



AGENDA

Regular Meeting of the Kalamazoo Area Building Authority Board of Directors
March 12, 2020
2:00 PM

1. Call to Order
2. Approval of the Agenda
3. Consent Agenda
 - a. Approval of Minutes from the February 13, 2020 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. Office Security
 - b. Appointment of Contracted Inspector
6. Financial and Building Reports
 - a. Bank Reconciliation Reports
 - b. Financial Reports
 - c. Building Report
 - d. Permit Lists
7. Board Member Comments
8. Staff Member Comments
9. Adjournment

Minutes
From
February 13, 2020
KABA Board of Directors
Meeting

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
February 13, 2020**

Chairperson, Michelle Mohney called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:00 P.M. at the KABA offices, 2322 Nazareth Road.

Present: Michelle Mohney, Chairperson / Representative from Comstock Township
Sherine Miller, Treasurer / Representative from Kalamazoo Township
Scott Hess, Representative from Pine Grove Township
Lysanne Harma, Representative from Richland Township
Denise Barrons, At Large Ex-Officio Board Member

Absent: Chester Emmons, Secretary / Representative from City of Parchment

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

Ms. Mohney introduced Charles Bogren, Alternate KABA Attorney, to the KABA Board.

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

Approval of Consent Agenda – A motion was made by Ms. Miller to approve the Minutes from the January 9, 2020 Board Meeting as presented, seconded by Mr. Hess, and carried with a vote of 4-0.

Citizen Comments – There were no citizen comments.

BUSINESS:

Inter-local Agreement (amendment) – The proposed revisions to the interlocal agreement were included the board packet; which included changes to the dates for budget approval. The revised interlocal agreement will be presented to each board member's municipality for their board's approval. Ms. Harma motioned to approve submittal to the municipalities for their approval on the changes to the interlocal agreement, seconded by Ms. Miller and carried with a roll call vote.

Capital Outlay / Capital Improvements – Mr. Alwine addressed to the Board that KABA has Capital Asset and Expense accounts. Ms. Mohney motioned to remove Capital Improvement (Asset) line item from the budget, which was established at the January 9, 2020 meeting, seconded by Ms. Harma and carried with a vote 4-0. Ms. Mohney motioned to move the \$7000 that had been designated to Capital Improvement (Asset) to the existing #7920 Capital Outlay expense account, seconded by Ms. Harma and carried with a vote of 4-0.

Mr. Hess exited the meeting at 2:15pm and returned at 2:16pm.

Office Security (discussion) – Mr. Alwine offered information of the past & present issues concerning security with the KABA office and suggestions to improve the safety of the office. Ms. Harma motioned to authorize Mr. Alwine to obtain estimates for office security, seconded by Ms. Mohney and carried with a vote 4-0.

Financial Statements and Reports – Ms. Harma inquired on the transition with the new financial institution; Ms. Cassidy informed with new processes, the transition is proceeding smoothly. Ms. Mohney inquired on the Mercantile account reflecting zero balance; Ms. Cassidy informed the Mercantile account was closed out recently.

Mr. Krueger exited the meeting at 2:32pm and returned at 2:34pm.

KABA Board Member Comments – Ms. Harma continues to receive good comments on how professional the KABA staff is and how well the transition has been working.

KABA Staff Comments – Mr. Krueger announced he will be absent from the March Board Meeting and Mr. Bogren will be present.

There was no further business and the meeting was adjourned at approximately 2:35 PM.

Drafted: February 19, 2020

Approved:

Appointment of Contracted Inspector

Steve Wood, back up contracted electrical inspector

Financial and Building Reports

Kalamazoo Area Building Authority
Reconciliation Summary
1050 - Checking / SMBT, Period Ending 02/29/2020

Beginning Balance	Feb 29, 20	220.00
Cleared Transactions		
Checks and Payments - 42 items	-31,839.19	
Deposits and Credits - 62 items	119,764.47	
Total Cleared Transactions	87,925.28	
Cleared Balance		<u>88,145.28</u>
Uncleared Transactions		
Checks and Payments - 11 items	-4,882.97	
Deposits and Credits - 2 items	185.00	
Total Uncleared Transactions	-4,697.97	
Register Balance as of 02/29/2020		<u>83,447.31</u>
New Transactions		
Checks and Payments - 16 items	-15,461.52	
Deposits and Credits - 3 items	4,391.00	
Total New Transactions	-11,070.52	
Ending Balance		<u>72,376.79</u>

