



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

January 17, 2022

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice Mayor Thomas Jordan

Commissioner Holly Evans

Commissioner Tammy Cooper

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. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes

From the City Commission Meeting of January 3, 2021

5. Additions/Changes to the Agenda - Approval

6. Citizen Comments – Items ON the Agenda

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

- *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.*

7. Consent Agenda

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

Motion to RECEIVE OR APPROVE as indicated:

- i. Warrant No. 1455 – action
- ii. Credit Card Statement - action
- iii. Financial Reports for December 2021 - receive
- iv. KABA, December 2021 Report – receive
- v. Reservation for Sunken Garden, Underwood Wedding - action

8. Unfinished Business

- A. Parchment’s Parks and Recreation Master Plan - action

9. New Business

- A. Kalamazoo County Household Hazardous Waste Contract – action
- B. TKFD - SCBA and Rapid Intervention Pack – approve
- C. Trash Service RFP Responses 2022 - action

10. Citizen Comments – Items ON or OFF the Agenda

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

11. Mayor and Commissioner Comments

12. City Manager Comments

13. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JANUARY 3, 2022.

1. Call to order

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

2. Roll Call.

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

Absent: None.

3. Minutes

Moved by Commissioner Conner, supported by Vice Mayor Jordan to approve the minutes of the December 20, 2021 Regular Meeting. **Motion Carried.**

4. Additions or changes to the agenda.

None. Moved by Commissioner Evans, supported by Commissioner Madaras to approve the agenda as written. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Questions by Commissioners were answered regarding specific items. Moved by Vice Mayor Jordan, supported by Commissioner Fooy to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

None.

8. New Business

A. Purchase Agreement for the Mill's Former Waste Water Treatment Plant - action. City Manager Stoddard began by explaining that Global Remediation and Environmental Services (GRES) is part of Georgia Pacific and then turned it over to Attorney Soltis. Attorney Soltis said this agreement basically transfers the northern parcel of the mill (former mill waste water treatment plant) from the City to GRES "as is". He had a thorough explanation of the most important points of the agreement, including that GP/GRES does not get out of any liability for what has to be done to the property per EGLE's instruction. Commissioners had questions about timelines, future development, remediation etc., that were answered. Moved by Commissioner Cooper, supported by Commissioner Madaras to approve the purchase agreement by Global Remediation and Environmental Services with the removal of language 6.D. on page 2 and the addition of parcel map exhibit B and authorize the Mayor to execute all documents related to this transaction. Roll call vote was as follows:

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

Nays: Fooy.

Absent: None.

Abstain: None.

Motion Carried 6-1.

Commissioner Cooper added that while she doesn't agree with GP's methods or timeline, she does accept that this is the best scenario, and wanted it to be known she gives no extra thanks to Georgia Pacific because they are not acting out of generosity.

9. Public Hearing for the 2022 Parchment Parks and Recreation Master Plan

Cheryl Lyon-Jenness, 294 Glendale and member of the Planning Commission, explained that the document takes a "reasonable approach" with the resources of the City and reflects varying modes of public input. She added that it attempts to be environmentally and fiscally responsible. Moved by Vice Mayor Jordan, supported by Commissioner Fooy to move into the Public Hearing at 8:02 pm. **Motion Carried.**

Mayor Britigan asked for any comments from the public, and saw none.

Moved by Vice Mayor Jordan, supported by Commissioner Fooy to close the Public Hearing at 8:03 pm. **Motion Carried.**

City Manager Stoddard noted that several comments had been submitted in writing prior to the meeting and made those available to both the City Commission and Planning Commission.

10. Citizen Comments
None.

11. Mayor and Commissioner Comments

Commissioner Cooper asked whether the Planning Commission had to work with the DNR during the process. Sandy Bliesener answered saying it's a pretty straightforward process so it wasn't necessary. Commissioner Cooper then commended the Planning Commission's work, adding that she's excited to see the results.

Commissioner Madaras said she had read the entire Parks and Rec Master Plan, saying it was well done, and thanked the Planning Commission for the time and effort it took to complete.

Commissioner Evans echoed the thanks, and added that she was happy to see everyone in person.

Vice Mayor Jordan also thanked the Planning Commission saying the Parks and Rec Master Plan is a wonderful body of work.

12. City Manager Comments/Reports

City Manager Stoddard said that it was an honor to witness the work, planning, and time spent on foot all over the city that culminated in the Parks and Recreation Master Plan, and thanked the Planning Commission for including her in the process. She then invited anyone who has questions or concerns to call and discuss them with her.

13. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Cooper and supported by all to adjourn the meeting at 8:08 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1455

Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
36816	01/10/2022	CONSUMERS ENERGY	Citywide monthly energy use	2,992.29
36817	01/10/2022	CORELOGIC CENTRALIZED	Tax Overpayment	269.73
36818	01/10/2022	GREG'S TREE SERVICE	Trees Removed on Glenguile and Groveland	2,650.00
36819	01/10/2022	KAL CO HEALTH &	HHW - November	43.67
36820	01/10/2022	KALAMAZOO OIL CO.	Fuel Charges - 12/1 to 12/15	203.30
36821	01/10/2022	KALAMAZOO TOWNSHIP	Police/Fire Services Contract-Jan '22	35,268.00
36822	01/10/2022	LERETA, LLC	Tax Overpayment	267.09
36823	01/10/2022	REPUBLIC SERVICES #249	DPW-January	413.89
36824	01/10/2022	AL ROWE	Delinq Util Paid Prev	182.05
36825	01/10/2022	SEVERANCE ELECTRIC CO INC	Traffic Signal Maint-Dec. 2021	120.00
36826	01/10/2022	KARA SMITH	Mileage-Oct-Dec 2021	73.97
36827	01/10/2022	NANCY STODDARD	Ins. Deductible Reimb.	1,161.87
36828	01/10/2022	SHANNON STUTZ	Mileage-Oct-Dec 2021	104.38
36829	01/10/2022	WELLS FARGO BANK	Tax Overpayment	1,036.61
36830	01/10/2022	PHIL WOLTHUIS	20 Barrels & Buckets	220.00

Cardholder Account Summary cont.

