



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

October 18, 2021 – Virtual

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Holly Evans

Commissioner Richard Bagley

Commissioner Robin Madaras

Commissioner Doug Fooy

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

3. Approval of Minutes

From the City Commission Meeting of October 4, 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. 1448 – action
- ii. Credit Card Statement – action
- iii. Investment Report – receive
- iv. Financials for September - receive
- v. KABA September 2021 Report - receive

7. Unfinished Business

- A. Kalamazoo Area Building Authority 2022 Budget – action.

8. New Business

- A. Review of Auditor RFPs – action.

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 TUESDAY OCTOBER 4, 2021.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to COVID-19 pandemic) 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 (1150 Parchmount), Evans (221 Espanola), Fooy (415 E Glenguille), and Madaras (815 Parchmount), City Manager Stoddard, Treasurer/Clerk Stutz.

Absent: None.

3. Minutes

Moved by Commissioner Conner, supported by Vice Mayor Jordan to approve the amended minutes of the September 20, 2021 Regular Meeting. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: Fooy.

Motion Carried 6-0.

4. Additions or changes to the agenda.

None. Moved by Commissioner Madaras, supported by Commissioner Bagley to approve the agenda as written. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Commissioner Conner, supported by Commissioner Evans to receive the consent agenda items. Mayor Britigan remarked that he appreciated the letter from the Scottish Festival and hopes the city is able to accommodate them in the future. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

7. Unfinished Business

None.

8. New Business

A. Kalamazoo Area Building Authority 2022 Budget – approve. Commissioner Madaras, as the city’s KABA representative, explained that it’s required for all entities to approve this budget before the end of the year. She noted that maintenance inspection fees will increase from \$55 to \$100 each, explaining their reasoning. Discussion ensued regarding line item expenses, including wondering whether KABA is a non-profit. Moved by Commissioner Fooy, supported by Commissioner Conner to table the action until answers could be received. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

B. Memorandum from the Public Safety Committee – action. City Manager Stoddard began by noting that the intent of the survey was to find out what to add to the upcoming police contract. She added that the survey was not professionally

prepared and that it was sent to taxpayers, which are not necessarily voters. Cheryl Conner volunteered to compile the results of the survey, for which the city is grateful. Commissioner Conner said that basically all the information is in the report, that yes and no were tallied, and any ranking/rating numbers (as well as comments) were transcribed exactly as submitted. It was noted that there was a 13% response rate which is considered good. Some discussion took place. Moved by Commissioner Conner, supported by Commissioner Fooy to table the action pending a review by the Public Safety Committee when they will return with a recommendation. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Conner thanked his wife for compiling the survey answers, it was a big undertaking.

Commissioner Madaras praised the library for their "Meet the Candidates" forum, adding that they do a terrific job.

Commissioner Fooy echoed both comments.

Vice Mayor Jordan added his thanks and appreciation to Cheryl Conner and the library, as well as the Public Safety Committee for their work on the survey.

Mayor Britigan reported that MDOT has added \$3 million to the monies already approved for the US-131 southbound interchange, making the total funding for the project \$17.7 million. He added that perhaps our city could provide administrative support for the project.

11. City Manager Comments/Reports

City Manager Stoddard had special thanks to Cheryl Conner and the library as well, and 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 7:38 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1448

Check #	Vendor Name	Check Description	Amount	
MERCANTILE Checks				
36647	10/04/2021	ABATEMENT & BUILDING SPECIALIS	Asbestos Removal from Pump House	2,500.00
36648	10/04/2021	COMPANION LIFE	Life & AD&D Ins-October	57.00
36650	10/04/2021	CONSUMERS ENERGY	Citywide Monthly Energy use	1,679.84
36651	10/04/2021	JAMES DUBY	Work Clothes	316.87
36652	10/04/2021	EMERGENCY VEHICLE PRODUCTS	711-Preventive Maint.	1,036.24
36653	10/04/2021	ASHLEE HINTON	Deposit Refund-09/25/2021	100.00
36654	10/04/2021	TERESEA HORN	Reservation Cancellation-09/26	425.00
36655	10/04/2021	KRISTINA JORDAN	Reimb Festival	369.61
36656	10/04/2021	KALAMAZOO CO. ROAD COMMISSION	Traffic Signal Maint & Energy-	159.98
36657	10/04/2021	KALAMAZOO COUNTY TREASURER	July 2021 BOR -Admin Fees	5.76
36658	10/04/2021	KALAMAZOO OIL CO.	Fuel Charges-9/1 to 9/15/21	258.13
36659	10/04/2021	KRESA PRINT CENTER	September Newsletter	1,234.18
36660	10/04/2021	LAKELAND ASPHALT CORP.	Park,Maple, Church-Resurfacing	52,000.00
36661	10/04/2021	MICHIGAN MUNICIPAL RISK	Liab Ins policy - 1/4 annual	11,076.50
36662	10/04/2021	NIEBOER HEATING & COOLING, INC	Service Call @ City Hall	85.00
36663	10/04/2021	REPUBLIC SERVICES #249	DPW-October	413.89
36664	10/04/2021	KARA SMITH	Mileage-July-Sept 2021	69.88

ACCT. NUMBER: XXXX XXXX XXXX 1546			
CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	11,098.96	MINIMUM PAYMENT DUE	11,098.96
AVAILABLE CREDIT	3,901.04	PAYMENT DUE DATE	10-22-21

CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT XXXX-XXXX-XXXX-1546	TOTAL CORPORATE ACTIVITY \$3,689.26 CR
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
09-20	09-20		AUTO PAYMENT DEDUCTION	3,689.26 CR

INDIVIDUAL CARDHOLDER ACTIVITY

PHIL WOLTHUIS XXXX-XXXX-XXXX-1793	CREDITS \$272.21	PURCHASES \$1,139.72	CASH ADV \$0.00	TOTAL ACTIVITY \$867.51
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
08-27	08-26	05227021239500232067532	WEST MICHIGAN INTERNAT 269-345-2183 MI		921.45
09-03	09-02	55488721245206199000021	ZLS LBM LLC ZEELAND 6168791129 MI		272.21 CR
09-16	09-15	55446411258839150633001	FERGUSON ENT #1474 KALAMAZOO MI		218.27

BILL CAHILL XXXX-XXXX-XXXX-1801	CREDITS \$0.00	PURCHASES \$4,839.07	CASH ADV \$0.00	TOTAL ACTIVITY \$4,839.07
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
09-01	08-30	85504991243900787401660	CARROT TOP INDUSTRIES 919-7326200 NC		4,328.70
09-09	09-07	851792412517006090009672	ONE WAY PRODUCTS KALAMAZOO MI		317.40
09-16	09-14	02305371258100091571646	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		192.97

JIM DUBY XXXX-XXXX-XXXX-1892	CREDITS \$0.00	PURCHASES \$251.28	CASH ADV \$0.00	TOTAL ACTIVITY \$251.28
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
08-27	08-25	55421351238627129708893	MULDERS LANDSCAPE SUPP KALAMAZOO MI		118.75
09-01	08-31	55453701244042000004397	ADVANCE AUTO PARTS #17 KALAMAZOO MI		21.35
09-01	08-31	55453701244042000030301	ADVANCE AUTO PARTS #17 KALAMAZOO MI		36.18
09-01	08-30	55421351243627103100110	MULDERS LANDSCAPE SUPP KALAMAZOO MI		75.00

