor.

"Survey" means a survey of the Property in the form required by Transferee.

"Title Commitment" means a title commitment or commitments from the Title Company to issue an owner's title insurance policy insuring Transferee in the amount as reasonably requested by Transferee, without the standard printed exceptions, that will be in the latest form approved by ALTA.

"Title Company" means Chicago Title Insurance Company, of 99 Monroe Avenue NW, Suite 901, Grand Rapids, Michigan 49503.

EXHIBIT B

Property

RESOLUTION FOR THE APPROVAL OF AMENDMENT 1 – WASTE NOT C&D
RECYCLING CENTER - TO THE
KALAMAZOO COUNTY SOLID WASTE MANAGEMENT PLAN

By action of the Board/Commission/Council of _____
(City/Township/Village)

It is hereby resolved that we _____ Amendment 1 - Waste
(Approve/Disapprove)

Not C&D Recycling Center, to the Kalamazoo County Solid Waste Management Plan, prepared pursuant to the Natural Resources and Environmental Protection Act, 1994 PA451, as amended (NREPA) Part 115, Solid Waste Management, and its Administrative Rules.

Appropriate Local Representative

Witnessed by

Dated

RESOLUTION FOR THE APPROVAL OF AMENDMENT 2 – MILLER ROAD
TRANSFER STATION - TO THE
KALAMAZOO COUNTY SOLID WASTE MANAGEMENT PLAN

By action of the Board/Commission/Council of _____
(City/Township/Village)

It is hereby resolved that we _____ Amendment 2 – Miller
(Approve/Disapprove)

Road Transfer Station, to the Kalamazoo County Solid Waste Management Plan, prepared
pursuant to the Natural Resources and Environmental Protection Act, 1994 PA451, as amended
(NREPA) Part 115, Solid Waste Management, and its Administrative Rules.

Appropriate Local Representative

Witnessed by

Dated

MEMORANDUM

To: Mayor Britigan, Vice-Mayor Jordan, and Commissioners

From: Public Safety Committee

Date: June 18, 2021

Re: Public Safety Committee Survey

Recommendation:

Motion to allow the Public Safety Committee to survey the community regarding police services.

The Public Safety Committee has been meeting to discuss the upcoming contract with the Police Department. We recommend that the City Commission allow the Public Safety Committee to poll the community for their input regarding policing in the Parchment community. This survey will be enclosed with the City of Parchment summer tax bill mailing.



MEMORANDUM

To: Nancy Stoddard, City Manager

From: Shannon Stutz, City Treasurer

Date: June 11, 2021

Subject: Year End Budget Amendments

In reviewing financials for the fiscal year end, I have identified the following budget amendment necessary to avoid negative budget variances.

1. 101-100-740 increase budget \$4,000 (to \$4,700) to account for expenses for four elections during the year; \$2,000 is going to be reimbursed by County.