

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Angela Ridgway
Cathy Green
Kevin Seckel
Justin Lakamper
Randy Wisnaski



Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
www.plainwell.org

“The Island City”

AGENDA

DDA/TIFA/BRA

City Hall Council Chambers

November 14, 2023 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –10/10/2023 and special Meeting 10/27/23 Minutes**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. RFQ Launch update
 - B. Accounts Payable for October of \$ 15,210.96
8. **DDA Action Items**
 - A. Match on Main Street Grant, \$25,000 through MEDC
 - B. Accounts Payable for October of \$ 2,501.50
9. **TIFA Action Items**
 - A. Accounts Payable for October of \$ 491.14
10. **Communications:** 09/25/2023 and 10/09/2023 Council Meeting Minutes. Also, the Financial Report/ Summary as of 10/31/2023
11. **Public Comments**
12. **Staff Comments:**

Events: Indoor Market, Shop Small Saturday, Tree Lighting, Parade, Shop the Merry Mile
Businesses coming soon: The Rabbit Boutiques, Opening Nov. 24
Grants: MEDC Site Readiness Grant for Industrial Park road/infrastructure
13. **Member Comments**
14. **Adjournment**

The Island City

Note: All public comment’s limited to two minutes, when recognized please rise and give your name and address.

The City of Plainwell equal-opportunity provider and employer

Minutes
Plainwell DDA, BRA, and TIFA:
October 10, 2023

1. Call to Order - Meeting called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Randy Wisnaski, Adam Hopkins, Nick Larabel, Paul Rizzo, Cathy Green, Kevin Seckel
Excused: Justin Lakamper, Jim Turley, Angela Ridgway
Approval of Minutes of 09/12/23: Minutes were approved to place on file.
4. General Public-None
5. Chairman's Report: None
6. BRA Action Items
 - A. Mill Updates were given by Siegel reporting that the Lead Abatement was starting up today, 10/10/23 with Taplin. The project is slated to take 25 days w/good weather.
 - B. **Motion to accept accounts payable for September of \$2,970.82 was made by Hopkins and seconded by Rizzo. All in favor vote. Motion carried.**
7. DDA Action Items
 - A. Discussion on the Public Hearing for 119 W. Bridge St. Commercial Rehabilitation Tax Certificate, on Monday, Oct. 23 at the City Council meeting.
 - B. Revolving loan update
 - C. **Motion to accept accounts payable with the change of moving the string lights to a different budget line item, for September of \$1,140.12 was made by Larabel and seconded by Wisnaski. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. Update on property- Siegel commented that the City closed on 10 Acres with Nobis.
 - B. **Motion to accept accounts payable for September of \$493.24 was made by Hopkins and seconded by Green. All in favor vote. Motion carried.**
9. Communications: 08/28/23 and 09/11/2023 Council Minutes. Also, the Financial Report/Summary as of 09/30/2023 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager Siegel reported:
Events: Pumpkins in the Park, Arts and Eats, prepping for Indoor Market and Ladies Night
Businesses opening soon: MI Grounds; Bloom mid-November opening
RFQ Launch: Mill vacant property RFQ set for Nov. 2, 2023 at 12 noon City Hall
Member Comments:
Hopkins inquired about Brooks Plaza and the spools on the plaza. Inquired about the plans for the space.
Rizzo – Asked about the owner of the Smoke Shop, did the owner purchase the building? Siegel informed Paul that the building was sold to the Smoke Shop owners.
Seckel – Asked for an update on the Social District
12. Adjournment: **A Motion to adjourn the meeting at 8:28 a.m. was made by Rizzo and seconded by Hopkins.**

Minutes
Plainwell DDA, BRA, and TIFA: Special Meeting
October 27, 2023

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Randy Wisnaski, Nick Larabel, Cathy Green, Justin Lakamper, Jim Turley
Excused: Angela Ridgway, Paul Rizzo, Kevin Seckel, Adam Hopkins
4. General Public-None
5. Chairman's Report: None

6. DDA Action Items
 - A. **Motion to approve the \$8,000 cost for work on the corral, parking spots, and tree removal in the northeast parking lot was made by Green and seconded by Wisnaski. All in favor vote. Motion carried.**

7. Public Comments: None
8. Staff Comments: None
9. Member Comments:
 - a. Larabel- update on wayfinding signs
 - b. Turley – update on Clark Gas station and new industrial businesses
10. Adjournment: **A Motion to adjourn the meeting at 8:50 a.m. was made by Larabel and seconded by Turley.**

