



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

November 18, 2024

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice Mayor Thomas Jordan

Commissioner Michael Conner

Commissioner Doug Fooy

Commissioner Tammy Cooper

Commissioner Robin Madaras

Commissioner Justin Mendoza

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 November 4, 2024

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 1529 – action
- ii. Credit Card Statement October 2024 – action
- iii. Financial Report, October 2024 - receive
- iv. Kindleberger Arts Commission Meeting Minutes, September 9, 2024 - receive

8. Unfinished Business

9. New Business

1. Household Hazardous Waste Program Amendment to Agreement #1 - 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, NOVEMBER 4, 2024.

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, Commissioners Cooper, Conner, Fooy, Jordan, Madaras, and Mendoza, City Manager Stoddard, City Treasurer/Clerk Stutz+.

Absent: None.

3. Approval of Minutes

Moved by Commissioner Mendoza supported by Commissioner Madaras to approve the minutes of the October 21, 2024 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

None. Moved by Commissioner Cooper, supported by Vice Mayor Jordan 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 Vice Mayor Jordan, supported by Commissioner Madaras to approve the consent agenda items. **Motion Carried.**

7. Unfinished Business

None.

8. New Business

A. Budget Amendments, Treasurer Stutz – action. Treasurer Stutz explained that the first three amendments were revenue neutral and were to catch up on grant monies spent and received. The fourth amendment is expense only and related to the TEDF monies the city received to repave Haymac, Link, and Island. Moved by Commissioner Cooper, supported by Commissioner Madaras to approve the four budget amendments as presented. Roll call vote was as follows:

Ayes: Britigan, Cooper, Conner, Fooy, Jordan, Madaras, Mendoza.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Conner asked for an update on the Kalamazoo Curling Club purchase agreement.

Mayor Britigan reminded everyone of the MTA dinner held on Thursday at 6 pm at the Fountains. He also noted the Veterans Memorial ceremony held next Monday at 11 am. He then raised awareness of election day tomorrow.

11. City Manager Comments/Reports

City Manager Stoddard stated if there were any questions or concerns to not hesitate in contacting her.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Mendoza and supported by all to adjourn the meeting at 7:11 p.m.

Shannon Stutz, City Clerk



City of Parchment
 Check Register Report
 Warrant 1529

Check	Check Date	Vendor Name	Description	Amount
38402	11/07/2024	BAUCKHAM, THALL, SEEBER, KAUFMAN,	ORDINANCE COMPLIANCE	136.43
38403	11/07/2024	CERTASITE, LLC	FIRE EXTINGUISHER MAINTENANCE	280.66
38404	11/07/2024	CHARLIE HENDERSON	NOVEMBER 5, 2024 ELECTION	160.00
38405	11/07/2024	COMPANION LIFE	LIFE & AD&D INS - NOVEMBER - LIFC3712	61.75
38406	11/07/2024	CONSUMERS ENERGY	MONTHLY CITYWIDE ENERGY USE	4,771.97
38407	11/07/2024	VOID		0.00 V
38408	11/07/2024	CUSTOM SANDBLASTING	VET BRICKS ENGRAVING	56.00
38409	11/07/2024	DERIC JORDAN	NOVEMBER 5, 2024 ELECTION	160.00
38410	11/07/2024	ENGINEERED PROTECTION SYSTEMS	MAINT BLDG - 12/1/24 TO 02/28/25	186.18
38411	11/07/2024	ESPER ELECTRIC, LTD.	MIDDLE SCHOOL CROSSING LIGHT REPAIR	1,438.00
38412	11/07/2024	FORD, KRIEKARD, SOLTIS & WISE	GENERAL MATTERS - OCTOBER	593.75
38413	11/07/2024	HANDLEY'S TREE SERVICE	PLAYGROUND MULCH	100.00
38414	11/07/2024	J & H OIL COMPANY	270 GALLONS DIESEL FUEL	766.80
38415	11/07/2024	J & H OIL COMPANY	FUEL CHARGES - 10/16 TO 10/31/24	302.60
38416	11/07/2024	JAMIE SMITH	NOVEMBER 5, 2024 ELECTION	160.00
38417	11/07/2024	JEANNE DRENTH	NOVEMBER 5, 2024 ELECTION	160.00
38418	11/07/2024	KALAMAZOO TOWNSHIP	POLICE SERVICES CONTRACT - NOVEMBER	36,684.50
38419	11/07/2024	KAREN HEASLEY	NOVEMBER 5, 2024 ELECTION	160.00
38420	11/07/2024	KIES, BREEANN	2024 Sum Tax Refund for PRE	555.40
38421	11/07/2024	MOLLY ANDREWS	NOVEMBER 5, 2024 ELECTION	160.00
38422	11/07/2024	PARCHMENT UNITED METHODIST CHU	BALANCE OWED FOR NOVEMBER 5TH ELECTION	750.00
38423	11/07/2024	PETERS CONSTRUCTION CO.	USDA - CONTRACT #2, REQUEST #6 (PREIN &	25,345.83
38424	11/07/2024	POINT AND PAY	MONTHLY SERVICE CHARGES - SEPTEMBER	50.00
38425	11/07/2024	PREIN & NEWHOF	ENGINEERING SERVICES OCTOBER	9,123.82
			USDA \$6349.10, Trestle \$1054.25, Riverview KATS \$1106.30, mapping \$614.17	
38426	11/07/2024	REHMANN ROBSON	GASB REPORTING	1,825.00
38427	11/07/2024	REPUBLIC SERVICES #249	DPW - NOVEMBER - 3-0249-1048811	869.86
38428	11/07/2024	ROSALIND STUTZ	NOVEMBER 5, 2024 ELECTION	160.00
38429	11/07/2024	RYANN STUTZ	NOVEMBER 5, 2024 ELECTION	160.00
38430	11/07/2024	SBIS	EMPLOYEE & RETIREE INSURANCE - DECEMBER	13,615.71
38431	11/07/2024	SCOT HENDERSON	NOVEMBER 5, 2024 ELECTION	160.00
38432	11/07/2024	SEVERANCE ELECTRIC CO INC	TRAFFIC SIGNAL MAINT - OCTOBER 2024	120.00
38433	11/07/2024	SHANNON STUTZ	INS DED REIMB - SEPTEMBER	1,151.52
38434	11/07/2024	STEPHANIE GRATHWOL	NOVEMBER 5, 2024 ELECTION	160.00
38435	11/07/2024	STEPHANIE WINTER	NOVEMBER 5, 2024 ELECTION & TRAINING	185.00
38436	11/07/2024	TIM HAGEMAN	NOVEMBER 5, 2024 ELECTION & TRAINING	185.00

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Cardholder Account Summary cont.

