



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

October 17, 2022

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice Mayor Thomas Jordan

Commissioner Tammy Cooper

Commissioner Doug Fooy

Commissioner Holly Evans

Commissioner Robin Madaras

Commissioner Michael Conner

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes

From the City Commission Meeting of October 3, 2022

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. 1474 – action
- ii. September 2022 Investment Report – receive
- iii. Financials for September 2022 – receive
- iv. Credit Card Statement, September 2022 - approve
- v. KAC Meeting Minutes 6-27-2022 – receive
- vi. KATS Technical Committee 9-8-2022 – receive
- vii. KABA 2022 September Permits – receive
- viii. Parchment Parks & Rec Committee, Members and Charge- receive

8. Unfinished Business

9. New Business

- A. Approval of Purchase for 4 – 2-way Passive Speakers, Cables & Bolts - action
- B. Approval of ARPA funds for an ADA Electronic Door at City Hall - 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 OCTOBER 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, and Madaras. City Manager Stoddard, Treasurer/Clerk Stutz.

Absent: Fooy.

Moved by Commissioner Evans, supported by Commissioner Cooper to excuse the absence of Commissioner Fooy. **Motion Carried.**

3. Minutes

Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the amended minutes of the September 19, 2022 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

Add item 9 B. Redevelopment Ready Community Joint Memo of Understanding - Action. Moved by Commissioner Conner supported by Vice Mayor Jordan to approve the agenda as amended. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

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

7. Unfinished Business

None.

8. New Business

A. Kalamazoo Area Building Authority 2023 Budget Approval – action. Mayor Britigan asked Commissioner Madaras to report as the city's KABA representative. Commissioner Madaras noted that all the member municipalities must vote on the KABA-board-approved budget. She noted that permit fees have been increased by 3.5%, and inspection fees increased by \$50 each. Overall it looks as though KABA may be able to pay off their building earlier than expected and she felt their budget was fair and conservative. Moved by Commissioner Cooper, supported by Vice Mayor to approve the 2023 Budget for Kalamazoo Area Building Authority as presented. Roll call vote was as follows:

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

Nays: None.

Absent: Fooy.

Abstain: None.

Motion Carried 6-0.

B. Redevelopment Ready Communities Joint Memo of Understanding - action. City Manager Stoddard explained that this is the next step in the process of making our city "Redevelopment Ready", which makes our community available to developers as well as allows us to access grant monies. She added that this memorandum outlines our responsibilities and expectations. The City Manager noted that we've done MEDC training, and are in a good position with many items already completed; a large part of what's left is aligning our zoning with our ordinances. Moved by Commissioner Madaras, supported by Commissioner Cooper to approve the Redevelopment Ready Communities Joint Memorandum of Understanding and authorize the mayor to execute the document. Roll call vote was as follows:

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

Nays: None.

Absent: Fooy.

Abstain: None.

Motion Carried 6-0.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Cooper said PHS Homecoming was great – the parade, the weather, the game – and congratulated PHS on their win.

Commissioner Conner asked when the storm drains will be cleared.

Commissioner Madaras reported about her participation in the Citizen's Police Academy and encouraged everyone to take part if possible. She said she was especially thankful for KTPD after the experience.

Commissioner Evans thanked Commissioner Madaras for doing that, then reported the Parks and Rec Committee met and talked about a dog park and trees.

11. City Manager Comments/Reports

City Manager Stoddard 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 Cooper and supported by all to adjourn the meeting at 7:24 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1474

Check	Check Date	Vendor Name	Description	Amount
37251	10/03/2022	COMPANION LIFE	LIFE & AD&D INS - OCTOBER	57.00
37252	10/03/2022	CONSUMERS ENERGY	ACCT #: 1704 5509 CITY HALL	1,623.49
37253	10/03/2022	VOID		0.00
37254	10/03/2022	KAL CO HEALTH & COMMUNITY SERV	HHW MONTHLY FEES - AUGUST 2022	34.79
37255	10/03/2022	KALAMAZOO COUNTY CLERK	ELECTION SUPPLIES - AUGUST 2, 2022, PRIMARY	523.70
37256	10/03/2022	KALAMAZOO OIL CO.	FUEL CHARGES - 9/1 TO 9/15/2022	550.04
37257	10/03/2022	KALAMAZOO TOWNSHIP	POLICE FIRE SERVICES CONTRACT -OCTOBER	42,739.11
37258	10/03/2022	NANCY STODDARD	ZOOM - ON-LINE MEETING PLATFORM	31.51
37259	10/03/2022	NIEBOER HEATING & COOLING, INC	WORK ON A/C @ CITY HALL	1,702.00
37260	10/03/2022	POINT AND PAY	MONTHLY SERVICE FEE - AUGUST - PARTNER C	50.00
37261	10/03/2022	SHANNON STUTZ	MILEAGE - JULY, AUG, SEPT. - 2022	173.50
37262	10/03/2022	SMART SOURCE LLC	3,000 ACCOUNTS PAYABLE CHECKS	884.23

**City of Parchment
Investment Report
September 30, 2022**

Maturity Date	Interest Rate	Institution	Type of Investment	Amount
9/15/2024	0.20%	Old National	Certificate of Deposit	\$ 51,470.15
2/27/2023	2.90%	MB - Wells Fargo	Certificate of Deposit	\$ 111,570.84 Mkt Value
	1.25%	Oppenheimer	Advantage Bank Deposit	\$ 308,512.07 Mkt Value
9/29/2024	1.05%	Mercantile Bank	Certificate of Deposit	\$ 300,000.00
3/28/2023	0.45%	Mercantile Bank	Certificate of Deposit	\$ 100,000.00
	1.47%	MI Class	ARPA funds	\$ 95,668.99
Investment Total				\$ 967,222.05

User: SSS

DB: Parchment

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	2022-23 ORIGINAL BUDGET
		AMENDED BUDGET		09/30/2022 NORM (ABNORM)		MONTH 09/30/22 INCR (DECR)				
Fund 101 - GENERAL FUND										
Revenues										
Dept 000										
101-000-404.000	Tax Revenue	766,500.00		764,308.30		0.00		2,191.70	99.71	766,500.00
101-000-405.000	Taxes - Industrial Facilities	2,200.00		2,235.84		0.00		(35.84)	101.63	2,200.00
101-000-441.000	Local Community Stab Share Tax	140,000.00		0.00		0.00		140,000.00	0.00	140,000.00
101-000-445.000	Penalty on Taxes	3,000.00		1,550.14		1,550.14		1,449.86	51.67	3,000.00
101-000-448.000	1% Collection Fees	29,300.00		23,084.57		17,332.81		6,215.43	78.79	29,300.00
101-000-451.000	License and Fees	15,000.00		2,623.37		250.00		12,376.63	17.49	15,000.00
101-000-452.000	Cablevision Fees	15,700.00		4,159.41		0.00		11,540.59	26.49	15,700.00
101-000-453.000	Recreation Fees	2,700.00		0.00		0.00		2,700.00	0.00	2,700.00
101-000-454.000	Solid Waste Collections	136,000.00		30,434.67		(95.37)		105,565.33	22.38	136,000.00
101-000-540.000	State Grants	0.00		27,138.00		16,338.00		(27,138.00)	100.00	0.00
101-000-575.000	State Sales Tax	202,000.00		42,747.00		0.00		159,253.00	21.16	202,000.00
101-000-632.000	Charges for Services Rendered	500.00		0.00		0.00		500.00	0.00	500.00
101-000-662.000	Traffic Fines	7,500.00		1,181.04		311.78		6,318.96	15.75	7,500.00
101-000-664.000	Interest on Investments	4,600.00		294.15		113.28		4,305.85	6.39	4,600.00
101-000-680.000	Reimbursement for Overhead	210,000.00		0.00		0.00		210,000.00	0.00	210,000.00
101-000-694.000	Miscellaneous	17,400.00		11,562.00		0.00		5,838.00	66.45	17,400.00
101-000-695.000	Other Financing Sources	5,400.00		2,106.48		0.00		3,293.52	39.01	5,400.00
Total Dept 000		1,557,800.00		913,424.97		35,800.64		644,375.03	58.64	1,557,800.00
TOTAL REVENUES		1,557,800.00		913,424.97		35,800.64		644,375.03	58.64	1,557,800.00
Expenditures										
Dept 100 - Legislative										
101-100-703.000	Payroll - Part Time	8,000.00		2,710.00		650.00		5,290.00	33.88	8,000.00
101-100-715.000	Social Security	850.00		63.55		40.30		786.45	7.48	850.00
101-100-720.000	Worker's Compensation	250.00		0.00		0.00		250.00	0.00	250.00
101-100-722.000	Medicare	200.00		14.88		9.43		185.12	7.44	200.00
101-100-740.000	Operating Supplies	700.00		523.70		523.70		176.30	74.81	700.00
101-100-800.000	Professional/Contractual Serv.	12,000.00		2,816.00		0.00		9,184.00	23.47	12,000.00
101-100-830.000	Memberships & Dues	1,500.00		366.22		(12.36)		1,133.78	24.41	1,500.00
101-100-880.000	Community Promotion	1,000.00		205.00		75.00		795.00	20.50	1,000.00
101-100-880.001	Wassailing Contribution	2,000.00		0.00		0.00		2,000.00	0.00	2,000.00
101-100-900.000	Printing & Publishing	5,000.00		439.55		0.00		4,560.45	8.79	5,000.00
101-100-955.000	Miscellaneous	300.00		0.00		0.00		300.00	0.00	300.00
Total Dept 100 - Legislative		31,800.00		7,138.90		1,286.07		24,661.10	22.45	31,800.00
Dept 200 - Administration										
101-200-702.000	Payroll - Full Time	123,000.00		25,851.83		8,642.04		97,148.17	21.02	123,000.00
101-200-703.000	Payroll - Part Time	48,000.00		10,174.85		3,098.34		37,825.15	21.20	48,000.00
101-200-715.000	Social Security	10,500.00		2,013.77		654.61		8,486.23	19.18	10,500.00
101-200-716.000	Hospital/Life Insurance	68,000.00		14,238.36		4,746.12		53,761.64	20.94	68,000.00
101-200-716.001	Insurance Deductible	4,000.00		3,908.10		0.00		91.90	97.70	4,000.00
101-200-718.000	Pension	20,000.00		10,241.54		3,239.16		9,758.46	51.21	20,000.00
101-200-720.000	Worker's Compensation	700.00		0.00		0.00		700.00	0.00	700.00
101-200-722.000	Medicare	2,400.00		470.96		153.09		1,929.04	19.62	2,400.00
101-200-724.000	ICMA Retirement Benefit	9,800.00		10,480.00		10,480.00		(680.00)	106.94	9,800.00
101-200-730.000	Postage	7,900.00		1,208.07		500.00		6,691.93	15.29	7,900.00
101-200-740.000	Operating Supplies	2,000.00		2,244.97		992.00		(244.97)	112.25	2,000.00
101-200-775.000	Repair & Maintenance Supplies	2,100.00		120.00		0.00		1,980.00	5.71	2,100.00
101-200-800.000	Professional/Contractual Serv.	5,500.00		14,565.33		6,605.14		(9,065.33)	264.82	5,500.00
101-200-805.000	Computer Services	9,500.00		2,245.00		875.00		7,255.00	23.63	9,500.00