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
JIM DUBY XXXX XXXX XXXX 1892	\$3,000	\$0.00	\$265.47	\$0.00	\$265.47
CAMRON J BOEKHOVEN XXXX XXXX XXXX 9114	\$3,000	\$0.00	\$1,288.21	\$0.00	\$1,288.21
SHANNON STUTZ XXXX XXXX XXXX 9125	\$5,000	\$0.00	\$2,061.87	\$0.00	\$2,061.87

Cardholder Account Activity

PHIL WOLTHUIS XXXX XXXX XXXX 1793		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
		\$5,000	\$0.00	\$568.38	\$0.00	\$568.38
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
12/02	12/01	55432861335200077833464	LOWES #00765* KALAMAZOO MI		\$67.68	
12/03	12/01	02305371336100120165309	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$201.73	
12/08	12/07	55436871342123422769272	GRAINGER 877-2022594 IL		\$186.29	
12/09	12/07	02305371342100112821747	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$112.68	

BILL CAHILL XXXX XXXX XXXX 1801		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
		\$5,000	\$0.00	\$78.59	\$0.00	\$78.59
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
12/13	12/09	85179241344700609004854	ONE WAY PRODUCTS KALAMAZOO MI		\$78.59	

JIM DUBY XXXX XXXX XXXX 1892		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
		\$3,000	\$0.00	\$265.47	\$0.00	\$265.47
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
12/01	11/29	02305371334100101897765	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$44.57	
12/16	12/15	55446411350400890000022	KALAMAZOO LAWN & GARDE KALAMAZOO MI		\$3.95	
12/16	12/15	85101651349980004925816	SHARP SHOP KALAMAZOO MI		\$4.95	
12/16	12/15	55453701350042000041928	ADVANCE AUTO PARTS #17 KALAMAZOO MI		\$18.90	
12/17	12/16	02305371351000729025880	TRACTOR-SUPPLY-CO #034 PLAINWELL MI		\$13.58	
12/17	12/16	72306061350900016486499	GOGGIN RENTAL KALAMAZOO MI		\$93.48	
12/20	12/17	55453701352042000042270	ADVANCE AUTO PARTS #17 KALAMAZOO MI		\$6.16	
12/20	12/16	52707151351010188851713	THE HOME DEPOT #2771 PLAINWELL MI		\$58.63	
12/22	12/21	02305371356500344432887	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$21.25	

CAMRON J BOEKHOVEN XXXX XXXX XXXX 9114		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
		\$3,000	\$0.00	\$1,288.21	\$0.00	\$1,288.21
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
12/03	12/01	85179241336980000955371	CARLETON EQUIP CO-KALA KALAMAZOO MI		\$1,149.78	
12/14	12/13	05227021348500229229390	WEST MICHIGAN INTERNAT KALAMAZOO MI		\$51.75	
12/16	12/15	02305371350500316902046	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$86.68	

SHANNON STUTZ XXXX XXXX XXXX 9125		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
		\$5,000	\$0.00	\$2,061.87	\$0.00	\$2,061.87
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
11/29	11/28	55432861332200952636324	SPECTRUM 855-707-7328 MO		\$119.98	
12/02	12/01	05410191335105290455917	QUILL CORPORATION 800-982-3400 SC		\$37.99	
12/02	12/01	05410191335105290456014	QUILL CORPORATION 800-982-3400 SC		\$171.92	

(transactions continued on next page)

Cardholder Account Activity cont.

12/06	12/03	05410191337105290464412	QUILL CORPORATION 800-982-3400 SC	
12/06	12/03	85140511339900016900012	CORNERSTONE OFFICE SYS RCOLE@CORNERS MI	\$26.99
12/06	12/03	82301821337900010737235	CORPORATE TECHNOLOGIES 952-7153600 MN	\$202.38
12/07	12/06	05227021340300257931233	MARANA GROUP 269-383-9333 MI	\$375.00
12/08	12/07	82711161341000012478554	PIXELVINE FREEPORT MI	\$241.39
12/14	12/13	82711161347000008285405	PIXELVINE FREEPORT MI	\$71.25
12/16	12/15	82301821349900011841008	CORPORATE TECHNOLOGIES 952-7153600 MN	\$65.00
12/23	12/22	55436871357643571544616	STATE OF MI MIDEAL 517-2847000 MI	\$425.00
12/27	12/26	55432861360200119429261	SPECTRUM 855-707-7328 MO	\$180.00
				\$144.97

REVENUE/EXPENDITURE REPORT
Through Dec 31, 2021

City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 CY AID: 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	0.00	0.00	100.01
405.000 Taxes - Industrial Facilities	3,000.00	3,000.00	3,018.66	0.00	0.00	100.62
441.000 Local Community Stab Share Tax	130,000.00	130,000.00	54,310.41	54,310.41	0.00	41.78
445.000 Penalty on Taxes	1,600.00	1,600.00	2,613.63	1,473.15	1,012.69	163.35
448.000 1% Collection Fees	26,100.00	26,100.00	23,744.15	2,058.77	1,791.99	90.97
451.000 License and Fees	9,500.00	9,500.00	3,732.15	292.00	55.00	39.29
452.000 Cablevision Fees	14,800.00	14,800.00	7,830.34	3,983.51	0.00	52.91
453.000 Recreation Fees	2,700.00	2,700.00	2,600.00	2,600.00	2,600.00	96.30
454.000 Solid Waste Collections	120,400.00	120,400.00	60,123.92	31,170.33	50.00	49.94
528.000 Other Federal Funding	0.00	0.00	95,667.00	95,667.00	0.00	0.00
544.000 State Grant - Water Plant	0.00	0.00	77,695.21	77,695.21	0.00	0.00
574.000 Revenue Sharing supp pmt	0.00	0.00	33,887.00	0.00	0.00	0.00
575.000 State Sales Tax	200,000.00	200,000.00	115,586.00	76,874.00	38,039.00	57.79
632.000 Charges for Services Rendered	500.00	500.00	400.00	400.00	400.00	80.00
662.000 Traffic Fines	7,300.00	7,300.00	1,481.21	599.94	286.11	20.29
664.000 Interest on Investments	4,300.00	4,300.00	192.97	73.06	23.65	4.49
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	8,177.00	-395.00	0.00	49.86
695.000 Other Financing Sources	5,100.00	5,100.00	2,057.78	0.00	0.00	40.35
696.000 Deposits Over & Short	0.00	0.00	580.02	580.02	0.00	0.00
Dept: 000.000	1,582,100.00	1,582,100.00	1,218,756.20	347,382.40	44,258.44	77.03
Revenues						
	1,582,100.00	1,582,100.00	1,218,756.20	347,382.40	44,258.44	77.03
Expenditures						
Dept: 100.000 Legislative						
703.000 Payroll - Part Time	7,200.00	7,200.00	3,550.00	2,795.00	650.00	49.31
715.000 Social Security	1,000.00	1,000.00	161.51	114.70	40.30	16.15
720.000 Workers Compensation	325.00	325.00	1.71	0.99	0.33	0.53
722.000 Medicare	240.00	240.00	37.83	26.85	9.43	15.76
740.000 Operating Supplies	700.00	700.00	1,573.96	1,573.96	1,573.96	224.85
800.000 Professional/Contractual Serv.	20,700.00	20,700.00	2,820.50	1,566.00	1,566.00	13.63
830.000 Memberships & Dues	1,500.00	1,500.00	0.00	0.00	0.00	0.00
860.000 Institutes & Training	0.00	0.00	75.00	75.00	0.00	0.00
880.000 Community Promotion	1,000.00	1,000.00	325.00	130.00	0.00	32.50
880.001 Wassailing Contribution	2,000.00	2,000.00	877.80	877.80	0.00	43.89
900.000 Printing & Publishing	5,000.00	5,000.00	1,620.39	140.98	0.00	32.41
955.000 Miscellaneous	300.00	300.00	0.00	0.00	0.00	0.00