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
CAMRON J BOEKHOVEN XXXX XXXX XXXX 9114	\$3,000	\$0.00	\$787.20	\$0.00	\$787.20
NANCY R STODDARD XXXX XXXX XXXX 7241	\$5,000	\$0.00	\$181.70	\$0.00	\$181.70
TY J WOLTHUIS XXXX XXXX XXXX 7674	\$3,000	\$0.00	\$40.89	\$0.00	\$40.89
SHANNON STUTZ XXXX XXXX XXXX 9125	\$5,000	\$0.00	\$1,769.96	\$0.00	\$1,769.96

Cardholder Account Activity

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
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Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
10/03	10/02	52653844276744214832489	AMERICANFLAGS.COM 8778735247 NY		\$427.92
10/04	10/02	85179244277700609001046	ONE WAY PRODUCTS 269-343-3772 MI		\$101.48
10/15	10/15	55432864289209019422641	ULINE *SHIP SUPPLIES 800-285-5510 WI		\$292.44

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
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Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
09/27	09/26	55263524271101198136379	CABELA'S ONLINE U.S. SPRINGFIELD MO		\$137.79
10/04	10/04	12302024278000007633040	SITKA GEAR WILMINGTON DE		\$72.91
10/07	10/05	12302024278001332864040	SITKA GEAR WILMINGTON DE		\$308.23

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
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Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
09/30	09/29	55432864273203779449058	AMAZON.COM*004P087C3 AMZN.COM/BILL WA		\$41.75
10/03	10/01	02305374276100115038764	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$13.98
10/03	10/02	05227024276300260994552	RIETH RILEY KALAMAZOO KALAMAZOO MI		\$116.81
10/08	10/07	55309594281049088838397	NAPA AUTO KALAMAZOO EA KALAMAZOO MI		\$35.87
10/09	10/08	55453704283011293287874	ADVANCE AUTO PARTS #17 KALAMAZOO MI		\$11.56
10/11	10/10	75500594284900012800042	WASTE NOT RECYCLING LL KALAMAZOO MI		\$68.78
10/11	10/10	75500594284900012800125	WASTE NOT RECYCLING LL KALAMAZOO MI		\$68.78
10/11	10/10	75500594284900012800056	WASTE NOT RECYCLING LL KALAMAZOO MI		\$118.48
10/17	10/15	02305374280100125623680	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		\$113.97
10/25	10/24	02306844288300278247180	ZEIGLER MOTORSPORTS KALAMAZOO MI		\$60.34
10/25	10/24	55432864289202319868686	PURITY CYLINDER GASES KALAMAZOO MI		\$140.88

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
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Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
10/03	10/02	82305084276000044178713	ZOOM.US 888-799-8686 SAN JOSE CA		\$16.95
10/08	10/07	82117554281000003568692	FIXELVINE FREEPORT MI		\$69.75
10/14	10/13	82117554287000003577614	FIXELVINE FREEPORT MI		\$75.00

(transactions continued on next page)

Cardholder Account Activity cont.

TY J WOLTHUIS		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 7974		\$3,000	\$0.00	\$40.89	\$0.00	\$40.89
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
10/03	10/02	02305374277000853170289	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$19.99	
10/23	10/22	02305374297000831181483	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$5.96	
10/24	10/23	02305374288000848715512	TRACTOR SUPPLY #1272 KALAMAZOO MI		\$14.94	
SHANNON STUTZ		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
XXXX XXXX XXXX 9125		\$5,000	\$0.00	\$1,769.96	\$0.00	\$1,769.96
Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount	
09/27	09/26	05346884270300250602833	NITE BEAM PRODUCTS KALAMAZOO MI		\$379.95	
09/30	09/28	55432884272203397306905	SPECTRUM 855-707-7328 MO		\$119.98	
10/04	10/03	05410194277105441600902	STAPLS764210568800001 877-8267755 MI		\$197.12	
10/07	10/03	85140514276900012400014	CORNERSTONE OFFICE SYS AVALANCE@CORN MI		\$90.32	
10/14	10/13	05410194287105441343055	STAPLS764297052800002 877-8267755 MI		\$32.63	
10/17	10/16	05410194290105441695528	STAPLS764297052800001 877-8267755 MI		\$799.99	
10/24	10/23	55432884297201771424410	SPECTRUM 855-707-7328 MO		\$149.97	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL	10/31/2024	(ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	BALANCE	(ABNORMAL)	% BDCGT USED
Fund 101 - GENERAL FUND										
Revenues										
Dept 000										
101-000-404.000	Tax Revenue	831,500.00		831,543.00			0.00	(43.00)		100.01
101-000-405.000	Taxes - Industrial Facilities	2,207.00		2,207.00			0.00	0.00		100.00
101-000-441.000	Local Community Stab Share Tax	144,000.00		43,407.04		43,407.04		100,592.96		30.14
101-000-445.000	Penalty on Taxes	4,000.00		2,100.92		1,404.13		1,899.08		52.52
101-000-448.000	1% Collection Fees	35,800.00		26,812.71		510.35		8,987.29		74.90
101-000-451.000	License and Fees	15,000.00		1,864.70		0.00		13,135.30		12.43
101-000-452.000	Cablevision Fees	15,000.00		3,056.44		0.00		11,943.56		20.38
101-000-453.000	Recreation Fees	2,700.00		0.00		0.00		2,700.00		0.00
101-000-454.000	Solid Waste Collections	145,000.00		37,445.98		1,394.73		107,554.02		25.82
101-000-528.000	Other Federal Funding	0.00		31,890.60		0.00		(31,890.60)		100.00
101-000-540.000	State Grants	44,900.00		468,416.65		0.00		(423,516.65)		1,043.24
101-000-544.000	State Grant - Water Plant	0.00		9,763.13		9,763.13		(9,763.13)		100.00
101-000-575.000	State Sales Tax	254,100.00		42,300.00		0.00		211,800.00		16.65
101-000-632.000	Charges for Services Rendered	0.00		250.00		0.00		(250.00)		100.00
101-000-645.000	Sale of Fixed Assets	0.00		6,500.00		0.00		(6,500.00)		100.00
101-000-662.000	Traffic Fines	8,000.00		910.80		214.76		7,089.20		11.39
101-000-664.000	Interest on Investments	5,000.00		4,675.24		0.00		324.76		93.50
101-000-676.000	Transfers From Other Funds	31,891.00		0.00		0.00		31,891.00		0.00
101-000-680.000	Reimbursement for Overhead	132,560.00		0.00		0.00		132,560.00		0.00
101-000-694.000	Miscellaneous	20,000.00		17,535.79		0.00		2,464.21		87.68
101-000-695.000	Other Financing Sources	5,000.00		1,908.08		1,908.08		3,091.92		38.16
Total Dept 000		1,696,658.00		1,532,588.08		58,602.22		164,069.92		90.33
TOTAL REVENUES										
Total Dept 100 - Legislative		1,696,658.00		1,532,588.08		58,602.22		164,069.92		90.33
Expenditures										
Dept 100 - Legislative										
101-100-703.000	Payroll - Part Time	9,000.00		3,315.00		650.00		5,685.00		36.83
101-100-715.000	Social Security	1,079.00		97.65		40.30		981.35		9.05
101-100-720.000	Worker's Compensation	296.00		0.00		0.00		296.00		0.00
101-100-722.000	Medicare	252.00		22.83		9.42		229.17		9.06
101-100-740.000	Operating Supplies	1,400.00		737.75		93.46		662.25		52.70
101-100-800.000	Professional/Contractual Serv.	21,500.00		6,416.00		6,075.00		15,084.00		29.84
101-100-830.000	Memberships & Dues	600.00		240.75		0.00		359.25		40.13
101-100-860.000	Institutes & Training	1,000.00		637.22		0.00		362.78		63.72
101-100-880.000	Community Promotion	800.00		150.00		0.00		650.00		18.75
101-100-880.001	Wassailing Contribution	1,250.00		0.00		0.00		1,250.00		0.00
101-100-900.000	Printing & Publishing	5,000.00		1,071.81		320.71		3,928.19		21.44
101-100-955.000	Miscellaneous	0.00		250.00		0.00		(250.00)		100.00
101-100-999.000	Transfer to other Fund	34,212.00		24,211.69		0.00		10,000.31		70.77
Total Dept 100 - Legislative		76,389.00		37,150.70		7,188.89		39,238.30		48.63
Dept 200 - Administration										
101-200-702.000	Payroll - Full Time	132,560.00		38,387.58		9,640.58		94,172.42		28.96
101-200-703.000	Payroll - Part Time	46,800.00		14,479.79		3,274.40		32,320.21		30.94
101-200-715.000	Social Security	7,800.00		2,995.92		726.53		4,804.08		38.41
101-200-716.000	Hospital/Life Insurance	76,425.00		24,125.72		6,031.43		52,299.28		31.57
101-200-716.001	Insurance Deductible	4,000.00		506.61		130.00		3,493.39		12.67
101-200-718.000	Pension	22,000.00		14,813.68		3,435.14		7,186.32		67.33
101-200-719.000	Hospital Insurance - Retirees	0.00		11,690.57		3,918.95		(11,690.57)		100.00
101-200-720.000	Worker's Compensation	725.00		0.00		0.00		725.00		0.00

