



AGENDA

Regular Meeting of the Kalamazoo Area Building Authority Board of Directors

January 9, 2020

2:00 PM

1. Call to Order
2. Approval of the Agenda
3. Consent Agenda
 - a. Approval of Minutes from the December 12, 2019 Board Meeting
4. Citizen Comments on Agenda and Non-Agenda Items
 - a. *Policy: A citizen shall state his/her name and address and may speak only one time, for no more than three (3) minutes. This time may not be given to another citizen to extend their time. During this time, you will be making statements, without discussion from the Board, but you are welcome to make an appointment with the Building Official or Board Chair to discuss your comments further. (Approved by KABA Board on November 9, 2017)*
5. Business
 - a. KABA Office Purchase (update)
 - b. Inter-local Agreement (discussion/changes)
 - c. 2020 Budget Amendment
 - d. Holiday Schedule (amendment)
 - e. 2020 Engagement Letter/Legal Counsel
 - f. Conflict of Interest (annual)
6. Financial and Building Reports
 - a. Bank Reconciliation Reports
 - b. Financial Reports
 - c. Building Report
 - d. Permit Lists
 - e. 2019 Motion Log
7. Board Member Comments
8. Staff Member Comments
9. Adjournment

Minutes
From
December 12, 2019
KABA Board of Directors
Meeting

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
December 12, 2019**

Chairperson, Michelle Mohney called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:03 P.M. at the KABA offices, 2322 Nazareth Road.

Present: Michelle Mohney, Chairperson / Representative from Comstock Township
Sherine Miller, Treasurer / Representative from Kalamazoo Township
Lysanne Harma, Representative from Richland Township
Scott Hess, Representative from Pine Grove Township

Absent: Chester Emmons, Secretary / Representative from City of Parchment
Denise Barrons, At Large Ex-Officio Board Member

Also present were Building Official, Mike Alwine; KABA Attorney, Robb Krueger; and Office Coordinator/Recording Secretary, Penny Cassidy.

Approval of Agenda – A motion was made by Ms. Miller to approve the agenda as presented, seconded by Ms. Harma, and carried with a vote of 4-0.

Approval of Consent Agenda – A motion was made by Ms. Harma to approve the Minutes from the November 14, 2019 Board Meeting as presented, seconded by Mr. Hess, and carried with a vote of 4-0.

Citizen Comments – There were no citizen comments.

BUSINESS:

5. a. KABA Office Purchase (update) – After a brief discussion, Ms. Mohney motioned to table this item to the end of Business, seconded by Ms. Miller and carried with a vote 4-0.

5. b. 2020 Holiday Schedule – A motion was made by Ms. Harma to approve the holiday schedule and allow the staff to choose the floating holiday, seconded by Ms. Mohney, and carried with a vote of 4-0.

5. c. Engagement Letter/Siegfried Crandall – A motion was made by Ms. Harma to approve the engagement letter and give Ms. Mohney the authority to sign the engagement letter, seconded by Ms. Miller and carried with a vote of 4-0.

5. d. KABA Office Purchase (update) – Mr. Krueger initiated the circulation of a resolution to the Board of Directors giving Mr. Alwine the authority to execute the loan documents for the loan from Southern Michigan Bank & Trust. A motion was made by Ms. Harma to approve the resolution for the purchase of the building, seconded by Mr. Hess and carried with a roll call vote.

Financial Statements and Reports – Ms. Mohney followed up with KABA's CPA on whether the board needs to make adjustments to the contracted inspector's expense or not in 2019. She was informed that KABA is 'one fund'; no adjustments are needed if the actual total expense does not exceed the budgeted total expense. If adjustments are needed, it must be approved within the fiscal year.

KABA Board Member Comments – Ms. Mohney announced a blood drive at Comstock Fire Station 91 on Friday, Dec 13th from 1-7pm.

KABA Staff Comments – Mr. Alwine thanked the Board for all their support this year.

There was no further business and the meeting was adjourned at approximately 2:30 PM.

Drafted: December 16, 2019

Approved:

Inter-Local Agreement

- Discuss changes to amend agreement
- Postponed from the September 12, 2019 Board Meeting

**RESTATED INTERLOCAL STATE CONSTRUCTION CODE ENFORCEMENT AND
ADMINISTRATIVE AGREEMENT**

This Restated Agreement (“Agreement”) is made this _____ day of _____,
20____, by and between the undersigned Local Units of government within the County of
Kalamazoo, Michigan (hereinafter the “Local Units”).

WITNESSETH:

WHEREAS, each of the undersigned Local Units has previously elected to administer and enforce the Michigan State Construction Code, pursuant to the Stille-Derossett-Hale Single State Construction Code Act, 1972 P. A. 230, as amended, (hereinafter the “Construction Code Act”), for regulating and controlling building construction within each of said Local Units; and

WHEREAS, it is the desire of said Local Units to herein provide for and continue the joint enforcement and administration of the Construction Code Act under the terms and conditions herein contained and in accordance with the provisions of the “Urban Cooperation Act” (1967 P.A. Ex. Sess. 7 – M.C.L.A. § 124.501 *et seq.*) as well as other pertinent laws and statutes in the State of Michigan.

NOW THEREFORE, in consideration of the promises and the covenants and conditions herein contained, it is hereby agreed by and between the Local Units hereto as follows:

1. Joint Construction Code Authority.

There is hereby created, established and continued a Joint Construction Code Authority, known as the Kalamazoo Area Building Authority (hereinafter “KABA”), which shall be a

separate legal entity governed by an Authority Board (hereinafter the “KABA Board”) established under Section 7 of the Urban Cooperation Act, consisting of one elected official selected from the governing body of each Local Unit for a two-year term and until a successor is selected by said governing body (“Elected Official Board Member”). Each Local Unit may also appoint an alternate elected official who may serve on the Board only in such case as when its regularly Elected Official Board Member is unable to attend a scheduled meeting of the KABA Board.

At Large Board Member

In addition to the Elected Official Board Members, if the selection process for the KABA Board results in an even-number of board members, the KABA Board shall select one additional KABA Board member who shall be a resident of Kalamazoo County and who is not employed by any of the participating Local Units. This member shall be deemed an At Large Board Member who is authorized to attend all KABA Board meetings and who shall serve as a voting member of the Board during those times when the composition of the KABA Board is an even number. At such times when the Board is composed of an uneven number of members the At Large Member shall continue to serve in an ex-officio capacity with the Authority to advise and consult the Board, but whose vote shall not be counted in any action of the Board. The Elected Official Board Members and any Resident Board Members shall be authorized to approve compensation or reimbursement for costs for the At Large Board Member.

Resident Board Members

If at any time, KABA consists of three (3) or less Local Units, each Local Unit shall, in addition to its appointed Elected Official Board Member provided for herein, select one (1)

resident of its jurisdiction who shall serve as a “Resident Board Member”. The Resident Board Members shall continue to serve until such time as a fourth Local Unit shall join KABA, or until the end of the Resident Board Member’s respective Elected Official Board Member’s term, whichever shall occur first. The Resident Board Member is authorized to attend any meeting or function of the KABA Board and their vote shall be counted in any actions taken by the Board. The Resident Board Member shall not be an employee of any of the participating Local Units. The Elected Official Board Members and the At Large Board Member shall be authorized to approve compensation or reimbursement of costs for a Resident Board Member. Compensation and cost-calculations (such as mileage reimbursements) shall be the same for all Resident Board Members regardless of which jurisdiction they are appointed by.

A. Primary Activities and Purpose.

The primary purpose of KABA shall be, and authorization is hereby given under Section 5 of the Urban Cooperation Act, the power to administer and enforce the State Construction Code within the boundaries of each Local Unit; to enact administrative rules to carry out its functions; to hire sufficient building inspectors, contract inspectors and other personnel necessary to accomplish the foregoing; to establish a uniform schedule of fees for the issuance of building permits and inspection of work and materials which bear a reasonable relationship to the cost and expense of the administration and enforcement of the State Construction Code; to arrange for the collection of said fees and their deposit in a “Construction Code Authority Account” maintained by the KABA Treasurer, who shall maintain books of account of all receipts and expenditures by KABA, which shall be accounted for by an annual independent audit prepared and presented to each Local Unit. In addition, KABA shall have the power to

buy, own, sell or lease real or personal property, seek and receive grants, sue or be sued, invest surplus funds and any other necessary and proper matters agreed upon by the Local Units.

KABA shall arrange for one or more locations convenient to the public where copies of the building and construction codes are maintained for review and/or purchase by interested persons and where building permits and other permits may be obtained and inspections of work and material ordered.

B. Additional KABA Activities.

The KABA Board shall be authorized to expand the scope and purpose of KABA to undertake additional administration, inspection, or enforcement services for the Local Units or by contract for other Governmental Units located within the State of Michigan in the areas of zoning, driveway permits, rental housing certification, code enforcement or other inspection or enforcement related activities that the KABA Board deems beneficial to the financial and administrative goals of KABA (the "Expanded Purposes"). Engaging in the providing of any of the Expanded Purposes for any Local Unit or by contract for any other Governmental Unit shall be at the discretion of the KABA Board and shall be based upon the cost and feasibility of providing such services and the benefits of offering the services to KABA.

2. Organization of Construction Code Authority.

Members of the KABA Board appointed under Section 1 above, shall meet each January at a location mutually agreeable to all and select a Chairman, Treasurer and Secretary from among their membership and such other officers as the KABA Board may deem appropriate. The names of such officers shall be reported by the Secretary of the KABA Board and to the

Clerk of each Local Unit. Said officers shall serve for a one-year term and until their successors are selected.

The KABA Board shall determine the dates and times of any regular meetings it wishes to schedule and shall hold special meetings at the call of the Chairman or Secretary upon appropriate notice to each member at such times and places as may be determined to be necessary and convenient. All meetings of the KABA Board shall be open to the public in accordance with the Michigan Open Meetings Act. The KABA Board shall adopt rules to govern the proceedings at all its meetings.

3. **Budget.**

On or before September 1 of each calendar year, the KABA Board shall prepare a proposed budget of estimated expenses covering the period of the next fiscal year of KABA, together with anticipated revenues during said period, and shall submit the same to the Clerk of each participating Local Unit for the review of each of the governing bodies of said Local Units.

The governing body of each Local Unit shall either approve or disapprove said budget on or before November 1 of each year. If such proposed budget is not approved by all Local Units on or before November 1 as provided herein, a representative of the governing body of each participating Local Unit, who is not then on the KABA Board, and the KABA Board shall meet jointly (hereinafter the "Joint Budget Meeting") for the purpose of attempting to develop a budget acceptable to all Local Units which shall be submitted for approval by each Local Unit. If the budget resulting from the Joint Budget Meeting is approved by less than all of the Local Units, but by more than fifty percent (50%) of the Local Units, then it shall become the approved budget and all units shall be bound. If the budget is not approved by more than fifty percent

(50%) of the Local Units by December 30th, the prior years' budget shall, on the following January 1, become and be deemed the "Default Approved Budget" for the next fiscal year, and KABA shall be dissolved at the end of the next fiscal year unless at least two (2) Local Units that voted in favor of the budget shall vote to remain as members of KABA. In the event that at least two (2) Local Units vote to remain members of KABA as provided for above, those Local Units who do not vote in favor of remaining in KABA and those Local Units who voted against the budget, shall be deemed to have voluntarily withdrawn from KABA, effective as of the end of the next fiscal year. Each Local Unit, upon being notified that KABA has an approved budget, shall thereupon each be liable to contribute its proportionate share of said budget which is not covered by fees collected by KABA. Such proportionate share shall be determined by the ratio of the dollar value of permits administered by KABA, issued by each participating Local Unit to the total dollar value of permits, administered by KABA, issued in all participating Local Units for the fiscal year preceding that covered by said budget.

After the budget has been approved or is deemed approved as provided for above, each Local Unit shall pay to the Treasurer of KABA, at the beginning of each quarter, their allocated portions of such budget.

4. **Bonds.**

All employees handling any funds of KABA or of any participating Local Unit shall be bonded in an amount sufficient to cover the maximum amount of funds which might be in the possession of said employee at any one time.

5. Unanticipated Expenses.

Any unanticipated and unavoidable expenses or losses incurred by KABA in the performance of its duties and functions, including but not limited to litigation expense or liability for personal or property damages, shall be proportionately shared by all Local Units in the same manner budget expenses are shared under Section 3.

6. Voluntary Withdrawal of Local Units.

Any Local Unit of KABA may voluntarily withdraw from KABA upon one (1) year written notice to the KABA Board and all other Local Units who are members of KABA. In the event of the withdrawal of a Local Unit or Units, (as opposed to dissolution of KABA), such Unit shall be entitled to receive its proportionate share of any undistributed surplus funds after all expenses of KABA have been paid, in the ratio of the dollar value of the permits administered by KABA, issued by the withdrawing Local Unit to the total dollar value of the permits administered by KABA, issued by all participating Local Units in the preceding fiscal year but not any of the other assets held by KABA. In the event that either the budget is not approved by a majority of the Local Units or a majority of the Local Units elect to withdraw from KABA at the same time, this Agreement shall terminate, and KABA shall be dissolved, unless within thirty (30) days thereafter, at least two (2) of the Local Units that voted in favor of the annual budget affirmatively vote to continue KABA or at least two (2) of the Local Units that have not elected to withdraw shall affirmatively vote to continue KABA. In the event that the budget is not approved by a majority of the Local Units but at least two (2) Local Units affirmatively vote to continue KABA, the Local Units which do not affirmatively vote to continue KABA shall be deemed to have elected to voluntarily withdraw. Upon voluntary withdrawal, each Local Unit who has withdrawn or has been deemed to have withdrawn shall be responsible for its own

enforcement and administration of the State Construction Code, and any of the expanded purposes which are administered by KABA. In the event that KABA is dissolved, any undisbursed funds and other assets held by KABA shall be distributed between the Local Units who are then members of KABA, after all expenses of KABA have been paid, in the ratio of the dollar value of permits administered by KABA issued by each Local Unit to the total dollar value of the permits administered by KABA, issued by the participating Local Unit in the preceding fiscal year.

7. Admission of Additional Local Units.

Additional Local Units may be admitted to membership in KABA at any time, with the approval by resolution of the governing body of each of the then participating Local Units. As a condition of admission, each new Unit shall approve and sign this Agreement (and any amendments thereto) and agree to be bound by the same. In addition, KABA may establish other terms and conditions for the admission of any new Local Unit which shall be established and set forth in writing, in all of the resolutions approving said new Local Unit's admission adopted by the governing body of each participating Local Unit. Examples of the terms and conditions that may be added, include, but are not limited to, the charging of an initial membership fee and/or admission fee and the amount thereof, requiring equipment and software purchases by the new Local Unit (including the computer software and equipment necessary to allow the new Local Unit to interface with KABA and its existing software), a waiting period during which the new Local Unit may not participate in distribution of any proportional share of any excess funds or other assets distributed by KABA to Local Units, as well as such other additional provisions as the existing governing bodies of each of the Local Units of KABA, shall require at the time of admission of the new Local Unit. Once admitted to KABA, each new Local Unit shall have the

same rights and responsibilities as every other member in KABA, subject only to any limitations contained in the resolutions approving said new Local Unit's admission to KABA.