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

REVENUE/EXPENDITURE REPORT

Through Dec 31, 2021

City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 101 - GENERAL FUND

Expenditures

Dept 100.000 Legislative
970.000 Capital
999.000 Transfer to other Fund

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
Legislative	43,265.00	68,265.00	11,043.70	7,301.28	3,840.02	16.18
Dept: 200.000 Administration						
702.000 Payroll - Full Time	121,000.00	121,000.00	51,392.87	25,757.88	8,535.96	42.47
703.000 Payroll - Part Time	48,000.00	48,000.00	19,189.14	9,272.96	2,941.56	39.98
715.000 Social Security	10,500.00	10,500.00	4,080.10	1,961.92	641.61	38.86
716.000 Hospital/Life Insurance	61,000.00	61,000.00	12,302.40	2,346.06	17.52	20.17
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	20,073.27	10,012.16	3,273.25	61.76
720.000 Worker's Compensation	700.00	700.00	242.32	112.31	37.22	34.62
722.000 Medicare	2,400.00	2,400.00	954.23	458.84	150.05	39.76
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	2,573.70	1,138.87	0.00	0.00
740.000 Operating Supplies	4,500.00	4,500.00	2,019.38	692.89	0.00	0.00
775.000 Repair & Maintenance Supplies	2,000.00	2,000.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	26,300.00	26,300.00	5,184.92	2,693.37	446.17	19.71
805.000 Computer Services	9,500.00	9,500.00	6,905.71	850.00	0.00	0.00
830.000 Memberships & Dues	1,200.00	1,200.00	691.22	576.50	187.50	57.60
850.000 Communications	7,300.00	7,300.00	4,255.39	2,007.71	572.59	58.29
860.000 Institutes & Training	4,300.00	4,300.00	524.96	313.88	0.00	0.00
900.000 Printing & Publishing	2,700.00	2,700.00	950.16	110.00	0.00	0.00
910.000 Insurance & Bonds	6,700.00	6,700.00	6,190.00	1,547.50	1,547.50	92.39
920.000 Utilities	4,300.00	4,300.00	2,110.12	1,160.59	476.82	49.07
930.000 Repair & Maint-Contractors	7,600.00	7,600.00	273.00	188.00	0.00	0.00
955.000 Miscellaneous	0.00	0.00	9.50	9.50	0.00	0.00
970.000 Capital	20,000.00	20,000.00	8,445.00	0.00	0.00	0.00
Administration	389,500.00	389,500.00	148,367.39	61,210.94	18,827.75	38.09
Dept: 210.000 Legal Services						
801.000 Attorney - General	15,500.00	15,500.00	9,415.00	4,596.25	1,608.75	60.74
802.000 Attorney-Police Matters	9,500.00	9,500.00	1,531.25	875.00	393.75	16.12
Legal Services	25,000.00	25,000.00	10,946.25	5,471.25	2,002.50	43.79
Dept: 300.000 Police						
703.000 Payroll - Part Time	9,500.00	9,500.00	2,500.00	1,900.00	660.00	26.32
715.000 Social Security	600.00	600.00	155.00	117.80	40.92	25.83
722.000 Medicare	100.00	100.00	36.25	27.55	9.57	36.25
800.000 Professional/Contractual Serv.	358,800.00	358,800.00	178,158.00	89,079.00	0.00	49.65

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

REVENUE/EXPENDITURE REPORT

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CY YTD: 7/1/2021 to 12/31/2021 CY ATD: 7/1/2021 to 6/30/2022

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	369,000.00	369,000.00	180,849.25	91,124.35	710.49	49.01
Dept: 336.000 Fire						
740.000 Operating Supplies	5,100.00	5,100.00	492.28	492.28	0.00	9.65
746.000 Gasoline & Oil	1,000.00	1,000.00	119.06	0.00	0.00	11.91
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.	67,900.00	67,900.00	34,974.57	16,725.00	0.00	51.51
830.000 Memberships & Dues	0.00	0.00	1,400.00	1,400.00	0.00	0.00
850.000 Communications	4,400.00	4,400.00	1,978.83	1,229.22	90.00	44.97
910.000 Insurance & Bonds	9,400.00	9,400.00	14,992.00	3,748.00	3,748.00	159.49
920.000 Utilities	2,700.00	2,700.00	1,016.57	558.19	245.64	37.65
930.000 Repair & Maint Contractors	10,700.00	10,700.00	1,036.24	0.00	0.00	9.68
970.000 Capital	20,300.00	20,300.00	6,063.65	6,063.65	0.00	29.87
Fire	122,600.00	122,600.00	62,073.20	30,216.34	4,083.64	50.63
Dept: 440.000 Public Services						
702.000 Payroll - Full Time	79,700.00	79,700.00	36,299.59	18,843.07	6,309.18	45.55
715.000 Social Security	5,000.00	5,000.00	3,116.88	1,600.91	534.91	62.34
716.000 Hospital/Life Insurance	33,000.00	33,000.00	18,302.80	8,356.69	2,770.82	55.46
716.001 Insurance Deductible	1,000.00	1,000.00	2,819.85	0.00	0.00	281.99
718.000 Pension	34,000.00	34,000.00	13,521.04	6,835.60	2,422.26	39.77
720.000 Worker's Compensation	2,800.00	2,800.00	1,713.66	846.73	280.42	61.20
722.000 Medicare	1,200.00	1,200.00	728.98	374.44	125.11	60.75
740.000 Operating Supplies	2,500.00	2,500.00	0.00	0.00	0.00	0.00
746.000 Gasoline & Oil	4,300.00	4,300.00	2,585.81	1,687.95	203.30	60.14
775.000 Repair & Maintenance Supplies	8,000.00	8,000.00	5,699.59	844.81	0.00	71.24
780.000 Safety Supplies	500.00	500.00	0.00	0.00	0.00	0.00
800.000 Professional/Contractual Serv.	900.00	900.00	401.00	175.50	0.00	44.56
810.000 Rubbish Collection Charges	111,700.00	111,700.00	51,129.34	18,018.42	43.67	45.77
815.000 Uniform Rental	3,000.00	3,000.00	1,205.10	316.87	0.00	42.00
850.000 Communications	900.00	900.00	479.92	119.98	0.00	53.32
860.000 Institutes & Training	300.00	300.00	96.90	0.00	0.00	32.30
880.000 Community Promotion	500.00	500.00	0.00	0.00	0.00	0.00
910.000 Insurance & Bonds	22,500.00	22,500.00	5,572.00	1,393.00	1,393.00	24.76
920.000 Utilities	8,500.00	8,500.00	4,045.36	2,550.79	1,121.47	47.59
926.000 Street Lighting	29,600.00	29,600.00	13,451.00	5,550.26	248.53	45.44
930.000 Repair & Maint Contractors	11,100.00	11,100.00	9,929.40	5,906.67	3,213.89	89.45
970.000 Capital	0.00	0.00	1,332.14	1,332.14	1,332.14	0.00
Public Services	361,000.00	361,000.00	172,430.36	74,753.83	19,998.70	47.78

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

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City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 101 - GENERAL FUND

