



## AGENDA

### REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

May 15, 2023

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 May 1, 2023
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. 1490 – action
- ii. April 2023 Credit Card Statement – action
- iii. April 2023 Financial Report - receive
- iv. 2023 April KABA Report – receive
- v. Kindleberger Park Reservation, Pavilion 4 Knole Preschoolers – action

## **8. Unfinished Business**

- A. Budget Discussion

## **9. New Business**

- A. Public Utility Easement for Water Pressure Stations, City of Kalamazoo – action
- B. Resolution to Apply for the Transportation Economic Development Fund (TEDF) Category B Grant – action
- C. City Manager Review

## **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 MAY 1, 2023.**

**1. Call to order**

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

**2. Roll Call.**

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Cooper, Conner, Evans, and Madaras. City 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 Conner, supported by Vice Mayor Jordan to approve the minutes of the April 17, 2023 Regular meeting. **Motion Carried.**

**4. Additions or changes to the agenda.**

None. Moved by Commissioner Cooper supported by Commissioner Conner to approve the agenda as presented. **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 Commissioner Conner to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

None.

**8. New Business**

A. Public Hearing for 2023-2024 Proposed Budget. Mayor Britigan said this public hearing is the opportunity for residents to have public comment. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to open the public hearing at 7:05 pm. **Motion Carried.**

The mayor asked if any citizen wanted to comment; there was no one present.

Moved by Commissioner Evans, supported by Commissioner Conner to move out of the public hearing at 7:06 pm. **Motion Carried.**

**9. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Cooper said that Little League opening day was great, and thanked all involved in the planning and executing of it, especially new president Kari Croy. Commissioner Cooper said she “was very excited for the season”.

Commissioner Evans mentioned that Commissioner Fooy will be going over the evaluations and will have a recommendation at the next meeting. She then mentioned that there will be a tree booth at Kindleberger Festival.

Vice Mayor Jordan noted that the rate committee met, mainly discussing whether the sewer surcharge could be reduced. He said no decisions have been made, though it does look possible, but only after the USDA grant/loan work is bid out.

Mayor Britigan reported three things: 1) a meeting with Mary Balkema, Kalamazoo County Housing Director, went well, adding that Parchment’s taxable value increased the most in the county from year to year, 2) there is a underage drinking town hall on May 17 from 6-8 pm at the Douglas Community Center, and 3) he has handed out SW Michigan First information, saying they are the economic development arm of our region and could be helpful with marketing of the mill property.

**11. City Manager Comments/Reports**

City Treasurer/Clerk Stutz 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 7:19 p.m.

Shannon Stutz, City Clerk

Bank: FIFTH THIRD BANK  
 Unit: 02382  
 Account Number: 02382  
 Account Cycle Report

RSI(9092)

APRIL 26, 2023

Name/ Bill/ Acct Account Number	Post Date	Tran Date	Description/Merchant	Location	Reference Number	Amount	Sales Tax	Identifier
CITY OF PARCHEMENT								
BOEKHOVEN, CARON J 5569260006269114 CORP INDV	03/30 03/30 04/28	03/28 03/29 04/18	MENARDS KALAMAZOO EAST LAKELAND ASPHALT CORP SIESENSMA LAWN AND PONE	CONSTOCK TOWN KALAMAZOO	MI MI MI USA USA USA 851792453109980005540997	46.97 179.76 151.96		VT
Previous Balance						0.00		
Purchases + Debits						0.00		
Cash Advances						0.00		
Purchases + Debits						0.00M		
Cash Advances						376.23M		
Ending Balance						376.23M		
Sales Tax							8.60	
CITY OF PARCHEMENT								
CHARL, BILL 5640567001911801 CORP INDV	04/19 04/21	04/17 04/19	ONE MAY PRODUCTS		MI MI USA 851792453108700609008055	492.03 327.88		
Previous Balance						0.00		
Purchases + Debits						0.00		
Cash Advances						0.00		
Purchases + Debits						0.00M		
Cash Advances						819.91M		
Ending Balance						819.91M		
Sales Tax							46.41	
CITY OF PARCHEMENT								
DUBY, JIM 5569260001911892 CORP INDV	04/07 04/14 04/14 04/19 04/19 04/21 04/25	04/06 04/06 04/10 04/18 04/18 04/20 04/24	CARTER LUMBER MENARDS KALAMAZOO EAST MENARDS KALAMAZOO EAST SHERWIN WILLIAMS 70177 SHERWIN WILLIAMS 70177 GERRINGER WTRPKRS #3393	KALAMAZOO CONSTOCK TOWN CONSTOCK TOWN KALAMAZOO LAKE FOREST KALAMAZOO	MI MI MI MI MI MI MI USA USA USA USA USA USA USA 851792453110700609008876 5544646413114839189971141	269.05 55.99 14.96 58.43 6.11 107.99 253.73		VT
Previous Balance						0.00		
Purchases + Debits						0.00		
Cash Advances						0.00		
Purchases + Debits						0.00M		
Cash Advances						802.88M		
Ending Balance						802.88M		
Sales Tax							6.11	
STUTZ, SHANNON								
5569260001789125 CORP INDV	03/28 04/10 04/14 04/14 04/17	03/28 04/07 04/13 04/13 04/15	SPECTRUM PIXELVINE MARNA GROUP CORPORATE TECHNOLOGIES		MI MI MI MI MI USA USA 8557077328 827111630970000008972511 55500465310587280567500 6271291310600000328126	119.98 89.98 75.00 315.11 437.75		
Previous Balance						0.00		
Purchases + Debits						0.00		
Cash Advances						0.00		
Purchases + Debits						0.00M		
Cash Advances						786.77M		
Ending Balance						786.77M		
Sales Tax							6.11	



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CITY OF PARCIMENT

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Bank: FIFTH THIRD BANK

Account Cycle Report

RSI(90g2)

APRIL 26, 2023

Name/ Bill/ Acct	Post Date	Tran Date	Description/Merchant	Location	Reference Number	Amount	Sales Tax	Identifier
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STUZY, SHANNON 5569269001789125 CORP INDV								
Previous Balance		0.00	#		0.00			
Purchases + Debits		0.00	#		0.00			
Cash Advances		0.00	#		0.00			
Purchases + Debits		1037.59M	#		1037.59M			
Cash Advances		0.00M	#		0.00M			
Ending Balance								

WOL THUIS, TY J 5569260008467674 CORP INDV	04/07	04/06	LAKELAND ASPHALT CORPO	269-964-1720	MI USA 05436843096200058609196 M	294.17		VT
Previous Balance		0.00	#		0.00			
Purchases + Debits		0.00	#		0.00			
Cash Advances		0.00	#		0.00			
Purchases + Debits		294.17M	#		294.17M			
Cash Advances		0.00M	#		0.00M			
Ending Balance								

Total, COMPANY	CITY OF PARCIMENT	02382	Accounts with Activity:	6	Sales Tax	100.41
Previous Balance	5923.49			1		
Purchases + Debits	3324.67			1		
Cash Advances	3350.78M			0		
Purchases + Debits	0.00M			1		
Cash Advances	3324.67 M			1		
Ending Balance						

