



AGENDA

Regular Meeting of the Kalamazoo Area Building Authority Board of Directors
January 16, 2024
2:00 PM

1. Call to Order
2. Approval of the Agenda [MOTION]
3. Consent Agenda [MOTION]
 - a. Approval of Minutes from the December 19, 2023 Board Meeting
 - b. Receipt of Bank Reconciliation Reports – December 2023
 - c. Receipt of Financial Reports – December 2023
 - d. Receipt of Building Report – December 2023
 - e. Receipt of Permit Lists – December 2023
 - f. Motion Log - 2023
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. Conflict of Interest (Annual)
 - b. Engagement Letter from KABA Legal Counsel (Annual) [MOTION]
6. Board Member Comments
7. Staff Member Comments
8. Adjournment

Consent Agenda

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
December 19, 2023**

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

Absent: Randy Thompson, Chairperson / Representative from Comstock Township
Vik Bawa / At-Large Board Member

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

Approval of Agenda – Alwine requested to add Auxiliary Services added to Meeting Postings as 5. C. under Business. A motion was made by Lewis to approve the agenda as amended, seconded by Leuty, and motion carried.

Approval of Consent Agenda – A motion was made by Madaras to approve the Consent Agenda as presented, seconded by Lewis, and motion carried.

Citizen Comments – There were no citizens in attendance.

Business –

5. a. Holiday Schedule – Harma motioned to rescind the previous motion of increasing the Holiday Schedule Policy (Appendix A) with (1) additional floating holiday from the November 21, 2023 Board Meeting, seconded by Leuty, and carried with a vote 5-0.

5. b. Engagement Letter from Siegfried Crandall (Annual) – Leuty motioned to approve the Engagement Letter from Siegfried Crandall for 2023 and authorized Alwine to sign and submit, seconded by Smith, and carried with a vote 5-0.

5. c. Auxiliary Services added to Meeting Postings – A handout was provided. After brief discussion commenced, Lewis motioned to approve the Auxiliary Service Notice, as presented, and to add to all meeting postings and public website for ADA compliance, seconded by Leuty, and carried with a vote 5-0.

Board Member Comments – Madaras announced the City of Parchment has appointed Justin Mendoza, as the KABA Board representative, effective January 2024, and she will become the Alternate Board Member.

Staff Member Comments – Alwine informed the Board Members of a federal lawsuit that involves KABA and Comstock Township.

There was no further business. The meeting was adjourned at approximately 2:20 P.M.

Drafted: December 20, 2023

Approved:

DRAFT

3:06 PM

01/03/24

Kalamazoo Area Building Authority
Reconciliation Summary
1065 - Savings / CCU, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	25.00
Cleared Balance	25.00
Register Balance as of 12/31/2023	25.00
Ending Balance	25.00

3:07 PM

01/03/24

Kalamazoo Area Building Authority
Reconciliation Detail
1060 · Checking (Reserves) / CCU, Period Ending 12/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						200,306.77
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2023			X	25.51	25.51
Total Deposits and Credits					25.51	25.51
Total Cleared Transactions					25.51	25.51
Cleared Balance					25.51	200,332.28
Register Balance as of 12/31/2023					25.51	200,332.28
Ending Balance					<u>25.51</u>	<u>200,332.28</u>

3:07 PM

01/03/24

Kalamazoo Area Building Authority

Reconciliation Summary

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	375,531.20
Cleared Transactions	
Checks and Payments - 62 items	-93,634.61
Deposits and Credits - 94 items	56,347.63
Total Cleared Transactions	<u>-37,286.98</u>
Cleared Balance	<u><u>338,244.22</u></u>
Uncleared Transactions	
Checks and Payments - 17 items	-11,789.03
Deposits and Credits - 8 items	1,314.00
Total Uncleared Transactions	<u>-10,475.03</u>
Register Balance as of 12/31/2023	<u><u>327,769.19</u></u>
New Transactions	
Checks and Payments - 14 items	-27,640.40
Deposits and Credits - 4 items	0.00
Total New Transactions	<u>-27,640.40</u>
Ending Balance	<u><u>300,128.79</u></u>

Kalamazoo Area Building Authority Reconciliation Detail

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							375,531.20
Cleared Transactions							
Checks and Payments - 62 items							
Check	11/09/2023	6967	Williams Electric	Refund - PE23-06-695 (overpayment)	√	-24.00	
Bill Pmt -Check	11/22/2023	6984	Lyster Exteriors	Completion of Re-roof, Siding, gutters & gutter guards	√	-31,477.50	
Bill Pmt -Check	11/22/2023	6980	Scott Paddock	11/12-11/18/23 (15 Inspections)	√	-750.00	
Bill Pmt -Check	11/22/2023	6987	VC3 (Formally I.T. Right)	hard drive with copy of virtual server	√	-81.00	
Bill Pmt -Check	11/30/2023	6995	Hi-Tech Electric Company	Data wire relocation: Install of physical infrasture from existng rack location to new server rack location	√	-7,650.00	
Bill Pmt -Check	11/30/2023	6992	Doug Scott	11/19-11/25/23 (44 Inspections)	√	-2,200.00	
Bill Pmt -Check	11/30/2023	7004	Terry Thatcher/MP Services	11/19-11/25/23 (10 Mech / 16 Plumb Inspections)	√	-1,300.00	
Liability Check	11/30/2023	7007	State of Michigan/Withhold	Nov 2023	√	-808.83	
Bill Pmt -Check	11/30/2023	7005	West Michigan Lawn Services	fall cleanup, cutting perennials	√	-441.00	
Bill Pmt -Check	11/30/2023	7002	Consumers Energy	11/24-11/20/23	√	-336.59	
Bill Pmt -Check	11/30/2023	6996	Newport Group (Formerly Verisight)	401(A) Plan - 2022 Semi-Annual	√	-300.00	
Bill Pmt -Check	11/30/2023	6994	Great America Financial	toshiba copier	√	-275.07	
Bill Pmt -Check	11/30/2023	7001	Charter Communications	11/20-12/19/23	√	-209.97	
Bill Pmt -Check	11/30/2023	6993	Graybar Financial Services	phone rental	√	-198.83	
Check	11/30/2023	7009	Amble Electric	Refund - PE23-07-760 (over payment)	√	-149.00	
Check	11/30/2023	7008	Dehaan Heating & Cooling	Refund - PM23-06-590 (job canceled)	√	-110.00	
Bill Pmt -Check	11/30/2023	7006	Zemlick	ink	√	-80.16	
Bill Pmt -Check	11/30/2023	7003	Republic Services	12/01-12/31/23	√	-55.23	
Liability Check	12/05/2023	ACH	QuickBooks Payroll Service	Payroll (W/E 12/03/23)	√	-7,714.38	
Check	12/05/2023	7011	Roy, Stephen A	Reimbursement - Mileage (764.39) & Phone (111.95)	√	-876.34	
Check	12/05/2023	7010	Alwine, Michael R	Reimbursement - Mileage (330.78) & Phone (73.51)	√	-404.29	
Check	12/05/2023		Southern Michigan Bank & Trust - Fees	Stop Payment - Ck # 6854	√	-35.00	
Liability Check	12/06/2023	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 12/03/23)	√	-2,872.54	
Liability Check	12/06/2023	ACH	Great-West	Payroll (W/E 12/03/23)	√	-623.35	
Liability Check	12/06/2023	ACH	Great-West	Payroll (W/E 12/03/23)	√	-200.00	
Check	12/06/2023	7023	Dehaan Heating & Cooling	Refund - PM23-06-601 (job canceled)	√	-30.00	
Bill Pmt -Check	12/07/2023	7017	Knight Watch Inc	front desk camera with audio	√	-2,902.57	
Bill Pmt -Check	12/07/2023	7016	Doug Scott	11/26-11/30/23 (30 inspections + (1) Plan Review)	√	-1,550.00	
Bill Pmt -Check	12/07/2023	7019	Scott Paddock	11/26-11/30/23 (26 Inspections)	√	-1,300.00	
Bill Pmt -Check	12/07/2023	7020	Terry Thatcher/MP Services	11/26-11/30/23 (6 Mech / 8 Plumb Inspections) & 12/01-12/02/23 (4 Mech / 5 Plumb Inspections)	√	-1,150.00	
Bill Pmt -Check	12/07/2023	7014	Butch Hayes/State Approved Insp Srvs	11/26-11/30/23 (10 Mech / 8 Plumb Inspections)	√	-900.00	
Bill Pmt -Check	12/07/2023	7021	West Michigan Lawn Services	winterize, fall clean up & parking lot: 11/27 & 11/28	√	-738.00	

Kalamazoo Area Building Authority Reconciliation Detail

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Bill Pmt -Check	12/07/2023	7013	Barret Priest	(Z20) 10/01-10/13/23 (3.5 hrs) & (Z20) 11/01-11/30/23 (4 hrs + (1) ZCP)	√	-495.00	
Bill Pmt -Check	12/07/2023	7015	CCU - Mastercard	W-2, 1099's & index dividers, batteries, surveillance sign	√	-117.04	
Bill Pmt -Check	12/07/2023	7018	Petro Plumbing (Vendor)	outside faucet	√	-110.00	
Bill Pmt -Check	12/08/2023	7024	Zemlick	heater & planner	√	-66.08	
Bill Pmt -Check	12/11/2023	7025	City of Kalamazoo (Water&Sewer)	07/31-11/03/23 (actual)	√	-100.13	
Bill Pmt -Check	12/14/2023	7027	Doug Scott	12/03-12/09/23 (28 Inspections + (1) Plan Review)	√	-1,450.00	
Bill Pmt -Check	12/14/2023	7028	EMC Insurance	Jan 2024	√	-1,071.61	
Bill Pmt -Check	12/14/2023	7034	Terry Thatcher/MP Services	12/03-12/09/23 (10 Mech / 11 Plumb Inspections)	√	-1,050.00	
Bill Pmt -Check	12/14/2023	7026	Butch Hayes/State Approved Insp Srvs	12/03-12/09/23 (5 Mech / 11 Plumb Inspections)	√	-800.00	
Bill Pmt -Check	12/14/2023	7030	Kreis Enderle Hudgins and Borsos	General through 11/30/23	√	-567.00	
Bill Pmt -Check	12/14/2023	7033	Scott Paddock	12/03-12/09/23 (9 Inspections)	√	-450.00	
Bill Pmt -Check	12/14/2023	7032	Redmond Engineering and Design	812 Shoppers Lane (Dollar Tree)	√	-250.00	
Bill Pmt -Check	12/14/2023	7029	Knight Watch Inc	Dec - Feb	√	-135.00	
Bill Pmt -Check	12/14/2023	7031	Molly Maid	office cleaning: 12/08	√	-120.00	
Liability Check	12/19/2023	ACH	QuickBooks Payroll Service	Payroll (W/E 12/17/23)	√	-7,530.03	
Liability Check	12/20/2023	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 12/17/23)	√	-2,811.24	
Liability Check	12/20/2023	ACH	Great-West	Payroll (W/E 12/17/23)	√	-609.12	
Liability Check	12/20/2023	ACH	Great-West	Payroll (W/E 12/17/23)	√	-200.00	
Liability Check	12/20/2023	ACH	QuickBooks Payroll Service	Payroll (Qtr Ending 12/31/23)	√	-140.27	
Bill Pmt -Check	12/21/2023	7036	Doug Scott	12/10-12/16/23 (31 Inspections + Plan Review)	√	-1,650.00	
Bill Pmt -Check	12/21/2023	7042	Terry Thatcher/MP Services	12/10-12/16/23 (13 Mech / 14 Plumb Inspections)	√	-1,350.00	
Bill Pmt -Check	12/21/2023	7035	Adams Remco	12/20-03/19/24 & copy overage - 09/20-12/19/23	√	-615.13	
Bill Pmt -Check	12/21/2023	7037	Great America Financial	toshiba copier	√	-275.07	
Bill Pmt -Check	12/21/2023	7038	Redmond Engineering and Design	8566 Krum Street (Kal Outdoor Gourmet)	√	-250.00	
Bill Pmt -Check	12/21/2023	7040	Spectrum VoIP	01/01-01/31/24	√	-81.21	
Check	12/21/2023	7043	Ayers Basement Systems	Refund - PB23-06-280 (job canceled)	√	-54.00	
Liability Check	12/21/2023	EFTPS	Dept of Treasury (IRS) - Form 941	Payroll (Qtr Ending 12/31/23)	√	-22.96	
Bill Pmt -Check	12/22/2023	Online	Blue Cross Blue Shield	01/01-01/31/24	√	-3,440.07	
Check	12/27/2023		Southern Michigan Bank & Trust - Fees	Stop Payment - Ck # 6967	√	-35.00	
Check	12/31/2023	ACH	Southern Michigan Bank & Trust - Fees	Cash Management Fees for month	√	-45.00	
Total Checks and Payments							-93,634.61
Deposits and Credits - 94 items							
Check	10/05/2023	6905	Alwine, Michael R	VOID: SMB&T rejected	√	0.00	
Bill Pmt -Check	11/16/2023	6971	City of Kalamazoo (Water&Sewer)	VOID: SMB&T rejected	√	0.00	
Deposit	11/28/2023			Deposit ID # 146700497	√	104.00	
Deposit	11/28/2023			Deposit ID # 146684235	√	130.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	11/28/2023			Deposit ID # 146475165	√	185.00	
Deposit	11/28/2023			Deposit ID # 146695646	√	195.00	
Deposit	11/28/2023			Deposit ID # 146696439	√	243.50	
Deposit	11/29/2023			Deposit ID # 146731958	√	105.00	
Deposit	11/30/2023			Deposit ID # 146806736	√	104.00	
Deposit	11/30/2023			Deposit ID # 146825914	√	105.00	
Deposit	11/30/2023			Deposit ID # 146850683	√	110.00	
Deposit	11/30/2023			Deposit ID # 146808367	√	121.00	
Deposit	12/01/2023			Deposit ID # 146937736	√	166.00	
Deposit	12/01/2023			Deposit ID # 146934916	√	223.00	
Deposit	12/01/2023			Deposit ID # 146920595	√	250.00	
Deposit	12/04/2023			Deposit	√	1,155.00	
Deposit	12/05/2023			Deposit ID # 147186527	√	50.00	
Deposit	12/05/2023			Deposit ID # 147178554	√	50.00	
Deposit	12/05/2023			Deposit ID # 147164492	√	105.00	
Deposit	12/05/2023			Deposit ID # 147183207	√	130.00	
Deposit	12/05/2023			Deposit ID # 147167051	√	145.00	
Deposit	12/05/2023			Deposit ID # 147162391	√	170.00	
Deposit	12/05/2023			Deposit ID # 147182750	√	175.00	
Deposit	12/05/2023			Deposit ID # 147183019	√	176.00	
Deposit	12/05/2023			Deposit ID # 147158529	√	188.00	
Deposit	12/06/2023			Deposit ID # 147245739	√	366.00	
Bill Pmt -Check	12/07/2023	7022	Zemlick	VOID: incorrect amount	√	0.00	
Deposit	12/07/2023			Deposit ID # 147401739	√	110.00	
Deposit	12/07/2023			Deposit ID # 147350140	√	135.00	
Deposit	12/07/2023			Deposit ID # 147344442	√	170.00	
Deposit	12/07/2023			Deposit ID # 147396354	√	175.00	
Deposit	12/07/2023			Deposit ID # 147388987	√	4,135.00	
Deposit	12/08/2023			Deposit ID # 147454741	√	6.00	
Deposit	12/08/2023			Deposit ID # 147459110	√	104.00	
Deposit	12/08/2023			Deposit ID # 147452922	√	115.00	
Deposit	12/08/2023			Deposit ID # 147488287	√	180.00	
Deposit	12/08/2023			Deposit ID # 147487595	√	180.00	
Deposit	12/08/2023			Deposit ID # 147454852	√	300.00	
Deposit	12/11/2023			Deposit ID # 147622759	√	5.00	
Deposit	12/11/2023			Deposit ID # 147665350	√	140.00	