Expenditures

Dept: 591.000 Water Plant Grant Expenses

800.000 Professional/Contractual Serv.

920.000 Utilities

930.000 Repair & Maint.Contractors

Water Plant Grant Expenses

Dept: 751.000 Parks, Recreation & Culture

702.000 Payroll - Full Time

703.000 Payroll - Part 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

780.000 Safety Supplies

910.000 Insurance & Bonds

920.000 Utilities

930.000 Repair & Maint.Contractors

970.000 Capital

Parks, Recreation & Culture

Expenditures

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
	0.00	0.00	26,065.50	23,565.50	22,665.50	0.00
	0.00	0.00	32,983.61	651.51	195.06	0.00
	0.00	0.00	75.00	0.00	0.00	0.00
	0.00	0.00	59,124.11	24,217.01	22,860.56	0.00
	54,800.00	54,800.00	26,111.71	13,532.17	4,510.73	47.65
	10,200.00	10,200.00	2,269.68	0.00	0.00	22.25
	3,600.00	3,600.00	1,740.11	828.82	276.44	48.34
	5,000.00	5,000.00	3,517.71	1,068.37	271.61	70.35
	1,000.00	1,000.00	0.00	0.00	0.00	0.00
	23,300.00	23,300.00	10,283.59	5,213.30	1,729.71	44.14
	1,500.00	1,500.00	1,007.46	473.92	157.97	67.16
	800.00	800.00	406.91	193.83	64.65	50.86
	2,700.00	2,700.00	1,884.77	638.37	0.00	69.81
	16,100.00	16,100.00	6,865.36	1,744.14	220.00	42.64
	400.00	400.00	0.00	0.00	0.00	0.00
	6,500.00	6,500.00	7,100.00	1,775.00	1,775.00	109.23
	6,900.00	6,900.00	4,020.22	2,118.01	476.45	58.26
	28,400.00	28,400.00	25,587.98	24,238.00	22,381.00	90.10
	10,200.00	10,200.00	1,411.59	0.00	0.00	13.84
	171,400.00	171,400.00	92,207.09	51,823.93	31,863.56	53.80
	1,481,765.00	1,506,765.00	737,041.35	346,118.93	104,187.22	48.92

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

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CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 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						
546.000 State Grants - Act 51	163,900.00	163,900.00	83,633.71	27,123.12	12,397.12	51.03
Dept: 000.000	163,900.00	163,900.00	83,633.71	27,123.12	12,397.12	51.03
Revenues	163,900.00	163,900.00	83,633.71	27,123.12	12,397.12	51.03
Expenditures						
Dept: 451.000 Construction						
930.000 Repair & Maint.Contractors	0.00	0.00	3,507.48	3,507.48	0.00	0.00
970.000 Capital	3,000.00	3,000.00	0.00	0.00	0.00	0.00
Construction	3,000.00	3,000.00	3,507.48	3,507.48	0.00	116.92
Dept: 463.000 Routine Maintenance						
702.000 Payroll - Full Time	7,100.00	7,100.00	2,409.94	1,424.46	474.82	33.94
715.000 Social Security	450.00	450.00	146.55	86.64	28.90	32.57
716.000 Hospital/Life Insurance	2,600.00	2,600.00	589.37	257.34	65.14	22.67
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	960.68	518.19	182.08	32.02
720.000 Worker's Compensation	450.00	450.00	184.58	95.88	31.96	41.02
722.000 Medicare	100.00	100.00	34.25	20.26	6.76	34.25
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	310.11	310.11	0.00	14.10
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	4,635.48	2,712.88	789.66	19.52
Dept: 475.000 Traffic Services						
702.000 Payroll - Full Time	6,800.00	6,800.00	2,355.09	1,399.14	466.38	34.63
715.000 Social Security	400.00	400.00	143.17	85.08	28.38	35.79
716.000 Hospital/Life Insurance	2,500.00	2,500.00	589.25	257.28	65.12	23.57
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	940.84	508.28	178.84	33.60
720.000 Worker's Compensation	425.00	425.00	180.93	94.20	31.40	42.57
722.000 Medicare	100.00	100.00	33.47	19.90	6.64	33.47
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	0.00	0.00	3.41
930.000 Repair & Maint.Contractors	12,400.00	12,400.00	3,209.02	1,356.92	120.00	25.88
Traffic Services	28,375.00	28,375.00	7,533.57	3,720.80	896.76	26.55
Dept: 478.000 Winter Maintenance						
702.000 Payroll - Full Time	8,200.00	8,200.00	3,517.77	1,862.64	620.88	42.90
715.000 Social Security	500.00	500.00	213.96	113.06	37.72	42.79

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CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021 CY YTD: 7/1/2021 to 12/31/2021 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						
716.000 Hospital/Life Insurance	3,200.00	3,200.00	702.65	258.18	65.42	21.96
718.000 Insurance Deductible	100.00	100.00	0.00	0.00	0.00	0.00
718.000 Pension	3,500.00	3,500.00	1,221.51	667.36	238.09	34.90
720.000 Worker's Compensation	500.00	500.00	236.71	125.34	41.78	47.34
722.000 Medicare	100.00	100.00	50.04	26.44	8.82	50.04
746.000 Gasoline & Oil	900.00	900.00	274.08	274.08	0.00	30.45
753.000 Salt	10,000.00	10,000.00	-1,029.60	0.00	0.00	-10.30
Winter Maintenance	27,000.00	27,000.00	5,187.12	3,327.10	1,012.71	19.21
Dept: 482.000 Administration						
702.000 Payroll - Full Time	1,200.00	1,200.00	584.35	269.70	89.90	48.70
715.000 Social Security	100.00	100.00	35.32	16.27	5.43	35.32
716.000 Hospital/Life Insurance	600.00	600.00	112.91	0.53	0.17	18.82
718.000 Pension	500.00	500.00	211.11	105.45	34.47	42.22
720.000 Worker's Compensation	0.00	0.00	39.39	18.18	6.06	0.00
722.000 Medicare	0.00	0.00	8.22	3.79	1.27	0.00
955.000 Miscellaneous	0.00	0.00	3,411.80	564.00	0.00	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	4,403.10	977.92	137.30	22.35
Expenditures	101,825.00	101,825.00	25,266.75	14,246.18	2,836.43	24.81

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City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 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: 203 - LOCAL STREET FUND						
Revenues						
Dept: 000.000	66,900.00	66,900.00	34,708.49	11,225.33	5,105.86	51.88
546.000 State Grants - Act 51						
Dept: 000.000	66,900.00	66,900.00	34,708.49	11,225.33	5,105.86	51.88
Expenditures						
Dept: 451.000 Construction	3,000.00	3,000.00	52,000.00	0.00	0.00	1,733.33
970.000 Capital						
Construction						
Dept: 463.000 Routine Maintenance	3,000.00	3,000.00	52,000.00	0.00	0.00	1,733.33
702.000 Payroll - Full Time	8,400.00	8,400.00	2,409.94	1,424.46	474.82	28.69
715.000 Social Security	500.00	500.00	146.55	86.64	28.90	29.31
716.000 Hospital/Life Insurance	2,600.00	2,600.00	589.37	257.34	65.14	22.67
716.001 Insurance Deductible	200.00	200.00	0.00	0.00	0.00	0.00
718.000 Pension	3,600.00	3,600.00	960.68	518.19	182.08	26.69
720.000 Worker's Compensation	500.00	500.00	184.57	95.88	31.96	36.91
722.000 Medicare	100.00	100.00	34.25	20.26	6.76	34.25
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	148.20	148.20	0.00	4.63
930.000 Repair & Maint.Contractors	5,100.00	5,100.00	3,288.68	2,528.68	2,528.68	64.48
Routine Maintenance						
Dept: 475.000 Traffic Services	24,500.00	24,500.00	7,762.24	5,079.65	3,318.34	31.68
702.000 Payroll - Full Time	8,000.00	8,000.00	2,300.35	1,373.88	457.96	28.75
715.000 Social Security	500.00	500.00	139.85	83.55	27.87	27.97
716.000 Hospital/Life Insurance	2,300.00	2,300.00	564.80	245.69	62.19	24.56
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	921.07	498.40	175.61	26.32
720.000 Worker's Compensation	500.00	500.00	177.29	92.52	30.84	35.46
722.000 Medicare	100.00	100.00	32.72	19.54	6.52	32.72
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	220.20	138.40	0.00	4.69
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	4,356.28	2,451.98	760.99	20.84
702.000 Payroll - Full Time	8,400.00	8,400.00	3,440.24	1,837.38	612.46	40.96
715.000 Social Security	500.00	500.00	209.43	111.61	37.24	41.89
716.000 Hospital/Life Insurance	2,600.00	2,600.00	678.14	246.56	62.49	26.08

