

City of Plainwell

Richard Brooks, Mayor
Zelda Schippers
EJ Hart
Tracee Dunlop
Adam Hopkins
Nick Larabel
Paul Rizzo
Jim Turley
Erik Wilson



Department of Administration Services
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Plainwell, Michigan 49080
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“The Island City”

AGENDA DDA/TIFA/BRA City Hall Conference Room April 10, 2018 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 03/13/18 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Accounts Payable for March of \$756.28
8. **DDA Action Items**
 - A. Accounts Payable for March of \$774.37
 - B. Revolving Loan quarterly report
9. **TIFA Action Items**
 - A. Accounts Payable for March of \$544.85

10. **Communications:** 02/26/18 and 03/12/18 Council Minutes. Also the Financial Report/ Summary as of 03/31/18
11. **Public Comments**
12. **Staff Comments**
Dog Park Updates
13. **Member Comments**
14. **Adjournment**

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.
The City of Plainwell is an equal opportunity provider and employer

The Island City

Minutes
Plainwell DDA, BRA and TIFA:
March 13, 2018

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Paul Rizzo, Zelda Schippers, Nick Larabel, EJ Hart and Adam Hopkins. Excused: Mayor Rick Brooks; Tracee Dunlop and Erik Wilson.
4. Approval of Minutes of **Motion by Rizzo, seconded by Turley to approve 2-13-18 minutes. Motion carried.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for February of \$20,507.58 was made by Hart and seconded by Rizzo. Motion carried.**
8. DDA Action Items
 - A. **Motion to accept accounts payable for February of \$1,087.06 was made by Rizzo and seconded by Schippers. Motion carried.**
 - B. **A Motion for the City Manager to proceed with the Review of the Parking Study by CIVICA Engineering of \$2,500 was made by Hart and seconded by Schippers. Motion carried.**

Hart made comments regarding the dumpster/parking situation stating he had talked with Mark Darrow, Harding's and they would like the dumpster moved by the end of June. Hart also discussed with Mike Henry and Ray Grimm options; they would like to keep the dumpster area in the parking area. Best Way containers needs a turnaround space and picks up around 4:30 a.m. when lot is empty.
9. TIFA Action Items
 - A. **Motion to accept accounts payable for February of \$627.33 was made by Hart and seconded by Larabel. Motion carried.**
10. Communications:

1-31-18 Financial Report and 01/22/18 and 02/012/18 Council Minutes. Also the Financial Report/Summary for 02/28/18 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments:

Sesquicentennial 2019 update provided by Community Development Manager, Siegel Ornament for 2018 – Campbell's has asked if they could be on – everyone agreed
Movie's 2018 – discussed and looking into one good movie for the summer.
Discussion around businesses anniversary's:

2018:

Envy – 5 years

Design Street – 5 years

FBN – 13 years

2019

Hart's – 50 years

Community Development Manager, Siegel -Shared the way finding sign design for ACE/Public Parking/Trestle Bridge Shops – DDA discussed taking off Trestle Bridge and adding Band Shell/River walk and removing the Island City Sign to make the 3 Individual signs larger.

13. Member Comments:

Hart brought up 127 S. Main St. building and asked if the City could do anything with the property to get it cleaned up.

Adjournment: A Motion by Larabel supported by Hart to adjourn the meeting at 8:15 a.m. was made and passed.

Submitted by Denise Siegel, Community Development Manager

04/06/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 03/01/2018 - 03/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Ins. Premiums	C.O.P.S. TRUST INSURANCE	MARCH 2018 HEALTH INSURANCE	42.01	12081
443-000-715.010	Health Ins. Premiums	PRIORITY HEALTH	APRIL 2018 HEALTH INSURANCE PREMIUM	593.67	12152
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INS.	MARCH 2018 LIFE INSURANCE	2.80	12094
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES	2018-02 DPW UNIFORMS/RUGS/MISC	3.80	12087
443-000-801.013	Professional Srvs - Attny	DICKINSON WRIGHT PLLC	JAN 2018 BALANCE OF PROFESSIONAL SRVCS	114.00	12090
		Total For Dept 000 OPERATIONS		<u>756.28</u>	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA		<u>756.28</u>	
Fund Totals:					
			Fund 443 BROWNFIELD REDEVELOPMENT AUTHOF	756.28	
			Total For All Funds:	<u>756.28</u>	