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED	2022-23 ORIGINAL BUDGET
		AMENDED BUDGET	09/30/2022	NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	NORM (ABNORM)	BALANCE				
Fund 101 - GENERAL FUND											
Expenditures											
101-200-830.000	Memberships & Dues	1,200.00	22.50		7.50	1,177.50	1.88	1,200.00			
101-200-850.000	Communications	7,300.00	2,699.38		801.67	4,600.62	36.98	7,300.00			
101-200-860.000	Institutes & Training	1,300.00	372.98		189.12	927.02	28.69	1,300.00			
101-200-900.000	Printing & Publishing	2,000.00	225.00		0.00	1,775.00	11.25	2,000.00			
101-200-910.000	Insurance & Bonds	7,100.00	5,625.00		1,875.00	1,475.00	79.23	7,100.00			
101-200-920.000	Utilities	4,400.00	1,162.06		230.96	3,237.94	26.41	4,400.00			
101-200-930.000	Repair & Maint.Contractors	2,950.00	1,702.00		1,702.00	1,248.00	57.69	2,950.00			
101-200-970.000	Capital	7,000.00	17,250.00		10,000.00	(10,250.00)	246.43	7,000.00			
Total Dept 200 - Administration		346,650.00	126,821.70		54,791.75	219,828.30	36.58	346,650.00			
Dept 210 - Legal Services											
101-210-801.000	Attorney - General	16,000.00	2,750.00		306.25	13,250.00	17.19	16,000.00			
101-210-802.000	Attorney-Police Matters	9,800.00	367.50		87.50	9,432.50	3.75	9,800.00			
Total Dept 210 - Legal Services		25,800.00	3,117.50		393.75	22,682.50	12.08	25,800.00			
Dept 300 - Police											
101-300-703.000	Payroll - Part Time	6,800.00	560.00		560.00	6,240.00	8.24	6,800.00			
101-300-715.000	Social Security	600.00	34.72		34.72	565.28	5.79	600.00			
101-300-722.000	Medicare	100.00	8.12		8.12	91.88	8.12	100.00			
101-300-800.000	Professional/Contractual Serv.	440,214.00	146,738.00		36,684.50	293,476.00	33.33	440,214.00			
Total Dept 300 - Police		447,714.00	147,340.84		37,287.34	300,373.16	32.91	447,714.00			
Dept 336 - Fire											
101-336-740.000	Operating Supplies	5,100.00	0.00		0.00	5,100.00	0.00	5,100.00			
101-336-746.000	Gasoline & Oil	1,000.00	71.52		0.00	928.48	7.15	1,000.00			
101-336-775.000	Repair & Maintenance Supplies	1,000.00	1,402.45		0.00	(402.45)	140.25	1,000.00			
101-336-780.000	Safety Supplies	100.00	0.00		0.00	100.00	0.00	100.00			
101-336-800.000	Professional/Contractual Serv.	70,000.00	22,300.00		5,575.00	47,700.00	31.86	70,000.00			
101-336-850.000	Communications	4,200.00	1,319.22		569.61	2,880.78	31.41	4,200.00			
101-336-910.000	Insurance & Bonds	14,000.00	11,244.00		3,748.00	2,756.00	80.31	14,000.00			
101-336-920.000	Utilities	2,700.00	549.11		118.98	2,150.89	20.34	2,700.00			
101-336-930.000	Repair & Maint.Contractors	10,000.00	0.00		0.00	10,000.00	0.00	10,000.00			
101-336-970.000	Capital	15,000.00	3,680.00		0.00	11,320.00	24.53	15,000.00			
Total Dept 336 - Fire		123,100.00	40,566.30		10,011.59	82,533.70	32.95	123,100.00			
Dept 440 - Public Services											
101-440-702.000	Payroll - Full Time	102,000.00	23,084.50		7,252.43	78,915.50	22.63	102,000.00			
101-440-715.000	Social Security	6,300.00	1,864.57		594.11	4,435.43	29.60	6,300.00			
101-440-716.000	Hospital/Life Insurance	44,000.00	10,660.51		3,564.56	33,339.49	24.23	44,000.00			
101-440-716.001	Insurance Deductible	2,400.00	0.00		0.00	2,400.00	0.00	2,400.00			
101-440-718.000	Pension	41,500.00	7,667.78		2,697.04	33,832.22	18.48	41,500.00			
101-440-720.000	Worker's Compensation	3,600.00	0.00		0.00	3,600.00	0.00	3,600.00			
101-440-722.000	Medicare	1,480.00	435.96		138.89	1,044.04	29.46	1,480.00			
101-440-740.000	Operating Supplies	2,500.00	49.98		49.98	2,450.02	2.00	2,500.00			
101-440-746.000	Gasoline & Oil	4,400.00	2,410.04		543.36	1,989.96	54.77	4,400.00			
101-440-775.000	Repair & Maintenance Supplies	8,200.00	2,696.39		146.77	5,503.61	32.88	8,200.00			
101-440-780.000	Safety Supplies	500.00	0.00		0.00	500.00	0.00	500.00			
101-440-800.000	Professional/Contractual Serv.	1,000.00	230.78		50.00	769.22	23.08	1,000.00			