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL	10/31/2024	10/31/2024	MONTH	10/31/2024	BALANCE	% BDTG
				NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	USED	
Fund 101 - GENERAL FUND									
Expenditures									
101-200-722.000	Medicare	2,500.00	700.65		169.92		1,799.35	28.03	
101-200-724.000	ICWA Retirement Benefit	6,000.00	0.00		0.00		6,000.00	0.00	
101-200-730.000	Postage	5,000.00	2,855.32		500.00		2,144.68	57.11	
101-200-740.000	Operating Supplies	5,000.00	2,520.26		318.64		2,479.74	50.41	
101-200-775.000	Repair & Maintenance Supplies	1,000.00	0.00		0.00		1,000.00	0.00	
101-200-800.000	Professional/Contractual Serv.	11,000.00	5,693.47		1,562.25		5,306.53	51.76	
101-200-800.000-RIVER	Professional/Contractual Serv.	44,600.00	470,730.55		2,013.90		(426,130.55)	1,055.45	
101-200-800.000-WILDL	Professional/Contractual Serv.	300.00	8,912.69		8,912.69		(8,612.69)	2,970.90	
101-200-805.000	Computer Services	9,500.00	4,118.50		650.00		5,381.50	43.35	
101-200-830.000	Memberships & Dues	1,200.00	299.00		276.50		901.00	24.92	
101-200-850.000	Communications	6,000.00	2,355.29		1,176.48		3,644.71	39.25	
101-200-860.000	Institutes & Training	1,200.00	510.29		277.33		689.71	42.52	
101-200-900.000	Printing & Publishing	2,000.00	1,576.46		451.46		423.54	78.82	
101-200-910.000	Insurance & Bonds	7,800.00	4,497.75		1,499.25		3,302.25	57.66	
101-200-920.000	Utilities	4,500.00	1,779.78		457.35		2,720.22	39.55	
101-200-930.000	Repair & Maint.Contractors	3,000.00	0.00		0.00		3,000.00	0.00	
101-200-955.000	Miscellaneous	500.00	128.71		128.71		371.29	25.74	
Total Dept 200 - Administration		401,410.00	613,678.59		45,551.51		(212,268.59)	152.88	
Dept 210 - Legal Services									
101-210-801.000	Attorney - General	14,000.00	5,125.00		0.00		8,875.00	36.61	
101-210-802.000	Attorney-Police Matters	5,000.00	1,225.00		0.00		3,775.00	24.50	
Total Dept 210 - Legal Services		19,000.00	6,350.00		0.00		12,650.00	33.42	
Dept 300 - Police									
101-300-703.000	Payroll - Part Time	8,400.00	2,128.00		1,120.00		6,272.00	25.33	
101-300-715.000	Social Security	600.00	131.93		69.44		468.07	21.99	
101-300-722.000	Medicare	100.00	30.85		16.24		69.15	30.85	
101-300-800.000	Professional/Contractual Serv.	479,551.00	146,738.00		36,684.50		332,813.00	30.60	
Total Dept 300 - Police		488,651.00	149,028.78		37,890.18		339,622.22	30.50	
Dept 336 - Fire									
101-336-746.000	Gasoline & Oil	500.00	118.90		0.00		381.10	23.78	
101-336-775.000	Repair & Maintenance Supplies	1,000.00	155.10		155.10		844.90	15.51	
101-336-800.000	Professional/Contractual Serv.	125,000.00	26,766.96		8,016.67		98,233.04	21.41	
101-336-850.000	Communications	0.00	959.22		479.61		(959.22)	100.00	
101-336-910.000	Insurance & Bonds	15,000.00	11,491.50		3,830.50		3,508.50	76.61	
101-336-920.000	Utilities	2,500.00	783.09		166.50		1,716.91	31.32	
101-336-930.000	Repair & Maint.Contractors	350.00	420.00		0.00		(70.00)	120.00	
101-336-970.000	Capital	30,000.00	18,445.88		647.25		11,554.12	61.49	
Total Dept 336 - Fire		174,350.00	59,140.65		13,295.63		115,209.35	33.92	
Dept 440 - Public Services									
101-440-702.000	Payroll - Full Time	70,000.00	24,016.44		7,651.57		45,983.56	34.31	
101-440-715.000	Social Security	4,350.00	2,067.19		618.93		2,282.81	47.52	
101-440-716.000	Hospital/Life Insurance	28,530.00	14,198.70		3,501.16		14,331.30	49.77	
101-440-716.001	Insurance Deductible	1,400.00	187.85		25.00		1,212.15	13.42	
101-440-718.000	Pension	31,500.00	8,335.85		2,176.69		23,164.15	26.46	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	10/31/2024	10/31/2024	MONTH 10/31/2024	NORMAL	ABNORMAL	% BDC	USED
			NORMAL	(ABNORMAL)	INCREASE	(DECREASE)			
Fund 101 - GENERAL FUND									
Expenditures									
101-440-720.000	Worker's Compensation	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00
101-440-722.000	Medicare	1,050.00	483.39	144.74	144.74	566.61	566.61	46.04	46.04
101-440-740.000	Operating Supplies	7,000.00	168.06	0.00	0.00	2,331.94	6.72	24.18	24.18
101-440-746.000	Gasoline & Oil	10,000.00	1,692.91	511.10	2,936.56	5,943.11	40.57	40.57	40.57
101-440-775.000	Repair & Maintenance Supplies	500.00	98.55	236.18	98.55	401.45	19.71	19.71	19.71
101-440-780.000	Safety Supplies	0.00	0.00	0.00	0.00	(236.18)	100.00	100.00	100.00
101-440-800.000	Professional/Contractual Serv.	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00
101-440-800.000-TREES	Professional/Contractual Serv.	138,000.00	48,466.21	12,048.50	12,048.50	89,533.79	35.12	35.12	35.12
101-440-810.000	Rubbish Collection Charges	3,000.00	2,164.74	0.00	514.08	835.26	72.16	72.16	72.16
101-440-815.000	Uniform Rental	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
101-440-830.000	Memberships & Dues	1,700.00	479.92	119.98	119.98	1,220.08	28.23	28.23	28.23
101-440-850.000	Communications	300.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00
101-440-860.000	Institutes & Training	500.00	591.72	0.00	0.00	(91.72)	118.34	118.34	118.34
101-440-880.000	Community Promotion	6,000.00	4,426.50	1,475.50	1,475.50	1,573.50	73.78	73.78	73.78
101-440-910.000	Insurance & Bonds	9,500.00	4,740.60	1,126.77	1,126.77	4,759.40	49.90	49.90	49.90
101-440-920.000	Utilities	24,700.00	8,303.81	2,911.84	2,911.84	16,396.19	33.62	33.62	33.62
101-440-926.000	Street Lighting	12,500.00	4,731.45	2,215.70	2,215.70	7,768.55	37.85	37.85	37.85
101-440-930.000	Repair & Maint.Contractors								
	Total Dept 440 - Public Services	366,030.00	129,446.96	37,176.67	37,176.67	236,583.04	35.37	35.37	35.37
Dept 591 - Water Plant Grant Expenses									
101-591-800.000	Grant Expenses	0.00	11,713.45	192.42	192.42	(11,713.45)	100.00	100.00	100.00
101-591-920.000	Professional/Contractual Serv.	2,200.00	893.68	208.74	208.74	1,306.32	40.62	40.62	40.62
	Total Dept 591 - Water Plant Grant Expenses	2,200.00	12,607.13	401.16	401.16	(10,407.13)	573.05	573.05	573.05
Dept 751 - Parks, Recreation & Culture									
101-751-702.000	Payroll - Full Time	53,675.00	17,593.58	5,908.81	5,908.81	36,081.42	32.78	32.78	32.78
101-751-703.000	Payroll - Part Time	0.00	592.50	0.00	0.00	(592.50)	100.00	100.00	100.00
101-751-715.000	Social Security	3,300.00	1,115.89	363.43	363.43	2,184.11	33.81	33.81	33.81
101-751-716.000	Hospital/Life Insurance	17,300.00	3,592.99	907.11	907.11	13,707.01	20.77	20.77	20.77
101-751-716.001	Insurance Deductible	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
101-751-718.000	Pension	25,500.00	6,243.48	1,648.80	1,648.80	19,256.52	24.48	24.48	24.48
101-751-720.000	Worker's Compensation	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00
101-751-722.000	Medicare	800.00	260.95	85.01	85.01	539.05	32.62	32.62	32.62
101-751-746.000	Gasoline & Oil	2,800.00	1,590.38	330.37	330.37	1,209.62	56.80	56.80	56.80
101-751-775.000	Repair & Maintenance Supplies	10,000.00	3,106.80	377.30	377.30	6,893.20	31.07	31.07	31.07
101-751-780.000	Safety Supplies	400.00	98.55	98.55	98.55	301.45	24.64	24.64	24.64
101-751-800.000	Professional/Contractual Serv.	39,880.00	39,880.00	0.00	0.00	0.00	100.00	100.00	100.00
101-751-800.000-TREES	Professional/Contractual Serv.	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00
101-751-910.000	Insurance & Bonds	7,100.00	5,565.00	1,855.00	1,855.00	1,535.00	78.38	78.38	78.38
101-751-920.000	Utilities	7,500.00	2,705.63	831.47	831.47	4,794.37	36.08	36.08	36.08
101-751-930.000	Repair & Maint.Contractors	15,000.00	3,954.00	0.00	0.00	11,046.00	26.36	26.36	26.36
	Total Dept 751 - Parks, Recreation & Culture	195,655.00	86,299.75	12,405.85	12,405.85	109,355.25	44.11	44.11	44.11
TOTAL EXPENDITURES									
		1,723,685.00	1,093,702.56	153,909.89	153,909.89	629,982.44	63.45	63.45	63.45
Fund 101 - GENERAL FUND:									
TOTAL REVENUES									
		1,696,658.00	1,532,588.08	58,602.22	58,602.22	164,069.92	90.33	90.33	90.33