Kalamazoo Area Building Authority
Reconciliation Detail
1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	12/11/2023			Deposit	√	1,490.00	
Deposit	12/11/2023			Deposit	√	2,551.00	
Deposit	12/12/2023			Deposit ID # 147699992	√	269.00	
Deposit	12/13/2023			Deposit ID # 147772949	√	55.00	
Deposit	12/13/2023			Deposit ID # 147755162	√	104.00	
Deposit	12/13/2023			Deposit ID # 147757924	√	105.00	
Deposit	12/13/2023			Deposit ID # 147757860	√	160.00	
Deposit	12/13/2023			Deposit ID # 147763686	√	176.00	
Deposit	12/13/2023			Deposit ID # 147758629	√	198.00	
Deposit	12/13/2023			Deposit ID # 147776076	√	500.00	
Deposit	12/14/2023			Deposit ID # 147809219	√	55.00	
Deposit	12/14/2023			Deposit ID # 147821828	√	110.00	
Deposit	12/14/2023			Deposit ID # 147806401	√	223.00	
Deposit	12/14/2023			Deposit ID # 147817471	√	223.00	
Deposit	12/14/2023			Deposit ID # 147807000	√	237.00	
Deposit	12/15/2023			Deposit ID # 147885108	√	166.00	
Deposit	12/18/2023			Deposit ID # 148022578	√	86.00	
Deposit	12/18/2023			Deposit ID # 148016228	√	105.00	
Deposit	12/18/2023			Deposit ID # 147983522	√	106.00	
Deposit	12/18/2023			Deposit ID # 148021478	√	117.00	
Deposit	12/18/2023			Deposit ID # 148012608	√	156.00	
Deposit	12/18/2023			Deposit ID # 148005659	√	236.00	
Deposit	12/18/2023			Deposit ID # 147974718	√	260.00	
Deposit	12/18/2023			Deposit	√	1,553.00	
Deposit	12/18/2023			Deposit	√	4,081.00	
Deposit	12/18/2023			Deposit	√	13,433.00	
Deposit	12/19/2023			Deposit ID # 148121494	√	6.00	
Deposit	12/19/2023			Deposit ID # 148086992	√	106.00	
Deposit	12/19/2023			Deposit ID # 148100649	√	166.00	
Deposit	12/19/2023			Deposit ID # 148091154	√	316.00	
Paycheck	12/20/2023	DD30830	Roy, Stephen A	Direct Deposit	√	0.00	
Paycheck	12/20/2023	DD30829	Feist, Erin L	Direct Deposit	√	0.00	
Paycheck	12/20/2023	DD30828	Cassidy, Penny M	Direct Deposit	√	0.00	
Paycheck	12/20/2023	DD30827	Alwine, Michael R	Direct Deposit	√	0.00	
Deposit	12/20/2023			Deposit ID # 148169461	√	50.00	
Deposit	12/20/2023			Deposit ID # 148154842	√	116.00	

Kalamazoo Area Building Authority Reconciliation Detail

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Deposit	12/20/2023			Deposit ID # 148159275	√	125.00	
Deposit	12/20/2023			Deposit ID # 148148310	√	285.00	
Deposit	12/20/2023			Deposit ID # 148161860	√	2,390.00	
Paycheck	12/21/2023	DD30831	Bawa, Vikrant S	Direct Deposit	√	0.00	
Deposit	12/21/2023			Deposit ID # 148254477	√	160.00	
Deposit	12/21/2023			Deposit ID # 148237441	√	515.00	
Deposit	12/22/2023			Deposit ID # 148296377	√	130.00	
Deposit	12/22/2023			Deposit	√	562.50	
General Journal	12/27/2023	448		To adjust uncleared check (#6967)	√	24.00	
Deposit	12/27/2023			Deposit	√	800.00	
Deposit	12/27/2023			Deposit	√	9,718.00	
Deposit	12/29/2023			Deposit - Cash	√	15.00	
Deposit	12/29/2023			Deposit - Cash	√	55.00	
Deposit	12/29/2023			Deposit - Cash	√	362.00	
Deposit	12/29/2023			Deposit	√	587.00	
Deposit	12/29/2023			Deposit	√	1,010.00	
Deposit	12/29/2023			Deposit	√	1,263.00	
Deposit	12/31/2023			Interest	√	324.63	
Total Deposits and Credits							56,347.63
Total Cleared Transactions							-37,286.98
Cleared Balance							338,244.22
Uncleared Transactions							
Checks and Payments - 17 items							
Check	11/09/2023	6968	Tapper Propane	Refund - PM23-20-752 (overpayment)		-50.00	
Bill Pmt -Check	12/21/2023	7039	Scott Paddock	12/10-12/16/23 (9 Inspections)		-450.00	
Bill Pmt -Check	12/21/2023	7041	Sun Life Assurance	01/01-01/31/24		-377.98	
Bill Pmt -Check	12/28/2023	7050	Sign Art (Vendor)	Wall Sign		-3,215.00	
Bill Pmt -Check	12/28/2023	7052	Terry Thatcher/MP Services	12/17-12/27/23 (19 Mech / 26 Plumb Inspections)		-2,250.00	
Bill Pmt -Check	12/28/2023	7045	Doug Scott	12/17-12/23/23 (34 Inspections)		-1,700.00	
Bill Pmt -Check	12/28/2023	7047	Kaylee Computer	Email in queue problem, ldrive, Office 365, Updates & restart, add remote user, move power outlet & wireless move, disk full on BSA server, SQL backups, update file corruption		-975.00	
Liability Check	12/28/2023	7056	State of Michigan/Withhold	Dec 2023		-798.25	
Bill Pmt -Check	12/28/2023	7049	Scott Paddock	12/17-12/23/23 (13 Inspections)		-650.00	
Bill Pmt -Check	12/28/2023	7057	Butch Hayes/State Approved Insp Srvs	12/24-12/30/23 (2 Mech / 5 Plumb Inspections)		-350.00	
Bill Pmt -Check	12/28/2023	7051	Steve Wood/SJ Wood Electric	12/24-12/30/23 (6 Inspections)		-300.00	
Bill Pmt -Check	12/28/2023	7044	Charter Communications	12/20-01/19/24		-209.97	

Kalamazoo Area Building Authority Reconciliation Detail

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Bill Pmt -Check	12/28/2023	7046	Graybar Financial Services	phone rental		-198.83	
Bill Pmt -Check	12/28/2023	7048	Molly Maid	office cleaning: 12/22/23		-120.00	
Check	12/28/2023	7055	Meulman Electric	Refund - PE23-07-384 (job canceled)		-110.00	
Check	12/28/2023	7053	Williams Electric	Refund - PE23-06-695 (overpayment)		-24.00	
Check	12/28/2023	7054	Vredevoogd Heating & Cooling	Refund - PM23-20-871 (overpayment)		-10.00	
Total Checks and Payments							-11,789.03
Deposits and Credits - 8 items							
Deposit	12/27/2023			Deposit ID # 148448442		55.00	
Deposit	12/27/2023			Deposit ID # 148444188		105.00	
Deposit	12/27/2023			Deposit ID # 148436707		130.00	
Deposit	12/28/2023			Deposit ID # 148500804		130.00	
Deposit	12/28/2023			Deposit ID # 148505483		178.00	
Deposit	12/28/2023			Deposit ID # 148504725		601.00	
Deposit	12/29/2023			Deposit ID # 148581503		10.00	
Deposit	12/29/2023			Deposit ID # 148586600		105.00	
Total Deposits and Credits							1,314.00
Total Uncleared Transactions							-10,475.03
Register Balance as of 12/31/2023							327,769.19
New Transactions							
Checks and Payments - 14 items							
Liability Check	01/02/2024	ACH	QuickBooks Payroll Service	Payroll (W/E 12/31/23)		-7,800.40	
Bill Pmt -Check	01/02/2024	online	SMBT	Jan 2024		-1,565.29	
Liability Check	01/03/2024	7058	LMCU	HSA seeding for 2024		-11,547.36	
Liability Check	01/03/2024	ETFPS	Dept of Treasury (IRS) - Form 941	Payroll (W/E 12/31/23)		-2,835.78	
Check	01/03/2024	7065	Roy, Stephen A	Reimbursement for Mileage (557.41) & Phone (111.95)		-669.36	
Liability Check	01/03/2024	ACH	Great-West	Payroll (W/E 12/31/23)		-626.20	
Bill Pmt -Check	01/03/2024	7063	Terry Thatcher/MP Services	12/24-12/30/23 (5 Mech / 7 Plumb Inspections)		-600.00	
Bill Pmt -Check	01/03/2024	7060	Consumers Energy	11/21-12/20/23		-446.17	
Bill Pmt -Check	01/03/2024	7062	Scott Paddock	12/24-12/30/23 (8 Inspections)		-400.00	
Bill Pmt -Check	01/03/2024	7059	Barret Priest	(Z20) 12/01-12/31/23 (6.5 hrs)		-390.00	
Check	01/03/2024	7066	Alwine, Michael R	Reimbursement for Mileage (254.14) & Phone (73.51)		-327.65	
Liability Check	01/03/2024	ACH	Great-West	Payroll (W/E 12/31/23)		-200.00	
Check	01/03/2024	7064	Cassidy, Penny M	Reimbursement for Mileage		-165.72	
Bill Pmt -Check	01/03/2024	7061	Republic Services	01/01-01/31/24		-66.47	
Total Checks and Payments							-27,640.40
Deposits and Credits - 4 items							

Kalamazoo Area Building Authority Reconciliation Detail

1050 - Checking (Primary) / SMBT, Period Ending 12/31/2023

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Paycheck	01/03/2024	DD30834	Feist, Erin L	Direct Deposit		0.00	
Paycheck	01/03/2024	DD30835	Roy, Stephen A	Direct Deposit		0.00	
Paycheck	01/03/2024	DD30833	Cassidy, Penny M	Direct Deposit		0.00	
Paycheck	01/03/2024	DD30832	Alwine, Michael R	Direct Deposit		0.00	
Total Deposits and Credits						0.00	
Total New Transactions						-27,640.40	
Ending Balance						300,128.79	

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Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
December 2023