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE		% BDCGT USED	ORIGINAL BUDGET
		AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)		NORM (ABNORM)	BALANCE		
<b>Fund 101 - GENERAL FUND</b>								
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	53,130.74	0.00	86,869.26	37.95	140,000.00	
101-000-445.000	Penalty on Taxes	3,000.00	3,072.56	0.00	(72.56)	102.42	3,000.00	
101-000-448.000	1% Collection Fees	29,300.00	29,052.80	0.00	247.20	99.16	29,300.00	
101-000-451.000	License and Fees	15,700.00	3,689.04	260.00	11,310.96	24.59	15,700.00	
101-000-452.000	Cablevision Fees	15,700.00	10,578.64	0.00	5,121.36	67.38	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	140,094.89	3,296.78	(4,094.89)	103.01	136,000.00	
101-000-528.000	Other Federal Funding	23,172.00	40,972.00	17,800.00	(17,800.00)	176.82	0.00	
101-000-540.000	State Grants	0.00	44,047.14	0.00	(44,047.14)	100.00	0.00	
101-000-541.000	Federal Grants	6,152.00	12,304.00	6,152.00	(6,152.00)	200.00	0.00	
101-000-544.000	State Grant - Water Plant	425,000.00	222,110.80	0.00	202,889.20	52.26	425,000.00	
101-000-545.000	State Sales Tax	202,000.00	208,369.00	36,955.00	(6,369.00)	103.15	202,000.00	
101-000-575.000	Charges for Services Rendered	500.00	300.00	300.00	200.00	60.00	500.00	
101-000-632.000	Traffic Fines	7,500.00	3,064.62	201.30	4,435.38	40.86	7,500.00	
101-000-662.000	Interest on Investments	4,600.00	668.57	0.00	3,931.43	14.53	4,600.00	
101-000-664.000	Reimbursement for Overhead	210,000.00	0.00	0.00	0.00	100.00	210,000.00	
101-000-680.000	Miscellaneous	17,400.00	31,085.19	19,481.53	(13,685.19)	178.65	17,400.00	
101-000-694.000	Other Financing Sources	5,400.00	2,613.01	0.00	2,786.99	48.39	5,400.00	
101-000-695.000	Deposits Over & Short	0.00	1.17	0.00	(1.17)	100.00	0.00	
101-000-696.000								
Total Dept 000		2,012,124.00	1,781,698.31	84,446.61	230,425.69	88.55	1,557,800.00	
<b>TOTAL REVENUES</b>								
Total Dept 000		2,012,124.00	1,781,698.31	84,446.61	230,425.69	88.55	1,557,800.00	
Expenditures								
Dept 100 - Legislative								
101-100-703.000	Payroll - Part Time	8,000.00	9,285.00	1,150.00	(1,285.00)	116.06	8,000.00	
101-100-715.000	Social Security	850.00	372.00	71.30	478.00	43.76	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	87.03	16.67	112.97	43.52	200.00	
101-100-740.000	Operating Supplies	700.00	851.14	129.93	(151.14)	121.59	700.00	
101-100-800.000	Professional/Contractual Serv.	12,000.00	13,532.00	255.00	(1,532.00)	112.77	12,000.00	
101-100-830.000	Memberships & Dues	1,500.00	461.22	0.00	1,038.78	30.75	1,500.00	
101-100-860.000	Institutes & Training	0.00	75.00	0.00	(75.00)	100.00	0.00	
101-100-880.000	Community Promotion	1,000.00	580.00	75.00	420.00	58.00	1,000.00	
101-100-880.001	Wassailing Contribution	2,000.00	1,428.00	0.00	572.00	71.40	2,000.00	
101-100-900.000	Printing & Publishing	5,000.00	1,417.42	45.57	3,582.58	28.35	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	28,088.81	1,743.47	3,711.19	88.33	31,800.00	
Dept 200 - Administration								
101-200-702.000	Payroll - Full Time	123,000.00	91,242.13	8,642.04	31,757.87	74.18	123,000.00	
101-200-703.000	Payroll - Part Time	48,000.00	33,032.54	2,951.94	14,967.46	68.82	48,000.00	
101-200-715.000	Social Security	10,500.00	6,972.10	645.53	3,527.90	66.40	10,500.00	
101-200-716.000	Hospital/Life Insurance	68,000.00	47,461.20	4,746.12	20,538.80	69.80	68,000.00	
101-200-716.001	Insurance Deductible	4,000.00	5,304.34	242.00	(1,304.34)	132.61	4,000.00	
101-200-718.000	Pension	20,000.00	31,557.34	2,955.47	(11,557.34)	157.79	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	1,630.57	150.97	769.43	67.94	2,400.00	
101-200-724.000	ICMA Retirement Benefit	9,800.00	10,480.00	0.00	(680.00)	106.94	9,800.00	

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		ORIGINAL BUDGET
		AMENDED BUDGET	04/30/2023	NORM (ABNORM)	04/30/23	INCR (DECR)	NORM (ABNORM)	BALANCE	% BDGT USED	
Fund 101 - GENERAL FUND										
Expenditures										
101-200-730.000	Postage	7,900.00	4,055.18		495.21		3,844.82	51.33	7,900.00	
101-200-740.000	Operating Supplies	2,000.00	5,375.49		454.06		(3,375.49)	268.77	2,000.00	
101-200-775.000	Repair & Maintenance Supplies	2,100.00	307.97		0.00		1,792.03	14.67	2,100.00	
101-200-800.000	Professional/Contractual Serv.	22,872.00	59,914.70		2,369.78		(37,042.70)	261.96	5,500.00	
101-200-805.000	Computer Services	9,500.00	8,190.59		521.21		1,309.41	86.22	9,500.00	
101-200-830.000	Memberships & Dues	1,200.00	984.00		7.50		216.00	82.00	1,200.00	
101-200-850.000	Communications	7,300.00	7,322.72		286.92		(22.72)	100.31	7,300.00	
101-200-860.000	Institutes & Training	1,300.00	1,473.37		132.36		(173.37)	113.34	1,300.00	
101-200-900.000	Printing & Publishing	2,000.00	1,125.00		0.00		875.00	56.25	2,000.00	
101-200-910.000	Insurance & Bonds	7,100.00	7,500.00		0.00		(400.00)	105.63	7,100.00	
101-200-920.000	Utilities	4,400.00	4,532.42		585.52		(132.42)	103.01	4,400.00	
101-200-930.000	Repair & Maint.Contractors	2,950.00	5,981.42		0.00		(3,031.42)	202.76	2,950.00	
101-200-955.000	Miscellaneous	0.00	280.91		0.00		(280.91)	100.00	0.00	
101-200-970.000	Capital	24,800.00	25,050.00		0.00		(250.00)	101.01	7,000.00	
Total Dept 200 - Administration		381,822.00	359,773.99		25,186.63		22,048.01	94.23	346,650.00	
Dept 210 - Legal Services										
101-210-801.000	Attorney - General	16,000.00	9,785.00		743.75		6,215.00	61.16	16,000.00	
101-210-802.000	Attorney-Police Matters	9,800.00	2,030.00		175.00		7,770.00	20.71	9,800.00	
Total Dept 210 - Legal Services		25,800.00	11,815.00		918.75		13,985.00	45.79	25,800.00	
Dept 300 - Police										
101-300-703.000	Payroll - Part Time	6,800.00	5,880.00		800.00		920.00	86.47	6,800.00	
101-300-715.000	Social Security	600.00	364.56		49.60		235.44	60.76	600.00	
101-300-722.000	Medicare	100.00	85.26		11.60		14.74	85.26	100.00	
101-300-800.000	Professional/Contractual Serv.	440,214.00	403,529.50		36,684.50		36,684.50	91.67	440,214.00	
Total Dept 300 - Police		447,714.00	409,859.32		37,545.70		37,854.68	91.54	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	168.68		0.00		831.32	16.87	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	62,807.42		5,758.00		7,192.58	89.72	70,000.00	
101-336-850.000	Communications	4,200.00	2,818.44		0.00		1,381.56	67.11	4,200.00	
101-336-910.000	Insurance & Bonds	14,000.00	14,992.00		0.00		(992.00)	107.09	14,000.00	
101-336-920.000	Utilities	2,700.00	2,111.87		247.68		588.13	78.22	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	87,980.86		6,005.68		35,119.14	71.47	123,100.00	
Dept 440 - Public Services										
101-440-702.000	Payroll - Full Time	102,000.00	80,111.39		7,313.84		21,888.61	78.54	102,000.00	
101-440-715.000	Social Security	6,300.00	6,457.34		597.90		(157.34)	102.50	6,300.00	
101-440-716.000	Hospital/Life Insurance	44,000.00	35,769.60		3,564.51		8,230.40	81.29	44,000.00	
101-440-716.001	Insurance Deductible	2,400.00	1,500.00		0.00		900.00	62.50	2,400.00	
101-440-718.000	Pension	41,500.00	26,231.80		2,476.51		15,268.20	63.21	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	



PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		ORIGINAL BUDGET
		AMENDED BUDGET	04/30/2023	NORM (ABNORM)	04/30/2023	INCR (DECR)	NORM (ABNORM)	BALANCE	% BDDT USED	
Fund 101 - GENERAL FUND										
Expenditures										
101-440-722.000	Medicare	1,480.00	1,510.08		139.87		(30.08)	102.03	1,480.00	
101-440-740.000	Operating Supplies	2,500.00	43.93		0.00		2,456.07	1.76	2,500.00	
101-440-746.000	Gasoline & Oil	4,400.00	9,056.22		270.73		(4,656.22)	205.82	4,400.00	
101-440-775.000	Repair & Maintenance Supplies	8,200.00	10,264.19		907.06		(2,064.19)	125.17	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	3,267.34		0.00		(2,267.34)	326.73	1,000.00	
101-440-810.000	Rubbish Collection Charges	118,400.00	107,462.62		9,640.25		10,937.38	90.76	118,400.00	
101-440-815.000	Uniform Rental	3,000.00	2,652.14		511.37		347.86	88.40	3,000.00	
101-440-830.000	Memberships & Dues	900.00	499.00		0.00		401.00	55.44	900.00	
101-440-850.000	Communications	1,000.00	1,949.80		119.98		(949.80)	194.98	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	5,572.00		0.00		428.00	92.87	6,000.00	
101-440-920.000	Utilities	8,700.00	11,204.86		1,580.80		(2,504.86)	128.79	8,700.00	
101-440-926.000	Street Lighting	29,000.00	26,403.12		2,622.34		2,596.88	91.05	29,000.00	
101-440-930.000	Repair & Maint.Contractors	11,800.00	13,483.48		1,745.89		(1,683.48)	114.27	11,800.00	
101-440-955.000	Miscellaneous	0.00	3,796.69		600.00		(3,796.69)	100.00	0.00	
101-440-970.000	Capital	2,000.00	30,225.00		0.00		(28,225.00)	1,511.25	2,000.00	
Total Dept 440 - Public Services		399,480.00	377,460.60		32,091.05		22,019.40	94.49	399,480.00	
Dept 591 - Water Plant Grant Expenses										
101-591-740.000	Operating Supplies	0.00	751.34		0.00		(751.34)	100.00	0.00	
101-591-800.000	Professional/Contractual Serv.	413,000.00	212,367.87		186.84		200,632.13	51.42	0.00	
101-591-830.000	Memberships & Dues	0.00	1,000.00		0.00		(1,000.00)	100.00	0.00	
101-591-920.000	Utilities	0.00	2,121.62		225.58		(2,121.62)	100.00	0.00	
101-591-930.000	Repair & Maint.Contractors	0.00	719.33		0.00		(719.33)	100.00	0.00	
101-591-970.000	Capital	0.00	46,174.00		0.00		(46,174.00)	100.00	0.00	
Total Dept 591 - Water Plant Grant Expenses		413,000.00	263,134.16		412.42		149,865.84	63.71	0.00	
Dept 751 - Parks, Recreation & Culture										
101-751-702.000	Payroll - Full Time	59,000.00	67,715.90		6,315.57		(8,715.90)	114.77	59,000.00	
101-751-715.000	Social Security	3,700.00	4,163.78		388.04		(463.78)	112.53	3,700.00	
101-751-716.000	Hospital/Life Insurance	24,500.00	10,914.69		1,108.43		13,585.31	44.55	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	22,093.61		2,137.88		1,906.39	92.06	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	973.55		90.73		(123.55)	114.54	850.00	
101-751-746.000	Gasoline & Oil	2,800.00	2,550.08		0.00		249.92	91.07	2,800.00	
101-751-775.000	Repair & Maintenance Supplies	13,000.00	7,294.00		0.00		5,706.00	56.11	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	24,082.80		0.00		(24,082.80)	100.00	0.00	
101-751-910.000	Insurance & Bonds	7,100.00	7,100.00		0.00		0.00	100.00	7,100.00	
101-751-920.000	Utilities	7,100.00	8,231.39		841.49		(1,131.39)	115.94	7,100.00	
101-751-930.000	Repair & Maint.Contractors	29,200.00	9,090.48		4,333.50		20,109.52	31.13	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	164,210.28		15,215.64		18,339.72	89.95	182,550.00	
TOTAL EXPENDITURES		2,005,266.00	1,702,323.02		119,119.34		302,942.98	84.89	1,557,094.00	

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGT USED	ORIGINAL BUDGET
		AMENDED BUDGET		04/30/2023		MONTH 04/30/23		BALANCE			
				NORM (ABNORM)		INCR (DECR)		NORM (ABNORM)			
Fund 101 - GENERAL FUND											
Fund 101 - GENERAL FUND:											
TOTAL REVENUES		2,012,124.00		1,781,698.31		84,446.61		230,425.69		88.55	1,557,800.00
TOTAL EXPENDITURES		2,005,266.00		1,702,323.02		119,119.34		302,942.98		84.89	1,557,094.00
NET OF REVENUES & EXPENDITURES		6,858.00		79,375.29		(34,672.73)		(72,517.29)		1,157.41	706.00

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	ORIGINAL BUDGET
<b>Fund 202 - MAJOR STREET FUND</b>							
Revenues							
Dept 000							
202-000-546.000	State Grants - Act 51	178,200.00	149,980.58	15,953.57	28,219.42	84.16	178,200.00
<b>Total Dept 000</b>		<b>178,200.00</b>	<b>149,980.58</b>	<b>15,953.57</b>	<b>28,219.42</b>	<b>84.16</b>	<b>178,200.00</b>
<b>TOTAL REVENUES</b>		<b>178,200.00</b>	<b>149,980.58</b>	<b>15,953.57</b>	<b>28,219.42</b>	<b>84.16</b>	<b>178,200.00</b>
Expenditures							
Dept 451 - Construction							
202-451-930.000	Repair & Maint.Contractors	120,000.00	104,950.00	0.00	15,050.00	87.46	120,000.00
<b>Total Dept 451 - Construction</b>		<b>120,000.00</b>	<b>104,950.00</b>	<b>0.00</b>	<b>15,050.00</b>	<b>87.46</b>	<b>120,000.00</b>
Dept 463 - Routine Maintenance							
202-463-702.000	Payroll - Full Time	9,000.00	5,115.79	491.39	3,884.21	56.84	9,000.00
202-463-715.000	Social Security	550.00	311.10	29.86	238.90	56.56	550.00
202-463-716.000	Hospital/Life Insurance	3,800.00	1,735.89	175.80	2,064.11	45.68	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	1,791.65	167.58	1,808.35	49.77	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	72.84	6.98	57.16	56.03	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	631.99	0.00	1,668.01	27.48	2,300.00
202-463-930.000	Repair & Maint.Contractors	8,000.00	5,120.00	0.00	2,880.00	64.00	8,000.00
<b>Total Dept 463 - Routine Maintenance</b>		<b>28,460.00</b>	<b>14,779.26</b>	<b>871.61</b>	<b>13,680.74</b>	<b>51.93</b>	<b>28,460.00</b>
Dept 475 - Traffic Services							
202-475-702.000	Payroll - Full Time	8,500.00	5,183.32	482.58	3,316.68	60.98	8,500.00
202-475-715.000	Social Security	530.00	315.29	29.30	214.71	59.49	530.00
202-475-716.000	Hospital/Life Insurance	3,600.00	1,735.64	175.77	1,864.36	48.21	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	1,759.55	164.59	1,740.45	50.27	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	73.86	6.86	46.14	61.55	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	(561.13)	0.00	3,061.13	(22.45)	2,500.00
202-475-930.000	Repair & Maint.Contractors	13,100.00	11,544.25	2,717.83	1,555.75	88.12	13,100.00
<b>Total Dept 475 - Traffic Services</b>		<b>33,090.00</b>	<b>20,050.78</b>	<b>3,576.93</b>	<b>13,039.22</b>	<b>60.59</b>	<b>33,090.00</b>
Dept 478 - Winter Maintenance							
202-478-702.000	Payroll - Full Time	10,200.00	7,808.35	641.78	2,391.65	76.55	10,200.00
202-478-715.000	Social Security	600.00	475.65	38.95	124.35	79.28	600.00
202-478-716.000	Hospital/Life Insurance	4,300.00	2,572.33	255.63	1,727.67	59.82	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	2,490.60	269.13	1,709.40	59.30	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	111.31	9.10	38.69	74.21	150.00
202-478-746.000	Gasoline & Oil	1,000.00	760.16	0.00	239.84	76.02	1,000.00
202-478-753.000	Salt	9,000.00	5,010.93	5,010.93	3,989.07	55.68	9,000.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PARCHMENT