8. Enforcement.

KABA shall be a body corporate with authority as the Enforcing Agency of each Local Unit under Section 8b of the Construction Code Act and is empowered to discharge the responsibilities of the Local Units under the Construction Code Act to sue and to enjoin any violation of the Construction Code Act or for a fine or the imprisonment of any violator. It shall not, however, have the authority to levy any type of tax or assessment against any Local Unit or property therein.

9. Board of Appeals.

A Construction Board of Appeals is hereby established consisting of seven persons appointed by the KABA Board. Members of the Board of Appeals shall be qualified by experience or training to perform the duties of members of the Board of Appeals. The terms of the members of the Board of Appeals shall be two (2) years.

10. Authority of Construction Board of Appeals.

The Construction Board of Appeals shall have such authority, power, rights and duties as are set forth in the uniform ordinances adopted by the participating Local Units as well as such power and authority as is set forth in the Construction Code Act not inconsistent with the foregoing rights, powers, duties and authority established by local ordinance and the Michigan Construction Code.

11. **Effect of an Appeal to the Construction Board of Appeals and of a Decision of said Board.**

The effect of an appeal to the Construction Board of Appeals and a decision of said Board shall be as set forth in the Construction Code Act and the State Construction Code where the same is effective within the Local Units.

12. **Attorney's Fees.**

In the event of a dispute arising from the breach of this Agreement the prevailing party or parties shall be entitled to their attorney's fees and costs in having to bring an action for enforcement of these terms.

13. **Jurisdiction and Venue.**

In the event of any disputes between one or more of the parties to this Agreement over the interpretation, implementation, or enforcement of this Agreement the matter under dispute, unless resolved by the parties themselves, shall be submitted by filing of a civil action to the Circuit Court for the County of Kalamazoo, State of Michigan.

14. **Severability of Provisions.**

If any provisions of this Agreement, or its application to any person, party, or circumstance, is deemed by a court of law to be invalid or unenforceable, the remainder of the Agreement and the application of the provision to any other person, party or circumstance shall not be affected and the Agreement shall be enforced to the greatest extent permitted by law.

15. **Notices.**

Any notices required by this Agreement shall be sent by written correspondence to all of the parties by first class mail to the offices of the Local Unit attention to the person in charge of the Local Unit with copies being sent via first class mail or e-mail to each of the members of the KABA Board.

16. **Complete Agreement.**

This Agreement is a complete agreement and restates and supersedes the Interlocal State Construction Code Enforcement and Administration Agreement which was entered into on March 5, 2012, and any amendments thereto.

17. **Amendments.**

This Agreement may be amended at any time by written agreement adopted by the governing body of each participating Local Unit.

18. **Term; Dissolution.**

The term of KABA shall be perpetual and continuous; however, KABA shall be dissolved (a) one (1) year after a Default Approved Budget is deemed approved because at least fifty percent (50%) of the Local Units cannot agree on a budget if less than two (2) Local Units affirmatively vote to continue KABA, (b) in the event that withdrawal of the Local Units from KABA leaves less than two (2) Local Units as members of KABA, or (c) by unanimous agreement of the Local Units.

IN WITNESS WHEREOF, the undersigned participating Local Units have executed this Agreement as of the date and day hereinbefore set forth and in pursuance of a duly-adopted

resolution of the governing body of said participating Local Unit adopted at a duly-called meeting of said governing body on the date set forth opposite said participating Unit.

COMSTOCK CHARTER TOWNSHIP
Kalamazoo County, Michigan
A municipal corporation

KALAMAZOO CHARTER TOWNSHIP
Kalamazoo County, Michigan
A municipal corporation

By: _____
Randy L. Thompson
Its: Supervisor

By: _____
Donald D. Martin
Its: Supervisor

By: _____
Michelle R. Mohney
Its: Clerk

By: _____
Mark E. Miller
Its: Clerk

Pursuant to Resolution adopted

Date

Pursuant to Resolution adopted

Date

CITY OF PARCHMENT
Kalamazoo County, Michigan
A municipal corporation

PINE GROVE TOWNSHIP
Van Buren County, Michigan
A municipal corporation

By: _____
Robert D. Britigan III
Its: Mayor

By: _____
Scott Hess
Its: Supervisor

By: _____
Shannon Stutz
Its: City Clerk

By: _____
Michelle Meert
Its: Clerk

Pursuant to Resolution adopted

Date

Pursuant to Resolution adopted

Date

RICHLAND TOWNSHIP
Kalamazoo County, Michigan
A municipal corporation

By: _____
Lysanne Harma
Its: Supervisor

By: _____
Desiree LaDuke
Its: Clerk

Pursuant to Resolution adopted

Date

Amend 2020 Budget

- Adjustment to account for building maintenance

**KALAMAZOO AREA BUILDING AUTHORITY
2020 BUDGET**

Approved 10/10/19

INCOME		
4010	BUILDING PERMITS	310,725.00
4015	SPECIAL PERMITS	7,926.00
2020	ELECTRICAL PERMITS	110,867.00
4030	MECHANICAL PERMITS	116,004.00
4040	PLUMBING PERMITS	63,190.00
4600	INVESTMENT INCOME	120.00
Subtotal Income		608,832.00
TOTAL INCOME		608,832.00
EXPENSE		
6010	ADVERTISING & MARKETING	2,000.00
6200	BANK FEES	200.00
6450	DUES & SUBSCRIPTIONS	575.00
6501, 03, 05	PAYROLL - WAGES	231,488.40
6510	PAYROLL TAXES	18,178.87
6511	LIFE/AD&D/STD/LTD	4,442.64
6512	401(a)	14,203.94
6513	HEALTH INSURANCE	54,251.78
6700	GENERAL INSURANCE	11,650.00
6800	LEGAL FEES	20,000.00
6810	COMPUTER SUPPORT (EXTERNAL)	10,259.76
6820	ACCOUNTING SERVICES	12,572.00
7100	OFFICE EQUIPMENT	5,599.92
7110	OFFICE SUPPLIES	3,800.00
7115	POSTAGE	1,000.00
7125	COMPUTER (HARDWARE/SOFTWARE)	5,219.00
7130	RESOURCE MATERIALS	1,000.00
	MORTGAGE	26,580.00
7420	LAWN CARE/SNOW REMOVAL	2,484.00
7450	MAINTENANCE & REPAIRS - OFFICE	5,000.00
7500	UTILITIES	3,424.00
7550	TRASH REMOVAL	567.00
7600	SECURITY (OFFICE)	539.88
7610	TELEPHONE - OFFICE	6,600.00
7611	TELEPHONE - CELLULAR	1,800.00
7700	BUILDING BOARD OF APPEALS	375.00
7701	AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00
7710	CONTRACTOR BUILDING INSPECTOR	10,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00
7800	MILEAGE REIMBURSEMENT	12,740.00
7810	TRAINING EXPENSE	1,600.00
7999	MISC	2,000.00
TOTAL EXPENSE		601,551.19
NET POSITION		7,280.81

**KALAMAZOO AREA BUILDING AUTHORITY
BUDGET COMPARISON
2020 to 2019**

INCOME	2020	2019	Diff
4010 BUILDING PERMITS	310,725.00	279,432.00	31,293.00
4015 SPECIAL PERMITS	7,926.00	5,882.00	2,044.00
4020 ELECTRICAL PERMITS	110,867.00	90,240.00	20,627.00
4030 MECHANICAL PERMITS	116,004.00	92,190.00	23,814.00
4040 PLUMBING PERMITS	63,190.00	50,815.00	12,375.00
4600 INVESTMENT INCOME	120.00	120.00	-
Subtotal Income	<u>608,832.00</u>	<u>518,679.00</u>	<u>90,153.00</u>
RETAINED EARNINGS (as of 12/31)	105,727.81	47,786.12	57,941.69
TOTAL INCOME	714,559.81	566,465.12	148,094.69
EXPENSE			
6010 ADVERTISING & MARKETING	2,000.00	2,000.00	-
6200 BANK FEES	200.00	200.00	-
6450 DUES & SUBSCRIPTIONS	575.00	575.00	-
6501, 03, 05 PAYROLL - WAGES	231,488.40	228,992.40	2,496.00
6510 PAYROLL TAXES	18,178.87	17,696.16	482.71
6511 LIFE/AD&D/STD/LTD	4,442.64	4,479.66	(37.02)
6512 401(a)	14,203.94	13,825.34	378.60
6513 HEALTH INSURANCE	54,251.78	33,085.28	21,166.50
6700 GENERAL INSURANCE	11,650.00	9,514.12	2,135.88
6800 LEGAL FEES	20,000.00	20,000.00	-
6810 COMPUTER SUPPORT (EXTERNAL)	10,259.76	11,189.76	(930.00)
6820 ACCOUNTING SERVICES	12,572.00	11,429.00	1,143.00
7100 OFFICE EQUIPMENT	5,599.92	5,603.88	(3.96)
7110 OFFICE SUPPLIES	3,800.00	3,800.00	-
7115 POSTAGE	1,000.00	1,000.00	-
7125 COMPUTER (HARDWARE/SOFTWARE)	5,219.00	2,635.50	2,583.50
7130 RESOURCE MATERIALS	1,000.00	1,000.00	-
7400 RENT EXPENSE / MORTGAGE	26,580.00	26,580.00	-
7420 LAWN CARE/SNOW REMOVAL	2,484.00	2,484.00	-
7450 MAINTENANCE & REPAIRS - OFFICE	5,000.00	3,000.00	2,000.00
7500 UTILITIES	3,424.00	3,540.00	(116.00)
7550 TRASH REMOVAL	567.00	480.00	87.00
7600 SECURITY (OFFICE)	539.88	539.88	-
7610 TELEPHONE - OFFICE	6,600.00	6,480.00	120.00
7611 TELEPHONE - CELLULAR	1,800.00	1,776.00	24.00
7700 BUILDING BOARD OF APPEALS	375.00	375.00	-
7701 AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00	1,200.00	-
7710 CONTRACTED BUILDING INSPECTOR	10,000.00	0.00	10,000.00
7711 CONTRACTED ELECTRICAL INSPECTOR	53,400.00	35,934.00	17,466.00
7712 CONTRACTED MECHANICAL INSPECTOR	45,600.00	26,602.00	18,998.00
7713 CONTRACTED PLUMBING INSPECTOR	31,200.00	22,100.00	9,100.00
7800 MILEAGE REIMBURSEMENT	12,740.00	9,100.00	3,640.00
7810 TRAINING EXPENSE	1,600.00	800.00	800.00
7999 MISC	2,000.00	1,550.00	450.00
TOTAL EXPENSE	<u>601,551.19</u>	<u>509,566.98</u>	<u>91,984.21</u>
NET POSITION	113,008.62	56,898.14	56,110.48

Amend Holiday Schedule Policy

APPENDIX A:

Holiday Schedule Policy

The following holidays will be paid holidays for full-time and part-time employees working a minimum of twenty (20) hours per week:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Independence Day
6. Labor Day
7. Veteran's Day
8. Thanksgiving Day
9. Day after Thanksgiving
10. Christmas Day
11. Floating Holiday (may be assigned by Building Official)

KABA holidays will correspond to the holidays observed by its member jurisdictions. This includes a "floating holiday" that may be assigned at the discretion of the Building Official in a year where there is an obvious day to designate as a holiday (for instance, Independence Day falls on a Tuesday and the floating holiday is designated as Monday, July 3rd). If there is no day designated by the Building Official for that year, KABA employees may choose to use their floating holiday at any point during the calendar year (not to be taken in increments shorter than 4 hours) with the approval of the Building Official.

If a holiday falls on a Saturday, KABA will observe the holiday on the preceding Friday. If the holiday falls on a Sunday, KABA will observe the holiday on the following Monday.

2020 Engagement Agreement / Legal Counsel

KREIS ENDERLE

KREIS, ENDERLE, HUDGINS & BORSOS, P.C.

Robb S. Krueger

Direct Dial 269-321-2360
rkrueger@KreisEnderle.com

P.O. Box 4010
Kalamazoo, MI 49003-4010
269-324-3000
Fax 269-324-3010

www.KreisEnderle.com

ENGAGEMENT AGREEMENT

January 2, 2020

Kalamazoo Area Building Authority
2322 Nazareth Road
Kalamazoo, MI 49048

Re: Representation

To Whom It May Concern:

We are required to obtain an engagement agreement before we begin work for a client. The following constitutes the terms of our agreement. You have requested that this firm provide Kalamazoo Area Building Authority general counsel, employment work, and potentially civil litigation work. I emphasize that the firm will represent you because, even though your initial contact has been with me, I intend to use the services of other lawyers and staff personnel of the firm, as necessary, to do the best possible job of representing your interests.

I. FEE DETERMINATION

The Model Rules of Professional Conduct adopted by the Michigan Supreme Court lists the following factors to be considered in establishing a reasonable fee for legal services.

1. The time and labor required, the novelty and difficulty of the questions involved, and the skill requisite to perform the legal service properly.
2. The likelihood, if apparent to the client, that the acceptance of the particular employment will preclude other employment by the lawyer.
3. The fee customarily charged in the locality for similar legal services.
4. The amount involved and the results obtained.
5. The time limitations imposed by the client or by the circumstances.
6. The nature and length of the professional relationship with the client.

7. The experience, reputation, and ability of the lawyer or lawyers performing the services.

This firm normally sends bills to clients once each month. We begin by reviewing the time devoted to the matter during the month. Time is recorded daily in one-tenth (1/10) hour minimum time blocks. The time is multiplied by the hourly rate for the person performing the services. Fees for Kalamazoo Area Building Authority are set as follows and shall apply for a term of two years from the date of engagement:

- A. General Counsel, Employment or Administrative work - \$200.00 per hour.
- B. Civil Litigation or Appeals, including alternative dispute resolution - \$250.00 per hour.
- C. Paralegal work to be billed at \$120.00 per hour.

We are unable to provide an estimate of the final bill for most projects. There are many factors which may serve to complicate a legal matter. If you have a question, at any time, as to where you stand in regard to your bill, we will attempt to provide an accurate estimate of the bill's current status.

II. EXPENSES

In addition to the legal fees, all expenses incurred by us will be charged to you. Specifically, you will be charged for long distance telephone calls, photocopying (15¢ per copy), mileage for travel out of town (IRS Standard Mileage Rate), postage (other than for routine letters), couriers (FedEx and the like), and any other expenses reasonably necessary to accomplish the task for which we have been engaged. There may be other expenses incurred which are not among those enumerated above, which are the common expenses. In some cases, you will be asked to pay expenses in advance.

III. PAYMENT OF FEES AND EXPENSES

We have the option and the discretion to continue work on your behalf in the event your retainer has been exhausted. In that event, you will be billed on a monthly basis. All billings will be payable upon receipt. Any agreement for other payment terms must be in writing. If billings are not paid promptly, we shall have the option to not perform further services.

We reserve the right to discontinue our representation of you and withdraw as your counsel if (1) you persist in a course of action we reasonably believe is criminal or fraudulent; (2) we reasonably believe you have used our services to perpetrate a crime or fraud; (3) you persist upon pursuing an objective that we consider repugnant or imprudent; (4) you fail substantially to fulfill an obligation to us regarding our services to you, and we have given you reasonable warning that we will withdraw unless the obligation is fulfilled; (5) our representation

to you will result in an unreasonable financial burden on us or has been rendered unreasonably difficult by you; or (6) other good cause exists for withdrawal.