04/06/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 03/01/2018 - 03/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-715.010	Health Ins. Premiums	C.O.P.S. TRUST INSURANCE	MARCH 2018 HEALTH INSURANCE	21.56	12081
494-000-715.010	Health Ins. Premiums	PRIORITY HEALTH	APRIL 2018 HEALTH INSURANCE PREMIUM	213.02	12152
494-000-900.000	Printing & Publishing	SHOPPERS GUIDE INC	FEB 2018 ART HOP AD	39.79	12048
494-000-900.000	Printing & Publishing	KACHELE PUBLICATIONS INC	2/22/18 DDA AD	70.00	12054
494-000-956.000	Miscellaneous	OTSEGO-PLAINWELL CHAMBER OF 2018 DINNER R.KEENEY/L.STEELE/D. SIEGAL/A. HO		180.00	12154
494-000-956.021	Special Events	PLAINWELL MUSIC SOCIETY	PLAINWELL MUSIC SOCIETY DONATION 2018	250.00	12140
		Total For Dept 000 OPERATIONS		<u>774.37</u>	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA		<u><u>774.37</u></u>	
		Fund Totals:			
			Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY	774.37	
			Total For All Funds:	<u><u>774.37</u></u>	

March 31, 2018

CITY OF PLAINWELL
 OUTSTANDING REVOLVING LOANS
 AS OF March 31, 2018

RECIPIENT	ORIGINAL LOAN	ORIGINAL LOAN DATE	STATUS	LAST PAYMENT DATE	PRINCIPAL PAID TO DATE	INTEREST PAID TO DATE	DELQ AMOUNT	DELQ DAYS	LOAN BALANCE	PAYOFF DATE	
Elliott's Remodeling	9,000.00	25-Sep-2008	Paid in Full	5/20/2016	9,000.00	389.75	-	-	-	5/20/2016	- Property sold - paid by Title Company at closing
Island City Computers	5,000.00	3-Jun-2012	Loss	6/2/2016	2,106.95	142.98	2,893.05	1,206	2,893.05		- Agreed to start \$50/month payments March 2016 - made 2 payments of \$50 since then
CPR Properties 2013	10,000.00	30-May-2013	Paid in Full	9/13/2017	10,000.00	238.14	-	-	-	9/13/2017	
H&H Auto Body LLC	3,500.00	22-Oct-2014	Paid in Full	7/30/2015	3,500.00	14.09	-	-	-	7/30/2015	
Hart's Jewelry	2,550.00	27-Sep-2013	Paid in Full	7/27/2015	2,550.00	25.56	-	-	-	7/27/2015	
London Grill-Plainwell, Inc.	10,000.00	2-Aug-2013	Paid in Full	2/4/2016	10,000.00	188.66	-	-	-	2/4/2016	
Plainwell Flowers	8,000.00	22-Sep-2014	Paid in Full	10/5/2016	8,000.00	109.62	-	-	-	10/5/2016	
Thomas Holmes	7,000.00	23-Jun-2014	Current	3/6/2018	5,106.36	168.30	-	-	1,893.64		
Total Property Management	10,000.00	7-Jun-2013	Current	3/2/2018	9,489.71	253.87	-	-	510.29		
101 S. Main St.	10,000.00	1-Oct-2013	Late	10/30/2017	5,723.85	260.85	2,562.30	540	4,276.15		- Has only made 2 \$200 payments in 2017
Onalee Boettcher	8,452.37	14-Oct-2015	Ahead	3/15/2018	4,199.34	155.66	-	-	4,253.03		
H&H Auto Body 2015	4,350.00	23-Nov-2015	Paid in Full	10/24/2016	4,350.00	21.54	-	-	-	10/24/2016	
Turley Properties LLC	8,000.00	23-Nov-2015	Current	3/19/2018	3,684.77	144.23	-	-	4,315.23		
RWEats Healthy Living LLC	10,000.00	19-May-2016	Current	3/16/2018	3,787.62	148.38	-	-	6,212.38		
Barbara Taylor Bechtel	10,000.00	12-Jan-2017	Late	1/8/2018	2,133.69	88.77	-	30	7,866.31		
John Roggow	10,000.00	12-Dec-2017	Current	3/7/2018	489.90	22.92	-	-	9,510.10		
									41,730.18		
Loans from G01 Grant									19,146.92		= Cash on hand at 03/31/2018
All others in G03 Grant									60,877.10		