CAMRON J BOEKHOVEN XXXX-XXXX-XXXX-9114	CREDITS \$9.88	PURCHASES \$2,986.43	CASH ADV \$0.00	TOTAL ACTIVITY \$2,976.55
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
08-27	08-26	02305371239000592530477	TRACTOR SUPPLY #1272 KALAMAZOO MI		159.99
08-30	08-26	02305371239100098483666	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		126.87
09-13	09-12	55480771256191004122443	FARM & FLEET OF PORTAG PORTAGE MI		5.30
09-13	09-12	55480771256191000579851	FARM & FLEET OF PORTAG PORTAGE MI		137.77
09-15	09-14	75500591257900011500028	MARTIN SPRING & DRIVE KALAMAZOO MI		2,171.06
09-17	09-16	55432861259200252892196	LOWES #00765* KALAMAZOO MI		205.50
09-24	09-22	85179241266980005540933	STEENSMA LAWN AND POWE KALAMAZOO MI		9.88 CR
09-24	09-23	55453701267042000008499	ADVANCE AUTO PARTS #17 KALAMAZOO MI		7.81
09-24	09-23	02305371267600105610115	TRACTOR SUPPLY #1272 KALAMAZOO MI		41.45
09-24	09-22	85179241266980005540974	STEENSMA LAWN AND POWE KALAMAZOO MI		130.68

NANCY R STODDARD XXXX-XXXX-XXXX-7241	CREDITS \$0.00	PURCHASES \$580.60	CASH ADV \$0.00	TOTAL ACTIVITY \$580.60
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Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
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ACCT. NUMBER: XXXX XXXX XXXX 1546			
CREDIT LIMIT	15,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	11,098.96	MINIMUM PAYMENT DUE	11,098.96
AVAILABLE CREDIT	3,901.04	PAYMENT DUE DATE	10-22-21

INDIVIDUAL CARDHOLDER ACTIVITY					
09-06	09-03	05227021246300287376636	1 800 GOT JUNK GRAND RAPIDS MI		178.00
09-20	09-17	02305371261600074635693	USPS.COM EVERY DOOR DT 800-782-6724 DC		402.60
SHANNON STUTZ		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XXXX-XXXX-9125		\$0.00	\$1,583.95	\$0.00	\$1,583.95
Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
08-30	08-28	55432861240200674339851	SPECTRUM 855-707-7328 MO		119.98
08-31	08-30	02305371243000554811620	USPS PO 2549110002 KALAMAZOO MI		26.50
09-08	09-07	82711161250000010145089	PIXELVINE FREEPORT MI		71.25
09-13	09-11	05410191255105091028919	QUILL CORPORATION 800-982-3400 SC		36.99
09-13	09-09	85140511253900014300027	CORNERSTONE OFFICE SYS RCOLE@CORNERS MI		202.38
09-14	09-13	82711161256000006420953	PIXELVINE FREEPORT MI		65.00
09-16	09-15	82301821258900015014494	CORPORATE TECHNOLOGIES 952-7153600 MN		425.00
09-20	09-17	05227021260300265484767	MARANA GROUP 269-383-9333 MI		491.88
09-27	09-26	55432861269200087592175	SPECTRUM 855-707-7328 MO		144.97

**City of Parchment
Investment Report
September 30, 2021**

Maturity Date	Interest Rate	Institution	Type of Investment	Amount
9/15/2022	0.50%	Old National	Certificate of Deposit	\$ 51,264.82
2/27/2023	2.90%	MB - Wells Fargo	Certificate of Deposit	\$ 103,779.00
	1.25%	Oppenheimer	Advantage Bank Deposit	\$ 308,602.78
		Multi Bank	Money Market Fund	\$ 8,994.83
			Investment Total	\$ 472,641.43

Mkt Value
Mkt Value

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 101 - GENERAL FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000						
404.000 Tax Revenue	725,000.00	725,000.00	725,058.75	725,058.75	0.00	100.01
405.000 Taxes - Industrial Facilities	3,000.00	3,000.00	3,018.66	3,018.66	0.00	100.62
441.000 Local Community Stab Share Tax	130,000.00	130,000.00	0.00	0.00	0.00	0.00
445.000 Penalty on Taxes	1,600.00	1,600.00	1,140.48	1,140.48	1,140.48	71.28
448.000 1% Collection Fees	26,100.00	26,100.00	21,685.38	21,685.38	3,602.79	83.09
451.000 License and Fees	9,500.00	9,500.00	3,440.15	3,440.15	50.00	36.21
452.000 Cablevision Fees	14,800.00	14,800.00	3,846.83	3,846.83	0.00	25.99
453.000 Recreation Fees	2,700.00	2,700.00	0.00	0.00	0.00	0.00
454.000 Solid Waste Collections	120,400.00	120,400.00	28,953.59	28,953.59	32.50	24.05
574.000 Revenue Sharing supp pmt	0.00	0.00	33,887.00	33,887.00	0.00	0.00
575.000 State Sales Tax	200,000.00	200,000.00	38,712.00	38,712.00	0.00	19.36
632.000 Charges for Services Rendered	500.00	500.00	0.00	0.00	0.00	0.00
662.000 Traffic Fines	7,300.00	7,300.00	881.27	881.27	279.88	12.07
664.000 Interest on Investments	4,300.00	4,300.00	119.91	119.91	45.87	2.79
676.000 Transfers From Other Funds	172,300.00	172,300.00	0.00	0.00	0.00	0.00
680.000 Reimbursement for Overhead	143,100.00	143,100.00	0.00	0.00	0.00	0.00
694.000 Miscellaneous	16,400.00	16,400.00	8,572.00	8,572.00	0.00	52.27
695.000 Other Financing Sources	5,100.00	5,100.00	2,057.78	2,057.78	0.00	40.35
Dept 000.000	1,582,100.00	1,582,100.00	871,373.80	871,373.80	5,151.52	55.08
Revenues						
1,582,100.00	1,582,100.00	1,582,100.00	871,373.80	871,373.80	5,151.52	55.08
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	7,200.00	7,200.00	755.00	755.00	600.00	10.49
715.000 Social Security	1,000.00	1,000.00	46.81	46.81	37.20	4.68
720.000 Worker's Compensation	325.00	325.00	0.72	0.72	0.33	0.22
722.000 Medicare	240.00	240.00	10.98	10.98	8.71	4.58
740.000 Operating Supplies	700.00	700.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	20,700.00	20,700.00	1,254.50	1,254.50	0.00	6.06
830.000 Memberships & Dues	1,500.00	1,500.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	1,000.00	1,000.00	130.00	130.00	0.00	13.00
880.001 Wassailing Contribution	2,000.00	2,000.00	0.00	0.00	0.00	0.00
900.000 Printing & Publishing	5,000.00	5,000.00	1,479.41	1,479.41	1,234.18	29.59
955.000 Miscellaneous	300.00	300.00	0.00	0.00	0.00	0.00
970.000 Capital	3,300.00	3,300.00	0.00	0.00	0.00	0.00
999.000 Transfer to other Fund	0.00	25,000.00	0.00	0.00	0.00	0.00
Legislative	43,265.00	68,265.00	3,677.42	3,677.42	1,880.42	5.39