Submitted by Denise Siegel, Community Development Manager

11/01/2023 05:08 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 10/01/2023 - 10/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	OCTOBER 2023 DENTAL/VISION	19.44	26518
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	OCTOBER 2023 HEALTH PREMIU	187.95	26521
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	EMPLOYEE LIFE INSURANCE OC	3.57	26520
243-443-931.000	LEAD INSPECTOR LABOR FOR FANALYTICAL TESTING & CONSULEAD PAINT ABATEMENT WORK			1,500.00	26543
243-443-931.000	LEAD INSPECTOR LABOR FOR FANALYTICAL TESTING & CONSULEAD PAINT ABATEMENT WORK			730.00	26543
243-443-931.000	LEAD INSPECTOR LABOR FOR FANALYTICAL TESTING & CONSULEAD PAINT ABATEMENT WORK			730.00	26543
243-443-931.000	LEAD INSPECTOR LABOR FOR FANALYTICAL TESTING & CONSULEAD PAINT ABATEMENT WORK			790.00	26543
243-443-931.000	LEAD INSPECTOR LABOR FOR FANALYTICAL TESTING & CONSULEAD PAINT ABATEMENT WORK			5,350.00	26543
243-443-931.000	INSTALL NOON WHISTLE	ESPER ELECTRIC	ADMIN - NOON WHISTLE INSTA	5,900.00	26545
		Total For Dept 443 PUBLIC		15,210.96	
		Total For Fund 243 BROWNFI		15,210.96	

11/01/2023 05:08 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 10/01/2023 - 10/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 243 BROWNFIELD REDEVE	15,210.96
----------------------------	-----------

15,210.96



City of Plainwell announces



THE MATCH ON MAIN ST. GRANT



Program Description

“Match on Main” is a **reimbursement grant** program, provided by the Michigan Economic Development Corporation, that serves as a tool to support new or expanding place-based businesses by providing **up to \$25,000** in funding to support an eligible small business through an application submitted, administered, and managed by the local unit of government, City of Plainwell/DDA.

The MEDC finds value in supporting place-based businesses located in certified **Redevelopment Ready Communities®** and Michigan Main Street districts, given the local capacity that has been built to support new and existing small businesses through the technical assistance, training and education communities gain by participating in these programs. The grant applicant, which is the local entity applying on behalf of the small business seeking grant support – must represent a community that is a certified Redevelopment Ready Community® or is a select or master level Michigan Main Street Community.

The focus of Match on Main is to support place-based businesses as they seek to launch and grow on main street. Small businesses are the cornerstone of what makes Michigan’s downtowns unique and authentic. This program aligns to the MEDC’s strategic focus areas, including the continued effort toward developing attractive places.





A few Facts on the Grant

It is a reimbursement grant up to \$25,000

Project can be part of a bigger project

There is a 10% Grant Match by the business

This is a competitive grant

The business may be profit or non-profit

Eligible Projects Examples

- Technical Assistance -design/conceptual drawings, floor plans, merchandise layout, construction drawings,
- Interior Building Renovations Including lighting, furniture, kitchen equipment etc.
- Outdoor Space Activation, including a dining area, beer garden, or place-based outdoor activation
- Working Capitol such as marketing needs & inventory expenses, website upgrades, operational changes, point of sale system, inventory expenses for retail goods.



Announcement - November 2023

Application Window Opens - Monday, Jan. 15, 2024

Application Window Closes - Monday, Feb. 23, 2024

Awards Announced - Week of April 1, 2024

Grant Agreements Executed - May/June 2024



Have a project you would like to submit?

For more information & to receive a grant application

Contact: Denise Siegel, Community Development Manager
dsiegel@plainwell.org or (269) 685-6821