NEW LOAN INFORMATION

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATION DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
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04/06/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 03/01/2018 - 03/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Ins. Premiums	C.O.P.S. TRUST INSURANCE	MARCH 2018 HEALTH INSURANCE	39.74	12081
450-000-715.010	Health Ins. Premiums	PRIORITY HEALTH	APRIL 2018 HEALTH INS. PREMIUM	504.31	12152
450-000-715.015	Life Insurance	MADISON NATIONAL LIFE INS.	MARCH 2018 LIFE INSURANCE	0.80	12094
Total For Dept 000 OPERATIONS				544.85	
Total For Fund 450 INDUSTRIAL PARK TIFA				544.85	
Fund Totals:					
Fund 450 INDUSTRIAL PARK TIFA				544.85	
Total For All Funds:				544.85	

MINUTES
Plainwell City Council
February 26, 2018

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Robert Beltran from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel, Councilman Keeler (arrived at 7:08PM) and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 02/12/2018 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report:

Commissioner Black gave his report.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Engineer Phil Doorlag from Wightman & Associates briefed Council on the progress of the projects affecting North Prince Street and the M-89 signal. He reported additional signage and street markings necessitating the change order.
A motion by Keeney, seconded by Steele, to approve Change Order #2 for \$889.30 and Payment Request #2 for \$3,588.44 to Kalin Construction for the Prince Street Extension Project. On a voice vote, all in favor. Motion passed.
 - B. Superintendent Pond reported a pump that helps mix the digester process, thereby destroying volatility of the waste, was in need of repairs to avoid a failure. Some parts are being shipped from Washington State, which caused the emergency purchase.
A motion by Keeler, seconded by Keeney, to confirm the emergency purchases from Richalnd Machine and Pump for \$5,700 and from JGM Valve for \$3,956.00 to rebuild a Dystor Chopper Pump. On a roll-call vote, all in favor. Motion passed.
 - C. Superintendent Pond reported a spectrophotometer, used to analyze phosphorus, had failed. Backup systems are in place, but the unit needed replacement and was ordered to account for lead-time in delivery for the replacement.
A motion by Keeney, seconded by Steele, to confirm the emergency purchase from Fisher Scientific for \$3,800.00 to replace a failed spectrophotometer. On a roll-call vote, all in favor. Motion passed.
 - D. Superintendent Updike briefed Council on the bid process for fencing for the dog park and the responses received. The funding has come from public donations and a state grant.
A motion by Keeney, seconded by Keeler, to approve the project for up to 900' of fecing for the Dog Park from Cedar Springs Fence LLC in an amount not to exceed \$10,761.00. On a roll-call vote, all in favor. Motion passed.

- E. Superintendent Updike reported on a recent inspection of the bucket truck and the identification of worn boom hoses that need replacement in order to certify the inspection.
A motion by Keeler, seconded by Overhuel, to approve the project to replace all boom hoses on the bucket truck with Terex Utilities for \$5,025.00. On a roll-call vote, all in favor. Motion passed.
- F. Superintendent Pond reported two other pumps in the digester process are in need of repair/replacement. Upon checking prices and availability of parts, a better solution is to replace two pump with new units for \$11,010 each, plus shipping.
A motion by Keeney, seconded by Keeler, to approve the purchase of two (2) new chopper pumps from JGM Valve for a total of \$23,020.00. On a roll-call vote, all in favor. Motion passed.

11. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the January 2018 Water Renewal and Public Safety Reports and the 2017 Parks & Trees Commission Annual Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$592,281.81 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments None.

14. Staff Comments

Superintendent Updike reported a recent auction netted the city \$9,821 for the sale of the skid steer, which is in excess of the \$8,000 offered as trade-in value. He also noted working on a resolution to accept the Prince Street Extension as a major street. Finally, he provided Council an update on the recent flooding situation and one specific downtown business owner which experienced a new flooding concern.

Superintendent Pond reported also on flooding concerns and increased flow due to river water getting into the stormwater and sanitary sewer systems. He noted a possible cross-connection between those two lines somewhere on Sherwood Street.

Community Development Manager Siegel reported about a March 3 11am grand opening for Joe's Market (formerly Mom & Johns) where they will offer free pizza until 2pm. She also reminded Council about Art Hop in the downtown area on March 9.

Director Bomar gave Council a timeline on the recent social media threat against Plainwell Schools and the Department's investigation.

Clerk/Treasurer Kelley reported working on property tax settlement on March 1 and election training on March 7 in Kalamazoo.

City Manager Wilson reported that Chef Container, the city's contract recycling and bulk-trash provider, has been bought out by Republic Services. Republic will honor the Chef contract which runs through 2022..

15. Council Comments: None

16. Adjournment:

- A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:37 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
March 12, 2018

1. Mayor Pro-tem Steele called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Scott Fenner from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro-Tem Steele, Councilman Overhuel, and Councilman Keeler. Absent: Mayor Brooks and Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 02/26/2018 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report:

Commissioner Black asked for feedback regarding tax issues from the Commission on Aging, and about a pipeline from Lake Michigan.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Superintendent Updike reported having received an Act 51 Street Map from the State of Michigan that was missing a few streets, as well as the new section of Prince Street north of M-89. The resolutions before Council are to certify that the streets exist so the State can update its maps.
A motion by Keeler, seconded by Overhuel, to adopt Resolutions 18-06, 18-07 and 18-08 to add sections of Benhoy, North Anderson, and Prince Streets to the State's Act 51 Mileage Certification. On a voice vote, all in favor. Motion passed.
 - B. Superintendent Updike reported damage to a streetlight by a private contractor. A second streetlight could be ordered without additional shipping costs saving the city some money and providing a backup.
A motion by Keeler, seconded by Overhuel, to approve the purchase of two (2) Halophane street lights from Kendall Electric for \$5,146.00. On a roll-call vote, all in favor. Motion passed.
 - C. Director Bomar reported having ordered a new patrol vehicle approved by Council in December 2017. This request is to equip the new vehicle with public safety equipment.
A motion by Overhuel, seconded by Keeler, to approve the project with Tele-Rad to equip the new patrol vehicle in the amount of \$7,445.00. On a roll-call vote, all in favor. Motion passed.
 - D. Jeff Wingard from Fleis & Vandenbrink gave Council a status report on where the SAW Grant project is and milestones reached and targeted. He noted the need to confirm the city's commitment to match the required funds within the grant (\$108,700). He reported their work related to the Grant would include inspecting and cleaning pipes, mapping GIS coordinates for the sewer and storm systems as well as a prioritized snapshot of the infrastructure. Related to the Grant work, their staff could update GIS coordinates for the water system for additional costs, which would be reduced by having the work done. Whole Fleis & Vandenbrink staff was already walking through the entire town mapping and inventorying the sewer and storm water systems.
A motion by Keeler, seconded by Overhuel, to confirm the city's provision of matching funds of \$108,700 for the SAW Grant. On a roll-call vote, all in favor. Motion passed.