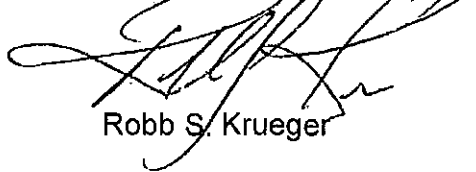
IV. COMPLETION OF SERVICES

Upon completion of the firm's work, we reserve the right to destroy or otherwise dispose of your file after we notify you at your last known address of our intent to destroy or dispose of your file. It is, therefore, important that you notify the firm whenever you change your address. If you choose to leave all or part of the file in our possession, we will have the authority to destroy your file after three (3) years from the date your matter is finally concluded.

We appreciate the opportunity to represent you in this matter. If you agree with the above terms, please sign the Acknowledgement below and return a signed copy of this letter to our office. If you have any questions concerning this matter, please call me.

Very truly yours,

KREIS, ENDERLE,
HUDGINS & BORSOS, P.C.



Robb S. Krueger

RSK/lc

ACKNOWLEDGEMENT

I have read, understand, and agree to the above terms of your engagement. No other terms have been discussed.

KALAMAZOO AREA BUILDING AUTHORITY

Dated: _____, 2016

By: _____
Its: _____

Conflict of Interest

- Annual
- A hard copy of the Acknowledgement of Receipt will be available at Board Meeting for signature

KALAMAZOO AREA BUILDING AUTHORITY
CONFLICT OF INTEREST POLICY

Approved by Board on June 8, 2017

Article I

Purpose

Board Members and Officers of the Kalamazoo Area Building Authority (“KABA”), a governmental nonprofit authority and tax-exempt organization, owe KABA the duty of loyalty. This duty requires Board Members and Officers to act in the best interest of the KABA. The Board Members and Officers shall avoid any conflict, or the appearance of conflict, between their own interest and the interests of the KABA.

The purpose of this Conflict of Interest Policy (“Policy”) is to protect KABA’s interest and integrity when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an Officer or Board Member of the KABA or might result in a possible excess benefit transaction. This Policy is intended to supplement, but not replace (i) the KABA Bylaws and (ii) any applicable state and federal laws governing conflict of interest applicable to governmental nonprofit organizations. If any conflict exists between this Policy and the KABA Bylaws, the Bylaws shall control.

Article II

Definitions

1. Interested Person.

Any Board Member, Officer, or member of a committee with governing board-delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Excess Benefit Transaction.

An excess benefit transaction is a transaction in which an economic benefit is provided to an applicable tax-exempt organization, directly or indirectly, to or for the use of a disqualified person, and the value of the economic benefit provided by the organization exceeds the value of the consideration received by the organization.

3. Financial Interest.

- a. An ownership or investment interest in any entity with which KABA has a transaction or arrangement;
- b. A compensation arrangement with KABA or with any entity or individual with

which KABA has a transaction or arrangement; or

c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which KABA is negotiating a transaction or arrangement.

Compensation includes direct or indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the disinterested Board Members or designated committee determines that a conflict of interest exists.

Article III

Procedures

1. Duty to Disclose.

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Board Members and members of committees with governing board-delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists.

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedure for Addressing the Conflict of Interest.

a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the governing board or committee shall determine whether KABA can obtain, with reasonable efforts, a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances which would not produce a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested Board Members whether the transaction or arrangement is in KABA's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy.

a. If the governing board or committee has reasonable cause to believe a Board Member or Officer has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV

Records of Proceedings

The minutes of the governing board and all committees with board-delegated powers shall contain:

a. the names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.

b. the names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V

Compensation

a. A voting member of the governing board who receives compensation, directly or indirectly, from KABA for services is precluded from voting on matters pertaining to that member's compensation.

b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from an organization for services is precluded from voting on matters pertaining to that member's compensation.

c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who received compensation, directly or indirectly, from KABA, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI

Annual Statements

Each Board Member, Officer, and member of a committee with governing board-delegated powers shall annually sign a statement which affirms that such person:

- a. has received a copy of this Conflict of Interest Policy;
- b. has read and understands the Policy;
- c. has agreed to comply with the Policy; and
- d. understands that KABA is a governmental nonprofit authority and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII

Periodic Reviews

To ensure KABA operates in a manner consistent with its governmental nonprofit purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b. whether partnerships, joint ventures, and arrangements with management organizations conform to KABA's written policies are properly recorded, reflect reasonable investment or payments for goods and services, further governmental nonprofit purposes, and do not result in inurement, impermissible private benefit, or in an excess benefit transaction.

Article VIII

Use of Outside Experts

When conducting the periodic reviews as provided under Article VII, KABA may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Financial and Building Reports

Kalamazoo Area Building Authority
Reconciliation Detail
1030 - Checking / Mercantile Bank, Period Ending 12/31/2019

11:48 AM
01/07/20

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						104,828.11
Cleared Transactions						
Check	12/10/2019	1005	Kalamazoo Area Building Authority	X	-24,000.00	-24,000.00
					-24,000.00	-24,000.00
Total Checks and Payments						
Deposit	12/31/2019			X	23.43	23.43
					23.43	23.43
Total Deposits and Credits						
					-23,976.57	-23,976.57
Total Cleared Transactions						
					-23,976.57	80,851.54
Cleared Balance						
Register Balance as of 12/31/2019						
					-23,976.57	80,851.54
Ending Balance						
					-23,976.57	80,851.54

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 12/31/2019

11:47 AM
01/07/20

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						0.00
Cleared Transactions						
Deposits and Credits - 1 item						
Check	12/19/2019	4881	Kalamazoo Area Building Authority	X	50.00	50.00
Total Deposits and Credits					50.00	50.00
Total Cleared Transactions					50.00	50.00
Cleared Balance					50.00	50.00
Register Balance as of 12/31/2019					50.00	50.00
Ending Balance					50.00	50.00

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
December 2019

	Dec 19	Dec 18	% Change
Income			
4010 · Building Permits	14,507.00	22,706.00	-36.1%
4015 · Special Permits	220.00	2,640.00	-91.7%
4020 · Electrical Permits	6,029.00	5,115.00	17.9%
4030 · Mechanical Permits	10,772.00	6,576.20	63.8%
4040 · Plumbing Permits	3,639.00	2,723.00	33.6%
4090 · Ordinance Enforcement	55.00	1,430.00	-96.2%
4100 · Zoning Administration	1,232.50	2,153.75	-42.8%
4600 · Investment Income	23.43	12.96	80.8%
Total Income	36,477.93	43,356.91	-15.9%
Expense			
6400 · Depreciation Expense	0.00	8,071.90	-100.0%
6500 · Payroll Expenses			
6501 · Salary - Building Official	8,437.36	8,125.00	3.8%
6503 · Salary - Building Inspector	6,750.00	6,500.00	3.9%
6505 · Wages - Administrative	8,502.06	7,955.77	6.9%
6510 · Payroll Taxes	1,354.40	1,341.83	0.9%
6511 · LTD / STD / AD&D / Life	371.46	370.22	0.3%
6512 · 401A (KABA)	1,065.21	1,049.41	1.5%
6513 · Health Insurance	4,439.98	2,742.39	61.9%
Total 6500 · Payroll Expenses	30,920.47	28,084.62	10.1%
6700 · Insurance - General	912.52	887.68	2.8%
6800 · Legal Fees	2,200.00	740.00	197.3%
6810 · Computer Support (External)	154.98	144.98	6.9%
6820 · Accounting Services	15.75	756.17	-97.9%
7100 · Office Equipment	559.29	514.13	8.8%
7110 · Office Supplies	702.96	233.16	201.5%
7115 · Postage	165.00	0.00	100.0%
7130 · Resource Materials	191.95	-21.00	1,014.1%
7400 · Rent/Lease Expense	1,077.50	2,215.00	-51.4%
7500 · Utilities	305.63	302.58	1.0%
7550 · Trash Removal	45.24	39.08	15.8%
7600 · Security (Office)	44.99	44.99	0.0%
7610 · Telephone - Office	610.71	538.46	13.4%
7611 · Telephone - Cellular	124.59	148.68	-16.2%
7701 · At-Large/Alternate Board Member	150.00	150.00	0.0%
7711 · Contracted Electrical Inspector	3,330.00	3,165.00	5.2%
7712 · Contracted Mechanical Inspector	4,930.00	3,275.60	50.5%
7713 · Contracted Plumbing Inspector	3,240.00	1,350.00	140.0%
7714 · Contracted Ord Enforcement	0.00	202.50	-100.0%
7715 · Contracted Zoning Administrator	945.00	1,175.00	-19.6%
7800 · Mileage Reimbursement	1,015.58	723.77	40.3%
7920 · Capital Outlay	2,337.76	0.00	100.0%
7999 · Misc Expense	0.00	110.28	-100.0%
Total Expense	53,979.92	52,852.58	2.1%
Net Income	-17,501.99	-9,495.67	-84.3%

Kalamazoo Area Building Authority

Profit & Loss Prev Year Comparison

January through December 2019

1:29 PM
01/07/20
Accrual Basis

	Jan 19	Jan 18	\$ Change	% Change	Feb 19	Feb 18	\$ Change	% Change
Income								
4010 · Building Permits	7,747.00	8,248.00	-501.00	-6.1%	37,718.00	3,796.00	33,922.00	883.6%
4015 · Special Permits	605.00	375.00	230.00	61.3%	1,282.50	1,072.50	210.00	19.6%
4020 · Electrical Permits	5,620.00	4,134.00	1,486.00	36.0%	7,862.00	5,256.00	2,606.00	49.4%
4030 · Mechanical Permits	6,780.60	7,548.40	-767.80	-10.2%	7,868.50	8,662.00	-793.50	-9.2%
4040 · Plumbing Permits	2,262.00	1,976.00	286.00	14.5%	3,028.00	3,894.00	-866.00	-22.2%
4090 · Ordinance Enforcement	485.00	0.00	485.00	100.0%	110.00	0.00	110.00	100.0%
4100 · Zoning Administration	1,236.25	0.00	1,236.25	100.0%	2,642.50	0.00	2,642.50	100.0%
4800 · Investment Income	7.68	17.84	-10.16	-57.0%	6.24	8.79	-2.55	-29.0%
4710 · FOIA Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	24,753.53	22,289.24	2,464.29	11.0%	59,445.24	22,849.29	36,595.95	160.2%
Expense								
6010 · Advertising and Marketing	15.88	0.00	15.88	100.0%	0.00	0.00	0.00	0.0%
6200 · Bank Fees	0.00	0.00	0.00	0.0%	0.00	50.00	-50.00	-100.0%
6400 · Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.00	0.0%	575.00	0.00	575.00	100.0%
6500 · Payroll Expenses								
6501 · Salary - Building Official	4,375.00	4,687.50	-312.50	-6.7%	6,250.00	6,250.00	0.00	0.0%
6503 · Salary - Building Inspector	3,500.00	3,750.00	-250.00	-6.7%	5,000.00	5,000.00	0.00	0.0%
6505 · Wages - Administrative	4,409.61	4,517.85	-108.24	-2.4%	6,384.81	6,186.79	198.02	2.9%
6510 · Payroll Taxes	1,332.85	1,331.61	1.24	0.1%	1,340.64	1,343.09	-2.45	-0.2%
6511 · LTD / STD / AD&D / Life	370.22	370.22	0.00	0.0%	370.22	370.22	0.00	0.0%
6512 · 401A (KABA)	1,057.36	1,050.39	6.97	0.7%	1,063.48	1,059.42	4.06	0.4%
6513 · Health Insurance	6,751.47	5,419.46	1,332.01	24.6%	2,661.89	2,174.96	506.91	23.3%
6514 · Unemployment Repayment	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	21,796.51	21,127.03	669.48	3.2%	23,071.04	22,384.50	686.54	3.1%
6700 · Insurance - General	692.68	99.59	593.09	595.5%	712.69	715.62	-2.93	-0.4%
6800 · Legal Fees	1,420.00	680.00	740.00	108.8%	1,960.00	1,620.00	340.00	21.0%
6810 · Computer Support (External)	6,962.98	6,309.88	653.10	10.4%	144.98	374.08	-229.10	-61.2%
6820 · Accounting Services	183.58	14.00	169.58	1,211.3%	122.00	286.00	-164.00	-57.3%
7100 · Office Equipment	437.18	480.59	-43.41	-9.0%	437.18	434.63	2.55	0.6%
7110 · Office Supplies	109.98	253.58	-143.60	-56.6%	67.90	58.07	9.83	16.9%
7115 · Postage	165.00	0.00	165.00	100.0%	0.00	200.00	-200.00	-100.0%
7125 · Computer (Hardware/Software)	2,091.70	2,048.00	43.70	2.1%	0.00	0.00	0.00	0.0%
7130 · Resource Materials	172.40	0.00	172.40	100.0%	-21.00	0.00	-21.00	-100.0%
7400 · Rent/Lease Expense	2,215.00	0.00	2,215.00	100.0%	2,215.00	0.00	2,215.00	100.0%
7420 · Lawn Care/Snow Removal	208.86	183.89	24.97	13.6%	68.86	175.00	-106.14	-60.7%
7450 · Maintenance & Repairs - Office	25.94	0.00	25.94	100.0%	0.00	0.00	0.00	0.0%
7500 · Utilities	359.95	398.82	-38.87	-9.8%	483.47	447.78	35.69	8.0%
7550 · Trash Removal	38.88	33.52	5.36	16.0%	38.52	33.73	4.79	14.2%
7600 · Security (Office)	44.99	44.99	0.00	0.0%	44.99	0.00	44.99	100.0%
7610 · Telephone - Office	533.99	527.96	6.03	1.1%	541.10	530.62	10.48	2.0%
7611 · Telephone - Cellular	60.24	146.08	-85.84	-58.8%	117.52	146.08	-28.56	-19.6%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	2,025.00	1,800.00	225.00	12.5%	4,170.00	2,430.00	1,740.00	71.6%
7712 · Contracted Mechanical Inspector	2,160.00	2,390.00	-230.00	-9.6%	4,550.00	1,800.00	2,750.00	152.8%
7713 · Contracted Plumbing Inspector	630.00	1,485.00	-855.00	-57.6%	1,575.00	945.00	630.00	66.7%
7714 · Contracted Ord Enforcement	67.50	0.00	67.50	100.0%	81.00	0.00	81.00	100.0%
7715 · Contracted Zoning Administrator	665.00	0.00	665.00	100.0%	2,160.00	0.00	2,160.00	100.0%
7800 · Mileage Reimbursement	853.18	589.70	263.48	44.7%	609.86	280.44	329.42	46.0%
7810 · Training Expense	55.00	0.00	55.00	100.0%	0.00	0.00	0.00	0.0%
7920 · Capital Outlay	-110.28	0.00	-110.28	-100.0%	0.00	0.00	0.00	0.0%
7999 · Misc Expense	-110.28	0.00	-110.28	-100.0%	0.00	7.50	-7.50	-100.0%
Total Expense	43,881.14	40,827.63	3,053.51	7.5%	44,005.55	35,508.46	8,497.09	23.9%
Net Income	-19,127.61	-18,528.39	-599.22	-3.2%	15,439.69	-12,659.17	28,098.86	222.0%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2019