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 10/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 101 - GENERAL FUND						
TOTAL EXPENDITURES		1,723,685.00	1,093,702.56	153,909.89	629,982.44	63.45
NET OF REVENUES & EXPENDITURES		(27,027.00)	438,885.52	(95,307.67)	(465,912.52)	1,623.88

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/2024	AVAILABLE BALANCE	% BDCY USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000	State Grants - Act 51	190,700.00		63,708.29	15,252.95	126,991.71	33.41
Total Dept 000		190,700.00		63,708.29	15,252.95	126,991.71	33.41
TOTAL REVENUES							
		190,700.00		63,708.29	15,252.95	126,991.71	33.41
Expenditures							
Dept 451 - Construction	Repair & Maint.Contractors	16,115.00		0.00	0.00	16,115.00	0.00
Total Dept 451 - Construction		16,115.00		0.00	0.00	16,115.00	0.00
Dept 463 - Routine Maintenance							
202-463-702.000	Payroll - Full Time	10,730.00		4,118.01	1,261.54	6,611.99	38.38
202-463-715.000	Social Security	665.00		252.50	77.52	412.50	37.97
202-463-716.000	Hospital/Life Insurance	3,200.00		871.45	219.99	2,328.55	27.23
202-463-716.001	Insurance Deductible	170.00		0.00	0.00	170.00	0.00
202-463-718.000	Pension	4,850.00		1,242.99	323.62	3,607.01	25.63
202-463-720.000	Worker's Compensation	480.00		0.00	0.00	480.00	0.00
202-463-722.000	Medicare	150.00		59.05	18.12	90.95	39.37
202-463-746.000	Gasoline & Oil	300.00		0.00	0.00	300.00	0.00
202-463-775.000	Repair & Maintenance Supplies	2,400.00		723.24	124.44	1,676.76	30.14
202-463-930.000	Repair & Maint.Contractors	20,000.00		14,997.53	0.00	5,002.47	74.99
Total Dept 463 - Routine Maintenance		42,945.00		22,264.77	2,025.23	20,680.23	51.84
Dept 475 - Traffic Services							
202-475-702.000	Payroll - Full Time	10,125.00		3,697.19	1,207.53	6,427.81	36.52
202-475-715.000	Social Security	630.00		226.48	74.17	403.52	35.95
202-475-716.000	Hospital/Life Insurance	3,000.00		844.84	213.24	2,155.16	28.16
202-475-716.001	Insurance Deductible	160.00		0.00	0.00	160.00	0.00
202-475-718.000	Pension	4,600.00		1,186.22	308.62	3,413.78	25.79
202-475-720.000	Worker's Compensation	640.00		0.00	0.00	640.00	0.00
202-475-722.000	Medicare	150.00		52.94	17.36	97.06	35.29
202-475-746.000	Gasoline & Oil	500.00		0.00	0.00	500.00	0.00
202-475-775.000	Repair & Maintenance Supplies	2,500.00		1,206.93	291.85	1,293.07	48.28
202-475-930.000	Repair & Maint.Contractors	10,000.00		3,772.77	514.22	6,227.23	37.73
Total Dept 475 - Traffic Services		32,305.00		10,987.37	2,626.99	21,317.63	34.01
Dept 478 - Winter Maintenance							
202-478-702.000	Payroll - Full Time	12,930.00		4,943.31	1,421.46	7,986.69	38.23
202-478-715.000	Social Security	800.00		303.36	87.43	496.64	37.92
202-478-716.000	Hospital/Life Insurance	3,200.00		963.84	220.23	2,236.16	30.12
202-478-716.001	Insurance Deductible	170.00		0.00	0.00	170.00	0.00
202-478-718.000	Pension	5,850.00		1,547.30	419.49	4,302.70	26.45
202-478-720.000	Worker's Compensation	820.00		0.00	0.00	820.00	0.00
202-478-722.000	Medicare	190.00		70.98	20.44	119.02	37.36
202-478-746.000	Gasoline & Oil	1,000.00		0.00	0.00	1,000.00	0.00
202-478-753.000	Salt	9,000.00		0.00	0.00	9,000.00	0.00