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	2022-23
		AMENDED BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	BALANCE NORM (ABNORM)		ORIGINAL BUDGET
Fund 101 - GENERAL FUND							
Expenditures							
101-440-810.000	Rubbish Collection Charges	118,400.00	39,803.78	20,387.43	78,596.22	33.62	118,400.00
101-440-815.000	Uniform Rental	3,000.00	1,138.52	0.00	1,861.48	37.95	3,000.00
101-440-830.000	Memberships & Dues	900.00	0.00	0.00	900.00	0.00	900.00
101-440-850.000	Communications	1,000.00	359.94	119.98	640.06	35.99	1,000.00
101-440-860.000	Institutes & Training	300.00	0.00	0.00	300.00	0.00	300.00
101-440-880.000	Community Promotion	500.00	0.00	0.00	500.00	0.00	500.00
101-440-910.000	Insurance & Bonds	6,000.00	4,179.00	1,393.00	1,821.00	69.65	6,000.00
101-440-920.000	Utilities	8,700.00	2,007.52	480.31	6,692.48	23.07	8,700.00
101-440-926.000	Street Lighting	29,000.00	6,844.42	4,247.05	22,155.58	23.60	29,000.00
101-440-930.000	Repair & Maint.Contractors	11,800.00	1,285.14	0.00	10,514.86	10.89	11,800.00
101-440-970.000	Capital	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00
Total Dept 440 - Public Services		399,480.00	104,718.83	41,664.91	294,761.17	26.21	399,480.00
Dept 591 - Water Plant Grant Expenses							
101-591-800.000	Professional/Contractual Serv.	0.00	73,524.34	13,095.00	(73,524.34)	100.00	0.00
101-591-920.000	Utilities	0.00	731.97	200.21	(731.97)	100.00	0.00
Total Dept 591 - Water Plant Grant Expenses		0.00	74,256.31	13,295.21	(74,256.31)	100.00	0.00
Dept 751 - Parks, Recreation & Culture							
101-751-702.000	Payroll - Full Time	59,000.00	18,942.40	6,258.48	40,057.60	32.11	59,000.00
101-751-715.000	Social Security	3,700.00	1,164.00	384.53	2,536.00	31.46	3,700.00
101-751-716.000	Hospital/Life Insurance	24,500.00	3,291.43	1,108.47	21,208.57	13.43	24,500.00
101-751-716.001	Insurance Deductible	1,400.00	0.00	0.00	1,400.00	0.00	1,400.00
101-751-718.000	Pension	24,000.00	6,312.04	2,262.61	17,687.96	26.30	24,000.00
101-751-720.000	Worker's Compensation	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00
101-751-722.000	Medicare	850.00	272.13	89.91	577.87	32.02	850.00
101-751-746.000	Gasoline & Oil	2,800.00	1,600.99	467.46	1,199.01	57.18	2,800.00
101-751-775.000	Repair & Maintenance Supplies	13,000.00	4,845.94	1,896.71	8,154.06	37.28	13,000.00
101-751-780.000	Safety Supplies	400.00	0.00	0.00	400.00	0.00	400.00
101-751-800.000	Professional/Contractual Serv.	0.00	21,827.80	0.00	(21,827.80)	100.00	0.00
101-751-910.000	Insurance & Bonds	7,100.00	5,325.00	1,775.00	1,775.00	75.00	7,100.00
101-751-920.000	Utilities	7,100.00	2,501.64	516.20	4,598.36	35.23	7,100.00
101-751-930.000	Repair & Maint.Contractors	29,200.00	3,093.40	191.00	26,106.60	10.59	29,200.00
101-751-970.000	Capital	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00
Total Dept 751 - Parks, Recreation & Culture		182,550.00	69,176.77	14,950.37	113,373.23	37.89	182,550.00
TOTAL EXPENDITURES		1,557,094.00	573,137.15	173,680.99	983,956.85	36.81	1,557,094.00
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,557,800.00	913,424.97	35,800.64	644,375.03	58.64	1,557,800.00
TOTAL EXPENDITURES		1,557,094.00	573,137.15	173,680.99	983,956.85	36.81	1,557,094.00
NET OF REVENUES & EXPENDITURES		706.00	340,287.82	(137,880.35)	(339,581.82)	48,199.4	706.00

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED	2022-23 ORIGINAL BUDGET
		AMENDED BUDGET		NORM (ABNORM)	09/30/2022	MONTH 09/30/22	NORM (ABNORM)	BALANCE			
Fund 202 - MAJOR STREET FUND											
Revenues											
Dept 000											
202-000-546.000	State Grants - Act 51	178,200.00		44,379.56	17,125.41	133,820.44		24.90	178,200.00		
Total Dept 000		178,200.00		44,379.56	17,125.41	133,820.44		24.90	178,200.00		
TOTAL REVENUES											
		178,200.00		44,379.56	17,125.41	133,820.44		24.90	178,200.00		
Expenditures											
Dept 451 - Construction											
202-451-930.000	Repair & Maint.Contractors	120,000.00		1,600.00	0.00	118,400.00		1.33	120,000.00		
Total Dept 451 - Construction		120,000.00		1,600.00	0.00	118,400.00		1.33	120,000.00		
Dept 463 - Routine Maintenance											
202-463-702.000	Payroll - Full Time	9,000.00		1,211.80	491.47	7,788.20		13.46	9,000.00		
202-463-715.000	Social Security	550.00		73.24	29.85	476.76		13.32	550.00		
202-463-716.000	Hospital/Life Insurance	3,800.00		527.27	175.75	3,272.73		13.88	3,800.00		
202-463-716.001	Insurance Deductible	210.00		0.00	0.00	210.00		0.00	210.00		
202-463-718.000	Pension	3,600.00		572.74	177.97	3,027.26		15.91	3,600.00		
202-463-720.000	Worker's Compensation	570.00		0.00	0.00	570.00		0.00	570.00		
202-463-722.000	Medicare	130.00		17.16	6.99	112.84		13.20	130.00		
202-463-746.000	Gasoline & Oil	300.00		0.00	0.00	300.00		0.00	300.00		
202-463-775.000	Repair & Maintenance Supplies	2,300.00		62.24	0.00	2,237.76		2.71	2,300.00		
202-463-930.000	Repair & Maint.Contractors	8,000.00		0.00	0.00	8,000.00		0.00	8,000.00		
Total Dept 463 - Routine Maintenance		28,460.00		2,464.45	882.03	25,995.55		8.66	28,460.00		
Dept 475 - Traffic Services											
202-475-702.000	Payroll - Full Time	8,500.00		1,349.48	482.67	7,150.52		15.88	8,500.00		
202-475-715.000	Social Security	530.00		81.81	29.31	448.19		15.44	530.00		
202-475-716.000	Hospital/Life Insurance	3,600.00		527.14	175.71	3,072.86		14.64	3,600.00		
202-475-716.001	Insurance Deductible	200.00		0.00	0.00	200.00		0.00	200.00		
202-475-718.000	Pension	3,500.00		562.38	174.75	2,937.62		16.07	3,500.00		
202-475-720.000	Worker's Compensation	540.00		0.00	0.00	540.00		0.00	540.00		
202-475-722.000	Medicare	120.00		19.19	6.87	100.81		15.99	120.00		
202-475-746.000	Gasoline & Oil	500.00		0.00	0.00	500.00		0.00	500.00		
202-475-775.000	Repair & Maintenance Supplies	2,500.00		180.72	180.72	2,319.28		7.23	2,500.00		
202-475-930.000	Repair & Maint.Contractors	13,100.00		2,935.74	473.86	10,164.26		22.41	13,100.00		
Total Dept 475 - Traffic Services		33,090.00		5,656.46	1,523.89	27,433.54		17.09	33,090.00		
Dept 478 - Winter Maintenance											
202-478-702.000	Payroll - Full Time	10,200.00		2,242.08	641.91	7,957.92		21.98	10,200.00		
202-478-715.000	Social Security	600.00		136.48	38.95	463.52		22.75	600.00		
202-478-716.000	Hospital/Life Insurance	4,300.00		766.86	255.62	3,533.14		17.83	4,300.00		
202-478-716.001	Insurance Deductible	250.00		0.00	0.00	250.00		0.00	250.00		
202-478-718.000	Pension	4,200.00		747.36	232.25	3,452.64		17.79	4,200.00		
202-478-720.000	Worker's Compensation	650.00		0.00	0.00	650.00		0.00	650.00		
202-478-722.000	Medicare	150.00		31.96	9.12	118.04		21.31	150.00		
202-478-746.000	Gasoline & Oil	1,000.00		417.39	0.00	582.61		41.74	1,000.00		
202-478-753.000	Salt	9,000.00		0.00	0.00	9,000.00		0.00	9,000.00		

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	2022-23
		AMENDED BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	BALANCE NORM (ABNORM)		ORIGINAL BUDGET
Fund 202 - MAJOR STREET FUND							
Expenditures							
Total Dept 478 - Winter Maintenance		30,350.00	4,342.13	1,177.85	26,007.87	14.31	30,350.00
Dept 482 - Administration							
202-482-702.000	Payroll - Full Time	1,250.00	322.72	92.60	927.28	25.82	1,250.00
202-482-715.000	Social Security	75.00	19.59	5.60	55.41	26.12	75.00
202-482-716.000	Hospital/Life Insurance	520.00	147.46	49.16	372.54	28.36	520.00
202-482-716.001	Insurance Deductible	40.00	0.00	0.00	40.00	0.00	40.00
202-482-718.000	Pension	500.00	107.47	33.41	392.53	21.49	500.00
202-482-720.000	Worker's Compensation	15.00	0.00	0.00	15.00	0.00	15.00
202-482-722.000	Medicare	20.00	4.58	1.31	15.42	22.90	20.00
202-482-960.000	Administrative Overhead	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00
Total Dept 482 - Administration		22,420.00	601.82	182.08	21,818.18	2.68	22,420.00
TOTAL EXPENDITURES		234,320.00	14,664.86	3,765.85	219,655.14	6.26	234,320.00
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		178,200.00	44,379.56	17,125.41	133,820.44	24.90	178,200.00
TOTAL EXPENDITURES		234,320.00	14,664.86	3,765.85	219,655.14	6.26	234,320.00
NET OF REVENUES & EXPENDITURES		(56,120.00)	29,714.70	13,359.56	(85,834.70)	52.95	(56,120.00)