1:29 PM
01/07/20
Accrual Basis

	Mar 19	Mar 18	\$ Change	% Change	Apr 19	Apr 18	\$ Change	% Change
Income								
4010 · Building Permits	16,820.00	11,389.00	5,431.00	47.7%	23,284.00	73,009.00	-49,725.00	-68.1%
4015 · Special Permits	1,870.00	1,980.00	-110.00	-5.6%	440.00	880.00	-440.00	-50.0%
4020 · Electrical Permits	8,551.00	5,887.00	2,664.00	45.3%	9,120.00	6,027.00	3,093.00	51.3%
4030 · Mechanical Permits	8,217.00	4,739.00	3,478.00	73.4%	9,491.40	8,194.00	1,297.40	15.8%
4040 · Plumbing Permits	5,464.00	1,458.00	4,006.00	274.8%	5,498.00	2,481.00	3,017.00	121.6%
4090 · Ordinance Enforcement	0.00	0.00	0.00	0.0%	110.00	110.00	0.00	100.0%
4100 · Zoning Administration	502.50	0.00	502.50	100.0%	1,641.25	0.00	1,641.25	100.0%
4600 · Investment Income	9.19	9.17	0.02	0.2%	0.00	11.63	-11.63	-100.0%
4710 · FOIA Income	0.00	38.28	-38.28	-100.0%	0.00	0.00	0.00	0.0%
Total Income	41,453.69	25,500.45	15,953.24	62.5%	49,593.65	90,602.63	-41,008.98	-45.3%
Expense								
6010 · Advertising and Marketing	0.00	0.00	0.00	0.0%	0.00	1,117.10	-1,117.10	-100.0%
6200 · Bank Fees	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6400 · Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6500 · Payroll Expenses								
6501 · Salary - Building Official	6,250.00	6,250.00	0.00	0.0%	6,250.00	6,250.00	0.00	0.0%
6503 · Salary - Building Inspector	5,000.00	5,000.00	0.00	0.0%	5,000.00	5,000.00	0.00	0.0%
6505 · Wages - Administrative	6,438.27	6,174.49	263.78	4.3%	6,354.86	6,203.46	151.40	2.4%
6510 · Payroll Taxes	1,352.03	1,405.27	-53.24	-3.8%	1,339.87	1,344.36	-4.49	-0.3%
6511 · LTD / STD / AD&D / Life	370.22	370.22	0.00	0.0%	370.22	370.22	0.00	0.0%
6512 · 401A (KABA)	1,067.89	1,058.68	9.21	0.9%	1,062.89	1,060.42	2.47	0.2%
6513 · Health Insurance	2,681.89	2,174.98	506.91	23.3%	2,681.89	2,174.98	506.91	23.3%
6514 · Unemployment Repayment	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	23,160.30	22,433.64	726.66	3.2%	23,059.73	22,403.44	656.29	2.9%
6700 · Insurance - General	687.63	715.59	-27.96	-3.9%	701.69	715.63	-13.94	-2.0%
6800 · Legal Fees	0.00	760.00	-760.00	-100.0%	640.00	3,100.00	-2,460.00	-79.4%
6810 · Computer Support (External)	144.98	261.98	-117.00	-44.7%	144.98	144.98	0.00	0.0%
6820 · Accounting Services	4,194.50	4,776.00	-581.50	-12.2%	3,136.00	3,314.00	-178.00	-5.4%
7100 · Office Equipment	466.07	506.12	-40.05	-7.9%	437.18	437.18	0.00	0.0%
7110 · Office Supplies	822.75	311.63	511.12	164.0%	62.16	122.30	-60.14	-49.2%
7115 · Postage	0.00	0.00	0.00	0.0%	220.00	0.00	220.00	100.0%
7125 · Computer (Hardware/Software)	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7130 · Resource Materials	0.00	-26.30	26.30	100.0%	85.00	0.00	85.00	100.0%
7400 · Rent/Lease Expense	2,215.00	2,215.00	0.00	0.0%	2,215.00	2,215.00	0.00	0.0%
7420 · Lawn Care/Snow Removal	332.00	0.00	332.00	100.0%	42.00	21.00	21.00	100.0%
7450 · Maintenance & Repairs - Office	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7500 · Utilities	317.73	302.48	15.24	5.0%	237.14	245.18	-8.04	-3.3%
7550 · Trash Removal	38.19	33.83	4.36	12.9%	42.37	33.73	8.64	25.6%
7600 · Security (Office)	44.99	44.99	0.00	0.0%	44.99	44.99	0.00	0.0%
7610 · Telephone - Office	543.73	534.02	9.71	1.8%	543.12	525.92	17.20	3.3%
7611 · Telephone - Cellular	117.52	146.62	-29.10	-19.9%	133.15	146.56	-13.41	-9.2%
7701 · At-Large/Alternate Board Member	75.00	825.00	-750.00	-90.9%	0.00	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	3,120.00	4,410.00	-1,290.00	-29.3%	4,815.00	2,430.00	2,385.00	98.2%
7712 · Contracted Mechanical Inspector	4,842.40	3,330.00	1,512.40	45.4%	3,105.00	3,133.80	-28.80	-0.9%
7713 · Contracted Plumbing Inspector	1,845.00	1,665.00	180.00	10.8%	2,205.00	855.00	1,350.00	157.9%
7714 · Contracted Ord Enforcement	0.00	0.00	0.00	0.0%	202.50	0.00	202.50	100.0%
7715 · Contracted Zoning Administrator	725.00	0.00	725.00	100.0%	1,335.00	0.00	1,335.00	100.0%
7800 · Mileage Reimbursement	911.76	517.21	394.55	76.3%	962.22	490.50	471.72	96.2%
7810 · Training Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7920 · Capital Outlay	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7999 · Misc Expense	0.00	0.00	0.00	0.0%	0.00	-53.40	53.40	100.0%
Total Expense	44,604.55	43,762.82	841.73	1.9%	44,369.23	41,442.91	2,926.32	7.1%
Net Income	-3,170.86	-18,262.37	15,091.51	82.5%	5,224.42	49,159.72	-43,935.30	-89.4%

Kalamazoo Area Building Authority

Profit & Loss Prev Year Comparison

January through December 2019

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Accrual Basis

	May 19	May 18	\$ Change	% Change	Jun 19	Jun 18	\$ Change	% Change
Income								
4010 - Building Permits	38,354.00	5,187.00	33,167.00	639.4%	59,168.00	15,606.00	43,562.00	279.1%
4015 - Special Permits	1,045.00	715.00	330.00	46.2%	1,045.00	880.00	165.00	18.8%
4020 - Electrical Permits	12,967.00	5,790.00	7,217.00	125.5%	9,343.00	4,037.00	5,306.00	131.4%
4030 - Mechanical Permits	9,599.00	8,173.00	1,426.00	17.5%	11,480.00	7,232.00	4,248.00	58.7%
4040 - Plumbing Permits	7,254.00	4,302.00	2,952.00	68.6%	5,676.00	1,981.00	3,695.00	186.5%
4090 - Ordinance Enforcement	440.00	0.00	440.00	100.0%	330.00	0.00	330.00	100.0%
4100 - Zoning Administration	1,439.55	0.00	1,439.55	100.0%	1,272.50	0.00	1,272.50	100.0%
4600 - Investment Income	10.65	19.06	-8.40	-44.1%	17.36	16.54	0.82	5.0%
4710 - FOIA Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	71,169.21	24,146.06	47,023.15	194.7%	88,331.86	29,752.54	58,579.32	196.9%
Expense								
5010 - Advertising and Marketing	0.00	0.00	0.00	0.0%	399.03	0.00	399.03	100.0%
5200 - Bank Fees	0.00	0.00	0.00	0.0%	2.00	0.00	2.00	100.0%
5400 - Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
5450 - Dues & Subscriptions	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
5500 - Payroll Expenses								
5501 - Salary - Building Official	9,375.00	9,375.00	0.00	0.0%	6,250.00	6,250.00	0.00	0.0%
5503 - Salary - Building Inspector	7,500.00	7,500.00	0.00	0.0%	5,000.00	5,000.00	0.00	0.0%
5505 - Wages - Administrative	9,546.54	9,251.24	295.30	3.2%	6,356.58	6,156.85	199.73	3.2%
5510 - Payroll Taxes	2,010.91	2,012.43	-1.52	-0.1%	1,357.23	1,403.94	-46.71	-3.3%
5511 - LTD / STD / AD&D / Life	370.22	370.22	0.00	0.0%	370.22	370.22	0.00	0.0%
5512 - 401A (KABA)	1,565.19	1,587.39	-22.20	-1.4%	1,063.00	1,057.62	5.38	0.5%
5513 - Health Insurance	2,736.89	2,284.98	451.91	19.8%	2,681.89	2,174.98	506.91	23.3%
5514 - Unemployment Repayment	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 5500 - Payroll Expenses	33,134.75	32,381.26	753.49	2.3%	23,078.92	22,413.61	665.31	3.0%
6700 - Insurance - General	721.64	715.57	6.07	0.9%	721.69	715.63	6.06	0.9%
6800 - Legal Fees	600.00	2,640.00	-2,040.00	-77.3%	2,920.00	460.00	2,460.00	534.8%
6810 - Computer Support (External)	144.98	261.98	-117.00	-44.7%	594.98	144.98	450.00	310.4%
6820 - Accounting Services	14.00	21.00	-7.00	-33.3%	1,140.75	521.00	619.75	119.0%
7100 - Office Equipment	437.18	437.18	0.00	0.0%	719.76	807.71	-87.95	-10.9%
7110 - Office Supplies	0.00	214.30	-214.30	-100.0%	336.81	158.25	178.56	112.8%
7115 - Postage	0.00	0.00	0.00	0.0%	165.00	223.60	-58.60	-26.2%
7125 - Computer (Hardware/Software)	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7130 - Resource Materials	103.70	225.00	-121.30	-58.9%	-146.00	-105.00	-41.00	-39.1%
7400 - Rent/Lease Expense	2,215.00	2,215.00	0.00	0.0%	2,215.00	2,215.00	0.00	0.0%
7420 - Lawn Care/Snow Removal	84.00	84.00	0.00	0.0%	84.00	84.00	0.00	0.0%
7450 - Maintenance & Repairs - Office	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7500 - Utilities	189.46	168.76	20.70	12.3%	193.39	174.10	19.29	11.1%
7550 - Trash Removal	42.47	35.70	6.77	19.0%	42.60	36.11	6.49	18.0%
7600 - Security (Office)	44.99	44.99	0.00	0.0%	44.99	44.99	0.00	0.0%
7610 - Telephone - Office	541.97	533.58	8.39	1.5%	539.48	523.06	16.42	3.1%
7611 - Telephone - Cellular	133.15	146.62	-13.47	-9.2%	133.15	146.62	-13.47	-9.2%
7701 - At-Large/Alternate Board Member	0.00	0.00	0.00	0.0%	225.00	825.00	-600.00	-72.7%
7711 - Contracted Electrical Inspector	4,860.00	3,135.00	1,725.00	55.0%	4,125.00	2,205.00	1,920.00	87.1%
7712 - Contracted Mechanical Inspector	4,245.00	2,265.00	1,980.00	87.4%	3,330.00	2,450.00	880.00	35.9%
7713 - Contracted Plumbing Inspector	3,165.00	1,590.00	1,575.00	99.1%	2,250.00	945.00	1,305.00	138.1%
7714 - Contracted Ord Enforcement	351.00	0.00	351.00	100.0%	0.00	0.00	0.00	0.0%
7715 - Contracted Zoning Administrator	1,020.00	0.00	1,020.00	100.0%	935.00	0.00	935.00	100.0%
7800 - Mileage Reimbursement	1,254.54	735.81	518.73	70.5%	1,072.42	671.45	400.97	59.7%
7810 - Training Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7920 - Capital Outlay	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7999 - Misc Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	53,302.83	47,850.75	5,452.08	11.4%	45,122.97	35,666.11	9,456.86	26.5%
Net Income	17,866.38	-23,704.69	41,571.07	175.4%	43,208.89	-5,913.57	49,122.46	830.7%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2019

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Accrual Basis

	Jul 19	Jul 18	\$ Change	% Change	Aug 19	Aug 18	\$ Change	% Change
Income								
4010 · Building Permits	24,381.00	29,180.00	-4,799.00	-16.5%	29,371.00	13,613.00	15,758.00	115.8%
4015 · Special Permits	880.00	275.00	605.00	220.0%	1,045.00	1,842.50	-797.50	-43.3%
4020 · Electrical Permits	9,761.00	10,732.00	-971.00	-9.1%	11,673.00	6,336.00	5,337.00	84.2%
4030 · Mechanical Permits	12,752.00	10,127.80	2,624.20	25.9%	12,449.00	5,910.00	6,539.00	91.0%
4040 · Plumbing Permits	9,363.00	4,399.00	4,964.00	112.8%	7,006.00	4,502.00	2,504.00	55.6%
4090 · Ordinance Enforcement	0.00	0.00	0.00	0.0%	0.00	165.00	-165.00	-100.0%
4100 · Zoning Administration	2,060.00	0.00	2,060.00	100.0%	1,536.25	0.00	1,536.25	100.0%
4600 · Investment Income	32.39	17.00	15.39	90.5%	30.87	17.87	13.20	74.7%
4710 · FOIA Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	59,229.39	54,730.80	4,498.59	8.2%	63,111.12	32,995.17	30,115.95	91.3%
Expense								
6010 · Advertising and Marketing	329.97	18.00	311.97	1,733.2%	256.53	0.00	256.53	100.0%
6200 · Bank Fees	26.00	0.25	25.75	10,300.0%	0.00	0.00	0.00	0.0%
6400 · Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6500 · Payroll Expenses	6,250.00	6,250.00	0.00	0.0%	6,250.00	6,250.00	0.00	0.0%
6501 · Salary - Building Official	5,000.00	5,000.00	0.00	0.0%	5,000.00	5,000.00	0.00	0.0%
6503 · Salary - Building Inspector	6,360.69	6,176.81	183.88	3.0%	6,356.58	6,164.84	191.74	3.1%
6505 · Wages - Administrative	1,340.33	1,342.31	-1.98	-0.2%	1,340.03	1,341.44	-1.41	-0.1%
6510 · Payroll Taxes	370.22	370.22	0.00	0.0%	370.22	370.22	0.00	0.0%
6511 · LTD / STD / AD&D / Life	1,063.24	1,068.82	4.42	0.4%	1,062.99	1,058.10	4.89	0.5%
6512 · 401A (KABA)	2,681.89	2,174.98	506.91	23.3%	2,681.89	2,174.98	506.91	23.3%
6513 · Health Insurance	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6514 · Unemployment Repayment	23,066.37	22,373.14	693.23	3.1%	23,061.71	22,359.58	702.13	3.1%
Total 6500 · Payroll Expenses	23,066.37	22,373.14	693.23	3.1%	23,061.71	22,359.58	702.13	3.1%
6700 · Insurance - General	721.63	715.56	6.07	0.9%	871.69	715.63	156.06	21.8%
6800 · Legal Fees	2,100.00	820.00	1,280.00	156.1%	340.00	340.00	500.00	147.1%
6810 · Computer Support (External)	654.98	5,444.98	-4,790.00	-88.0%	154.98	144.98	10.00	6.9%
6820 · Accounting Services	14.00	14.00	0.00	0.0%	14.00	14.00	0.00	0.0%
7100 · Office Equipment	437.18	437.18	0.00	0.0%	437.18	437.18	0.00	0.0%
7110 · Office Supplies	152.43	226.51	-74.08	-32.7%	163.40	75.22	88.18	117.2%
7115 · Postage	0.00	0.00	0.00	0.0%	165.00	150.00	15.00	10.0%
7125 · Computer (Hardware/Software)	-105.00	82.70	-187.70	-227.0%	0.00	0.00	0.00	0.0%
7130 · Resource Materials	2,215.00	2,215.00	0.00	0.0%	2,215.00	2,215.00	0.00	0.0%
7400 · Rent/Lease Expense	200.00	105.00	95.00	90.5%	320.40	84.00	95.00	11.3%
7420 · Lawn Care/Snow Removal	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7450 · Maintenance & Repairs - Office	257.36	287.83	-30.47	-10.6%	216.58	202.77	32.40	100.0%
7500 · Utilities	46.53	37.15	9.38	25.3%	44.54	38.79	13.81	6.8%
7550 · Trash Removal	44.99	44.99	0.00	0.0%	44.99	44.99	0.00	0.0%
7600 · Security (Office)	536.54	540.69	-4.15	-0.8%	535.62	535.62	0.00	0.0%
7610 · Telephone - Office	135.28	146.61	-11.33	-7.7%	135.28	146.61	-11.33	-7.7%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	5,250.00	3,670.00	1,580.00	43.1%	5,420.00	4,455.00	965.00	21.7%
7712 · Contracted Mechanical Inspector	3,060.00	2,680.00	380.00	14.2%	4,290.00	2,295.00	1,995.00	86.9%
7713 · Contracted Plumbing Inspector	3,285.00	1,935.00	1,350.00	69.8%	3,690.00	2,385.00	1,305.00	54.7%
7714 · Contracted Ord Enforcement	0.00	175.50	-175.50	-100.0%	930.00	816.75	-81.75	-83.5%
7715 · Contracted Zoning Administrator	1,715.00	0.00	1,715.00	100.0%	930.00	0.00	930.00	100.0%
7800 · Mileage Reimbursement	1,248.16	773.90	474.26	61.3%	1,147.24	935.77	211.47	22.6%
7810 · Training Expense	0.00	0.00	0.00	0.0%	0.00	375.00	-375.00	-100.0%
7920 · Capital Outlay	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7999 · Misc Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	45,391.42	42,743.99	2,647.43	6.2%	45,424.72	38,724.89	6,699.83	17.3%
Net Income	13,837.97	11,986.81	1,851.16	15.4%	17,686.40	-5,729.72	23,416.12	408.7%