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDTG USED	ORIGINAL BUDGET
		AMENDED BUDGET	2022-23	04/30/2023	04/30/2023	MONTH 04/30/23	INCR (DECR)	NORM (ABNORM)	BALANCE		
				NORM (ABNORM)				NORM (ABNORM)			
Fund 202 - MAJOR STREET FUND											
Expenditures											
Total Dept 478 - Winter Maintenance		30,350.00		19,229.33		6,225.52		11,120.67		63.36	30,350.00
Dept 482 - Administration											
202-482-702.000	Payroll - Full Time	1,250.00		1,065.29		92.59		184.71		85.22	1,250.00
202-482-715.000	Social Security	75.00		64.67		5.60		10.33		86.23	75.00
202-482-716.000	Hospital/Life Insurance	520.00		485.90		49.14		34.10		93.44	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		339.87		31.66		160.13		67.97	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		15.14		1.32		4.86		75.70	20.00
202-482-955.000	Miscellaneous	0.00		1,810.60		0.00		(1,810.60)		100.00	0.00
202-482-960.000	Administrative Overhead	20,000.00		20,000.00		0.00		0.00		100.00	20,000.00
Total Dept 482 - Administration		22,420.00		23,781.47		180.31		(1,361.47)		106.07	22,420.00
TOTAL EXPENDITURES		234,320.00		182,790.84		10,854.37		51,529.16		78.01	234,320.00
Fund 202 - MAJOR STREET FUND:											
TOTAL REVENUES		178,200.00		149,980.58		15,953.57		28,219.42		84.16	178,200.00
TOTAL EXPENDITURES		234,320.00		182,790.84		10,854.37		51,529.16		78.01	234,320.00
NET OF REVENUES & EXPENDITURES		(56,120.00)		(32,810.26)		5,099.20		(23,309.74)		58.46	(56,120.00)

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDT USED	ORIGINAL BUDGET
<b>Fund 203 - LOCAL STREET FUND</b>							
Revenues							
203-000-546.000	State Grants - Act 51	73,300.00	61,170.55	6,492.66	12,129.45	83.45	73,300.00
203-000-676.101	Transfer from General Fund	119,225.00	119,225.00	0.00	0.00	100.00	0.00
Total Dept 000		192,525.00	180,395.55	6,492.66	12,129.45	93.70	73,300.00
<b>TOTAL REVENUES</b>							
		192,525.00	180,395.55	6,492.66	12,129.45	93.70	73,300.00
Expenditures							
203-451-800.000	Dept 451 - Construction	119,225.00	0.00	0.00	119,225.00	0.00	0.00
	Professional/Contractual Serv.						
Total Dept 451 - Construction		119,225.00	0.00	0.00	119,225.00	0.00	0.00
203-463-702.000	Dept 463 - Routine Maintenance	10,500.00	5,284.47	491.38	5,215.53	50.33	10,500.00
	Payroll - Full Time		321.56	29.86	328.44	49.47	650.00
	Social Security		1,735.85	175.78	2,664.15	39.45	4,400.00
	Hospital/Life Insurance		0.00	0.00	250.00	0.00	250.00
	Insurance Deductible		1,791.64	167.57	2,408.36	42.66	4,200.00
	Pension		0.00	0.00	650.00	0.00	650.00
	Worker's Compensation		75.19	6.96	74.81	50.13	150.00
	Medicare		0.00	0.00	300.00	0.00	300.00
	Gasoline & Oil		385.01	0.00	3,014.99	11.32	3,400.00
	Repair & Maintenance Supplies		4,844.80	0.00	555.20	89.72	5,400.00
	Repair & Maint.Contractors						
Total Dept 463 - Routine Maintenance		29,900.00	14,438.52	871.55	15,461.48	48.29	29,900.00
203-475-702.000	Dept 475 - Traffic Services	9,800.00	5,084.50	473.93	4,715.50	51.88	9,800.00
	Payroll - Full Time		309.38	28.80	290.62	51.56	600.00
	Social Security		1,692.69	171.41	2,457.31	40.79	4,150.00
	Hospital/Life Insurance		0.00	0.00	250.00	0.00	250.00
	Insurance Deductible		1,729.42	161.62	2,270.58	43.24	4,000.00
	Pension		0.00	0.00	620.00	0.00	620.00
	Worker's Compensation		72.33	6.71	67.67	51.66	140.00
	Medicare		0.00	0.00	500.00	0.00	500.00
	Gasoline & Oil		1,292.10	0.00	3,707.90	25.84	5,000.00
	Repair & Maintenance Supplies		600.00	0.00	600.00	0.00	600.00
	Repair & Maint.Contractors						
Total Dept 475 - Traffic Services		25,660.00	10,180.42	842.47	15,479.58	39.67	25,660.00
203-478-702.000	Dept 478 - Winter Maintenance	10,400.00	7,758.30	633.14	2,641.70	74.60	10,400.00
	Payroll - Full Time		472.33	38.43	177.67	72.67	650.00
	Social Security		2,659.81	251.29	1,740.19	60.45	4,400.00
	Hospital/Life Insurance		0.00	0.00	250.00	0.00	250.00
	Insurance Deductible		2,475.96	277.26	1,724.04	58.95	4,200.00
	Pension		0.00	0.00	650.00	0.00	650.00
	Worker's Compensation		110.51	8.98	39.49	73.67	150.00
	Medicare		760.16	0.00	239.84	76.02	1,000.00
	Gasoline & Oil						

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED	ORIGINAL BUDGET
<b>Fund 203 - LOCAL STREET FUND</b>							
Expenditures							
203-478-753.000	Salt	6,000.00	5,010.93	5,010.93	989.07	83.52	6,000.00
203-478-775.000	Repair & Maintenance Supplies	0.00	19.98	0.00	(19.98)	100.00	0.00
<b>Total Dept 478 - Winter Maintenance</b>		<b>27,700.00</b>	<b>19,267.98</b>	<b>6,220.03</b>	<b>8,432.02</b>	<b>69.56</b>	<b>27,700.00</b>
<b>Dept 482 - Administration</b>							
203-482-702.000	Payroll - Full Time	1,500.00	1,065.21	92.59	434.79	71.01	1,500.00
203-482-715.000	Social Security	100.00	64.66	5.60	35.34	64.66	100.00
203-482-716.000	Hospital/Life Insurance	650.00	485.89	49.14	164.11	74.75	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	339.89	31.72	285.11	54.38	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	15.13	1.32	9.87	60.52	25.00
203-482-960.000	Administrative Overhead	20,000.00	20,000.00	0.00	0.00	100.00	20,000.00
<b>Total Dept 482 - Administration</b>		<b>22,965.00</b>	<b>21,970.78</b>	<b>180.37</b>	<b>994.22</b>	<b>95.67</b>	<b>22,965.00</b>
<b>TOTAL EXPENDITURES</b>		<b>225,450.00</b>	<b>65,857.70</b>	<b>8,114.42</b>	<b>159,592.30</b>	<b>29.21</b>	<b>106,225.00</b>