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDDT USED	2022-23
		AMENDED BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	NORM (ABNORM) BALANCE		ORIGINAL BUDGET
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000	State Grants - Act 51	73,300.00	18,193.84	6,969.56	55,106.16	24.82	73,300.00
Total Dept 000		73,300.00	18,193.84	6,969.56	55,106.16	24.82	73,300.00
TOTAL REVENUES							
		73,300.00	18,193.84	6,969.56	55,106.16	24.82	73,300.00
Expenditures							
Dept 463 - Routine Maintenance							
203-463-702.000	Payroll - Full Time	10,500.00	1,380.48	491.50	9,119.52	13.15	10,500.00
203-463-715.000	Social Security	650.00	83.71	29.85	566.29	12.88	650.00
203-463-716.000	Hospital/Life Insurance	4,400.00	527.28	175.77	3,872.72	11.98	4,400.00
203-463-716.001	Insurance Deductible	250.00	0.00	0.00	250.00	0.00	250.00
203-463-718.000	Pension	4,200.00	572.73	177.97	3,627.27	13.64	4,200.00
203-463-720.000	Worker's Compensation	650.00	0.00	0.00	650.00	0.00	650.00
203-463-722.000	Medicare	150.00	19.59	6.99	130.41	13.06	150.00
203-463-746.000	Gasoline & Oil	300.00	0.00	0.00	300.00	0.00	300.00
203-463-775.000	Repair & Maintenance Supplies	3,400.00	62.25	0.00	3,337.75	1.83	3,400.00
203-463-930.000	Repair & Maint.Contractors	5,400.00	1,480.00	0.00	3,920.00	27.41	5,400.00
Total Dept 463 - Routine Maintenance		29,900.00	4,126.04	882.08	25,773.96	13.80	29,900.00
Dept 475 - Traffic Services							
203-475-702.000	Payroll - Full Time	9,800.00	1,319.21	474.00	8,480.79	13.46	9,800.00
203-475-715.000	Social Security	600.00	79.99	28.79	520.01	13.33	600.00
203-475-716.000	Hospital/Life Insurance	4,150.00	514.13	171.37	3,635.87	12.39	4,150.00
203-475-716.001	Insurance Deductible	250.00	0.00	0.00	250.00	0.00	250.00
203-475-718.000	Pension	4,000.00	552.31	171.62	3,447.69	13.81	4,000.00
203-475-720.000	Worker's Compensation	620.00	0.00	0.00	620.00	0.00	620.00
203-475-722.000	Medicare	140.00	18.75	6.75	121.25	13.39	140.00
203-475-746.000	Gasoline & Oil	500.00	0.00	0.00	500.00	0.00	500.00
203-475-775.000	Repair & Maintenance Supplies	5,000.00	1,208.10	1,208.10	3,791.90	24.16	5,000.00
203-475-930.000	Repair & Maint.Contractors	600.00	0.00	0.00	600.00	0.00	600.00
Total Dept 475 - Traffic Services		25,660.00	3,692.49	2,060.63	21,967.51	14.39	25,660.00
Dept 478 - Winter Maintenance							
203-478-702.000	Payroll - Full Time	10,400.00	2,211.75	633.19	8,188.25	21.27	10,400.00
203-478-715.000	Social Security	650.00	134.67	38.44	515.33	20.72	650.00
203-478-716.000	Hospital/Life Insurance	4,400.00	753.78	251.27	3,646.22	17.13	4,400.00
203-478-716.001	Insurance Deductible	250.00	0.00	0.00	250.00	0.00	250.00
203-478-718.000	Pension	4,200.00	737.26	229.11	3,462.74	17.55	4,200.00
203-478-720.000	Worker's Compensation	650.00	0.00	0.00	650.00	0.00	650.00
203-478-722.000	Medicare	150.00	31.53	9.00	118.47	21.02	150.00
203-478-746.000	Gasoline & Oil	1,000.00	417.39	0.00	582.61	41.74	1,000.00
203-478-753.000	Salt	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00
Total Dept 478 - Winter Maintenance		27,700.00	4,286.38	1,161.01	23,413.62	15.47	27,700.00
Dept 482 - Administration							
203-482-702.000	Payroll - Full Time	1,500.00	322.68	92.59	1,177.32	21.51	1,500.00

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		2022-23	
		AMENDED BUDGET		09/30/2022		MONTH 09/30/22		BALANCE		ORIGINAL	BUDGET
				NORM	(ABNORM)	INCR	(DECR)	NORM	(ABNORM)	% BDC	USED
Fund 203 - LOCAL STREET FUND											
Expenditures											
203-482-715.000	Social Security	100.00		19.59		5.60		80.41		19.59	100.00
203-482-716.000	Hospital/Life Insurance	650.00		147.45		49.15		502.55		22.68	650.00
203-482-716.001	Insurance Deductible	50.00		0.00		0.00		50.00		0.00	50.00
203-482-718.000	Pension	625.00		107.45		33.40		517.55		17.19	625.00
203-482-720.000	Worker's Compensation	15.00		0.00		0.00		15.00		0.00	15.00
203-482-722.000	Medicare	25.00		4.58		1.31		20.42		18.32	25.00
203-482-960.000	Administrative Overhead	20,000.00		0.00		0.00		20,000.00		0.00	20,000.00
Total Dept 482 - Administration		22,965.00		601.75		182.05		22,363.25		2.62	22,965.00
TOTAL EXPENDITURES		106,225.00		12,706.66		4,285.77		93,518.34		11.96	106,225.00
Fund 203 - LOCAL STREET FUND:											
TOTAL REVENUES		73,300.00		18,193.84		6,969.56		55,106.16		24.82	73,300.00
TOTAL EXPENDITURES		106,225.00		12,706.66		4,285.77		93,518.34		11.96	106,225.00
NET OF REVENUES & EXPENDITURES		(32,925.00)		5,487.18		2,683.79		(38,412.18)		16.67	(32,925.00)

REVENUE AND EXPENDITURE REPORT FOR CITY OF PARCHMENT

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 09/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGT USED	2022-23 ORIGINAL BUDGET
Fund 251 - Brownfield Redevelopment							
Revenues							
Dept 000							
251-000-404.000	Tax Revenue	299,300.00	0.00	0.00	299,300.00	0.00	299,300.00
251-000-694.000	Miscellaneous	0.00	2,222.00	0.00	(2,222.00)	100.00	0.00
Total Dept 000		299,300.00	2,222.00	0.00	297,078.00	0.74	299,300.00
TOTAL REVENUES		299,300.00	2,222.00	0.00	297,078.00	0.74	299,300.00
Expenditures							
Dept 000							
251-000-800.000	Professional/Contractual Serv.	0.00	1,065.00	0.00	(1,065.00)	100.00	0.00
251-000-960.000	Administrative Overhead	130,000.00	0.00	0.00	130,000.00	0.00	130,000.00
251-000-991.000	Debt Retirement-Principal	48,633.00	0.00	0.00	48,633.00	0.00	48,633.00
251-000-995.000	Interest Expense	9,513.00	0.00	0.00	9,513.00	0.00	9,513.00
Total Dept 000		188,146.00	1,065.00	0.00	187,081.00	0.57	188,146.00
TOTAL EXPENDITURES		188,146.00	1,065.00	0.00	187,081.00	0.57	188,146.00
Fund 251 - Brownfield Redevelopment:							
TOTAL REVENUES		299,300.00	2,222.00	0.00	297,078.00	0.74	299,300.00
TOTAL EXPENDITURES		188,146.00	1,065.00	0.00	187,081.00	0.57	188,146.00
NET OF REVENUES & EXPENDITURES		111,154.00	1,157.00	0.00	109,997.00	1.04	111,154.00

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	2022-23
		AMENDED BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	BALANCE NORM (ABNORM)		ORIGINAL BUDGET
Fund 285 - Stimulus Grant Fund							
Expenditures							
Dept 000							
285-000-800.000	Professional/Contractual Serv.	146,800.00	0.00	0.00	146,800.00	0.00	0.00
285-000-999.000	Transfer to other Fund	0.00	20,000.00	20,000.00	(20,000.00)	100.00	0.00
Total Dept 000		146,800.00	20,000.00	20,000.00	126,800.00	13.62	0.00
TOTAL EXPENDITURES							
		146,800.00	20,000.00	20,000.00	126,800.00	13.62	0.00
Fund 285 - Stimulus Grant Fund:							
TOTAL REVENUES							
		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES							
		146,800.00	20,000.00	20,000.00	126,800.00	13.62	0.00
NET OF REVENUES & EXPENDITURES							
		(146,800.00)	(20,000.00)	(20,000.00)	(126,800.00)	13.62	0.00

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		2022-23	
		AMENDED BUDGET		09/30/2022		MONTH 09/30/22	INCR (DECR)	NORM (ABNORM)	BALANCE	% BGT	ORIGINAL BUDGET
Fund 401 - Veteran's Memorial Fund											
Revenues											
Dept 000											
401-000-674.000	Contributed Capital Revenue	5,000.00		161.00		75.00			4,839.00	3.22	5,000.00
401-000-694.000	Miscellaneous	0.00		204.00		0.00			(204.00)	100.00	0.00
Total Dept 000		5,000.00		365.00		75.00			4,635.00	7.30	5,000.00
TOTAL REVENUES		5,000.00		365.00		75.00			4,635.00	7.30	5,000.00
Expenditures											
Dept 000											
401-000-955.000	Miscellaneous	5,000.00		0.00		0.00			5,000.00	0.00	5,000.00
Total Dept 000		5,000.00		0.00		0.00			5,000.00	0.00	5,000.00
TOTAL EXPENDITURES		5,000.00		0.00		0.00			5,000.00	0.00	5,000.00
Fund 401 - Veteran's Memorial Fund:											
TOTAL REVENUES		5,000.00		365.00		75.00			4,635.00	7.30	5,000.00
TOTAL EXPENDITURES		5,000.00		0.00		0.00			5,000.00	0.00	5,000.00
NET OF REVENUES & EXPENDITURES		0.00		365.00		75.00			(365.00)	100.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PARCHMENT

