



AGENDA

Regular Meeting of the Kalamazoo Area Building Authority Board of Directors
May 17, 2022
2:00 PM

1. Call to Order
2. Approval of the Agenda [MOTION]
3. Consent Agenda [MOTION]
 - a. Approval of Minutes from the April 19, 2022 Board Meeting
 - b. Receipt of Bank Reconciliation Report – April 2022
 - c. Receipt of Financial Reports – April 2022
 - d. Receipt of Building Report – April 2022
 - e. Receipt of Permit Lists – April 2022
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. Presentation – Jordan Smith, CPA with Maner Costerisan
6. Business
 - a. Approval of 2021 Audited Financial Statements [MOTION]
 - b. Quarterly Board Meetings - Discussion
 - c. Financial Control Policy - Revision [MOTION]
 - d. Correspondence to KABA Board Members
 - e. Account Funds Transfer - Discussion
7. Board Member Comments
8. Staff Member Comments
9. Adjournment

Consent Agenda

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
April 19, 2022**

Chairperson, Randy Thompson 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: Randy Thompson, Chairperson / Representative from Comstock Township
Steve Leuty, Treasurer / Representative from Kalamazoo Township
Robin Madaras / Representative from City of Parchment
Don Smith / Representative from Pine Grove Township
Lysanne Harma, Secretary / Representative from Richland Township
Kim Lewis / Representative from Village of Richland

Absent: Vik Bawa, At-Large Board Member

Also present were Building Official, Mike Alwine; KABA Attorney, Robb Kreuger, and Office Coordinator/Board Liaison, Penny Cassidy.

Approval of Agenda – A motion was made by Ms. Harma to approve the agenda as presented, seconded by Mr. Smith, motion carried.

Approval of Consent Agenda – Mr. Smith noted the correction of the motion to approve the Consent Agenda from the March 15, 2022, Board Meeting Minutes was supported by Ms. Madaras. A motion was made by Mr. Smith to approve the Consent Agenda with correction, seconded by Mr. Leuty, and motion carried.

Citizen Comments – There were no citizen comments.

BUSINESS – There were no business matters to discuss.

KABA Board Member Comments – Mr. Thompson suggested cancelation of the Monthly Board Meeting when there are no business matters to discuss.

KABA Staff Comments – Mr. Alwine commented there is a slowdown in the permit activity since last month.

There was no further business. The meeting was adjourned at approximately 2:22 P.M.

Drafted: April 19, 2022
Approved:

9:36 AM

05/03/22

Kalamazoo Area Building Authority
Reconciliation Summary
1050 · Checking / SMBT, Period Ending 05/01/2022

	<u>May 1, 22</u>
Beginning Balance	197,938.88
Cleared Transactions	
Checks and Payments - 50 items	-57,567.76
Deposits and Credits - 94 items	78,370.17
Total Cleared Transactions	<u>20,802.41</u>
Cleared Balance	<u>218,741.29</u>
Uncleared Transactions	
Checks and Payments - 13 items	-4,741.88
Deposits and Credits - 10 items	1,777.00
Total Uncleared Transactions	<u>-2,964.88</u>
Register Balance as of 05/01/2022	<u>215,776.41</u>
New Transactions	
Deposits and Credits - 1 item	288.00
Total New Transactions	<u>288.00</u>
Ending Balance	<u><u>216,064.41</u></u>

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 05/01/2022

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							197,938.88
Cleared Transactions							
Checks and Payments - 50 items							
Bill Pmt -Check	03/03/2022	6073	Bear Priest	(Z20) 02/01-02/25/22 (6.25 hrs + (3) ZCP)	√	-510.00	
Bill Pmt -Check	03/24/2022	6108	Sun Life Assurance	04/01-04/30/22	√	-371.46	
Bill Pmt -Check	03/31/2022	6121	Terry Thatcher/MP Services	03/20-03/26/22 (9 Mech / 20 Plumb Inspections)	√	-1,450.00	
Liability Check	03/31/2022	6124	State of Michigan/Withhold	March 2022	√	-1,208.43	
Bill Pmt -Check	03/31/2022	6115	Doug Scott	03/20-03/26/22 (15 Inspections + Plan Review)	√	-800.00	
Bill Pmt -Check	03/31/2022	6112	Bear Priest	(Z20) 03/01-03/31/22 (9.5 hrs + (2) ZCP) & (Z19) 03/01-03/31/22 (1 ZCP)	√	-705.00	
Bill Pmt -Check	03/31/2022	6120	Steve Wood/SJ Wood Electric	03/20-03/26/22 (14 Inspections)	√	-700.00	
Bill Pmt -Check	03/31/2022	6114	Consumers Energy	02/22-03/22/22	√	-365.10	
Bill Pmt -Check	03/31/2022	6119	Scott Paddock	03/20-03/26/22 (7 Inspections)	√	-350.00	
Bill Pmt -Check	03/31/2022	6117	Great America Financial	Toshiba copier	√	-275.07	
Bill Pmt -Check	03/31/2022	6113	Charter Comm	03/22-04/19/22	√	-209.97	
Bill Pmt -Check	03/31/2022	6116	Graybar Financial Services	phone rental	√	-198.83	
Check	03/31/2022	6123	J. Postma Plumbing	Refund - PP21-20-213 (not performing scope of work)	√	-150.00	
Bill Pmt -Check	03/31/2022	6118	JM Lawn Maintenance	snow removal & salting: 03/11, 03/13	√	-120.00	
Check	03/31/2022	6122	JP Heating & Air Conditioning	Refund - PM22-03-157 (overpayment)	√	-20.00	
Bill Pmt -Check	04/07/2022	6128	Terry Thatcher/MP Services	03/27-03/31/22 (9 Mech / 15 Plumb Inspections) & 04/01-04/02/22 (4 Mech / 7 Plumb Inspections)	√	-1,750.00	
Bill Pmt -Check	04/07/2022	6125	Doug Scott	03/27-03/31/22 (26 Inspections)	√	-1,300.00	
Check	04/07/2022	6132	Roy, Stephen A	Reimbursment - Phone (110.38) & Mileage (780.98)	√	-891.36	
Bill Pmt -Check	04/07/2022	6127	Scott Paddock	03/27-03/31/22 (9 Inspections)	√	-450.00	
Check	04/07/2022	6131	Alwine, Michael R	Reimbursement - Phone (88.39) & Mileage (256.23)	√	-344.62	
Check	04/07/2022	6130	J. Postma Plumbing	Refund - PP21-20-215 (permit canceled)	√	-150.00	
Check	04/07/2022	6129	Steensma Lawn & Power Equipment	Refund - PE21-03-275 & PM21-03-357	√	-140.00	
Bill Pmt -Check	04/07/2022	6126	Republic Services	04/01-04/30/22	√	-55.26	
Liability Check	04/12/2022	ACH	QuickBooks Payroll Service	Payroll (W/E 04/10/22)	√	-7,276.98	
Liability Check	04/13/2022	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 04/10/22)	√	-2,748.62	
Liability Check	04/13/2022	ACH	Great-West	Payroll (W/E 04/10/22)	√	-592.01	
Liability Check	04/13/2022	ACH	Great-West	Payroll (W/E 04/10/22)	√	-200.00	
Bill Pmt -Check	04/14/2022	6138	Siegfried Crandall PC	audit prep 2021	√	-3,900.00	
Bill Pmt -Check	04/14/2022	6139	Terry Thatcher/MP Services	04/03-04/09/22 (13 Mech / 20 Plumb Inspections)	√	-1,650.00	
Bill Pmt -Check	04/14/2022	6134	Doug Scott	04/03-04/09/22 (26 Inspections)	√	-1,300.00	
Bill Pmt -Check	04/14/2022	6136	Redmond Engineering & Design	5200 E Cork Street (FabriKal) & 5200 East Cork - Suite 3433 (Celeros)	√	-1,252.40	
Bill Pmt -Check	04/14/2022	6137	Scott Paddock	04/03-04/09/22 (9 Inspections)	√	-450.00	
Bill Pmt -Check	04/14/2022	6133	CCU - Mastercard	5590 7020 0000 7886	√	-291.86	
Bill Pmt -Check	04/14/2022	6135	Great-West	Plan Maintenance Fee - 01/01-03/31/22	√	-125.00	
Bill Pmt -Check	04/21/2022	6145	Maner Costerisan	Audit Y/E 2021	√	-3,000.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 05/01/2022

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Bill Pmt -Check	04/21/2022	6142	Doug Scott	04/10-04/16/22 (29 Inspections + (2) Plan Reviews)	√	-1,600.00	
Bill Pmt -Check	04/21/2022	6149	Terry Thatcher/MP Services	04/10-04/16/22 (15 Mech / 8 Plumbing Inspections)	√	-1,150.00	
Bill Pmt -Check	04/21/2022	6143	EMC Insurance	May 2022	√	-964.55	
Bill Pmt -Check	04/21/2022	6144	Kreis, Enderle, Hudgins & Borsos	General through 03/31/22	√	-525.00	
Bill Pmt -Check	04/21/2022	6146	Scott Paddock	04/10-04/16/22 (10 Inspections)	√	-500.00	
Bill Pmt -Check	04/21/2022	6148	Sun Life Assurance	05/01-05/31/22	√	-371.46	
Bill Pmt -Check	04/21/2022	6147	Spectrum VoIP	05/01-05/31/22	√	-80.27	
Liability Check	04/26/2022	ACH	QuickBooks Payroll Service	Payroll (W/E 04/24/22)	√	-7,270.07	
Bill Pmt -Check	04/27/2022	ACH	Blue Cross Blue Shield	05/01-05/31/22	√	-3,756.44	
Liability Check	04/27/2022	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 04/24/22)	√	-2,746.24	
Bill Pmt -Check	04/27/2022	Online	SMBT	May 2022	√	-1,565.29	
Liability Check	04/27/2022	ACH	Great-West	Payroll (W/E 04/25/22)	√	-591.47	
Liability Check	04/27/2022	ACH	Great-West	Payroll (W/E 04/25/22)	√	-200.00	
Bill Pmt -Check	04/28/2022	6152	Doug Scott	04/17-04/25/22 (15 Inspections + Plan Review)	√	-900.00	
Check	04/30/2022	ACH	Southern Michigan Bank & Trust - Fees	Cash Management Fees for month	√	-45.00	
Total Checks and Payments							-57,567.76
Deposits and Credits - 94 items							
Deposit	03/29/2022			Deposit ID # 111641817	√	100.00	
Deposit	03/29/2022			Deposit Id # 111663057	√	170.00	
Deposit	03/29/2022			Deposit ID # 111654996	√	261.00	
Deposit	03/30/2022			Deposit ID # 111716602	√	116.00	
Deposit	03/30/2022			Deposit ID # 111711569	√	125.00	
Deposit	03/31/2022			Deposit ID # 111797657	√	100.00	
Deposit	03/31/2022			Deposit ID # 111799270	√	155.00	
Deposit	03/31/2022			Deposit ID # 111775083	√	198.00	
Deposit	03/31/2022			Deposit ID # 111801113	√	215.00	
Deposit	03/31/2022			Deposit ID # 111796891	√	284.00	
Deposit	04/01/2022			Deposit ID # 111867521	√	100.00	
Deposit	04/01/2022			Deposit ID # 111897103	√	185.00	
Deposit	04/01/2022			Deposit ID # 111901514	√	220.00	
Deposit	04/01/2022			Deposit ID # 111905557	√	275.00	
Deposit	04/04/2022			Deposit ID # 112041340	√	55.00	
Deposit	04/04/2022			Deposit ID # 112074237	√	110.00	
Deposit	04/04/2022			Deposit ID # 112070050	√	125.00	
Deposit	04/04/2022			Deposit ID # 112057669	√	170.00	
Deposit	04/04/2022			Deposit	√	5,343.00	
Deposit	04/05/2022			Deposit ID # 112154302	√	101.00	
Deposit	04/05/2022			Deposit ID # 112119517	√	105.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 05/01/2022