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

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 200.000 Administration						
702.000 Payroll - Full Time	121,000.00	121,000.00	25,634.99	25,634.99	8,535.96	21.19
703.000 Payroll - Part Time	48,000.00	48,000.00	9,916.18	9,916.18	2,892.06	20.66
715.000 Social Security	10,500.00	10,500.00	2,118.18	2,118.18	638.54	20.17
716.000 Hospital/Life Insurance	61,000.00	61,000.00	9,956.34	9,956.34	2,016.02	16.32
716.001 Insurance Deductible	4,000.00	4,000.00	0.00	0.00	0.00	0.00
718.000 Pension	32,500.00	32,500.00	10,061.11	10,061.11	3,381.81	30.96
720.000 Workers Compensation	700.00	700.00	130.01	130.01	37.22	18.57
722.000 Medicare	2,400.00	2,400.00	495.39	495.39	149.34	20.64
724.000 ICMA Retirement Benefit	9,800.00	9,800.00	0.00	0.00	0.00	0.00
730.000 Postage	3,200.00	3,200.00	1,005.73	1,005.73	0.00	0.00
740.000 Operating Supplies	4,500.00	4,500.00	1,017.13	1,017.13	0.00	31.43
775.000 Repair & Maintenance Supplies	2,000.00	2,000.00	0.00	0.00	0.00	22.60
800.000 Professional/Contractual Serv.	26,300.00	26,300.00	2,242.30	2,242.30	686.82	8.53
805.000 Computer Services	9,500.00	9,500.00	5,380.71	5,380.71	0.00	56.64
830.000 Memberships & Dues	1,200.00	1,200.00	114.72	114.72	7.50	9.56
850.000 Communications	7,300.00	7,300.00	2,102.71	2,102.71	572.59	28.80
860.000 Institutes & Training	4,300.00	4,300.00	211.08	211.08	0.00	4.91
900.000 Printing & Publishing	2,700.00	2,700.00	348.28	348.28	0.00	12.90
910.000 Insurance & Bonds	6,700.00	6,700.00	4,642.50	4,642.50	1,547.50	69.29
920.000 Utilities	4,300.00	4,300.00	949.53	949.53	265.14	22.08
930.000 Repair & Maint.Contractors	7,600.00	7,600.00	85.00	85.00	85.00	1.12
970.000 Capital	20,000.00	20,000.00	8,445.00	8,445.00	0.00	42.23
Administration	389,500.00	389,500.00	84,856.89	84,856.89	20,815.50	21.79
Dept: 210.000 Legal Services						
801.000 Attorney - General	15,500.00	15,500.00	4,818.75	4,818.75	1,150.00	31.09
802.000 Attorney-Police Matters	9,500.00	9,500.00	656.25	656.25	306.25	6.91
Legal Services	25,000.00	25,000.00	5,475.00	5,475.00	1,456.25	21.90
Dept: 300.000 Police						
703.000 Payroll - Part Time	9,500.00	9,500.00	600.00	600.00	600.00	6.32
715.000 Social Security	600.00	600.00	37.20	37.20	37.20	6.20
722.000 Medicare	100.00	100.00	8.70	8.70	8.70	8.70
800.000 Professional/Contractual Serv.	358,800.00	358,800.00	89,079.00	89,079.00	29,693.00	24.83
Police	369,000.00	369,000.00	89,724.90	89,724.90	30,338.90	24.32
Dept: 336.000 Fire						
740.000 Operating Supplies	5,100.00	5,100.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	1,000.00	1,000.00	40.77	40.77	0.00	4.08
775.000 Repair & Maintenance Supplies	1,000.00	1,000.00	0.00	0.00	0.00	0.00

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

REVENUE/EXPENDITURE REPORT
Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 101 - GENERAL FUND	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Expenditures						
Dept: 336.000 Fire	100.00	100.00	0.00	0.00	0.00	0.00
780.000 Safety Supplies	67,900.00	67,900.00	18,249.57	18,249.57	5,575.00	26.88
800.000 Professional/Contractual Serv.	4,400.00	4,400.00	749.61	749.61	90.00	17.04
850.000 Communications	9,400.00	9,400.00	11,244.00	11,244.00	3,748.00	119.62
910.000 Insurance & Bonds	2,700.00	2,700.00	458.38	458.38	136.60	16.98
920.000 Utilities	10,700.00	10,700.00	1,036.24	1,036.24	0.00	9.68
930.000 Repair & Maint.Contractors	20,300.00	20,300.00	0.00	0.00	0.00	0.00
970.000 Capital						
Fire	122,600.00	122,600.00	31,778.57	31,778.57	9,549.60	25.92
Dept: 440.000 Public Services	79,700.00	79,700.00	17,456.52	17,456.52	5,581.20	21.90
702.000 Payroll - Full Time	5,000.00	5,000.00	1,515.97	1,515.97	490.58	30.32
715.000 Social Security	33,000.00	33,000.00	9,946.11	9,946.11	2,959.78	30.14
716.000 Hospital/Life Insurance	1,000.00	1,000.00	2,819.85	2,819.85	280.00	281.99
716.001 Insurance Deductible	34,000.00	34,000.00	6,685.44	6,685.44	2,150.32	19.66
718.000 Pension	2,800.00	2,800.00	866.93	866.93	249.23	30.96
720.000 Worker's Compensation	1,200.00	1,200.00	354.54	354.54	114.75	29.55
722.000 Medicare	2,500.00	2,500.00	0.00	0.00	0.00	0.00
740.000 Operating Supplies	4,300.00	4,300.00	674.96	674.96	141.61	15.70
746.000 Gasoline & Oil	8,000.00	8,000.00	1,407.35	1,407.35	764.81	17.59
775.000 Repair & Maintenance Supplies	500.00	500.00	0.00	0.00	0.00	0.00
780.000 Safety Supplies	900.00	900.00	225.50	225.50	50.00	25.06
800.000 Professional/Contractual Serv.	111,700.00	111,700.00	18,305.58	18,305.58	89.97	16.39
810.000 Rubbish Collection Charges	3,000.00	3,000.00	470.38	470.38	88.42	17.51
815.000 Uniform Rental	900.00	900.00	119.98	119.98	0.00	13.33
850.000 Communications	300.00	300.00	96.90	96.90	0.00	32.30
860.000 Institutes & Training	500.00	500.00	0.00	0.00	0.00	0.00
880.000 Community Promotion	22,500.00	22,500.00	4,179.00	4,179.00	1,393.00	18.57
910.000 Insurance & Bonds	8,500.00	8,500.00	1,353.93	1,353.93	319.45	15.93
920.000 Utilities	29,600.00	29,600.00	5,470.46	5,470.46	210.94	18.48
926.000 Street Lighting	11,100.00	11,100.00	1,851.67	1,851.67	413.89	16.68
930.000 Repair & Maint.Contractors						
Public Services	361,000.00	361,000.00	73,801.07	73,801.07	15,297.95	20.46
Dept: 591.000 Water Plant Grant Expenses	0.00	0.00	2,500.00	2,500.00	0.00	0.00
800.000 Professional/Contractual Serv.	0.00	0.00	32,332.10	32,332.10	0.00	0.00
920.000 Utilities						
Water Plant Grant Expenses	0.00	0.00	34,832.10	34,832.10	0.00	0.00
Dept: 751.000 Parks, Recreation & Culture	54,800.00	54,800.00	12,579.54	12,579.54	4,314.10	22.96
702.000 Payroll - Full Time						

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

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 101 - GENERAL FUND						
Expenditures						
Dept: 751.000 Parks, Recreation & Culture						
703.000 Payroll - Part Time	10,200.00	10,200.00	2,269.68	2,269.68	0.00	22.25
715.000 Social Security	3,600.00	3,600.00	911.29	911.29	264.35	25.31
716.000 Hospital/Life Insurance	5,000.00	5,000.00	2,449.34	2,449.34	528.30	48.99
716.001 Insurance Deductible	1,000.00	1,000.00	0.00	0.00	0.00	0.00
718.000 Pension	23,300.00	23,300.00	5,070.29	5,070.29	1,709.17	21.76
720.000 Worker's Compensation	1,500.00	1,500.00	533.54	533.54	152.45	35.57
722.000 Medicare	800.00	800.00	213.08	213.08	61.82	26.64
746.000 Gasoline & Oil	2,700.00	2,700.00	1,023.49	1,023.49	116.52	37.91
775.000 Repair & Maintenance Supplies	16,100.00	16,100.00	1,422.59	1,422.59	80.00	8.84
780.000 Safety Supplies	400.00	400.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	6,500.00	6,500.00	5,325.00	5,325.00	1,775.00	81.92
920.000 Utilities	6,900.00	6,900.00	1,761.57	1,761.57	267.35	25.53
930.000 Repair & Maint.Contractors	28,400.00	28,400.00	972.00	972.00	0.00	3.42
970.000 Capital	10,200.00	10,200.00	0.00	0.00	0.00	0.00
Parks, Recreation & Culture	171,400.00	171,400.00	34,531.41	34,531.41	9,269.06	20.15
Expenditures	1,481,765.00	1,506,765.00	358,677.36	358,677.36	88,607.68	23.81