Kalamazoo Area Building Authority

Profit & Loss Prev Year Comparison

January through December 2019

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Accrual Basis

	Sep 19	Sep 18	\$ Change	% Change	Oct 19	Oct 18	\$ Change	% Change
Income								
4010 - Building Permits	44,485.00	10,765.00	33,720.00	313.2%	29,783.00	20,482.00	9,301.00	45.4%
4015 - Special Permits	1,100.00	990.00	110.00	11.1%	880.00	275.00	605.00	220.0%
4020 - Electrical Permits	16,708.00	5,007.00	11,701.00	233.7%	8,422.00	11,824.00	-3,402.00	-28.8%
4030 - Mechanical Permits	12,521.50	8,998.00	3,523.50	45.6%	13,840.20	11,027.00	2,813.20	25.5%
4040 - Plumbing Permits	8,098.00	2,635.00	5,463.00	207.3%	5,775.00	2,702.00	3,073.00	113.7%
4090 - Ordinance Enforcement	165.00	1,292.50	-1,127.50	-87.2%	0.00	1,375.00	-1,375.00	-100.0%
4100 - Zoning Administration	1,515.00	0.00	1,515.00	100.0%	1,160.00	0.00	1,160.00	100.0%
4600 - Investment Income	34.63	15.08	19.55	129.6%	39.39	14.83	24.56	165.6%
4710 - FOIA Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	84,627.13	29,302.58	55,324.55	188.8%	59,899.59	47,699.83	12,199.76	25.6%
Expense								
6010 - Advertising and Marketing	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6200 - Bank Fees	0.00	25.00	-25.00	-100.0%	2.75	0.00	2.75	100.0%
6400 - Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6450 - Dues & Subscriptions	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6500 - Payroll Expenses								
6501 - Salary - Building Official	6,250.00	6,250.00	0.00	0.0%	9,375.00	9,375.00	0.00	0.0%
6503 - Salary - Building Inspector	5,000.00	5,000.00	0.00	0.0%	7,500.00	7,500.00	0.00	0.0%
6505 - Wages - Administrative	6,364.80	6,180.81	183.99	3.0%	9,504.38	9,285.37	219.01	2.4%
6510 - Payroll Taxes	1,357.85	1,354.10	3.75	0.3%	2,000.06	2,015.04	-14.98	-0.7%
6511 - LTD / STD / AD&D / Life	370.22	370.22	0.00	0.0%	370.22	370.22	0.00	0.0%
6512 - 401A (KABA)	1,063.48	1,059.06	4.42	0.4%	1,592.66	1,589.44	3.22	0.2%
6513 - Health Insurance	2,681.89	2,174.88	506.91	23.3%	2,736.89	1,767.08	969.81	54.9%
6514 - Unemployment Repayment	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 - Payroll Expenses	23,088.24	22,399.17	689.07	3.1%	33,079.21	31,902.15	1,177.06	3.7%
6700 - Insurance - General	721.62	715.56	6.06	0.9%	726.34	842.68	-116.34	-13.8%
6800 - Legal Fees	7,700.00	1,840.00	5,860.00	318.5%	400.00	4,200.00	-1,020.00	-71.8%
6810 - Computer Support (External)	154.98	1,153.90	-998.92	-86.6%	154.98	153.33	1.65	1.1%
6820 - Accounting Services	829.75	829.75	0.00	0.0%	206.00	21.00	185.00	881.0%
7100 - Office Equipment	470.24	710.18	-239.94	-33.8%	437.18	437.18	0.00	0.0%
7110 - Office Supplies	240.63	83.34	157.29	188.7%	259.83	155.11	104.72	67.5%
7115 - Postage	0.00	0.00	0.00	0.0%	165.00	170.00	-5.00	-2.9%
7125 - Computer (Hardware/Software)	0.00	0.00	0.00	0.0%	337.23	0.00	337.23	100.0%
7130 - Resource Materials	84.00	228.20	-144.20	-63.2%	167.00	-291.20	42.20	42.7%
7400 - Rent/Lease Expense	2,215.00	2,215.00	0.00	0.0%	2,215.00	2,215.00	0.00	0.0%
7420 - Lawn Care/Snow Removal	105.00	84.00	21.00	25.0%	63.00	84.00	-21.00	-25.0%
7500 - Utilities	147.94	184.87	-36.93	-20.0%	1,150.00	0.00	1,150.00	100.0%
7550 - Trash Removal	45.03	38.79	6.24	16.1%	230.52	216.17	14.35	6.6%
7600 - Security (Office)	44.99	44.99	0.00	0.0%	44.99	38.82	6.07	15.6%
7610 - Telephone - Office	593.64	534.91	58.73	11.0%	604.31	533.83	70.48	13.2%
7611 - Telephone - Cellular	135.28	148.61	-13.33	-9.0%	125.39	148.68	-23.29	-15.7%
7701 - At-Large/Alternate Board Member	225.00	150.00	75.00	50.0%	0.00	0.00	0.00	0.0%
7711 - Contracted Electrical Inspector	5,625.00	2,820.00	2,805.00	99.5%	5,955.00	3,670.00	2,085.00	53.9%
7712 - Contracted Mechanical Inspector	3,645.00	2,865.00	780.00	27.2%	5,520.00	4,570.00	950.00	20.8%
7713 - Contracted Plumbing Inspector	3,510.00	1,710.00	1,800.00	105.3%	2,745.00	1,290.00	1,290.00	88.7%
7714 - Contracted Ord Enforcement	0.00	816.75	-816.75	-100.0%	141.75	749.25	-607.50	-81.1%
7715 - Contracted Zoning Administrator	1,260.00	0.00	1,260.00	100.0%	1,110.00	0.00	1,110.00	100.0%
7800 - Mileage Reimbursement	1,169.86	665.45	504.41	75.8%	1,073.58	895.44	178.14	19.9%
7810 - Training Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7920 - Capital Outlay	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7990 - Misc Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	51,843.20	40,253.47	11,589.73	28.8%	56,624.95	49,631.43	6,993.52	14.1%
Net Income	32,783.93	-10,950.89	43,734.82	399.4%	3,274.64	-1,931.60	5,206.24	269.5%

Kalamazoo Area Building Authority

Profit & Loss Prev Year Comparison

January through December 2019

	Nov 19	Nov 18	\$ Change	% Change	Dec 19	Dec 18	\$ Change	% Change
Income								
4010 - Building Permits	16,988.00	6,910.00	10,078.00	145.9%	14,507.00	22,706.00	-8,199.00	-36.1%
4015 - Special Permits	660.00	1,540.00	-880.00	-57.1%	220.00	2,640.00	-2,420.00	-91.7%
4020 - Electrical Permits	8,620.00	8,884.00	2,736.00	46.5%	6,029.00	5,115.00	914.00	17.9%
4030 - Mechanical Permits	9,736.00	6,168.00	3,568.00	57.9%	10,772.00	6,576.20	4,195.80	63.8%
4040 - Plumbing Permits	4,609.00	1,661.00	2,948.00	177.5%	3,639.00	2,723.00	916.00	33.6%
4090 - Ordinance Enforcement	165.00	1,923.00	-1,760.00	-91.4%	55.00	1,430.00	-1,375.00	-96.2%
4100 - Zoning Administration	1,327.50	150.00	1,177.50	785.0%	1,232.50	2,153.75	-921.25	-42.8%
4600 - Investment Income	37.64	13.92	23.72	170.4%	23.43	12.96	10.47	80.8%
4710 - FOIA Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	42,143.14	24,251.92	17,891.22	73.8%	36,477.93	43,356.91	-6,878.98	-15.9%
Expense								
6010 - Advertising and Marketing	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6200 - Bank Fees	25.00	25.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6400 - Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	8,071.90	-8,071.90	-100.0%
6450 - Dues & Subscriptions	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6500 - Payroll Expenses								
6501 - Salary - Building Official	6,250.00	6,250.00	0.00	0.0%	8,437.36	8,125.00	312.36	3.8%
6503 - Salary - Building Inspector	5,000.00	5,000.00	0.00	0.0%	6,750.00	6,500.00	250.00	3.9%
6505 - Wages - Administrative	6,315.48	6,178.49	136.99	2.2%	8,502.06	7,965.77	546.29	6.9%
6510 - Payroll Taxes	1,329.20	1,342.46	-13.26	-1.0%	1,354.40	1,341.63	12.57	0.9%
6511 - LTD / STD / AD&D / Life	371.46	370.22	1.24	0.3%	371.46	370.22	1.24	0.3%
6512 - 401A (KABA)	1,060.53	1,068.92	1.61	0.2%	1,065.21	1,049.41	15.80	1.5%
6513 - Health Insurance	2,861.89	2,174.98	506.91	23.3%	4,439.98	2,742.39	1,697.59	61.9%
6514 - Unemployment Repayment	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 - Payroll Expenses	23,008.56	22,375.07	633.49	2.8%	30,920.47	28,084.62	2,835.85	10.1%
6700 - Insurance - General	816.52	692.68	123.84	17.9%	912.52	887.68	24.84	2.8%
6800 - Legal Fees	2,920.00	1,400.00	1,520.00	108.6%	2,200.00	740.00	1,460.00	197.3%
6810 - Computer Support (External)	154.98	144.98	10.00	6.9%	154.98	144.98	10.00	6.9%
6820 - Accounting Services	437.18	556.13	-118.95	-21.4%	559.29	756.17	-740.42	-97.9%
7100 - Office Equipment	67.66	27.12	40.54	149.5%	702.96	514.13	45.16	8.8%
7115 - Postage	0.00	0.00	0.00	0.0%	165.00	233.16	-69.80	-29.9%
7125 - Computer (Hardware/Software)	428.40	418.30	10.10	2.4%	0.00	0.00	0.00	0.0%
7130 - Resource Materials	373.80	-3.30	377.10	101.1%	191.95	-21.00	212.95	1,014.1%
7400 - Rent/Lease Expense	2,215.00	0.00	2,215.00	100.0%	1,077.50	2,215.00	-1,137.50	-51.4%
7420 - Lawn Care/Snow Removal	346.00	68.86	277.14	402.5%	0.00	0.00	0.00	0.0%
7450 - Maintenance & Repairs - Office	26.47	0.00	26.47	100.0%	0.00	0.00	0.00	0.0%
7500 - Utilities	263.06	277.20	-14.14	-5.1%	305.63	302.58	3.05	1.0%
7550 - Trash Removal	45.15	39.13	6.02	15.4%	45.24	39.08	6.16	15.8%
7600 - Security (Office)	44.99	44.99	0.00	0.0%	44.99	0.00	0.00	0.0%
7610 - Telephone - Office	610.65	535.55	75.10	14.0%	610.71	538.46	72.25	13.4%
7611 - Telephone - Cellular	120.98	148.68	-27.70	-18.6%	124.59	148.68	-24.09	-16.2%
7701 - At-Large/Alternate Board Member	0.00	0.00	0.00	0.0%	150.00	150.00	0.00	0.0%
7711 - Contracted Electrical Inspector	5,355.00	2,985.00	2,370.00	79.4%	3,330.00	1,650.00	1,680.00	52.2%
7712 - Contracted Mechanical Inspector	4,370.00	2,570.00	1,800.00	70.0%	4,930.00	3,275.60	1,654.40	50.5%
7713 - Contracted Plumbing Inspector	3,240.00	1,620.00	1,620.00	100.0%	3,240.00	1,860.00	1,380.00	74.2%
7714 - Contracted Ord Enforcement	40.50	162.00	-121.50	-75.0%	0.00	202.50	-202.50	-100.0%
7715 - Contracted Zoning Administrator	960.00	915.00	45.00	4.9%	945.00	1,175.00	-230.00	-19.6%
7800 - Mileage Reimbursement	831.72	679.08	152.64	22.5%	1,015.58	723.77	291.81	40.3%
7810 - Training Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7920 - Capital Outlay	0.00	0.00	0.00	0.0%	2,337.76	0.00	2,337.76	100.0%
7999 - Misc Expense	0.00	0.00	0.00	0.0%	0.00	110.28	-110.28	-100.0%
Total Expense	48,555.62	37,910.47	8,745.15	23.1%	53,979.92	52,852.58	1,127.34	2.1%
Net Income	-4,512.48	-13,658.55	9,146.07	67.0%	-17,501.99	-9,495.67	-8,006.32	-84.3%

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
 January through December 2019