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	04/05/2022			Deposit ID # 112137472	√	222.00	
Deposit	04/06/2022			Deposit ID # 112188464	√	55.00	
Deposit	04/06/2022			Deposit ID # 112219084	√	275.00	
Deposit	04/06/2022			Deposit ID # 112203279	√	375.00	
Deposit	04/07/2022			Deposit ID # 112245653	√	106.00	
Deposit	04/07/2022			Deposit ID # 112266381	√	170.00	
Deposit	04/08/2022			Deposit ID # 112315799	√	90.00	
Deposit	04/08/2022			Deposit ID # 112315456	√	790.00	
Deposit	04/11/2022			Deposit ID # 112475468	√	115.00	
Deposit	04/11/2022			Deposit ID # 112476752	√	125.00	
Deposit	04/11/2022			Deposit ID # 112477274	√	165.00	
Deposit	04/11/2022			Deposit ID # 112481237	√	200.00	
Deposit	04/11/2022			Deposit ID # 112478395	√	276.00	
Deposit	04/11/2022			Deposit ID # 112449528	√	300.00	
Deposit	04/11/2022			Deposit	√	496.00	
Deposit	04/11/2022			Deposit	√	712.50	
Deposit	04/11/2022			Deposit	√	5,438.00	
Deposit	04/12/2022			Deposit ID # 112549080	√	55.00	
Deposit	04/12/2022			Deposit ID # 112536759	√	90.00	
Deposit	04/12/2022			Deposit ID # 112537282	√	170.00	
Deposit	04/12/2022			Deposit ID # 112532271	√	240.00	
Deposit	04/12/2022			Deposit ID # 112560344	√	270.00	
Deposit	04/12/2022			Deposit Id # 112544323	√	944.00	
Paycheck	04/13/2022	DD30612	Roy, Stephen A	Direct Deposit	√	0.00	
Paycheck	04/13/2022	DD30610	Cassidy, Penny M	Direct Deposit	√	0.00	
Paycheck	04/13/2022	DD30609	Alwine, Michael R	Direct Deposit	√	0.00	
Paycheck	04/13/2022	DD30611	Feist, Erin L	Direct Deposit	√	0.00	
Deposit	04/13/2022			Deposit ID # 112627744	√	45.00	
Deposit	04/13/2022			Deposit ID # 112621822	√	100.00	
Deposit	04/13/2022			Deposit ID # 112587604	√	100.00	
Deposit	04/13/2022			Deposit ID # 112587755	√	230.00	
Deposit	04/14/2022			Deposit ID # 112684959	√	220.00	
Deposit	04/15/2022			Deposit ID # 112751960	√	45.00	
Deposit	04/15/2022			Deposit ID # 112750057	√	100.00	
Deposit	04/15/2022			Deposit ID # 112731722	√	120.00	
Deposit	04/15/2022			Deposit ID # 112747142	√	165.00	
Deposit	04/15/2022			Deposit ID # 112760837	√	170.00	
Deposit	04/15/2022			Deposit ID # 112766683	√	170.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 05/01/2022

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	04/18/2022			Deposit	√	100.00	
Deposit	04/18/2022			Deposit ID # 112903299	√	180.00	
Deposit	04/18/2022			Deposit ID # 112862220	√	295.00	
Deposit	04/18/2022			Deposit ID # 112885476	√	308.00	
Deposit	04/18/2022			Deposit	√	4,027.00	
Deposit	04/19/2022			Deposit ID # 112977268	√	66.00	
Deposit	04/19/2022			Deposit ID # 112972316	√	100.00	
Deposit	04/19/2022			Deposit ID # 112979838	√	100.00	
Deposit	04/19/2022			Deposit ID # 112978967	√	105.00	
Deposit	04/19/2022			Deposit ID # 112958353	√	240.00	
Deposit	04/20/2022			Deposit ID # 113040684	√	125.00	
Deposit	04/20/2022			Deposit ID # 113032791	√	282.00	
Deposit	04/20/2022			Deposit ID # 113055902	√	343.00	
Deposit	04/22/2022			Deposit ID # 113171729	√	100.00	
Deposit	04/22/2022			Deposit Id # 113155549	√	290.00	
Deposit	04/25/2022			Deposit ID # 113279345	√	100.00	
Deposit	04/25/2022			Deposit ID # 113276263	√	125.00	
Deposit	04/25/2022			Deposit ID # 113274841	√	155.00	
Deposit	04/25/2022			Deposit ID # 113270894	√	1,527.00	
Deposit	04/25/2022			Deposit	√	5,858.00	
Deposit	04/25/2022			Deposit	√	31,890.40	
Deposit	04/26/2022			Deposit ID # 113355184	√	100.00	
Deposit	04/26/2022			Deposit ID # 113352482	√	105.00	
Deposit	04/26/2022			Deposit ID # 113349675	√	115.00	
Deposit	04/26/2022			Deposit ID # 113351220	√	169.00	
Paycheck	04/27/2022	DD30614	Cassidy, Penny M	Direct Deposit	√	0.00	
Paycheck	04/27/2022	DD30615	Feist, Erin L	Direct Deposit	√	0.00	
Paycheck	04/27/2022	DD30616	Roy, Stephen A	Direct Deposit	√	0.00	
Paycheck	04/27/2022	DD30613	Alwine, Michael R	Direct Deposit	√	0.00	
Deposit	04/28/2022			Deposit	√	1,984.00	
Deposit	04/28/2022			Deposit	√	4,511.00	
Deposit	04/29/2022			Deposit - Cash	√	110.00	
Deposit	04/29/2022			Deposit - Cash	√	219.00	
Deposit	04/29/2022			Deposit	√	3,075.00	
Deposit	05/31/2022			Interest	√	8.27	
Total Deposits and Credits							78,370.17
Total Cleared Transactions							20,802.41
Cleared Balance							218,741.29

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking / SMBT, Period Ending 05/01/2022

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Uncleared Transactions							
Checks and Payments - 13 items							
Check	03/24/2022	6111	Baas Plumbing	Refund - PP22-06-067 (overpayment)		-50.00	
Check	04/14/2022	6140	Sign Art	Refund - PE22-07-095 (overpayment)		-95.00	
Check	04/14/2022	6141	Grimes Mechanical Services	Refund - PM22-07-190 (overpayment)		-60.00	
Bill Pmt -Check	04/28/2022	6156	Scott Paddock	04/17-04/23/22 (25 Inspections)		-1,250.00	
Bill Pmt -Check	04/28/2022	6157	Terry Thatcher/MP Services	04/17-04/23/22 (12 Mech / 7 Plumb Inspections)		-950.00	
Liability Check	04/28/2022	6160	State of Michigan/Withhold	April 2022		-805.62	
Bill Pmt -Check	04/28/2022	6150	Butch Hayes/State Approved Insp Srvs	04/24-04/30/22 (5 Mech / 4 Plumb Inspections)		-450.00	
Bill Pmt -Check	04/28/2022	6153	Great America Financial	Toshiba copier		-275.07	
Bill Pmt -Check	04/28/2022	6155	Kal-Blue	(3) 24" rolls & (2) 36" rolls		-220.23	
Bill Pmt -Check	04/28/2022	6151	Charter Comm	04/20-05/19/22		-209.97	
Bill Pmt -Check	04/28/2022	6154	JM Lawn Maintenance	spring cleanup & 1st mow (4/23/22)		-185.00	
Bill Pmt -Check	04/28/2022	6158	Zemlick	paper, laminating pouches, white-out, labels		-160.99	
Check	04/28/2022	6159	Homeowner	Refund - PM22-07-225 (over payment)		-30.00	
Total Checks and Payments							-4,741.88
Deposits and Credits - 10 items							
Deposit	04/27/2022			Deposit ID # 113421200		30.00	
Deposit	04/27/2022			Deposit ID # 113433221		80.00	
Deposit	04/27/2022			Deposit ID # 113407892		170.00	
Deposit	04/27/2022			Deposit ID # 113432220		375.00	
Deposit	04/28/2022			Deposit ID # 113515901		105.00	
Deposit	04/28/2022			Deposit ID # 113506095		136.00	
Deposit	04/28/2022			Deposit ID # 113478658		175.00	
Deposit	04/28/2022			Deposit ID # 113522402		211.00	
Deposit	04/28/2022			Deposit ID # 113485486		325.00	
Deposit	04/29/2022			Deposit ID # 113555791		170.00	
Total Deposits and Credits							1,777.00
Total Uncleared Transactions							-2,964.88
Register Balance as of 05/01/2022							215,776.41
New Transactions							
Deposits and Credits - 1 item							
Deposit	05/30/2022			Deposit - Cash		288.00	
Total Deposits and Credits							288.00
Total New Transactions							288.00
Ending Balance							216,064.41

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
April 2022

	Apr 22	Apr 21	% Change
Income			
4010 · Building Permits	43,605.00	22,720.00	91.9%
4015 · Special Permits	965.00	1,045.00	-7.7%
4020 · Electrical Permits	11,588.00	8,447.00	37.2%
4030 · Mechanical Permits	17,285.40	12,641.20	36.7%
4040 · Plumbing Permits	4,017.00	5,987.00	-32.9%
4100 · Zoning Administration	805.00	1,881.25	-57.2%
4600 · Investment Income	8.27	7.57	9.3%
Total Income	78,273.67	52,729.02	48.5%
Expense			
6010 · Advertising and Marketing	0.00	61.90	-100.0%
6200 · Bank Fees	45.00	45.00	0.0%
6500 · Payroll Expenses			
6501 · Salary - Building Official	6,875.00	6,250.00	10.0%
6503 · Salary - Building Inspector	5,500.00	5,000.00	10.0%
6505 · Wages - Administrative	6,946.22	6,856.30	1.3%
6510 · Payroll Taxes	1,508.93	1,415.98	6.6%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%
6512 · 401A (KABA)	1,183.48	1,110.58	6.6%
6513 · Health Insurance	4,159.82	4,105.24	1.3%
Total 6500 · Payroll Expenses	26,544.91	25,109.56	5.7%
6700 · Insurance - General	964.62	947.41	1.8%
6810 · Computer Support (External)	225.86	195.86	15.3%
6820 · Accounting Services	3,014.00	4,014.00	-24.9%
7100 · Office Equipment	275.07	275.07	0.0%
7110 · Office Supplies	493.89	149.65	230.0%
7130 · Resource Materials	0.00	383.00	-100.0%
7420 · Lawn Care/Snow Removal	185.00	42.00	340.5%
7500 · Utilities	339.15	238.15	42.4%
7550 · Trash Removal	55.26	0.00	100.0%
7610 · Telephone - Office	279.10	606.59	-54.0%
7611 · Telephone - Cellular	198.73	123.89	60.4%
7711 · Contracted Electrical Inspector	4,500.00	4,260.00	5.6%
7712 · Contracted Mechanical Inspector	5,800.00	4,000.00	45.0%
7713 · Contracted Plumbing Inspector	2,600.00	2,600.00	0.0%
7715 · Contracted Zoning Administrator	825.00	1,425.00	-42.1%
7721 · Plan Review - Electrical	300.00	0.00	100.0%
7722 · Plan Review - Mechanical	1,302.40	0.00	100.0%
7800 · Mileage Reimbursement	1,041.89	861.28	21.0%
7830 · Interest Expense	603.07	746.49	-19.2%
Total Expense	49,592.95	46,084.85	7.6%
Net Income	28,680.72	6,644.17	331.7%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison

January through April 2022

	Jan 22	Jan 21	\$ Change	% Change	Feb 22	Feb 21	\$ Change	% Change
Income								
4010 · Building Permits	11,827.00	58,008.00	-46,181.00	-79.6%	28,289.00	18,414.00	9,875.00	53.6%
4015 · Special Permits	500.00	385.00	115.00	29.9%	810.00	495.00	315.00	63.6%
4020 · Electrical Permits	14,640.00	11,233.00	3,407.00	30.3%	13,480.00	9,257.00	4,223.00	45.6%
4030 · Mechanical Permits	17,124.90	16,834.00	290.90	1.7%	6,135.00	11,571.60	-5,436.60	-47.0%
4040 · Plumbing Permits	2,144.00	5,640.00	-3,496.00	-62.0%	4,106.00	2,472.00	1,634.00	66.1%
4100 · Zoning Administration	636.25	930.00	-293.75	-31.6%	578.75	1,347.50	-768.75	-57.1%
4600 · Investment Income	8.10	5.57	2.53	45.4%	7.66	6.40	1.26	19.7%
Total Income	46,880.25	93,035.57	-46,155.32	-49.6%	53,406.41	43,563.50	9,842.91	22.6%
Expense								
6010 · Advertising and Marketing	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6200 · Bank Fees	115.00	74.93	40.07	53.5%	80.00	80.00	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	3,437.50	3,437.68	-0.18	0.0%	6,875.00	6,250.00	625.00	10.0%
6503 · Salary - Building Inspector	2,750.00	2,750.00	0.00	0.0%	5,500.00	5,000.00	500.00	10.0%
6505 · Wages - Administrative	3,468.62	3,691.68	-223.06	-6.0%	6,955.20	6,753.60	201.60	3.0%
6510 · Payroll Taxes	1,454.19	1,384.32	69.87	5.1%	1,509.61	1,400.48	109.13	7.8%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.00	0.0%	371.46	371.46	0.00	0.0%
6512 · 401A (KABA)	1,140.54	1,097.73	42.81	3.9%	1,184.02	1,104.42	79.60	7.2%
6513 · Health Insurance	9,426.77	5,480.45	3,946.32	72.0%	4,159.82	4,105.24	54.58	1.3%
6500 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	22,049.08	18,213.32	3,835.76	21.1%	26,555.11	24,985.20	1,569.91	6.3%
6700 · Insurance - General	964.58	947.40	17.18	1.8%	964.62	947.41	17.21	1.8%
6800 · Legal Fees	420.00	1,140.00	-720.00	-63.2%	315.00	210.00	105.00	50.0%
6810 · Computer Support (External)	7,490.86	6,365.86	1,125.00	17.7%	225.86	198.55	27.31	13.8%
6820 · Accounting Services	314.00	1,048.58	-734.58	-70.1%	314.00	14.00	300.00	2,142.9%
7100 · Office Equipment	527.73	619.94	-92.21	-14.9%	560.75	275.07	285.68	103.9%
7110 · Office Supplies	71.16	30.93	40.23	130.1%	308.48	174.35	134.13	76.9%
7115 · Postage	26.57	185.00	-158.43	-85.6%	0.00	14.40	-14.40	-100.0%
7125 · Computer (Hardware/Software)	2,688.07	3,153.17	-465.10	-14.8%	3,120.00	1,420.00	1,700.00	119.7%
7130 · Resource Materials	0.00	0.00	0.00	0.0%	0.00	-21.00	21.00	100.0%
7420 · Lawn Care/Snow Removal	585.00	837.00	-252.00	-30.1%	505.00	0.00	505.00	100.0%
7450 · Maintenance & Repairs - Office	74.85	329.90	-255.05	-77.3%	0.00	19.05	-19.05	-100.0%
7500 · Utilities	428.45	360.13	68.32	19.0%	567.36	444.81	122.55	27.6%
7550 · Trash Removal	50.70	48.85	1.85	3.8%	50.75	49.04	1.71	3.5%
7600 · Security (Office)	79.90	79.90	0.00	0.0%	0.00	0.00	0.00	0.0%
7610 · Telephone - Office	665.91	606.08	59.83	9.9%	185.13	611.75	-426.62	-69.7%
7611 · Telephone - Cellular	195.82	124.74	71.08	57.0%	195.82	124.74	71.08	57.0%
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	4,450.00	3,160.00	1,290.00	40.8%	6,550.00	4,710.00	1,840.00	39.1%
7712 · Contracted Mechanical Inspector	4,050.00	4,950.00	-900.00	-18.2%	3,750.00	6,777.60	-3,027.60	-44.7%
7713 · Contracted Plumbing Inspector	2,300.00	2,450.00	-150.00	-6.1%	1,750.00	2,250.00	-500.00	-22.2%
7715 · Contracted Zoning Administrator	555.00	795.00	-240.00	-30.2%	510.00	1,080.00	-570.00	-52.8%
7721 · Plan Review - Electrical	350.00	0.00	350.00	100.0%	150.00	0.00	150.00	100.0%
7722 · Plan Review - Mechanical	1,900.00	0.00	1,900.00	100.0%	300.00	0.00	300.00	100.0%
7723 · Plan Review - Plumbing	0.00	0.00	0.00	0.0%	50.00	0.00	50.00	100.0%
7800 · Mileage Reimbursement	723.06	783.44	-60.38	-7.7%	802.63	760.48	42.15	5.5%
7810 · Training Expense	0.00	1,231.20	-1,231.20	-100.0%	0.00	0.00	0.00	0.0%
7830 · Interest Expense	796.80	588.04	208.76	35.5%	455.22	799.82	-344.60	-43.1%
7999 · Misc Expense	0.00	0.00	0.00	0.0%	0.00	47.69	-47.69	-100.0%
Total Expense	51,872.54	48,123.41	3,749.13	7.8%	48,265.73	45,972.96	2,292.77	5.0%
Net Income	-4,992.29	44,912.16	-49,904.45	-111.1%	5,140.68	-2,409.46	7,550.14	313.4%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison

January through April 2022

	Mar 22	Mar 21	\$ Change	% Change	Apr 22	Apr 21	\$ Change	% Change
Income								
4010 · Building Permits	19,905.00	46,709.00	-26,804.00	-57.4%	43,605.00	22,720.00	20,885.00	91.9%
4015 · Special Permits	1,055.00	550.00	505.00	91.8%	985.00	1,045.00	-80.00	-7.7%
4020 · Electrical Permits	11,396.00	7,932.00	3,464.00	43.7%	11,588.00	8,447.00	3,141.00	37.2%
4030 · Mechanical Permits	14,720.00	12,589.00	2,131.00	16.9%	17,285.40	12,641.20	4,644.20	36.7%
4040 · Plumbing Permits	6,904.00	6,805.00	99.00	1.5%	4,017.00	5,987.00	-1,970.00	-32.9%
4100 · Zoning Administration	932.50	1,361.25	-428.75	-31.5%	805.00	1,881.25	-1,076.25	-57.2%
4600 · Investment Income	8.44	6.93	1.51	21.8%	8.27	7.57	0.70	9.3%
Total Income	54,920.94	75,953.18	-21,032.24	-27.7%	76,273.67	52,729.02	25,544.65	48.5%
Expense								
6010 · Advertising and Marketing	174.15	197.90	-23.75	-12.0%	0.00	61.90	-61.90	-100.0%
6200 · Bank Fees	45.00	183.62	-138.62	-75.5%	45.00	45.00	0.00	0.0%
6450 · Dues & Subscriptions	636.00	0.00	636.00	100.0%	0.00	0.00	0.00	0.0%
6500 · Payroll Expenses								
6501 · Salary - Building Official	10,312.50	9,375.00	937.50	10.0%	6,875.00	6,250.00	625.00	10.0%
6503 · Salary - Building Inspector	8,250.00	7,500.00	750.00	10.0%	5,500.00	5,000.00	500.00	10.0%
6505 · Wages - Administrative	10,419.32	10,104.23	315.09	3.1%	6,946.22	6,856.30	89.92	1.3%
6510 · Payroll Taxes	2,280.61	2,121.68	158.93	7.5%	1,508.93	1,415.98	92.95	6.6%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.00	0.0%	371.46	371.46	0.00	0.0%
6512 · 401A (KABA)	1,775.22	1,655.06	120.16	7.3%	1,183.48	1,110.58	72.90	6.6%
6513 · Health Insurance	4,361.51	7,206.76	-2,845.25	-39.5%	4,159.82	4,105.24	54.58	1.3%
6500 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	37,770.62	38,334.19	-563.57	-1.5%	26,544.91	25,109.56	1,435.35	5.7%
6700 · Insurance - General	964.55	947.35	17.20	1.8%	964.62	947.41	17.21	1.8%
6800 · Legal Fees	525.00	693.00	-168.00	-24.2%	0.00	0.00	0.00	0.0%
6810 · Computer Support (External)	225.86	195.86	30.00	15.3%	225.86	195.86	30.00	15.3%
6820 · Accounting Services	4,047.75	3,198.75	849.00	26.5%	3,014.00	4,014.00	-1,000.00	-24.9%
7100 · Office Equipment	783.45	654.05	129.40	19.8%	275.07	275.07	0.00	0.0%
7110 · Office Supplies	292.92	201.64	91.28	45.3%	493.89	149.65	344.24	230.0%
7115 · Postage	310.00	193.00	117.00	60.6%	0.00	0.00	0.00	0.0%
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	61.70	-61.70	-100.0%	0.00	383.00	-383.00	-100.0%
7420 · Lawn Care/Snow Removal	120.00	145.00	-25.00	-17.2%	185.00	42.00	143.00	340.5%
7450 · Maintenance & Repairs - Office	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7500 · Utilities	365.10	274.49	90.61	33.0%	339.15	238.15	101.00	42.4%
7550 · Trash Removal	51.79	49.68	2.11	4.3%	55.28	0.00	55.28	100.0%
7600 · Security (Office)	119.85	119.85	0.00	0.0%	0.00	0.00	0.00	0.0%
7610 · Telephone - Office	279.10	605.24	-326.14	-53.9%	279.10	606.59	-327.49	-54.0%
7611 · Telephone - Cellular	198.77	123.97	74.80	60.3%	198.73	123.89	74.84	60.4%
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	6,400.00	5,120.00	1,280.00	25.0%	4,500.00	4,260.00	240.00	5.8%
7712 · Contracted Mechanical Inspector	4,350.00	8,087.60	-3,737.60	-46.2%	5,800.00	4,000.00	1,800.00	45.0%
7713 · Contracted Plumbing Inspector	3,550.00	2,500.00	1,050.00	42.0%	2,600.00	2,600.00	0.00	0.0%
7715 · Contracted Zoning Administrator	705.00	1,230.00	-525.00	-42.7%	825.00	1,425.00	-600.00	-42.1%
7721 · Plan Review - Electrical	250.00	0.00	250.00	100.0%	300.00	0.00	300.00	100.0%
7722 · Plan Review - Mechanical	0.00	0.00	0.00	0.0%	1,302.40	0.00	1,302.40	100.0%
7723 · Plan Review - Plumbing	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7800 · Mileage Reimbursement	1,037.21	1,088.64	-51.43	-4.7%	1,041.89	861.28	180.61	21.0%
7810 · Training Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
7830 · Interest Expense	647.03	601.69	45.34	7.5%	603.07	746.49	-143.42	-19.2%
7999 · Misc Expense	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	64,074.15	64,957.22	-883.07	-1.4%	49,592.95	46,084.85	3,508.10	7.6%
Net Income	-9,153.21	10,995.96	-20,149.17	-183.2%	28,680.72	6,644.17	22,036.55	331.7%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison

January through April 2022

	TOTAL			
	Jan - Apr 22	Jan - Apr 21	\$ Change	% Change
Income				
4010 · Building Permits	103,626.00	145,851.00	-42,225.00	-29.0%
4015 · Special Permits	3,330.00	2,475.00	855.00	34.6%
4020 · Electrical Permits	51,104.00	36,869.00	14,235.00	38.6%
4030 · Mechanical Permits	55,265.30	53,635.80	1,629.50	3.0%
4040 · Plumbing Permits	17,171.00	20,904.00	-3,733.00	-17.9%
4100 · Zoning Administration	2,952.50	5,520.00	-2,567.50	-46.5%
4600 · Investment Income	32.47	26.47	6.00	22.7%
Total Income	233,481.27	265,281.27	-31,800.00	-12.0%
Expense				
6010 · Advertising and Marketing	174.15	259.80	-85.65	-33.0%
6200 · Bank Fees	285.00	383.55	-98.55	-25.7%
6450 · Dues & Subscriptions	636.00	0.00	636.00	100.0%
6500 · Payroll Expenses				
6501 · Salary - Building Official	27,500.00	25,312.68	2,187.32	8.6%
6503 · Salary - Building Inspector	22,000.00	20,250.00	1,750.00	8.6%
6505 · Wages - Administrative	27,789.36	27,405.81	383.55	1.4%
6510 · Payroll Taxes	6,753.34	6,322.46	430.88	6.8%
6511 · LTD / STD / AD&D / Life	1,485.84	1,485.84	0.00	0.0%
6512 · 401A (KABA)	5,283.26	4,967.79	315.47	6.4%
6513 · Health Insurance	22,107.92	20,897.69	1,210.23	5.8%
6500 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	112,919.72	106,642.27	6,277.45	5.9%
6700 · Insurance - General	3,858.37	3,789.57	68.80	1.8%
6800 · Legal Fees	1,260.00	2,043.00	-783.00	-38.3%
6810 · Computer Support (External)	8,168.44	6,956.13	1,212.31	17.4%
6820 · Accounting Services	7,689.75	8,275.33	-585.58	-7.1%
7100 · Office Equipment	2,147.00	1,824.13	322.87	17.7%
7110 · Office Supplies	1,166.45	556.57	609.88	109.6%
7115 · Postage	336.57	392.40	-55.83	-14.2%
7125 · Computer (Hardware/Software)	5,808.07	4,573.17	1,234.90	27.0%
7130 · Resource Materials	0.00	423.70	-423.70	-100.0%
7420 · Lawn Care/Snow Removal	1,395.00	1,024.00	371.00	36.2%
7450 · Maintenance & Repairs - Office	74.85	348.95	-274.10	-78.6%
7500 · Utilities	1,700.06	1,317.58	382.48	29.0%
7550 · Trash Removal	208.50	147.57	60.93	41.3%
7600 · Security (Office)	199.75	199.75	0.00	0.0%
7610 · Telephone - Office	1,409.24	2,429.66	-1,020.42	-42.0%
7611 · Telephone - Cellular	789.14	497.34	291.80	58.7%
7701 · At-Large/Alternate Board Member	225.00	150.00	75.00	50.0%
7711 · Contracted Electrical Inspector	21,900.00	17,250.00	4,650.00	27.0%
7712 · Contracted Mechanical Inspector	17,950.00	23,815.20	-5,865.20	-24.6%
7713 · Contracted Plumbing Inspector	10,200.00	9,800.00	400.00	4.1%
7715 · Contracted Zoning Administrator	2,595.00	4,530.00	-1,935.00	-42.7%
7721 · Plan Review - Electrical	1,050.00	0.00	1,050.00	100.0%
7722 · Plan Review - Mechanical	3,502.40	0.00	3,502.40	100.0%
7723 · Plan Review - Plumbing	50.00	0.00	50.00	100.0%
7800 · Mileage Reimbursement	3,604.79	3,493.84	110.95	3.2%
7810 · Training Expense	0.00	1,231.20	-1,231.20	-100.0%
7830 · Interest Expense	2,502.12	2,736.04	-233.92	-8.6%
7999 · Misc Expense	0.00	47.69	-47.69	-100.0%
Total Expense	213,805.37	205,138.44	8,666.93	4.2%
Net Income	19,675.90	60,142.83	-40,466.93	-67.3%

Kalamazoo Area Building Authority Profit & Loss Budget Performance April 2022

	Apr 22	Budget	% of Budget	Jan - Apr 22	YTD Budget	% of Budget	Annual Budget
Income							
4010 · Building Permits	43,605.00	35,909.00	121.4%	103,626.00	92,414.00	112.1%	319,312.00
4015 · Special Permits	965.00	550.00	175.5%	3,330.00	2,310.00	144.2%	8,121.00
4020 · Electrical Permits	11,588.00	7,414.00	156.3%	51,104.00	31,265.00	163.5%	110,867.00
4030 · Mechanical Permits	17,285.40	9,121.00	189.5%	55,265.30	37,869.00	145.9%	124,925.00
4040 · Plumbing Permits	4,017.00	4,006.00	100.3%	17,171.00	15,418.00	111.4%	58,409.00
4100 · Zoning Administration	805.00			2,952.50			
4600 · Investment Income	8.27	10.00	82.7%	32.47	40.00	81.2%	120.00
Total Income	78,273.67	57,010.00	137.3%	233,481.27	179,316.00	130.2%	621,754.00
Expense							
6010 · Advertising and Marketing	0.00	0.00	0.0%	174.15	200.00	87.1%	2,000.00
6200 · Bank Fees	45.00	45.00	100.0%	285.00	285.00	100.0%	890.00
6450 · Dues & Subscriptions	0.00	0.00	0.0%	636.00	575.00	110.6%	575.00
6500 · Payroll Expenses							
6501 · Salary - Building Official	6,875.00	6,875.00	100.0%	27,500.00	30,937.50	88.9%	89,375.00
6503 · Salary - Building Inspector	5,500.00	5,500.00	100.0%	22,000.00	24,750.00	88.9%	71,500.00
6505 · Wages - Administrative	6,946.22	6,955.20	99.9%	27,789.36	31,298.40	88.8%	90,417.60
6510 · Payroll Taxes	1,508.93	1,509.62	100.0%	6,753.34	6,810.50	99.2%	19,693.90
6511 · LTD / STD / AD&D / Life	371.46	371.46	100.0%	1,485.84	1,485.84	100.0%	4,457.52
6512 · 401A (KABA)	1,183.48	1,184.01	100.0%	5,283.26	5,328.07	99.2%	15,392.19
6513 · Health Insurance	4,159.82	4,159.82	100.0%	22,107.92	22,319.09	99.1%	55,799.34
6500 · Payroll Expenses - Other	0.00			0.00			
Total 6500 · Payroll Expenses	26,544.91	26,555.11	100.0%	112,919.72	122,929.40	91.9%	346,635.55
6700 · Insurance - General	964.62	982.67	98.2%	3,858.37	3,930.68	98.2%	13,069.03
6800 · Legal Fees	0.00	720.00	0.0%	1,260.00	2,860.00	43.8%	12,000.00
6810 · Computer Support (External)	225.86	179.97	125.5%	8,168.44	7,939.91	102.9%	10,659.64
6820 · Accounting Services	3,014.00	3,014.00	100.0%	7,689.75	7,689.75	100.0%	13,839.00
7100 · Office Equipment	275.07	275.07	100.0%	2,147.00	1,807.19	118.8%	5,116.76
7110 · Office Supplies	493.89	500.00	98.8%	1,166.45	1,410.00	82.7%	3,800.00
7115 · Postage	0.00	0.00	0.0%	336.57	200.00	168.3%	1,200.00
7125 · Computer (Hardware/Software)	0.00	0.00	0.0%	5,808.07	5,727.00	101.4%	5,987.00
7130 · Resource Materials	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
7400 · Rent/Lease Expense	0.00	1,600.00	0.0%	0.00	6,400.00	0.0%	19,200.00
7420 · Lawn Care/Snow Removal	185.00	105.00	176.2%	1,395.00	1,215.00	114.8%	2,484.00
7450 · Maintenance & Repairs - Office	0.00	0.00	0.0%	74.85	75.00	99.8%	10,000.00
7500 · Utilities	339.15	265.00	128.0%	1,700.08	1,160.00	146.6%	3,580.00
7550 · Trash Removal	55.26	55.00	100.5%	208.50	220.00	94.8%	660.00
7600 · Security (Office)	0.00	0.00	0.0%	199.75	199.75	100.0%	479.40
7610 · Telephone - Office	279.10	610.00	45.8%	1,409.24	2,440.00	57.8%	7,320.00
7611 · Telephone - Cellular	198.73	150.00	132.5%	789.14	600.00	131.5%	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%	225.00	225.00	100.0%	1,200.00
7710 · Contracted Building Inspector	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
7711 · Contracted Electrical Inspector	4,500.00	4,571.00	98.4%	21,900.00	16,961.00	129.1%	53,400.00
7712 · Contracted Mechanical Inspector	5,800.00	3,964.00	146.3%	17,950.00	16,282.00	110.2%	45,600.00
7713 · Contracted Plumbing Inspector	2,600.00	2,310.00	112.6%	10,200.00	8,787.00	116.1%	31,200.00
7715 · Contracted Zoning Administrator	825.00			2,595.00			
7721 · Plan Review - Electrical	300.00			1,050.00			
7722 · Plan Review - Mechanical	1,302.40			3,502.40			
7723 · Plan Review - Plumbing	0.00			50.00			
7800 · Mileage Reimbursement	1,041.89	1,045.00	99.7%	3,604.79	4,180.00	86.2%	12,740.00
7810 · Training Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	1,600.00
7830 · Interest Expense	603.07			2,502.12			
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%	7,000.00
7999 · Misc Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
Total Expense	49,592.95	46,946.82	105.6%	213,805.37	214,318.68	99.8%	619,410.38
Net Income	28,680.72	10,063.18	285.0%	19,675.90	-35,002.68	-58.2%	2,343.62

Kalamazoo Area Building Authority

05/11/22

Balance Sheet

Accrual Basis

As of April 30, 2022

	<u>Apr 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Savings / Consumers CU	25.00
1001 · Cash on Hand (Cash Bags)	300.00
1050 · Checking / SMBT	215,776.41
Total Checking/Savings	<u>216,101.41</u>
Accounts Receivable	
1200 · Accounts Receivable	750.00
Total Accounts Receivable	<u>750.00</u>
Other Current Assets	
1250 · Accounts Receivables / ADJ	288.00
1400 · Prepaid Items	5,092.45
Total Other Current Assets	<u>5,380.45</u>
Total Current Assets	<u>222,231.86</u>
Other Assets	
1600 · Accumulated Depreciation	-53,532.72
1900 · Capital Assets	231,006.20
Total Other Assets	<u>177,473.48</u>
TOTAL ASSETS	<u><u>399,705.34</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,294.12
Total Accounts Payable	<u>2,294.12</u>
Credit Cards	
2010 · CCU - Mastercard	51.86
Total Credit Cards	<u>51.86</u>
Other Current Liabilities	
2070 · Notes Payable - SMBT	115,761.35
2100 · Accrued Items	517.66
2300 · Accounts Payables / ADJ	2,474.70
Total Other Current Liabilities	<u>118,753.71</u>
Total Current Liabilities	<u>121,099.69</u>
Total Liabilities	121,099.69
Equity	
3010 · Net Position	258,929.75
Net Income	19,675.90
Total Equity	<u>278,605.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>399,705.34</u></u>