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2024	NORMAL (ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL	ABNORMAL	
Fund 202 - MAJOR STREET FUND										
Expenditures										
Total Dept 478 - Winter Maintenance		33,960.00		7,828.79		2,169.05		26,131.21		23.05
Dept 482 - Administration		1,350.00		77.97		98.41		1,272.03		5.78
202-482-702.000 Payroll - Full Time		85.00		4.87		6.12		80.13		5.73
202-482-715.000 Social Security		0.00		0.64		0.16		(0.64)		100.00
202-482-716.000 Hospital/Life Insurance		610.00		155.87		43.82		454.13		25.55
202-482-718.000 Pension		15.00		0.00		0.00		15.00		0.00
202-482-720.000 Worker's Compensation		20.00		1.15		1.42		18.85		5.75
202-482-722.000 Medicare		25,000.00		0.00		0.00		25,000.00		0.00
202-482-960.000 Administrative Overhead		60,555.00		0.00		0.00		60,555.00		0.00
202-482-999.000 Transfer to other Fund										
Total Dept 482 - Administration		87,635.00		240.50		149.93		87,394.50		0.27
TOTAL EXPENDITURES										
		212,960.00		41,321.43		6,971.20		171,638.57		19.40
Fund 202 - MAJOR STREET FUND:										
TOTAL REVENUES										
		190,700.00		63,708.29		15,252.95		126,991.71		33.41
TOTAL EXPENDITURES										
		212,960.00		41,321.43		6,971.20		171,638.57		19.40
NET OF REVENUES & EXPENDITURES										
		(22,260.00)		22,386.86		8,281.75		(44,646.86)		100.57

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2024	NORMAL (ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	BALANCE	NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND										
Revenues										
Dept 000										
203-000-546.000	State Grants - Act 51	78,000.00		25,972.32		6,220.01		52,027.68		33.30
203-000-676.000	Transfers From Other Funds	60,555.00		0.00		0.00		60,555.00		0.00
Total Dept 000		138,555.00		25,972.32		6,220.01		112,582.68		18.75
TOTAL REVENUES										
		138,555.00		25,972.32		6,220.01		112,582.68		18.75
Expenditures										
Dept 451 - Construction										
203-451-800.000	Professional/Contractual Serv.	60,555.00		126,750.00		0.00		(66,195.00)		209.31
Total Dept 451 - Construction		60,555.00		126,750.00		0.00		(66,195.00)		209.31
Dept 463 - Routine Maintenance										
203-463-702.000	Payroll - Full Time	10,730.00		3,879.72		1,261.50		6,850.28		36.16
203-463-715.000	Social Security	665.00		237.71		77.49		427.29		35.75
203-463-716.000	Hospital/Life Insurance	3,200.00		871.40		219.99		2,328.60		27.23
203-463-716.001	Insurance Deductible	170.00		0.00		0.00		170.00		0.00
203-463-718.000	Pension	4,850.00		1,243.04		323.65		3,606.96		25.63
203-463-720.000	Worker's Compensation	680.00		0.00		0.00		680.00		0.00
203-463-722.000	Medicare	155.00		55.66		18.11		99.34		35.91
203-463-775.000	Repair & Maintenance Supplies	3,500.00		668.29		0.00		2,831.71		19.09
203-463-930.000	Repair & Maint.Contractors	15,000.00		24,990.24		0.00		(9,990.24)		166.60
Total Dept 463 - Routine Maintenance		38,950.00		31,946.06		1,900.74		7,003.94		82.02
Dept 475 - Traffic Services										
203-475-702.000	Payroll - Full Time	10,125.00		3,643.88		1,186.84		6,481.12		35.99
203-475-715.000	Social Security	630.00		223.28		72.89		406.72		35.44
203-475-716.000	Hospital/Life Insurance	3,000.00		819.67		206.91		2,180.33		27.32
203-475-716.001	Insurance Deductible	160.00		0.00		0.00		160.00		0.00
203-475-718.000	Pension	4,600.00		1,172.23		305.36		3,427.77		25.48
203-475-720.000	Worker's Compensation	640.00		0.00		0.00		640.00		0.00
203-475-722.000	Medicare	150.00		52.22		17.07		97.78		34.81
203-475-775.000	Repair & Maintenance Supplies	5,000.00		0.00		0.00		5,000.00		0.00
203-475-930.000	Repair & Maint.Contractors	500.00		2,207.54		0.00		(1,707.54)		441.51
Total Dept 475 - Traffic Services		24,805.00		8,118.82		1,789.07		16,686.18		32.73
Dept 478 - Winter Maintenance										
203-478-702.000	Payroll - Full Time	12,950.00		4,820.57		1,400.80		8,129.43		37.22
203-478-715.000	Social Security	800.00		296.12		86.16		503.88		37.02
203-478-716.000	Hospital/Life Insurance	3,200.00		847.22		213.90		2,352.78		26.48
203-478-716.001	Insurance Deductible	170.00		0.00		0.00		170.00		0.00
203-478-718.000	Pension	5,850.00		1,482.18		391.52		4,367.82		25.34
203-478-720.000	Worker's Compensation	820.00		0.00		0.00		820.00		0.00
203-478-722.000	Medicare	190.00		69.26		20.16		120.74		36.45
203-478-746.000	Gasoline & Oil	1,000.00		0.00		0.00		1,000.00		0.00
203-478-753.000	Salt	6,200.00		0.00		0.00		6,200.00		0.00
203-478-775.000	Repair & Maintenance Supplies	1,000.00		0.00		0.00		1,000.00		0.00

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 10/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)	NORMAL	AVAILABLE BALANCE (ABNORMAL)	% BDT USED
Fund 203 - LOCAL STREET FUND							
Expenditures							
Total Dept 478 - Winter Maintenance		32,180.00	7,515.35	2,112.54		24,664.65	23.35
Dept 482 - Administration							
203-482-702.000	Payroll - Full Time	1,350.00	116.66	98.38		1,233.34	8.64
203-482-715.000	Social Security	85.00	4.83	6.10		80.17	5.68
203-482-716.000	Hospital/Life Insurance	0.00	0.64	0.16		(0.64)	100.00
203-482-718.000	Pension	620.00	155.86	43.82		464.14	25.14
203-482-720.000	Worker's Compensation	15.00	0.00	0.00		15.00	0.00
203-482-722.000	Medicare	20.00	1.15	1.42		18.85	5.75
203-482-960.000	Administrative Overhead	25,000.00	0.00	0.00		25,000.00	0.00
Total Dept 482 - Administration		27,090.00	279.14	149.88		26,810.86	1.03
TOTAL EXPENDITURES		183,580.00	174,609.37	5,952.23		8,970.63	95.11
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		138,555.00	25,972.32	6,220.01		112,582.68	18.75
TOTAL EXPENDITURES		183,580.00	174,609.37	5,952.23		8,970.63	95.11
NET OF REVENUES & EXPENDITURES		(45,025.00)	(148,637.05)	267.78		103,612.05	330.12

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		% BDET		
		AMENDED BUDGET	NORMAL	10/31/2024	(ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	USED
Fund 251 - Brownfield Redevelopment										
Revenues										
Dept 000										
251-000-404.000	Tax Revenue	675,410.00		503,259.54		0.00		172,150.46		74.51
251-000-528.000	Other Federal Funding	800,000.00		118,092.79		0.00		681,907.21		14.76
Total Dept 000		1,475,410.00		621,352.33		0.00		854,057.67		42.11
TOTAL REVENUES										
		1,475,410.00		621,352.33		0.00		854,057.67		42.11
Expenditures										
Dept 000										
251-000-800.000	Professional/Contractual Serv.	810,000.00		95,857.18		34,753.14		714,142.82		11.83
251-000-801.000	Attorney - General	10,000.00		0.00		0.00		10,000.00		0.00
251-000-955.000	Miscellaneous	524,330.00		0.00		0.00		524,330.00		0.00
251-000-960.000	Administrative Overhead	41,280.00		5,553.50		0.00		35,726.50		13.45
251-000-991.000	Debt Retirement-Principal	50,103.00		0.00		0.00		50,103.00		0.00
251-000-995.000	Interest Expense	8,044.00		0.00		0.00		8,044.00		0.00
Total Dept 000		1,443,757.00		101,410.68		34,753.14		1,342,346.32		7.02
TOTAL EXPENDITURES										
		1,443,757.00		101,410.68		34,753.14		1,342,346.32		7.02
Fund 251 - Brownfield Redevelopment:										
TOTAL REVENUES										
		1,475,410.00		621,352.33		0.00		854,057.67		42.11
TOTAL EXPENDITURES										
		1,443,757.00		101,410.68		34,753.14		1,342,346.32		7.02
NET OF REVENUES & EXPENDITURES										
		31,653.00		519,941.65		(34,753.14)		(488,288.65)		1,642.63