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 09/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BCGT USED	2022-23 ORIGINAL BUDGET
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-626.000	Sewer Services	148,000.00	73,924.10	0.00	74,075.90	49.95	148,000.00
590-000-664.000	Interest on Investments	1,900.00	0.00	0.00	1,900.00	0.00	1,900.00
Total Dept 000		149,900.00	73,924.10	0.00	75,975.90	49.32	149,900.00
TOTAL REVENUES		149,900.00	73,924.10	0.00	75,975.90	49.32	149,900.00
Expenditures							
Dept 000							
590-000-702.000	Payroll - Full Time	23,000.00	4,576.04	1,363.16	18,423.96	19.90	23,000.00
590-000-715.000	Social Security	1,400.00	276.37	82.06	1,123.63	19.74	1,400.00
590-000-716.000	Hospital/Life Insurance	9,000.00	2,094.55	698.22	6,905.45	23.27	9,000.00
590-000-716.001	Insurance Deductible	700.00	0.00	0.00	700.00	0.00	700.00
590-000-718.000	Pension	9,300.00	1,578.94	490.71	7,721.06	16.98	9,300.00
590-000-720.000	Worker's Compensation	500.00	0.00	0.00	500.00	0.00	500.00
590-000-722.000	Medicare	300.00	64.64	19.20	235.36	21.55	300.00
590-000-800.000	Professional/Contractual Serv.	25,000.00	49,752.30	17,922.40	(24,752.30)	199.01	25,000.00
590-000-815.000	Uniform Rental	500.00	0.00	0.00	500.00	0.00	500.00
590-000-910.000	Insurance & Bonds	10,600.00	7,839.00	2,613.00	2,761.00	73.95	10,600.00
590-000-920.000	Utilities	2,300.00	830.10	195.67	1,469.90	36.09	2,300.00
590-000-930.000	Repair & Maint. Contractors	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00
590-000-960.000	Administrative Overhead	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00
590-000-968.000	Depreciation	14,100.00	0.00	0.00	14,100.00	0.00	14,100.00
Total Dept 000		146,700.00	67,011.94	23,384.42	79,688.06	45.68	146,700.00
TOTAL EXPENDITURES		146,700.00	67,011.94	23,384.42	79,688.06	45.68	146,700.00
Fund 590 - SEWER FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES		149,900.00	73,924.10	0.00	75,975.90	49.32	149,900.00
NET OF REVENUES & EXPENDITURES		146,700.00	67,011.94	23,384.42	79,688.06	45.68	146,700.00
		3,200.00	6,912.16	(23,384.42)	(3,712.16)	216.01	3,200.00
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		2,263,500.00	1,052,509.47	59,970.61	1,210,990.53	46.50	2,263,500.00
NET OF REVENUES & EXPENDITURES		2,384,285.00	688,585.61	225,117.03	1,695,699.39	28.88	2,237,485.00
		(120,785.00)	363,923.86	(165,146.42)	(484,708.86)	301.30	26,015.00

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	\$72.53	\$0.00	\$72.53
CAMRON J BOEKHOVEN XXXX XXXX XXXX 9114	\$3,000	\$0.00	\$1,142.34	\$0.00	\$1,142.34
TY J WOLTHUIS XXXX XXXX XXXX 7674	\$3,000	\$0.00	\$55.20	\$0.00	\$55.20
SHANNON STUTZ XXXX XXXX XXXX 9125	\$5,000	\$23.04	\$1,196.69	\$0.00	\$1,173.65

Cardholder Account Activity

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
08/31	08/30	85454912242900016779230	ROTO-ROOTER SEWER & DR KALAMAZOO MI		\$225.95
08/31	08/30	55436872242282424376566	RATHCO SAFETY SUPPLY I 269-3230153 MI		\$309.50
08/31	08/30	55432862242200183699981	SQ *SEVERANCE ELECTRIC 877-417-4551 MI		\$656.00
08/31	08/30	85454912242900019303046	CLEAN EARTH ENVIRONMEN KALAMAZOO MI		\$840.00
09/19	09/16	55446412259207556600015	MILLASSIST SERVICES IN 2696923211 MI		\$275.00
09/26	09/23	55417342267122671766597	SPORTSMANS WAREHOUSE 6 KALAMAZOO MI		\$243.75

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
09/06	09/05	55546502249400794123649	MINUTEKEY BOULDER CO		\$8.48
09/15	09/13	55432862257204286774313	MEIJER # 119 877-363-4537 MI		\$63.56
09/21	09/19	85179242263700609001939	ONE WAY PRODUCTS KALAMAZOO MI		\$90.99

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
09/01	08/31	55432862244200566670508	PURITY CYLINDER GASES KALAMAZOO MI		\$24.79
09/01	08/31	02305372244000613368148	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$31.90
09/14	09/12	02305372256100105874176	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$15.84

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
09/01	08/30	85179242243980005540905	STEENSMA LAWN AND POWE KALAMAZOO MI		\$119.48
09/19	09/18	55480772262191000529393	FARM & FLEET OF PORTAG PORTAGE MI		\$79.98
09/19	09/16	85175302259980002499102	TOP GRADE HAMILTON MI		\$202.08
09/20	09/19	55309592262838000010243	RIDGE PARTS 0030721 KALAMAZOO MI		\$3.87
09/20	09/19	15270212262422675355854	EBAY O*04-09121-34622 SAN JOSE CA		\$121.90
09/21	09/20	05227022263300284995202	RIETH RILEY KALAMAZOO 269-343-4525 MI		\$167.83
09/21	09/20	02305372263300314248466	POMPS TIRE 217 KALAMAZOO MI		\$447.20

(transactions continued on next page)

Cardholder Account Activity cont.

TY J WOLTHUIS			Credit Limit	Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 7674			\$3,000	\$0.00	\$55.20	\$0.00	\$55.20
Post Date	Tran Date	Reference Number	Transaction Description		VCN	Amount	
09/14	09/12	02305372256100105889026	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI			\$55.20	
SHANNON STUTZ			Credit Limit	Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 9125			\$5,000	\$23.04	\$1,196.69	\$0.00	\$1,173.65
Post Date	Tran Date	Reference Number	Transaction Description		VCN	Amount	
08/29	08/28	55432862240202534009813	CHARTER SERVICES 855-707-7328 MO			\$119.98	
09/08	09/07	82711162250000008123062	PIXELVINE FREEPORT MI			\$89.75	
09/08	09/06	85140512250900010500019	CORNERSTONE OFFICE SYS AVALANCE@CORN MI			\$232.74	
09/14	09/13	82711162256000007516609	PIXELVINE FREEPORT MI			\$75.00	
09/16	09/15	05410192258105132703988	QUILL CORPORATION 800-982-3400 SC			\$70.80	
09/16	09/15	62712912259000000560071	CORPORATE TECHNOLOGIES 7018934056 MN			\$425.00	
09/19	09/17	05410192261105132703892	QUILL CORPORATION 800-982-3400 SC			\$16.46	
09/19	09/16	05410192259105142871238	QUILL CORPORATION 800-982-3400 SC			\$16.99	
09/22	09/21	05410192264105000019055	QUILL CORPORATION 800-982-3400 SC			-\$23.04	
09/26	09/26	55432862269207546692395	SPECTRUM 855-707-7328 MO			\$149.97	

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY,
JUNE 27TH, 2022

1. Call to Order

The meeting was called to order by Jon Heasley at 6:00 PM.

2. Roll Call

Present: Nancy Eaton, Kris Jordan, Liz Emmons, Robin Madaras, Mayor Robert Britigan, Jon Heasley, Julie Heasley, Michael Conner, Karen Conner-Beck, Micki Rossio, Claudia Britigan

Absent: Nancy Stoddard

A motion was made by Mayor Rob Britigan to excuse the absence of Nancy Stoddard, this was supported by Nancy Eaton.

Motion carried.

3. Approval of the Minutes from

A motion was made by Nancy Eaton, supported by Mayor Britigan, to approve the corrected (Matt Giraud date) minutes from the meeting on May 23, 2022.

Motion carried.

4. New Business

A. Director's Report

Kris Jordan presented her Director's report.

Theatre: Rehearsals are underway. There are still volunteers needed. Petal and Joy Flower Farm is selling bouquets at a deep discount. These will be sold as a fundraiser. Claudia is ordering t-shirts which will also be sold. Claudia Britigan reported that things are progressing, and they need help working on the set.

Parade: There are twenty-four entries at present. Mayor Britigan is working on the High School to encourage the band to participate in the parade.

Publicity: All event invitations are out. Shauna Collison has been helping with the on-line publicity. Banners for the light poles have been ordered.

Craft Show: Nancy has signed up 111 vendors for the craft show. Nancy will provide public works an updated map for labeling the spots. Football players will be assisting with the unloading on Saturday morning. Golf cart volunteers are needed to assist with the unloading. Robin and John Madaras will be driving carts. Tom and Kris Jordan will also be driving carts.

Food Vendors: Nancy Eaton reported that sign-ups for food trucks have been slow. Chester Emmons is helping her fill the slots. Nonprofits are signed up. Nancy needs more sign-ups of for-profit vendors.