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

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 202 - MAJOR STREET FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
Dept: 000.000	163,900.00	163,900.00	56,510.59	56,510.59	30,332.09	34.48
546.000 State Grants - Act 51						
Dept: 000.000	163,900.00	163,900.00	56,510.59	56,510.59	30,332.09	34.48
Revenues	163,900.00	163,900.00	56,510.59	56,510.59	30,332.09	34.48
Expenditures						
Dept: 451.000 Construction	3,000.00	3,000.00	0.00	0.00	0.00	0.00
970.000 Capital						
Construction	3,000.00	3,000.00	0.00	0.00	0.00	0.00
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	7,100.00	7,100.00	985.48	985.48	376.50	13.88
715.000 Social Security	450.00	450.00	59.91	59.91	22.94	13.31
716.000 Hospital/Life Insurance	2,600.00	2,600.00	332.03	332.03	88.14	12.77
716.001 Insurance Deductible	50.00	50.00	0.00	0.00	0.00	0.00
718.000 Pension	3,000.00	3,000.00	442.49	442.49	149.16	14.75
720.000 Worker's Compensation	450.00	450.00	88.70	88.70	25.34	19.71
722.000 Medicare	100.00	100.00	13.99	13.99	5.36	13.99
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	0.00	0.00	0.00	0.00
930.000 Repair & Maint.Contractors	7,500.00	7,500.00	0.00	0.00	0.00	0.00
Routine Maintenance	23,750.00	23,750.00	1,922.60	1,922.60	667.44	8.10
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	6,800.00	6,800.00	955.95	955.95	368.06	14.06
715.000 Social Security	400.00	400.00	58.09	58.09	22.42	14.52
716.000 Hospital/Life Insurance	2,500.00	2,500.00	331.97	331.97	88.12	13.28
716.001 Insurance Deductible	50.00	50.00	0.00	0.00	0.00	0.00
718.000 Pension	2,800.00	2,800.00	432.56	432.56	145.82	15.45
720.000 Worker's Compensation	425.00	425.00	86.73	86.73	24.78	20.41
722.000 Medicare	100.00	100.00	13.57	13.57	5.24	13.57
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	81.80	81.80	0.00	0.00
930.000 Repair & Maint.Contractors	12,400.00	12,400.00	1,353.64	1,353.64	120.00	10.92
Traffic Services	28,375.00	28,375.00	3,314.31	3,314.31	774.44	11.68
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	8,200.00	8,200.00	1,655.13	1,655.13	466.38	20.18
715.000 Social Security	500.00	500.00	100.90	100.90	28.34	20.18
716.000 Hospital/Life Insurance	3,200.00	3,200.00	444.47	444.47	102.23	13.89

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

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City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 202 - MAJOR STREET FUND						
Expenditures						
Dept: 478.000 Winter Maintenance						
716.001 Insurance Deductible	100.00	100.00	0.00	0.00	0.00	0.00
718.000 Pension	3,500.00	3,500.00	554.15	554.15	190.79	15.83
720.000 Worker's Compensation	500.00	500.00	111.37	111.37	31.38	22.27
722.000 Medicare	100.00	100.00	23.60	23.60	6.63	23.60
746.000 Gasoline & Oil	900.00	900.00	0.00	0.00	0.00	0.00
753.000 Salt	10,000.00	10,000.00	-1,029.60	-1,029.60	0.00	-10.30
Winter Maintenance	27,000.00	27,000.00	1,860.02	1,860.02	825.75	6.89
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,200.00	1,200.00	314.65	314.65	89.90	26.22
715.000 Social Security	100.00	100.00	19.05	19.05	5.42	19.05
716.000 Hospital/Life Insurance	600.00	600.00	112.38	112.38	14.10	18.73
718.000 Pension	500.00	500.00	105.66	105.66	35.62	21.13
720.000 Worker's Compensation	0.00	0.00	21.21	21.21	6.06	0.00
722.000 Medicare	0.00	0.00	4.43	4.43	1.26	0.00
955.000 Miscellaneous	0.00	0.00	2,847.80	2,847.80	2,847.80	0.00
960.000 Administrative Overhead	17,300.00	17,300.00	0.00	0.00	0.00	0.00
Administration	19,700.00	19,700.00	3,425.18	3,425.18	3,000.16	17.39
Expenditures	101,825.00	101,825.00	10,522.11	10,522.11	5,267.79	10.33

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

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 203 - LOCAL STREET FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Revenues						
546.000 State Grants - Act 51	66,900.00	66,900.00	23,483.16	23,483.16	12,604.66	35.10
Dept: 000.000	66,900.00	66,900.00	23,483.16	23,483.16	12,604.66	35.10
Revenues						
66,900.00	66,900.00	66,900.00	23,483.16	23,483.16	12,604.66	35.10
Expenditures						
Dept: 451.000 Construction	3,000.00	3,000.00	52,000.00	52,000.00	52,000.00	1,733.33
970.000 Capital	3,000.00	3,000.00	52,000.00	52,000.00	52,000.00	1,733.33
Construction						
Dept: 463.000 Routine Maintenance	8,400.00	8,400.00	985.48	985.48	376.50	11.73
702.000 Payroll - Full Time	500.00	500.00	59.91	59.91	22.94	11.98
715.000 Social Security	2,600.00	2,600.00	332.03	332.03	88.14	12.77
716.000 Hospital/Life Insurance	200.00	200.00	0.00	0.00	0.00	0.00
716.001 Insurance Deductible	3,600.00	3,600.00	442.49	442.49	149.16	12.29
718.000 Pension	500.00	500.00	88.69	88.69	25.34	17.74
720.000 Worker's Compensation	100.00	100.00	13.99	13.99	5.36	13.99
722.000 Medicare	300.00	300.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	3,200.00	3,200.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	5,100.00	5,100.00	760.00	760.00	0.00	14.90
930.000 Repair & Maint.Contractors	5,100.00	5,100.00	760.00	760.00	0.00	14.90
Routine Maintenance						
Dept: 475.000 Traffic Services	24,500.00	24,500.00	2,682.59	2,682.59	667.44	10.95
702.000 Payroll - Full Time	8,000.00	8,000.00	926.47	926.47	359.64	11.58
715.000 Social Security	500.00	500.00	56.30	56.30	21.91	11.26
716.000 Hospital/Life Insurance	2,300.00	2,300.00	319.11	319.11	83.78	13.87
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	422.67	422.67	142.48	12.08
720.000 Worker's Compensation	500.00	500.00	84.77	84.77	24.22	16.95
722.000 Medicare	100.00	100.00	13.18	13.18	5.13	13.18
746.000 Gasoline & Oil	500.00	500.00	0.00	0.00	0.00	0.00
775.000 Repair & Maintenance Supplies	4,700.00	4,700.00	81.80	81.80	0.00	1.74
930.000 Repair & Maint.Contractors	600.00	600.00	0.00	0.00	0.00	0.00
Traffic Services						
Dept: 478.000 Winter Maintenance	20,900.00	20,900.00	1,904.30	1,904.30	637.16	9.11
702.000 Payroll - Full Time	8,400.00	8,400.00	1,602.86	1,602.86	457.96	19.08
715.000 Social Security	500.00	500.00	97.82	97.82	27.87	19.56
716.000 Hospital/Life Insurance	2,600.00	2,600.00	431.58	431.58	97.89	16.60