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 02/29/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							
Cleared Transactions							
Checks and Payments - 42 items							
Bill Pmt-Check	02/06/2020	5005	Doug Scott	01/27-01/31/20 (25 Inspections)	√	-1,250.00	
Bill Pmt-Check	02/06/2020	5010	Terry Thatcher/MP Services	01/27-01/31/20 (11 Plumb / 11 Mech Inspections)	√	-1,100.00	
Bill Pmt-Check	02/06/2020	5002	Bear Priest	(Z) 01/25-01/31/20 (11 hrs), ZCP, 01/01-01/31/20 (2.5 hrs/training for J Richardson)	√	-772.50	
Bill Pmt-Check	02/06/2020	5003	Butch Hayes/State Approved Insp Svcs	01/27-01/31/20 (13 Inspections)	√	-850.00	
Check	02/06/2020	5013	Alwine, Michael R	Reimbursement - Mileage (455.40) & Phone (89.87)	√	-545.27	
Check	02/06/2020	5014	Roy, Stephen A	Reimbursement - Mileage (464.60) & Phone (35.31)	√	-499.91	
Bill Pmt-Check	02/06/2020	5001	Allied Mechanical Services, Inc	Preventative Maint on (2) furnaces	√	-334.41	
Bill Pmt-Check	02/06/2020	5004	Consumers Energy	12/23/19-01/22/20	√	-314.44	
Bill Pmt-Check	02/06/2020	5009	Scott Paddock	01/27-01/31/20 (6 Inspections)	√	-300.00	
Check	02/06/2020	5011	B&A Mechanical	Refund - PM20-07-011	√	-200.00	
Check	02/06/2020	5012	B&A Mechanical	Refund - PM20-07-012	√	-200.00	
Bill Pmt-Check	02/06/2020	5006	ICC - International Code Council	(6) code check books	√	-124.70	
Bill Pmt-Check	02/06/2020	5008	Republic Services	02/01-02/29/20	√	-45.15	
Bill Pmt-Check	02/06/2020	5007	Kal-Blue	(1) 36" roll paper	√	-44.19	
Liability Check	02/07/2020		QuickBooks Payroll Service	Test for payroll direct deposit ACH	√	-0.82	
Liability Check	02/07/2020		QuickBooks Payroll Service	Test for payroll direct deposit ACH	√	-0.57	
Bill Pmt-Check	02/13/2020	5025	Blue Cross Blue Shield	03/01-03/31/20	√	-3,968.77	
Bill Pmt-Check	02/13/2020	5017	Doug Scott	02/03-02/09/20 (26 Inspections)	√	-1,300.00	
Bill Pmt-Check	02/13/2020	5021	Terry Thatcher/MP Services	02/03-02/09/20 (14 Mech / 8 Plumb Inspections)	√	-1,100.00	
Bill Pmt-Check	02/13/2020	5020	TelNet	02/08-03/07/20	√	-602.26	
Bill Pmt-Check	02/13/2020	5019	Scott Paddock	02/03-02/09/20 (8 Inspections + Plan Review)	√	-430.00	
Bill Pmt-Check	02/13/2020	5015	Butch Hayes/State Approved Insp Svcs	02/03-02/09/20 (1 Mech / 5 Plumb Inspections)	√	-300.00	
Bill Pmt-Check	02/13/2020	5018	Great America Financial	Toshiba copier	√	-287.61	
Check	02/13/2020	5024	Post Office	(300) .55 stamps	√	-165.00	
Bill Pmt-Check	02/13/2020	5026	Adams Remco	02/18-03/17/20	√	-149.57	
Check	02/13/2020	5023	AA Electric - Kalamazoo LLC	Refund - PE20-06-044	√	-105.00	
Bill Pmt-Check	02/13/2020	5016	CCU - Mastercard	XXXX-XXXX-XXXX-7686	√	-77.47	
Liability Check	02/18/2020	ACH	QuickBooks Payroll Service	Payroll (W/E 02/16/20)	√	-6,663.16	
Liability Check	02/19/2020	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 02/16/20)	√	-2,461.22	
Liability Check	02/19/2020	ACH	Great-West	Payroll (W/E 02/16/20)	√	-545.54	
Liability Check	02/19/2020	ACH	Basic	Payroll (W/E 02/16/20)	√	-150.00	
Liability Check	02/19/2020	ACH	MISDU	Payroll (W/E 02/16/20)	√	-144.60	
Bill Pmt-Check	02/20/2020	5031	Doug Scott	02/10-02/16/20 (24 Inspections + Plan Review)	√	-1,260.00	
Bill Pmt-Check	02/20/2020	5032	EMC Insurance	Mar 2020	√	-904.13	
Bill Pmt-Check	02/20/2020	5033	Kreis, Enderle, Hudgins & Borsos	Moody through 01/31/20 & General through 01/31/20	√	-860.00	
Bill Pmt-Check	02/20/2020	5028	Bear Priest	(Z) 02/01-02/14/20 (13.25 hrs)	√	-795.00	
Bill Pmt-Check	02/20/2020	5037	West Michigan Business Forms	KABA attire	√	-581.15	
Bill Pmt-Check	02/20/2020	5029	Butch Hayes/State Approved Insp Svcs	02/10-02/16/20 (4 Mech / 6 Plumb Inspections)	√	-500.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 02/29/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Bill Pmt-Check	02/20/2020	5035	Sun Life Assurance	03/01-03/31/20	√	-371.46	
Bill Pmt-Check	02/20/2020	5034	Scott Paddock	02/10-02/16/20 (3 inspections)	√	-150.00	
Check	02/25/2020	5039	Post Office	(20) \$1 stamps	√	-20.00	
Bill Pmt-Check	02/27/2020	Online	SMBT	Mar 2020	√	-1,565.29	
Total Checks and Payments							-31,839.19
Deposits and Credits - 62 items							
Deposit	01/29/2020			Deposit ID # 70377044	√	55.00	
Deposit	01/29/2020			Deposit ID # 70348807	√	170.00	
Deposit	01/29/2020			Deposit ID # 70382927	√	325.00	
Deposit	01/29/2020			Deposit ID # 70349613	√	490.00	
Deposit	01/30/2020			Deposit ID # 70412335	√	90.00	
Deposit	01/30/2020			Deposit ID # 70412335	√	115.00	
Deposit	01/31/2020			Deposit ID # 70466534	√	125.00	
Deposit	01/31/2020			Deposit ID # 70494395	√	135.00	
Deposit	01/31/2020			Deposit ID # 70516883	√	325.00	
Check	02/03/2020	5000		VOID: For the purpose of changing ACH / RE: Payroll	√	0.00	
Deposit	02/03/2020			Deposit ID # 70629340	√	18.00	
Deposit	02/03/2020			Deposit ID # 70630667	√	55.00	
Deposit	02/03/2020			Deposit ID # 70625379	√	130.00	
Deposit	02/03/2020			Deposit ID # 70612132	√	170.00	
Deposit	02/04/2020			Deposit ID # 70691845	√	101.00	
Deposit	02/04/2020			Deposit ID # 70673734	√	135.00	
Deposit	02/05/2020			Deposit ID # 70728397	√	75.00	
Deposit	02/05/2020			Deposit ID # 70752662	√	125.00	
Deposit	02/05/2020			Deposit ID # 70488705	√	250.00	
Deposit	02/06/2020			Deposit ID # 70789070	√	55.00	
Deposit	02/06/2020			Deposit ID # 70789440	√	105.00	
Transfer	02/06/2020			Transfer funds to close Mercantile acct	√	80,875.46	
Deposit	02/10/2020			Deposit ID # 70950476	√	115.00	
Deposit	02/10/2020			Deposit	√	1,992.00	
Deposit	02/10/2020			Deposit	√	2,737.00	
Deposit	02/11/2020			Deposit ID # 71043786	√	55.00	
Deposit	02/11/2020			Deposit ID # 71032955	√	100.00	
Deposit	02/12/2020			Deposit ID # 71070875	√	55.00	
Deposit	02/12/2020			Deposit ID # 71099306	√	90.00	
Check	02/13/2020	4950	Kalamazoo Area Building Authority	Transfer funds to close CCU acct	√	9,910.69	
Deposit	02/14/2020			Deposit	√	0.57	
Deposit	02/14/2020			Deposit	√	0.82	
Deposit	02/14/2020			Deposit ID # 71209340	√	55.00	
Deposit	02/14/2020			Deposit ID # 71199499	√	101.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 02/29/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	02/18/2020			Deposit ID # 71378106	✓	57.00	
Deposit	02/18/2020			Deposit	✓	1,712.50	
Deposit	02/18/2020			Deposit	✓	1,939.00	
Deposit	02/18/2020			Deposit	✓	6,304.00	
Paycheck	02/19/2020	DD30375	Roy, Stephen A	Direct Deposit	✓	0.00	
Paycheck	02/19/2020	DD30372	Alwine, Michael R	Direct Deposit	✓	0.00	
Paycheck	02/19/2020	DD30373	Cassidy, Penny M	Direct Deposit	✓	0.00	
Paycheck	02/19/2020	DD30374	Feist, Erin L	Direct Deposit	✓	0.00	
Deposit	02/19/2020			Deposit ID # 71412520	✓	170.00	
Deposit	02/19/2020			Deposit ID # 71410121	✓	298.00	
Deposit	02/20/2020			Deposit ID # 71482107	✓	171.00	
Deposit	02/21/2020			Deposit ID # 71547885	✓	100.00	
Deposit	02/21/2020			Deposit ID # 71553101	✓	105.00	
Deposit	02/21/2020			Deposit ID # 71549198	✓	250.00	
Deposit	02/24/2020			Deposit	✓	65.00	
Deposit	02/24/2020			Deposit ID # 71865839	✓	100.00	
Deposit	02/24/2020			Deposit ID # 71651245	✓	131.00	
Deposit	02/24/2020			Deposit ID # 71640170	✓	155.00	
Deposit	02/24/2020			Deposit ID # 71641225	✓	251.00	
Deposit	02/24/2020			Deposit	✓	495.00	
Deposit	02/24/2020			Deposit	✓	8,210.00	
Deposit	02/25/2020			Deposit ID # 71703680	✓	100.00	
Deposit	02/29/2020			Interest	✓	14.43	
Paycheck	03/04/2020	DD30376	Alwine, Michael R	Direct Deposit	✓	0.00	
Paycheck	03/04/2020	DD30377	Cassidy, Penny M	Direct Deposit	✓	0.00	
Paycheck	03/04/2020	DD30378	Feist, Erin L	Direct Deposit	✓	0.00	
Paycheck	03/04/2020	DD30379	Roy, Stephen A	Direct Deposit	✓	0.00	
Liability Check	03/31/2020		State of Michigan/Withhold	VOID: mistakenly selected	✓	0.00	
Total Deposits and Credits							119,764.47
Cleared Balance							87,925.28
Uncleared Transactions							88,145.28
Checks and Payments - 11 items							
Check	02/13/2020	5022	Eric Dale Heating & Air, Inc.	Refund - PM19-06-364		-75.00	
Bill Pmt-Check	02/20/2020	5036	Terry Thatcher/MP Services	02/10-02/16/20 (9 Mech / 11 Plumb Inspections)		-1,000.00	
Check	02/20/2020	5038	Quality Home Improvements	Refund - PB19-03-390		-340.00	
Bill Pmt-Check	02/20/2020	5030	Denise Hurd / Snow Removal	plow - 01/19		-35.00	
Bill Pmt-Check	02/27/2020	5043	Doug Scott	02/17-02/23/20 (20 Inspections)		-1,000.00	
Bill Pmt-Check	02/27/2020	5045	Terry Thatcher/MP Services	02/17-02/23/20 (5 Mech / 10 Plumb Inspections)		-750.00	
Bill Pmt-Check	02/27/2020	5040	Butch Hayes/State Approved Insp Svcs	02/17-02/23/20 (4 Mech / 6 Plumb Inspections)		-500.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 02/29/2020