2022 MONTHLY PERMITS BY JURISDICTION

MONTH OF APRIL 2022

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	21	\$ 34,795
COMSTOCK	ELECTRICAL	18	\$ 4,781
COMSTOCK	MECHANICAL	16	\$ 8,475
COMSTOCK	PLUMBING	6	\$ 1,060
COMSTOCK	SPECIAL - JURISDICTION	3	\$ 300
COMSTOCK	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL COMSTOCK		65	\$ 49,466
KALAMAZOO	BUILDING	13	\$ 1,650
KALAMAZOO	ELECTRICAL	19	\$ 2,978
KALAMAZOO	MECHANICAL	19	\$ 3,619
KALAMAZOO	PLUMBING	7	\$ 997
KALAMAZOO	SPECIAL - JURISDICTION	4	\$ 400
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		63	\$ 9,699
PARCHMENT	BUILDING	1	\$ 100
PARCHMENT	ELECTRICAL	5	\$ 612
PARCHMENT	MECHANICAL	3	\$ 356
PARCHMENT	PLUMBING	1	\$ 219
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PARCHMENT		12	\$ 1,442
PINE GROVE	BUILDING	3	\$ 3,574
PINE GROVE	ELECTRICAL	7	\$ 1,098
PINE GROVE	MECHANICAL	6	\$ 805
PINE GROVE	PLUMBING	3	\$ 730
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		19	\$ 6,207
RICHLAND	BUILDING	8	\$ 3,486
RICHLAND	ELECTRICAL	7	\$ 1,747
RICHLAND	MECHANICAL	16	\$ 3,787
RICHLAND	PLUMBING	5	\$ 796
RICHLAND	SPECIAL - JURISDICTION	1	\$ 100
RICHLAND	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND		37	\$ 9,916
RICHLAND VILLAGE	BUILDING	-	\$ -
RICHLAND VILLAGE	ELECTRICAL	2	\$ 291
RICHLAND VILLAGE	MECHANICAL	2	\$ 245
RICHLAND VILLAGE	PLUMBING	1	\$ 165
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		5	\$ 701
TOTAL		201	\$ 77,431.00

REVENUE	REVENUE
APRIL 2021	% PREV YEAR MONTH
\$ 51,524	150.3%

PERMITS	PERMITS
APRIL 2021	% 2021 - YTD
227	0.885462555



2022 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: APRIL 2022

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	57	\$ 45,800
COMSTOCK	ELECTRICAL	71	\$ 18,744
COMSTOCK	MECHANICAL	68	\$ 24,202
COMSTOCK	PLUMBING	23	\$ 3,844
COMSTOCK	SPECIAL - JURISDICTION	10	\$ 1,000
COMSTOCK	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL COMSTOCK		231	\$ 93,700
KALAMAZOO	BUILDING	62	\$ 13,263
KALAMAZOO	ELECTRICAL	67	\$ 12,936
KALAMAZOO	MECHANICAL	79	\$ 13,238
KALAMAZOO	PLUMBING	24	\$ 3,045
KALAMAZOO	SPECIAL - JURISDICTION	20	\$ 2,000
KALAMAZOO	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL KALAMAZOO		254	\$ 44,592
PARCHMENT	BUILDING	4	\$ 640
PARCHMENT	ELECTRICAL	13	\$ 1,783
PARCHMENT	MECHANICAL	9	\$ 1,107
PARCHMENT	PLUMBING	4	\$ 599
PARCHMENT	SPECIAL - JURISDICTION	3	\$ 300
PARCHMENT	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL PARCHMENT		34	\$ 4,484
PINE GROVE	BUILDING	11	\$ 9,024
PINE GROVE	ELECTRICAL	18	\$ 3,029
PINE GROVE	MECHANICAL	22	\$ 3,406
PINE GROVE	PLUMBING	5	\$ 1,014
PINE GROVE	SPECIAL - JURISDICTION	0	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PINE GROVE		56	\$ 16,473
RICHLAND	BUILDING	37	\$ 29,426
RICHLAND	ELECTRICAL	52	\$ 12,624
RICHLAND	MECHANICAL	58	\$ 12,416
RICHLAND	PLUMBING	39	\$ 8,129
RICHLAND	SPECIAL - JURISDICTION	1	\$ 100
RICHLAND	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND		187	\$ 62,695
RICHLAND VILLAGE	BUILDING	4	\$ 725
RICHLAND VILLAGE	ELECTRICAL	6	\$ 826
RICHLAND VILLAGE	MECHANICAL	8	\$ 1,110
RICHLAND VILLAGE	PLUMBING	4	\$ 520
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	\$ -
TOTAL RICHLAND VILLAGE		22	\$ 3,181
TOTAL KABA	YTD	784	225,125

REVENUE	REVENUE
YTD - APRIL 2021	% 2021 - YTD
\$ 257,544	87.4%

REVENUE
% 2022 YTD BUDGET
109.0%

PERMITS	PERMITS
YTD - APRIL 2021	% 2021 - YTD
770	101.8%

2022 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
176	\$	45,738	JAN
190	\$	49,367	FEB
217	\$	52,589	MAR
201	\$	77,431	APRIL
-	\$	-	MAY
-	\$	-	JUNE
-	\$	-	JULY
-	\$	-	AUG
-	\$	-	SEPT
-	\$	-	OCT
-	\$	-	NOV
-	\$	-	DEC
784	\$	225,125	2022

BUILDING REPORT

APRIL 2022

Residential / Commercial Building Permits and Construction Values

- A. Total Number of Commercial & Agricultural Permits Issued – 13
- B. Total Construction Value for Commercial & Agricultural Permits - \$5,511,583
- C. Total Number of New Residential Construction Permits Issued – 5
- D. Total Construction Value for New Residential Permits – \$1,041,392
- E. Total Number of All Other Residential Permits Issued – 29
- F. Total Construction Value for All Other Residential Permits – \$513,577

Revenue / Permit Summary YTD

- A. Total KABA Revenue in April 2022 - \$77,431 vs. Total KABA Revenue in April 2021 - \$51,524. **This is an increase of 50.3%.**
- B. Total Number of Permits Issued in April 2022 – 201 vs. Total Number of Permits issued in April 2021 – 227. **This is a decrease of 11.4%.**
- C. Total KABA YTD Revenue in April 2022 - \$225,125 vs. Total KABA YTD Revenue in April 2021 - \$257,544. **This is a decrease of 12.6%.**
- D. Total Number of Permits Issued YTD 2022 – 784 vs. Total Number of Permits Issued this time in 2021 – 770. **This is an increase of 1.8%.**
- E. The April 2022 Revenue of \$77,431 is **37.4%** of the forecast for April YTD 2022 Revenue (\$207,251).
- F. The YTD 2022 Revenue of \$225,125 is **36.2%** of the forecast for the entire 2022 Projected Budget of \$621,754.

Monthly Building Permits Issued

05/02/2022

Permit #	Address	Work Description	Applicant Name	Date Issued	Value	Amount Billed
PB22-03-127	6531 E Hidden Lake	New 1644 s.f. 2 story detached accessory	AVB Inc.	04/06/2022	65,480.00	\$373.00
PB22-03-150	6889 N 28TH ST	New 40' x 48' x 16' pole barn with 12' x	REAUME, TYLER & LINDSEY	04/15/2022	37,440.00	\$170.00
PB22-03-156	8365 W STURTEVANT AV.	New 2060 s.f.3 bed 2 bath 2 story slab on	Allen Edwin Homes	04/22/2022	169,495.00	\$966.00
PB22-03-160	9467 FRAULIN DR	Demolition of house/cottage and shed	Paragon Custom Homes	04/14/2022	0.00	\$150.00
PB22-03-163	10603 E M-89 HWY	New unconditioned post frame single story	CHARACTER GROUP, LLC	04/18/2022	54,000.00	\$308.00
PB22-03-170	9273 E EF AVE	New 30' x 40' detached accessory structure	Watts Homes & Construction	04/19/2022	47,796.00	\$272.00
PB22-03-176	10476 GULL HILLS DR	Remove and replace existing 852 s.f. deck	Hutcherson Construction	04/29/2022	12,780.00	\$170.00
PB22-03-180	9180 COTTAGE PL	New 1405 s/f home with 2 bedrooms, 2	Watts Homes & Construction	04/28/2022	188,972.00	\$1,077.00
PB22-06-130	815 NICHOLS RD	Demolition of existing detached accessory	MOXON, PAUL E. & CAMILLE P	04/05/2022	10,800.00	\$170.00
PB22-06-133	4213 W MAIN ST	Replace 2 existing signs with new signs	Ian Mortensen	04/04/2022	0.00	\$170.00
PB22-06-139	120 N BERKLEY ST	Construct temporary wheelchair ramp per	Mark Premer	04/15/2022	0.00	\$100.00
PB22-06-144	523 COOLIDGE AVE	Install a new egress window system per	Southwest Michigan Egress Window	04/11/2022	4,400.00	\$100.00
PB22-06-145	2912 CRESTVIEW AVE	Install 2 new egress window systems per	Southwest Michigan Egress Window	04/11/2022	7,900.00	\$100.00
PB22-06-147	2007 Elkerton BLDG 6	Install 37 foundation wall braces per plans	Foundation Systems of Michigan - G	04/11/2022	0.00	\$100.00
PB22-06-148	2017 Elkerton Ave Bldg 7	Install 37 foundation wall braces per plans.	Foundation Systems of Michigan - G	04/11/2022	0.00	\$100.00
PB22-06-149	2028 Colgrove Bldg 8	Install 37 foundation wall braces per plans.	Foundation Systems of Michigan - G	04/11/2022	0.00	\$100.00
PB22-06-151	1109 WILLIS AVE	Permit for installation of shower	PROPERTY OF WEALTH LLC	04/12/2022	0.00	\$170.00
PB22-06-164	3733 MARKET ST	Completion of ADA bathroom started by	Whitehouse Construction Gregory W	04/26/2022	0.00	\$170.00
PB22-06-169	2669 HICKORY NUT LAN.	Install 12 panel roof mounted solar array	Palmetto Solar	04/28/2022	0.00	\$100.00
PB22-06-171	616 CHRYSLER ST	Re-roof: 48 sheets decking 16 sq	Advantage Roofing & Exteriors Inc	04/19/2022	0.00	\$100.00
PB22-06-187	1312 UPLAND DR	Install subfloor drainage system and sump	Ayers Basement Systems	04/27/2022	0.00	\$170.00
PB22-07-083	4400 S 26TH ST	New 50,400 s.f. (2400 s.f. conditioned)	Jeffrey Chick AIA (Fishbeck)	04/19/2022	3,019,968.00	\$17,213.00
PB22-07-085	4400 S 26TH ST	New 2780 s.f. unconditioned truck scale	Jeffrey Chick AIA (Fishbeck)	04/19/2022	166,661.00	\$949.00
PB22-07-110	5242 GULL RD	New 2790 s.f. single story "B" use	SCHWEITZER INC.	04/05/2022	341,444.00	\$1,945.00
PB22-07-116	2435 N 26TH ST	New 1200 s.f. addition to main building	KALAMAZOO COMMUNITY CH	04/26/2022	0.00	\$714.00
PB22-07-125	9215 WHITE PINE LN	Install prefabricated sauna kit in existing	Hawks Hollow Builders	04/01/2022	0.00	\$170.00
PB22-07-131	730 DANIEL ST	Install a temporary wheelchair ramp per	Mark Premer	04/01/2022	0.00	\$100.00
PB22-07-132	1942 SANDY COVE DR	New 23 panel roof mounted solar array 8.5	Climax Solar	04/05/2022	0.00	\$100.00