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2024	10/31/2024	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL	ABNORMAL	% BDT USED
Fund 285 - Stimulus Grant Fund										
Expenditures										
Dept 000										
285-000-999.000	Transfer to other Fund	31,891.00		31,890.60		0.00		0.40		100.00
Total Dept 000		31,891.00		31,890.60		0.00		0.40		100.00
TOTAL EXPENDITURES		31,891.00		31,890.60		0.00		0.40		100.00
Fund 285 - Stimulus Grant Fund:										
TOTAL REVENUES		0.00		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES		31,891.00		31,890.60		0.00		0.40		100.00
NET OF REVENUES & EXPENDITURES		(31,891.00)		(31,890.60)		0.00		(0.40)		100.00

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2024	10/31/2024	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 299 - TREE FUND										
Revenues										
Dept 000	Transfers From Other Funds	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00
299-000-676.000	Miscellaneous	0.00	25.00	25.00	0.00	0.00	0.00	(25.00)	100.00	0.00
299-000-694.000										
Total Dept 000		10,000.00	25.00	25.00	0.00	0.00	0.00	9,975.00	0.25	0.25
TOTAL REVENUES										
		10,000.00	25.00	25.00	0.00	0.00	0.00	9,975.00	0.25	0.25
Expenditures										
Dept 000	Miscellaneous	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00
299-000-955.000										
Total Dept 000		10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00
TOTAL EXPENDITURES										
		10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00
Fund 299 - TREE FUND:										
TOTAL REVENUES										
		10,000.00	25.00	25.00	0.00	0.00	0.00	9,975.00	0.25	0.25
TOTAL EXPENDITURES										
		10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES										
		0.00	25.00	25.00	0.00	0.00	0.00	(25.00)	100.00	100.00

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 10/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDDT USED
Fund 401 - Veteran's Memorial Fund						
Revenues						
Dept 000						
401-000-674.000	Contributed Capital Revenue	2,500.00	125.00	125.00	2,375.00	5.00
Total Dept 000		2,500.00	125.00	125.00	2,375.00	5.00
TOTAL REVENUES						
		2,500.00	125.00	125.00	2,375.00	5.00
Expenditures						
Dept 000						
401-000-702.000	Payroll - Full Time	1,500.00	0.00	0.00	1,500.00	0.00
401-000-775.000	Repair & Maintenance Supplies	2,500.00	0.00	0.00	2,500.00	0.00
401-000-800.000	Professional/Contractual Serv.	0.00	1,206.00	28.00	(1,206.00)	100.00
401-000-955.000	Miscellaneous	0.00	20.00	0.00	(20.00)	100.00
Total Dept 000		4,000.00	1,226.00	28.00	2,774.00	30.65
TOTAL EXPENDITURES						
		4,000.00	1,226.00	28.00	2,774.00	30.65
Fund 401 - Veteran's Memorial Fund:						
TOTAL REVENUES						
		2,500.00	125.00	125.00	2,375.00	5.00
TOTAL EXPENDITURES						
		4,000.00	1,226.00	28.00	2,774.00	30.65
NET OF REVENUES & EXPENDITURES						
		(1,500.00)	(1,101.00)	97.00	(399.00)	73.40

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/2024	AVAILABLE BALANCE	% BDCF
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-508.000	USDA Grants	3,549,000.00		733,997.62	0.00	2,815,002.38	20.68
590-000-626.000	Sewer Services	290,370.00		135,288.67	64,229.12	155,081.33	46.59
590-000-664.000	Interest on Investments	2,000.00		0.00	0.00	2,000.00	0.00
Total Dept 000		3,841,370.00		869,286.29	64,229.12	2,972,083.71	22.63
TOTAL REVENUES		3,841,370.00		869,286.29	64,229.12	2,972,083.71	22.63
Expenditures							
Dept 000							
590-000-702.000	Payroll - Full Time	11,550.00		7,263.08	2,471.30	4,286.92	62.88
590-000-715.000	Social Security	720.00		442.94	151.36	277.06	61.52
590-000-716.000	Hospital/Life Insurance	10,650.00		2,262.39	569.97	8,387.61	21.24
590-000-716.001	Insurance Deductible	700.00		0.00	0.00	700.00	0.00
590-000-718.000	Pension	5,300.00		2,235.86	569.83	3,064.14	42.19
590-000-720.000	Worker's Compensation	265.00		0.00	0.00	265.00	0.00
590-000-722.000	Medicare	170.00		103.57	35.40	66.43	60.92
590-000-800.000	Professional/Contractual Serv.	3,555,200.00		831,374.26	97,376.64	2,723,825.74	23.38
590-000-801.000	Attorney - General	50,000.00		0.00	0.00	50,000.00	0.00
590-000-900.000	Printing & Publishing	2,500.00		0.00	0.00	2,500.00	0.00
590-000-910.000	Insurance & Bonds	11,600.00		8,082.00	2,694.00	3,518.00	69.67
590-000-920.000	Utilities	2,600.00		698.92	31.74	1,901.08	26.88
590-000-930.000	Repair & Maint.Contractors	10,000.00		0.00	0.00	10,000.00	0.00
590-000-960.000	Administrative Overhead	41,280.00		0.00	0.00	41,280.00	0.00
590-000-968.000	Depreciation	14,044.00		0.00	0.00	14,044.00	0.00
590-000-991.000	Debt Retirement-Principal	50,000.00		50,000.00	0.00	0.00	100.00
590-000-995.000	Interest Expense	31,825.00		2,207.51	0.00	29,617.49	6.94
Total Dept 000		3,798,404.00		904,670.53	103,900.24	2,893,733.47	23.82
TOTAL EXPENDITURES		3,798,404.00		904,670.53	103,900.24	2,893,733.47	23.82
Fund 590 - SEWER FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
3,841,370.00		869,286.29		64,229.12		2,972,083.71	22.63
3,798,404.00		904,670.53		103,900.24		2,893,733.47	23.82
42,966.00		(35,384.24)		(39,671.12)		78,350.24	82.35
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS							
NET OF REVENUES & EXPENDITURES							
7,355,193.00		3,113,057.31		144,429.30		4,242,135.69	42.32
7,408,277.00		2,348,831.17		305,514.70		5,059,445.83	31.71
(53,084.00)		764,226.14		(161,085.40)		(817,310.14)	1,439.65