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

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City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 203 - LOCAL STREET FUND

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Expenditures						
Dept: 478.000 Winter Maintenance		200.00	0.00	0.00	0.00	0.00
716.001 Insurance Deductible	3,700.00	3,700.00	538.24	538.24	181.44	14.55
718.000 Pension	500.00	500.00	107.87	107.87	30.82	21.57
720.000 Worker's Compensation	100.00	100.00	22.85	22.85	6.50	22.85
722.000 Medicare	900.00	900.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil						
753.000 Salt	10,000.00	10,000.00	-1,029.60	-1,029.60	0.00	-10.30
Winter Maintenance	26,900.00	26,900.00	1,771.62	1,771.62	802.48	6.59
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,500.00	1,500.00	314.65	314.65	89.90	20.98
715.000 Social Security	100.00	100.00	19.05	19.05	5.42	19.05
716.000 Hospital/Life Insurance	800.00	800.00	112.38	112.38	14.10	14.05
718.000 Pension	700.00	700.00	105.66	105.66	35.62	15.09
720.000 Worker's Compensation	0.00	0.00	21.21	21.21	6.06	0.00
722.000 Medicare	0.00	0.00	4.43	4.43	1.26	0.00
960.000 Administrative Overhead	16,500.00	16,500.00	0.00	0.00	0.00	0.00
Administration	19,600.00	19,600.00	577.38	577.38	152.36	2.95
Expenditures	94,900.00	94,900.00	58,935.89	58,935.89	54,259.44	62.10

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

REVENUE/EXPENDITURE REPORT

Through Sept 30, 2021

City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 1/1/2021 to 3/31/2021
CY YTD: 1/1/2021 to 9/30/2021 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	2,824.32	510.08	0.00	60.35
475.002 Race/Walk Fees	3,000.00	5,000.00	5,562.69	0.00	0.00	111.25
475.003 Membership Fund Drive	2,800.00	1,800.00	5,114.52	0.00	0.00	284.14
475.005 Corporate Sponsorships	8,000.00	14,000.00	18,600.00	12,600.00	0.00	132.86
475.008 Miscellaneous Inc.	0.00	0.00	65.14	0.00	0.00	0.00
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	-100.00	0.00	0.00
675.002 KSF Special Event	1,580.00	1,160.00	1,257.08	0.00	0.00	108.37
675.003 KSF Children's area	0.00	0.00	239.45	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	68,563.20	13,010.08	0.00	116.84
Revenues						
Dept: 000.000	49,170.00	58,680.00	68,563.20	13,010.08	0.00	116.84
Expenditures						
Dept: 000.000						
779.001 Performance Expense	17,000.00	17,000.00	19,958.70	0.00	-19.39	117.40
779.003 Festival Day - Race/Walk	3,000.00	4,100.00	5,533.11	0.00	0.00	134.95
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	1,309.64	0.00	0.00	81.85
779.007 Fest Day Events	0.00	0.00	1,500.00	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	25.00	0.00	0.00
779.012 Festival - Administration	9,665.00	12,865.00	14,982.51	236.00	141.43	116.46
779.013 Stage Entertainment	12,300.00	15,750.00	10,800.00	0.00	0.00	68.57
779.020 Publicity	4,935.00	6,165.00	2,753.59	0.00	0.00	44.66
Dept: 000.000	49,170.00	58,680.00	56,862.55	261.00	122.04	96.90
Expenditures						
Dept: 000.000	49,170.00	58,680.00	56,862.55	261.00	122.04	96.90

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REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 251 - Brownfield Redevelopment						
Revenues						
Dept: 000.000						
404.000 Tax Revenue	158,717.00	158,717.00	0.00	0.00	0.00	0.00
Dept: 000.000	158,717.00	158,717.00	0.00	0.00	0.00	0.00
Revenues						
Expenditures						
Dept: 000.000						
960.000 Administrative Overhead	40,700.00	40,700.00	0.00	0.00	0.00	0.00
991.000 Debt Retirement-Principal	46,400.00	46,400.00	0.00	0.00	0.00	0.00
995.000 Interest Expense	12,000.00	12,000.00	0.00	0.00	0.00	0.00
Dept: 000.000	99,100.00	99,100.00	0.00	0.00	0.00	0.00
Expenditures						
	99,100.00	99,100.00	0.00	0.00	0.00	0.00

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REVENUE/EXPENDITURE REPORT
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City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 401 - Veteran's Memorial Fund						
Revenues						
Dept: 000.000						
674.000 Contributed Capital Revenue	0.00	0.00	1,284.44	1,284.44	611.25	0.00
Dept: 000.000	0.00	0.00	1,284.44	1,284.44	611.25	0.00
Revenues						
Expenditures						
Dept: 000.000						
955.000 Miscellaneous	0.00	0.00	20.00	20.00	20.00	0.00
Dept: 000.000	0.00	0.00	20.00	20.00	20.00	0.00
Expenditures						
	0.00	0.00	20.00	20.00	20.00	0.00

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REVENUE/EXPENDITURE REPORT

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City of Parchment

CY MTD: 9/1/2021 to 9/30/2021 CY QTD: 7/1/2021 to 9/30/2021
CY YTD: 7/1/2021 to 9/30/2021 CY ATD: 7/1/2021 to 6/30/2022

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Fund: 590 - SEWER FUND						
Revenues						
Dept: 000.000						
626.000 Sewer Services	270,000.00	270,000.00	16,347.16	16,347.16	0.00	6.05
664.000 Interest on Investments	1,800.00	1,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	271,800.00	271,800.00	16,347.16	16,347.16	0.00	6.01
Revenues						
271,800.00	271,800.00	271,800.00	16,347.16	16,347.16	0.00	6.01
Expenditures						
Dept: 000.000						
702.000 Payroll - Full Time	22,300.00	22,300.00	7,428.22	7,428.22	2,303.44	33.31
715.000 Social Security	1,400.00	1,400.00	448.55	448.55	138.86	32.04
716.000 Hospital/Life Insurance	7,400.00	7,400.00	3,236.57	3,236.57	783.29	43.74
716.001 Insurance Deductible	500.00	500.00	0.00	0.00	0.00	0.00
718.000 Pension	9,400.00	9,400.00	2,715.24	2,715.24	920.61	28.89
720.000 Worker's Compensation	500.00	500.00	186.97	186.97	53.22	37.39
722.000 Medicare	300.00	300.00	105.06	105.06	32.51	35.02
800.000 Professional/Contractual Serv.	36,200.00	36,200.00	7,555.30	7,555.30	287.00	20.87
815.000 Uniform Rental	500.00	500.00	81.15	81.15	14.76	16.23
910.000 Insurance & Bonds	10,600.00	10,600.00	7,839.00	7,839.00	2,613.00	73.95
920.000 Utilities	2,300.00	2,300.00	653.22	653.22	209.22	28.40
930.000 Repair & Maint.Contractors	15,200.00	15,200.00	0.00	0.00	0.00	20.72
960.000 Administrative Overhead	69,300.00	69,300.00	0.00	0.00	0.00	0.00
968.000 Depreciation	13,800.00	13,800.00	0.00	0.00	0.00	0.00
Dept: 000.000	189,700.00	189,700.00	30,249.28	30,249.28	7,355.91	17.61
Expenditures						
189,700.00	189,700.00	189,700.00	30,249.28	30,249.28	7,355.91	17.61
Grand Total Net Effect:						
	276,127.00	251,127.00	522,295.16	523,343.59	-106,933.34	206.70