The City can submit up to 2 projects
scoring of the projects

will be done by a utilizing a scoring matrix provided by MEDC



11/01/2023 05:09 PM
 User: BKELLEY
 DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 10/01/2023 - 10/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 000 OPERATIONS					
248-000-654.102	DDA - Ladies night sponsor	GRAND TRAVERSE RESORT	DDA - Ladies night sponsor	515.00	2497
Total For Dept 000 OPERATI				515.00	
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	OCTOBER 2023 DENTAL/VISION	25.93	26518
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	OCTOBER 2023 HEALTH PREMIU	330.52	26521
248-443-931.000	FALL WEED CONTROL DOWNTOWN	AAA LAWN CARE INC	FALL 2023 WEED CONTROL RN	331.12	26599
248-443-955.000	Unreceipted Credit	LUX REWARDS CASHBACK	Unreceipted Credit	(5.45)	2497
248-443-955.000	Unreceipted Charge	B&C TROPHY	Unreceipted Charge	3.00	2497
Total For Dept 443 PUBLIC				685.12	
Dept 775 SPECIAL EVENTS					
248-775-880.021	DDA - ladies night hand lc	AMAZON	DDA - ladies night hand lc	119.98	2497
248-775-880.021	Community Promotion - Spec	PLUMBER'S PORTABLE TOILETS	DDA - PORTABLE TOILET PUMF	120.00	26590
248-775-880.021	Community Promotion - Spec	HOME DEPOT	DPW - SNOW FENCE PUMPKINS	63.80	2486
248-775-880.021	Community Promotion - Spec	HOME DEPOT	DPW - SNOW FENCE PUMPKINS	127.60	2486
248-775-880.021	Community Promotion - Spec	COMPLETE TEAM OUTFITTER IN	DDA - LADIES NIGHT BAG PRI	250.00	26627
248-775-880.021	Community Promotion - Spec	WWM	DDA - ADVERTISING LOCAL TV	500.00	26631
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILETS	DDA - FARMERS MARKET PORTA	120.00	26563
Total For Dept 775 SPECIAI				1,301.38	
Total For Fund 248 DOWNTOW				2,501.50	

11/01/2023 05:09 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 10/01/2023 - 10/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 248 DOWNTOWN DEVELOPM	2,501.50
----------------------------	----------

2,501.50

11/01/2023 05:09 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 10/01/2023 - 10/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	OCTOBER 2023 DENTAL/VISION	50.69	26518
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	OCTOBER 2023 HEALTH PREMIU	438.69	26521
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	EMPLOYEE LIFE INSURANCE OC	1.76	26520
Total For Dept 443 PUBLIC				491.14	
Total For Fund 247 TAX INC				491.14	

11/01/2023 05:09 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 10/01/2023 - 10/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 247 TAX INCREMENT FIN	491.14
	<hr/>
	491.14

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2023 (ABNORMAL)	MONTH 10/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,507.00		6,507.18		0.00		(0.18)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,179.00		776.73		0.00		402.27	65.88
243-000-404.042	Captured Tax Real - BR - Capital Impr	529.00		529.49		0.00		(0.49)	100.09
243-000-404.043	Captured Tax Real - BR - Fire Reserve	529.00		529.49		0.00		(0.49)	100.09
243-000-404.044	Captured Tax Real - BR - Solid Waste	688.00		688.34		0.00		(0.34)	100.05
243-000-404.047	Captured Tax Real - DDA - School	16,242.00		4,944.08		0.00		11,297.92	30.44
243-000-404.048	Captured Tax Real - BR - County Taxes	3,679.00		2,733.28		0.00		945.72	74.29
243-000-413.060	Captured Tax Pers - City Tax	3,619.00		3,619.11		0.00		(0.11)	100.00
243-000-413.061	Captured Tax Pers - Library	656.00		432.00		0.00		224.00	65.85
243-000-413.062	Captured Tax Pers - Capital Improvement	295.00		294.50		0.00		0.50	99.83
243-000-413.063	Captured Tax Pers - Fire Reserve	295.00		294.50		0.00		0.50	99.83
243-000-413.064	Captured Tax Pers - Solid Waste	383.00		382.85		0.00		0.15	99.96
243-000-413.065	Captured Tax Pers - County Taxes	2,046.00		1,520.17		0.00		525.83	74.30
243-000-665.000	Interest Earnings - Investments	1,207.00		2,272.12		458.85		(1,065.12)	188.25
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		26,666.68		6,666.67		53,333.32	33.33
TOTAL REVENUES		117,854.00		52,190.52		7,125.52		65,663.48	44.28
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	43,424.00		14,256.70		3,435.34		29,167.30	32.83
243-443-704.001	Wages - Part Time Employees	2,440.00		2,211.39		408.33		228.61	90.63
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,380.00		1,269.82		298.67		2,110.18	37.57
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	360.00		448.28		148.75		(88.28)	124.52
243-443-716.000	Retirement - Defined Contribution 401a	3,969.00		344.99		72.56		3,624.01	8.69
243-443-718.001	Health Insurance Premiums - Current EE	6,020.00		569.37		148.74		5,450.63	9.46
243-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00		221.75		61.94		1,938.25	10.27
243-443-723.001	Retiree Health Care - OPEB	29.00		9.52		2.38		19.48	32.83
243-443-725.001	Fringe Benefit - Life Insurance	42.00		14.29		3.57		27.71	34.02
243-443-725.010	Workers Comp Insurance	217.00		162.39		0.00		54.61	74.83
243-443-767.000	Clothing - Uniforms	99.00		0.00		0.00		99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	0.00		132.93		0.00		(132.93)	100.00
243-443-801.000	Professional Services - Engineering	8,000.00		0.00		0.00		8,000.00	0.00
243-443-801.013	Professional Services - Attorney	1,000.00		861.00		0.00		139.00	86.10
243-443-801.030	Professional Services - Auditor	374.00		0.00		0.00		374.00	0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,486.00		17,438.79		0.00		10,047.21	63.45
243-443-931.000	Outside Services (RMLB)	20,310.00		33,519.95		9,000.00		(13,209.95)	165.04
243-443-935.001	Property Liability Insurance	6,958.00		6,428.35		0.00		529.65	92.39
243-443-940.000	Rentals - Equipment	3,600.00		3,387.30		549.49		212.70	94.09
243-443-948.000	Computer Services	0.00		6.93		0.00		(6.93)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,536.00		5,178.64		1,294.66		10,357.36	33.33
243-905-993.001	Debt Service - Interest - Interfund Loan	1,089.00		362.88		90.72		726.12	33.32
TOTAL EXPENDITURES		146,493.00		86,825.27		15,515.15		59,667.73	59.27
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		117,854.00		52,190.52		7,125.52		65,663.48	44.28
TOTAL EXPENDITURES		146,493.00		86,825.27		15,515.15		59,667.73	59.27
NET OF REVENUES & EXPENDITURES		(28,639.00)		(34,634.75)		(8,389.63)		5,995.75	120.94