User: SSS

DB: Parchment

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE		ACTIVITY FOR		AVAILABLE			
		AMENDED BUDGET	10/31/2024	NORMAL	(ABNORMAL)	MONTH 10/31/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	% BDCY	USED
Fund 250 - KINDLEBERGER SUMMER FESTIVAL											
Revenues											
Dept 000											
250-000-475.001	Arts & Crafts	4,000.00	5,802.34		(1,802.34)	0.00	0.00		(1,802.34)		145.06
250-000-475.002	Race/Walk Fees	3,500.00	3,356.32		143.68	0.00	0.00		143.68		95.89
250-000-475.003	Membership Fund Drive	2,000.00	4,104.83		(2,104.83)	0.00	0.00		(2,104.83)		205.24
250-000-475.005	Corporate Sponsorships	16,000.00	21,100.00		(5,100.00)	0.00	0.00		(5,100.00)		131.88
250-000-475.008	Miscellaneous Inc.	500.00	280.00		220.00	0.00	0.00		220.00		56.00
250-000-590.001	GRANTS - G FOUND	30,000.00	30,000.00		0.00	0.00	0.00		0.00		100.00
250-000-590.002	GRANTS-Harold & Grace Upjohn	5,000.00	5,000.00		0.00	0.00	0.00		0.00		100.00
250-000-675.001	Fund Raising	6,500.00	25,960.50		(19,460.50)	0.00	0.00		(19,460.50)		399.39
250-000-675.002	KSF Special Event	4,000.00	0.00		4,000.00	0.00	0.00		4,000.00		0.00
250-000-694.000	Miscellaneous	3,000.00	24,211.69		(21,211.69)	0.00	0.00		(21,211.69)		807.06
Total Dept 000		74,500.00	119,815.68		(45,315.68)	0.00	0.00		(45,315.68)		160.83
TOTAL REVENUES											
74,500.00		74,500.00	119,815.68		(45,315.68)	0.00	0.00		(45,315.68)		160.83
Expenditures											
Dept 000											
250-000-779.001	Performance Expense	23,800.00	21,535.53		2,264.47	0.00	0.00		2,264.47		90.49
250-000-779.003	Festival Day - Race/Walk	6,500.00	5,023.76		1,476.24	0.00	0.00		1,476.24		77.29
250-000-779.004	Fest. Day - Arts & Crafts	200.00	0.00		200.00	0.00	0.00		200.00		0.00
250-000-779.005	Fest. Day-Childrens Area	1,900.00	1,533.00		367.00	0.00	0.00		367.00		80.68
250-000-779.007	Fest Day Events	2,000.00	0.00		2,000.00	0.00	0.00		2,000.00		0.00
250-000-779.008	Fund Raising-Dance	2,200.00	14,730.79		(12,530.79)	0.00	0.00		(12,530.79)		669.58
250-000-779.012	Festival - Administration	18,500.00	25,087.46		(6,587.46)	0.00	0.00		(6,587.46)		135.61
250-000-779.013	Stage Entertainment	14,650.00	18,850.00		(4,200.00)	0.00	0.00		(4,200.00)		128.67
250-000-779.016	Car Show Expenses	750.00	757.97		(7.97)	0.00	0.00		(7.97)		101.06
250-000-779.020	Publicity	4,000.00	2,867.24		1,132.76	0.00	0.00		1,132.76		71.68
Total Dept 000		74,500.00	90,385.75		(15,885.75)	0.00	0.00		(15,885.75)		121.32
TOTAL EXPENDITURES											
74,500.00		74,500.00	90,385.75		(15,885.75)	0.00	0.00		(15,885.75)		121.32
Fund 250 - KINDLEBERGER SUMMER FESTIVAL:											
TOTAL REVENUES											
74,500.00		74,500.00	119,815.68		(45,315.68)	0.00	0.00		(45,315.68)		160.83
TOTAL EXPENDITURES											
74,500.00		74,500.00	90,385.75		(15,885.75)	0.00	0.00		(15,885.75)		121.32
NET OF REVENUES & EXPENDITURES											
0.00		0.00	29,429.93		(29,429.93)	0.00	0.00		(29,429.93)		100.00

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY,
SEPTEMBER 9TH, 2024

1. Call to Order

The meeting was called to order by Robin Madaras at 6:01 PM.

2. Roll Call

Present: Mayor Rob Britigan, City Manager Nancy Stoddard, Nancy Eaton, Robin Madaras, Alex Vader, Izzy Weir, Julie Heasley, Holly Evans, Ken Holda,

Absent: Caroline Garber

3. Approval of the Minutes from Monday, June 10th, 2024

A motion was made by Mayor Britigan, supported by Nancy Stoddard, to approve the minutes from the meeting on June 10th, 2024.

Ayes: All

Nays: None

Motion carried.

4. Old Business

- A. Arts and Crafts Report – Nancy handed over information for the future Arts and Crafts chairperson.
- B. 5K Report – Alex reported that registrations almost tripled the week of the Festival. 119 total runners participated.
- C. Car Show Report – Alex reported that Mike Conner has asked for the Festival date for 2025. Mike has indicated that if he does not secure his DJ and Caterer, he will not chair the car show in 2025. Robin reported that she has given Mike the date of July 12th, 2025.
- D. Parade Report – Izzy reported that there was a parade director on the day of the Festival. Sign ups for the parade were low.
- E. Festival Directors' Report
 - Theatre - Izzy indicated that she has a person who has indicated that she would like to direct the youth show.

Trash – Izzy and Alex reported that the trash bins need to be triple what they had out. Public Works didn't want to use the cardboard ones provided by Best Way.

Sound – Ballet Arts had trouble working with Egg Media, specifically Matt. Izzy suggests trying a new sound company next year. Alex and Izzy indicated that Derek was great to work with. The sound board, per Egg Media, needs to be updated. The estimate is approximately \$3500. The technology that the KAC and Egg media owns doesn't fully interface with the technology of some of the more modern bands.

Programs – The directors weren't aware that the programs needed to serve the purpose of carrying through the concert series. The program design didn't support this purpose. The plan for 2025 will be for the program to serve this purpose.

Donation buckets – Approximately \$1500 was raised the week of the Festival. Very little money was raised at the concert series. Alex and Izzy suggest that we not try to collect at the concerts moving forward.

Festival Directors' Report, continued

Fire Marshall – There was an issue with traffic control on Festival day. There needed to be a gate attendee. The Fire Marshall – Todd Martin – indicated that the food trucks had been reported to be a fire hazard. Todd didn't think that there was a big violation. The violation was related to distances between trucks. The food trucks need to have fire certification. There needs to be 30 feet in between food trucks. Todd indicated that the Festival was not in compliance. For Arts and Crafts, there needs to be five feet in between each booth. Only a certain number of booths can be in a 200-foot line. The inflatables in the kids' area should be a certain distance from other inflatables. There needs to be a focus on entrances and exits in the kids' area. Todd indicated that a meeting needs to happen prior to the Festival next year to make sure that the KAC has everything in fire compliance and pre-planned. Lt. Jackson had ideas on how to close streets, etc. to make traffic better in the future. Planning needs to start ahead of time with Lt. Jackson. Nancy Stoddard has a meeting with the fire chief on 9/10/24 and she will bring up future planning with him.

Ballet Arts – Izzy reported that the Ballet Arts performance was well attended. Ballet Arts would like to perform again next year.

Concerts – Izzy and Alex weren't aware that they needed to schedule a curtain speech for the concerts.

Proposed change to director roles: Alex would take food trucks, vendor role, arts and crafts. Izzy will take the director roles - program design, web site design, corporate fundraising. Izzy took on the theatre chair position this year. She will keep that on her responsibility list if there isn't a volunteer next year.

- F. Financial Report – Robin indicated that the KAC has \$29,351 after this year's Festival. Izzy and Alex indicated that they would like to donate their Festival Director fees back to the Festival. There is a \$24,000 miscellaneous revenue number in the financial report that Robin will clarify with Shannon. Nancy indicated that she needs to report the finances, and that the wish list needs to be discussed so that the profit is earmarked for future spending.
- G.
- H. Mayor Britigan made a motion that the profit be allocated for the 2025 Festival for technology upgrades, sound equipment, website upgrades, kids' area, and to reinstate the youth theatre performance. This was supported by Holly Evans.
Ayes: All
Nays: None
Motion carried.
- I. Concert Series Report – Julie reported that she felt like the concerts had low attendance. Alex indicated that consistent food trucks might help. Weather may have been a factor in the low attendance. Julie suggests that if a day is taken out, it should be the last Sunday of August.