A motion by Overhuel, seconded by Keeler, to approve a 2-phase project with Fleis & Vandembrok to map the water system for GIS purposes with a total project cost of \$37,000. On a roll-call vote, all in favor. Motion passed.

E. Community Development Manager Siegel reported the Planning Commission's work on updating the zoning classifications and that a Public Hearing needed to be set.

A motion by Keeler, seconded by Overhuel, to set a public hearing on April 9, 2018 for purposes to reviewing amendments to the zoning ordinance. On a voice vote, all in favor. Motion passed.

11. Communications:

A. A motion by Keeler, seconded by Overhuel, to accept and place on file the February 2018 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$194,127.24 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

Personnel Manager Lamorandier reported having placed ads for seasonal labor and for the DPW Superintendent's position.

Superintendent Updike reported working on grants for street upgrades, as well as training on Cartegraph.

Superintendent Pond updated Council on the subsiding water levels after recent flooding.

Community Development Manager Siegel reported working on fundraising for a planned sesquicentennial celebration in 2019.

Clerk/Treasurer Kelley reported having helped the City of the Village of Douglas with property tax settlement after Plainwell's settlement was completed without incident on March 1. He also noted the planned arrival of new election equipment this week.

15. Council Comments: None

16. Adjournment:

A motion by Keeler, seconded by Overhuel, to adjourn the meeting at 7:38 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018 (NORMAL (ABNORMAL))	MONTH 03/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	496.72	43.92	(496.72)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	50,625.00	5,625.00	16,875.00	75.00
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	183,923.35	5,668.92	64,502.65	74.04
Expenditures						
443-000-703.000	Salaries/Wages - Full Time Employees	33,204.00	19,793.89	2,116.38	13,410.11	59.61
443-000-706.000	Wages - Part Time Employees	1,068.00	108.38	3.47	959.62	10.15
443-000-713.000	Other Post Employment Benefits	657.00	492.75	54.75	164.25	75.00
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,483.00	1,426.49	151.41	1,056.51	57.45
443-000-715.010	Health Insurance Premiums	5,730.00	4,872.30	469.12	857.70	85.03
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00	18.13	2.25	6.87	72.52
443-000-715.013	Health Insurance - HSA - Employer Paid	1,920.00	1,920.00	0.00	0.00	100.00
443-000-715.015	Life Insurance	34.00	25.20	2.80	8.80	74.12
443-000-718.000	Retirement Benefits	2,873.00	1,753.87	186.92	1,119.13	61.05
443-000-724.000	Medical Insurance Opt Out	108.00	77.22	9.01	30.78	71.50
443-000-743.000	Uniforms	50.00	49.29	3.80	0.71	98.58
443-000-775.000	Supplies - Repairs and Maintenance	100.00	11.94	0.00	88.06	11.94
443-000-801.000	Engineering Services	0.00	508.75	0.00	(508.75)	100.00
443-000-801.013	Professional Services - Attorney	5,000.00	14,449.50	532.00	(9,449.50)	288.99
443-000-801.030	Professional Services - Audit	488.00	352.52	0.00	135.48	72.24
443-000-830.000	Contractual Reimbursement CRA Activities	7,445.00	7,425.66	0.00	19.34	99.74
443-000-910.000	Liability Insurance	4,679.00	4,555.97	0.00	123.03	97.37
443-000-910.010	Workers Comp Insurance	399.00	356.98	0.00	42.02	89.47
443-000-930.000	Repairs and Maintenance-Land & Building	14,850.00	2,245.11	0.00	12,604.89	15.12
443-000-930.015	Administrative Services - Accounting	0.00	116.25	0.00	(116.25)	100.00
443-000-930.050	Computer Services	50.00	29.52	0.00	20.48	59.04
443-000-940.000	Rentals - Equipment	450.00	718.45	0.00	(268.45)	159.66
443-000-956.000	Miscellaneous	0.00	41.89	0.00	(41.89)	100.00
443-908-991.000	Principal Payment - Interfund Loans	14,636.00	10,977.03	1,219.67	3,658.97	75.00
443-908-995.000	Interest Payment - Interfund Loans	1,939.00	1,454.22	161.58	484.78	75.00
443-970-972.000	Contracted Services	171,000.00	103,419.82	0.00	67,580.18	60.48
TOTAL EXPENDITURES		269,188.00	177,201.13	4,913.16	91,986.87	65.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018	MONTH 03/31/2018	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		248,426.00	183,923.35	5,668.92	64,502.65	74.04
TOTAL EXPENDITURES		269,188.00	177,201.13	4,913.16	91,986.87	65.83
NET OF REVENUES & EXPENDITURES		(20,762.00)	6,722.22	755.76	(27,484.22)	32.38