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 01/07/20
 Accrual Basis

	Jan - Dec 19	Jan - Dec 18	\$ Change	% Change
Income				
4010 - Building Permits	342,606.00	220,891.00	121,715.00	55.1%
4015 - Special Permits	10,010.00	13,685.00	-3,675.00	-26.9%
4020 - Electrical Permits	114,666.00	75,960.00	38,676.00	50.9%
4030 - Mechanical Permits	125,507.20	93,963.40	31,543.80	34.1%
4040 - Plumbing Permits	67,672.00	34,654.00	33,018.00	95.3%
4090 - Ordinance Enforcement	1,870.00	6,167.50	-4,317.50	-69.8%
4100 - Zoning Administration	17,625.80	2,303.75	15,322.05	665.1%
4600 - Investment Income	258.48	174.49	88.99	48.1%
4710 - FOIA Income	0.00	38.28	-38.28	-100.0%
Total Income	680,215.48	447,487.42	232,728.06	52.0%
Expense				
6010 - Advertising and Marketing	1,001.41	1,135.10	-133.69	-11.8%
6200 - Bank Fees	55.75	100.25	-44.50	-44.4%
6400 - Depreciation Expense	0.00	8,071.90	-8,071.90	-100.0%
6450 - Dues & Subscriptions	575.00	0.00	575.00	100.0%
6500 - Payroll Expenses				
6501 - Salary - Building Official	81,562.36	81,562.50	-0.14	0.0%
6503 - Salary - Building Inspector	65,250.00	65,250.00	0.00	0.0%
6505 - Wages - Administrative	82,874.66	80,432.77	2,441.89	3.0%
6510 - Payroll Taxes	17,455.40	17,577.88	-122.48	-0.7%
6511 - LTD / STD / AD&D / Life	4,445.12	4,442.64	2.48	0.1%
6512 - 401A (KABA)	13,817.92	13,747.67	70.25	0.5%
6513 - Health Insurance	38,120.35	29,613.75	8,506.60	28.7%
6514 - Unemployment Repayment	0.00	0.00	0.00	0.0%
Total 6500 - Payroll Expenses	303,525.81	292,627.21	10,898.60	3.7%
6700 - Insurance - General	9,008.34	8,247.42	760.92	9.2%
6800 - Legal Fees	23,700.00	15,820.00	7,880.00	49.8%
6810 - Computer Support (External)	9,567.76	14,685.03	-5,117.27	-34.9%
6820 - Accounting Services	9,884.33	10,580.92	-696.59	-6.6%
7100 - Office Equipment	5,712.80	6,195.39	-482.59	-7.8%
7110 - Office Supplies	2,986.51	1,918.59	1,067.92	55.7%
7115 - Postage	1,045.00	743.60	301.40	40.5%
7125 - Computer (Hardware/Software)	2,857.33	391.03	2,466.30	15.9%
7130 - Resource Materials	575.55	47.10	528.45	1,122.0%
7400 - Rent/Lease Expense	25,442.50	26,580.00	-1,137.50	-4.3%
7420 - Lawn Care/Snow Removal	1,627.22	973.75	653.47	67.1%
7450 - Maintenance & Repairs - Office	1,522.81	0.00	1,522.81	100.0%
7500 - Utilities	3,202.23	3,208.55	-6.32	-0.2%
7550 - Trash Removal	514.41	438.38	76.03	17.3%
7600 - Security (Office)	539.88	539.88	0.00	0.0%
7610 - Telephone - Office	6,745.24	6,400.22	345.02	5.4%
7611 - Telephone - Cellular	1,471.53	1,786.45	-294.92	-16.7%
7701 - At-Large/Alternate Board Member	675.00	1,950.00	-1,275.00	-65.4%
7711 - Contracted Electrical Inspector	54,050.00	37,375.00	16,675.00	44.6%
7712 - Contracted Mechanical Inspector	48,047.40	33,624.40	14,423.00	42.9%
7713 - Contracted Plumbing Inspector	31,380.00	17,940.00	13,440.00	74.9%
7714 - Contracted Ord Enforcement	1,019.25	2,922.75	-1,903.50	-65.1%
7715 - Contracted Zoning Administrator	13,760.00	2,090.00	11,670.00	558.4%
7800 - Mileage Reimbursement	12,430.56	8,287.94	4,142.62	50.0%
7810 - Training Expense	55.00	375.00	-320.00	-85.3%
7920 - Capital Outlay	2,337.76	0.00	2,337.76	100.0%
7999 - Misc Expense	-110.28	64.38	-174.66	-271.3%
Total Expense	575,206.10	507,175.51	68,030.59	13.4%
Net Income	105,009.38	-59,688.09	164,697.47	275.9%

Kalamazoo Area Building Authority

Profit & Loss Budget Performance

December 2019

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01/07/20
Accrual Basis

	Dec 19	Budget	% of Budget	Jan - Dec 19	YTD Budget	% of Budget	Annual Budget
Income							
4010 · Building Permits	14,507.00	9,816.00	147.8%	342,606.00	279,432.00	122.6%	279,432.00
4015 · Special Permits	220.00	896.00	24.6%	10,010.00	5,882.00	170.2%	5,882.00
4020 · Electrical Permits	6,029.00	6,437.00	93.7%	114,666.00	90,240.00	127.1%	90,240.00
4030 · Mechanical Permits	10,772.00	7,467.00	144.3%	125,507.20	92,190.00	136.1%	92,190.00
4040 · Plumbing Permits	3,639.00	3,910.00	93.1%	67,672.00	50,815.00	133.2%	50,815.00
4090 · Ordinance Enforcement	55.00			1,870.00			
4100 · Zoning Administration	1,232.50			17,625.80			
4600 · Investment Income	23.43	10.00	234.3%	258.48	120.00	215.4%	120.00
Total Income	36,477.93	28,536.00	127.8%	680,215.48	518,679.00	131.1%	518,679.00
Expense							
6010 · Advertising and Marketing	0.00	475.00	0.0%	1,001.41	1,075.00	93.2%	1,075.00
6200 · Bank Fees	0.00	200.00	0.0%	56.75	200.00	27.9%	200.00
6450 · Dues & Subscriptions	0.00	0.00	0.0%	575.00	575.00	100.0%	575.00
6500 · Payroll Expenses							
6501 · Salary - Building Official	8,437.36	6,250.00	135.0%	81,562.36	81,250.00	100.4%	81,250.00
6503 · Salary - Building Inspector	6,750.00	5,000.00	135.0%	65,250.00	65,000.00	100.4%	65,000.00
6505 · Wages - Administrative	8,502.06	6,384.80	133.6%	82,874.66	82,742.40	100.2%	82,742.40
6510 · Payroll Taxes	1,354.40	1,373.14	98.6%	17,455.40	17,696.16	98.6%	17,696.16
6511 · LTD / STD / AD&D / Life	371.46	388.73	95.6%	4,445.12	4,479.66	99.2%	4,479.66
6512 · 401A (KABA)	1,065.21	1,063.48	100.2%	13,817.92	13,825.34	99.9%	13,825.34
6513 · Health Insurance	4,439.98	7,796.23	57.0%	38,120.35	38,085.28	100.1%	38,085.28
Total 6500 · Payroll Expenses	30,920.47	28,236.38	109.5%	303,525.81	303,078.84	100.1%	303,078.84
6700 · Insurance - General	912.52	2,095.00	44.8%	9,008.34	9,839.12	91.6%	9,839.12
6800 · Legal Fees	2,200.00	10,100.00	21.8%	23,700.00	18,800.00	126.1%	18,800.00
6810 · Computer Support (External)	154.98	0.00	100.0%	9,587.76	9,589.76	99.8%	9,589.76
6820 · Accounting Services	15.75	440.75	3.6%	9,884.33	10,528.00	93.9%	10,529.00
7100 · Office Equipment	559.29	441.99	126.5%	5,712.80	5,603.88	101.9%	5,603.88
7110 · Office Supplies	702.96	100.00	100.0%	2,986.51	2,900.00	103.0%	2,900.00
7115 · Postage	165.00	2,000.00	165.0%	1,045.00	1,000.00	104.5%	1,000.00
7125 · Computer (Hardware/Software)	191.95	0.00	100.0%	2,857.33	4,635.50	61.6%	4,635.50
7130 · Resource Materials	1,077.50	2,215.00	48.6%	25,442.50	400.00	143.9%	400.00
7400 · Rent/Lease Expense	0.00	0.00	0.0%	1,627.22	26,590.00	95.7%	26,590.00
7420 · Lawn Care/Snow Removal	0.00	0.00	0.0%	1,522.81	2,084.00	78.1%	2,084.00
7450 · Maintenance & Repairs - Office	0.00	0.00	0.0%	3,202.23	1,400.00	108.8%	1,400.00
7500 · Utilities	305.63	275.00	111.1%	514.41	3,340.00	95.9%	3,340.00
7550 · Trash Removal	45.24	40.00	113.1%	539.88	480.00	107.2%	480.00
7600 · Security (Office)	44.99	540.00	100.0%	6,745.24	539.88	100.0%	539.88
7610 · Telephone - Office	610.71	148.00	113.1%	1,471.53	6,480.00	104.1%	6,480.00
7611 · Telephone - Cellular	124.59	375.00	84.2%	0.00	1,776.00	82.9%	1,776.00
7700 · Building Board of Appeals	0.00	0.00	0.0%	0.00	375.00	0.0%	375.00
7701 · At-Large/Alternate Board Member	150.00	75.00	200.0%	675.00	750.00	90.0%	750.00
7711 · Contracted Electrical Inspector	3,330.00	4,205.00	79.2%	54,050.00	35,834.00	150.4%	35,934.00
7712 · Contracted Mechanical Inspector	4,930.00	3,822.00	129.0%	48,047.40	26,602.00	180.6%	26,602.00
7713 · Contracted Plumbing Inspector	3,240.00	3,568.00	90.8%	31,380.00	22,100.00	142.0%	22,100.00
7714 · Contracted Ord Enforcement	0.00	0.00		1,019.25			
7715 · Contracted Zoning Administrator	945.00	4,450.00	22.8%	13,760.00	12,800.00	97.1%	12,800.00
7800 · Mileage Reimbursement	1,015.58	0.00	0.0%	12,430.56	100.00	56.0%	100.00
7810 · Training Expense	0.00	40,000.00	5.8%	2,337.76	40,000.00	5.8%	40,000.00
7920 · Capital Outlay	2,337.76			-110.28			
7999 · Misc Expense	0.00						
Total Expense	53,979.92	103,787.11	52.0%	575,206.10	549,566.98	104.7%	549,566.98
Net Income	-17,501.99	-75,251.11	23.3%	105,009.38	-30,887.98	-340.0%	-30,887.98

Kalamazoo Area Building Authority
Balance Sheet
 As of January 7, 2020

	Jan 7, 20
ASSETS	
Current Assets	
Checking/Savings	
1001 · Cash on Hand (Register)	300.00
1020 · Checking / Consumers CU	20,519.90
1022 · Savings / Consumers CU	25.00
1030 · Checking / Mercantile Bank	80,851.54
1050 · Checking / SMBT	50.00
Total Checking/Savings	101,746.44
Accounts Receivable	
1200 · Accounts Receivable	1,012.50
Total Accounts Receivable	1,012.50
Total Current Assets	102,758.94
Other Assets	
1600 · Accumulated Depreciation	-45,958.61
1900 · Capital Assets	288,943.00
Total Other Assets	242,984.39
TOTAL ASSETS	345,743.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,625.00
Total Accounts Payable	1,625.00
Credit Cards	
2010 · CCU - Mastercard	661.43
Total Credit Cards	661.43
Other Current Liabilities	
2070 · Notes Payable - SMBT	140,000.00
2110 · Direct Deposit Liabilities	-6,825.93
2300 · Accounts Payables / ADJ	59.30
Total Other Current Liabilities	133,233.37
Total Current Liabilities	135,519.80
Total Liabilities	135,519.80
Equity	
3010 · Net Position	217,317.42
Net Income	-7,093.89
Total Equity	210,223.53
TOTAL LIABILITIES & EQUITY	345,743.33

BUILDING REPORT

December 2019 Residential / Commercial Building Permits and Construction Values

- A. Total Number of Commercial & Agricultural Permits Issued – 8
- B. Total Construction Value for Commercial & Agricultural Permits - \$1,611,087
- C. Total Number of New Residential Construction Permits Issued – 1
- D. Total Construction Value for New Residential Permits – \$306,509
- E. Total Number of All Other Residential Permits Issued – 18
- F. Total Construction Value for All Other Residential Permits – \$107,220

Revenue / Permit Summary YTD

- A. Total KABA Revenue in December 2019 - \$35,437 vs. Total KABA Revenue in December 2018 - \$26,831. **This is an increase of 32.1%.**
- B. Total Number of Permits Issued in December 2019 – 150 vs. Total Number of Permits issued in December 2018 – 105. **This is an increase of 42.9%.**
- C. Total KABA YTD Revenue in December 2019 - \$642,722 vs. Total KABA YTD Revenue in December 2018 - \$431,254. **This is an increase of 49.0%.**
- D. Total Number of Permits Issued YTD 2019 – 2407 vs. Total Number of Permits Issued this time in 2018 –1732. **This is an increase of 39.0%.**
- E. The December 2019 Revenue of \$35,437 is **6.8%** of the forecast for December YTD 2019 Revenue (\$518,679).
- F. The YTD 2019 Revenue of \$642,722 is **123.9%** of the forecast for the entire 2019 Projected Budget of \$518,679.