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

2021 MONTHLY PERMITS BY JURISDICTION

MONTH OF SEPTEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	14	\$ 5,410
COMSTOCK	ELECTRICAL	14	\$ 2,275
COMSTOCK	MECHANICAL	18	\$ 3,296
COMSTOCK	PLUMBING	7	\$ 1,092
COMSTOCK	SPECIAL - JURISDICTION	1	\$ 55
COMSTOCK	SPECIAL - HOMEOWNER	-	\$ -
TOTAL COMSTOCK		54	\$ 12,128
KALAMAZOO	BUILDING	28	\$ 5,848
KALAMAZOO	ELECTRICAL	21	\$ 2,646
KALAMAZOO	MECHANICAL	24	\$ 3,301
KALAMAZOO	PLUMBING	7	\$ 705
KALAMAZOO	SPECIAL - JURISDICTION	1	\$ 55
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		82	\$ 12,610
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	1	\$ 125
PARCHMENT	MECHANICAL	1	\$ 125
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		3	\$ 350
PINE GROVE	BUILDING	3	\$ 2,827
PINE GROVE	ELECTRICAL	4	\$ 1,013
PINE GROVE	MECHANICAL	6	\$ 1,065
PINE GROVE	PLUMBING	-	\$ -
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PINE GROVE		14	\$ 4,960
RICHLAND	BUILDING	19	\$ 9,405
RICHLAND	ELECTRICAL	10	\$ 1,349
RICHLAND	MECHANICAL	17	\$ 2,571
RICHLAND	PLUMBING	4	\$ 636
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND		50	\$ 13,961
RICHLAND VILLAGE	BUILDING	1	\$ 170
RICHLAND VILLAGE	ELECTRICAL	-	\$ -
RICHLAND VILLAGE	MECHANICAL	3	\$ 426
RICHLAND VILLAGE	PLUMBING	2	\$ 273
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		6	\$ 869
TOTAL		209	\$ 44,877

REVENUE	REVENUE
SEPTEMBER 2020	% PREV YEAR MONTH
\$ 45,266	99.1%

PERMITS	PERMITS
SEPTEMBER 2020	% 2020- YTD
185	113%



2021 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: SEPTEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	133	\$ 90,462
COMSTOCK	ELECTRICAL	142	\$ 26,586
COMSTOCK	MECHANICAL	133	\$ 22,935
COMSTOCK	PLUMBING	72	\$ 12,841
COMSTOCK	SPECIAL - JURISDICTION	17	\$ 935
COMSTOCK	SPECIAL - HOMEOWNER	7	\$ 385
TOTAL COMSTOCK		504	\$ 154,144
KALAMAZOO	BUILDING	145	\$ 24,346
KALAMAZOO	ELECTRICAL	130	\$ 19,752
KALAMAZOO	MECHANICAL	211	\$ 35,475
KALAMAZOO	PLUMBING	76	\$ 9,349
KALAMAZOO	SPECIAL - JURISDICTION	45	\$ 2,530
KALAMAZOO	SPECIAL - HOMEOWNER	12	\$ 660
TOTAL KALAMAZOO		619	\$ 92,112
PARCHMENT	BUILDING	12	\$ 4,748
PARCHMENT	ELECTRICAL	19	\$ 3,221
PARCHMENT	MECHANICAL	18	\$ 8,174
PARCHMENT	PLUMBING	7	\$ 1,357
PARCHMENT	SPECIAL - JURISDICTION	7	\$ 430
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		63	\$ 17,930
PINE GROVE	BUILDING	42	\$ 26,121
PINE GROVE	ELECTRICAL	39	\$ 6,801
PINE GROVE	MECHANICAL	46	\$ 7,641
PINE GROVE	PLUMBING	21	\$ 4,204
PINE GROVE	SPECIAL - JURISDICTION	3	\$ 165
PINE GROVE	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL PINE GROVE		153	\$ 45,042
RICHLAND	BUILDING	103	\$ 109,131
RICHLAND	ELECTRICAL	111	\$ 24,726
RICHLAND	MECHANICAL	145	\$ 28,554
RICHLAND	PLUMBING	62	\$ 12,853
RICHLAND	SPECIAL - JURISDICTION	2	\$ 110
RICHLAND	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL RICHLAND		426	\$ 175,539
RICHLAND VILLAGE	BUILDING	8	\$ 2,612
RICHLAND VILLAGE	ELECTRICAL	10	\$ 1,674
RICHLAND VILLAGE	MECHANICAL	24	\$ 3,623
RICHLAND VILLAGE	PLUMBING	9	\$ 1,318
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		51	\$ 9,227
TOTAL KABA	YTD	1816	493,994

REVENUE	REVENUE
YTD - SEPTEMBER 2020	% 2020 - YTD
\$ 365,519	135.1%

REVENUE
% 2021 YTD BUDGET
108.2%

PERMITS	PERMITS
YTD - SEPTEMBER 2020	% 2020 - YTD
1237	146.8%

2021 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
185	\$	91,435	JAN
157	\$	41,412	FEB
201	\$	73,173	MAR
227	\$	51,524	APRIL
188	\$	52,360	MAY
179	\$	37,231	JUNE
256	\$	57,046	JULY
214	\$	44,937	AUG
209	\$	44,877	SEPT
-	\$	-	OCT
-	\$	-	NOV
-	\$	-	DEC
1,816	\$	493,994	2021

**KALAMAZOO AREA BUILDING AUTHORITY
2022 BUDGET**

KABA Board Approved: 09/21/21

INCOME		
4010	BUILDING PERMITS	319,312.00
4015	SPECIAL PERMITS	8,121.00
2020	ELECTRICAL PERMITS	110,867.00
4030	MECHANICAL PERMITS	124,925.00
4040	PLUMBING PERMITS	58,409.00
4600	INVESTMENT INCOME	120.00
Subtotal Income		621,754.00
TOTAL INCOME		621,754.00
EXPENSE		
6010	ADVERTISING & MARKETING	2,000.00
6200	BANK FEES	890.00
6450	DUES & SUBSCRIPTIONS	575.00
6501, 03, 05	PAYROLL - WAGES	251,292.60
6510	PAYROLL TAXES	19,693.90
6511	LIFE/AD&D/STD/LTD	4,457.52
6512	401(a)	15,392.19
6513	HEALTH INSURANCE	55,799.34
6700	GENERAL INSURANCE	13,069.03
6800	LEGAL FEES	12,000.00
6810	COMPUTER SUPPORT (EXTERNAL)	10,659.64
6820	ACCOUNTING SERVICES	13,839.00
7100	OFFICE EQUIPMENT	5,116.76
7110	OFFICE SUPPLIES	3,800.00
7115	POSTAGE	1,200.00
7125	COMPUTER (HARDWARE/SOFTWARE)	5,987.00
7130	RESOURCE MATERIALS	1,000.00
	MORTGAGE	19,200.00
7420	LAWN CARE/SNOW REMOVAL	2,484.00
7450	MAINTENANCE & REPAIRS - OFFICE	10,000.00
7500	UTILITIES	3,580.00
7550	TRASH REMOVAL	660.00
7600	SECURITY (OFFICE)	479.40
7610	TELEPHONE - OFFICE	7,320.00
7611	TELEPHONE - CELLULAR	1,800.00
7700	BUILDING BOARD OF APPEALS	375.00
7701	AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00
7710	CONTRACTED BUILDING INSPECTOR	2,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00
7800	MILEAGE REIMBURSEMENT	12,740.00
7810	TRAINING EXPENSE	1,600.00
7920	CAPITAL OUTLAY	7,000.00
7999	MISC	2,000.00
TOTAL EXPENSE		619,410.38
NET POSITION		2,343.62