- J. Theatre Report – Alex asked Ken for input on improvement. Ken was very happy with how things went. Ken is interested in returning for 2025. [REDACTED] is Ken's musical idea for 2025. Ken estimates that the casting for [REDACTED] would be approximately 25-30 people. Ken thinks that a recognizable title will bring more interest to the youth production. [REDACTED] – also set in NY – would be a good idea for the youth production, per Ken, due to the ability to share the set. Ken has some ideas on directors for the youth program. Alex reported that approximately \$1500 was collected in the donation buckets at the theatre productions and that money will be put into the budget for the theatre next year.
- K. Kids' Area – Holly reported that she felt the kids' area went great. She was under budget. Kiwanis sent volunteers and ran the crafts. Shalom is a possible partner for providing animals for the kids' area. Holly indicated that the Makers' Market was too far away from the action. The kids' area didn't have trash cans. Holly indicated that per code, her bounce houses need to be run by adults, not teenagers.

5. New Business

A. 2025 Festival Date

Nancy Stoddard made a motion for the Festival to be July 12th, 2025. This was supported by Mayor Britigan.

Ayes: All

Nays: No

Motion carried.

B. Festival Receipts - All receipts have been entered for Festival 2024.

C. 2025 Festival Director(s)

Mayor Britigan made a motion to rehire Alex and Izzy for co-duties for Festival 2025. This was supported by Nancy Eaton. A new contract will be presented at the next meeting by Izzy.

Ayes: All

Nays: No

Motion carried.

6. Public Comments

Ken Holda: Ken indicated that the KAC should host a theatre Kalamazoo lunch in November or December. He will get the dates to Izzy and Alex. Theatre Kalamazoo reimburses us for the ASI interpreter. They advertise for all the KAC shows.

7. Member Comments

Mayor Britigan: Mayor Britigan indicated that everyone did a great job, and he thanked Ken. He indicated that the current KAC members are in place for the calendar year. Replacements at the end of December will be needed for Nancy Eaton and Julie Heasley.

Nancy Stoddard: Nancy Stoddard thanked Nancy Eaton for all of her work.

Nancy Eaton: Nancy Eaton praised the directors, she thought they were wonderful and always smiling through the stress.

Holly Evans: Holly agreed with Nancy Eaton, and she thanked all the chairpersons.

MINUTES OF THE REGULAR MEETING OF THE KINDLEBERGER ARTS COMMISSION HELD ON MONDAY,
SEPTEMBER 9TH, 2024 – Page 4

7. Member Comments, continued

Julie Heasley: Julie thanked everyone.

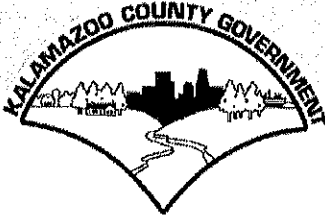
Robin Madaras: Robin thanked everyone and indicated that it takes a village. Robin got many positive comments on the festival while driving the carts.

8. Next Meeting Date

The next meeting of the KAC will be held on Monday, October 14th at 6:00 PM.

9. Adjournment

There being no further business to come before the KAC, Mayor Britigan made a motion to adjourn the meeting. This motion was supported by Julie Heasley. The meeting was adjourned at 7:25 PM.



HEALTH & COMMUNITY SERVICES DEPARTMENT

November 7, 2024

Dear HHW Center Contract Partner:

Please find attached the contract for services for the 2025 calendar year. When making allotments for 2025, please consider:

1. ERG Environmental Services is the contractor for chemical recycling/disposal. They have been a proven contractor for many years. Costs are \$0.92/pound for a three-year contract. ERG will supply cubic yard boxes, drums, labels and pallets at no cost. Pesticide disposal is free as they are still covered by a grant.
2. Electronics recycling costs have significantly increased due to increased contractor costs on labor, fuel, and insurance combined with the current depressed values of commodities.
3. Operational costs will be billed out upon approval of all contracts by County Administration. We ask that you **do not** send a check until you receive an invoice.
4. Section C of the contract must be filled out:
 - Operational costs are already entered in the red box.
 - Enter your allotment for disposal costs in the **green** box. [An estimate for disposal costs was calculated using invoices from 2023 and projecting expected increases for 2025. If you would like to use **\$13.00** X the number of household equivalents in 2023 (found in Section C. 2.), we anticipate this might cover disposal costs depending on participation in 2025.]
 - The **blue** box equals the total of the red operating costs PLUS the disposal costs in the **green** box.
5. The County does not hold the allotment you enter in your agreement. If there is unused funding at the end of 2025, that money remains with your municipality. If a Municipality is notified that funding for disposal costs is running out during the year, the County reserves the right to charge residents at the door if a Letter of Understanding is not returned.

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

Sincerely,

Jennifer Kosak, REHS
Facility Manager
jlkosa@kalamazoo.com

ENVIRONMENTAL HEALTH UNIT – HOUSEHOLD HAZARDOUS WASTE

1301 Lamont Ave. | Kalamazoo, MI 49048 | 269-373-5211 | www.kalamazoo.com/hhw

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

AND

**PARCHMENT CITY
650 SOUTH RIVERVIEW DRIVE, PARCHMENT, MI 49004**

The County of Kalamazoo, a municipal corporation and political subdivision of the State of Michigan, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, by and through its Health and Community Services Department's Environmental Health Division/Household Hazardous Waste Program, (hereinafter referred to as the "County"), and Parchment City, 650 South Riverview Drive, Parchment, Michigan 49004 (hereinafter referred to as the "Municipality") having previously entered into an Agreement dated January 4, 2024, for the purpose of providing household hazardous waste disposal services; said Agreement being for the period January 1, 2025 through December 31, 2025; do now hereby approve and agree to amend the existing Agreement as follows:

a. Section C. FINANCIAL REQUIREMENTS.

1. Under the terms of this Agreement, the Municipality will provide funding for Operational Costs and Disposal Costs. The total of the Municipality allotment will be the combined monetary amounts input in #4 below.
2. Operational Costs are non-refundable regardless of actual participation at the HHW Center and shall be paid in full within forty-five (45) days of receipt County Finance invoice. Operational costs = 2023 household equivalents 66 x \$15.00:

\$ 990.00 (COUNTY FILL IN OPERATIONAL COST SHARE)

3. Disposal cost is based upon the participation rate of the Municipality and disposal costs from all contractors each month. It is up to the Municipality to budget disposal costs for 12 months. It is highly recommended that this is increased from the previous year. The total the Municipality is budgeting for 12 months is:

\$ 900- (MUNICIPALITY FILL IN DISPOSAL AMOUNT)

4. Total allotment amount reserved for 2025:

\$ 1890.00 (MUNICIPALITY FILL IN SUM OF #2 + #3).

5. The County will provide an itemized quarterly report to show the rate of participation and the materials disposed.

6. County Finance will invoice operational costs and the first quarter disposal costs. Disposal costs will be invoiced quarterly thereafter.
7. If the Municipality would like to utilize the HHW Center to dispose of hazardous waste generated at the Municipality offices, they may do so through the small business program.
8. If a Municipality is notified that funding for disposal costs is running out during the year, the County reserves the right to charge residents at the door.
9. If a Municipality chooses not to participate, residents may use the HHW Center at the current rate plus disposal costs. For 2025 this is \$39.00 per household equivalent.

b. Section M. PERIOD OF AGREEMENT.

The term of this Agreement shall be from January 1, 2025 through December 31, 2025, unless terminated earlier as provided.

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

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

FOR THE MUNICIPALITY

 Printed or Typed Name Title

 Signature Date

FOR THE COUNTY OF KALAMAZOO

 Printed or Typed Name Title

 Signature Date

Approved for use as a template on behalf of
KALAMAZOO COUNTY GOVERNMENT
CORPORATION COUNSEL
 By: Lewis L. Smith Date: **August 20, 2024**