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CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 CY ATD: 7/1/2021 to 6/30/2022

Fund: 203 - LOCAL STREET FUND

Expenditures

Dept: 478.000 Winter Maintenance

716.001 Insurance Deductible

718.000 Pension

720.000 Worker's Compensation

722.000 Medicare

746.000 Gasoline & Oil

753.000 Salt

775.000 Repair & Maintenance Supplies

Winter Maintenance

Dept: 482.000 Administration

702.000 Payroll - Full Time

715.000 Social Security

716.000 Hospital/Life Insurance

718.000 Pension

720.000 Worker's Compensation

722.000 Medicare

960.000 Administrative Overhead

Administration

Expenditures

	CY Original Annual Budget	CY Amended Annual Budget	CY YTD Actual	CY QTD Actual	CY MTD Actual	Current Year % of Budget
	200.00	200.00	0.00	0.00	0.00	0.00
	3,700.00	3,700.00	1,195.72	657.48	234.86	32.32
	500.00	500.00	231.53	123.66	41.22	46.31
	100.00	100.00	48.89	26.04	8.69	48.89
	900.00	900.00	274.08	274.08	0.00	30.45
	10,000.00	10,000.00	-1,029.60	0.00	0.00	-10.30
	0.00	0.00	257.95	257.95	0.00	0.00
	26,900.00	26,900.00	5,306.38	3,534.76	996.96	19.73
	1,500.00	1,500.00	584.35	269.70	89.90	38.96
	100.00	100.00	35.32	16.27	5.43	35.32
	800.00	800.00	112.91	0.53	0.17	14.11
	700.00	700.00	211.11	105.45	34.47	30.16
	0.00	0.00	39.39	18.18	6.06	0.00
	0.00	0.00	8.22	3.79	1.27	0.00
	16,500.00	16,500.00	0.00	0.00	0.00	0.00
	19,600.00	19,600.00	991.30	413.92	137.30	5.06
	94,900.00	94,900.00	70,416.20	11,480.31	5,213.59	74.20

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

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City of Parchment

CY MTD: 12/1/2022 to 12/31/2022 CY QTD: 4/1/2022 to 6/30/2022
CY YTD: 1/1/2022 to 12/31/2022 CY ATD: 1/1/2022 to 12/31/2022

	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	4,680.00	4,680.00	0.00	0.00	0.00	0.00
475.002 Race/Walk Fees	4,100.00	4,100.00	0.00	0.00	0.00	0.00
475.003 Membership Fund Drive	2,400.00	2,400.00	0.00	0.00	0.00	0.00
475.005 Corporate Sponsorships	3,000.00	3,000.00	0.00	0.00	0.00	0.00
475.010 Car Show Proceeds	1,400.00	1,400.00	0.00	0.00	0.00	0.00
590.001 Grants-Irving S Gilmore Found.	35,000.00	35,000.00	0.00	0.00	0.00	0.00
675.001 Fund Raising	4,600.00	4,600.00	0.00	0.00	0.00	0.00
675.002 KSF Special Event	880.00	880.00	0.00	0.00	0.00	0.00
694.000 Miscellaneous	1,080.00	1,080.00	0.00	0.00	0.00	0.00
Dept: 000.000	57,140.00	57,140.00	0.00	0.00	0.00	0.00
Revenues						
Dept: 000.000	57,140.00	57,140.00	0.00	0.00	0.00	0.00
Expenditures						
Dept: 000.000						
779.001 Performance Expense	16,500.00	16,500.00	0.00	0.00	0.00	0.00
779.003 Festival Day - Race/Walk	4,100.00	4,100.00	0.00	0.00	0.00	0.00
779.004 Fest. Day - Arts & Crafts	270.00	270.00	0.00	0.00	0.00	0.00
779.005 Fest. Day-Childrens Area	1,100.00	1,100.00	0.00	0.00	0.00	0.00
779.008 Fund Raising-Dance	1,650.00	1,650.00	0.00	0.00	0.00	0.00
779.012 Festival - Administration	9,390.00	9,390.00	0.00	0.00	0.00	0.00
779.013 Stage Entertainment	17,200.00	17,200.00	0.00	0.00	0.00	0.00
779.016 Car Show Expenses	1,180.00	1,180.00	0.00	0.00	0.00	0.00
779.020 Publicity	3,750.00	3,750.00	0.00	0.00	0.00	0.00
Dept: 000.000	55,140.00	55,140.00	0.00	0.00	0.00	0.00
Expenditures						
Dept: 000.000	55,140.00	55,140.00	0.00	0.00	0.00	0.00

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

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City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 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						
404.000 Tax Revenue	158,717.00	158,717.00	147,697.16	147,697.16	147,697.16	93.06
Dept: 000.000	158,717.00	158,717.00	147,697.16	147,697.16	147,697.16	93.06
Revenues						
158,717.00	158,717.00	158,717.00	147,697.16	147,697.16	147,697.16	93.06
Expenditures						
Dept: 000.000	40,700.00	40,700.00	0.00	0.00	0.00	0.00
990.000 Administrative Overhead	46,400.00	46,400.00	47,913.94	47,913.94	47,913.94	103.26
991.000 Debt Retirement-Principal	12,000.00	12,000.00	10,232.14	10,232.14	10,232.14	85.27
995.000 Interest Expense						
Dept: 000.000	99,100.00	99,100.00	58,146.08	58,146.08	58,146.08	58.67
Expenditures						
99,100.00	99,100.00	99,100.00	58,146.08	58,146.08	58,146.08	58.67

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

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City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 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						
674,000 Contributed Capital Revenue	0.00	0.00	3,751.44	2,467.00	75.00	0.00
Dept: 000.000	0.00	0.00	3,751.44	2,467.00	75.00	0.00
Revenues						
Expenditures						
955,000 Miscellaneous	0.00	0.00	20.00	0.00	0.00	0.00
Dept: 000.000	0.00	0.00	20.00	0.00	0.00	0.00
Expenditures						
	0.00	0.00	20.00	0.00	0.00	0.00