Type	Date	Num	Name	Memo	Cir	Amount	Balance	
Bill Pmt -Check	02/27/2020	5044	Scott Paddock	02/17-02/23/20 (4 inspections)		-200.00		
Bill Pmt -Check	02/27/2020	5041	Charter Comm	02/20-03/19/20		-154.98		
Bill Pmt -Check	02/27/2020	5042	City of Kalamazoo (Water&Sewer)	10/28/19-02/11/20 (estimated bill)		-98.95		
Liability Check	02/28/2020	5046	State of Michigan\W\thhold	Feb 2020		-729.04		
Total Checks and Payments								-4,882.97
Deposits and Credits - 2 items								
Deposit	02/26/2020			Deposit ID # 71784864		15.00		
Deposit	02/27/2020			Deposit ID # 71842818		170.00		
Total Deposits and Credits								185.00
Total Uncleared Transactions								-4,697.97
Register Balance as of 02/29/2020								83,447.31
New Transactions								
Checks and Payments - 16 items								
Liability Check	03/03/2020	ACH	QuickBooks Payroll Service	Payroll (W/E 03/01/20)		-6,652.99		
Check	03/03/2020	5048	Roy, Stephen A	Reimbursement - Mileage (510.60) & Phone (35.31)		-545.91		
Check	03/03/2020	5050	Alwine, Michael R	Reimbursement - Mileage (351.90) & Phone (89.87)		-441.77		
Check	03/03/2020	5049	Dale W. Hubbard, Inc.	Refund - PM19-06-437		-75.00		
Check	03/03/2020	ACH	Southern Michigan Bank & Trust - Fees	Cash mgmt fee for previous month		-45.00		
Liability Check	03/04/2020	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 03/01/20)		-2,458.22		
Liability Check	03/04/2020	ACH	Great-West	Payroll (W/E 03/01/20)		-544.78		
Liability Check	03/04/2020	ACH	Basic	Payroll (W/E 03/01/20)		-150.00		
Liability Check	03/04/2020	5047	MISDU	Payroll (W/E 03/01/20)		-144.60		
Bill Pmt -Check	03/05/2020	5052	Butch Hayes/State Approved Insp Svs	02/24-02/29/20 (13 Mech / 20 Plumb Inspections)		-1,650.00		
Bill Pmt -Check	03/05/2020	5054	Doug Scott	02/24-02/29/20 (18 inspections)		-900.00		
Bill Pmt -Check	03/05/2020	5051	Bear Priest	(Z) 02/15-02/29/20 (7.5 hrs + (2) ZCP)		-540.00		
Bill Pmt -Check	03/05/2020	5055	Redmond Engineering & Design	Plan Review - 2309 Burdick		-500.00		
Bill Pmt -Check	03/05/2020	5057	Scott Paddock	02/24-02/29/20 (9 inspections)		-450.00		
Bill Pmt -Check	03/05/2020	5053	Consumers Energy	01/23-02/20/20		-318.31		
Bill Pmt -Check	03/05/2020	5056	Republic Services	03/01-03/31/20		-44.94		
Total Checks and Payments								-15,461.52
Deposits and Credits - 3 items								
Deposit	03/02/2020			Deposit - Cash		253.00		
Deposit	03/02/2020			Deposit		3,883.00		
Deposit	03/31/2020			Deposit - Cash		255.00		
Total Deposits and Credits								4,391.00
Total New Transactions								-11,070.52
Ending Balance								72,376.79

Kalamazoo Area Building Authority
Reconciliation Summary
1020 - Checking / Consumers CU, Period Ending 02/29/2020

	Feb 29, 20
Beginning Balance	25,799.18
Cleared Transactions	
Checks and Payments - 17 items	-25,799.18
Deposits and Credits - 5 items	0.00
Total Cleared Transactions	-25,799.18
Cleared Balance	0.00
Register Balance as of 02/29/2020	0.00
Ending Balance	0.00

Kalamazoo Area Building Authority Reconciliation Detail

1020 - Checking / Consumers CU, Period Ending 02/29/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							
Cleared Transactions							
Checks and Payments - 17 items							
Check	01/10/2020	4915	Bruce Bosier Electric	Refund PE19-06-576	✓	-110.00	
Check	01/23/2020	4939	Rapid Fire Protection	Refund - PM19-07-121 (job canceled)	✓	-115.00	
Bill Pmt -Check	01/30/2020	4944	I.T. Right	Office 365 Business, Exchange Online & Pro Plus (02/15/20-02/14/21)	✓	-1,416.00	
Bill Pmt -Check	01/30/2020	4943	Doug Scott	01/20-01/26/20 (20 Inspections + 3 Plan Reviews)	✓	-1,150.00	
Bill Pmt -Check	01/30/2020	4946	Terry Thatcher/MP Services	01/20-01/26/20 (10 Mech / 8 Plumb Inspections)	✓	-900.00	
Bill Pmt -Check	01/30/2020	4940	Bear Priest	(Z) 01/01-01/24/20 (15 hrs)	✓	-900.00	
Bill Pmt -Check	01/30/2020	4945	Scott Paddock	01/20-01/26/20 (5 Inspections)	✓	-250.00	
Bill Pmt -Check	01/30/2020	4942	Charter Comm	01/20-02/19/20	✓	-154.98	
Bill Pmt -Check	01/30/2020	4947	West Michigan Business Forms	sticker labels - green & red	✓	-146.60	
Bill Pmt -Check	01/30/2020	4941	Butch Hayes/State Approved Insp Svcs	Plan Review - 2309 N Burdick & 3713 W Main	✓	-60.00	
Liability Check	01/31/2020	4948	State of Michigan/Withhold	Jan 2020	✓	-721.42	
Liability Check	02/04/2020	ACH	QuickBooks Payroll Service	Payroll (W/E 02/02/20)	✓	-6,663.19	
Liability Check	02/05/2020	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 02/02/20)	✓	-2,461.16	
Liability Check	02/05/2020	ACH	Great-West	Payroll (W/E 02/02/20)	✓	-545.54	
Liability Check	02/05/2020	ACH	Basic	Payroll (W/E 02/02/20)	✓	-150.00	
Liability Check	02/05/2020	4949	MISDU	Payroll (W/E 02/02/20)	✓	-144.60	
Check	02/13/2020	4950	Kalamazoo Area Building Authority	Transfer funds to close acct	✓	-9,910.69	
Total Checks and Payments							-25,799.18
Deposits and Credits - 5 items							
Paycheck	02/05/2020	DD30369	Cassidy, Penny M	Direct Deposit	✓	0.00	
Paycheck	02/05/2020	DD30370	Feist, Erin L	Direct Deposit	✓	0.00	
Paycheck	02/05/2020	DD30371	Roy, Stephen A	Direct Deposit	✓	0.00	
Paycheck	02/05/2020	DD30368	Alwine, Michael R	Direct Deposit	✓	0.00	
Total Deposits and Credits							0.00
Total Cleared Transactions							-25,799.18
Cleared Balance							
Register Balance as of 02/12/2020							
Ending Balance							0.00

Kalamazoo Area Building Authority
Reconciliation Detail
1022 - Savings / Consumers CU, Period Ending 02/29/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25.00
Cleared Balance						25.00
Register Balance as of 02/29/2020						25.00
Ending Balance						25.00

Kalamazoo Area Building Authority
Reconciliation Detail
1030 - Checking / Mercantile Bank, Period Ending 02/28/2020

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							80,872.14
Cleared Transactions							
Checks and Payments - 1 item							
Transfer	02/06/2020			Cashier Ck # 266652 - Closed Account	X	-80,875.46	-80,875.46
Total Checks and Payments						-80,875.46	-80,875.46
Deposits and Credits - 1 item							
Deposit	02/06/2020			Deposit	X	3.32	3.32
Total Deposits and Credits						3.32	3.32
Total Cleared Transactions						-80,872.14	-80,872.14
Cleared Balance						-80,872.14	0.00
Register Balance as of 02/28/2020						-80,872.14	0.00
Ending Balance						-80,872.14	0.00