01/11/24

Accrual Basis

	Dec 23	Dec 22	% Change
Income			
4010 · Building Permits	13,676.00	16,908.00	-19.1%
4015 · Special Permits	910.00	555.00	64.0%
4020 · Electrical Permits	6,149.00	8,599.00	-28.5%
4030 · Mechanical Permits	11,540.00	7,868.00	46.7%
4040 · Plumbing Permits	22,814.00	3,254.00	601.1%
4100 · Zoning Administration	542.50	560.00	-3.1%
4600 · Investment Income	350.14	72.84	380.7%
4700 · Other Income	0.00	121.00	-100.0%
Total Income	55,981.64	37,937.84	47.6%
Gross Profit	55,981.64	37,937.84	47.6%
Expense			
6200 · Bank Fees	115.00	45.00	155.6%
6400 · Depreciation Expense	0.00	7,095.24	-100.0%
6500 · Payroll Expenses			
6501 · Salary - Building Official	10,920.93	10,355.47	5.5%
6503 · Salary - Building Inspector	8,736.75	8,425.00	3.7%
6505 · Wages - Administrative	10,714.95	11,236.74	-4.6%
6510 · Payroll Taxes	1,582.87	1,560.85	1.4%
6511 · LTD / STD / AD&D / Life	377.98	371.46	1.8%
6512 · 401A (KABA)	1,232.47	1,156.33	6.6%
6513 · Health Insurance	4,476.85	4,342.53	3.1%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	38,042.80	37,448.38	1.6%
6700 · Insurance - General	1,071.62	1,004.05	6.7%
6800 · Legal Fees	0.00	525.00	-100.0%
6810 · Computer Support (External)	469.97	209.97	123.8%
6820 · Accounting Services	140.75	444.25	-68.3%
7100 · Office Equipment	602.26	472.03	27.6%
7110 · Office Supplies	0.00	359.32	-100.0%
7115 · Postage	10.05	0.00	100.0%
7120 · Water Cooler	0.00	16.69	-100.0%
7420 · Lawn Care/Snow Removal	339.50	362.00	-6.2%
7450 · Maintenance & Repairs - Office	350.00	275.00	27.3%
7500 · Utilities	450.61	444.01	1.5%
7550 · Trash Removal	55.23	58.34	-5.3%
7600 · Security (Office)	45.00	45.00	0.0%
7610 · Telephone - Office	280.04	284.53	-1.6%
7611 · Telephone - Cellular	185.46	185.51	0.0%
7701 · At-Large/Alternate Board Member	150.00	75.00	100.0%
7711 · Contracted Electrical Inspector	4,950.00	4,500.00	10.0%
7712 · Contracted Mechanical Inspector	4,850.00	4,000.00	21.3%
7713 · Contracted Plumbing Inspector	3,950.00	2,800.00	41.1%
7715 · Contracted Zoning Administrator	390.00	405.00	-3.7%
7721 · Plan Review - Electrical	150.00	100.00	50.0%
7722 · Plan Review - Mechanical	500.00	0.00	100.0%
7800 · Mileage Reimbursement	977.27	551.79	77.1%
7830 · Interest Expense	449.51	470.16	-4.4%
Total Expense	58,525.07	62,176.27	-5.9%
Net Income	-2,543.43	-24,238.43	89.5%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2023

	Jan 23	Jan 22	% Change	Feb 23	Feb 22	% Change
Income						
4010 · Building Permits	30,547.00	11,827.00	158.3%	17,355.00	28,289.00	-38.7%
4015 · Special Permits	455.00	500.00	-9.0%	955.00	810.00	17.9%
4020 · Electrical Permits	5,791.00	14,640.00	-60.4%	5,926.00	13,480.00	-56.0%
4030 · Mechanical Permits	8,233.00	17,124.90	-51.9%	8,423.00	6,135.00	37.3%
4040 · Plumbing Permits	3,398.00	2,144.00	58.5%	3,595.00	4,106.00	-12.5%
4100 · Zoning Administration	411.25	636.25	-35.4%	1,232.50	578.75	113.0%
4600 · Investment Income	71.78	8.10	786.2%	132.18	7.66	1,625.6%
4700 · Other Income	0.00	0.00	0.0%	-121.00	0.00	-100.0%
4710 · FOIA Income	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Income	48,907.03	46,880.25	4.3%	37,497.68	53,406.41	-29.8%
Gross Profit	48,907.03	46,880.25	4.3%	37,497.68	53,406.41	-29.8%
Expense						
6010 · Advertising and Marketing	0.00	0.00	0.0%	0.00	0.00	0.0%
6200 · Bank Fees	45.00	115.00	-60.9%	57.00	80.00	-28.8%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	3,640.31	3,437.50	5.9%	7,280.62	6,875.00	5.9%
6503 · Salary - Building Inspector	2,912.25	2,750.00	5.9%	5,824.50	5,500.00	5.9%
6505 · Wages - Administrative	4,241.60	3,468.62	22.3%	8,529.80	6,955.20	22.6%
6510 · Payroll Taxes	1,622.91	1,454.19	11.6%	1,685.94	1,509.61	11.7%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%	371.46	371.46	0.0%
6512 · 401A (KABA)	1,218.21	1,140.54	6.8%	1,252.40	1,184.02	5.8%
6513 · Health Insurance	10,194.48	9,426.77	8.1%	4,140.84	4,159.82	-0.5%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	24,201.22	22,049.08	9.8%	29,085.56	26,555.11	9.5%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6700 · Insurance - General	1,004.03	964.58	4.1%	1,004.03	964.62	4.1%
6800 · Legal Fees	0.00	420.00	-100.0%	0.00	315.00	-100.0%
6810 · Computer Support (External)	7,494.97	7,490.86	0.1%	209.97	225.86	-7.0%
6820 · Accounting Services	1,166.25	314.00	271.4%	4,517.50	314.00	1,338.7%
7100 · Office Equipment	769.71	527.73	45.9%	275.07	560.75	-51.0%
7110 · Office Supplies	137.12	71.16	92.7%	596.83	308.48	93.5%
7115 · Postage	374.40	26.57	1,309.1%	0.00	0.00	0.0%
7120 · Water Cooler	0.00	0.00	0.0%	0.00	0.00	0.0%
7125 · Computer (Hardware/Software)	2,540.97	2,688.07	-5.5%	0.00	3,120.00	-100.0%
7130 · Resource Materials	0.00	0.00	0.0%	-126.00	0.00	-100.0%
7420 · Lawn Care/Snow Removal	606.00	585.00	3.6%	0.00	505.00	-100.0%
7450 · Maintenance & Repairs - Office	240.00	74.85	220.6%	240.00	0.00	100.0%
7500 · Utilities	531.45	428.45	24.0%	597.57	567.36	5.3%
7550 · Trash Removal	59.34	50.70	17.0%	56.38	50.75	11.1%
7600 · Security (Office)	90.00	79.90	12.6%	0.00	0.00	0.0%
7610 · Telephone - Office	284.53	665.91	-57.3%	284.53	185.13	53.7%
7611 · Telephone - Cellular	185.40	195.82	-5.3%	185.40	195.82	-5.3%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.0%	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	5,300.00	4,450.00	19.1%	3,200.00	6,550.00	-51.2%
7712 · Contracted Mechanical Inspector	4,750.00	4,050.00	17.3%	3,200.00	3,750.00	-14.7%
7713 · Contracted Plumbing Inspector	2,650.00	2,300.00	15.2%	1,950.00	1,750.00	11.4%
7715 · Contracted Zoning Administrator	375.00	555.00	-32.4%	1,035.00	510.00	102.9%
7721 · Plan Review - Electrical	600.00	350.00	71.4%	250.00	150.00	66.7%
7722 · Plan Review - Mechanical	150.00	1,900.00	-92.1%	450.00	300.00	50.0%
7723 · Plan Review - Plumbing	100.00	0.00	100.0%	150.00	50.00	200.0%
7800 · Mileage Reimbursement	922.90	723.06	27.6%	736.88	802.63	-8.2%
7830 · Interest Expense	610.87	796.80	-23.3%	480.81	455.22	5.6%
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	55,189.16	51,872.54	6.4%	48,436.53	48,265.73	0.4%
Net Income	-6,282.13	-4,992.29	-25.8%	-10,938.85	5,140.68	-312.8%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2023

	Mar 23	Mar 22	% Change	Apr 23	Apr 22	% Change
Income						
4010 · Building Permits	128,437.00	19,905.00	545.3%	29,155.00	43,605.00	-33.1%
4015 · Special Permits	355.00	1,055.00	-66.4%	465.00	965.00	-51.8%
4020 · Electrical Permits	13,538.00	11,396.00	18.8%	12,945.00	11,588.00	11.7%
4030 · Mechanical Permits	11,264.00	14,720.00	-23.5%	11,393.00	17,285.40	-34.1%
4040 · Plumbing Permits	9,401.00	6,904.00	36.2%	2,901.00	4,017.00	-27.8%
4100 · Zoning Administration	746.25	932.50	-20.0%	726.25	805.00	-9.8%
4600 · Investment Income	175.01	8.44	1,973.6%	180.91	8.27	2,087.6%
4700 · Other Income	0.00	0.00	0.0%	0.00	0.00	0.0%
4710 · FOIA Income	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Income	163,916.26	54,920.94	198.5%	57,766.16	78,273.67	-26.2%
Gross Profit	163,916.26	54,920.94	198.5%	57,766.16	78,273.67	-26.2%
Expense						
6010 · Advertising and Marketing	0.00	174.15	-100.0%	0.00	0.00	0.0%
6200 · Bank Fees	45.00	45.00	0.0%	45.00	45.00	0.0%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	636.00	-100.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	10,920.93	10,312.50	5.9%	7,280.62	6,875.00	5.9%
6503 · Salary - Building Inspector	8,736.75	8,250.00	5.9%	5,824.50	5,500.00	5.9%
6505 · Wages - Administrative	12,855.67	10,419.32	23.4%	9,145.70	6,946.22	31.7%
6510 · Payroll Taxes	2,539.29	2,280.61	11.3%	1,733.06	1,508.93	14.9%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%	371.46	371.46	0.0%
6512 · 401A (KABA)	1,876.33	1,775.22	5.7%	1,251.26	1,183.48	5.7%
6513 · Health Insurance	4,342.53	4,361.51	-0.4%	4,140.84	4,159.82	-0.5%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	41,642.96	37,770.62	10.3%	29,747.44	26,544.91	12.1%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6700 · Insurance - General	1,004.02	964.55	4.1%	1,004.01	964.62	4.1%
6800 · Legal Fees	0.00	525.00	-100.0%	525.00	0.00	100.0%
6810 · Computer Support (External)	209.97	225.86	-7.0%	209.97	225.86	-7.0%
6820 · Accounting Services	564.25	4,047.75	-86.1%	4,617.50	3,014.00	53.2%
7100 · Office Equipment	766.43	783.45	-2.2%	275.07	275.07	0.0%
7110 · Office Supplies	108.02	292.92	-63.1%	0.00	493.89	-100.0%
7115 · Postage	0.00	310.00	-100.0%	378.00	0.00	100.0%
7120 · Water Cooler	0.00	0.00	0.0%	16.69	0.00	100.0%
7125 · Computer (Hardware/Software)	130.00	0.00	100.0%	3,318.29	0.00	100.0%
7130 · Resource Materials	13.00	0.00	100.0%	-139.00	0.00	-100.0%
7420 · Lawn Care/Snow Removal	464.00	120.00	286.7%	153.50	185.00	-17.0%
7450 · Maintenance & Repairs - Office	360.00	0.00	100.0%	240.00	0.00	100.0%
7500 · Utilities	397.06	365.10	8.8%	312.73	339.15	-7.8%
7550 · Trash Removal	56.44	51.79	9.0%	55.61	55.26	0.6%
7600 · Security (Office)	135.00	119.85	12.6%	0.00	0.00	0.0%
7610 · Telephone - Office	284.53	279.10	2.0%	284.53	279.10	2.0%
7611 · Telephone - Cellular	185.40	198.77	-6.7%	185.30	198.73	-6.8%
7701 · At-Large/Alternate Board Member	75.00	225.00	-66.7%	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	5,750.00	6,400.00	-10.2%	4,350.00	4,500.00	-3.3%
7712 · Contracted Mechanical Inspector	5,250.00	4,350.00	20.7%	3,200.00	5,800.00	-44.8%
7713 · Contracted Plumbing Inspector	3,100.00	3,550.00	-12.7%	2,600.00	2,600.00	0.0%
7715 · Contracted Zoning Administrator	555.00	705.00	-21.3%	765.00	825.00	-7.3%
7721 · Plan Review - Electrical	400.00	250.00	60.0%	300.00	300.00	0.0%
7722 · Plan Review - Mechanical	450.00	0.00	100.0%	75.00	1,302.40	-94.2%
7723 · Plan Review - Plumbing	150.00	0.00	100.0%	75.00	0.00	100.0%
7800 · Mileage Reimbursement	1,329.66	1,037.21	28.2%	869.84	1,041.89	-16.5%
7830 · Interest Expense	511.19	647.03	-21.0%	523.54	603.07	-13.2%
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	63,936.93	64,074.15	-0.2%	53,988.02	49,592.95	8.9%
Net Income	99,979.33	-9,153.21	1,192.3%	3,778.14	28,680.72	-86.8%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2023