**KALAMAZOO AREA BUILDING AUTHORITY
BUDGET COMPARISON**

2022 to 2021

INCOME		2022	2021	Diff
4010	BUILDING PERMITS	319,312.00	310,725.00	8,587.00
4015	SPECIAL PERMITS	8,121.00	7,926.00	195.00
4020	ELECTRICAL PERMITS	110,867.00	110,867.00	-
4030	MECHANICAL PERMITS	124,925.00	116,004.00	8,921.00
4040	PLUMBING PERMITS	58,409.00	63,190.00	(4,781.00)
4600	INVESTMENT INCOME	120.00	120.00	-
Subtotal Income		621,754.00	608,832.00	12,922.00
	RETAINED EARNINGS (as of 08/31)	192,377.72	126,519.75	65,857.97
TOTAL INCOME		814,131.72	735,351.75	78,779.97
EXPENSE				
6010	ADVERTISING & MARKETING	2,000.00	2,000.00	-
6200	BANK FEES	890.00	540.00	350.00
6450	DUES & SUBSCRIPTIONS	575.00	575.00	-
6501, 03, 05	PAYROLL - WAGES	251,292.60	234,046.80	17,245.80
6510	PAYROLL TAXES	19,693.90	18,374.59	1,319.31
6511	LIFE/AD&D/STD/LTD	4,457.52	4,457.52	(0.00)
6512	401(a)	15,392.19	14,357.44	1,034.75
6513	HEALTH INSURANCE	55,799.34	54,945.41	853.93
6700	GENERAL INSURANCE	13,069.03	12,433.00	636.03
6800	LEGAL FEES	12,000.00	20,000.00	(8,000.00)
6810	COMPUTER SUPPORT (EXTERNAL)	10,659.64	10,588.56	71.08
6820	ACCOUNTING SERVICES	13,839.00	12,582.00	1,257.00
7100	OFFICE EQUIPMENT	5,116.76	4,980.32	136.44
7110	OFFICE SUPPLIES	3,800.00	3,800.00	-
7115	POSTAGE	1,200.00	1,000.00	200.00
7125	COMPUTER (HARDWARE/SOFTWARE)	5,987.00	5,987.00	-
7130	RESOURCE MATERIALS	1,000.00	1,000.00	-
7400	RENT EXPENSE / MORTGAGE	19,200.00	19,200.00	-
7420	LAWN CARE/SNOW REMOVAL	2,484.00	2,484.00	-
7450	MAINTENANCE & REPAIRS - OFFICE	10,000.00	5,000.00	5,000.00
7500	UTILITIES	3,580.00	3,424.00	156.00
7550	TRASH REMOVAL	660.00	600.00	60.00
7600	SECURITY (OFFICE)	479.40	540.00	(60.60)
7610	TELEPHONE - OFFICE	7,320.00	7,320.00	-
7611	TELEPHONE - CELLULAR	1,800.00	1,800.00	-
7700	BUILDING BOARD OF APPEALS	375.00	375.00	-
7701	AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00	1,200.00	-
7710	CONTRACTED BUILDING INSPECTOR	2,000.00	10,000.00	(8,000.00)
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00	53,400.00	-
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00	45,600.00	-
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00	31,200.00	-
7800	MILEAGE REIMBURSEMENT	12,740.00	12,740.00	-
7810	TRAINING EXPENSE	1,600.00	1,600.00	-
7920	CAPITAL OUTLAY	7,000.00	7,000.00	-
7999	MISC	2,000.00	2,000.00	-
TOTAL EXPENSE		619,410.38	607,150.64	12,259.74
NET POSITION		194,721.34	128,201.11	66,520.23