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REVENUE/EXPENDITURE REPORT
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City of Parchment

CY MTD: 12/1/2021 to 12/31/2021 CY QTD: 10/1/2021 to 12/31/2021
CY YTD: 7/1/2021 to 12/31/2021 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	270,000.00	270,000.00	32,319.78	15,972.62	0.00	11.97
626,000 Sewer Services	1,800.00	1,800.00	0.00	0.00	0.00	0.00
664,000 Interest on Investments						
Dept: 000.000	271,800.00	271,800.00	32,319.78	15,972.62	0.00	11.89
Revenues						
271,800.00	271,800.00	271,800.00	32,319.78	15,972.62	0.00	11.89
Expenditures						
Dept: 000.000	22,300.00	22,300.00	11,389.01	3,960.79	1,320.26	51.07
702,000 Payroll - Full Time	1,400.00	1,400.00	687.38	238.83	79.76	49.10
715,000 Social Security	7,400.00	7,400.00	4,285.76	1,049.19	265.37	57.92
716,000 Hospital/Life Insurance	500.00	500.00	0.00	0.00	0.00	0.00
716,001 Insurance Deductible	9,400.00	9,400.00	4,651.38	1,936.14	506.28	49.48
718,000 Pension	500.00	500.00	278.47	91.50	30.50	55.69
720,000 Worker's Compensation	300.00	300.00	160.98	55.92	18.64	53.66
722,000 Medicare	36,200.00	36,200.00	19,289.90	11,734.60	372.00	53.29
800,000 Professional/Contractual Serv.	500.00	500.00	95.91	0.00	0.00	19.18
815,000 Uniform Rental	10,600.00	10,600.00	10,452.00	2,613.00	2,613.00	98.60
910,000 Insurance & Bonds	2,300.00	2,300.00	1,330.18	676.96	228.32	57.83
920,000 Utilities	15,200.00	15,200.00	0.00	0.00	0.00	20.72
930,000 Repair & Maint.Contractors	69,300.00	69,300.00	0.00	0.00	0.00	0.00
960,000 Administrative Overhead	13,800.00	13,800.00	0.00	0.00	0.00	0.00
968,000 Depreciation						
Dept: 000.000	189,700.00	189,700.00	52,620.97	22,356.93	5,434.13	29.40
Expenditures						
189,700.00	189,700.00	189,700.00	52,620.97	22,356.93	5,434.13	29.40
Grand Total Net Effect:						
	278,127.00	253,127.00	577,355.43	99,519.20	33,716.13	226.82

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



2021 MONTHLY PERMITS BY JURISDICTION

MONTH OF DECEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	13	\$ 9,476
COMSTOCK	ELECTRICAL	11	\$ 2,008
COMSTOCK	MECHANICAL	19	\$ 7,280
COMSTOCK	PLUMBING	15	\$ 4,121
COMSTOCK	SPECIAL - JURISDICTION	1	\$ 100
COMSTOCK	SPECIAL - HOMEOWNER	-	\$ -
TOTAL COMSTOCK		59	\$ 22,985
KALAMAZOO	BUILDING	11	\$ 3,012
KALAMAZOO	ELECTRICAL	16	\$ 2,401
KALAMAZOO	MECHANICAL	12	\$ 1,648
KALAMAZOO	PLUMBING	7	\$ 775
KALAMAZOO	SPECIAL - JURISDICTION	4	\$ 400
KALAMAZOO	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL KALAMAZOO		52	\$ 8,346
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	-	\$ -
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	-	\$ -
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		-	\$ -
PINE GROVE	BUILDING	7	\$ 4,873
PINE GROVE	ELECTRICAL	10	\$ 2,164
PINE GROVE	MECHANICAL	11	\$ 2,007
PINE GROVE	PLUMBING	1	\$ 100
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		29	\$ 9,144
RICHLAND	BUILDING	11	\$ 8,001
RICHLAND	ELECTRICAL	15	\$ 2,568
RICHLAND	MECHANICAL	10	\$ 1,551
RICHLAND	PLUMBING	10	\$ 2,333
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND		46	\$ 14,453
RICHLAND VILLAGE	BUILDING	1	\$ 279
RICHLAND VILLAGE	ELECTRICAL	-	\$ -
RICHLAND VILLAGE	MECHANICAL	-	\$ -
RICHLAND VILLAGE	PLUMBING	1	\$ 165
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		2	\$ 444
TOTAL		188	\$ 55,372.00

REVENUE	REVENUE
DECEMBER 2020	% PREV YEAR MONTH
\$ 38,669	143.2%

PERMITS	PERMITS
DECEMBER 2020	% 2020 - YTD
167	113%



2021 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: DECEMBER 2021

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	174	\$ 111,114
COMSTOCK	ELECTRICAL	191	\$ 35,038
COMSTOCK	MECHANICAL	187	\$ 36,841
COMSTOCK	PLUMBING	110	\$ 20,664
COMSTOCK	SPECIAL - JURISDICTION	22	\$ 1,435
COMSTOCK	SPECIAL - HOMEOWNER	11	\$ 605
TOTAL COMSTOCK		695	\$ 205,697
KALAMAZOO	BUILDING	184	\$ 37,811
KALAMAZOO	ELECTRICAL	181	\$ 31,560
KALAMAZOO	MECHANICAL	268	\$ 43,526
KALAMAZOO	PLUMBING	106	\$ 13,101
KALAMAZOO	SPECIAL - JURISDICTION	61	\$ 4,130
KALAMAZOO	SPECIAL - HOMEOWNER	14	\$ 770
TOTAL KALAMAZOO		814	\$ 130,898
PARCHMENT	BUILDING	15	\$ 5,233
PARCHMENT	ELECTRICAL	22	\$ 3,567
PARCHMENT	MECHANICAL	20	\$ 8,535
PARCHMENT	PLUMBING	9	\$ 1,562
PARCHMENT	SPECIAL - JURISDICTION	9	\$ 630
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		75	\$ 19,527
PINE GROVE	BUILDING	56	\$ 32,319
PINE GROVE	ELECTRICAL	63	\$ 11,432
PINE GROVE	MECHANICAL	67	\$ 10,878
PINE GROVE	PLUMBING	27	\$ 5,435
PINE GROVE	SPECIAL - JURISDICTION	3	\$ 165
PINE GROVE	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL PINE GROVE		219	\$ 60,394
RICHLAND	BUILDING	134	\$ 133,059
RICHLAND	ELECTRICAL	144	\$ 30,392
RICHLAND	MECHANICAL	184	\$ 34,751
RICHLAND	PLUMBING	78	\$ 16,709
RICHLAND	SPECIAL - JURISDICTION	2	\$ 110
RICHLAND	SPECIAL - HOMEOWNER	4	\$ 220
TOTAL RICHLAND		546	\$ 215,241
RICHLAND VILLAGE	BUILDING	10	\$ 3,061
RICHLAND VILLAGE	ELECTRICAL	12	\$ 1,937
RICHLAND VILLAGE	MECHANICAL	28	\$ 4,655
RICHLAND VILLAGE	PLUMBING	10	\$ 1,483
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		60	\$ 11,136
TOTAL KABA	YTD	2409	642,893