<b>Fund 203 - LOCAL STREET FUND:</b>							
TOTAL REVENUES		192,525.00	180,395.55	6,492.66	12,129.45	93.70	73,300.00
TOTAL EXPENDITURES		225,450.00	65,857.70	8,114.42	159,592.30	29.21	106,225.00
NET OF REVENUES & EXPENDITURES		(32,925.00)	114,537.85	(1,621.76)	(147,462.85)	347.88	(32,925.00)

REVENUE AND EXPENDITURE REPORT FOR CITY OF PARCHMENT  
 PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED	ORIGINAL BUDGET
Fund 251 - Brownfield Redevelopment							
Revenues							
Dept 000							
251-000-404.000	Tax Revenue	299,300.00	297,669.70	0.00	1,630.30	99.46	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	299,891.70	0.00	(591.70)	100.20	299,300.00
TOTAL REVENUES							
		299,300.00	299,891.70	0.00	(591.70)	100.20	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	130,000.00	0.00	0.00	100.00	130,000.00
251-000-991.000	Debt Retirement-Principal	48,633.00	48,632.65	0.00	0.35	100.00	48,633.00
251-000-995.000	Interest Expense	9,513.00	9,513.43	0.00	(0.43)	100.00	9,513.00
Total Dept 000		188,146.00	189,211.08	0.00	(1,065.08)	100.57	188,146.00
TOTAL EXPENDITURES							
		188,146.00	189,211.08	0.00	(1,065.08)	100.57	188,146.00
Fund 251 - Brownfield Redevelopment:							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
		299,300.00	299,891.70	0.00	(591.70)	100.20	299,300.00
		188,146.00	189,211.08	0.00	(1,065.08)	100.57	188,146.00
		111,154.00	110,680.62	0.00	473.38	99.57	111,154.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PARCHMENT

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED	ORIGINAL BUDGET
Fund 401 - Veteran's Memorial Fund							
Revenues							
Dept 000							
401-000-528.000	Other Federal Funding	20,000.00	0.00	0.00	20,000.00	0.00	0.00
401-000-674.000	Contributed Capital Revenue	5,000.00	12,724.32	76.00	(7,724.32)	254.49	5,000.00
401-000-694.000	Miscellaneous	0.00	20,204.00	0.00	(20,204.00)	100.00	0.00
Total Dept 000		25,000.00	32,928.32	76.00	(7,928.32)	131.71	5,000.00
TOTAL REVENUES							
		25,000.00	32,928.32	76.00	(7,928.32)	131.71	5,000.00
Expenditures							
Dept 000							
401-000-775.000	Repair & Maintenance Supplies	0.00	75.00	0.00	(75.00)	100.00	0.00
401-000-800.000	Professional/Contractual Serv.	20,000.00	5,145.00	0.00	14,855.00	25.73	0.00
401-000-955.000	Miscellaneous	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00
Total Dept 000		25,000.00	5,220.00	0.00	19,780.00	20.88	5,000.00
TOTAL EXPENDITURES							
		25,000.00	5,220.00	0.00	19,780.00	20.88	5,000.00
Fund 401 - Veteran's Memorial Fund:							
TOTAL REVENUES							
		25,000.00	32,928.32	76.00	(7,928.32)	131.71	5,000.00
TOTAL EXPENDITURES							
		25,000.00	5,220.00	0.00	19,780.00	20.88	5,000.00
NET OF REVENUES & EXPENDITURES							
		0.00	27,708.32	76.00	(27,708.32)	100.00	0.00



PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 04/30/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDCI USED	ORIGINAL BUDGET
<b>Fund 590 - SEWER FUND</b>							
Revenues							
Dept 000							
590-000-626.000	Sewer Services	148,000.00	229,200.39	0.00	(81,200.39)	154.87	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	229,200.39	0.00	(79,300.39)	152.90	149,900.00
<b>TOTAL REVENUES</b>							
		149,900.00	229,200.39	0.00	(79,300.39)	152.90	149,900.00
Expenditures							
Dept 000							
590-000-702.000	Payroll - Full Time	23,000.00	15,371.72	1,359.67	7,628.28	66.83	23,000.00
590-000-715.000	Social Security	1,400.00	928.77	81.85	471.23	66.34	1,400.00
590-000-716.000	Hospital/Life Insurance	9,000.00	6,894.92	698.15	2,105.08	76.61	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	4,961.97	465.01	4,338.03	53.35	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	217.26	19.16	82.74	72.42	300.00
590-000-775.000	Repair & Maintenance Supplies	0.00	37.42	0.00	(37.42)	100.00	0.00
590-000-800.000	Professional/Contractual Serv.	25,000.00	120,107.75	2,109.00	(95,107.75)	480.43	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	10,452.00	0.00	148.00	98.60	10,600.00
590-000-920.000	Utilities	2,300.00	2,180.81	208.92	119.19	94.82	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
590-000-955.000	Miscellaneous	0.00	645.00	0.00	(645.00)	100.00	0.00
590-000-960.000	Administrative Overhead	40,000.00	40,000.00	0.00	0.00	100.00	40,000.00
590-000-968.000	Depreciation	14,100.00	19,166.00	0.00	(5,066.00)	135.93	14,100.00
Total Dept 000		146,700.00	220,963.62	4,941.76	(74,263.62)	150.62	146,700.00
<b>TOTAL EXPENDITURES</b>							
		146,700.00	220,963.62	4,941.76	(74,263.62)	150.62	146,700.00
<b>Fund 590 - SEWER FUND:</b>							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
		149,900.00	229,200.39	0.00	(79,300.39)	152.90	149,900.00
		146,700.00	220,963.62	4,941.76	(74,263.62)	150.62	146,700.00
		3,200.00	8,236.77	(4,941.76)	(5,036.77)	257.40	3,200.00
<b>TOTAL REVENUES - ALL FUNDS</b>							
TOTAL EXPENDITURES - ALL FUNDS							
NET OF REVENUES & EXPENDITURES							
		2,857,049.00	2,674,094.85	106,968.84	182,954.15	93.60	2,263,500.00
		2,824,882.00	2,366,366.26	143,029.89	458,515.74	83.77	2,237,485.00
		32,167.00	307,728.59	(36,061.05)	(275,561.59)	956.66	26,015.00