	May 23	May 22	% Change	Jun 23	Jun 22	% Change
Income						
4010 · Building Permits	52,481.00	23,334.00	124.9%	43,435.00	121,906.00	-64.4%
4015 · Special Permits	655.00	500.00	31.0%	1,105.00	900.00	22.8%
4020 · Electrical Permits	11,747.00	11,264.00	4.3%	14,415.00	12,143.00	18.7%
4030 · Mechanical Permits	15,402.00	12,246.40	25.8%	14,987.00	16,240.80	-7.7%
4040 · Plumbing Permits	8,034.00	4,770.00	68.4%	10,407.00	5,216.00	99.5%
4100 · Zoning Administration	1,167.50	1,022.50	14.2%	1,157.50	728.75	58.8%
4600 · Investment Income	189.69	9.40	1,918.0%	183.27	10.14	1,707.4%
4700 · Other Income	0.00	11.55	-100.0%	0.00	0.00	0.0%
4710 · FOIA Income	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Income	89,676.19	53,157.85	68.7%	85,689.77	157,144.69	-45.5%
Gross Profit	89,676.19	53,157.85	68.7%	85,689.77	157,144.69	-45.5%
Expense						
6010 · Advertising and Marketing	0.00	268.76	-100.0%	0.00	523.54	-100.0%
6200 · Bank Fees	45.00	45.00	0.0%	115.00	45.00	155.6%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	7,280.62	6,875.00	5.9%	7,280.62	6,875.00	5.9%
6503 · Salary - Building Inspector	5,824.50	5,500.00	5.9%	5,824.50	5,500.00	5.9%
6505 · Wages - Administrative	8,496.99	6,933.47	22.6%	8,607.76	6,806.95	26.5%
6510 · Payroll Taxes	1,683.42	1,507.96	11.6%	1,697.64	1,504.02	12.9%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%	371.46	371.46	0.0%
6512 · 401A (KABA)	1,251.84	1,182.72	5.8%	1,248.69	1,175.12	6.3%
6513 · Health Insurance	4,140.84	4,159.82	-0.5%	4,140.84	4,105.54	0.9%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	29,049.67	26,530.43	9.5%	29,171.51	26,338.09	10.8%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6700 · Insurance - General	1,004.01	964.55	4.1%	1,003.99	964.62	4.1%
6800 · Legal Fees	0.00	630.00	-100.0%	525.00	525.00	0.0%
6810 · Computer Support (External)	209.97	225.86	-7.0%	209.97	209.97	0.0%
6820 · Accounting Services	1,017.50	2,214.00	-54.0%	144.25	140.75	2.5%
7100 · Office Equipment	275.07	275.07	0.0%	797.22	809.81	-1.6%
7110 · Office Supplies	251.66	213.73	17.8%	260.34	187.44	38.9%
7115 · Postage	0.00	298.00	-100.0%	392.40	0.00	100.0%
7120 · Water Cooler	0.00	0.00	0.0%	0.00	0.00	0.0%
7125 · Computer (Hardware/Software)	0.00	0.00	0.0%	0.00	0.00	0.0%
7130 · Resource Materials	0.00	0.00	0.0%	0.00	101.00	-100.0%
7420 · Lawn Care/Snow Removal	344.75	225.00	53.2%	330.25	175.00	88.7%
7450 · Maintenance & Repairs - Office	240.00	409.00	-41.3%	32,120.50	0.00	100.0%
7500 · Utilities	366.50	333.91	9.8%	254.22	211.35	20.3%
7550 · Trash Removal	55.05	55.09	-0.1%	54.83	56.43	-2.8%
7600 · Security (Office)	0.00	0.00	0.0%	135.00	119.85	12.6%
7610 · Telephone - Office	284.91	161.56	76.4%	279.64	284.53	-1.7%
7611 · Telephone - Cellular	185.30	198.67	-6.7%	185.30	185.49	-0.1%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.0%	75.00	75.00	0.0%
7711 · Contracted Electrical Inspector	6,450.00	4,300.00	50.0%	5,000.00	5,950.00	-16.0%
7712 · Contracted Mechanical Inspector	5,700.00	3,500.00	62.9%	5,500.00	5,400.00	1.9%
7713 · Contracted Plumbing Inspector	3,300.00	2,450.00	34.7%	3,400.00	2,900.00	17.2%
7715 · Contracted Zoning Administrator	675.00	600.00	12.5%	975.00	795.00	22.6%
7721 · Plan Review - Electrical	200.00	500.00	-60.0%	300.00	350.00	-14.3%
7722 · Plan Review - Mechanical	500.00	1,893.40	-73.6%	1,000.00	500.00	100.0%
7723 · Plan Review - Plumbing	50.00	0.00	100.0%	100.00	200.00	-50.0%
7800 · Mileage Reimbursement	1,068.97	1,118.52	-4.4%	1,353.90	1,190.48	13.7%
7830 · Interest Expense	483.78	520.92	-7.1%	495.82	554.47	-10.6%
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	51,757.14	47,931.47	8.0%	84,179.14	48,792.82	72.5%
Net Income	37,919.05	5,226.38	625.5%	1,510.63	108,351.87	-98.6%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2023

	Jul 23	Jul 22	% Change	Aug 23	Aug 22	% Change
Income						
4010 · Building Permits	10,214.00	13,380.00	-23.7%	95,918.00	15,858.00	504.9%
4015 · Special Permits	1,915.00	565.00	238.9%	1,070.00	565.00	89.4%
4020 · Electrical Permits	11,086.00	17,003.00	-34.8%	13,264.00	13,989.00	-5.2%
4030 · Mechanical Permits	12,505.00	15,453.50	-19.1%	18,391.00	12,542.00	46.6%
4040 · Plumbing Permits	7,705.00	7,758.00	-0.7%	10,619.00	5,473.00	94.0%
4100 · Zoning Administration	1,197.50	1,518.75	-21.2%	330.00	1,007.50	-67.3%
4600 · Investment Income	187.28	22.49	732.7%	189.03	22.46	741.6%
4700 · Other Income	0.00	0.00	0.0%	22.98	0.00	100.0%
4710 · FOIA Income	0.00	0.00	0.0%	166.62	0.00	100.0%
Total Income	44,809.78	55,700.74	-19.6%	139,970.63	49,456.96	183.0%
Gross Profit	44,809.78	55,700.74	-19.6%	139,970.63	49,456.96	183.0%
Expense						
6010 · Advertising and Marketing	0.00	0.00	0.0%	0.00	0.00	0.0%
6200 · Bank Fees	45.00	45.00	0.0%	80.00	74.16	7.9%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	7,280.62	6,875.00	5.9%	10,920.93	10,312.50	5.9%
6503 · Salary - Building Inspector	5,824.50	5,500.00	5.9%	8,736.75	8,250.00	5.9%
6505 · Wages - Administrative	7,782.37	7,003.02	11.1%	11,048.42	10,638.87	3.9%
6510 · Payroll Taxes	1,628.74	1,513.28	7.6%	2,395.32	2,280.19	5.1%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%	371.46	371.46	0.0%
6512 · 401A (KABA)	1,253.69	1,186.89	5.6%	1,878.69	1,773.87	5.9%
6513 · Health Insurance	4,140.84	5,981.77	-30.8%	4,342.53	3,759.27	15.5%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	28,282.22	28,431.42	-0.5%	39,694.10	37,386.16	6.2%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	10.00	-100.0%
6700 · Insurance - General	1,003.99	964.55	4.1%	1,153.99	1,114.62	3.5%
6800 · Legal Fees	0.00	525.00	-100.0%	525.00	1,470.00	-64.3%
6810 · Computer Support (External)	8,279.97	209.97	3,843.4%	6,436.94	209.97	2,965.7%
6820 · Accounting Services	15.75	14.00	12.5%	21.00	22.75	-7.7%
7100 · Office Equipment	-0.50	275.07	-100.2%	275.07	275.07	0.0%
7110 · Office Supplies	938.62	454.92	106.3%	98.12	196.46	-50.1%
7115 · Postage	52.80	0.00	100.0%	28.75	309.60	-90.7%
7120 · Water Cooler	0.00	0.00	0.0%	0.00	171.83	-100.0%
7125 · Computer (Hardware/Software)	24,498.95	0.00	100.0%	-76.47	0.00	-100.0%
7130 · Resource Materials	0.00	0.00	0.0%	0.00	0.00	0.0%
7420 · Lawn Care/Snow Removal	614.25	140.00	338.8%	344.75	260.00	32.6%
7450 · Maintenance & Repairs - Office	240.00	6.08	3,847.4%	240.00	0.00	100.0%
7500 · Utilities	279.16	263.55	5.9%	512.43	399.56	28.3%
7550 · Trash Removal	53.91	57.46	-6.2%	53.71	57.73	-7.0%
7600 · Security (Office)	0.00	0.00	0.0%	0.00	0.00	0.0%
7610 · Telephone - Office	279.64	284.53	-1.7%	279.66	284.53	-1.7%
7611 · Telephone - Cellular	185.31	185.84	-0.3%	185.31	185.84	-0.3%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.0%	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	5,350.00	5,550.00	-3.6%	6,300.00	6,250.00	0.8%
7712 · Contracted Mechanical Inspector	4,350.00	5,700.00	-23.7%	6,250.00	5,100.00	22.6%
7713 · Contracted Plumbing Inspector	3,300.00	3,550.00	-7.0%	4,050.00	3,350.00	20.9%
7715 · Contracted Zoning Administrator	1,005.00	1,005.00	0.0%	975.00	765.00	27.5%
7721 · Plan Review - Electrical	300.00	300.00	0.0%	150.00	0.00	100.0%
7722 · Plan Review - Mechanical	650.00	0.00	100.0%	50.00	650.00	-92.3%
7723 · Plan Review - Plumbing	0.00	0.00	0.0%	50.00	0.00	100.0%
7800 · Mileage Reimbursement	1,132.49	1,106.25	2.4%	1,360.44	1,213.75	12.1%
7830 · Interest Expense	575.26	625.38	-8.0%	469.12	563.83	-16.8%
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	81,431.82	49,694.02	63.9%	69,506.92	60,320.86	15.2%
Net Income	-36,622.04	6,006.72	-709.7%	70,463.71	-10,863.90	748.6%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison January through December 2023

	Sep 23	Sep 22	% Change	Oct 23	Oct 22	% Change
Income						
4010 · Building Permits	21,174.00	27,953.00	-24.3%	54,225.00	10,418.00	420.5%
4015 · Special Permits	1,525.00	1,255.00	21.5%	210.00	1,410.00	-85.1%
4020 · Electrical Permits	40,069.00	8,534.00	369.5%	16,450.00	9,661.00	70.3%
4030 · Mechanical Permits	13,794.00	11,643.00	18.5%	21,405.60	12,164.00	76.0%
4040 · Plumbing Permits	6,200.00	4,630.00	33.9%	12,612.00	4,593.00	174.6%
4100 · Zoning Administration	1,603.75	728.75	120.1%	220.00	841.25	-73.9%
4600 · Investment Income	271.59	21.75	1,148.7%	325.97	22.30	1,361.8%
4700 · Other Income	0.00	0.00	0.0%	0.00	0.00	0.0%
4710 · FOIA Income	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Income	84,637.34	54,765.50	54.5%	105,448.57	39,109.55	169.6%
Gross Profit	84,637.34	54,765.50	54.5%	105,448.57	39,109.55	169.6%
Expense						
6010 · Advertising and Marketing	0.00	0.00	0.0%	0.00	560.08	-100.0%
6200 · Bank Fees	45.00	45.00	0.0%	45.00	115.00	-60.9%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	7,280.62	6,875.00	5.9%	7,280.62	6,875.00	5.9%
6503 · Salary - Building Inspector	5,824.50	5,500.00	5.9%	5,824.50	5,500.00	5.9%
6505 · Wages - Administrative	7,331.50	8,158.23	-10.1%	7,131.68	7,883.54	-9.5%
6510 · Payroll Taxes	1,599.99	1,618.86	-1.2%	1,578.96	1,580.65	-0.1%
6511 · LTD / STD / AD&D / Life	371.46	371.46	0.0%	371.46	371.46	0.0%
6512 · 401A (KABA)	1,250.41	1,182.94	5.7%	1,238.42	1,176.35	5.3%
6513 · Health Insurance	4,140.84	3,831.56	8.1%	4,140.84	3,831.56	8.1%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	27,799.32	27,538.05	1.0%	27,566.48	27,218.56	1.3%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6700 · Insurance - General	1,003.96	964.55	4.1%	1,141.51	1,004.86	13.8%
6800 · Legal Fees	525.00	1,995.00	-73.7%	655.00	735.00	-10.9%
6810 · Computer Support (External)	3,069.97	209.97	1,362.1%	2,839.97	209.97	1,252.6%
6820 · Accounting Services	790.75	794.25	-0.4%	14.00	17.50	-20.0%
7100 · Office Equipment	821.31	881.09	-6.8%	275.07	275.07	0.0%
7110 · Office Supplies	291.50	415.13	-29.8%	0.00	129.70	-100.0%
7115 · Postage	0.00	0.00	0.0%	410.40	324.00	26.7%
7120 · Water Cooler	0.00	0.00	0.0%	0.00	0.00	0.0%
7125 · Computer (Hardware/Software)	399.00	0.00	100.0%	81.00	0.00	100.0%
7130 · Resource Materials	0.00	0.00	0.0%	0.00	0.00	0.0%
7420 · Lawn Care/Snow Removal	289.75	140.00	107.0%	234.75	70.00	235.4%
7450 · Maintenance & Repairs - Office	360.00	330.00	9.1%	367.18	240.00	53.0%
7500 · Utilities	284.27	300.52	-5.4%	289.46	258.01	12.2%
7550 · Trash Removal	55.28	56.51	-2.2%	30.98	42.82	-27.7%
7600 · Security (Office)	135.00	135.00	0.0%	0.00	0.00	0.0%
7610 · Telephone - Office	279.68	284.53	-1.7%	279.68	284.53	-1.7%
7611 · Telephone - Cellular	185.35	185.75	-0.2%	111.97	185.73	-39.7%
7701 · At-Large/Alternate Board Member	75.00	225.00	-66.7%	0.00	0.00	0.0%
7711 · Contracted Electrical Inspector	6,650.00	5,250.00	26.7%	7,500.00	6,000.00	25.0%
7712 · Contracted Mechanical Inspector	5,600.00	3,850.00	45.5%	6,550.00	4,300.00	52.3%
7713 · Contracted Plumbing Inspector	4,550.00	2,200.00	106.8%	5,150.00	3,250.00	58.5%
7715 · Contracted Zoning Administrator	795.00	630.00	26.2%	210.00	675.00	-68.9%
7721 · Plan Review - Electrical	450.00	150.00	200.0%	500.00	50.00	900.0%
7722 · Plan Review - Mechanical	150.00	100.00	50.0%	1,724.60	500.00	244.9%
7723 · Plan Review - Plumbing	200.00	100.00	100.0%	0.00	0.00	0.0%
7800 · Mileage Reimbursement	1,007.39	1,012.50	-0.5%	975.91	932.50	4.7%
7830 · Interest Expense	546.86	633.34	-13.7%	492.06	535.69	-8.1%
7920 · Capital Outlay	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	56,359.39	48,426.19	16.4%	57,445.02	47,914.02	19.9%
Net Income	28,277.95	6,339.31	346.1%	48,003.55	-8,804.47	645.2%