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2023	MONTH 10/31/2023	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	8,132.00	8,131.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	1,472.00	970.15	0.00	501.85	65.91
247-000-404.042	Captured Tax Real - BR - Capital Impr	661.00	661.48	0.00	(0.48)	100.07
247-000-404.043	Captured Tax Real - BR - Fire Reserve	661.00	661.48	0.00	(0.48)	100.07
247-000-404.044	Captured Tax Real - BR - Solid Waste	860.00	859.88	0.00	0.12	99.99
247-000-404.048	Captured Tax Real - BR - County Taxes	4,595.00	3,415.34	0.00	1,179.66	74.33
247-000-583.000	Local Grants	104,593.00	95,453.50	95,453.50	9,139.50	91.26
247-000-665.000	Interest Earnings - Investments	3,330.00	1,314.47	323.05	2,015.53	39.47
TOTAL REVENUES		124,304.00	111,468.12	95,776.55	12,835.88	89.67
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	50,485.00	15,996.61	3,941.00	34,488.39	31.69
247-443-704.001	Wages - Part Time Employees	469.00	116.99	39.09	352.01	24.94
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,791.00	1,192.43	294.48	2,598.57	31.45
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	335.49	111.23	519.51	39.24
247-443-716.000	Retirement - Defined Contribution 401a	2,732.00	517.57	122.14	2,214.43	18.94
247-443-718.001	Health Insurance Premiums - Current EE	6,847.00	1,430.35	369.07	5,416.65	20.89
247-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	406.83	113.89	1,753.17	18.83
247-443-725.001	Fringe Benefit - Life Insurance	21.00	7.02	1.76	13.98	33.43
247-443-725.010	Workers Comp Insurance	247.00	184.83	0.00	62.17	74.83
247-443-775.000	Supplies - Repairs and Maintenance	3,600.00	5.59	0.00	3,594.41	0.16
247-443-801.013	Professional Services - Attorney	1,000.00	0.00	0.00	1,000.00	0.00
247-443-801.030	Professional Services - Auditor	71.00	0.00	0.00	71.00	0.00
247-443-931.000	Outside Services (RMLB)	500.00	0.00	0.00	500.00	0.00
247-443-935.001	Property Liability Insurance	146.00	134.88	0.00	11.12	92.38
247-443-940.000	Rentals - Equipment	1,500.00	697.88	76.76	802.12	46.53
247-443-948.000	Computer Services	0.00	6.93	0.00	(6.93)	100.00
TOTAL EXPENDITURES		74,424.00	21,033.40	5,069.42	53,390.60	28.26
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	111,468.12	95,776.55	12,835.88	89.67
TOTAL EXPENDITURES		74,424.00	21,033.40	5,069.42	53,390.60	28.26
NET OF REVENUES & EXPENDITURES		49,880.00	90,434.72	90,707.13	(40,554.72)	181.30