2015-2021 YTD Approved Budget vs Actual Expenses.xlsx

GL # & Description	2016		2017		2018		2019		2020		2021	
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL (YTD 08/31/21)
Income												
4010 - Building Permits	-	491,129.99	235,163.04	187,634.00	199,930.00	220,891.00	279,432.00	342,192.00	288,433.00	310,725.00	310,725.00	234,432.00
4015 - Special Permits	-	1,530.00	5,855.00	5,160.00	13,685.00	10,010.00	5,882.00	7,926.00	6,232.50	7,926.00	7,926.00	5,170.00
4020 - Electrical Permits	111,000.00	122,098.00	61,980.77	69,309.00	65,050.00	75,990.00	90,240.00	114,616.00	103,567.00	110,867.00	110,867.00	76,495.00
4030 - Mechanical Permits	117,000.00	117,398.74	64,073.62	64,572.80	68,573.80	93,563.40	92,190.00	125,307.20	124,341.00	116,004.00	116,004.00	97,056.80
4040 - Plumbing Permits	66,000.00	65,951.30	34,934.61	41,301.00	41,682.00	34,634.00	50,815.00	67,552.00	49,266.00	63,190.00	63,190.00	39,707.00
4099 - Ordinance Enforcement												
4100 - Zoning Administration												
4600 - Investment Income	2,000.00	1,573.51	-	313.13	301.52	2,303.75	120.00	267.59	17,625.80	-	120.00	11,721.25
4700 - Other Income	-	3,563.53	-	132.96	38.28	174.49	120.00	162.32	-	-	-	58.28
Total Income	729,000.00	803,247.07	396,152.04	369,302.89	374,608.32	447,487.42	518,679.00	679,690.59	608,832.00	608,832.00	608,832.00	464,732.53
Expense												
Due to Kaba Members												
6010 - Advertising and Marketing	2,500.00	2,360.42	-	1,056.54	2,000.00	1,135.10	1,075.00	1,001.41	-	2,000.00	2,000.00	2,593.80
6100 - Automobile Expense	5,800.00	3,566.78	-	-	-	-	200.00	55.75	-	-	54.00	598.55
6200 - Bank Fees	1,000.00	388.19	120.00	124.50	200.00	8,071.90	575.00	575.00	6,770.69	-	-	-
6400 - Depreciation Expense	-	8,026.39	1,475.00	-	575.00	-	-	-	-	575.00	-	-
6450 - Dues & Subscriptions	1,040.00	1,475.00	-	-	-	-	-	-	-	-	-	-
6500 - Payroll Expenses	76,000.00	80,666.37	81,250.00	81,250.00	81,250.00	81,562.50	81,250.00	81,723.25	81,723.13	81,250.00	81,250.00	50,312.68
6501 - Salary - Building Official	65,000.00	28,197.26	-	-	65,000.00	65,250.00	65,000.00	66,305.84	64,694.16	65,000.00	65,000.00	40,250.00
6502 - Salary - Director	70,408.00	82,929.55	-	-	80,330.40	82,742.40	80,330.40	83,341.46	85,506.79	87,796.80	87,796.80	54,258.20
6503 - Salary - Building Inspector	124,000.00	159,758.32	20,526.21	20,320.40	17,806.17	17,577.88	17,696.16	18,178.88	17,892.05	18,374.59	18,374.59	11,961.38
6505 - Wages - Administrative	29,500.00	24,565.37	-	-	4,502.88	4,442.64	4,479.66	4,445.12	4,457.52	4,442.64	4,457.52	2,971.08
6511 - LTR / STD / ADSD / Life	2,300.00	5,562.27	-	4,210.93	-	-	-	-	-	-	-	4,457.52
6512 - 401(A)(A)(A)	12,000.00	17,074.02	16,200.60	15,667.30	13,767.62	13,747.67	13,855.34	13,817.92	14,203.94	14,203.94	14,357.44	9,381.63
6513 - Health Insurance	41,925.00	32,033.90	36,019.70	34,210.54	29,674.63	29,613.75	38,085.28	38,120.35	34,251.78	31,969.50	51,945.41	37,318.05
6514 - Unemployment Reimbursement	-	162.00	-	9,900.80	-	5,755.80	-	-	-	-	-	-
6500 - Payroll Expenses - Other	-	-	-	-	-	-	-	-	-	-	-	-
Total 6500 - Payroll Expenses	421,133.00	430,949.05	355,300.68	339,679.76	298,107.50	292,627.21	303,078.84	305,209.34	322,565.64	322,565.64	322,565.64	206,552.42
6560 - Printing Expense	3,000.00	811.00	-	10.00	-	-	-	-	-	-	-	-
6600 - Meals	-	493.45	-	37.21	-	-	-	-	-	-	-	-
6600 - Gift Expense	-	73.91	-	-	-	-	-	-	-	-	-	-
6700 - Insurance - General	8,271.00	9,425.56	8,266.00	9,313.56	8,995.00	8,247.42	9,839.12	9,008.34	11,159.18	12,433.00	12,433.00	7,716.59
6800 - Legal Fees	22,800.00	50,163.96	20,000.00	19,269.15	20,000.00	15,820.00	18,800.00	23,700.00	20,000.00	20,000.00	20,000.00	3,513.00
6810 - Computer Support (External)	24,800.00	23,029.25	-	12,236.08	17,270.26	14,685.03	9,589.76	9,567.76	10,259.76	10,259.76	10,259.76	10,588.56
6820 - Accounting Services	7,000.00	15,461.49	11,480.00	11,868.41	11,600.00	10,580.92	10,529.00	9,950.00	12,572.00	12,572.00	12,582.00	10,616.83
7100 - Office Equipment	-	30,102.12	5,056.00	5,766.94	5,672.82	6,195.39	5,712.88	5,599.92	4,528.34	4,980.32	4,980.32	3,386.50
7100 - Office Supplies	9,000.00	14,192.65	5,000.00	2,764.97	4,000.00	1,918.59	2,980.00	2,986.51	3,800.00	3,800.00	3,800.00	1,089.16
7115 - Postage	1,800.00	2,462.35	1,508.16	538.20	800.00	743.60	1,000.00	1,045.00	1,000.00	1,000.00	1,000.00	1,008.35
7120 - Water Cooler	-	356.00	-	193.75	-	-	-	-	-	-	-	-
7125 - Computer Hardware/Software	-	18,921.40	2,500.00	2,440.00	2,581.00	2,466.30	4,635.50	2,857.33	5,219.00	5,087.00	5,087.00	4,573.17
7130 - Resource Materials	500.00	4,143.71	3,000.00	1,935.93	1,000.00	47.10	400.00	575.55	1,000.00	1,000.00	1,000.00	359.40
7400 - Rent/Less Expense	12,000.00	17,638.08	26,580.00	26,580.00	26,580.00	26,580.00	25,442.50	26,580.00	26,580.00	19,200.00	19,200.00	-
7420 - Lawn Care/Snow Removal	-	569.49	2,600.00	1,577.04	2,484.00	973.75	2,084.00	1,697.22	2,484.00	2,484.00	2,484.00	-
7450 - Maintenance & Repairs - Office	-	281.66	3,000.00	3,799.00	3,000.00	3,208.25	3,340.00	3,202.23	3,424.00	3,424.00	3,424.00	1,471.00
7500 - Utilities	-	1,113.49	5,275.00	3,551.07	4,132.80	3,208.55	4,480.00	3,202.23	3,424.00	3,424.00	3,424.00	1,596.97
7550 - Trash Removal	-	130.26	365.00	438.38	540.00	480.00	480.00	314.41	367.00	367.00	367.00	349.31
7600 - Security (Office)	-	134.97	540.00	539.88	539.88	539.88	539.88	539.88	540.00	540.00	540.00	319.60
7610 - Telephone - Office	5,500.00	6,957.39	7,658.04	6,685.91	7,665.77	6,400.22	6,480.00	6,745.24	7,270.32	7,270.32	7,270.32	6,000.00
7611 - Telephone - Cellular	-	2,629.96	1,714.00	1,631.58	1,776.00	1,766.65	1,776.00	1,471.53	1,498.27	1,498.27	1,498.27	968.84
7700 - Building Board of Appeals	2,000.00	-	2,000.00	1,875.00	3,600.00	1,950.00	375.00	750.00	600.00	375.00	375.00	-
7701 - At Large/Alternate Board Member	-	-	-	-	-	-	-	-	-	-	-	-
7710 - Contracted Building Inspector	67,000.00	63,322.50	21,693.12	35,220.00	26,514.96	37,375.00	35,934.40	54,050.00	53,400.00	10,000.00	10,000.00	300.00
7711 - Contracted Electrical Inspector	39,000.00	58,915.00	22,425.72	30,445.80	33,624.40	48,647.40	26,602.00	48,647.40	45,600.00	53,400.00	53,400.00	36,590.00
7712 - Contracted Mechanical Inspector	47,000.00	41,305.00	12,277.16	22,095.00	20,964.40	17,940.00	22,100.00	31,380.00	28,597.50	31,200.00	31,200.00	20,775.00
7713 - Contracted Plumbing Inspector	23,000.00	35,610.00	-	-	-	2,922.75	-	1,019.25	-	-	-	-
7714 - Contracted Orl Enforcement	-	-	-	-	-	-	-	-	-	-	-	-
7715 - Contracted Zoning Administration	3,000.00	8,211.77	9,825.00	7,539.96	7,400.00	8,287.94	12,800.00	13,760.00	13,465.00	13,465.00	13,465.00	9,200.00
7800 - Mileage Reimbursement	5,000.00	3,334.93	4,000.00	1,105.00	800.00	375.00	100.00	55.00	1,000.00	1,000.00	1,000.00	7,906.00
7810 - Training Expense	-	-	-	-	-	-	-	-	-	-	-	-
7830 - Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-
7910 - Contingency Items	-	-	-	-	-	-	-	-	-	-	-	-
7920 - Capital Outlay	22,000.00	8,530.52	-	-	-	-	-	-	-	-	-	-
7990 - Relocation Expense	-	-	-	-	-	-	-	-	-	-	-	-
7999 - Misc Expense	-	369,114.42	587,337.88	588,984.82	501,990.58	597,175.51	549,566.98	585,538.62	608,551.20	607,150.64	607,150.64	381,781.32
Total Expense	732,444.00	1,234,402.12	1,161,855.54	1,189,681.93	1,127,235.63	1,272,235.63	1,308,887.98	1,451,919.97	1,468,185.32	1,468,185.32	1,468,185.32	821,951.21
Net Income	(3,444.00)	(430,855.05)	(161,855.54)	(189,681.93)	(127,235.63)	(59,688.09)	(30,887.98)	(94,151.97)	(23,699.32)	(23,699.32)	(23,699.32)	(58,218.68)

Memo

To: City Manager Stoddard, City Commission

From: Shannon Stutz, City Treasurer/Clerk

Date: October 13, 2021

Re: Auditor Requests for Proposal

RFPs

Per the Commission's request, and upon recommendation from treasurers within Kalamazoo County, we sent RFPs to Gabridge & Co., Siegfried & Crandall, PC, and Yeo & Yeo, PC. A representative from Yeo & Yeo called me directly and after discussion and revealing our costs from prior year (\$10,250), declined to submit an RFP stating "we couldn't come close". Both Gabridge and Siegfried & Crandall submitted RFPs that included all necessary reporting and audit requirements by the Michigan Department of Treasury. Proposed fees are as follows:

	June 30, 2021	June 30, 2022	June 30, 2023
Gabridge	\$13,820	\$14,000	\$14,200
Siegfried	\$7,500	\$7,700	\$7,900

Looking through the RFPs showed that Gabridge estimated approximately 144 hours of field work, whereas Siegfried Crandall estimated 75 hours of work.