Alumni Committee: The committee is rolling. Sign-ups for the play in a day and Big Nazo are needed. T&J Towing will be providing a flat bed truck for the Big Nazo to ride in the parade.

5K Race/Walk: Micki Rossio has spoken with public safety to work out the roadblocks. Shirts have been ordered. Final logos are needed for the sponsors on the back of the race t-shirt. Harding's is donating water and bananas. The race is short on volunteers. Kris will contact Doug Fooy to open the gate between the High School and Central Elementary by 6:30 AM. The finishers' medals will be ruby red. Light blue medals will be for the winners. Yellow medals will be for the overall winners. There are currently sixty-eight registered runners.

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY,
JUNE 27TH, 2022 – Page 2

A. Director's Report - continued

Children's Area: Liz Emmons reported that they are changing the layout of the children's area. They will be repositioning the dunk tank so as not to harm the flowers in the sunken garden. The Kalamazoo Symphony Orchestra is not going to be a part of the children's area. Crescendo will be there with percussion and a violinist. Alacazam! will be the magician that is performing. They will have a professional face painter. There will also be a spray tattoo person. There will be a craft area with Wizard of Oz themed crafts. The kids' market will be a part of the children's area as well.

Cornhole Tournament: The backyard cornhole sign-ups have been slow. So far, they have seven or so teams that have signed up.

Car Show/Cruise In: Mike Conner will have signage directing the car show participants up Glendale to Orient to the upper part of the park for entry. Cars will arrive at 9:00 AM or later. Mike Conner will need volunteer vests. Mike is wondering if Biggby could set up a coffee stand at the Cruise In. If so, would the regulations be the same as for the food trucks?

Concerts: Kris shared the Summertime Live brochures.

Sponsorships: Jon reported that he is not sure of the total dollar amount donated, but he is confident that the budgeted amount will be hit. The letter in the water bill generated more money this year than in 2021. Mayor Britigan got LC Howard to donate \$1000 more over 2021.

5. Old Business
None.

6. Member Comments

Mayor Britigan: Mayor Britigan mentioned the issue of canceling due to weather and who makes that final call. Claudia Britigan indicated that it will be up to Derek and Matt from Egg Media because it is his equipment that is at risk. Claudia and Kris will make the decisions together with the sound technicians. Rob thanked the volunteers and chairpersons for all their hard work.

Julie Heasley: Thanks to Karen and Micki and Mike, really appreciate all the hard work.

Nancy Eaton: No comment

Jon Heasley: Volunteered for July 24th curtain speech, but he will be out of town. Jon can do July 31st through the end of the concert series. Jon is very disappointed that we won't be here. Well done everyone, thank you very much.

Robin Madaras: Great work to everyone! Thank you.

Liz Emmons: Going to be awesome!

Kris Jordan: The team makes this a delight. She appreciates the strong chairpersons.

7. Adjournment

There being no further business to come before the KAC, made a Nancy Eaton made motion to adjourn the meeting. This motion was supported by Julie Heasley. The meeting was adjourned at 7:20 PM.

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY,
JUNE 27TH, 2022 – Page 3

8. Next Meeting

The next meeting of the Kindleberger Arts Commission will be held on Tuesday, September 27th at 6:30 PM at the FOP. All chairpersons are invited for pizzas and drinks.

KALAMAZOO AREA TRANSPORTATION STUDY

TECHNICAL COMMITTEE MEETING MINUTES SEPTEMBER 8, 2022 - 9:30 A.M.

CALL TO ORDER

The September 8, 2022 Technical Committee Meeting was called to order at 9:30 a.m. at Kalamazoo Metro, by Chair Minkus.

ROLL CALL

Meeting attendance was recorded on the sign-in sheet. Introductions were made by all present.

MEMBERS PRESENT

Muhammad Arif	City of Portage
Joe Belka	Michigan Department of Transportation, Transportation Service Center
Nolan Bergstrom	City of Kalamazoo
Mickey Bittner	Village of Paw Paw (Wightman & Associates)
Eric Feldt	City of Portage
Josh Grab	Michigan Department of Transportation, Region
Rachael Grover	Kalamazoo County
Kendra Gwin	City of Portage
Todd Hackenberg	Village of Lawton
Jeff Heppler	Village of Augusta
Joel Hoort	Van Buren County Road Commission
Anthony Ladd	City of Kalamazoo
John Lovely	Texas Township
Jim Mallery	Village of Vicksburg
Ryan Minkus, Chair	Road Commission of Kalamazoo County
Dennis Randolph	City of Kalamazoo
Kathy Schultz	Central County Transportation Authority
Paul Sotherland	KATS Citizens Advisory Committee
Jodi Stefforia, Vice-Chair	Comstock Township
Nancy Stoddard	City of Parchment
Greg Vlietstra	Kalamazoo County Transportation Authority
Luke Walters	Michigan Department of Transportation, Statewide Planning
Mark Worden	Road Commission of Kalamazoo County

OTHERS PRESENT

Phil Doorlag	Wightman & Associates
Jamie Harmon	City of Portage
Martin Janssen	Central/Kalamazoo County Transportation Authority
Sean McBride	Central County Transportation Authority
Fred Nagler	Kalamazoo Area Transportation Study
Elizabeth Rumick	Kalamazoo Area Transportation Study

Hailey Savola
Steve Stepek, AICP
Ali Townsend
Christian Wines

ROWE
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Village of Vicksburg

CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda. However, Chair Minkus mentioned Stepek will address member representatives and alternates during the New Business part of the meeting.

APPROVAL OF THE AGENDA

Heppler moved, and it was duly seconded by Schultz, ***“to approve the agenda of the September 8, 2022 Technical Committee Meeting.”*** MOTION CARRIED.

MINUTES FROM THE AUGUST 11, 2022 MEETING

Heppler moved, and it was duly seconded by Hackenberg, ***“to approve the minutes from the August 11, 2022 Technical Committee Meeting.”*** MOTION CARRIED.

POLICY COMMITTEE REPORT

Stepek reported the Policy Committee meeting scheduled for August 31, 2022 was postponed. The next Policy Committee meeting is scheduled for September 28, 2022.

PUBLIC COMMENTS

No citizens comments were made.

FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Stepek stated the amendments are included in the meeting packet. These are changes to the Transportation Improvement Program (TIP) that has not yet been approved, but has anticipated approval on October 1, 2022. The Michigan Department of Transportation (MDOT) had some early obligation projects. There are also some local project changes. Any action taken by the Policy Committee will be pending full federal approval of the TIP. Stefforia asked for clarification on the M96 @ M96 MDOT project. Stepek responded these specified limits are how the project was entered as the amendments are extracted directly from the database. Additionally, the total project cost is close to \$4 million dollars but only \$10,000 is within the Kalamazoo Area Transportation Study region.

Gwin moved, and it was duly seconded by Stefforia, to ***approve the FY 2023-2026 Transportation Improvement Program Amendments.”*** MOTION CARRIED.

PUBLIC TRANSPORTATION UPDATES

Schultz announced Metro's Comprehensive Operations Analysis consultant will present proposed recommendations on September 25, 2022 and September 26, 2022. Extensive public and stakeholder meetings have been held over the past several months and more will follow. Anticipated recommendations include adding three micro transit zones. This service would allow travel from within a zone, from a zone to a different zone, or from a particular location to a fixed route connection. Attendees are welcome to attend the Central County Transportation Authority/Kalamazoo County Transportation Authority Board meeting on September 25, 2022 at 11:30 a.m. Road construction is causing significant delays in Metro's bus service. Thank you and please continue providing project information to Schultz so bus service to the public is disrupted as little as possible. Metro continues to look for drivers.

STATUS REPORTS

ROADS-

Belka reported the Michigan Department of Transportation I-94 Portage Road project is ongoing. Bridge work continues on the I-94 bridge over Portage Road and the Kilgore Road bridge. Both ramps to Westbound I-94 from Sprinkle will be closed through October as work progresses on Westbound I-94. Fog sealing was completed on the M-89 project in Richland. Single lane closures will be present until the project will be complete by the end of the week. Intermittent single lane closures will occur this week on M-43 for overhead sign replacement at the 131 / M-43 interchange. Arif asked if there will be street lights at I-94 and Portage. Belka will have to find out. Heppler asked for an anticipated completion date for the I-94 Portage Road project. Belka responded project completion is expected by the end of the year or next spring or summer.

Heppler thanked the Road Commission of Kalamazoo County for partnering to finish chip seal projects in the Village of Augusta. Design is underway for the 2024 Washington Street bridge project. The village is excited to have received a grant from the county to complete a much-needed water main project on the south side of the village.

Ladd acknowledged the extensive City of Kalamazoo construction this season and thanked everyone for project coordination and patience. The Stadium Drive, Parkview Avenue, Kilgore, Miller Road, and Rose Street projects will be finishing up by the end of this month. The Walnut and Lake Street bridges will be open to traffic next week. The Paterson bridge project is slated for February 2023. Westnedge and Whites and Howard Street projects for 2023 are in design. Local street paving is nearly complete for the year. More streets were added to the citywide sidewalk program with anticipated completion at the end of October. The 2023-2024 Ransom Street project is under design.

Hoot from the Van Buren County Road Commission reported the Red Arrow Highway project will be complete next week ahead of schedule.