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
February 2020

03/06/20

Accrual Basis

	Feb 20	Feb 19	% Change
Income			
4010 · Building Permits	10,375.00	37,718.00	-72.5%
4015 · Special Permits	330.00	220.00	50.0%
4020 · Electrical Permits	6,154.00	7,852.00	-21.6%
4030 · Mechanical Permits	6,508.00	7,868.50	-17.3%
4040 · Plumbing Permits	5,534.00	3,028.00	82.8%
4090 · Ordinance Enforcement	137.50	110.00	25.0%
4100 · Zoning Administration	1,666.25	2,642.50	-36.9%
4600 · Investment Income	17.75	6.24	184.5%
Total Income	30,722.50	59,445.24	-48.3%
Expense			
6010 · Advertising and Marketing	516.15	0.00	100.0%
6450 · Dues & Subscriptions	0.00	575.00	-100.0%
6500 · Payroll Expenses			
6501 · Salary - Building Official	6,250.00	6,250.00	0.0%
6503 · Salary - Building Inspector	5,000.00	5,000.00	0.0%
6505 · Wages - Administrative	6,531.40	6,364.81	2.6%
6510 · Payroll Taxes	1,368.19	1,340.64	2.1%
6511 · LTD / STD / AD&D / Life	371.46	370.22	0.3%
6512 · 401A (KABA)	1,091.08	1,063.48	2.6%
6513 · Health Insurance	4,372.15	2,681.89	63.0%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	24,984.28	23,071.04	8.3%
6700 · Insurance - General	889.31	712.69	24.8%
6800 · Legal Fees	940.00	1,960.00	-52.0%
6810 · Computer Support (External)	154.98	144.98	6.9%
6820 · Accounting Services	14.00	122.00	-88.5%
7100 · Office Equipment	437.18	437.18	0.0%
7110 · Office Supplies	44.26	67.90	-34.8%
7115 · Postage	185.00	0.00	100.0%
7125 · Computer (Hardware/Software)	2,932.95	0.00	100.0%
7130 · Resource Materials	0.00	-21.00	100.0%
7400 · Rent/Lease Expense	0.00	2,215.00	-100.0%
7420 · Lawn Care/Snow Removal	33.86	68.86	-50.8%
7500 · Utilities	417.26	483.47	-13.7%
7550 · Trash Removal	45.15	38.52	17.2%
7600 · Security (Office)	44.99	44.99	0.0%
7610 · Telephone - Office	602.26	541.10	11.3%
7611 · Telephone - Cellular	125.18	117.52	6.5%
7711 · Contracted Electrical Inspector	4,460.00	4,170.00	7.0%
7712 · Contracted Mechanical Inspector	3,730.00	4,550.00	-18.0%
7713 · Contracted Plumbing Inspector	3,300.00	1,575.00	109.5%
7714 · Contracted Ord Enforcement	0.00	81.00	-100.0%
7715 · Contracted Zoning Administrator	1,335.00	2,160.00	-38.2%
7800 · Mileage Reimbursement	862.50	890.30	-3.1%
7830 · Interest Expense	1,166.66	0.00	100.0%
7999 · Misc Expense	0.00	0.00	0.0%
Total Expense	47,220.97	44,005.55	7.3%
Net Income	-16,498.47	15,439.69	-206.9%

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison

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03/06/20

January through February 2020

Accrual Basis

	Jan 20	Jan 19	% Change	Feb 20	Feb 19	% Change	Jan - Feb 20	Jan - Feb 19	TOTAL	% Change
Income										
4010 - Building Permits	11,072.00	7,747.00	42.9%	10,375.00	37,718.00	-72.5%	-27,343.00	45,465.00	-24,018.00	-52.8%
4015 - Special Permits	385.00	605.00	-36.4%	330.00	220.00	50.0%	715.00	825.00	-110.00	-13.3%
4020 - Electrical Permits	11,611.00	5,620.00	106.6%	6,154.00	7,852.00	-21.6%	17,764.00	13,472.00	4,292.00	31.9%
4030 - Mechanical Permits	10,641.00	6,780.00	56.9%	6,008.00	7,868.50	-17.3%	17,149.00	14,849.10	2,499.90	17.1%
4040 - Plumbing Permits	4,276.00	2,282.00	89.0%	5,534.00	3,028.00	82.6%	9,810.00	5,290.00	4,520.00	85.4%
4090 - Ordinance Enforcement	0.00	495.00	-100.0%	137.50	110.00	25.0%	137.50	605.00	-467.50	-77.3%
4100 - Zoning Administration	2,005.00	1,236.25	62.2%	1,666.25	2,642.50	-36.9%	3,671.25	3,678.75	-7.50	-0.4%
4600 - Investment Income	23.63	7.68	207.7%	15.95	6.24	184.5%	41.38	13.92	27.46	197.3%
Total Income	40,012.63	24,753.53	61.8%	30,722.50	59,445.24	-48.3%	70,755.13	84,198.77	-13,463.64	-16.0%
Expense										
6010 - Advertising and Marketing	0.00	15.88	-100.0%	516.15	0.00	100.0%	516.15	15.88	500.27	3,150.3%
6450 - Dues & Subscriptions	0.00	0.00	0.0%	0.00	575.00	-100.0%	-575.00	575.00	-575.00	-100.0%
6500 - Payroll Expenses	4,062.64	4,375.00	-7.1%	6,250.00	6,250.00	0.0%	10,312.64	10,625.00	-292.36	-2.8%
6501 - Salary - Building Official	3,250.00	3,500.00	-7.1%	5,000.00	5,000.00	0.0%	8,250.00	8,500.00	-250.00	-2.9%
6503 - Salary - Building Inspector	4,307.00	4,409.61	-2.3%	6,531.40	6,364.81	2.6%	10,639.40	10,774.42	-135.02	-0.6%
6505 - Wages - Administrative	1,368.44	1,332.85	2.7%	1,368.19	1,340.64	2.1%	2,756.63	2,673.49	83.14	2.4%
6510 - Payroll Taxes	371.46	370.22	0.3%	371.46	370.22	0.3%	742.92	740.44	2.48	0.3%
6511 - LTD / STD / AD&D / Life	1,081.28	1,057.36	3.2%	1,063.48	1,063.48	2.6%	2,182.36	2,120.84	61.52	2.9%
6512 - 401A (KABA)	4,700.68	6,751.47	-30.4%	4,372.15	2,881.83	63.0%	9,072.83	9,433.36	-360.53	-3.8%
6500 - Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	19,151.50	21,796.51	-12.1%	24,984.28	23,071.04	8.3%	44,135.78	44,867.55	-731.77	-1.6%
6700 - Insurance - General	889.29	682.68	28.4%	889.31	712.69	24.8%	1,778.60	1,405.37	373.23	26.6%
6800 - Legal Fees	860.00	1,420.00	-39.4%	940.00	1,660.00	-43.0%	1,778.60	3,380.00	-1,601.40	-46.8%
6810 - Computer Support (External)	6,324.98	6,962.98	-9.7%	154.98	1,444.98	6.9%	6,473.96	7,107.96	-634.00	-8.8%
6820 - Accounting Services	14.00	183.50	-92.4%	0.00	122.00	-100.0%	-122.00	305.58	-277.58	-90.8%
7100 - Office Equipment	437.18	437.18	0.0%	437.18	437.18	0.0%	874.36	874.36	0.00	0.0%
7110 - Office Supplies	240.70	109.98	118.5%	44.26	67.90	-34.8%	294.36	294.36	0.00	0.0%
7115 - Postage	0.00	165.00	-100.0%	185.00	0.00	100.0%	185.00	165.00	20.00	12.1%
7125 - Computer (Hardware/Software)	3,557.60	2,081.70	70.1%	2,932.95	0.00	100.0%	6,469.52	2,081.70	4,388.85	210.3%
7130 - Resources Materials	-109.25	172.40	-163.4%	0.00	-21.00	-100.0%	-109.25	4,388.85	-4,498.10	-172.2%
7400 - Rent/Lease Expense	0.00	2,215.00	-100.0%	0.00	2,215.00	-100.0%	-2,215.00	4,388.85	-6,603.85	-150.0%
7420 - Lawn Care/Snow Removal	35.00	208.86	-83.2%	33.86	68.86	-50.8%	68.86	272.72	-303.86	-111.2%
7450 - Maintenance & Repairs - Office	334.41	25.94	1,189.2%	0.00	483.47	-13.7%	334.41	25.94	308.47	1,193.2%
7500 - Utilities	314.44	359.95	-12.6%	417.26	483.47	-13.7%	731.70	843.42	-111.72	-13.3%
7550 - Trash Removal	45.24	38.88	16.4%	38.52	38.52	0.0%	77.04	77.46	-0.42	0.5%
7600 - Security (Office)	44.98	44.99	0.0%	44.99	44.99	0.0%	89.98	89.98	0.00	0.0%
7610 - Telephone - Cellular	603.05	533.99	12.5%	602.26	541.10	11.3%	1,205.31	1,075.09	130.22	12.1%
7711 - Telephone - Cellular	125.18	80.24	107.8%	61.16	117.52	6.5%	250.36	177.76	72.60	40.9%
7712 - Contracted Electrical Inspector	4,800.00	2,025.00	127.2%	4,460.00	4,170.00	7.0%	9,690.00	6,195.00	3,495.00	56.4%
7713 - Contracted Mechanical Inspector	6,400.00	3,985.00	184.5%	3,730.00	4,550.00	-18.0%	9,875.00	6,710.00	3,165.00	47.3%
7714 - Contracted Plumbing Inspector	2,895.00	630.00	359.5%	3,300.00	1,575.00	106.5%	6,195.00	2,205.00	3,990.00	181.6%
7715 - Contracted Ord Enforcement	67.50	67.50	0.0%	81.00	-81.00	-100.0%	67.50	148.50	-81.00	45.4%
7715 - Contracted Zoning Administrator	1,605.00	865.00	141.4%	1,335.00	2,160.00	-38.2%	2,940.00	2,825.00	115.00	4.1%
7800 - Mileage Reimbursement	920.00	7.95	66.2%	890.30	0.00	0.0%	1,782.50	39.02	1,743.48	2.3%
7810 - Training Expense	0.00	55.00	-100.0%	0.00	0.00	0.0%	0.00	55.00	-55.00	-100.0%
7830 - Interest Expense	0.00	0.00	0.0%	1,166.66	0.00	100.0%	1,166.66	0.00	1,166.66	100.0%
7999 - Misc Expense	0.00	-110.28	100.0%	0.00	0.00	0.0%	0.00	-110.28	110.28	100.0%
Total Expense	49,100.81	45,081.14	11.9%	47,220.97	44,005.55	7.3%	96,321.78	87,866.69	8,455.09	9.6%
Net Income	-9,088.18	-19,127.61	52.5%	-16,498.47	15,439.69	-306.9%	-25,866.65	-3,687.92	-21,898.73	-593.8%