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDDT
		AMENDED BUDGET	NORMAL (ABNORMAL)	04/30/2023	04/30/2023	MONTH 04/30/2023	INCREASE (DECREASE)		
			NORMAL (ABNORMAL)					NORMAL (ABNORMAL)	USED
<b>Fund 250 - KINDLEBERGER SUMMER FESTIVAL</b>									
Revenues									
Dept 000									
250-000-475.001	Arts & Crafts	4,000.00		4,670.76		1,286.77		(670.76)	116.77
250-000-475.002	Race/Walk Fees	6,500.00		0.00		0.00		6,500.00	0.00
250-000-475.003	Membership Fund Drive	2,000.00		1,889.96		1,676.80		110.04	94.50
250-000-475.005	Corporate Sponsorships	16,000.00		9,800.00		2,350.00		6,200.00	61.25
250-000-590.001	Grants-Irving S Gilmore Found.	30,000.00		0.00		0.00		30,000.00	0.00
250-000-590.002	Grants-Harold & Grace Upjohn	5,000.00		0.00		0.00		5,000.00	0.00
250-000-675.001	Fund Raising	6,500.00		13,086.50		0.00		(6,586.50)	201.33
250-000-675.002	KSF Special Event	6,500.00		0.00		0.00		6,500.00	0.00
250-000-694.000	Miscellaneous	4,050.00		0.00		0.00		4,050.00	0.00
Total Dept 000		80,550.00		29,447.22		5,313.57		51,102.78	36.56
<b>TOTAL REVENUES</b>									
80,550.00		80,550.00		29,447.22		5,313.57		51,102.78	36.56
Expenditures									
Dept 000									
250-000-779.001	Performance Expense	26,300.00		10,323.24		545.89		15,976.76	39.25
250-000-779.003	Festival Day - Race/Walk	6,500.00		0.00		0.00		6,500.00	0.00
250-000-779.004	Fest. Day - Arts & Crafts	200.00		0.00		0.00		200.00	0.00
250-000-779.005	Fest. Day-Childrens Area	1,900.00		0.00		0.00		1,900.00	0.00
250-000-779.008	Fund Raising-Dance	3,700.00		14,500.05		825.00		(10,800.05)	391.89
250-000-779.012	Festival - Administration	17,000.00		389.00		0.00		16,611.00	2.29
250-000-779.013	Stage Entertainment	18,200.00		0.00		0.00		18,200.00	0.00
250-000-779.016	Car Show Expenses	750.00		166.94		0.00		583.06	22.26
250-000-779.020	Publicity	6,000.00		0.00		0.00		6,000.00	0.00
Total Dept 000		80,550.00		25,379.23		1,370.89		55,170.77	31.51
<b>TOTAL EXPENDITURES</b>									
80,550.00		80,550.00		25,379.23		1,370.89		55,170.77	31.51
<b>Fund 250 - KINDLEBERGER SUMMER FESTIVAL:</b>									
TOTAL REVENUES									
80,550.00		80,550.00		29,447.22		5,313.57		51,102.78	36.56
TOTAL EXPENDITURES									
80,550.00		80,550.00		25,379.23		1,370.89		55,170.77	31.51
NET OF REVENUES & EXPENDITURES									
0.00		0.00		4,067.99		3,942.68		(4,067.99)	100.00



**2023 MONTHLY PERMITS BY JURISDICTION**

**MONTH OF APRIL 2023**

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	27	\$ 18,289
COMSTOCK	ELECTRICAL	36	\$ 8,463
COMSTOCK	MECHANICAL	16	\$ 2,768
COMSTOCK	PLUMBING	9	\$ 2,095
COMSTOCK	SPECIAL - JURISDICTION	-	\$ -
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
<b>TOTAL COMSTOCK</b>		<b>89</b>	<b>\$ 31,670</b>
KALAMAZOO	BUILDING	10	\$ 1,887
KALAMAZOO	ELECTRICAL	13	\$ 2,014
KALAMAZOO	MECHANICAL	28	\$ 4,024
KALAMAZOO	PLUMBING	6	\$ 751
KALAMAZOO	SPECIAL - JURISDICTION	4	\$ 400
KALAMAZOO	SPECIAL - HOMEOWNER	3	\$ 110
<b>TOTAL KALAMAZOO</b>		<b>64</b>	<b>\$ 9,186</b>
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	2	\$ 290
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	-	\$ -
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL PARCHMENT</b>		<b>2</b>	<b>\$ 290</b>
PINE GROVE	BUILDING	3	\$ 4,221
PINE GROVE	ELECTRICAL	4	\$ 506
PINE GROVE	MECHANICAL	5	\$ 726
PINE GROVE	PLUMBING	-	\$ -
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL PINE GROVE</b>		<b>12</b>	<b>\$ 5,453</b>
RICHLAND	BUILDING	3	\$ 4,888
RICHLAND	ELECTRICAL	14	\$ 2,007
RICHLAND	MECHANICAL	22	\$ 3,079
RICHLAND	PLUMBING	1	\$ 110
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL RICHLAND</b>		<b>40</b>	<b>\$ 10,084</b>
RICHLAND VILLAGE	BUILDING	1	\$ 176
RICHLAND VILLAGE	ELECTRICAL	-	\$ -
RICHLAND VILLAGE	MECHANICAL	2	\$ 320
RICHLAND VILLAGE	PLUMBING	-	\$ -
RICHLAND VILLAGE	SPECIAL - JURISDICTION	1	\$ 100
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
<b>TOTAL RICHLAND VILLAGE</b>		<b>4</b>	<b>\$ 596</b>
<b>TOTAL</b>		<b>211</b>	<b>\$ 57,279.00</b>

REVENUE	REVENUE
APRIL 2022	% PREV YEAR MONTH
<b>\$ 77,431</b>	<b>74.0%</b>

PERMITS	PERMITS
APRIL 2022	% 2021 - YTD
<b>201</b>	<b>1.049751244</b>



**2023 MONTHLY PERMITS BY JURISDICTION**

**YEAR TO DATE AS OF APRIL 2023**

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	104	\$ 135,850
COMSTOCK	ELECTRICAL	94	\$ 19,408
COMSTOCK	MECHANICAL	70	\$ 12,105
COMSTOCK	PLUMBING	46	\$ 8,120
COMSTOCK	SPECIAL - JURISDICTION	2	\$ 200
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
<b>TOTAL COMSTOCK</b>		<b>317</b>	<b>\$ 176,738</b>
KALAMAZOO	BUILDING	36	\$ 26,623
KALAMAZOO	ELECTRICAL	58	\$ 8,161
KALAMAZOO	MECHANICAL	92	\$ 13,065
KALAMAZOO	PLUMBING	28	\$ 4,360
KALAMAZOO	SPECIAL - JURISDICTION	12	\$ 1,200
KALAMAZOO	SPECIAL - HOMEOWNER	6	\$ 275
<b>TOTAL KALAMAZOO</b>		<b>232</b>	<b>\$ 53,884</b>
PARCHMENT	BUILDING	4	\$ 683
PARCHMENT	ELECTRICAL	4	\$ 616
PARCHMENT	MECHANICAL	4	\$ 531
PARCHMENT	PLUMBING	2	\$ 306
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL PARCHMENT</b>		<b>15</b>	<b>\$ 2,236</b>
PINE GROVE	BUILDING	9	\$ 5,462
PINE GROVE	ELECTRICAL	12	\$ 1,736
PINE GROVE	MECHANICAL	10	\$ 1,401
PINE GROVE	PLUMBING	3	\$ 686
PINE GROVE	SPECIAL - JURISDICTION	0	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL PINE GROVE</b>		<b>34</b>	<b>\$ 9,285</b>
RICHLAND	BUILDING	24	\$ 14,533
RICHLAND	ELECTRICAL	42	\$ 7,690
RICHLAND	MECHANICAL	65	\$ 10,896
RICHLAND	PLUMBING	23	\$ 4,863
RICHLAND	SPECIAL - JURISDICTION	1	\$ 100
RICHLAND	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL RICHLAND</b>		<b>155</b>	<b>\$ 38,082</b>
RICHLAND VILLAGE	BUILDING	8	\$ 3,364
RICHLAND VILLAGE	ELECTRICAL	3	\$ 453
RICHLAND VILLAGE	MECHANICAL	7	\$ 952
RICHLAND VILLAGE	PLUMBING	6	\$ 810
RICHLAND VILLAGE	SPECIAL - JURISDICTION	2	\$ 200
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
<b>TOTAL RICHLAND VILLAGE</b>		<b>26</b>	<b>\$ 5,779</b>
<b>TOTAL KABA</b>	<b>YTD</b>	<b>779</b>	<b>284,804.00</b>

REVENUE	REVENUE
YTD - APRIL 2022	% 2022 - YTD
\$ 225,125	126.5%

REVENUE
% 2023 YTD BUDGET
1.32%

PERMITS	PERMITS
YTD - APRIL 2022	% 2022 - YTD
6+	#VALUE!