PB22-07-137	2538 CASPER ST	Construct 14' X 17' deck over existing	BITTERLING MATTHEW C	04/07/2022	0.00	\$170.00
PB22-07-138	3825 BRIARPATCH CIR	Construct 18x 36 inground swimming pool	West Haven Construction	04/15/2022	0.00	\$150.00
PB22-07-142	7025 E K AVE	New 12000 s.f. F-1 addition to main	CBK Construction	04/18/2022	1,067,760.00	\$6,086.00
PB22-07-143	6537 WOODLEA DR	Install 98 LF of interior foundation drain	Foundation Systems of Michigan - G	04/06/2022	0.00	\$170.00
PB22-07-152	7025 E K AVE	New 5225 s.f. S-2 unconditioned storage	CBK Construction	04/18/2022	420,455.00	\$2,396.00
PB22-07-153	5300 GULL RD	20' x30' temporary tent for fireorks sales	Richard Tapper	04/12/2022	0.00	\$100.00
PB22-07-157	6980 COUNTRY MEADOW	Construct new 16' x20' detached accessory	HOOVER DANIEL E & JESSICA	04/15/2022	0.00	\$170.00
PB22-07-158	3757 MIDWAY AVE	Install 6 helical piers per plans.	Foundation Systems of Michigan - G	04/13/2022	0.00	\$100.00
PB22-07-165	504 SARAH ST	New 8' x32' enclosed lean to addition to	EBERSTEIN DANIEL R & JESSIC	04/20/2022	4,320.00	\$170.00
PB22-07-166	6065 FRANCIS ST	Install a temporary wheelchair ramp per	Mark Premer	04/22/2022	0.00	\$100.00
PB22-07-167	2519 HUNTERS RUN	New 1485 s/f condo with 2 bedrooms, 2	Watts Homes & Construction	04/19/2022	192,001.00	\$1,094.00
PB22-07-168	2539 HUNTERS RUN	New 1636 s/f condo with 2 bedrooms, 2	Watts Homes & Construction	04/19/2022	206,509.00	\$1,177.00
PB22-07-172	6000 ABBEY ST	Install a 30" x 48" egress window.Must	WITHEE JOHN R	04/20/2022	0.00	\$100.00
PB22-07-190	10132 E HJ AVE	New 2110 s.f. 1 story 3 bed 2.5 bath single	DeVries & Orderlinde Bldrs	04/29/2022	284,415.00	\$1,621.00
PB22-18-174	428 PARCHMOUNT	Re-roof to include removal of 2	Mr. Roof Grand Rapids LLC	04/26/2022	0.00	\$100.00
PB22-20-126	25029 CR 388	New 10400 s.f. semi-conditioned post	Scott Goodwin	04/12/2022	156,000.00	\$889.00
PB22-20-150	311 40 HWY # M	New 6545 s.f. mixed occupancy addition	James R Van Horn Builder	04/21/2022	441,295.00	\$2,515.00
PB22-20-182	29056 CR 388	Install 24' of shotcrete per plans, new	Ayers Basement Systems	04/27/2022	0.00	\$170.00

Number of Permits: 46

Total Billed: \$43,605.00

Total Construction Value

\$6,899,891.00

Population: All Records

Permit.DateIssued in <Previous month> [04/01/22 - 04/30/22]

AND

Permit.PermitType = Building

Monthly Trade Permits Issued

05/02/2022

Permit #	Address	Work Description	Applicant Name	Date Issued	Amount Billed
<u>Electrical</u>					
PE22-03-178	9923 E C AVE	Remove overhead service - switching to underground	Martell Electric	04/01/2022	\$105.00
PE22-03-187	7132 HAZELWOOD AVE	Generator install	Waggoner Inc	04/04/2022	\$110.00
PE22-03-204	6472 N SHORE CV	Generator install	Steensma Lawn & Power	04/13/2022	\$110.00
PE22-03-206	5887 HIDDEN OAK AVE	New homeER# 1057510766	Hammond Electric Co	04/15/2022	\$323.00
PE22-03-207	6359 N SHORE CV	Generator install	Morgan Electrical Services Inc	04/15/2022	\$120.00
PE22-03-212	5700 N 28TH ST	Fire alarm security, building management and data cabling	CS Erickson	04/25/2022	\$691.00
PE22-03-233	6134 MEDINAH LN	New homeER # 1061169519	ROC Electric LLC	04/29/2022	\$288.00
PE22-06-172	3334 N PITCHER ST	Upgrade fire system and add cell dialer	EPS (Grand Rapids)	04/04/2022	\$240.00
PE22-06-180	815 NICHOLS RD	Pull 30amp line from house panel to new unattached	MOXON, PAUL E. & CAMILLE P	04/05/2022	\$121.00
PE22-06-183	1720 RIVERVIEW DR	Replacing service and electrical updates at lift station	CT Electrical Service	04/01/2022	\$245.00
PE22-06-184	1406 HENSON AVE	200amp service - disconnect/reconnect for same day.	Service Professor	04/05/2022	\$105.00
PE22-06-189	625 GAYLE AVE	Temp service for new home build	Hi-Tech Electric	04/04/2022	\$110.00
PE22-06-194	1021 Milla Ln/Mob Pk Lot 19	Home hookup and pedestal	Whitney Holdings	04/08/2022	\$158.00
PE22-06-195	1010 Gina Ln/Mob Pk Lot 47	Home hookup and pedestal	Whitney Holdings	04/08/2022	\$158.00
PE22-06-196	1013 Gina Ln/Mob Pk Lot 10	Home hookup and pedestal	Whitney Holdings	04/08/2022	\$158.00
PE22-06-197	3908 Hilt Ln/Mob Pk Lot 28	Home hookup and pedestal	Whitney Holdings	04/08/2022	\$158.00
PE22-06-198	1016 Milla Ln/Mob Pk Lot 16	Home hookup and pedestal	Whitney Holdings	04/08/2022	\$158.00
PE22-06-200	1720 RIVERVIEW DR	Replace service for Consumers Energy corrosion	Esper Electric	04/11/2022	\$115.00
PE22-06-201	1109 WILLIS AVE	Rewire home	W.A. Wilcox Electric LLC.	04/12/2022	\$227.00
PE22-06-209	1343 BRETTON DR	Run power to 40 AMP EV charging station	Rebel Electric	04/25/2022	\$104.00
PE22-06-213	2649 HICKORY NUT LANE	Generator install	SGI Heating & Cooling	04/19/2022	\$110.00
PE22-06-220	2669 HICKORY NUT LANE	Roof mounted solar array	Palmetto Solar	04/28/2022	\$111.00
PE22-06-221	3733 MARKET ST	Remodel	Hi-Tech Electric	04/26/2022	\$169.00
PE22-06-223	1312 UPLAND DR	2 20 amp circuits for sump	Grand Bay Electric	04/27/2022	\$105.00
PE22-06-226	1912 COLGROVE AVE Bldg	Replace existing devices with addressable devices and add	Summit Fire	04/28/2022	\$325.00
PE22-06-228	409 N BERKLEY ST	Bath fan & switch	Don Swartz Electric	04/28/2022	\$101.00
PE22-07-181	2435 N 26TH ST	Relamp with LED - parking lot lights and flood light	Meekhof Electric	04/01/2022	\$101.00
PE22-07-182	9215 WHITE PINE LN	New lighting for kitchen & sauna area - Fish wires in	Martell Electric	04/01/2022	\$115.00
PE22-07-185	9408 TREETOP DR	Kitchen remodel	Bullard Brothers	04/04/2022	\$183.00
PE22-07-190	1942 SANDY COVE DR	Ground mounted solar array	Climax Solar	04/05/2022	\$122.00
PE22-07-191	5585 GULL RD 106	Low Voltage for Two Fella's Grill	Customusic Service Company	04/05/2022	\$101.00
PE22-07-192	6537 WOODLEA DR	1 outlet	Foundation Systems of Michigan - G	04/06/2022	\$100.00

PE22-07-199	5242 GULL RD	Temp service	CT Electrical Service	04/11/2022	\$110.00
PE22-07-202	3825 BRIARPATCH CIR	Inground pool	Andree Electric	04/15/2022	\$165.00
PE22-07-203	5810 GULL RD	New construction: Valvoline	Hi-Tech Electric	04/18/2022	\$478.00
PE22-07-205	9071 MARSH CREEK CIR	Generator install	Steensma Lawn & Power	04/13/2022	\$110.00
PE22-07-210	5242 GULL RD	New construction: Kalsee Credit Union	CT Electrical Service	04/18/2022	\$549.00
PE22-07-214	6083 CRESTWOOD AVE	200 AMP service upgradeER# 1061976062	Esper Electric	04/19/2022	\$105.00
PE22-07-216	4400 S 26TH ST	Site electrical (non building related): site infrastructure,	Buist Electric	04/25/2022	\$648.00
PE22-07-217	4400 S 26TH ST	Salt storage building	Buist Electric	04/25/2022	\$641.00
PE22-07-218	4400 S 26TH ST	Scale building	Buist Electric	04/25/2022	\$238.00
PE22-07-224	7025 E K AVE	Addtion to main buildng	CBK Construction	04/27/2022	\$586.00
PE22-07-225	7025 E K AVE	Storage Building	CBK Construction	04/27/2022	\$131.00
PE22-07-229	2724 HUNTERS PT	New home	Country Lane Electric	04/28/2022	\$298.00
PE22-18-171	530 S RIVERVIEW DR	Relocate 4 circuits and install 4 new for coolers and	Storm Electrical Services	04/01/2022	\$135.00
PE22-18-179	320 GLENDALE BLVD	Replacing service entrance cable due to deterioration &	NTN Electric	04/01/2022	\$105.00
PE22-18-188	315 N ORIENT	Generator install	Steensma Lawn & Power	04/04/2022	\$110.00
PE22-18-215	122 N RIVERVIEW DR	60 AMP panel for bathrooms, 4 lights, and 2 GFCI recepts	Esper Electric	04/22/2022	\$157.00
PE22-18-222	320 ESPANOLA	Relocate meter base to front of house	AA Electric	04/26/2022	\$105.00
PE22-19-168	9185 RICHLAND WOODS D	Basement finish	JKS Electric	04/06/2022	\$176.00
PE22-19-219	8960 E D AVE	Repair service mats, service feeders, new grounding, new	Buist Electric	04/26/2022	\$115.00
PE22-20-186	31831 23RD AVE	Generator install	Waggoner Inc	04/04/2022	\$110.00
PE22-20-193	25768 2ND AVE	Replacement ground mounted solar arrays, including	Electrical Unlimited LLC	04/07/2022	\$106.00
PE22-20-208	31619 23RD AVE	Generator install	KING RICHARD & CYNTHIA	04/18/2022	\$165.00
PE22-20-211	13755 26TH ST	Install 100 AMP service	Edison Electric Services	04/18/2022	\$105.00
PE22-20-227	11295 40 HWY # M	New panel at cell tower	MW Electric LLC	04/28/2022	\$105.00
PE22-20-230	9599 23 1/2 ST	New homeER#1060921245	Webster Electric Co	04/28/2022	\$402.00
PE22-20-231	24764 CR 388	Moving service from pole to houseOwner: Russell Ely	WESTCOTT MORT O & LUELLA	04/28/2022	\$105.00