Kalamazoo Area Building Authority

Profit & Loss Budget Performance

February 2020

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03/06/20
Accrual Basis

	Feb 20	Budget	% of Budget	Jan - Feb 20	YTD Budget	% of Budget	Annual Budget
Income							
4010 · Building Permits	10,375.00	17,757.00	58.4%	21,447.00	34,463.00	62.2%	310,725.00
4015 · Special Permits	330.00	462.00	71.4%	715.00	785.00	91.1%	7,926.00
4020 · Electrical Permits	6,154.00	5,432.00	113.3%	17,764.00	12,738.00	139.5%	110,867.00
4030 · Mechanical Permits	6,508.00	7,575.00	85.9%	17,148.00	15,722.00	109.1%	116,004.00
4040 · Plumbing Permits	5,534.00	2,714.00	203.9%	9,810.00	6,556.00	149.6%	63,190.00
4090 · Ordinance Enforcement	137.50			137.50			
4100 · Zoning Administration	1,666.25			3,671.25			
4600 · Investment Income	17.75	10.00	177.5%	41.38	20.00	206.9%	120.00
Total Income	30,722.50	33,950.00	90.5%	70,735.13	70,284.00	100.6%	608,832.00
Expense							
6010 · Advertising and Marketing	516.15	0.00	100.0%	516.15	100.00	516.2%	2,000.00
6200 · Bank Fees	0.00	0.00	0.0%	0.00	25.00	0.0%	200.00
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%	575.00
6500 · Payroll Expenses							
6501 · Salary - Building Official	6,250.00	6,250.00	100.0%	10,312.64	12,500.00	82.5%	81,250.00
6503 · Salary - Building Inspector	5,000.00	5,000.00	100.0%	8,250.00	10,000.00	82.5%	65,000.00
6505 · Wages - Administrative	6,531.40	6,556.80	99.6%	10,838.40	13,113.60	82.7%	85,238.40
6510 · Payroll Taxes	1,368.19	1,393.08	98.2%	2,796.63	2,786.16	98.2%	18,178.88
6511 · LTD / STD / AD&D / Life	371.46	370.22	100.3%	742.92	740.44	100.3%	4,442.64
6512 · 401A (KABA)	1,091.08	1,092.61	99.9%	2,182.36	2,185.22	99.9%	14,203.94
6513 · Health Insurance	4,372.15	4,418.21	99.0%	9,072.83	9,306.13	97.5%	54,251.78
6500 · Payroll Expenses - Other	0.00			0.00			
Total 6500 · Payroll Expenses	24,984.23	25,080.92	99.6%	44,135.78	50,631.55	87.2%	322,565.64
6700 · Insurance - General	889.31	871.50	102.0%	1,778.60	1,743.00	102.0%	11,650.00
6800 · Legal Fees	940.00	720.00	130.6%	1,800.00	1,440.00	125.0%	20,000.00
6810 · Computer Support (External)	154.98	154.98	100.0%	6,479.96	6,789.96	95.4%	10,259.76
6820 · Accounting Services	14.00	122.00	11.5%	28.00	136.00	20.6%	12,572.00
7100 · Office Equipment	437.18	441.66	99.0%	874.36	883.32	99.0%	5,599.92
7110 · Office Supplies	44.26	300.00	14.8%	284.96	600.00	47.5%	3,800.00
7115 · Postage	185.00	165.00	112.1%	185.00	165.00	112.1%	1,000.00
7125 · Computer (Hardware/Software)	2,932.95	0.00	100.0%	6,490.55	0.00	100.0%	5,219.00
7130 · Resource Materials	0.00	0.00	0.0%	-109.25	0.00	100.0%	1,000.00
7400 · Rent/Lease Expense	0.00	0.00	0.0%	0.00	4,430.00	0.0%	26,580.00
7420 · Lawn Care/Snow Removal	33.86	280.00	12.1%	68.86	560.00	12.3%	2,484.00
7450 · Maintenance & Repairs - Office	0.00	0.00	0.0%	334.41	0.00	100.0%	5,000.00
7500 · Utilities	417.26	265.00	157.5%	731.70	530.00	138.1%	3,424.00
7550 · Trash Removal	45.15	47.25	95.6%	90.39	94.50	95.7%	567.00
7600 · Security (Office)	44.99	44.99	100.0%	88.98	89.98	100.0%	539.88
7610 · Telephone - Office	602.26	550.00	109.5%	1,205.31	1,100.00	109.6%	6,600.00
7611 · Telephone - Cellular	125.18	150.00	83.5%	250.36	300.00	83.5%	1,800.00
7700 · Building Board of Appeals	0.00	0.00	0.0%	0.00	0.00	0.0%	375.00
7701 · At-Large/Alternate Board Member	0.00	0.00	0.0%	0.00	0.00	0.0%	1,200.00
7710 · Contracted Building Inspector	0.00	0.00	0.0%	0.00	0.00	0.0%	10,000.00
7711 · Contracted Electrical Inspector	4,460.00	4,290.00	104.0%	9,060.00	8,273.00	109.5%	53,400.00
7712 · Contracted Mechanical Inspector	3,730.00	3,978.00	93.8%	9,875.00	7,663.00	128.9%	45,600.00
7713 · Contracted Plumbing Inspector	3,300.00	2,354.00	140.2%	6,195.00	4,488.00	138.0%	31,200.00
7714 · Contracted Ord Enforcement	0.00			67.50			
7715 · Contracted Zoning Administrator	1,335.00	1,045.00	82.5%	2,940.00	2,090.00	85.3%	12,740.00
7800 · Mileage Reimbursement	862.50	0.00	0.0%	1,782.50	0.00	0.0%	1,600.00
7810 · Training Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	7,000.00
7830 · Interest Expense	1,166.66	0.00	0.0%	1,166.66	0.00	0.0%	2,000.00
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%	
7999 · Misc Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	
Total Expense	47,220.97	43,075.30	109.6%	96,321.78	92,132.31	104.5%	608,551.20
Net Income	-16,498.47	-9,125.30	180.8%	-25,586.65	-21,848.31	117.1%	280.80

Balance Sheet

As of March 6, 2020

	Mar 6, 20
ASSETS	
Current Assets	
Checking/Savings	
1001 · Cash on Hand (Register)	300.00
1022 · Savings / Consumers CU	25.00
1050 · Checking / SMBT	72,121.79
Total Checking/Savings	72,446.79
Accounts Receivable	
1200 · Accounts Receivable	1,556.25
Total Accounts Receivable	1,556.25
Total Current Assets	74,003.04
Other Assets	
1600 · Accumulated Depreciation	-45,958.61
1900 · Capital Assets	288,943.00
Total Other Assets	242,984.39
TOTAL ASSETS	316,987.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	4,149.05
Total Accounts Payable	4,149.05
Credit Cards	
2010 · CCU - Mastercard	-33.00
Total Credit Cards	-33.00
Other Current Liabilities	
2070 · Notes Payable - SMBT	138,826.50
2200 · Payroll Liabilities	
2202 · State Withholding	363.98
Total 2200 · Payroll Liabilities	363.98
2300 · Accounts Payables / ADJ	59.30
Total Other Current Liabilities	139,249.78
Total Current Liabilities	143,365.83
Total Liabilities	143,365.83
Equity	
3010 · Net Position	216,597.53
Net Income	-42,975.93
Total Equity	173,621.60
TOTAL LIABILITIES & EQUITY	316,987.43