Kalamazoo Area Building Authority
Profit & Loss Prev Year Comparison
 January through December 2023

	Nov 23	Nov 22	% Change	Dec 23	Dec 22	% Change
Income						
4010 · Building Permits	62,974.00	18,844.00	234.2%	13,676.00	16,908.00	-19.1%
4015 · Special Permits	1,020.00	1,420.00	-28.2%	910.00	555.00	64.0%
4020 · Electrical Permits	25,282.00	9,297.00	171.9%	6,149.00	8,599.00	-28.5%
4030 · Mechanical Permits	11,121.50	13,915.60	-20.1%	11,540.00	7,868.00	46.7%
4040 · Plumbing Permits	7,510.00	4,026.00	86.5%	22,814.00	3,254.00	601.1%
4100 · Zoning Administration	617.50	523.75	17.9%	542.50	560.00	-3.1%
4600 · Investment Income	348.79	21.37	1,532.2%	350.14	72.84	380.7%
4700 · Other Income	0.00	0.00	0.0%	0.00	121.00	-100.0%
4710 · FOIA Income	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Income	108,873.79	48,047.72	126.6%	55,981.64	37,937.84	47.6%
Gross Profit	108,873.79	48,047.72	126.6%	55,981.64	37,937.84	47.6%
Expense						
6010 · Advertising and Marketing	0.00	0.00	0.0%	0.00	0.00	0.0%
6200 · Bank Fees	45.00	45.00	0.0%	115.00	45.00	155.6%
6400 · Depreciation Expense	0.00	0.00	0.0%	0.00	7,095.24	-100.0%
6450 · Dues & Subscriptions	0.00	0.00	0.0%	0.00	0.00	0.0%
6500 · Payroll Expenses						
6501 · Salary - Building Official	7,280.62	6,875.00	5.9%	10,920.93	10,355.47	5.5%
6503 · Salary - Building Inspector	5,824.50	5,500.00	5.9%	8,736.75	8,425.00	3.7%
6505 · Wages - Administrative	7,293.44	8,122.43	-10.2%	10,714.95	11,236.74	-4.6%
6510 · Payroll Taxes	1,591.36	1,598.89	-0.5%	1,582.87	1,560.85	1.4%
6511 · LTD / STD / AD&D / Life	377.98	371.46	1.8%	377.98	371.46	1.8%
6512 · 401A (KABA)	1,248.13	1,180.13	5.8%	1,232.47	1,156.33	6.6%
6513 · Health Insurance	4,140.84	3,831.56	8.1%	4,476.85	4,342.53	3.1%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	27,756.87	27,479.47	1.0%	38,042.80	37,448.38	1.6%
6550 · Pre-hiring Expense	0.00	0.00	0.0%	0.00	0.00	0.0%
6700 · Insurance - General	1,218.63	1,004.06	21.4%	1,071.62	1,004.05	6.7%
6800 · Legal Fees	567.00	0.00	100.0%	0.00	525.00	-100.0%
6810 · Computer Support (External)	12,769.97	809.97	1,476.6%	469.97	209.97	123.8%
6820 · Accounting Services	314.00	17.50	1,694.3%	140.75	444.25	-68.3%
7100 · Office Equipment	275.07	275.07	0.0%	602.26	472.03	27.6%
7110 · Office Supplies	338.82	367.33	-7.8%	0.00	359.32	-100.0%
7115 · Postage	0.00	0.00	0.0%	10.05	0.00	100.0%
7120 · Water Cooler	0.00	0.00	0.0%	0.00	16.69	-100.0%
7125 · Computer (Hardware/Software)	493.50	457.30	7.9%	0.00	0.00	0.0%
7130 · Resource Materials	0.00	0.00	0.0%	0.00	0.00	0.0%
7420 · Lawn Care/Snow Removal	1,179.00	836.00	41.0%	339.50	362.00	-6.2%
7450 · Maintenance & Repairs - Office	31,477.50	704.70	4,366.8%	350.00	275.00	27.3%
7500 · Utilities	432.28	441.95	-2.2%	450.61	444.01	1.5%
7550 · Trash Removal	55.44	57.06	-2.8%	55.23	58.34	-5.3%
7600 · Security (Office)	2,902.57	0.00	100.0%	45.00	45.00	0.0%
7610 · Telephone - Office	280.04	284.53	-1.6%	280.04	284.53	-1.6%
7611 · Telephone - Cellular	185.46	185.63	-0.1%	185.46	185.51	0.0%
7701 · At-Large/Alternate Board Member	0.00	0.00	0.0%	150.00	75.00	100.0%
7711 · Contracted Electrical Inspector	7,800.00	5,550.00	40.5%	4,950.00	4,500.00	10.0%
7712 · Contracted Mechanical Inspector	7,400.00	3,400.00	117.7%	4,850.00	4,000.00	21.3%
7713 · Contracted Plumbing Inspector	4,450.00	2,400.00	85.4%	3,950.00	2,800.00	41.1%
7715 · Contracted Zoning Administrator	285.00	465.00	-38.7%	390.00	405.00	-3.7%
7721 · Plan Review - Electrical	250.00	50.00	400.0%	150.00	100.00	50.0%
7722 · Plan Review - Mechanical	300.00	2,322.60	-87.1%	500.00	0.00	100.0%
7723 · Plan Review - Plumbing	50.00	0.00	100.0%	0.00	0.00	0.0%
7800 · Mileage Reimbursement	1,095.17	861.88	27.1%	977.27	551.79	77.1%
7830 · Interest Expense	551.58	512.42	7.6%	449.51	470.16	-4.4%
7920 · Capital Outlay	3,325.00	0.00	100.0%	0.00	0.00	0.0%
Total Expense	105,797.90	48,527.47	118.0%	58,525.07	62,176.27	-5.9%
Net Income	3,075.89	-479.75	741.1%	-2,543.43	-24,238.43	89.5%

Kalamazoo Area Building Authority Profit & Loss Prev Year Comparison

January through December 2023

	TOTAL		
	Jan - Dec 23	Jan - Dec 22	% Change
Income			
4010 · Building Permits	559,591.00	352,227.00	58.9%
4015 · Special Permits	10,640.00	10,500.00	1.3%
4020 · Electrical Permits	176,662.00	141,594.00	24.8%
4030 · Mechanical Permits	158,459.10	157,338.60	0.7%
4040 · Plumbing Permits	105,196.00	56,891.00	84.9%
4100 · Zoning Administration	9,952.50	9,883.75	0.7%
4600 · Investment Income	2,605.64	235.22	1,007.8%
4700 · Other Income	-98.02	132.55	-174.0%
4710 · FOIA Income	166.62	0.00	100.0%
Total Income	1,023,174.84	728,802.12	40.4%
Gross Profit	1,023,174.84	728,802.12	40.4%
Expense			
6010 · Advertising and Marketing	0.00	1,526.53	-100.0%
6200 · Bank Fees	727.00	744.16	-2.3%
6400 · Depreciation Expense	0.00	7,095.24	-100.0%
6450 · Dues & Subscriptions	0.00	636.00	-100.0%
6500 · Payroll Expenses			
6501 · Salary - Building Official	94,648.06	89,417.97	5.9%
6503 · Salary - Building Inspector	75,718.50	71,675.00	5.6%
6505 · Wages - Administrative	103,179.88	94,572.61	9.1%
6510 · Payroll Taxes	21,339.50	19,918.04	7.1%
6511 · LTD / STD / AD&D / Life	4,470.56	4,457.52	0.3%
6512 · 401A (KABA)	16,200.54	15,297.61	5.9%
6513 · Health Insurance	56,483.11	55,951.53	1.0%
6500 · Payroll Expenses - Other	0.00	0.00	0.0%
Total 6500 · Payroll Expenses	372,040.15	351,290.28	5.9%
6550 · Pre-hiring Expense	0.00	10.00	-100.0%
6700 · Insurance - General	12,617.79	11,844.23	6.5%
6800 · Legal Fees	3,322.00	7,665.00	-56.7%
6810 · Computer Support (External)	42,411.61	10,464.09	305.3%
6820 · Accounting Services	13,323.50	11,354.75	17.3%
7100 · Office Equipment	5,406.85	5,685.28	-4.9%
7110 · Office Supplies	3,021.03	3,490.48	-13.5%
7115 · Postage	1,646.80	1,268.17	29.9%
7120 · Water Cooler	16.69	188.52	-91.2%
7125 · Computer (Hardware/Software)	31,385.24	6,265.37	400.9%
7130 · Resource Materials	-252.00	101.00	-349.5%
7420 · Lawn Care/Snow Removal	4,900.50	3,603.00	36.0%
7450 · Maintenance & Repairs - Office	66,475.18	2,039.63	3,159.2%
7500 · Utilities	4,707.74	4,352.92	8.2%
7550 · Trash Removal	642.20	649.94	-1.2%
7600 · Security (Office)	3,442.57	499.60	589.1%
7610 · Telephone - Office	3,381.41	3,562.51	-5.1%
7611 · Telephone - Cellular	2,150.96	2,287.60	-6.0%
7701 · At-Large/Alternate Board Member	375.00	600.00	-37.5%
7711 · Contracted Electrical Inspector	68,600.00	65,250.00	5.1%
7712 · Contracted Mechanical Inspector	62,600.00	53,200.00	17.7%
7713 · Contracted Plumbing Inspector	42,450.00	33,100.00	28.3%
7715 · Contracted Zoning Administrator	8,040.00	7,935.00	1.3%
7721 · Plan Review - Electrical	3,850.00	2,550.00	51.0%
7722 · Plan Review - Mechanical	5,999.60	9,468.40	-36.6%
7723 · Plan Review - Plumbing	925.00	350.00	164.3%
7800 · Mileage Reimbursement	12,830.82	11,592.46	10.7%
7830 · Interest Expense	6,190.40	6,918.33	-10.5%
7920 · Capital Outlay	3,325.00	0.00	100.0%
Total Expense	786,553.04	627,588.49	25.3%
Net Income	236,621.80	101,213.63	133.8%