REVENUE	REVENUE
YTD - DECEMBER 2020	% 2020 - YTD
\$ 566,324	113.5%

REVENUE
% 2021 YTD BUDGET
1.06%

PERMITS	PERMITS
YTD - DECEMBER 2020	% 2020 - YTD
2009	119.9%

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
202	\$ 50,799		OCT
203	\$ 42,728		NOV
188	\$ 55,372		DEC
2,409	\$ 642,893		2021

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: Myesha Underwood + Brian Pipkins Phone: 269-532-8654
Address: 2043 Glendale blvd Kalamazoo, MI 49004
Email: Myesha.Pipkins@gmail.com Alternate Phone: 269-532-8162
Date of Event: Sept. 30 2022 Time: 1:30pm - 3:30pm
1:30pm - 4:30pm

Type of event: Wedding

Approximate number of attendees: 60-70

Will there be music as part of your event? YES

Name of DJ, musical performer, sound technician: Unknown as of right now

Decorations, rental chairs/tents/tables? Describe: Chairs, flowers, arch
and petals

Name & address for deposit return: Myesha Underwood
2043 Glendale blvd Kal 49004

Myesha Underwood
Signature

01/10/2022
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: Am Nancy Date: 1-11-2022

Payment amount received: 350 - Receipt # 12386

Check # _____ Cash _____ Credit

APPROVAL

Signature

Date

✓ Nancy, Please put on Calendar -
Thanks

COPY



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

January 6, 2022

Dear HHW Center Contract Partner:

Please find attached the contract for services for the 2022 calendar year. When making allotments for 2022, please consider the following items as costs have *significantly* changed:

1. A request for proposal was sent out for chemical disposal and recycling. ERG Environmental Services was selected. They have been a proven contractor for many years. Costs increased from \$0.64/pound to \$0.67/pound. ERG will supply cubic yard boxes, drums, labels and pallets at no cost; there are no other fees.
2. A request for proposal was sent out for electronic waste recycling. Valley City was selected and has been a proven contractor for many years. While their fees were the lowest of the proposals, the fees are higher than previous years. Valley City will pay \$0.03 per pound for central processing units, laptops and notebooks. There is no charge for non-CRT televisions/monitors or printers. Valley City will supply cubic yard boxes and pallets at no cost and there are no driver or fuel fees.

Miscellaneous electronics (answering machines, CD players/CD's, copiers, electric typewriters, fax machines, hard drives, mobile phones, digital items, etc.) will be charged at a rate of \$0.05 per pound; CRT containing devices will be charged at a rate of \$0.20 per pound; and projection televisions at a rate of \$0.25 per pound.

3. The household equivalent fee used to calculate operational costs has increased from \$8.00 to \$12.00. It is anticipated that this will continue to increase over the next three years until the operational cost reaches a 50% cost share between municipalities and the County. The 20% cost share is no longer sustainable.
4. Operational costs will be billed out in January (upon approval of contract).
5. We highly recommend an increase in your 2022 allotment to prevent running out of funds late in the year. Remember, the County does not actually hold any of the allotment. We ask that you **do not** send a check until you receive an invoice. If there is unused funding at the end of 2022, that money remains with your municipality.

We look forward to another successful year of collections and working with your municipality toward the common goal of groundwater protection and landfill use reduction.

HEALTH AND COMMUNITY SERVICES DEPARTMENT
Environmental Health Unit - Household Hazardous Waste
1301 Lamont Avenue | Kalamazoo, MI 49048
Phone: 269.373.5211 | www.kalcounty.com/hww

**AMENDMENT #1 TO THE AGREEMENT
BETWEEN THE COUNTY OF KALAMAZOO
BY AND THROUGH ITS HEALTH AND COMMUNITY SERVICES DEPARTMENT
AND IT'S ENVIRONMENTAL HEALTH DIVISION/HOUSEHOLD HAZARDOUS
WASTE PROGRAM
201 W. KALAMAZOO AVE., KALAMAZOO, MI 49007 AND
PARCHMENT CITY
650 SOUTH RIVERVIEW DRIVE, PARCHMENT, MI 49004**

The County of Kalamazoo, a municipal corporation and political subdivision of the State of Michigan, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, by and through its Health and Community Services Department's Environmental Health Division/Household Hazardous Waste Program, (hereinafter referred to as the "County"), and Parchment City, 650 South Riverview Drive, Parchment, MI 49004, (hereinafter referred to as the "Municipality") having previously entered into an AGREEMENT dated April 1, 2021, for the purpose of providing household hazardous waste disposal services; said AGREEMENT being for the period January 1, 2021 through December 31, 2021; do now hereby approve and agree to amend the existing AGREEMENT as follows:

a. Section C. FINANCIAL REQUIREMENTS.

1. Under the terms of this Agreement, the Municipality will provide funding for Operational Costs which will be billed in January and Disposal Costs which will be billed monthly. The total of the Municipality contract will be the combined monetary amounts of #3 below (Operational Costs calculated by the County) PLUS #4 below (provided by the Municipality).
2. Operational Costs are non-refundable regardless of actual participation at the HHW Center and shall be paid in full within forty-five (45) days of receipt County Finance invoice.
3. Operational costs = the number of household equivalents in 2019 x \$12.00. For your Municipality, this equals \$ 1,224.00 (entered by County).
4. Disposal cost is based upon the participation rate of the Municipality and disposal costs from all contractors each month. It is up to the Municipality to budget disposal costs for 12 months. It is highly recommended that this is increased from the previous year. The total the Municipality is budgeting for 12 months is

\$

(MUNICIPALITY FILL IN DISPOSAL AMOUNT)

\$

(MUNICIPALITY FILL IN TOTAL CONTRACT AMOUNT = #3 + #4).

5. The County will provide an itemized quarterly report to show the rate of participation and the materials disposed.
6. County Finance will provide a monthly disposal cost invoice.
7. If the Municipality would like to utilize the HHW Center to dispose of hazardous waste

generated at the Municipality offices, they may do so through the small business program.

8. If a Municipality is notified that funding for disposal costs is running out during the year, the County reserves the right to charge residents at the door.

b. Section M. PERIOD OF AGREEMENT.

The term of this Agreement shall be from January 1, 2022 through December 31, 2022, unless terminated earlier as provided.

c. Section P. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT.

The individual or officer signing this Agreement certifies by his or her signature that he or she is authorized to sign this Agreement on behalf of the responsible governing board, official or agency.

FOR THE MUNICIPALITY

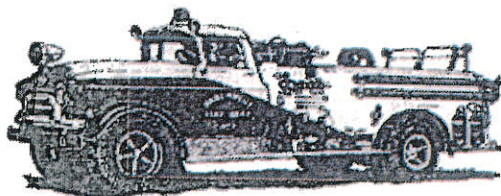
Printed or Typed Name Title

Signature Date

FOR THE COUNTY OF KALAMAZOO


Printed or Typed Name Title

Signature Date



Parchment Fire Department

650 S. Riverview Drive, Parchment, MI 49004

To: Nancy Stoddard, City Manager
From: Dave Obreiter, Fire Chief 
Re: Purchase of Self-Contained Breathing Apparatus Equipment
Date: January 14, 2022

In October of 2020, the City of Parchment approved the purchase of five Self-Contained Breathing Apparatus (SCBA) units. At that time, it was determined that six SCBA units and a Rapid Intervention Team Rescue Pack (RIT Pack) were needed to meet the minimum safe operating requirements for Engine 711.