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018 (NORMAL (ABNORMAL))	MONTH 03/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	54,600.00	54,779.33	0.00	(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00	108.44	15.68	(58.44)	216.88
TOTAL REVENUES		54,650.00	54,887.77	15.68	(237.77)	100.44
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	29,299.00	20,905.00	2,261.10	8,394.00	71.35
450-000-706.000	Wages - Part Time Employees	0.00	467.24	0.00	(467.24)	100.00
450-000-706.005	Wages - Part Time Seasonal Employees	0.00	130.00	0.00	(130.00)	100.00
450-000-713.000	Other Post Employment Benefits	158.00	118.53	13.17	39.47	75.02
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,093.00	1,470.46	154.23	622.54	70.26
450-000-715.010	Health Insurance Premiums	5,480.00	4,449.79	396.38	1,030.21	81.20
450-000-715.012	Health Insurance - FSA - Employer Paid	77.00	55.29	6.60	21.71	71.81
450-000-715.013	Health Insurance - HSA - Employer Paid	2,256.00	2,256.00	0.00	0.00	100.00
450-000-715.015	Life Insurance	11.00	7.20	0.80	3.80	65.45
450-000-718.000	Retirement Benefits	1,143.00	814.34	88.16	328.66	71.25
450-000-724.000	Medical Insurance Opt Out	20.00	14.29	1.68	5.71	71.45
450-000-801.013	Professional Services - Attorney	500.00	0.00	0.00	500.00	0.00
450-000-801.030	Professional Services - Audit	92.00	66.78	0.00	25.22	72.59
450-000-910.000	Liability Insurance	372.00	362.21	0.00	9.79	97.37
450-000-910.010	Workers Comp Insurance	249.00	223.40	0.00	25.60	89.72
450-000-930.000	Repairs and Maintenance-Land & Building	1,000.00	1,463.00	0.00	(463.00)	146.30
450-000-930.015	Administrative Services - Accounting	0.00	116.25	0.00	(116.25)	100.00
450-000-930.050	Computer Services	50.00	29.52	0.00	20.48	59.04
450-000-940.000	Rentals - Equipment	1,500.00	1,233.55	0.00	266.45	82.24
450-000-956.000	Miscellaneous	600.00	146.89	0.00	453.11	24.48
TOTAL EXPENDITURES		44,900.00	34,329.74	2,922.12	10,570.26	76.46
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		54,650.00	54,887.77	15.68	(237.77)	100.44
TOTAL EXPENDITURES		44,900.00	34,329.74	2,922.12	10,570.26	76.46
NET OF REVENUES & EXPENDITURES		9,750.00	20,558.03	(2,906.44)	(10,808.03)	210.85