Kalamazoo Area Building Authority Profit & Loss Budget Performance December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Budget
Income					
4010 · Building Permits	13,676.00	23,539.00	559,591.00	330,489.00	330,489.00
4015 · Special Permits	910.00	1,485.00	10,640.00	8,121.00	8,121.00
4020 · Electrical Permits	6,149.00	9,631.00	176,662.00	115,882.00	115,882.00
4030 · Mechanical Permits	11,540.00	11,977.00	158,459.10	130,578.00	130,578.00
4040 · Plumbing Permits	22,814.00	5,549.00	105,196.00	61,051.00	61,051.00
4100 · Zoning Administration	542.50		9,952.50		
4600 · Investment Income	350.14	10.00	2,605.64	120.00	120.00
4700 · Other Income	0.00		-98.02		
4710 · FOIA Income	0.00		166.62		
Total Income	55,981.64	52,191.00	1,023,174.84	646,241.00	646,241.00
Gross Profit	55,981.64	52,191.00	1,023,174.84	646,241.00	646,241.00
Expense					
6010 · Advertising and Marketing	0.00	800.00	0.00	2,000.00	2,000.00
6200 · Bank Fees	115.00	290.00	727.00	890.00	890.00
6450 · Dues & Subscriptions	0.00	720.00	0.00	720.00	720.00
6500 · Payroll Expenses					
6501 · Salary - Building Official	10,920.93	7,280.63	94,648.06	94,648.18	94,648.18
6503 · Salary - Building Inspector	8,736.75	5,824.50	75,718.50	75,718.50	75,718.50
6505 · Wages - Administrative	10,714.95	9,602.17	103,179.88	124,828.20	124,828.20
6510 · Payroll Taxes	1,582.87	1,785.17	21,339.50	23,052.42	23,052.42
6511 · LTD / STD / AD&D / Life	377.98	371.17	4,470.56	4,454.04	4,454.04
6512 · 401A (KABA)	1,232.47	1,252.44	16,200.54	16,281.77	16,281.77
6513 · Health Insurance	4,476.85	4,146.16	56,483.11	56,354.11	56,354.11
6500 · Payroll Expenses - Other	0.00		0.00		
Total 6500 · Payroll Expenses	38,042.80	30,262.24	372,040.15	395,337.22	395,337.22
6700 · Insurance - General	1,071.62	2,025.00	12,617.79	13,254.25	13,254.25
6800 · Legal Fees	0.00	7,275.00	3,322.00	12,000.00	12,000.00
6810 · Computer Support (External)	469.97	970.00	42,411.61	42,390.00	42,390.00
6820 · Accounting Services	140.75	2,454.25	13,323.50	14,984.50	14,984.50
7100 · Office Equipment	602.26	721.97	5,406.85	5,867.00	5,867.00
7110 · Office Supplies	0.00	0.00	3,021.03	3,000.00	3,000.00
7115 · Postage	10.05	511.25	1,646.80	1,950.00	1,950.00
7120 · Water Cooler	0.00	60.00	16.69	80.00	80.00
7125 · Computer (Hardware/Software)	0.00	2,348.50	31,385.24	33,466.00	33,466.00
7130 · Resource Materials	0.00	1,000.00	-252.00	1,000.00	1,000.00
7400 · Rent/Lease Expense	0.00	1,600.00	0.00	19,200.00	19,200.00
7420 · Lawn Care/Snow Removal	339.50	160.00	4,900.50	3,945.00	3,945.00
7450 · Maintenance & Repairs - Office	350.00	6,415.00	66,475.18	72,570.00	72,570.00
7500 · Utilities	450.61	325.00	4,707.74	4,300.00	4,300.00
7550 · Trash Removal	55.23	65.00	642.20	780.00	780.00
7600 · Security (Office)	45.00	45.00	3,442.57	3,440.00	3,440.00
7610 · Telephone - Office	280.04	300.00	3,381.41	3,600.00	3,600.00
7611 · Telephone - Cellular	185.46	200.00	2,150.96	2,400.00	2,400.00
7700 · Building Board of Appeals	0.00	375.00	0.00	375.00	375.00
7701 · At-Large/Alternate Board Member	150.00	225.00	375.00	900.00	900.00
7710 · Contracted Building Inspector	0.00	5,000.00	0.00	5,000.00	5,000.00
7711 · Contracted Electrical Inspector	4,950.00	3,661.00	68,600.00	53,400.00	53,400.00
7712 · Contracted Mechanical Inspector	4,850.00	3,337.00	62,600.00	45,600.00	45,600.00
7713 · Contracted Plumbing Inspector	3,950.00	2,184.00	42,450.00	31,200.00	31,200.00
7715 · Contracted Zoning Administrator	390.00		8,040.00		
7721 · Plan Review - Electrical	150.00		3,850.00		
7722 · Plan Review - Mechanical	500.00		5,999.60		
7723 · Plan Review - Plumbing	0.00		925.00		
7800 · Mileage Reimbursement	977.27	1,222.00	12,830.82	13,664.00	13,664.00
7810 · Training Expense	0.00	1,600.00	0.00	1,600.00	1,600.00
7830 · Interest Expense	449.51		6,190.40		
7920 · Capital Outlay	0.00	3,675.00	3,325.00	7,000.00	7,000.00
7999 · Misc Expense	0.00	2,000.00	0.00	2,000.00	2,000.00
Total Expense	58,525.07	81,827.21	786,553.04	797,912.97	797,912.97
Net Income	-2,543.43	-29,636.21	236,621.80	-151,671.97	-151,671.97

Kalamazoo Area Building Authority

Balance Sheet

01/11/24

As of December 31, 2023

Accrual Basis

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Cash on Hand (Cash Bags)	300.00
1050 · Checking (Primary) / SMBT	327,769.19
1060 · Checking (Reserves) / CCU	200,332.28
1065 · Savings / CCU	25.00
Total Checking/Savings	<u>528,426.47</u>
Accounts Receivable	
1200 · Accounts Receivable	487.50
Total Accounts Receivable	<u>487.50</u>
Other Current Assets	
1400 · Prepaid Items	7,357.16
Total Other Current Assets	<u>7,357.16</u>
Total Current Assets	536,271.13
Other Assets	
1600 · Accumulated Depreciation	-60,627.96
1900 · Capital Assets	231,006.20
Total Other Assets	<u>170,378.24</u>
TOTAL ASSETS	<u>706,649.37</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,219.46
Total Accounts Payable	<u>2,219.46</u>
Credit Cards	
2010 · CCU - Mastercard	31.20
Total Credit Cards	<u>31.20</u>
Other Current Liabilities	
2070 · Notes Payable - SMBT	95,208.25
2100 · Accrued Items	11,029.62
2300 · Accounts Payables / ADJ	1,395.66
Total Other Current Liabilities	<u>107,633.53</u>
Total Current Liabilities	<u>109,884.19</u>
Total Liabilities	109,884.19
Equity	
3010 · Net Position	360,143.38
Net Income	236,621.80
Total Equity	<u>596,765.18</u>
TOTAL LIABILITIES & EQUITY	<u>706,649.37</u>

2023 MONTHLY PERMITS BY JURISDICTION

MONTH OF DECEMBER 2023			
JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	7	\$ 3,875
COMSTOCK	ELECTRICAL	15	\$ 3,081
COMSTOCK	MECHANICAL	18	\$ 3,329
COMSTOCK	PLUMBING	131	\$ 20,278
COMSTOCK	SPECIAL - JURISDICTION	1	\$ 100
COMSTOCK	SPECIAL - HOMEOWNER	-	\$ -
TOTAL COMSTOCK		172	\$ 30,663
KALAMAZOO	BUILDING	9	\$ 2,277
KALAMAZOO	ELECTRICAL	8	\$ 1,875
KALAMAZOO	MECHANICAL	25	\$ 3,475
KALAMAZOO	PLUMBING	8	\$ 1,106
KALAMAZOO	SPECIAL - JURISDICTION	3	\$ 300
KALAMAZOO	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL KALAMAZOO		54	\$ 9,088
PARCHMENT	BUILDING	-	\$ -
PARCHMENT	ELECTRICAL	1	\$ 110
PARCHMENT	MECHANICAL	1	\$ 500
PARCHMENT	PLUMBING	-	\$ -
PARCHMENT	SPECIAL - JURISDICTION	1	\$ 100
PARCHMENT	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PARCHMENT		3	\$ 710
PINE GROVE	BUILDING	2	\$ 374
PINE GROVE	ELECTRICAL	2	\$ 222
PINE GROVE	MECHANICAL	7	\$ 1,620
PINE GROVE	PLUMBING	-	\$ -
PINE GROVE	SPECIAL - JURISDICTION	-	\$ -
PINE GROVE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL PINE GROVE		11	\$ 2,216
RICHLAND	BUILDING	7	\$ 7,204
RICHLAND	ELECTRICAL	4	\$ 630
RICHLAND	MECHANICAL	12	\$ 2,250
RICHLAND	PLUMBING	5	\$ 1,142
RICHLAND	SPECIAL - JURISDICTION	-	\$ -
RICHLAND	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND		29	\$ 11,281
RICHLAND VILLAGE	BUILDING	-	\$ -
RICHLAND VILLAGE	ELECTRICAL	-	\$ -
RICHLAND VILLAGE	MECHANICAL	2	\$ 235
RICHLAND VILLAGE	PLUMBING	1	\$ 178
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	\$ -
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	\$ -
TOTAL RICHLAND VILLAGE		3	\$ 413
TOTAL		272	\$ 54,371.00

REVENUE	REVENUE
DECEMBER 2022	% PREV YEAR MONTH
\$ 36,933	147.2%

PERMITS	PERMITS
DECEMBER 2022	% 2022 - YTD
174	156%



2023 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: DECEMBER 2023

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	326	\$ 357,025
COMSTOCK	ELECTRICAL	383	\$ 98,979
COMSTOCK	MECHANICAL	282	\$ 59,362
COMSTOCK	PLUMBING	341	\$ 61,582
COMSTOCK	SPECIAL - JURISDICTION	19	\$ 1,950
COMSTOCK	SPECIAL - HOMEOWNER	7	\$ 440
TOTAL COMSTOCK		1358	579,337.60
KALAMAZOO	BUILDING	151	\$ 67,499
KALAMAZOO	ELECTRICAL	182	\$ 28,566
KALAMAZOO	MECHANICAL	303	\$ 44,167
KALAMAZOO	PLUMBING	107	\$ 14,036
KALAMAZOO	SPECIAL - JURISDICTION	57	\$ 5,250
KALAMAZOO	SPECIAL - HOMEOWNER	16	\$ 865
TOTAL KALAMAZOO		816	160,383.00
PARCHMENT	BUILDING	14	\$ 2,177
PARCHMENT	ELECTRICAL	19	\$ 3,150
PARCHMENT	MECHANICAL	27	\$ 4,231
PARCHMENT	PLUMBING	8	\$ 1,377
PARCHMENT	SPECIAL - JURISDICTION	4	\$ 500
PARCHMENT	SPECIAL - HOMEOWNER	0	\$ -
TOTAL PARCHMENT		72	11,435.00
PINE GROVE	BUILDING	48	\$ 27,763
PINE GROVE	ELECTRICAL	60	\$ 11,328
PINE GROVE	MECHANICAL	63	\$ 10,636
PINE GROVE	PLUMBING	25	\$ 5,600
PINE GROVE	SPECIAL - JURISDICTION	1	\$ 100
PINE GROVE	SPECIAL - HOMEOWNER	3	\$ 165
TOTAL PINE GROVE		200	55,592.00
RICHLAND	BUILDING	116	\$ 84,393
RICHLAND	ELECTRICAL	156	\$ 30,883
RICHLAND	MECHANICAL	205	\$ 36,012
RICHLAND	PLUMBING	93	\$ 19,863
RICHLAND	SPECIAL - JURISDICTION	3	\$ 350
RICHLAND	SPECIAL - HOMEOWNER	2	\$ 110
TOTAL RICHLAND		575	171,610.50
RICHLAND VILLAGE	BUILDING	17	\$ 5,994
RICHLAND VILLAGE	ELECTRICAL	9	\$ 2,067
RICHLAND VILLAGE	MECHANICAL	20	\$ 3,320
RICHLAND VILLAGE	PLUMBING	12	\$ 1,998
RICHLAND VILLAGE	SPECIAL - JURISDICTION	2	\$ 200
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	1	\$ 55
TOTAL RICHLAND VILLAGE		61	13,634.00
TOTAL KABA	YTD	3082	\$ 991,992.10

REVENUE	REVENUE
YTD - DECEMBER 2022	% 2022 - YTD
704,967.70	140.7%

REVENUE
% 2023 YTD BUDGET
1.54%

PERMITS	PERMITS
YTD - DECEMBER 2022	% 2022 - YTD
2494	123.6%

2023 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
150	\$ 48,411.00	JAN	
142	\$ 34,998.00	FEB	
276	\$ 144,116.00	MAR	
211	\$ 57,279.00	APR	
302	\$ 88,902.00	MAY	
285	\$ 86,966.00	JUN	
211	\$ 42,615.00	JUL	
360	\$ 139,273.00	AUG	
332	\$ 81,225.00	SEP	
302	\$ 106,656.60	OCT	
239	\$ 107,179.50	NOV	
272	\$ 54,371.00	DEC	
3,082	\$ 991,992.10		

BUILDING REPORT

DECEMBER 2023

Residential / Commercial Building Permits and Construction Values

- A. Total Number of Commercial & Agricultural Permits Issued – 4
- B. Total Construction Value for Commercial & Agricultural Permits - \$279,322
- C. Total Number of New Residential Construction Permits Issued – 6
- D. Total Construction Value for New Residential Permits – \$1,430,874
- E. Total Number of All Other Residential Permits Issued – 15
- F. Total Construction Value for All Other Residential Permits – \$33,600

Revenue / Permit Summary YTD

- A. Total KABA Revenue in December 2023 - \$54,371 vs. Total KABA Revenue in December 2022 - \$36,933. **This is an increase of 47.2%.**
- B. Total Number of Permits Issued in December 2023 – 272 vs. Total Number of Permits issued in December 2022 – 174. **This is an increase of 56.3%.**
- C. Total KABA YTD Revenue in December 2023 - \$991,992.10 vs. Total KABA YTD Revenue in December 2022 - \$704,967.70. **This is an increase of 40.7%.**
- D. Total Number of Permits Issued YTD 2023 – 3082 vs. Total Number of Permits Issued this time in 2022 – 2494. **This is an increase of 23.6%.**
- E. The December 2023 Revenue of \$54,371 is **8.4%** of the forecast for December YTD 2023 Revenue (\$646,241).
- F. The YTD 2023 Revenue of \$991,992.10 is **153.5%** of the forecast for the entire 2023 Projected Budget of \$646,241.