Number of Permits: 58

Total Billed: \$11,507.00

Mechanical

PM22-03-180	9708 W GULL LAKE DR	HVAC work for new remodel / addiiton to home: demo &	A-1 Mechanical	04/04/2022	\$525.00
PM22-03-194	6080 N 24TH ST	LP tank set	Crystal Flash	04/04/2022	\$115.00
PM22-03-198	8480 E STURTEVANT AVE	New home	A-1 Mechanical	04/06/2022	\$240.00
PM22-03-199	6100 MEDINAH LN	New home w/ fireplace	JP Heating & Air Conditioning Inc	04/06/2022	\$275.00
PM22-03-202	8680 GEISER GRV	New home	A-1 Mechanical	04/11/2022	\$265.00
PM22-03-209	6134 MEDINAH LN	New home with fireplace	JP Heating & Air Conditioning Inc	04/12/2022	\$270.00
PM22-03-210	6472 N SHORE CV	Generator install	Steensma Lawn & Power	04/13/2022	\$130.00
PM22-03-217	5892 HIDDEN OAK AVE	New home	Mattawan Mechanical	04/18/2022	\$265.00

PM22-03-221	7479 E AB AVE	new tank	S & F Propane LLC	04/25/2022	\$120.00
PM22-03-226	9176 COTTAGE TRL	New home	JP Heating & Air Conditioning Inc	04/22/2022	\$290.00
PM22-03-227	9708 W GULL LAKE DR	Remodel: Boilers for water heaters	American Plumbing	04/20/2022	\$282.00
PM22-03-230	10203 N 32ND ST	AC replacement	Vredevoogd Heating & Cooling	04/21/2022	\$125.00
PM22-03-231	5547 N 32ND ST	Generator install	Ferrell Gas - Cassopolis	04/22/2022	\$130.00
PM22-03-235	6845 WALDEN PARK LN	Furnace, AC, and 2 humidifiers	Rogers Refrigeration	04/28/2022	\$175.00
PM22-03-238	5913 HIDDEN OAK AVE	New home w/ gas heater in garage	Gold Coast Mechanical	04/29/2022	\$310.00
PM22-03-242	9726 STERLING AVE	New home with gas piping only for generator	Metzger's Heating & Cooling	04/28/2022	\$270.00
PM22-06-173	728 ASHLEY DR	Water heater replacement	Dan Wood Co	04/01/2022	\$101.00
PM22-06-174	3422 DEVONSHIRE AVE	Water heater replacement	Dan Wood Co	04/01/2022	\$101.00
PM22-06-181	4932 WESTON AVE	Furnace & A/C replacement	Nieboer Heating & Cooling	04/06/2022	\$155.00
PM22-06-184	3713 W MAIN ST	Mini split a/c installationowner's residence	Nieboer Heating & Cooling	04/06/2022	\$125.00
PM22-06-187	3629 CANTERBURY AVE	Water heater replacement	Dan Wood Co	04/01/2022	\$101.00
PM22-06-192	3429 IROQUOIS TRL	Furnace & A/C Replacement	Benjamin Farrer	04/01/2022	\$185.00
PM22-06-196	1828 COMMONWEALTH AVE	Furnace replacement	Nieboer Heating & Cooling	04/20/2022	\$125.00
PM22-06-203	616 PINEHURST BLVD	Water heater replacement	Vredevoogd Heating & Cooling	04/11/2022	\$101.00
PM22-06-204	2417 CIMARRON DR	AC install	Temperature Pro	04/11/2022	\$125.00
PM22-06-205	3650 PRISTINE AVE	Furnace, AC, and humidifier replacement	Bel Aire Heating & Air	04/11/2022	\$165.00
PM22-06-218	142 CARBERRY HILL CT	Furnace & AC replacement	Vredevoogd Heating & Cooling	04/18/2022	\$155.00
PM22-06-222	2325 N BURDICK ST	Cultivation Facility build-out	RW LaPine Inc	04/29/2022	\$1,309.00
PM22-06-223	2649 HICKORY NUT LANE	Generator install	SGI Heating & Cooling	04/19/2022	\$130.00
PM22-06-224	3410 DEARBORN AVE	Replace chimney liner for south chimney	DeHaan Heating & Cooling	04/19/2022	\$100.00
PM22-06-228	522 JENNISON AVE	AC replacement	Bel Aire Heating & Air	04/20/2022	\$125.00
PM22-06-229	4658 WESTON AVE	Furnace & AC replacement	Service Professor	04/25/2022	\$155.00
PM22-06-232	2317 WOODWARD AVE	Furnace replacement	DeHaan Heating & Cooling	04/25/2022	\$125.00
PM22-06-233	1630 GRAND AVE	Gas pipe to generator	Scotland Heating & AC	04/25/2022	\$100.00
PM22-06-243	3311 GRACE RD	Replace furnace, thermostat, water heater, and basement	DeHaan Heating & Cooling	04/28/2022	\$136.00
PM22-07-188	9599 DAYLILY LN	Water heater replacement	Dan Wood Co	04/01/2022	\$101.00
PM22-07-190	4495 Gull Run Bldg 8	Furnace & A/C replacements (29 Units):Building 5847 -	Grimes Mechanical Services	04/01/2022	\$2,015.00
PM22-07-191	4495 Gull Run Bldg 9	Furnace & A/C replacement (30 units):Building 5881 -	Grimes Mechanical Services	04/01/2022	\$2,075.00
PM22-07-193	5815 GULL RD	Remove & replace (5) packaged rooftop HVAC units and	AES Mechanical Services Group	04/01/2022	\$275.00
PM22-07-197	5986 ABBEY ST	Furnace replacement	Bel Aire Heating & Air	04/04/2022	\$125.00
PM22-07-200	5200 E CORK	Add coverage to exhaust hoodCeleros - 3433 Midlink	Brigade Fire Protection	04/13/2022	\$410.00
PM22-07-201	2050 N 26TH ST	Furnace, AC, and humidifier replacement	Bartholomew Heating & Cooling	04/11/2022	\$165.00
PM22-07-206	9408 TREETOP DR	Rework supply and return air ductwork	Elite Heating & Cooling Service LLC	04/12/2022	\$120.00
PM22-07-211	9071 MARSH CREEK CIR	Generator install	Steensma Lawn & Power	04/13/2022	\$130.00
PM22-07-213	5200 E CORK	Replace existing sprinkler system with newFabrikal	Brigade Fire Protection	04/18/2022	\$1,903.40
PM22-07-220	5555 GULL RD	Replace exiting I/T room A/C system with new equipment	Kalamazoo Mechanical	04/18/2022	\$180.00

PM22-07-225	6577 E ML AVE	Installing new gas stove and run gas pipe to new location.	Patrick Oreilly	04/20/2022	\$150.00
PM22-07-237	5810 GULL RD	New construction (Valvoline): Gas piping only	Gale Plumbing & Hydronics Inc	04/25/2022	\$185.00
PM22-07-239	5376 E G AVE	Heating/cooling and bath fan in office	JP Heating & Air Conditioning Inc	04/28/2022	\$175.00
PM22-07-240	1046 RIVER ST	Replace 5 furnace and 4 AC condensers at Community	RW LaPine Inc	04/28/2022	\$365.00
PM22-07-241	6873 KRISTIN AVE	Water heater replacement	Vredevoogd Heating & Cooling	04/28/2022	\$101.00
PM22-18-195	315 N ORIENT	Generator install	Steensma Lawn & Power	04/04/2022	\$130.00
PM22-18-219	450 HAYMAC 550-5	Water heater replacement	Spectrum Boiler & Mechanical	04/18/2022	\$101.00
PM22-18-234	333 E GLENGUILE	AC replacement	Rogers Refrigeration	04/25/2022	\$125.00
PM22-19-207	7538 YORKTOWN ST	Gas line from meter to generator	Elite Heating & Cooling Service LLC	04/12/2022	\$120.00
PM22-19-236	9170 E D AVE	Heat pump replacement	Rogers Refrigeration	04/25/2022	\$125.00
PM22-20-189	8151 32ND ST	furnace replacement	Vredevoogd Heating & Cooling	04/01/2022	\$125.00
PM22-20-212	22125 29TH ST	Propane tank for new home	Crystal Flash	04/13/2022	\$115.00
PM22-20-214	22125 29TH ST	New modular home	Bel Aire Heating & Air	04/14/2022	\$220.00
PM22-20-215	31619 23RD AVE	Generator install	KING RICHARD & CYNTHIA	04/18/2022	\$130.00
PM22-20-216	24758 6TH AVE	Add propane tank/line	Endeavor AG & Energy	04/18/2022	\$115.00
PM22-20-245	26808 2ND AVE	Hook up generator to existing LP tank	Hopkins LP Gas, LLC	04/29/2022	\$100.00

Number of Permits: 62

Total Billed: \$17,287.40

Plumbing

PP22-03-069	8141 HEMEL LN	Tub to shower conversion	Ohio Bath Solutions	04/04/2022	\$100.00
PP22-03-088	9708 W GULL LAKE DR	Addition	American Plumbing	04/11/2022	\$276.00
PP22-03-089	5916 E C AVE	Shower replacement	Ohio Bath Solutions	04/15/2022	\$100.00
PP22-03-090	9726 STERLING AVE	New home	Krusinga Plumbing	04/12/2022	\$220.00
PP22-03-095	8365 W STURTEVANT AVE	Sewer connection	Allen Edwin Homes	04/22/2022	\$100.00
PP22-06-081	1504 CLIMAX AVE	Insert acrylic tub and wall liner, replace valve fixture	Ohio Bath Solutions	04/04/2022	\$100.00
PP22-06-084	2328 LAKE ST	Water heater replacement	Dale W Hubbard Inc	04/01/2022	\$100.00
PP22-06-091	2692 HAZELNUT LANE	Water heater replacement	Woodhouse Plumbing & Heating Inc	04/13/2022	\$100.00
PP22-06-092	625 GAYLE AVE	New home	Helmus Plumbing Services, Inc	04/13/2022	\$230.00
PP22-06-097	2407 SONORA DR	Sewer connection	Great Lakes Plumbing	04/15/2022	\$100.00
PP22-06-099	2810 NICHOLS RD	New home	Superior Plumbing Services	04/22/2022	\$267.00
PP22-06-104	1312 UPLAND DR	Sump pump	East End Plumbing	04/27/2022	\$100.00
PP22-07-070	5438 LOIS AVE	Tub replacement	Ohio Bath Solutions	04/04/2022	\$100.00
PP22-07-083	8418 E MICHIGAN AVE	adding bathroom in building next to store	Great Lakes Plumbing	04/01/2022	\$173.00
PP22-07-086	5242 GULL RD	New building - Kalsee Credit Union	Gale Plumbing & Hydronics Inc	04/05/2022	\$249.00
PP22-07-087	6537 WOODLEA DR	98 ft interior waterproofing, 1 sump	Foundation Systems of Michigan - G	04/06/2022	\$105.00
PP22-07-100	6577 E ML AVE	Remodel: new sink, moving dishwasher, install pot filler	Patrick Oreilly	04/20/2022	\$163.00
PP22-07-103	5810 GULL RD	New construction: Valvoline	Gale Plumbing & Hydronics Inc	04/25/2022	\$270.00

PP22-18-098	1102 E G AVE	Complete interior remodel - 3 bdrm / 2 baths	ELWELL CHRIS	04/19/2022	\$219.00
PP22-19-093	9185 RICHLAND WOODS D	Basement bath	Pride Plumbing & Mechanical	04/13/2022	\$165.00
PP22-20-078	32877 PINEDALE LN	New home	Superior Plumbing Services	04/04/2022	\$222.00
PP22-20-085	32238 PINEDALE LN	New home	Superior Plumbing Services	04/06/2022	\$217.00
PP22-20-096	9599 23 1/2 ST	New home	Custom Plumbing	04/18/2022	\$291.00