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2018 (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA								
Revenues								
494-000-402.030	Captured DDA-CITY	15,041.00		14,953.74	0.00		87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00		1,790.76	0.00		6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00		1,186.52	0.00		0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00		1,186.52	0.00		0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00		1,542.58	0.00		(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00		7,170.25	0.00		48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00		2,616.18	0.00		36.82	98.61
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00		313.28	0.00		3.72	98.83
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00		207.65	0.00		1.35	99.35
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00		207.65	0.00		1.35	99.35
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00		269.94	0.00		2.06	99.24
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00		1,254.35	0.00		18.65	98.53
494-000-569.000	Local Grants	5,600.00		5,672.00	0.00		(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00		69.84	6.10		(54.84)	465.60
494-000-694.000	Miscellaneous Revenue	1,500.00		318.00	5.00		1,182.00	21.20
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00		2,500.00	400.00		1,000.00	71.43
494-000-694.025	DDA - Sale of Merchandise	1,000.00		1,120.00	20.00		(120.00)	112.00
494-000-694.026	DDA - Special Event Revenues	1,000.00		1,050.00	0.00		(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00	0.00		400.00	0.00
TOTAL REVENUES		45,921.00		43,429.26	431.10		2,491.74	94.57
Expenditures								
494-000-703.000	Salaries/Wages - Full Time Employees	13,833.00		10,151.21	1,087.73		3,681.79	73.38
494-000-706.000	Wages - Part Time Employees	750.00		1,459.96	0.00		(709.96)	194.66
494-000-706.005	Wages - Part Time Seasonal Employees	0.00		10.00	0.00		(10.00)	100.00
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,040.00		783.76	72.54		256.24	75.36
494-000-715.010	Health Insurance Premiums	2,556.00		2,010.52	164.46		545.48	78.66
494-000-715.013	Health Insurance - HSA - Employer Paid	1,392.00		1,392.00	0.00		0.00	100.00
494-000-718.000	Retirement Benefits	0.00		5.83	0.00		(5.83)	100.00
494-000-775.000	Supplies - Repairs and Maintenance	1,000.00		798.34	0.00		201.66	79.83
494-000-801.013	Professional Services - Attorney	0.00		133.00	0.00		(133.00)	100.00
494-000-801.030	Professional Services - Audit	92.00		66.78	0.00		25.22	72.59
494-000-900.000	Printing and Publishing	2,500.00		1,075.15	109.79		1,424.85	43.01
494-000-910.000	Liability Insurance	479.00		466.41	0.00		12.59	97.37
494-000-910.010	Workers Comp Insurance	84.00		75.85	0.00		8.15	90.30
494-000-930.000	Repairs and Maintenance-Land & Building	500.00		240.00	0.00		260.00	48.00
494-000-930.050	Computer Services	50.00		30.35	0.00		19.65	60.70
494-000-940.000	Rentals - Equipment	250.00		129.70	0.00		120.30	51.88
494-000-956.000	Miscellaneous	0.00		558.31	180.00		(558.31)	100.00
494-000-956.021	Special Events	1,200.00		936.56	250.00		263.44	78.05
494-000-957.022	DDA Farmers Market Expense	700.00		403.50	0.00		296.50	57.64
494-000-957.025	DDA Christmas Ornament Costs	800.00		757.59	0.00		42.41	94.70
494-000-957.036	DDA Movies in the Park	2,200.00		2,374.50	0.00		(174.50)	107.93
494-000-960.000	Education & Training - Professional	100.00		150.00	0.00		(50.00)	150.00
494-000-962.000	Memberships & Dues	3,100.00		1,040.00	0.00		2,060.00	33.55
494-908-991.000	Principal Payment - Interfund Loans	11,436.00		8,577.00	953.00		2,859.00	75.00
494-908-995.000	Interest Payment - Interfund Loans	825.00		618.75	68.75		206.25	75.00
TOTAL EXPENDITURES		44,887.00		34,245.07	2,886.27		10,641.93	76.29

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
	TOTAL REVENUES	45,921.00	43,429.26	431.10	2,491.74	94.57
	TOTAL EXPENDITURES	44,887.00	34,245.07	2,886.27	10,641.93	76.29
	NET OF REVENUES & EXPENDITURES	1,034.00	9,184.19	(2,455.17)	(8,150.19)	888.22
	TOTAL REVENUES - ALL FUNDS	348,997.00	282,240.38	6,115.70	66,756.62	80.87
	TOTAL EXPENDITURES - ALL FUNDS	358,975.00	245,775.94	10,721.55	113,199.06	68.47
	NET OF REVENUES & EXPENDITURES	(9,978.00)	36,464.44	(4,605.85)	(46,442.44)	365.45