2020 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: FEBRUARY 2020

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	6	\$ 2,858
COMSTOCK	ELECTRICAL	27	\$ 6,776
COMSTOCK	MECHANICAL	36	\$ 8,520
COMSTOCK	PLUMBING	14	\$ 2,986
COMSTOCK	SPECIAL - JURISDICTION	6	\$ 330
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL COMSTOCK		90	\$ 21,525
KALAMAZOO	BUILDING	20	\$ 7,777
KALAMAZOO	ELECTRICAL	25	\$ 5,006
KALAMAZOO	MECHANICAL	35	\$ 4,465
KALAMAZOO	PLUMBING	28	\$ 4,070
KALAMAZOO	SPECIAL - JURISDICTION	8	\$ 440
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		117	\$ 21,813
PARCHMENT	BUILDING	0	\$ -
PARCHMENT	ELECTRICAL	2	\$ 437
PARCHMENT	MECHANICAL	3	\$ 327
PARCHMENT	PLUMBING	1	\$ 100
PARCHMENT	SPECIAL - JURISDICTION	4	\$ 220
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		10	\$ 1,084
PINE GROVE	BUILDING	4	\$ 989
PINE GROVE	ELECTRICAL	7	\$ 1,476
PINE GROVE	MECHANICAL	6	\$ 780
PINE GROVE	PLUMBING	0	\$ -
PINE GROVE	SPECIAL - JURISDICTION	0	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PINE GROVE		18	\$ 3,300
RICHLAND	BUILDING	9	\$ 8,669
RICHLAND	ELECTRICAL	17	\$ 3,218
RICHLAND	MECHANICAL	19	\$ 3,476
RICHLAND	PLUMBING	13	\$ 2,346
RICHLAND	SPECIAL - JURISDICTION	0	\$ -
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		59	\$ 17,764
TOTAL	YTD	294	65,486

REVENUE	REVENUE
YTD - FEBRUARY 2019	% 2019 - YTD
\$ 80,724	81.1%

REVENUE
% 2020 YTD BUDGET
65.0%

PERMITS	PERMITS
YTD - FEBRUARY 2019	% 2019 - YTD
393	74.8%

2020 MONTHLY CUMULATIVE TOTALS	2019 MONTHLY CUMULATIVE TOTALS	
# PERMITS	REVENUE	
168	\$ 37,096	JAN
126	\$ 28,390	FEB
-	\$ -	MAR
-	\$ -	APRIL
-	\$ -	MAY
-	\$ -	JUNE
-	\$ -	JULY
-	\$ -	AUG
-	\$ -	SEPT
-	\$ -	OCT
-	\$ -	NOV
-	\$ -	DEC
294	65,486	2020

2020 MONTHLY PERMITS BY JURISDICTION

MONTH OF FEBRUARY 2020			
JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	2	\$ 1,967
COMSTOCK	ELECTRICAL	10	\$ 2,512
COMSTOCK	MECHANICAL	14	\$ 2,934
COMSTOCK	PLUMBING	9	\$ 1,856
COMSTOCK	SPECIAL - JURISDICTION	4	\$ 220
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL COMSTOCK		40	\$ 9,544
KALAMAZOO	BUILDING	10	\$ 3,807
KALAMAZOO	ELECTRICAL	6	\$ 1,130
KALAMAZOO	MECHANICAL	20	\$ 2,473
KALAMAZOO	PLUMBING	15	\$ 2,368
KALAMAZOO	SPECIAL - JURISDICTION	4	\$ 220
KALAMAZOO	SPECIAL - HOMEOWNER	-	\$ -
TOTAL KALAMAZOO		55	\$ 9,998
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	1	\$ 287
PARCHMENT	MECHANICAL	1	\$ 101
PARCHMENT	PLUMBING	1	\$ 100
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 55
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		4	\$ 543
PINE GROVE	BUILDING	3	\$ 743
PINE GROVE	ELECTRICAL	5	\$ 1,262
PINE GROVE	MECHANICAL	3	\$ 355
PINE GROVE	PLUMBING	-	\$ -
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		11	\$ 2,360
RICHLAND	BUILDING	3	\$ 3,058
RICHLAND	ELECTRICAL	4	\$ 765
RICHLAND	MECHANICAL	4	\$ 1,005
RICHLAND	PLUMBING	5	\$ 1,117
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
RICHLAND		16	\$ 5,945
TOTAL		126	\$ 28,390

REVENUE	REVENUE
FEBRUARY 2019	% PREV YEAR MONTH
\$ 58,331	48.7%

PERMITS	PERMITS
FEBRUARY 2019	% 2019 - YTD
282	44.7%

BUILDING REPORT

February 2020

Residential / Commercial Building Permits and Construction Values

- A. Total Number of Commercial & Agricultural Permits Issued – 4
- B. Total Construction Value for Commercial & Agricultural Permits - \$789,727
- C. Total Number of New Residential Construction Permits Issued – 2
- D. Total Construction Value for New Residential Permits – \$506,847
- E. Total Number of All Other Residential Permits Issued – 12
- F. Total Construction Value for All Other Residential Permits – \$92,403

Revenue / Permit Summary YTD

- A. Total KABA Revenue in February 2020 - \$28,390 vs. Total KABA Revenue in February 2019 - \$58,331. **This is a decrease of 51.3%.**
- B. Total Number of Permits Issued in February 2020 - 126 vs. Total Number of Permits issued in February 2019 – 282. **This is a decrease of 55.3%.**
- C. Total KABA YTD Revenue in February 2020 - \$65,486 vs. Total KABA YTD Revenue in February 2019 - \$80,724. **This is a decrease of 18.9%.**
- D. Total Number of Permits Issued YTD 2020 – 294 vs. Total Number of Permits Issued this time in 2019 –393. **This is a decrease of 25.2%.**
- E. The February 2020 Revenue of \$28,390 is **28%** of the forecast for February YTD 2020 Revenue (\$101,472).
- F. The YTD 2020 Revenue of \$65,486 is **10.8%** of the forecast for the entire 2020 Projected Budget of \$608,832.

Monthly Building Permits Issued

03/04/2020

Permit #	Address	Work Description	Applicant Name	Date Issued	Value	Amount Billed
PB19-06-590	1010 Gina Ln/Mob Pk Lot	New 14' x 66' Mobile home.	Down Home Mobile Home	02/10/2020	0.00	\$100.00
PB19-06-591	1021 Milla Ln/Mob Pk Lot	New 14' x 66' mobile home.	Down Home Mobile Home	02/10/2020	0.00	\$100.00
PB19-06-592	1013 Gina Ln/Mob Pk Lot	New 14' x 66' mobile home.	Down Home Mobile Home	02/10/2020	0.00	\$100.00
PB19-06-593	3904 Hill Ln/Mob Pk Lot 2	New 14' x 60' mobile home.	Down Home Mobile Home	02/10/2020	0.00	\$100.00
PB20-03-018	6717 BRIDLE TRL	Constructioun of elevator shaft for resident	May General Contracting	02/12/2020	46,141.00	\$170.00
PB20-03-027	9335 RICKER ST	New 1772 s.f. 2 bed 2.5 bath, full unfinished	Watts Homes & Construction	02/13/2020	283,113.00	\$1,613.00
PB20-03-032	8092 N Sturtevant AVE	New 1832 s.f. 2 stroy home, full unfinishe	Allen Edwin Homes	02/25/2020	223,734.00	\$1,275.00
PB20-06-023	3731 E MICHIGAN AVE	Demolition of 1176 sf garage	James E. Fulton & Sons, Inc.	02/05/2020	0.00	\$250.00
PB20-06-024	579 NAZARETH RD	Install 30 new ground mounted solar panel	Helios Solar	02/24/2020	30,902.00	\$176.00
PB20-06-026	2528 E MAIN ST	Addition and renovation to existing mixed	CD Barnes Construction	02/21/2020	414,128.00	\$2,471.00
PB20-06-029	1025 DWILLARD DR	Install subfloor drainage system per plans	Ayers Basement Systems	02/19/2020	0.00	\$170.00
PB20-06-031	918 NICHOLS RD	Replace existing domed observatory with	DUTTON, IRENE E & DUTTO	02/24/2020	0.00	\$170.00
PB20-06-040	1127 CROWN ST	Install sub floor drainage system.	Ayers Basement Systems	02/27/2020	15,000.00	\$170.00
PB20-07-022	3607 Midlink DR	Interior buildout of 23907 s.f./ mixed occu	Pearson Construction Company	02/05/2020	292,468.00	\$1,817.00
PB20-07-042	201 PICKARD ST	Demolition of burned garage	TURNER CHARLES	02/28/2020	0.00	\$150.00
PB20-20-020	29853 CR 390	Install 12 roof mounted PV Modules per pl	Power Home Solar	02/03/2020	0.00	\$100.00
PB20-20-028	21335 CR 653	Change of occupancy of existing 1 story	SANCHEZ BETHANY L	02/13/2020	83,131.00	\$473.00
PB20-20-030	31322 CR 390	Alteration to existing duplex with single ut	DORGAN FAMILY INVESTME	02/19/2020	0.00	\$170.00
Number of Permits:					18	Total Billed: \$9,575.00