2023 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
150	\$ 48,411		JAN
142	\$ 34,998		FEB
276	\$ 144,116		MAR
211	\$ 57,279		APR
-	\$ -		MAY
-	\$ -		JUN
-	\$ -		JUL
-	\$ -		AUG
-	\$ -		SEP
-	\$ -		OCT
-	\$ -		NOV
-	\$ -		DEC
<b>779</b>	<b>\$ 284,804</b>		

# 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)

RECEIVED  
MAY 10 2023  
PAID

Name: Joan Koole Phone: 264-903-6048

Address: 410 E Glenquile St Parchment, MI 49004

Email: joan.koole@khesa.org Alternate Phone: \_\_\_\_\_

Date of Event: May 31 Time: 4:00 pm

Type of event: Preschool End of Year Celebration

Approximate number of attendees: 140

Will there be music as part of your event? No

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

Decorations, rental chairs/tents/tables? Describe: Plastic tablecloths.

Name & address for deposit return: Joan Koole 410 E Glenquile St  
Parchment, MI 49004

  
Signature

5-10-23  
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:  Date: 5-10-23

Payment amount received: \_\_\_\_\_ Receipt # CR# 3052  
Check # MO Cash \_\_\_\_\_ Credit \_\_\_\_\_

APPROVAL

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## PUBLIC UTILITY EASEMENT

THIS AGREEMENT dated \_\_\_\_\_, 2023 between the City of Parchment, whose mailing address is 650 South Riverview Drive, Parchment, MI 49004, ("Grantor") and the City of Kalamazoo, a Michigan municipal corporation, whose address is 241 West South Street, Kalamazoo, Michigan 49007 ("City" or "Grantee").

### *Recitals:*

- A. Grantor owns a certain parcel of real estate at Land – Park Avenue and Orient Avenue, MI 49004, in the City and County of Kalamazoo, which is more specifically described on the attached Exhibit A ("Property"), tax ID # 06-02-181-480.
- B. The City desires to obtain an easement on, over, under, across and through a portion of the Property in conjunction with the Water Pressure Reducing Station #44.
- C. Grantor agrees to grant to the City a utility easement on, over, under, across and through a portion of the Property for the purposes as set forth in this Agreement.

THEREFORE, in consideration of the mutual covenants, conditions and agreements set forth below, the parties agree as follows:

1. Grant of Easement. In consideration of less than One Hundred Dollars (\$100.00), Grantor grants and conveys to the City a permanent easement and right-of-way on, over, under, across and through that portion of the Property as described in Exhibit B. ("Easement Area")
2. Purpose of the Easement. The City shall use the Easement Area for the purpose of constructing, operating, maintaining, repairing, improving or replacing the pipelines, connections, leads and all other components of the city's water supply system or sanitary sewer system or storm water system and other public utilities systems placed within the Easement Area. ("Utility Activities")
3. Access to the Easement Area. The City shall have the right of ingress and egress to the Easement Area from the public right-of-way, and if necessary, through the Property, in order to carry out the Utility Activities, subject to the following conditions:
  - a) Perform the Utility Activities without cost to Grantor and in such a manner as not to unreasonably interfere with Grantor's use of or the business operations conducted on the Property.
  - b) Restore the Easement Area without cost to Grantor after completion of the Utility Activities to the same condition as existed before any such utility activity was

- performed. If necessary, such restoration shall include re-grading and reseeding any lawn areas disturbed by the City's activities.
- c) Exercise reasonable care to protect any fixed structures, landscaping, and other improvements on the Property during the performance of Utility Activities.
  - d) Grantor agrees not to construct any buildings or permanent structures on or within the Easement Area unless prior written approval is given by the City for a particular building or structure.
4. Warranty. The Grantor covenants with the City that Grantor is lawfully seized and possessed of the Property, that such parcel is free from all encumbrances that would adversely affect the City's rights under this Agreement, and that Grantor will warrant and defend its title to the Property and the easement granted to the City against the lawful claims of all persons.
  5. Authority of Representatives. The parties represent and warrant to the other that this Agreement and its execution by the individual(s) on its behalf are authorized by members or governing body of that party.
  6. Binding Effect. This Easement Agreement shall bind the parties, and their successors and assigns. The parties do not intend to confer any benefits on any person, firm, corporation, or other entity which is not party to this Agreement.
  7. Indemnification. Grantee agrees to defend, indemnify, and save Grantor harmless from any loss, damage, or expense in the nature of a legal liability which the Grantor may suffer, incur or sustain, or for which the Grantor may become liable, arising or growing out of any injury or damage to persons or to real or personal property arising by reason of the existence, use, operation, installation, maintenance, repair, removal, replacement or inspection of the Easement or caused by the act, acts and/or negligence of Grantee, or its contractors, subcontractors, agents or representatives, or any of them, in the prosecution of work performed in the Easement or in connection therewith.
  8. Hold Harmless The Grantee hereby agrees to save and hold the Grantor harmless from any and all claims, debts, causes of action, or judgments for any damage to property and/or injury to any person which may arise out of any construction within or use of the Easement by the Grantee, its agents, employees, representatives, contractors, successors, or assigns. Neither this or the preceding paragraph shall be construed as a waiver by the City of any available defenses to any claim of loss, damage, or legal liability, including but not limited to, the defense of governmental immunity.
  9. Amendment. This Easement Agreement shall not be amended or modified except in writing signed by both parties.
  10. Governing Law. This Agreement is governed under applicable Michigan law. Both parties had the assistance of legal counsel in the negotiation and preparation of this Agreement. Therefore, no construction or ambiguity of this Agreement is resolved against either party.
  11. Exemption from Transfer Tax. This easement is exempt from transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a). *[If consideration is actually paid, transfer taxes will be assessed based on the amount paid under both MCL 207.505 &*

**City of Parchment:**

\_\_\_\_\_  
By: Nancy Stoddard, City Manager

STATE OF MICHIGAN            }  
  } ss.  
COUNTY OF KALAMAZOO       }

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2023, by Nancy Stoddard, City Manager, on behalf of the Grantors, City of Parchment.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public  
Kalamazoo County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Kalamazoo County