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2023 (ABNORMAL)	MONTH 10/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
248-000-404.030	Captured Tax Real - DDA - City Tax	34,222.00		34,221.56		0.00		0.44	100.00
248-000-404.031	Captured Tax Real - DDA - Library	6,200.00		4,084.53		0.00	2,115.47		65.88
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,784.00		2,784.42		0.00	(0.42)		100.02
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,784.00		2,784.42		0.00	(0.42)		100.02
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,620.00		3,619.78		0.00	0.22		99.99
248-000-404.045	Captured Tax Real - DDA - County Taxes	19,347.00		14,374.21		0.00	4,972.79		74.30
248-000-413.060	Captured Tax Pers - City Tax	1,838.00		1,837.77		0.00	0.23		99.99
248-000-413.061	Captured Tax Pers - Library	333.00		219.30		0.00	113.70		65.86
248-000-413.062	Captured Tax Pers - Capital Improvement	150.00		149.55		0.00	0.45		99.70
248-000-413.063	Captured Tax Pers - Fire Reserve	150.00		149.55		0.00	0.45		99.70
248-000-413.064	Captured Tax Pers - Solid Waste	194.00		194.41		0.00	(0.41)		100.21
248-000-413.065	Captured Tax Pers - County Taxes	1,038.00		771.90		0.00	266.10		74.36
248-000-583.000	Local Grants	7,752.00		7,446.80		7,446.80	305.20		96.06
248-000-654.001	Charges for Service - Farmers Market Fee	4,225.00		1,815.70		230.00	2,409.30		42.98
248-000-654.102	Special Event Revenues - DDA	1,625.00		635.00		185.00	990.00		39.08
248-000-665.000	Interest Earnings - Investments	1,484.00		1,193.47		264.02	290.53		80.42
TOTAL REVENUES		87,746.00		76,282.37		8,125.82	11,463.63		86.94
Expenditures									
248-443-703.000	Salaries/Wages - Full Time Employees	18,163.00		5,589.60		1,398.27	12,573.40		30.77
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,312.00		384.46		94.70	927.54		29.30
248-443-718.001	Health Insurance Premiums - Current EE	3,264.00		1,063.58		271.96	2,200.42		32.59
248-443-718.013	Health Insurance - HSA - Employer Paid	792.00		211.60		60.30	580.40		26.72
248-443-725.010	Workers Comp Insurance	41.00		30.68		0.00	10.32		74.83
248-443-775.000	Supplies - Repairs and Maintenance	100.00		114.13		0.00	(14.13)		114.13
248-443-801.030	Professional Services - Auditor	71.00		0.00		0.00	71.00		0.00
248-443-851.000	Postage	100.00		2.94		0.00	97.06		2.94
248-443-900.000	Printing and Publishing	1,800.00		0.00		0.00	1,800.00		0.00
248-443-931.000	Outside Services (RMLB)	1,498.00		1,249.12		331.12	248.88		83.39
248-443-935.001	Property Liability Insurance	225.00		207.87		0.00	17.13		92.39
248-443-948.000	Computer Services	50.00		6.93		0.00	43.07		13.86
248-443-955.000	Miscellaneous Expense	400.00		70.05		(2.45)	329.95		17.51
248-443-960.000	Education & Training - Professional	200.00		0.00		0.00	200.00		0.00
248-443-962.000	Memberships & Dues	700.00		217.09		0.00	482.91		31.01
248-775-880.021	Community Promotion - Special Events	4,250.00		1,513.83		1,181.38	2,736.17		35.62
248-775-881.022	Farmers Market Costs - DDA	1,010.00		603.80		120.00	406.20		59.78
248-900-971.000	Capital Purchase	7,500.00		0.00		0.00	7,500.00		0.00
TOTAL EXPENDITURES		41,476.00		11,265.68		3,455.28	30,210.32		27.16
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		76,282.37		8,125.82	11,463.63		86.94
TOTAL EXPENDITURES		41,476.00		11,265.68		3,455.28	30,210.32		27.16
NET OF REVENUES & EXPENDITURES		46,270.00		65,016.69		4,670.54	(18,746.69)		140.52

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2023 (ABNORMAL)	MONTH 10/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
TOTAL REVENUES - ALL FUNDS		329,904.00		239,941.01		111,027.89		89,962.99	72.73
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		119,124.35		24,039.85		143,268.65	45.40
NET OF REVENUES & EXPENDITURES		67,511.00		120,816.66		86,988.04		(53,305.66)	178.96