Monthly Building Permits Issued

01/03/2024

Permit #	Address	Work Description	Applicant Name	Date Issued	Value	Amount Billed
PB23-03-649	5169 E FG AVE	Remodel of existing finished basement per	H3 Properties LLC	12/07/2023	0.00	\$176.00
PB23-03-664	8600 E STURTEVANT AVE	New 1824 s.f 2 story 4 bed, 2.5 bath single	Allen Edwin Homes	12/11/2023	224,328.00	\$1,323.00
PB23-03-668	5700 N 28TH ST	Permit for foundation only for 960 s.f.	DeLoof Construction Inc.	12/12/2023	0.00	\$362.00
PB23-03-672	8428 W STURTEVANT AV.	New 1816 s.f. 2 story 4 bed, 2.5 bath	Allen Edwin Homes	12/19/2023	223,420.00	\$1,318.00
PB23-03-673	9612 W GULL LAKE DR	Interior/exterior remodel to include	Glas Associates	12/15/2023	0.00	\$176.00
PB23-03-682	10255 E C AVE	New 1 story 2880 s.f. 3 bed 3 bath single	AVB Inc.	12/20/2023	405,234.00	\$2,390.00
PB23-03-683	8025 E DE AVE	New 1878 s.f. 1 story 3 bed, 2 bath single	Jason Lutz	12/21/2023	247,379.00	\$1,459.00
PB23-06-658	215 GILKISON AVE	Interior remodel to include adding upstairs	CHASE ROBERTS	12/01/2023	0.00	\$223.00
PB23-06-659	3025 RAVINE RD	Installation of pre-engineered conveyor	AKKG, LLC	12/14/2023	0.00	\$223.00
PB23-06-670	611 FENIMORE AVE	New 1352 s.f. 2 story 3 bed, 1.5 bath	Martz Home Builders, LLC	12/08/2023	160,017.00	\$944.00
PB23-06-674	906 CRAFT AVE	Install egress window and well per plans.	Ayers Basement Systems	12/08/2023	0.00	\$104.00
PB23-06-675	1350 BRETTON DR	Tearoff and replace all decking & shingles	Perpetual Motion Construction	12/12/2023	0.00	\$176.00
PB23-06-676	3418 CRANBROOK AVE	Re-roof: 25sq, no decking or structural	Albert Williams Jr	12/13/2023	0.00	\$104.00
PB23-06-677	825 EDISON ST	Interior remodel, remove and replace	I Fix GR Construction	12/14/2023	0.00	\$223.00
PB23-06-678	3820 CHRISTINE ST	16 panel roof mounted solar array per	Generation Solar	12/18/2023	0.00	\$104.00
PB23-06-680	1421 WOODROW DR	Finish approx. 578 s.f. of existing	HIDROGO CALDERON, JULIO C	12/18/2023	0.00	\$176.00
PB23-07-522	428 WORDEN AVE	REBUILD FLOOR AND SUBFLOOR IN	RADER BRUCE C	12/13/2023	0.00	\$176.00
PB23-07-615	5612 SUSAN AVE	New 14 panel roof mounted solar array per	Generation Solar	12/18/2023	0.00	\$104.00
PB23-07-666	5570 GULL RD	Change of Occupancy of existing 34292	Disanto Building Company	12/18/2023	279,322.00	\$1,648.00
PB23-07-667	1780 ORISTA DR	New 2062 s.f. 1 story 4 bed 2 bath single	Allen Edwin Homes	12/11/2023	170,496.00	\$1,005.00
PB23-07-686	2519 HUNTERS RUN	Finish approx. 512 s.f. of basement into	Watts Homes & Construction	12/28/2023	0.00	\$176.00
PB23-07-687	2539 HUNTERS RUN	Finish approx 512 s.f. of basement into rec	Watts Homes & Construction	12/28/2023	0.00	\$176.00
PB23-07-688	5541 KING HWY	Alteration of existing 21,823 s.f. building	Gleaners Construction	12/29/2023	0.00	\$590.00
PB23-20-640	28495 NORTHERN BLUFF	New 40'x56' post frame detached	Mallory Pole Building Inc	12/08/2023	33,600.00	\$198.00
PB23-20-685	19536 E BRANDYWINE D	Convert existing bathroom and dining	Capstone Home Improvement	12/28/2023	0.00	\$176.00

Number of Permits: 25

Total Billed: \$13,730.00

Total Construction Value

\$1,743,796.00

Population: All Records

Permit.DateIssued in <Previous month> [12/01/23 - 12/31/23]

AND

Permit.PermitType = Building

Monthly Trade Permits Issued

01/03/2024

Permit #	Address	Work Description	Applicant Name	Date Issued	Amount Billed
Electrical					
PE23-03-787	7849 N 30TH ST	Generator installation	Steensma Lawn & Power	12/04/2023	\$115.00
PE23-03-790	8578 N 32ND ST	New storage buildings	Lamplighter Electric	12/05/2023	\$145.00
PE23-03-793	6322 N 35TH ST	Service to existing pole barnHomeowner wants to wait	Waggoner Inc	12/08/2023	\$115.00
PE23-03-812	5700 N 28TH ST	Building 140 (Cattle Weigh Building). Including wiring for	Moore Electrical Service	12/29/2023	\$255.00
PE23-06-788	3800 GULL RD	Popeyes Restaurant - new construction	Cooper Electric	12/04/2023	\$830.00
PE23-06-794	1309 PINEHURST BLVD	Addition (Sunroom)	Country Lane Electric	12/11/2023	\$161.00
PE23-06-796	1828 HILLSDALE AVE	200 amp service upgrade	Vander Meeden Electric	12/14/2023	\$110.00
PE23-06-798	825 EDISON ST	New service and remodel	Southwest Electric LLC	12/14/2023	\$237.00
PE23-06-800	3820 CHRISTINE ST	Roof mounted solar array	Generation Solar	12/18/2023	\$132.00
PE23-06-801	4970 BLACK OAK LN	Generator install	Alliance Electric Of Michigan	12/18/2023	\$115.00
PE23-06-809	703 CRAFT AVE	Replace 100 AMP service & 3 circuits (living room,	Service Professor	12/20/2023	\$175.00
PE23-06-811	2331 W G AVE	Generator install	Steensma Lawn & Power	12/27/2023	\$115.00
PE23-07-717	5612 SUSAN AVE	Roof mounted solar array	Generation Solar	12/18/2023	\$156.00
PE23-07-786	1053 ANTLER ST	Addition	CT Electrical Service	12/01/2023	\$166.00
PE23-07-789	9071 MARSH CREEK CIR	Basement remodel	Signature Wiring	12/05/2023	\$188.00
PE23-07-791	3801 BRIARPATCH CIR	Generator installation	Homestate Electric	12/05/2023	\$115.00
PE23-07-795	1960 RIVER ST	Fire alarm	EPS (Grand Rapids)	12/21/2023	\$390.00
PE23-07-797	2647 S 33RD ST	Moving home from different location. New service and	Southwest Electric LLC	12/13/2023	\$198.00
PE23-07-799	9625 TREETOP DR	Generator install	Steensma Lawn & Power	12/14/2023	\$115.00
PE23-07-802	9071 MARSH CREEK CIR	Low voltage & rough in brackets for surround sound adn tv	Integrated Smart Technologies, LLC	12/18/2023	\$156.00
PE23-07-803	6314 ORMADA DR	Wiring for new out building	Hickey Electric Inc	12/18/2023	\$117.00
PE23-07-804	3580 N 28TH ST	Set up for future solar arrayBuilding and Electrical permits	Bowker Electric LLC	12/19/2023	\$166.00
PE23-07-806	10330 HATCH LN	New home	Consolidated Electrical Contractors	12/20/2023	\$341.00
PE23-07-807	1780 ORISTA DR	New home	Consolidated Electrical Contractors	12/20/2023	\$341.00
PE23-07-808	1810 ORISTA DR	New home	Consolidated Electrical Contractors	12/20/2023	\$341.00
PE23-07-810	5890 E H AVE	Power from house to shed (underground)	RYAN KIMBERLY & TIMOTHY	12/21/2023	\$186.00
PE23-07-814	3083 SUNNYCREST DR	Furnace branch circuit	Manne Electric	12/29/2023	\$105.00
PE23-18-792	1606 E G AVE	Meter/mast repair	Laws Electric	12/07/2023	\$110.00
PE23-20-805	24656 18TH AVE	Attached garage	Boyer Electric	12/20/2023	\$116.00
PE23-20-813	7649 40 HWY # M	Well head connection	Foune Well Drilling	12/28/2023	\$106.00

Number of Permits: 30

Total Billed: \$5,918.00

Mechanical

PM23-03-439	5600 E G AVE	Furnace & AC replacement	Location: 5617 Blue Meadow	Royal Comfort Mechanical	12/22/2023	\$160.00
PM23-03-830	8396 W STURTEVANT AVE	Prefab fireplace		Williams Distributing	12/08/2023	\$180.00
PM23-03-846	7849 N 30TH ST	Generator Installation		Steensma Lawn & Power	12/04/2023	\$135.00
PM23-03-858	9954 E CD AVE	Furnace replacement		Rogers Refrigeration	12/06/2023	\$130.00
PM23-03-868	6343 E BAY LN	Replacing 2 furnaces & 2 humidifiers		Bel Aire Heating & Air	12/08/2023	\$180.00
PM23-03-873	10537 WILDWOOD DR	Furnace & AC replacement in house.	Adding mini-split in	Rogers Refrigeration	12/11/2023	\$190.00
PM23-03-874	8396 W STURTEVANT AVE	New Home		A-1 Mechanical	12/11/2023	\$280.00
PM23-03-899	5528 E C AVE	Furnace replacement		Fleetwood Mechanical Services	12/22/2023	\$130.00
PM23-03-900	8663 GEISER GRV	New home		A-1 Mechanical	12/22/2023	\$250.00
PM23-03-906	6358 N 24TH ST	Furnace, AC & humidifier replacement		Vredevoogd Heating & Cooling	12/27/2023	\$170.00
PM23-03-907	5100 E DE AVE	Furnace replacement		Dan Wood Co	12/28/2023	\$130.00
PM23-03-908	5700 N 28TH ST	Building 140 (Cattle Weigh Building)		Jergens Piping Corporation	12/28/2023	\$315.00
PM23-06-771	3315 HURON AVE	Furnace replacement		Nieboer Heating & Cooling	12/18/2023	\$130.00
PM23-06-845	3718 CROYDEN AVE	Furnace replacement		Nieboer Heating & Cooling	12/06/2023	\$130.00
PM23-06-847	4020 NAZARETH RD	Furnace, AC, humidifier and liner replacement		Service Professor	12/05/2023	\$175.00
PM23-06-848	3324 PIEDMONT DR.	Furnace, AC, humidifier and water heater replacement		Service Professor	12/05/2023	\$176.00
PM23-06-850	2906 E MAIN ST	Furnace replacement		Service Professor	12/05/2023	\$130.00
PM23-06-851	3326 W MAIN 104	Water heater replacement		Royal Comfort Mechanical	12/22/2023	\$106.00
PM23-06-852	3326 W Main 304	Water heater replacement		Royal Comfort Mechanical	12/22/2023	\$106.00
PM23-06-853	3310 W MAIN ST 102	Water heater replacement		Royal Comfort Mechanical	12/22/2023	\$106.00
PM23-06-854	3228 W Main	Water heater replacement in mechanical room		Royal Comfort Mechanical	12/22/2023	\$106.00
PM23-06-856	3322 W MAIN 102	Water heater replacement		Royal Comfort Mechanical	12/22/2023	\$106.00
PM23-06-857	3324 W MAIN 303	Furnace replacement		Royal Comfort Mechanical	12/22/2023	\$130.00
PM23-06-862	3302 PIEDMONT DR.	Replace furnace & install bath fan	12/19: Water heater	DeHaan Heating & Cooling	12/07/2023	\$141.00
PM23-06-870	3119 OLD FARM RD/MOB I	Furnace replacement - mobile home		Dan Wood Co	12/11/2023	\$130.00
PM23-06-872	3219 GRACE RD	Water heater replacement		Dan Wood Co	12/11/2023	\$106.00
PM23-06-875	1130 MANOR DR	Furnace & humidifier replacement		Bel Aire Heating & Air	12/11/2023	\$140.00
PM23-06-877	3110 HASKELL ST	Furnace replacement		Nieboer Heating & Cooling	12/15/2023	\$130.00
PM23-06-886	2108 EGLESTON AVE	Remodel: new furnace & heat run		Great Lakes Plumbing	12/18/2023	\$210.00
PM23-06-888	4970 BLACK OAK LN	Generator install		Alliance Electric Of Michigan	12/18/2023	\$135.00
PM23-06-890	1411 TRIMBLE AVE	Water heater replacement		Temperature Pro	12/19/2023	\$106.00
PM23-06-892	2819 ASBURY AVE VAC	New home		Fleetwood Mechanical Services	12/20/2023	\$285.00
PM23-06-897	525 N ARLINGTON D-3	Replace outdoor AC and indoor air handler		Craft Mechanical	12/21/2023	\$160.00
PM23-06-903	2331 W G AVE	Generator install		Steensma Lawn & Power	12/27/2023	\$135.00
PM23-06-904	4118 SEQUOIA ST	Water heater replacement		Vredevoogd Heating & Cooling	12/27/2023	\$106.00
PM23-06-909	3311 MULHEARN AVE	Furnace replacement & AC install		Vredevoogd Heating & Cooling	12/29/2023	\$160.00