Mallery thanked the Road Commission of Kalamazoo County for project completion in the Village of Vicksburg.

Harmon stated the City of Portage road construction projects are done for the year. A water main installation on Portage Road is expected to be completed in a couple weeks. The Shaver Road 2023 federally funded project has already been submitted. The 2023 federally funded Portage Road project will be sent within a couple weeks. The 2023 South Westnedge project from Centre to Melody will be submitted for grade inspection in the next month. The 2024 Portage Road project goes to bid for design today.

Minkus reported the Road Commission of Kalamazoo County (RCKC) chip seal is complete for the season, with a total of 70 miles done. The Barney Road project should be complete this week. Mill and overlay is planned on some primary roads. Sign up for alerts via RCKC Connect. Two projects will be in the October letting. Preparation is underway for next year's projects. The budget process is starting with anticipated presentation to the board in October. There will be an opportunity for public comment in October. RCKC is hiring; check the website for more information. Reminder to get any safety program projects into Kalamazoo Area Transportation Study so they get on the Transportation Improvement Program.

LAND USE/PLANNING AND ZONING-

Grab introduced himself as the new Michigan Department of Transportation (MDOT) Southwest Region Planner. He was welcomed by attendees.

Bergstrom reported City of Kalamazoo Two-way Street Conversion public feedback and engagement opportunities including a survey have had lots of participation. The ongoing Westnedge Park survey has had strong response.

Heppler stressed the importance of education and enforcement as traffic fatalities skyrocket.

Stefforia of Comstock Township asked the delivery date of Pictometry aerials. Grover from Kalamazoo County responded all parcels for all local units are complete so hopefully any day now. Stefforia added there are glitches in the Pictometry program. Grover will report the issue to Pictometry staff. Grover requested to let her know of past employees that should have access to the program removed. And similarly, request Pictometry access for new employees by emailing plngis@kalcouny.com.

NEW BUSINESS

Steppek reminded members to report changes in their agency Committee representative or alternate to Kalamazoo Area Transportation Study (KATS). Submit any contributed service timesheets to KATS today.

PUBLIC COMMENTS

Gwin reported Harmon was promoted to the City of Portage Deputy Director. The city will hire an engineer to replace her open position. Harmon was congratulated on her promotion.

ADJOURNMENT

The meeting adjourned at 9:59 a.m.

*The next meeting of the Kalamazoo Area Transportation Study Technical Committee will be held on
Thursday, October 13, 2022 at 9:30 a.m.*

Approved 10/13/22 (er)

2022 MONTHLY PERMITS BY JURISDICTION

MONTH OF SEPTEMBER 2022

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	17	\$ 15,339
COMSTOCK	ELECTRICAL	16	\$ 2,519
COMSTOCK	MECHANICAL	15	\$ 2,646
COMSTOCK	PLUMBING	10	\$ 1,999
COMSTOCK	SPECIAL - JURISDICTION	3	\$ 300
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		63	\$ 22,913
KALAMAZOO	BUILDING	14	\$ 2,976
KALAMAZOO	ELECTRICAL	17	\$ 2,968
KALAMAZOO	MECHANICAL	34	\$ 4,703
KALAMAZOO	PLUMBING	11	\$ 1,661
KALAMAZOO	SPECIAL - JURISDICTION	7	\$ 700
KALAMAZOO	SPECIAL - HOMEOWNER	-	\$ -
TOTAL KALAMAZOO		83	\$ 13,008
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	1	\$ 125
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		2	\$ 225
PINE GROVE	BUILDING	5	\$ 1,873
PINE GROVE	ELECTRICAL	2	\$ 451
PINE GROVE	MECHANICAL	5	\$ 797
PINE GROVE	PLUMBING	1	\$ 220
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		13	\$ 3,341
RICHLAND	BUILDING	17	\$ 7,765
RICHLAND	ELECTRICAL	13	\$ 2,397
RICHLAND	MECHANICAL	11	\$ 2,570
RICHLAND	PLUMBING	5	\$ 1,003
RICHLAND	SPECIAL - JURISDICTION	2	\$ 200
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		49	\$ 13,990
RICHLAND VILLAGE	BUILDING	-	\$ -
RICHLAND VILLAGE	ELECTRICAL	1	\$ 121
RICHLAND VILLAGE	MECHANICAL	1	\$ 215
RICHLAND VILLAGE	PLUMBING	-	\$ -
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		2	\$ 336
TOTAL		212	\$ 53,813

REVENUE	REVENUE
SEPTEMBER 2021	% PREV YEAR MONTH
\$ 44,877	119.9%

PERMITS	PERMITS
SEPTEMBER 2021	% 2021 - YTD
209	101%

2022 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: SEPTEMBER 2022

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	126	\$ 182,572
COMSTOCK	ELECTRICAL	159	\$ 37,102
COMSTOCK	MECHANICAL	141	\$ 38,602
COMSTOCK	PLUMBING	58	\$ 9,830
COMSTOCK	SPECIAL - JURISDICTION	16	\$ 1,600
COMSTOCK	SPECIAL - HOMEOWNER	8	\$ 440
TOTAL COMSTOCK		508	\$ 270,146
KALAMAZOO	BUILDING	143	\$ 27,380
KALAMAZOO	ELECTRICAL	175	\$ 29,441
KALAMAZOO	MECHANICAL	221	\$ 35,091
KALAMAZOO	PLUMBING	85	\$ 11,376
KALAMAZOO	SPECIAL - JURISDICTION	47	\$ 4,700
KALAMAZOO	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL KALAMAZOO		673	\$ 108,098
PARCHMENT	BUILDING	13	\$ 1,865
PARCHMENT	ELECTRICAL	20	\$ 2,743
PARCHMENT	MECHANICAL	19	\$ 2,389
PARCHMENT	PLUMBING	5	\$ 699
PARCHMENT	SPECIAL - JURISDICTION	8	\$ 800
PARCHMENT	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PARCHMENT		66	\$ 8,551
PINE GROVE	BUILDING	32	\$ 17,319
PINE GROVE	ELECTRICAL	50	\$ 8,332
PINE GROVE	MECHANICAL	57	\$ 9,297
PINE GROVE	PLUMBING	16	\$ 3,537
PINE GROVE	SPECIAL - JURISDICTION	0	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PINE GROVE		155	\$ 38,485
RICHLAND	BUILDING	113	\$ 72,473
RICHLAND	ELECTRICAL	132	\$ 30,559
RICHLAND	MECHANICAL	148	\$ 31,681
RICHLAND	PLUMBING	84	\$ 16,474
RICHLAND	SPECIAL - JURISDICTION	3	\$ 300
RICHLAND	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL RICHLAND		483	\$ 151,652
RICHLAND VILLAGE	BUILDING	13	\$ 2,425
RICHLAND VILLAGE	ELECTRICAL	10	\$ 1,313
RICHLAND VILLAGE	MECHANICAL	17	\$ 2,337
RICHLAND VILLAGE	PLUMBING	5	\$ 620
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		45	\$ 6,695
TOTAL KABA	YTD	1930	583,627.10

REVENUE	REVENUE
YTD - SEPTEMBER 2021	% 2021 - YTD
\$ 493,994	118.1%

REVENUE
% 2022 YTD BUDGET
125.0%

PERMITS	PERMITS
YTD - SEPTEMBER 2021	% 2021 - YTD
1816	106.3%

2022 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
176	\$	45,738	JAN
190	\$	49,367	FEB
217	\$	52,589	MAR
201	\$	77,431	APR
219	\$	51,760	MAY
267	\$	154,211	JUN
224	\$	49,359	JUL
224	\$	49,359	AUG
212	\$	53,813	SEP
-	\$	-	OCT
-	\$	-	NOV
-	\$	-	DEC
1,930	\$	583,627	2022

Property Maintenance Inspections

Parchment

10/03/2022

Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entere	Fee Total Due
PS22-18-056	503 N Riverview 6	06-02-110-081	NELMA LLC		09/27/2022	100.00
Work Description: Property Maintenance request from Parchment						
Property Maintenance Inspectio Completed: 09/28/2022						

Total Permits: 1 Total Fees Due: \$100.00

Population: All Records
Permit.Type = Special
Permit AND
GovernmentUnitList.UnitCode =
18 AND
Permit.Status = HOLD (FEE)
AND
Permit.Category = Jurisdiction
Request

PARCHMENT PARKS AND RECREATION COMMITTEE

1. Make up of Parks and Recreation Committee

- Committee members are appointed by the Parchment City Commission
- Currently the Committee is comprised of five members, four drawn from the community-at-large and one City Commissioner appointed as a liaison between the City Commission and the Committee
- The four community members will serve three-year staggered terms
 - Beginning in the organizational year, two members will serve 2-year terms; 2 members will serve 3-year terms.
 - Once the staggered terms are in place, all community members serve 3-year terms
 - All members can be re-appointed if desired.
 - When the City Commission term of the committee liaison member ends, the City Commission will appoint a new liaison to the Parks and Recreation Committee
- Additional community members may be invited to join the Committee on an *ad-hoc* basis
- Officers of the Committee will be a chair or “convener” and meeting “note-taker”

2. Charge of the Parks and Recreation Committee

The Parchment City Commission has charged the Parks and Recreation Committee with considering matters related to Parks and Recreation within the City and to advancing Action Plan items articulated in the 2022-2026 Parchment Parks and Recreation Plan. These Action Items are based on the broader goals and objectives outlined in the Plan, and which, in turn, reflect community input, concerns and vision. **With oversight from the Parchment City Commission**, the Committee will:

- Work closely with the City Commission, City Manager, and Public Works Department in matters relating to Parks and Recreation within the City
- Prioritize Action items from the Parks and Recreation Plan on a yearly basis
- Take appropriate action to implement prioritized projects
- Assist, as needed, in locating funding opportunities for Parks and Recreation projects
- Assist, as needed, with grant applications for Parks and Recreation projects
- Provide oversight for the implementation of Parks and Recreation projects as needed
- Assist in fostering community involvement in Parks and Recreation projects
- All projects must be approved by the Parchment City Commission

MEMORANDUM

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

From: Kindleberger Arts Commission (KAC)

Date: October 11, 2022

Re: Approval of the Purchase of 4 - 15" 2-Way Passive Speakers, an Eyebolt, and Cables for the Stage and installation costs TBD.