Total Construction Value

\$1,388,617.00

Population: All Records
 Permit.DateIssued in <Previous month> [02/01/20 - 02/29/20]
 AND
 Permit.Type = Building

Monthly Trade Permits Issued

03/04/2020

Permit #	Address	Work Description	Applicant Name	Date Issued	Amount Billed
Electrical					
PE20-03-055	8054 Lausen Ln	New home	Consolidated Electric Contractors	02/10/2020	\$325.00
PE20-03-056	7617 E C AVE	Electric for pole barn	Esper Electric	02/10/2020	\$180.00
PE20-03-059	7401 N 32ND ST	Provide a circuit for a 220V 15amp wash machine	Eric Luedecking	02/12/2020	\$115.00
PE20-03-063	8906 M-89 HWY	Temperature controls	ControlNET	02/14/2020	\$145.00
PE20-06-043	937 FOSTER AVE	Install new fire alarm system in remodeled building	EPS (Grand Rapids)	02/05/2020	\$290.00
PE20-06-048	521 E MOSEL AVE	Additional fire alarm devices added to existing FA system	Knight Watch	02/03/2020	\$170.00
PE20-06-054	3301 RED CLOVER RD	Generator install	Waggoner Inc	02/05/2020	\$110.00
PE20-06-057	2105 N BURDICK ST	Remodel	JKS Electric	02/12/2020	\$264.00
PE20-06-058	3016 SANTOS ST	Service update	Lamplighter Electric	02/12/2020	\$180.00
PE20-06-073	2704 CUMBERLAND ST	100 AMP service upgrade	Manne Electric	02/24/2020	\$116.00
PE20-07-028	6138 KING HWY	Install new aerial power supply on Consumers Energy pow	Palatka Electric LLC	02/06/2020	\$105.00
PE20-07-053	3607 Midlink DR	Install new 200 AMP 3 phase 480 volt service panel, transf	Himes Electric	02/11/2020	\$505.00
PE20-07-060	5650 GULL RD	Add two shunt trip protected circuits under hood for new fr	Moore Electrical Service	02/13/2020	\$113.00
PE20-07-064	6143 E HJ AVE	New home	Egly Electric	02/18/2020	\$407.00
PE20-07-065	10190 E MICHIGAN AVE	Electrical for pole building	Country Lane Electric	02/18/2020	\$350.00
PE20-07-066	235 DEPOT CIR	New home	Consolidated Electric Contractors	02/18/2020	\$325.00
PE20-07-067	139 GRANDVIEW ST	New home	Consolidated Electric Contractors	02/18/2020	\$325.00
PE20-07-070	6180 E HJ AVE	Generator install	Steensma Lawn & Power	02/20/2020	\$110.00
PE20-07-072	8938 KRUM AVE	Wire 2 new air handler units, add 2 duct detectors, install 1	Esper Electric	02/21/2020	\$167.00
PE20-07-074	4115 N 36TH ST	Upgrade service from 60 to 200 AMP	HANSON HENRICA S	02/26/2020	\$105.00
PE20-18-068	618 N RIVERVIEW DR	Replacing conventional lighting with LED	AlarmTek of MI LLC	02/18/2020	\$287.00
PE20-20-050	29853 CR 390	Install 12 roof mounted modules grid tied 3.60 kW	Power Home Solar	02/03/2020	\$182.00
PE20-20-061	28642 22ND AVE	New home - service is powered with 1 temp circuit (approv	BARE CYNTHIA & LEE	02/13/2020	\$292.00
PE20-20-062	21335 CR 653	Fire alarm system for wedding barn	EPS (Grand Rapids)	02/13/2020	\$220.00
PE20-20-069	31322 CR 390	RemodelER# 1051393620	Kolosar Electric	02/20/2020	\$423.00
PE20-20-071	22860 LAKE SHORE DR	Running circuit for TV and ceiling fan	DIETRICH JAMES R & LISA M T	02/20/2020	\$145.00
Number of Permits:				26	Total Billed: \$5,956.00
Mechanical					
PM19-06-662	1010 Gina Ln/Mob Pk Lot 47	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PM19-06-663	1013 Gina Ln/Mob Pk Lot 10	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00

PM19-06-664	1021 Milla Ln/Mob Pk Lot 19	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PM19-06-665	3904 Hilt Ln/Mob Pk Lot 27	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PM19-06-686	534 WEALTHY AVE	Install gas logs	A & D Mechanical	02/03/2020	\$130.00
PM20-03-058	9244 W GULL LAKE DR	New home	Nieboer Heating & Cooling	02/03/2020	\$505.00
PM20-03-065	8054 Lausen Ln	New home	B & A Mechanical	02/06/2020	\$250.00
PM20-03-071	6090 E F AVE	Furnace replacement	Vredevoogd Heating & Cooling	02/13/2020	\$125.00
PM20-03-078	5350 N SPRINKLE RD	Condensor for gym	Nieboer Heating & Cooling	02/18/2020	\$125.00
PM20-06-045	3320 W Main # 102	Water heater replacement	Royal Comfort Mechanical	02/24/2020	\$101.00
PM20-06-057	4757 CYPRESS CREEK LN	Furnace replacement	Dan Wood Co	02/03/2020	\$125.00
PM20-06-070	104 LANARK CT	Furnace and AC replacement	Vredevoogd Heating & Cooling	02/13/2020	\$155.00
PM20-06-073	3311 OLD FARM RD	Furnace and range hood	DeHaan Heating & Cooling	02/13/2020	\$130.00
PM20-06-074	3808 DOUGLAS AVE	Furnace, liner and range hood replacement	DeHaan Heating & Cooling	02/13/2020	\$145.00
PM20-06-075	2300 BARNEY	Furnace and range hood replacement	DeHaan Heating & Cooling	02/13/2020	\$130.00
PM20-06-076	2111 SKYLINE ST	water heater replacement	Dan Wood Co	02/14/2020	\$101.00
PM20-06-080	3427 GRACE RD	New kitchen range hood (fire repairs)	Preferred Plumbing	02/19/2020	\$145.00
PM20-06-082	1125 TURWILL LN	Furnace replacement	Nieboer Heating & Cooling	02/20/2020	\$125.00
PM20-06-083	1417 FERNDALE AVE	Furnace replacement	Bel Aire Heating & Air	02/20/2020	\$125.00
PM20-06-086	2704 CUMBERLAND ST	Furnace & AC replacement	Vredevoogd Heating & Cooling	02/20/2020	\$155.00
PM20-06-088	3413 COUNTRY VIEW RD	Furnace replacement	Dan Wood Co	02/21/2020	\$125.00
PM20-06-090	4717 WESTON AVE	HVAC replacement	Bel Aire Heating & Air	02/24/2020	\$155.00
PM20-06-092	136 N BERKLEY ST	Water heater replacement	Magnum Plumbing Inc	02/24/2020	\$101.00
PM20-06-096	4651 WESTON AVE	Furnace replacement	Eric Dale Heating & AC	02/27/2020	\$125.00
PM20-07-060	238 DEPOT CIR	New home	A-1 Mechanical	02/03/2020	\$240.00
PM20-07-061	6299 PROCTOR AVE	Water heater replacement	RAFFERTY STEPHEN	02/04/2020	\$101.00
PM20-07-062	3607 Midlink DR	HVAC for warehouse space. Office/showroom buildout wit	Metzger's Heating & Cooling	02/06/2020	\$610.00
PM20-07-063	4421 AUTUMN JOY ST	Furnace replacement	Rogers Refrigeration	02/05/2020	\$125.00
PM20-07-067	6531 E H AVE	Water heater replacement	Lenardson Mechanical	02/14/2020	\$101.00
PM20-07-068	139 GRANDVIEW ST	New home	A-1 Mechanical	02/10/2020	\$255.00
PM20-07-069	6143 E HJ AVE	New home	Nieboer Heating & Cooling	02/12/2020	\$270.00
PM20-07-072	1193 MAGNOLIA ST	Furnace replacement	RW LaPine Inc	02/13/2020	\$125.00
PM20-07-079	213 STATION HILL ST	New home	A-1 Mechanical	02/18/2020	\$255.00
PM20-07-081	6180 E HJ AVE	Generator install	Steensma Lawn & Power	02/20/2020	\$130.00
PM20-07-085	6212 E H AVE	HVAC replacement	Bel Aire Heating & Air	02/20/2020	\$171.00
PM20-07-087	2921 N 33RD ST	Gas fireplace	Hearth & Home Design Center	02/24/2020	\$170.00
PM20-07-089	245 DEPOT CIR	New home	A-1 Mechanical	02/21/2020	\$250.00
PM20-07-091	106 N 28TH ST	replace furnace & water heater	Home Energy Solutions	02/24/2020	\$131.00
PM20-18-077	450 HAYMAC 550 #2	water heater replacement	Spectrum Boiler & Mechanical	02/14/2020	\$101.00
PM20-20-059	24837 BASELINE RD	LP tank set	Hopkins LP Gas, LLC	02/03/2020	\$115.00