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	496.72	43.92	(496.72)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	50,625.00	5,625.00	16,875.00	75.00
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	183,923.35	5,668.92	64,502.65	74.04
Expenditures						
000	OPERATIONS	81,613.00	61,350.06	3,531.91	20,262.94	75.17
908	DEBT SERVICE	16,575.00	12,431.25	1,381.25	4,143.75	75.00
970	CAPITAL OUTLAY	171,000.00	103,419.82	0.00	67,580.18	60.48
TOTAL EXPENDITURES		269,188.00	177,201.13	4,913.16	91,986.87	65.83
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		248,426.00	183,923.35	5,668.92	64,502.65	74.04
TOTAL EXPENDITURES		269,188.00	177,201.13	4,913.16	91,986.87	65.83
NET OF REVENUES & EXPENDITURES		(20,762.00)	6,722.22	755.76	(27,484.22)	32.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	54,600.00	54,779.33	0.00	(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00	108.44	15.68	(58.44)	216.88
TOTAL REVENUES		54,650.00	54,887.77	15.68	(237.77)	100.44
Expenditures						
000	OPERATIONS	44,900.00	34,329.74	2,922.12	10,570.26	76.46
TOTAL EXPENDITURES		44,900.00	34,329.74	2,922.12	10,570.26	76.46
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		54,650.00	54,887.77	15.68	(237.77)	100.44
TOTAL EXPENDITURES		44,900.00	34,329.74	2,922.12	10,570.26	76.46
NET OF REVENUES & EXPENDITURES		9,750.00	20,558.03	(2,906.44)	(10,808.03)	210.85

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
494-000-402.030	Captured DDA-CITY	15,041.00	14,953.74	0.00	87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00	1,790.76	0.00	6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00	1,542.58	0.00	(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00	7,170.25	0.00	48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00	2,616.18	0.00	36.82	98.61
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00	313.28	0.00	3.72	98.83
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00	207.65	0.00	1.35	99.35
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00	207.65	0.00	1.35	99.35
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00	269.94	0.00	2.06	99.24
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00	1,254.35	0.00	18.65	98.53
494-000-569.000	Local Grants	5,600.00	5,672.00	0.00	(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00	69.84	6.10	(54.84)	465.60
494-000-694.000	Miscellaneous Revenue	1,500.00	318.00	5.00	1,182.00	21.20
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00	2,500.00	400.00	1,000.00	71.43
494-000-694.025	DDA - Sale of Merchandise	1,000.00	1,120.00	20.00	(120.00)	112.00
494-000-694.026	DDA - Special Event Revenues	1,000.00	1,050.00	0.00	(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00	0.00	0.00	400.00	0.00
TOTAL REVENUES		45,921.00	43,429.26	431.10	2,491.74	94.57
Expenditures						
000	OPERATIONS	32,626.00	25,049.32	1,864.52	7,576.68	76.78
908	DEBT SERVICE	12,261.00	9,195.75	1,021.75	3,065.25	75.00
TOTAL EXPENDITURES		44,887.00	34,245.07	2,886.27	10,641.93	76.29
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		45,921.00	43,429.26	431.10	2,491.74	94.57
TOTAL EXPENDITURES		44,887.00	34,245.07	2,886.27	10,641.93	76.29
NET OF REVENUES & EXPENDITURES		1,034.00	9,184.19	(2,455.17)	(8,150.19)	888.22
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		348,997.00	282,240.38	6,115.70	66,756.62	80.87
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		358,975.00	245,775.94	10,721.55	113,199.06	68.47
NET OF REVENUES & EXPENDITURES		(9,978.00)	36,464.44	(4,605.85)	(46,442.44)	365.45