Background: During the festival and concerts this past year, the sound person had to bring his own speakers to the Kindleberger Stage due to the poor condition of the stage speakers. He has recommended that four new speakers are needed to restore the sound capabilities to the stage. The speakers that are proposed are designed to be outside; installation and removal each year is not required.

Discussion: The current speakers have been in place for approximately the last 15 years. Matt (Kindleberger Festival's sound man) is quite confident with the Peavey speakers as he has been using his own for the past 20 years. There are no long term warranties for this equipment. The cost of the speakers, eyebolt, and cables is \$3232.79. The installation of the equipment will occur in the spring; costs to be determined at that time. The KAC recommended the spending of the additional festival funds for this purchase.

Recommendation:

Motion to approve the recommendation to purchase four 15" 2-Way passive speakers, an eyebolt, cables, and the installation costs with Kindleberger Arts Commission funds, including the Festival Director's execution of all documents needed.

Full Compass Systems, Ltd

9770 Silicon Prairie Parkway
MADISON, WI 53593
608-831-7330
Fax: 608-831-6330

Bill to:

KALAMAZOO AVIATION MUS/MI
6151 PORTAGE ROAD
KALAMAZOO, MI 49002

Ship to:

KALAMAZOO AVIATION MUS/MI
Derek Menchinger
6151 Portage Road
PORTAGE, MI 49002

Quotation

Confirmation #	SOC4802220-1
Page	1 of 1
Date	7/20/2022
Sales order	SOC4802220
Purchase order #	
Ordered by	
Salesperson	Brian Bookstaff
Payment	Net 30 days
Customer account	CUC0994381
FOB	FOBO
Expiration date	9/3/2022

Mfg	Item number	Description	Qty ordered	Unit	Ship via	Unit price	Extended price	Fin
PVE	IMPULSE-1015-II	15" 2-way passive spkr, weather resistant	4	EA	Bestway	\$665.78	\$2663.12	
		Color : Black https://www.fullcompass.com/prod/543366-0001						
ATM	EB-M6	M6 Eyebolt	12	EA	Bestway	\$16.42	\$197.04	
		https://www.fullcompass.com/prod/196568						
PRO	S14NN-6	6' Excellines 14AWG Speakon Cable	4	EA	Bestway	\$30.77	\$123.08	
		https://www.fullcompass.com/prod/573262						

Sales subtotal amount:	\$2983.24
Promotional discount:	\$0.00
Shipping & handling:	\$249.55
Net amount:	\$3232.79
Sales tax:	\$0.00
Total:	\$3232.79
Prepaid:	\$0.00
Balance due:	\$3232.79

MEMORANDUM

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

From: Nancy R Stoddard, Parchment City Manager

Date: October 11, 2022

Re: Approval of Spending ARPA Funds for an ADA Electronic Door at City Hall

Background: The doors at City Hall have been brought to our attention by the County Clerk's office looking at barriers to people who are differently abled as they come to vote. It was suggested that municipalities remove any barriers that could prevent a person's right to vote physically, if they chose to vote in person. For our residents that come in to pay trash and tax bills, a set of heavy doors impedes their ability to have easy access to City Hall. Providing the option of using an electronic door will improve their experience of coming into City Hall.

Discussion: The Public Works staff sought proposals from three electronic door installers and three electrical firms to complete the work. They found the following information:

Electronic Door Installers

- J and J Locksmith – They do not do this kind of work
- Blackberry Systems – No response
- Overhead Door Company - \$5,372.00

Electrical Contractors

- Moore Electric – No response
- Esper Electric - \$925.00
- CT Electrical Services, Inc. - \$780.00

Recommendation:

Motion to spend \$6,152.00 of ARPA funds to install ADA equipment on the doors of City Hall and to accept the proposals of Overhead Door Company at \$5,372.00 and CT Electrical Services at \$780.00, including the City Manager's execution of all documents needed.

Overhead Door Company Of Kalamazoo, Inc.

5291 Wynn Rd

Kalamazoo, MI

49048

Telephone: (269)-381-9570

Fax: (269)-381-2442

The Genuine. The Original.



Proposal #: 1-1328

PROPOSAL SUBMITTED TO: CITY OF PARCHMENT			Date 8/18/2022	Attention BILL
STREET 659 SOUTH RIVERVIEW DRIVE			Job Name CITY OF PARCHMENT H'CAP OPERATORS	
City KALAMAZOO	State MI	ZipCode 49004	Job Location 650 SOUTH RIVERVIEW DRIVE	
Phone Number	Fax Number		Job Phone 269-303-2909	

FURNISH AND INSTALL:

(2) Single Horton 7100 Series Swing Door Operators w/ 40" Header

- Both LHR Handing.
- (2) Radio Pushbutton Stations
- Dark Bronze Finish.
- Add Spacer for Header Gap.
- Open Both Doors at Same Time Upon Activation

PLEASE NOTE: This proposal does not include 120V power wiring for the operators.

THANK YOU.

We hereby propose to complete in accordance with above specification, for the sum of:

Five Thousand Three Hundred Seventy Two Dollars and No Cents**5,372.00**

Signature

COLLIN WHITAKER

Direct Dial:

TERMS AND CONDITIONS

Payment to be made as follows:

Prices subject to change if not accepted in 30 days.

BY OTHERS: Jamb, spring pads, all wiring to motors and control stations, unless otherwise stated above, are not included. Purchaser agrees that doors shall remain in Seller's possession until paid in full. In the event Purchaser breaches or defaults under the terms and provisions of this Agreement, the Purchaser shall be responsible for the costs of collection, including reasonable attorneys' fees. There shall be a 1 1/2% service charge per month for all payments due and owing after 30 days. (Agreements are contingent upon strikes, accidents, or delays beyond our control.)

ACCEPTANCE: Terms, Price, and specifications on all pages of this proposal are hereby accepted and the work authorized.

Purchaser: _____

Signature

Title

Date of Acceptance

October 11, 2022

City of Parchment
650 S. Riverview Dr.
Parchment, MI 49004

ATTN: Bill
RE: ADA Door Installation

Please review our price on the following:

We will furnish and install all material and labor necessary to complete the installation of the electrical per our discussion on site, and as follows:

Includes:

- 1) Installation of 1 new 20A circuit to power 2 new ADA door openers

Total Price \$780.00

Excludes:

- 1) Drywall patching and painting

Includes list of Standard Conditions (attached).

If you have any questions, please call my office.

Sincerely,

Frank Sopjes
Estimator

-continued

CT Electrical Services, Inc. - Standard Conditions

-These conditions apply unless specifically mentioned otherwise in this proposal.

1. Utility Co. Charges NOT Included
2. Engineered Stamped Drawings NOT Included
3. Prevailing Wages NOT Included
4. Cutting and Patching NOT Included
5. Painting NOT Included
6. Dumpsters NOT Included
 - a. We assume to be able to use the General Contractors or Owners Dumpsters.
7. Bond NOT Included
8. Proposal based on the Plans and Specs in our possession at bid time.
9. All work to be performed during normal working hours (M-F, 7-5).
10. Does NOT Include any work Not Shown on Plans, Mentioned in Specs, or Mentioned Elsewhere in this proposal.
11. Warranty will not be Applicable while payments are beyond terms.
12. Retainage not to exceed 5% of original contract.
13. This price applies to an agreed upon completion date and staffing requirements. An accelerated completion date requiring staffing changes will be extra.
14. Customer agrees to pay for all fees incurred in the collection of payment.
15. Terms are NET 30 Days – 1.5% monthly interest on unpaid balances.
16. Price is good for 30 days.
17. Add \$ 750.00 for Temp. Power, Temp. Lighting, Temp. Heating Connections, and (1) 30A 240V Site Trailer (Utility Charges NOT Included).
18. Price based on frost-free conditions.
19. Past due accounts may result in pullout of staffing.
20. _As Needed_ inspections included.

In the event of a significant delay or price increase of material, equipment or energy occurring during the performance of the Subcontract through no fault of the Subcontractor, the Subcontract sum, time of completion or Subcontract requirements shall be adjusted in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment or energy will be considered significant when the price of an item increases ten percent (10%) between the date of this Subcontract and the date of installation.