2019 MONTHLY PERMITS BY JURISDICTION

MONTH OF DECEMBER 2019

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	12	\$ 8,791
COMSTOCK	ELECTRICAL	14	\$ 3,117
COMSTOCK	MECHANICAL	17	\$ 3,298
COMSTOCK	PLUMBING	10	\$ 1,849
COMSTOCK	SPECIAL - JURISDICTION	3	\$ 165
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL COMSTOCK		57	\$ 17,275
KALAMAZOO	BUILDING	10	\$ 4,076
KALAMAZOO	ELECTRICAL	8	\$ 1,033
KALAMAZOO	MECHANICAL	20	\$ 3,248
KALAMAZOO	PLUMBING	3	\$ 516
KALAMAZOO	SPECIAL - JURISDICTION	1	\$ 55
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		43	\$ 8,983
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	-	\$ -
PARCHMENT	MECHANICAL	4	\$ 622
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 55
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		5	\$ 677
PINE GROVE	BUILDING	3	\$ 440
PINE GROVE	ELECTRICAL	6	\$ 806
PINE GROVE	MECHANICAL	7	\$ 1,080
PINE GROVE	PLUMBING	3	\$ 470
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		19	\$ 2,796
RICHLAND	BUILDING	2	\$ 1,155
RICHLAND	ELECTRICAL	6	\$ 857
RICHLAND	MECHANICAL	14	\$ 2,935
RICHLAND	PLUMBING	4	\$ 759
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
RICHLAND		26	\$ 5,706
TOTAL		150	\$ 35,437

REVENUE	REVENUE
DECEMBER 2018	% PREV YEAR MONTH
\$ 26,831	132.1%

PERMITS	PERMITS
DECEMBER 2018	% 2018 - YTD
105	142.9%

2019 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: DECEMBER 2019

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	185	\$ 161,136
COMSTOCK	ELECTRICAL	194	\$ 41,858
COMSTOCK	MECHANICAL	211	\$ 43,259
COMSTOCK	PLUMBING	166	\$ 30,303
COMSTOCK	SPECIAL - JURISDICTION	23	\$ 1,265
COMSTOCK	SPECIAL - HOMEOWNER	8	\$ 440
TOTAL COMSTOCK		787	\$ 278,261
KALAMAZOO	BUILDING	178	\$ 64,898
KALAMAZOO	ELECTRICAL	181	\$ 33,038
KALAMAZOO	MECHANICAL	248	\$ 43,378
KALAMAZOO	PLUMBING	97	\$ 14,536
KALAMAZOO	SPECIAL - JURISDICTION	87	\$ 4,785
KALAMAZOO	SPECIAL - HOMEOWNER	20	\$ 1,045
TOTAL KALAMAZOO		811	\$ 161,680
PARCHMENT	BUILDING	14	\$ 3,060
PARCHMENT	ELECTRICAL	7	\$ 1,474
PARCHMENT	MECHANICAL	24	\$ 3,150
PARCHMENT	PLUMBING	8	\$ 1,372
PARCHMENT	SPECIAL - JURISDICTION	16	\$ 880
PARCHMENT	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL PARCHMENT		72	\$ 10,101
PINE GROVE	BUILDING	45	\$ 12,452
PINE GROVE	ELECTRICAL	43	\$ 6,641
PINE GROVE	MECHANICAL	35	\$ 5,093
PINE GROVE	PLUMBING	10	\$ 1,971
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 55
PINE GROVE	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL PINE GROVE		136	\$ 26,322
RICHLAND	BUILDING	166	\$ 95,572
RICHLAND	ELECTRICAL	149	\$ 26,114
RICHLAND	MECHANICAL	177	\$ 27,762
RICHLAND	PLUMBING	101	\$ 16,470
RICHLAND	SPECIAL - JURISDICTION	5	\$ 275
RICHLAND	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL RICHLAND		601	\$ 166,358
TOTAL	YTD	2407	642,722

REVENUE	REVENUE
YTD - DECEMBER 2018	% 2018 - YTD
\$ 431,254	149.0%

REVENUE
% 2019 YTD BUDGET
123.9%

PERMITS	PERMITS
YTD - DECEMBER 2018	% 2018 - YTD
1732	139.0%

2019 MONTHLY CUMULATIVE TOTALS	2019 MONTHLY CUMULATIVE TOTALS	
# PERMITS	REVENUE	
111	\$ 22,393	JAN
282	\$ 58,331	FEB
137	\$ 37,487	MAR
208	\$ 48,515	APRIL
231	\$ 63,479	MAY
209	\$ 84,473	JUNE
228	\$ 56,508	JULY
227	\$ 59,399	AUG
233	\$ 81,554	SEPT
210	\$ 57,228	OCT
181	\$ 37,918	NOV
150	\$ 35,437	DEC
2,407	642,722	2019

Monthly Building Permits Issued

01/07/2020

Permit #	Address	Work Description	Applicant Name	Date Issued	Value	Amount Billed
PB19-03-480	10432 E M-89 HWY	New 11760 s.f. post frame storage buildin	PHEASANT TAIL GROUP LLC	12/16/2019	176,400.00	\$1,005.00
PB19-03-602	5043 E G AVE	Demolition - existing house.	Watts Homes & Construction	12/19/2019	0.00	\$150.00
PB19-06-438	1825 RAVINE RD	New 4000 s.f. mixed occupancy building	Bishop Construction LLC	12/17/2019	297,856.00	\$1,697.00
PB19-06-536	2129 E MICHIGAN AVE	Demo 40x64 pole barn	Caporossi Construction Co	12/19/2019	0.00	\$250.00
PB19-06-581	2036 GULL RD	Interior repairs per property maintenance i	SANG-KUAN, OU	12/04/2019	0.00	\$170.00
PB19-06-585	241 W MOSEL AVE	Change of occupancy of existing 1173 s.f.	ZJ PROPERTIES, LLC	12/05/2019	0.00	\$170.00
PB19-06-586	3413 GRACE RD	Remove portion of interior wall and pocke	Capstone Home Improvement	12/06/2019	0.00	\$170.00
PB19-06-587	2929 W MAIN ST	6' x8' roof addition over existing entry per	Capstone Home Improvement	12/27/2019	4,300.00	\$215.00
PB19-06-594	521 E MOSEL AVE	Alteration to 8519 s.f. of existing 70207 s.	FCC Construction Inc	12/20/2019	151,604.00	\$864.00
PB19-06-596	3064 MEADOWCROFT L	Install basement egress window per plans.	Ayers Basement Systems	12/16/2019	0.00	\$100.00
PB19-06-598	3427 GRACE RD	Demo kitchen, living room, entry and bree	VanDam & Krusinga	12/18/2019	0.00	\$270.00
PB19-06-600	123 N ARLINGTON ST	Remove existing entry door and fill in wit	Blackberry Systems	12/23/2019	0.00	\$170.00
PB19-07-511	512 WORDEN AVE	Install foundation drainage system per pla	Ayers Basement Systems	12/16/2019	0.00	\$100.00
PB19-07-545	10856 E MN AVE	New 4500 s.f. post frame utility building.	BALBOA ALFONSO & AMAND	12/13/2019	67,500.00	\$414.00
PB19-07-565	10190 E MICHIGAN AVE	Mixed occupancy (B, S-1) addition to exis	JIM ROBERTS CONSTRUCTIO	12/03/2019	402,442.00	\$2,293.00
PB19-07-572	3722 NEW FARM ST	INStall subfloor drainage system per plans	Ayers Basement Systems	12/16/2019	0.00	\$170.00
PB19-07-578	1346 MERRY BROOK ST	Tear off and replacement of underlayment,	Lakeside Roofing Co., LLC	12/02/2019	0.00	\$100.00
PB19-07-583	5163 FORDHAM AVE	Re-roof: tear off, replace 7 sheets OSB, ins	Adam Garland	12/04/2019	0.00	\$100.00
PB19-07-584	2650 WILD COYOTE TRL	New 1836 s/f home with 3 bedrooms, 2.5	Hoogstraten Builders	12/10/2019	306,509.00	\$1,747.00
PB19-07-588	10310 MILLER DR	New mixed occupancy 3799 s.f. "B", 163	DELOOF BUILDERS, LLC	12/19/2019	578,485.00	\$3,297.00
PB19-07-589	4449 LANDING WAY	Master bedroom and bathroom remodel wi	DOWNS RICHARD G	12/10/2019	0.00	\$170.00
PB19-07-591	5150 E G AVE	Demolition/removal of home after fire	Bernie's Haul-Away	12/10/2019	0.00	\$150.00
PB19-07-599	826 WORDEN	Demolition of single family dwelling per c	Pitsch Wrecking	12/17/2019	0.00	\$150.00
PB19-07-604	6452 E L AVE	install 62 roof mounted PV modules per pl	Power Home Solar	12/30/2019	0.00	\$100.00
PB19-20-580	12951 32ND ST	New 30' x 64' pole barn with 9' x 40' porch	FORTUNE LINDSAY & VINCE	12/06/2019	28,800.00	\$170.00
PB19-20-595	32621 20TH AVE	New 28' x 26' pole barn style garage attach	KOEHN ROBERT H & CLARISS	12/17/2019	10,920.00	\$170.00
PB19-20-597	31322 CR 390	Stabilize foundation wall per plans.	Ayers Basement Systems	12/16/2019	0.00	\$100.00

Number of Permits: 27

Total Billed: \$14,462.00

Total Construction Value

\$2,024,816.00

Population: All Records
Permit.DateIssued in <Previous month> [12/01/19 - 12/31/19]
AND
Permit.PermitType = Building

Monthly Trade Permits Issued

01/07/2020

Permit #	Address	Work Description	Applicant Name	Date Issued	Amount Billed
Electrical					
PE19-03-542	9818 N 32ND ST	Install panel, light, and outlet in pole barn	ROC Electric LLC	12/02/2019	\$116.00
PE19-03-555	8909 E B AVE	New home	Morgan Electrical Services Inc	12/05/2019	\$311.00
PE19-03-558	5594 E B AVE	Pull power 200ft underground in conduit to chicken coop	HERGOTT, BRADLEY A & NA	12/03/2019	\$100.00
PE19-03-568	5100 E DE AVE	Generator install	Adam L Johnson	12/16/2019	\$110.00
PE19-03-569	7732 FOXWOOD ST	Generator install	Adam L Johnson	12/16/2019	\$110.00
PE19-03-570	10119 N 28TH ST	Generator install	Adam L Johnson	12/16/2019	\$110.00
PE19-06-536	3809 DEVONSHIRE AVE	Add outlets & switches to basement	RUMSEY, BRANDON & MELISS	12/05/2019	\$151.00
PE19-06-543	3413 RED CLOVER RD	Install 8 kw stand by generator	Portage Electric	12/05/2019	\$110.00
PE19-06-563	1724 COLGROVE AVE	Service upgardeER # 1051185772	Dan Wood Co	12/11/2019	\$105.00
PE19-06-565	1701 OLMSTEAD RD	Generator, transfer switch, and service disconnect	Egly Electric	12/16/2019	\$135.00
PE19-06-572	4203 TAFT ST	Generator install	Webster Electric Co	12/19/2019	\$110.00
PE19-06-576	3111 CARLETON AVE	200 AMP service (repairs from fire)	Bruce Bosier Electric	12/27/2019	\$0.00
PE19-06-583	4636 PALMBROOK LN	Electrical for basement finish	HOSKO, ELIZABETH K. & WIL	12/30/2019	\$126.00
PE19-06-584	717 DAYTON AVE	Electric for garage - 60AMP service	WHITT, BARBARA E.	12/30/2019	\$186.00
PE19-07-551	209 STATION HILL ST	New home	Consolidated Electric Contractors	12/02/2019	\$316.00
PE19-07-552	239 DEPOT CIR	New home	Consolidated Electric Contractors	12/02/2019	\$316.00
PE19-07-553	241 DEPOT CIR	New home	Consolidated Electric Contractors	12/02/2019	\$316.00
PE19-07-554	238 DEPOT CIR	New home	Consolidated Electric Contractors	12/02/2019	\$316.00
PE19-07-557	3382 WYNGATE MDW	kitchen remodel	AA Electric	12/03/2019	\$146.00
PE19-07-560	400 N 33RD ST	New home	HERDER PAUL	12/05/2019	\$322.00
PE19-07-561	5200 E CORK	Connecting gates to fire alarm panel so they open during an	SecurAlarm Systems	12/06/2019	\$145.00
PE19-07-562	4449 LANDING WAY	Updating master bath & adding a half bath	DOWNS RICHARD G	12/10/2019	\$160.00
PE19-07-566	8892 E MAIN ST	Generator install	Steensma Lawn & Power	12/16/2019	\$110.00
PE19-07-567	4311 N 28TH ST	Generator install	Steensma Lawn & Power	12/16/2019	\$110.00
PE19-07-573	5205 KAISER DR	Point of connections from existing fire panel to 3 fans	SecurAlarm Systems	12/23/2019	\$110.00
PE19-07-575	5269 FORDHAM AVE	Addition	VORENKAMP DALE E & ABBY	12/26/2019	\$158.00
PE19-07-577	6452 E L AVE	62 roof mounted modules, grid tied, 18.60 kW, solar install	Power Home Solar	12/30/2019	\$482.00
PE19-07-582	6391 ORMADA DR	Generator install	Steensma Lawn & Power	12/30/2019	\$110.00
PE19-20-556	5471 23 1/2 ST	Generator install	Esper Electric	12/02/2019	\$110.00
PE19-20-559	24837 BASELINE RD	New manufactured home	Gregg'O Electric	12/05/2019	\$180.00
PE19-20-564	32621 20TH AVE	Electric for pole barn	KOEHN ROBERT H & CLARISS	12/17/2019	\$186.00
PE19-20-571	28379 NORTHERN BLUFF	Generator install	Adam L Johnson	12/17/2019	\$110.00

Referenced
110.00
1/06/2019

PE19-20-574	11433 40 HWY # M	Generator install	Alliance Electric Of Michigan	12/23/2019	\$110.00
PE19-20-581	28347 NORTHERN BLUFF	Generator install	Steensma Lawn & Power	12/30/2019	\$110.00

Number of Permits: 34

Total Billed: \$5,703.00

Mechanical

PM19-03-645	10594 WILDWOOD CIR	Furnace replacement	Dan Wood Co	12/02/2019	\$125.00
PM19-03-647	6345 Medinah	New home	JP Heating & Air Conditioning Inc	12/02/2019	\$295.00
PM19-03-648	9979 WILDWOOD DR	Furnace replacement	Vredevoogd Heating & Cooling	12/02/2019	\$125.00
PM19-03-650	8422 N 30TH ST	Furnace replacement	Rogers Refrigeration	12/04/2019	\$125.00
PM19-03-651	5282 STONE OAK LN	Furnace replacement	Rogers Refrigeration	12/04/2019	\$125.00
PM19-03-655	8051 Lausen Ln	New home	A-1 Mechanical	12/09/2019	\$245.00
PM19-03-657	8325 SILVERADO LN	Furnace replacement	Nieboer Heating & Cooling	12/09/2019	\$125.00
PM19-03-660	5700 N 28TH ST	New wet pipe sprinkler system at Building 169	B. L. Harroun & Son, Inc	12/12/2019	\$790.00
PM19-03-680	5100 E DE AVE	Generator install	Steensma Lawn & Power	12/16/2019	\$130.00
PM19-03-681	7732 FOXWOOD ST	Generator install	Steensma Lawn & Power	12/16/2019	\$130.00
PM19-03-683	7617 E C AVE	In floor radiant tubing & boiler	Bel Aire Heating & Air	12/16/2019	\$195.00
PM19-03-696	8909 E B AVE	New home	Welton's Inc	12/23/2019	\$270.00
PM19-03-701	6354 EAGLE RIDGE DR	Furnace replacement	Vredevoogd Heating & Cooling	12/26/2019	\$125.00
PM19-03-708	10876 E D AVE	Generator install	Wood Brothers Heating & Cooling	12/30/2019	\$130.00
PM19-06-643	4900 WESTON AVE	Water heater replacement	Boniface Heating & AC	12/05/2019	\$101.00
PM19-06-646	518 IRA AVE	HVAC furnace and duct replacement	Bel Aire Heating & Air	12/02/2019	\$150.00
PM19-06-653	530 WALLACE AVE	Furnace & AC replacement	Walter L DeVisser	12/06/2019	\$155.00
PM19-06-656	4755 SILVERLEAF LANE	Furnace replacement	Nieboer Heating & Cooling	12/09/2019	\$125.00
PM19-06-658	1318 PINEHURST BLVD	Venting bath fan, dryer, and kitchen	JP Heating & Air Conditioning Inc	12/10/2019	\$110.00
PM19-06-661	4290 WINDING WAY	Replace furnace, humidifier, and damper	Bel Aire Heating & Air	12/11/2019	\$140.00
PM19-06-666	1312 MANOR DR	HVAC replacement	Bel Aire Heating & Air	12/11/2019	\$165.00
PM19-06-667	424 COOLIDGE AVE	Furnace replacement	Bel Aire Heating & Air	12/11/2019	\$125.00
PM19-06-668	3410 THORNHILL AVE	Furnace replacement	Nieboer Heating & Cooling	12/11/2019	\$125.00
PM19-06-669	3825 WYNN RD	Replace radiant tube heater	CTI Mechanical	12/16/2019	\$110.00
PM19-06-670	1344 COOLIDGE AVE	Furnace & AC replacement	Nieboer Heating & Cooling	12/12/2019	\$105.00
PM19-06-671	220 CHICAGO AVE	Furnace replacement	Nieboer Heating & Cooling	12/12/2019	\$125.00
PM19-06-677	908 N CLARENDON ST	Furnace replacement	Vredevoogd Heating & Cooling	12/16/2019	\$125.00
PM19-06-685	1426 SHAKESPEARE ST	Replace furnace & water heater	Home Energy Solutions	12/17/2019	\$131.00
PM19-06-689	521 E MOSEL AVE	Process piping to cooling coils, 1 MUA system, and 1 exha	Hulst Heating & Cooling Inc	12/23/2019	\$730.00
PM19-06-692	4203 TAFT ST	Generator install	McArthur Mechanical	12/19/2019	\$125.00
PM19-06-693	2684 ARROWWOOD LN	Furnace & Coil replacement	Dan Wood Co	12/20/2019	\$155.00
PM19-06-694	4633 PEPPER BUSH LN	Furnace replacement	Lagenour Heating & Cooling	12/20/2019	\$125.00