In order to keep within the capital improvement budget for the fire department, the order was split between three budget years. The purchase of the remaining one SCBA unit and one RIT Pack have been included in the current budget year.

I respectfully request a motion to purchase 1 Scott X3Pro Self-Contained Breathing Apparatus package and one RIT-PAK III package for a total not to exceed \$13,035 from West Shore Fire Inc. of Allendale, Michigan.

WEST SHORE FIRE



6620 Lake Michigan Drive
 P.O. Box 188
 Allendale, MI 49401
 (616)895-4347

WHERE SALES SERVICE COME TOGETHER

West Shore Fire Inc.
 6620 Lake Michigan Dr.
 PO Box 188
 Allendale MI 49401
 Phone: 616-895-4347
 Watts: 800-632-6184
 Fax: 616-895-7158



Office of:
 Eric Johnson
ejohnson@westshorefire.com

QUOTATION

Bill to Address	CITY OF PARCHMENT 650 SOUTH RIVERVIEW DR PARCHMENT, MI 49004		PO #	
Ship to Address	CITY OF PARCHMENT 650 SOUTH RIVERVIEW DR PARCHMENT, MI 49004		Ship Via	Best Way
Name Phone # Fax # E-mail	Todd Martin 269-381-8080		Date:	1/4/2022
			County:	Kalamazoo
QUOTE VALID FOR 15 DAYS				

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	X8814025305303: Air-Pak X3 Pro SCBA (2018 Edition) with CGA Cylinder Connection, 4.5, Standard Harness with Parachute Buckles, Standard Belt with No Escape Rope, E-Z Flo+ Regulator with Quick Disconnect Hose (Rectus-type fittings), Universal EBSS Accessory Hose, Pak-Tracker	6,951.00	\$6,951.00
1	201215-22: Assy,AV3 HT W/4PT KEV,RED,M	305.00	\$305.00
1	804722-01: CYLINDER & VALVE, CARBON, 4.5, 45-MIN, CGA	1,205.00	\$1,205.00
1	200954-12: RIT-PAK III, 4.5, LARGE, AV-3000 (Rectus-type Fittings)	3,232.00	\$3,232.00
1	804723-01: CYLINDER & VALVE, CARBON, 4.5, 60-MIN, CGA (RIT)	1,342.00	\$1,342.00

15% RESTOCKING FEE ON RETURNS		Subtotal	\$13,035.00
NO RETURNS ON SPECIAL ORDERS	FREIGHT NOT INCLUDED IN QUOTE	Tax (if Applicable)	
	TOTAL QUOTE		\$13,035.00

Trash Service RFP Responses 2022

	Best Way	Republic	WM	Current
Large Trash Can	\$11.50	\$9.00	\$12.00	\$8.25
Small Trash Can	\$10.50	\$8.95	\$12.00	\$8.20
Large Backdoor	\$22.50	\$18.00	\$12.00	\$8.78
Small Backdoor	\$21.50	\$18.00	\$12.00	\$8.78
Recycling	\$6.00	\$4.30	\$5.50	\$3.97
Seasonal Yard Waste Bin	\$164.00	\$140.00	\$108.00	\$132.66
Yard Waste Bag	\$7.00	\$30.00	\$6.50	\$3.21
Single Bulk Item	Unavailable	\$35.00	\$25.00	\$26.78
Bulk Trash Pick Up	Unavailable-See Notes	~\$7,000	Free-See Notes	\$5,921 in 2021
Second Trash Bin	\$8.00	\$3.00	\$9.60	
Second Recycling	\$4.75	\$3.00	\$4.40	
Christmas Tree	\$25 each	\$25 each	Free	Collected by DPW
Downtown Trash Cans (7)	\$18 each, \$126 monthly	\$9 each, \$63 monthly	Free	

- Monthly rate unless otherwise noted

Bulk Trash/Bulk Item Pick Up

- **Best Way:** Best Way is unable to collect large items curbside. No bulk trash pick up or single large item pick up available. They offered one location where residents could bring items for removal with 2 – 25 yard rear load trucks, \$159/hour for truck and driver, \$20/yard disposal. Checked with Republic and Waste Management and they will not collect yearly bulk trash if they are not the weekly trash provider.
- **Republic:** Bulk pick up rate includes driving each street once and picking up items at the curb and on the ground. Pick up is limited to 3 cubic yards per unit which is approximately equal to a pick up truck bed. Any return requests will be billed at \$170 per hour and \$60 per ton.
- **Waste Management:** At no charge, WM will collect *one bulk item per month* per residence. WM asks residents to call ahead to report what items they are setting out to allow for scheduling equipment and crew, also to reduce truck travels on streets if no bulk items are there. Typical bulk set out is a table with 4-8 chairs, a sofa, a dresser, a water softener, dishwasher, etc. They will pick up extra items on this day with purchase of a \$25/item bulk tag. WM will not perform a yearly large bulk pick up as they say collection of one bulk item per month should address the need to dispose of unwanted bulk items and lead to an overall cleaner city.

Price Increases

- **Best Way:** No increases for 2 year duration of contract.
- **Republic:** No increases for 2 year duration of contract.
- **Waste Management:** 4% price increase in year 2 of the contract.

Other Notables

- **Best Way:** Will collect up to 1-2 extra bags of garbage, yard waste and recycling once per month per residence.
- **Republic:** 3 additional kitchen sized trash bags allowed per residence and 3 additional leaf bags weekly with paid yard waste service
- **Waste Management:** Paid yard waste service includes 5 additional leaf bags weekly with paid yard waste service. "Our trucks are equipped with broom and shovel in case spills occur. Residents are advised not to overload the cart nor place bags on top of the cart. These are potential safety hazards that can be avoided. Any stops that pose a collection issue will be properly tagged, the issue noted on the tag, and will be reported to the representatives of the City."

Example Monthly Service Charges

	Best Way	Republic	WM
Small Trash Can	\$10.50	\$8.95	\$12.00
Recycling	\$6.00	\$4.30	\$5.50
Total	\$16.50	\$13.25	\$17.50

	Best Way	Republic	WM
Large Trash Can	\$11.50	\$9.00	\$12.00
Recycling	\$6.00	\$4.30	\$5.50
Yard Waste	\$13.67	\$11.67	\$9.00
Total	\$31.17	\$24.97	\$26.50

	Best Way	Republic	WM
Large Can- Backdoor Service	\$22.50	\$18.00	\$12.00
Single YW Bag	\$7.00	\$30.00	\$6.50
Total	\$29.50	\$48.00	\$18.50

City Paid Service-Yearly

	Downtown Cans	Bulk Trash	Total Fees	Fee Per Residence (573)
Best Way	\$1,512	Unavailable	\$1,512	\$2.63
Republic	\$756	\$7,000	\$7,756	\$13.54
WM	\$0	\$0	\$0	\$0