PM20-20-064	7844 30 1/2 ST	Furnace replacement	Bel Aire Heating & Air	02/05/2020	\$125.00
PM20-20-066	28720 CR 388	Propane tank install	Tapper Propane	02/10/2020	\$115.00

Number of Permits: 42 **Total Billed:** \$6,868.00

Plumbing

PP19-06-370	1010 Gina Ln/Mob Pk Lot 47	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PP19-06-371	1013 Gina Ln/Mob Pk Lot 10	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PP19-06-372	1021 Milla Ln/Mob Pk Lot 19	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PP19-06-373	3904 Hilt Ln/Mob Pk Lot 27	Mobile home set	Down Home Mobile Home	02/10/2020	\$100.00
PP20-03-030	7401 N 32ND ST	Install floor sink for washing machine	Dave's Plumbing Service LLC	02/07/2020	\$105.00
PP20-03-031	8112 Lausen Ln	New home	Superior Plumbing Services	02/13/2020	\$260.00
PP20-03-032	N 30TH ST	8161 W Sturtevant	Superior Plumbing Services	02/13/2020	\$260.00
PP20-03-042	8092 N Sturtevant AVE	Sewer connection	Allen Edwin Homes	02/25/2020	\$100.00
PP20-03-054	9244 W GULL LAKE DR	New home	Alban Plumbing	02/28/2020	\$392.00
PP20-06-028	4335 LEISURE LN A 103	Water heater replacement	Dale W Hubbard Inc	02/07/2020	\$100.00
PP20-06-029	1528 SEVILLE AVE	Finishing bathroom Walls previously completed on PB13-0	GORDON, TINA	02/07/2020	\$208.00
PP20-06-035	4225 LEISURE LN K823	water heater replacement	Dale W Hubbard Inc	02/14/2020	\$100.00
PP20-06-036	530 N BERKLEY ST	Water heater replacement	Great Lakes Plumbing	02/18/2020	\$100.00
PP20-06-037	3427 GRACE RD	Kitchen repairs from fire	Preferred Plumbing	02/19/2020	\$153.00
PP20-06-038	2309 N BURDICK ST	Adding 2 bathrooms and 2 additional sinks to building	Great Lakes Plumbing	02/24/2020	\$273.00
PP20-06-041	1923 W MAIN ST	Move 1 sink/drain	DHE Plumbing & Mechanical	02/21/2020	\$145.00
PP20-06-043	2229 SKY LINE ST	Sewer connection	SWT Excavating Inc	02/21/2020	\$100.00
PP20-06-044	3713 W MAIN ST	Plumbing for Pilot Plant	RW LaPine Inc	02/26/2020	\$396.00
PP20-06-046	3415 GLENGARRY AVE	New home	Superior Plumbing Services	02/24/2020	\$278.00
PP20-06-053	1913 W MAIN ST	Permit is for work that was completed by other individual.	D. Wood Plumbing LLC	02/27/2020	\$115.00
PP20-07-026	3607 Midlink DR	New water, drain, fixtures@ Behler-Young	Newhouse Plumbing	02/05/2020	\$325.00
PP20-07-033	6128 TWILIGHT AVE	Sewer connection	Modern Septic Tank Engineers Inc	02/11/2020	\$100.00
PP20-07-034	6143 E HJ AVE	New home	Mall City Mechanical	02/12/2020	\$306.00
PP20-07-039	2650 WILD COYOTE TRL	New home	Vanderbor Plumbing Inc	02/19/2020	\$286.00
PP20-07-040	10190 E MICHIGAN AVE	Plumbing for addition	Portage Plumbing	02/21/2020	\$268.00
PP20-07-045	10230 E MICHIGAN AVE	Plumbing for new gas station	Lakeside Plumbing	02/24/2020	\$251.00
PP20-07-048	3016 CLARICE ST	Sewer connection	Adam Garland	02/24/2020	\$100.00
PP20-07-050	1193 MAGNOLIA ST	Sewer connection	Vic's Septic Tank	02/25/2020	\$100.00
PP20-07-051	6036 WRIGHT ST	Change out sump pump	Charlie Westervelt	02/25/2020	\$120.00
PP20-18-027	SHOPPERS LN	Water heater replacement	Dale W Hubbard Inc	02/05/2020	\$100.00

Number of Permits: 30 **Total Billed:** \$5,441.00

Number of Permits: 98

Total Billed: \$18,265.00

Population: All Records

Permit:PermitType = Electrical OR

Permit:PermitType = Mechanical OR

Permit:PermitType = Plumbing

AND

Permit:DateIssued in <Previous month.> [02/01/20 - 02/29/20]

Monthly Property Maintenance Requests

03/04/2020

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS20-06-014	2931 RIVERVIEW DR	06-03-495-070	RAFFERTY, KAY & RAF	02/12/2020	\$55.00
Work Description:	Property Maintenance request from Parchment				
Inspections:	02/12/2020	Property Maintenance Inspectio	Disapproved		
PS20-06-018	3033 RIVERVIEW DR	06-03-495-010	PREDUM, THOMAS RA	02/24/2020	\$55.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	02/25/2020	Property Maintenance Inspectio	Disapproved		
PS20-06-019	3027 RIVERVIEW DR	06-03-495-020	PREDUM, THOMAS RA	02/24/2020	\$55.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	02/25/2020	Property Maintenance Inspectio	Disapproved		
PS20-06-021	737 EDISON ST	06-04-210-890	NOLAN, RICHARD J.	02/28/2020	\$55.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	02/28/2020	Property Maintenance Inspectio	Disapproved		
PS20-07-012	1316 MAGNOLIA ST	07-18-212-630	DOUD RANDALL A & J	02/03/2020	\$55.00
Work Description:	Property Maintenance request from Comstock				
Inspections:	02/06/2020	Property Maintenance Inspectio	Disapproved		
PS20-07-013	6191 ABBEY ST	07-20-170-130	GROGG FAMILY TRUST	02/03/2020	\$55.00
Work Description:	Property Maintenance request from Comstock				
Inspections:	02/05/2020	Property Maintenance Inspectio	Disapproved		
PS20-07-015	5637 KING HWY	07-19-212-131	JC KRUM COMPANY	02/13/2020	\$55.00
Work Description:	Property Maintenance request from Comstock Township Fire				
Inspections:	02/13/2020	Property Maintenance Inspectio	Disapproved		
PS20-07-020	6133 CELERY ST	07-20-170-770	WORDEN DOUG	02/28/2020	\$55.00

Work Description: Property Maintenance request from Comstock

Inspections: 02/28/2020 Property Maintenance Inspectio Disapproved

PS20-18-006 433 N RIVERVIEW DR 2 06-02-110-070 PARCHMENT RENTAL 01/21/2020 \$110.00

Work Description: Property Maintenance request from Parchment

Inspections: 02/07/2020 Property Maint. Re-inspection Partially Approved

Inspections: 01/27/2020 Property Maintenance Inspectio Disapproved

Total Permits For Type: 9

Total Fees For Type: \$550.00

Report Summary

Population: All Records
Permit.Category = Jurisdiction
Request AND
Permit.PermitType = Special
Permit AND
Permit.Status = HOLD (FEE)
AND
Inspection.DateTimeScheduled
Between 02/01/2020 AND
02/29/2020

Grand Total Fees: \$550.00

Grand Total Permits: 9

Monthly Special Permit - Owner Request

03/02/2020

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS20-07-017	3511 SARATOGA AVE	07-06-302-820	1605 BACON LLC	02/14/2020	\$55.00

Work Description: 3515 Saratoga -
power off / no meter

Shaina / Property Management (Ancora Properties)
Email results to: shaina@ancoraproperties.com

Inspections: 02/19/2020 Meter Socket Inspection Disapproved

Total Permits For Type: 1

Total Fees For Type: \$55.00

Report Summary

Population: All Records
Permit.DateIssued in <Previous
month> [02/01/20 - 02/29/20]
AND
Permit.Category = Special Permit
OR
Permit.Category = Hood
Suppression OR
Permit.Category = Meter Socket
Inspection OR
Permit.Category = Owner Request

Grand Total Fees: \$55.00

Grand Total Permits: 1