PM23-06-910	3223 MULHEARN AVE	Furnace replacement	Vredevoogd Heating & Cooling	12/29/2023	\$130.00
PM23-07-849	3922 WILD MEADOW ST	Furnace, AC & humidifier replacement	Bel Aire Heating & Air	12/05/2023	\$170.00
PM23-07-855	6800 CELERY ST	New warehouse and office remodel	Allied Mechanical Services - Kal	12/06/2023	\$366.00
PM23-07-861	5388 E MAIN ST	Furnace, AC, liner, & humidifier replacement	Service Professor	12/07/2023	\$175.00
PM23-07-864	9071 MARSH CREEK CIR	Basement remodel	Metzger's Heating & Cooling	12/07/2023	\$125.00
PM23-07-865	3801 BRIARPATCH CIR	Generator Installation	MVA Heating & Cooling	12/07/2023	\$135.00
PM23-07-867	2511 S 26TH ST	Furnace & AC replacement	Service Professor	12/13/2023	\$160.00
PM23-07-869	8237 BUCK AVE	New Home	JP Heating & Air Conditioning Inc	12/11/2023	\$255.00
PM23-07-879	3580 N 28TH ST	Wood stove in new home	Hearth & Home Design Center	12/14/2023	\$180.00
PM23-07-880	9625 TREETOP DR	Generator install	Steensma Lawn & Power	12/14/2023	\$135.00
PM23-07-881	8100 E MAIN ST	Water heater replacement	Vredevoogd Heating & Cooling	12/14/2023	\$106.00
PM23-07-882	8566 KRUM AVE	Sprinklers for addition	Total Fire Protection	12/19/2023	\$415.00
PM23-07-883	325 REX AVE	Furnace, AC & water heater replacement	Home Energy Solutions	12/15/2023	\$166.00
PM23-07-884	3580 N 28TH ST	New home	Norris Heating & AC	12/18/2023	\$260.00
PM23-07-885	6896 KRISTIN AVE	Water heater replacement	Bel Aire Heating & Air	12/18/2023	\$106.00
PM23-07-893	7927 GLENEAGLE E DR	Furnace, AC & ductwork	Adams Heating & Cooling	12/27/2023	\$185.00
PM23-07-896	529 MILDRED ST	Furnace replacement	Vredevoogd Heating & Cooling	12/21/2023	\$130.00
PM23-07-901	8171 E H AVE	Furnace replacement	Nieboer Heating & Cooling	12/29/2023	\$130.00
PM23-07-902	6538 E ML AVE	Furnace replacement	Service Professor	12/27/2023	\$130.00
PM23-18-878	812 SHOPPERS LN	Install & upgrade sprinkler system onsite	Summit Fire	12/13/2023	\$500.00
PM23-19-859	7584 N 32ND ST	Furnace replacement	Rogers Refrigeration	12/06/2023	\$130.00
PM23-19-889	9333 E DE AVE	Bath remodel: adding exhaust fan	Oswalt Mechanical	12/18/2023	\$105.00
PM23-20-844	311 40 HWY # M	In floor tubing for addition	Brian's Heating & Cooling	12/01/2023	\$250.00
PM23-20-860	26640 2ND AVE	Furnace, AC, & humidifier replacement	Bel Aire Heating & Air	12/07/2023	\$170.00
PM23-20-863	31489 CR 390	New home	Mattawan Mechanical	12/14/2023	\$255.00
PM23-20-866	1202 40 HWY # M	New home w/ fireplace	Burton Heating & Cooling	12/08/2023	\$300.00
PM23-20-871	24977 8TH AVE	Furnace replacement	Vredevoogd Heating & Cooling	12/11/2023	\$130.00
PM23-20-894	32462 PINEDALE LN	New home	B & A Mechanical	12/21/2023	\$255.00
PM23-20-895	32330 PINEDALE LN	New home	B & A Mechanical	12/21/2023	\$260.00

Number of Permits: 65

Total Billed: \$11,409.00

Plumbing

PP23-03-442	8600 E STURTEVANT AVE	Sewer connection	Allen Edwin Homes	12/11/2023	\$105.00
PP23-03-569	8428 W STURTEVANT AVE	Sewer connection	Allen Edwin Homes	12/19/2023	\$105.00
PP23-03-580	5832 HIDDEN OAK AVE	New home	Woodhouse Plumbing & Heating Inc	12/19/2023	\$316.00
PP23-03-581	9612 W GULL LAKE DR	Addition	Alban Plumbing	12/19/2023	\$330.00
PP23-03-586	5700 N 28TH ST	Building 140 (Cattle Weigh Building)	Kyle Eldridge (Master)	12/28/2023	\$286.00

PP23-06-452	4210 LEISURE LN M921	Water heater replacement	Mall City Mechanical	12/05/2023	\$105.00
PP23-06-454	412 SOLON ST	Water heater replacement	Woodhouse Plumbing & Heating Inc	12/11/2023	\$105.00
PP23-06-455	903 WASHBURN AVE	Water heater replacement	Service Professor	12/13/2023	\$105.00
PP23-06-574	2108 EGLESTON AVE	Remodel	Great Lakes Plumbing	12/18/2023	\$208.00
PP23-06-582	1111 BRETTON DR	Water heater & distribution pipe replacement	Vredevoogd Heating & Cooling	12/21/2023	\$110.00
PP23-06-583	611 FENIMORE AVE	New home	Portage Plumbing	12/21/2023	\$263.00
PP23-06-584	3923 DEVONSHIRE AVE	Sewer connection	Richards Sewer & Septic	12/27/2023	\$105.00
PP23-06-585	2322 FAIRFIELD AVE	Water heater replacement	Bergsma Plumbing	12/27/2023	\$105.00
PP23-07-444	6520 GINGER AVE	New condoSewer & Underground for Building T	Petro Plumbing & Mechanical	12/01/2023	\$315.00
PP23-07-445	6526 GINGER AVE	New condo	Petro Plumbing & Mechanical	12/01/2023	\$210.00
PP23-07-446	6530 GINGER AVE	New condo	Petro Plumbing & Mechanical	12/01/2023	\$210.00
PP23-07-447	6536 GINGER AVE	New condo	Petro Plumbing & Mechanical	12/01/2023	\$210.00
PP23-07-448	6540 GINGER AVE	New condo	Petro Plumbing & Mechanical	12/01/2023	\$210.00
PP23-07-449	9071 MARSH CREEK CIR	Basement finish	Portage Plumbing	12/21/2023	\$115.00
PP23-07-450	5185 E CORK ST	Hotel - New construction	Vision Plumbing LLC	12/07/2023	\$4,185.00
PP23-07-451	1780 ORISTA DR	Sewer connection	Allen Edwin Homes	12/11/2023	\$105.00
PP23-07-453	6234 PLAINFIELD AVE	2 bath remodels	Kohlhoff Plumbing	12/06/2023	\$197.00
PP23-07-456	6800 CELERY ST	Warehouse and addition	Allied Mechanical Services - Kal	12/11/2023	\$421.00
PP23-07-457	232 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-458	233 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-459	234 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-460	235 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-461	236 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-462	237 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-463	238 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-464	239 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-465	241 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-466	243 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-467	245 DEPOT CIR	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-468	102 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-469	104 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-470	106 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-471	108 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-472	110 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-473	112 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-474	114 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-475	116 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00
PP23-07-476	118 FAIRMONT AVE	Connect interior plumbing	SWT Excavating Inc	12/18/2023	\$105.00

PP23-07-553	216 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-554	217 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-555	218 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-556	219 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-557	220 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-558	221 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-559	222 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-560	223 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-561	224 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-562	225 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-563	226 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-564	227 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-565	229 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-566	231 STATION HILL ST	Connect interior plumbing	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-567	8936 E K AVE	Connect interior plumbing(1) Less than 2" water service	SWT Excavating Inc	12/19/2023	\$130.00
PP23-07-568	9150 E K AVE	Connect interior plumbingAddress: 9172 E K Avenue -	SWT Excavating Inc	12/19/2023	\$105.00
PP23-07-570	10330 HATCH LN	New home	Superior Plumbing Services	12/20/2023	\$297.00
PP23-07-571	1780 ORISTA DR	New home	Superior Plumbing Services	12/20/2023	\$277.00
PP23-07-572	1810 ORISTA DR	New home	Superior Plumbing Services	12/20/2023	\$290.00
PP23-07-573	2647 S 33RD ST	New home	Custom Plumbing	12/14/2023	\$296.00
PP23-07-575	6516 TANOAK AVE	New condoUnderground & Sewer for Building W	Petro Plumbing & Mechanical	12/18/2023	\$315.00
PP23-07-576	6522 TANOAK AVE	New condo	Petro Plumbing & Mechanical	12/18/2023	\$210.00
PP23-07-577	6526 TANOAK AVE	New condo	Petro Plumbing & Mechanical	12/18/2023	\$210.00
PP23-07-578	6532 TANOAK AVE	New condo	Petro Plumbing & Mechanical	12/18/2023	\$210.00
PP23-07-579	6536 TANOAK AVE	New condo	Petro Plumbing & Mechanical	12/18/2023	\$210.00
PP23-19-587	9333 E DE AVE	New bathroom in basement	Kroll Company	12/28/2023	\$178.00

Number of Permits: 145

Total Billed: \$22,704.00

Number of Permits: 240

Total Billed: \$40,031.00

Population: All Records

Permit.PermitType = Electrical OR

Permit.PermitType = Mechanical OR

Permit.PermitType = Plumbing

AND

Permit.DateIssued in <Previous month> [12/01/23 - 12/31/23]

Monthly Property Maintenance Requests

01/03/2024

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS23-06-077	203 S Kendall Apt 103	06-17-305-290	KENDALL OFF MAIN LI	11/30/2023	\$100.00
Work Description:	Property Maintenance request from Kalamazoo				
Inspections:	12/01/2023	Property Maintenance Inspectio	Disapproved		
PS23-06-079	2425 GULL RD	06-12-165-062	HARRIS INVESTMENT P	12/04/2023	\$100.00
Work Description:	Township request				
Inspections:	12/04/2023	Property Maintenance Inspectio	Disapproved		
PS23-07-080	675 REX AVE	07-18-376-341	HAYES MARGARET E	12/05/2023	\$100.00
Work Description:	Property Maintenance request from Comstock				
Inspections:	12/06/2023	Property Maintenance Inspectio	Disapproved		
PS23-18-082	143 N RIVERVIEW DR 1	06-03-276-030	BRICKSTONE RIVER VII	12/18/2023	\$100.00
Work Description:	Property Maintenance request from Parchment				
Inspections:	12/21/2023	Property Maintenance Inspectio	Disapproved		

Total Permits For Type: 4

Total Fees For Type: \$400.00

Report Summary

Grand Total Fees: \$400.00

Grand Total Permits: 4

Population: All Records

Permit.Category = Jurisdiction
Request AND
Inspection.DateTimeScheduled
Between 12/01/2023 AND
12/31/2023

Monthly Special Permit - Owner Request

01/03/2024

Special Permit

Permit #	Job Address	Parcel Number	Owner	Date Entered	Fee Total
PS23-03-081	8885 N 32ND ST	03-15-230-039	MOHMAND, KADIR & SI	12/13/2023	\$55.00
Work Description:	Meter socket inspection				
Inspections:	12/18/2023	Meter Socket Inspection	Approved		
PS23-06-078	2704 CUMBERLAND ST	06-07-130-380	CLARK, KIMBERLY	12/01/2023	\$55.00
Work Description:	Meter socket inspection				
Inspections:	12/04/2023	Meter Socket Inspection	Approved		

Total Permits For Type: 2

Total Fees For Type: \$110.00

Report Summary

Grand Total Fees: \$110.00

Grand Total Permits: 2

Population: All Records
Permit.DateIssued Between
12/1/2023 12:00:00 AM AND
12/31/2023 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

Conflict of Interest (Annual)

Annual Housekeeping – All board members and alternates to review and sign acknowledgement.

Extra copies of the acknowledgement will be available at the board meeting.

KALAMAZOO AREA BUILDING AUTHORITY

CONFLICT OF INTEREST POLICY

Approved by Board on June 8, 2017

Article I

Purpose

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

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

Article II

Definitions

1. Interested Person.

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

2. Excess Benefit Transaction.

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

3. Financial Interest.

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

which KABA has a transaction or arrangement; or

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

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

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

Article III

Procedures

1. Duty to Disclose.

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

2. Determining Whether a Conflict of Interest Exists.

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

3. Procedure for Addressing the Conflict of Interest.

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

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

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

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

4. Violations of the Conflicts of Interest Policy.

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

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

Article IV

Records of Proceedings

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

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

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

Article V

Compensation

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

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

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

Article VI

Annual Statements

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

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

Article VII

Periodic Reviews

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

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

Article VIII

Use of Outside Experts

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



ACKNOWLEDGEMENT OF RECEIPT

CONFLICT OF INTEREST POLICY

I have received a copy of KABA's Conflict of Interest Policy and have read and understood the contents of that policy. I am hereby agreeing to comply with the policy in its entirety. I will sign the two copies of this Acknowledgement of Receipt, retain one copy for myself, and return one copy to the KABA Building Official for retention.

Signature: _____ Date: _____

Printed Name: _____

Engagement Letter from KABA Legal Counsel

KREIS ENDERLE

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

Robb S. Krueger

Direct Dial 269-321-2360
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269-324-3000
Fax 269-324-3010

www.KreisEnderle.com

ENGAGEMENT AGREEMENT

January 11, 2024

Kalamazoo Area Building Authority
2322 Nazareth Road
Kalamazoo, MI 49048

Re: Representation

To Whom It May Concern:

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

I. FEE DETERMINATION

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

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

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

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

- A. General Counsel, Employment or Administrative work - \$230.00 per hour.
- B. Civil Litigation or Appeals, including alternative dispute resolution - \$280.00 per hour.
- C. Paralegal work to be billed at \$140.00 per hour.

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

II. EXPENSES

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

III. PAYMENT OF FEES AND EXPENSES

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

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

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

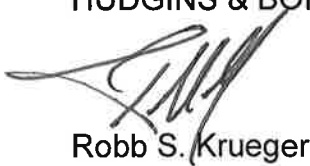
IV.COMPLETION OF SERVICES

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

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

Very truly yours,

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



Robb S. Krueger

RSK/lc

ACKNOWLEDGEMENT

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

KALAMAZOO AREA BUILDING AUTHORITY

Dated: _____, 2022

By: _____
Its: _____