PM19-06-695	2531 HILLSDALE AVE	HVAC replacement	Bel Aire Heating & Air	12/20/2019	\$155.00
PM19-06-697	1107 CLEARVIEW ST	Water heater and bath fan replacement	DeHaan Heating & Cooling	12/23/2019	\$106.00
PM19-07-534	2128 LEIGH AVE	New home	Norris Heating & AC	12/26/2019	\$190.00
PM19-07-638	2272 RIVER ST	New wet fire sprinkler system for Kalamazoo Human Soci	Brigade Fire Protection	12/02/2019	\$790.00
PM19-07-644	5998 E H AVE	Furnace and AC replacement	Dan Wood Co	12/02/2019	\$155.00
PM19-07-654	3382 WYNGATE MDW	Vent range, move duct run	Walter L DeVisser	12/06/2019	\$160.00
PM19-07-672	1168 VERLEEN ST	Furnace replacement	Dan Wood Co	12/13/2019	\$125.00
PM19-07-673	237 DEPOT CIR	New home	A-1 Mechanical	12/20/2019	\$245.00
PM19-07-674	209 STATION HILL ST	New home	A-1 Mechanical	12/16/2019	\$260.00
PM19-07-676	9196 SHADETREE CIR	Furnace replacement	Metzger's Heating & Cooling	12/16/2019	\$125.00
PM19-07-678	8892 E MAIN ST	Generator install	Steensma Lawn & Power	12/16/2019	\$130.00
PM19-07-679	4311 N 28TH ST	Generator install	Steensma Lawn & Power	12/16/2019	\$130.00
PM19-07-690	6104 CRESTWOOD AVE	Furnace & AC replacement	Vredevoogd Heating & Cooling	12/19/2019	\$155.00
PM19-07-691	6024 FRANCIS ST	Boiler replacement	Bel Aire Heating & Air	12/19/2019	\$125.00
PM19-07-700	9375 E ML AVE	HVAC replacement	Bel Aire Heating & Air	12/23/2019	\$171.00
PM19-07-702	6592 WOODLEA DR	Water heater replacement	Vredevoogd Heating & Cooling	12/26/2019	\$101.00
PM19-07-703	5286 WYNN RD	Mini split replacement	Nieboer Heating & Cooling	12/26/2019	\$125.00
PM19-07-705	5269 FORDHAM AVE	Addition	VORENKAMP DALE E & ABBY	12/26/2019	\$181.00
PM19-07-707	6391 ORMADA DR	Generator install	Steensma Lawn & Power	12/30/2019	\$130.00
PM19-18-652	450 HAYMAC 525	Water heater replacement	Spectrum Boiler & Mechanical	12/04/2019	\$101.00
PM19-18-675	522 ESPANOLA	Furnace replacement	Nieboer Heating & Cooling	12/16/2019	\$125.00
PM19-18-687	804 PARCHEMOUNT	Water heater replacement	Lenardson Mechanical	12/18/2019	\$101.00
PM19-18-688	714 SHOPPERS LN	Installing 4 RTU's	Boardwell Mechanical Services	12/19/2019	\$295.00
PM19-20-659	26853 LAKE ST	Generator install	RICHARDSON JESSE & CAROL	12/10/2019	\$130.00
PM19-20-682	8859 CR 653	Furnace, ductwork, AC, and humidifier for modular home	Trust Heating & Cooling	12/16/2019	\$195.00
PM19-20-684	28379 NORTHERN BLUFF	Generator install	Steensma Lawn & Power	12/17/2019	\$130.00
PM19-20-698	11433 40 HWY # M	Generator install	Alliance Electric Of Michigan	12/23/2019	\$100.00
PM19-20-699	25264 2ND AVE	Furnace replacement	Rogers Refrigeration	12/23/2019	\$125.00
PM19-20-704	12951 32ND ST	New home	Norris Heating & AC	12/26/2019	\$270.00
PM19-20-706	28347 NORTHERN BLUFF	Generator install	Steensma Lawn & Power	12/30/2019	\$130.00

Number of Permits: 62

Total Billed: \$11,183.00

Plumbing

PP19-03-365	8020 Lausen Ln	New home	Superior Plumbing Services	12/09/2019	\$270.00
PP19-03-368	8054 Lausen Ln	New home	Superior Plumbing Services	12/12/2019	\$278.00
PP19-03-375	5716 N 32ND ST	Tab to shower conversion	Ohio Bath Solutions	12/12/2019	\$100.00
PP19-03-383	10438 N 32ND ST	Bury sewer line to replace bad drain to kitchen sink	Craig Gothard Plumbing	12/23/2019	\$111.00

PP19-06-376	3926 ANDORA AVE	Shower replacement	Ohio Bath Solutions	12/12/2019	\$100.00
PP19-06-379	521 E MOSEL AVE	Underground sanitary drainage to 4 floor sinks and 3 future	Brian Koster	12/20/2019	\$253.00
PP19-06-382	328 N SAGE	Re-plumbing a burned rental unit	RJO Mechanical	12/23/2019	\$163.00
PP19-07-366	598 SLEEPER ST	Sewer connection	Modern Plumbing & Sewer	12/06/2019	\$100.00
PP19-07-367	3382 WYNGATE MDW	Kitchen remodel: move main drain between 1st and 2nd flo	Briggs & Son Plumbing	12/09/2019	\$150.00
PP19-07-369	4449 LANDING WAY	Moving & updating master bath & adding a half bath	DOWNS RICHARD G	12/10/2019	\$183.00
PP19-07-377	1506 N 26TH ST	city water connection - stub to the house	MARTIN JAMES	12/16/2019	\$100.00
PP19-07-378	3757 MIDWAY AVE	Sewer connection	SWT Excavating Inc	12/17/2019	\$100.00
PP19-07-381	233 DEPOT CIR	New home	Mark Woodman Plumbing & Heati	12/20/2019	\$269.00
PP19-07-384	235 DEPOT CIR	New home	Mark Woodman Plumbing & Heati	12/26/2019	\$269.00
PP19-07-385	139 GRANDVIEW ST	New home	Mark Woodman Plumbing & Heati	12/26/2019	\$269.00
PP19-07-386	5269 FORDHAM AVE	Addition	VORENKAMP DALE E & ABBY	12/26/2019	\$149.00
PP19-07-387	2921 N 33RD ST	New home	ER Plumbing	12/30/2019	\$260.00
PP19-20-364	30942 CR 390	New modular home	Mr C Plumbing LLC	12/02/2019	\$155.00
PP19-20-374	24837 BASELINE RD	New manufactured home	Mr C Plumbing LLC	12/11/2019	\$155.00
PP19-20-380	8859 CR 653	Plumbing for new modular home	ANDERSON CODY & JESSICA	12/20/2019	\$160.00

Number of Permits: 20

Total Billed: \$3,594.00

Number of Permits: 116

Total Billed: \$20,480.00

Population: All Records

Permit.PermiTType = Electrical OR

Permit.PermiTType = Mechanical OR

Permit.PermiTType = Plumbing

AND

Permit.DateIssued in <Previous month> [12/01/19 - 12/31/19]

Monthly Property Maintenance Requests

01/07/2020

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS19-06-092	1220 BRONX AVE	06-12-366-090	TASH PROPERTIES, LL	10/09/2019	\$110.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	12/16/2019	Property Maint. Re-inspection	Approved		
Inspections:	10/09/2019	Property Maintenance Inspectio	Disapproved		
PS19-07-105	102 WORDEN AVE	07-17-368-090	PEARSON NANCY C	12/09/2019	\$55.00
Work Description:	Property Maintenance request from Comstock Fire Marshal				
Inspections:	12/10/2019	Final Inspection	Disapproved		
PS19-07-106	826 WORDEN	07-17-180-031	2019 SPLIT	12/09/2019	\$55.00
Work Description:	Property Maintenance request from Comstock				
Inspections:	12/09/2019	Property Maintenance Inspectio	Disapproved		
PS19-07-107	201 PICKARD ST	07-18-380-040	TURNER CHARLES	12/16/2019	\$55.00
Work Description:	Property Maintenance request from Comstock due to structure fire				
Inspections:	12/16/2019	Property Maintenance Inspectio	Disapproved		
PS19-18-103	143 N RIVERVIEW DR 3	06-03-276-030	KALAMAZOO PROPER	11/15/2019	\$110.00
Work Description:	Property Maintenance request from Parchment				
Inspections:	12/06/2019	Property Maint. Re-inspection	Approved		
Inspections:	11/15/2019	Property Maintenance Inspectio	Disapproved		

Total Permits For Type: 5

Total Fees For Type: \$385.00

Report Summary

Population: All Records
Permit.Category = Jurisdiction
Request AND
Permit.PermitType = Special
Permit AND
Permit.Status = HOLD (FEE)
AND
Inspection.DateTimeScheduled
Between 01/01/2019 AND
12/31/2019

Grand Total Fees: \$385.00

Grand Total Permits: 5

Monthly Special Permit - Owner Request

01/07/2020

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS19-06-104	1724 COLGROVE AVE	06-11-435-171	BARBER, WILLIAM B. II	12/03/2019	\$55.00
Work Description:	Consultation inspection - 1. meter & disconnect currently in the basement - would/how to move outside 2. scope of the move & other				
Inspections:	12/09/2019	Safety Inspection	Disapproved		
PS19-07-108	151 MORROW ST	07-21-136-200	US BANK	12/20/2019	\$55.00
Work Description:	Meter socket inspection				
Inspections:	12/23/2019	Meter Socket Inspection	Disapproved		

Total Permits For Type: 2

Total Fees For Type: \$110.00

Report Summary

Grand Total Fees: \$110.00

Grand Total Permits: 2

Population: All Records
Permit.DateIssued in <Previous month> [12/01/19 - 12/31/19]
AND
OR
Permit.Category = Special Permit
OR
Permit.Category = Hood
Suppression OR
Permit.Category = Meter Socket
Inspection OR
Permit.Category = Owner Request

DATE	MOTION	MADE BY	SECONDED	VOTES
02/21/19	to postpone the Board of Appeals Procedure until the rescheduled April 18th Board Meeting	Mohney	Miller	unanimous
02/21/19	to put in effect the Addition of Chairperson's signature on New/Amended Policies	Hess	Emmons	unanimous
02/21/19	to approve the engagement agreement and authorize Mr. Alwine to sign,	Emmons	Mohney	unanimous
02/21/19	to move forward with purchasing the KABA office building via conventional mortgage, with a down payment being provided by the member jurisdictions in the approved amount	Mohney	Emmons	Roll Call 4-1
04/18/19	to re-appoint Ms. Barrons as the At Large Ex-Officio Board Member for a 2- year term	Mohney	Emmons	unanimous
06/20/19	to approve the I.T Right expenditure and make the necessary budget adjustment	Harma	Miller	unanimous
06/20/19	to approve Mr. Alwine to sign the response letter for Correction Action Plan, once the response letter is approved by Mr. Kruger	Harma	Miller	unanimous
07/11/19	to approve the KABA Board of Appeals Procedure as presented	Foust	Hess	unanimous
08/08/19	to approve Mr. Alwine to obtain a property survey, not to exceed \$1000	Mohney	Miller	unanimous
08/08/19	to add the Amended By-Laws to the next scheduled Board Meeting of September 12 th Agenda for approval	Mohney	Harma	unanimous
09/12/19	to authorize Mr. Alwine to begin the financing process with Southern Michigan Bank & Trust	Harma	Miller	unanimous
09/12/19	to authorize Mr. Alwine to establish accounts based on the conditions on the Southern Michigan Bank & Trust loan term offer (dated August 21, 2019)	Harma	Miller	unanimous
09/12/19	to approve the changes made to the By Laws	Harma	Miller	unanimous
09/12/19	to approve the general insurance renewal with the office dwelling & cyber included	Harma	Hess	unanimous
09/12/19	to approve the STD/LTD/Life insurance renewal	Miller	Thompson	unanimous
09/12/19	to approved the medical, dental and vision insurance renewal,	Hess	Harma	unanimous
09/12/19	to amend the stipend in lieu of health insurance to \$5244 annually, effective at the beginning of the new policy period	Harma	Hess	unanimous
10/10/19	to approve the amended Buy & Sell Agreement (not included in Board Packet) and to authorize Mr. Alwine to sign the amended Buy & Sell Agreement	Harma	Hess	unanimous
10/10/19	to authorize KABA to use retained earnings for the down payment on the new mortgage	Mohney	Miller	unanimous
10/10/19	to approve all (4) budget adjustments as presented	Harma	Miller	unanimous
10/10/19	to approve the 2020 Budget with the adjustment for retained earnings with a net position of \$113,008.65	Mohney	Hess	unanimous
10/10/19	to approve the Maner Costerian Significant Audit Findings for 2018, which was presented at the meeting and not included in the Board Packet	Mohney	Hess	unanimous
11/14/19	to give Mr. Alwine the authority to sign the loan application and lending documents and to give the authority to Mr. Alwine & Mr. Krueger, if any minor modifications need to be made to the contract and lending documents	Harma	Mohney	unanimous
11/14/19	to approve the Amended 2019 Budget (for the down payment on office purchase) with the \$40k removed from Retained Earnings and move to Capital Outlay	Mohney	Miller	unanimous
11/14/19	to approve the Fee Schedule with amended items including changes to the building permit fee schedule and court fees	Mohney	Harma	unanimous
11/14/19	to approve the Resolution to Opt Out of PA 152 for the calendar year 2020	Mohney	Harma	Roll Call 3-0
11/14/19	to approve the 2020 Board Meeting Schedule	Miller	Mohney	unanimous
11/14/19	to approve Butch Hays as a contracted mechanical & plumbing inspector for KABA	Mohney	Miller	unanimous
12/12/19	to approve the holiday schedule and allow the staff to choose the floating holiday	Harma	Mohney	unanimous
12/12/19	to approve the engagement letter and give Ms. Mohney the authority to sign the engagement letter	Harma	Miller	unanimous
12/12/19	to approve the resolution for the purchase of the building	Harma	Hess	Roll Call - 4-0