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2023	MONTH 10/31/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,647.00	23,251.72	0.00	13,395.28	63.45
D08	D08 - Interest and rentals	1,207.00	2,272.12	458.85	(1,065.12)	188.25
F40.05	F40.05 - Other financing, Transfer In	80,000.00	26,666.68	6,666.67	53,333.32	33.33
TOTAL REVENUES		117,854.00	52,190.52	7,125.52	65,663.48	44.28
Expenditures						
443	PUBLIC WORKS	129,868.00	81,283.75	14,129.77	48,584.25	62.59
905	DEBT SERVICE	16,625.00	5,541.52	1,385.38	11,083.48	33.33
TOTAL EXPENDITURES		146,493.00	86,825.27	15,515.15	59,667.73	59.27
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	52,190.52	7,125.52	65,663.48	44.28
TOTAL EXPENDITURES		146,493.00	86,825.27	15,515.15	59,667.73	59.27
NET OF REVENUES & EXPENDITURES		(28,639.00)	(34,634.75)	(8,389.63)	5,995.75	120.94

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2023 (ABNORMAL)	MONTH 10/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	16,381.00		14,700.15		0.00		1,680.85	89.74
D08	D08 - Interest and rentals	3,330.00		1,314.47		323.05		2,015.53	39.47
D04	D04 - State grants	104,593.00		95,453.50		95,453.50		9,139.50	91.26
TOTAL REVENUES		124,304.00		111,468.12		95,776.55		12,835.88	89.67
Expenditures									
443	PUBLIC WORKS	74,424.00		21,033.40		5,069.42		53,390.60	28.26
TOTAL EXPENDITURES		74,424.00		21,033.40		5,069.42		53,390.60	28.26
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		124,304.00		111,468.12		95,776.55		12,835.88	89.67
TOTAL EXPENDITURES		74,424.00		21,033.40		5,069.42		53,390.60	28.26
NET OF REVENUES & EXPENDITURES		49,880.00		90,434.72		90,707.13		(40,554.72)	181.30

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	10/31/2023 (ABNORMAL)	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL	ABNORMAL	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	72,660.00		65,191.40		0.00		7,468.60	89.72
D08	D08 - Interest and rentals	1,484.00		1,193.47		264.02		290.53	80.42
D04	D04 - State grants	7,752.00		7,446.80		7,446.80		305.20	96.06
D06	D06 - Charges for services	5,850.00		2,450.70		415.00		3,399.30	41.89
TOTAL REVENUES		87,746.00		76,282.37		8,125.82		11,463.63	86.94
Expenditures									
443	PUBLIC WORKS	28,716.00		9,148.05		2,153.90		19,567.95	31.86
775	SPECIAL EVENTS	5,260.00		2,117.63		1,301.38		3,142.37	40.26
900	CAPITAL OUTLAY	7,500.00		0.00		0.00		7,500.00	0.00
TOTAL EXPENDITURES		41,476.00		11,265.68		3,455.28		30,210.32	27.16
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		76,282.37		8,125.82		11,463.63	86.94
TOTAL EXPENDITURES		41,476.00		11,265.68		3,455.28		30,210.32	27.16
NET OF REVENUES & EXPENDITURES		46,270.00		65,016.69		4,670.54		(18,746.69)	140.52
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		329,904.00		239,941.01		111,027.89		89,962.99	72.73
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		119,124.35		24,039.85		143,268.65	45.40
NET OF REVENUES & EXPENDITURES		67,511.00		120,816.66		86,988.04		(53,305.66)	178.96

AGENDA ITEMS

7. **BRA Action Items:**

A. Recommended Action: Discussion/Update on RFQ launch

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for October in the amount of \$

8. **DDA Action Items:**

A. Recommended Action: Discussion/Announcement of Match on Main St. Grant

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for October in the amount of \$

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for October in the amount of \$

A reminder of Upcoming Meetings/Events:

- November 15, 2023 – Planning Commission 6:30 p.m. / Council Chambers
- November 16, 2023 - Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- November 23 & 24, 2023 – Office Closed for Thanksgiving
- November 25, 2023 – Shop Small Saturday/Indoor Market
- November 27, 2023 -- City Council Meeting at 7:00 p.m./ Council Chambers

The Island City

Note: All public comment's limited to two minutes, when recognized please rise and give your name and address.

The City of Plainwell equal-opportunity provider and employer