Number of Permits: 23

Total Billed: \$3,967.00

Number of Permits: 143

Total Billed: \$32,761.40

Population: All Records

Permit.PermitType = Electrical OR

Permit.PermitType = Mechanical OR

Permit.PermitType = Plumbing

AND

Permit.DateIssued in <Previous month> [04/01/22 - 04/30/22]

Monthly Property Maintenance Requests

05/02/2022

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS21-07-083	553 N 30TH ST Apt 1	07-16-480-038	HOHOL GEOFF J	07/30/2021	\$255.00
Work Description:	Property Maintenance request from Comstock for Apt 1				
Inspections:	04/29/2022	Property Maint. Re-inspection	Approved		
Inspections:	02/04/2022	Property Maint. Re-inspection	Disapproved		
Inspections:	08/03/2021	Property Maintenance Inspectio	Disapproved		
PS22-03-027	9604 E M-89 HWY Lot 36	03-23-230-010	RICHLAND MOBILE HO	04/29/2022	\$100.00
Work Description:	Property Maintenance request from Richland Twp.				
Inspections:	04/29/2022	Property Maintenance Inspectio	Disapproved		
PS22-06-008	1722 OLMSTEAD RD	06-24-455-140	WERTZ, DONALD A. & N	02/08/2022	\$200.00
Work Description:	Property Maintenance request from Kalamazoo Twp				
Inspections:	04/29/2022	Property Maint. Re-inspection	Approved		
Inspections:	02/08/2022	Property Maintenance Inspectio	Disapproved		
PS22-06-017	2116 Sunnyside C23	06-12-180-050	COUNTRY MEADOW, L.L.C.	03/30/2022	\$300.00
Work Description:	Property Maintenance Request from Kalamazoo Township				
Inspections:	04/25/2022	Property Maint. Re-inspection	Approved		
Inspections:	04/12/2022	Property Maint. Re-inspection	Disapproved		
Inspections:	03/31/2022	Property Maintenance Inspectio	Disapproved		
Inspections:	03/30/2022	Property Maintenance Inspectio	Locked Out		
PS22-06-026	2114 E MAIN ST	06-14-431-050	HEWITT ENTERPRISES,	04/28/2022	\$100.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	04/28/2022	Property Maintenance Inspectio	Disapproved		
PS22-07-022	177 WINTERBURN ST	07-20-205-160	PELTON LAURA E TRUS	04/06/2022	\$100.00
Work Description:	Property Maintenance request from Comstock				

Inspections:	04/07/2022	Property Maintenance Inspectio	Disapproved		
PS22-07-023	201 WINTERBURN ST	07-20-205-170	PELTON LAURA E TRUS	04/06/2022	\$100.00
Work Description:	Property Maintenance request from Comstock				
Inspections:	04/07/2022	Property Maintenance Inspectio	Disapproved		
PS22-18-025	104 ESPANOLA	06-02-320-010	THOMAS TIMOTHY A	04/27/2022	\$100.00
Work Description:	Property Maintenance request from Parchment				
Inspections:	04/27/2022	Property Maintenance Inspectio	Disapproved		

Total Permits For Type: 8

Total Fees For Type: \$1,255.00

Report Summary

Grand Total Fees: \$1,255.00

Grand Total Permits: 8

Population: All Records
 Permit.Status = HOLD (FEE)
 AND
 Permit.PermitType = Special
 Permit AND
 Permit.Category = Jurisdiction
 Request AND
 Inspection.DateTimeScheduled in
 <Previous month> [04/01/22 -
 04/30/22]

Monthly Special Permit - Owner Request

05/02/2022

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS22-06-021	1718 HUNTINGTON AV	06-12-435-681	GREEN, LOUIS B.	04/06/2022	\$55.00
Work Description:	Meter socket inspection				
Inspections:	04/11/2022	Meter Socket Inspection	Approved		
PS22-07-019	5012 SAVANNAH AVE	07-06-302-630	GOEDHART JASON D &	04/04/2022	\$55.00
Work Description:	Meter socket inspection				
Inspections:	04/06/2022	Meter Socket Inspection	Approved		
PS22-18-024	415 GLENDALE BLVD	06-02-180-680	RAPACZ STANLEY & M ^A	04/11/2022	\$55.00
Work Description:	power off - about 5 mths				
Inspections:	04/18/2022	Meter Socket Inspection	Approved		

Total Permits For Type: 3

Total Fees For Type: \$165.00

Report Summary

Grand Total Fees: \$165.00

Grand Total Permits: 3

Population: All Records

4/30/2022 11:59:59 PM

AND

Permit.Category = Meter Socket
Inspection OR

Permit.Category = Hood

Suppression OR

Permit.Category = Special Permit
OR

Permit.Category = Owner Request

2021 Audited Financial Statements

The packet has been emailed to all Board Members prior to the meeting.

Financial Control Policy



Financial Control Policy

Approved: November 17, 2016

Amended: September 13, 2018

Purpose

Revenue obtained by Kalamazoo Area Building Authority (“KABA”) is designated for the express purpose of maintaining its continuing operations. To ensure proper accountability and maintain the public trust this policy is enacted to ensure certain safeguards in the handling of public funds managed by KABA.

Checking Account

KABA may maintain a checking account(s) for the purposes of supporting its ongoing financial operations. The account must be held at an FDIC or NCUA insured institution as approved by the KABA Board of Directors. Accounts may only be established with financial institutions that maintain a physical presence in Kalamazoo County. In the event a fund balance exceeds the amount covered by the applicable U.S. government-established insurance program, KABA’s Building Official and Board Treasurer shall, in agreement, establish a new account with a separate financial institution and transfer the excessive fund balance to that account. No account shall be opened or closed in the name of KABA without written authorization and approval by a majority vote of the KABA Board at one of its regular meetings. The following policies shall be followed regarding the use of the KABA checking account:

- i. Checkbooks shall be maintained by the Building Official in a secure (locked) location during business and non-business hours. To the extent electronic check generation software is used, all access to same shall be limited by password to prevent access by non-authorized personnel.
- ii. Up to 4 individuals can be appointed as authorized signatories to the account. At least two of the individuals designated as signatories shall be members of the KABA Board and the Board Treasurer shall be one of the parties who serve as a signatory to the account.
- iii. The names of the parties authorized to sign on behalf of KABA shall be set forth in a written documents approved by the KABA Board and provided to the institution in which funds are held. Those signatories shall fill out signature cards and provide proof of identity in accordance with the policies of the financial institution in which the funds are held. If a person named as a signatory resigns, is terminated, or is otherwise no longer serving in their capacity as an employee or Board member, KABA shall provide written notification to the financial institution notifying it that the named person is no longer authorized to sign or otherwise access the account.
- iv. Checks more than \$2,000.00 which are not part of the regular budgeted expenses of KABA shall be processed only when accompanied by a written request form signed by the person making the request and approved by the KABA Board.



- v. Two signatures shall be required on all checks more than ~~\$1,000.00~~ \$1,500.00.ⁱ The names of the parties authorized to sign on behalf of KABA shall be set forth in a written documents approved by the KABA Board and provided to the institution in which funds are held. Those signatories shall fill out signature cards and provide proof of identity in accordance with the policies of the financial institution in which the funds are held.
- vi. Any check more than \$2,000.00 shall require the signature of one KABA employee and at least one Board member.
- vii. No check other than ordinary payroll checks or budgeted reimbursement expenses shall be written to a KABA employee or KABA Board member or a relative of same unless a written request is provided and the issuance of the check is authorized at a meeting of the KABA Board. A continuing stipend for participation of any At Large Board members can be approved by a vote of the remaining Board members, without the necessity of approving each check.
- viii. The KABA Board will review all monthly bank statement reconciliations that will be included in the agenda packet at each subsequent meeting. (Listed under Financial Statements and Reports)

EFT/ACH

All disbursement of funds utilizing electronic, or telephone transfers shall be conducted by individuals designated in writing by the KABA Board of Directors. Only persons who are designated as signatories to the KABA checking account shall have access to the account and use an EFT method which transfers or utilizes funds from the account. All EFT disbursements or charges shall require written documentation for the basis of the expenditure. The following additional policies related to EFT shall apply:

- i. Written records shall be maintained in the KABA accounting files demonstrating any EFT/ACH sent or received and such records shall be maintained for a period of no less than 7 years.
- ii. No outgoing EFT/ACH more than \$1,000.00, excepting recurring budgeted expenses, shall be undertaken unless authorized in writing by two persons who are authorized signatories to the account.
- iii. No outgoing EFT/ACH more than \$2,000.00, excepting recurring budgeted expenses, shall be undertaken unless authorized in writing by at least two persons, one of whom is a Board member.
- iv. No debit card, credit card, gas card, or other method of conducting outside EFTs (“EFT Cards”) shall be issued to an employee unless the expenses incurred from the use of the card appear on a monthly invoice or account statement(s) which are subject to a monthly review by a separate KABA employee who is not listed on the account.
- v. The names of the parties authorized to initiate an EFT/ACH on behalf of KABA including any card holders shall be set forth in a written document approved by the KABA Board and provided to the



institution in which funds are held or for which credit is granted. Persons authorized to carry EFT cards shall be provided with a copy of any card holder agreements or other documents setting forth the policies for use and security of the card and account information. If a person authorized to carry a card resigns, is terminated, or is otherwise no longer serving in their capacity as an employee or Board member, KABA shall provide written notification to the financial institution notifying it that the named person is no longer authorized to sign or otherwise access the account.

- vi. In no event shall a debit card be utilized to obtain cash through an ATM or other third-party source for any reason whatsoever.
- vii. No EFT/ACH shall be made to a KABA employee, a KABA Board member, or relatives for any reason whatsoever.

Cash Disbursement Policy

The KABA Board shall pre-approve all budgeted expenditures for the year when it approves its annual budget. ~~Each month~~ **At least on a quarterly basis**, an itemized list of pre-approved disbursements, for the prior month(s), shall be presented to the Board at its regularly scheduled meeting.

Any non-budgeted expenditure must be approved by the Board prior to disbursement. However, the Building Official shall have limited authority to approve an emergency disbursement that his estimation is required to continue the operations of KABA so long as those disbursements are presented to the KABA Board at its regularly scheduled meeting.

Miscellaneous Policies

The following additional policies shall be undertaken by KABA employees to ensure proper control of funds:

- i. Computers which have access to information regarding KABA funds check software, or access to EFT/ACH accounts shall not use online password memory applications or programs.
- ii. KABA shall meet annually with its accountant to incorporate such other policies as the accountant deems prudent to ensure continuing controls over KABA funds.
- iii. Cash received from customers shall be identified in a written receipt, a copy of which must be provided to the customer and a copy of which must be attached to the payment itself.
- iv. At no time shall cash or checks be maintained in an accessible location during business hours. Employees shall be responsible to maintain cash in a secured location and deposit same in the locked safe at the end of each business day.

¹ Approved by Board on October 19, 2021

Correspondence to KABA Board Members

Penny Cassidy

From: KABA Contact Form <permits@kaba-mi.org>
Sent: Tuesday, April 19, 2022 3:29 PM
To: Permits
Subject: Website Contact Form

Your Name matt watts

Your Email matt@wattsconstruction.com
Address

Subject doing great

Your Dear Kaba board members

Message

I would like to express my sincere thanks to the entire staff at Kaba., everyone in that office does a great job and are always helpful in anything my company needs. thanks for all the hard work.