**CITY OF KALAMAZOO:**

\_\_\_\_\_  
James K. Ritsema  
Its: City Manager

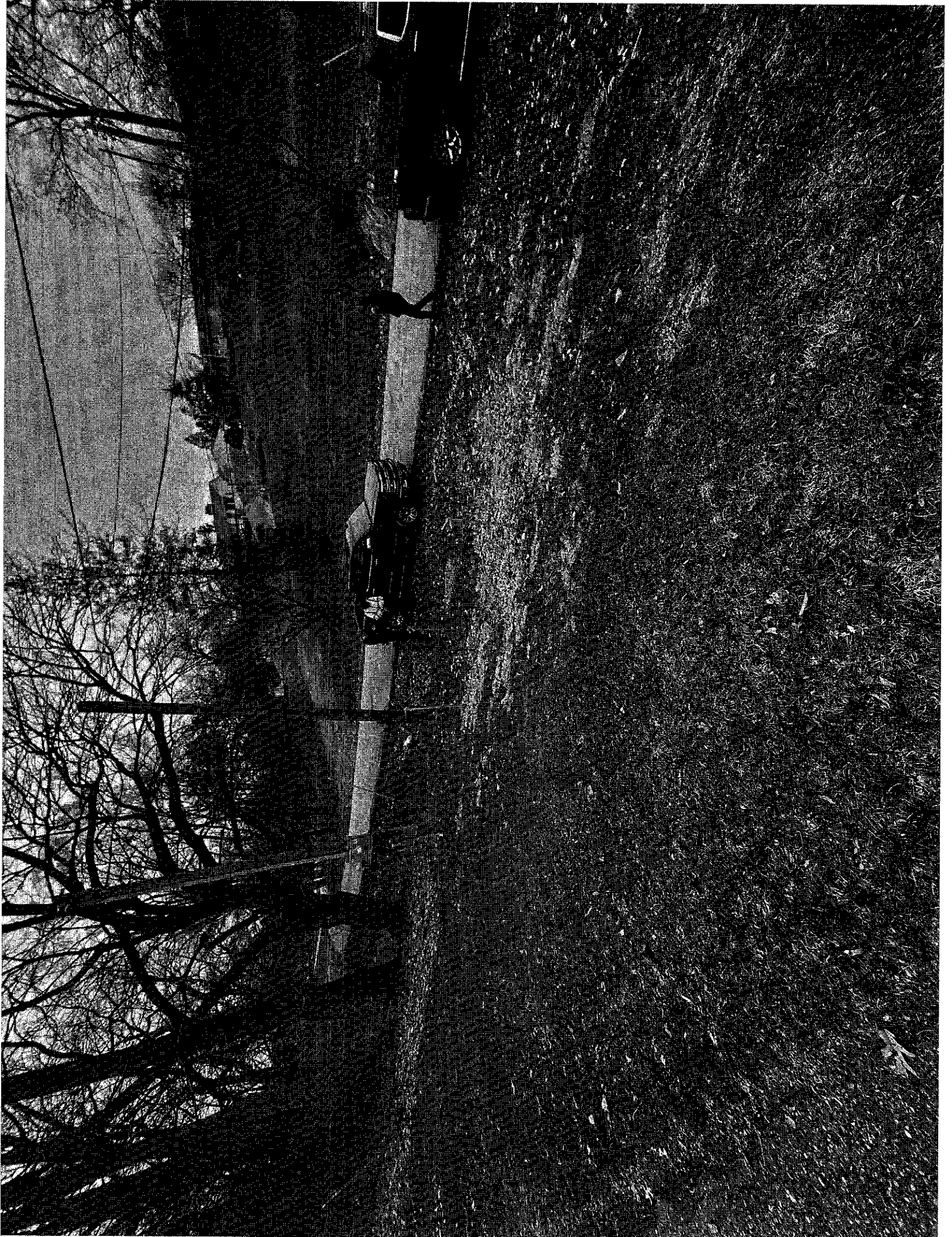
STATE OF MICHIGAN            }  
  } ss.  
COUNTY OF KALAMAZOO       }

The foregoing instrument was acknowledged before me on \_\_\_\_\_,  
2023 by James K. Ritsema for and on behalf of the Grantee, the City of Kalamazoo, its City  
Manager.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public  
Kalamazoo County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Kalamazoo County

Prepared By & After Recording Return To:  
Gail Morton  
Metro Consulting Associates  
809 Drury Lane, Portage, MI 49002  
269-350-1574







**MEMORANDUM**

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

From: Nancy R Stoddard, Parchment City Manager

Date: May 15, 2023

Re: Resolution to Apply for the Transportation Economic Development Fund (TEDF), Category B Grant – Repaving of Haymac Drive, Link Lane, and Island Drive

---

**Background:** In the past, the City of Parchment has applied for the 2024 TEDF funding but has not been awarded grant funds. These grants are specifically made for small communities to help with 50/50 funding for local road repaving projects. All of these street have received a PASER Rating of Poor.

**Discussion:** The grants are based on a formula that is proscribed. Communities that are able to increase their matched portion also increase their ability to receive a grant. We are looking at matching the project at 55/45 percent, to help increase our formula outcome. The amount does not need to be budgeted until the 2024-2025 fiscal year. TEDF does require communities to apply for the grants a year in advance of the actual project start date – deadline mid-June.

The Public Works staff has acquired estimated amounts for Island Drive, Link Lane, and Haymac Drive. The City's portion is calculated at 55%, with the remaining 45% to be funded by the TEDF.

**Haymac Drive:**

\$80,550 Total with 2 speed humps

44,303 City Portion

\$36,247 TEDF Grant

**Link Lane:**

\$29,550

16,253 City Portion

\$13,297 TEDF Grant

**Island Drive:**

\$29,300

16,115 City Portion

\$13,185 TEDF Grant

Total funding by TEDF is \$62,729

Total Funding of COP is \$76,671

Total Cost \$139,400

We would like this amount set aside in the next budget year 2024-2025 to accomplish the repaving of these streets that are taken from the PACER study as ones that need critical attention. These streets support the businesses in these areas as well as a residential component on Island Drive.



Lakeland Asphalt Corp.  
 548 Avenue A  
 Battle Creek, MI 49037  
 www.lakelandasphalt.com

Phone: 269-964-1720  
 Fax: 269-964-8202

**Submitted to:** City of Parchment  
 650 S Riverview Drive  
 Parchment, MI 49004  
[superintendent@parchment.org](mailto:superintendent@parchment.org)  
 (269) 344-6400

**Job Name:** Various Roadways

**Date:** May 1, 2023

**Job No.**

**We hereby submit specifications and estimates for:** Bituminous resurfacing of roadways  
 as described below (Budgetary Figures):

1. Cold mill existing pavement two inches in depth.
2. Sweep and clean streets prior to resurfacing.
3. Apply bonding agent over area to be resurfaced.
4. Resurfacing is to be done in a one course application of bituminous materials with a compacted thickness not less than 2 inches.
  - a) Mix Design: MDOT 36A

**NOTE:** Some existing cracks may reappear after being resurfaced.

Option: To install two (2) speed humps on Haymac Drive per City of Kalamazoo specifications will be an additional \$6,000.00.

Haymac Drive (Clarin St to G Avenue) - Approx 6000 SY  
 \$74,550.00

Island Drive (Riverview Drive, 291 LF West) - Approx 1725 SY  
 \$ 29,300.00

Link Lane (Shoppers Ln to Commerce Ln) - Approx 1740 SY  
 \$ 29,550.00

**THIS CONTRACT INCLUDES ALL OF THE STANDARD CONDITIONS SET FORTH ON THE REVERSE SIDE.**

  
 Authorized Signature

Note: This contract may be withdrawn by us if not accepted within 15 days.

**PAYMENT IN FULL UPON RECEIPT OF INVOICE**



NOTE: Credit Card Payments will be subject to a 3% processing fee.

**ACCEPTANCE OF CONTRACT & STANDARD CONDITIONS**

I (We) have read the above contract INCLUDING THE STANDARD CONDITIONS ON THE REVERSE SIDE, and hereby accept the prices, specifications, and standard conditions as stated. You are hereby authorized to begin the work as proposed at your earliest convenience. We also acknowledge receipt of this Contract and agree that it is accurate and as contracted.

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ (owner/officer)  
 \_\_\_\_\_  
**Signature:** \_\_\_\_\_ (owner/officer)

Please sign and return one copy of this Contract to Lakeland Asphalt Corp.

City of Parchment  
Resolution No. 2023-2

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR MILLING AND RESURFACING OF ISLAND AVENUE, LINK LANE, AND \_\_\_\_\_ FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

Minutes of a regular meeting of the City Commission of the City of Parchment, Kalamazoo County, Michigan, held in the Parchment City Hall, 650 S Riverview Drive, in said City, on May 15, 2023 at 7pm.

PRESENT: COMMISSIONERS:

ABSENT: COMMISSIONERS:

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

WHEREAS, the City of Parchment is applying for \$62,729.00 in funding through MDOT from the Transportation Economic Development Category B Program to construct the milling and repaving on Haymac Drive, Link Lane, and Island Drive.

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Nancy R Stoddard, Parchment City Manager, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least 55% toward the construction costs of the project, and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

PRESENT: COMMISSIONERS: \_\_\_\_\_

NAYS: COMMISSIONERS: \_\_\_\_\_

ABSENT: COMMISSIONERS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Nancy R Stoddard  
Parchment City Manager

**CERTIFICATION**

The forgoing resolution was certified at a regular meeting of the City Commission of the City of Parchment held on Monday, May 15, 2023

\_\_\_\_\_  
Shannon Stutz  
Treasurer/Clerk