

# City of Plainwell

Nick Larabel  
Paul Rizzo  
EJ Hart  
David O'Bryant  
Adam Hopkins  
Jim Turley  
Angela Ridgway  
Erik Wilson  
Randy Wisnaski



Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
[www.plainwell.org](http://www.plainwell.org)

“The Island City”

---

**AGENDA**  
**DDA/TIFA/BRA**  
**City Hall Council Chambers**  
**October 11, 2022 7:30 AM**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 09/13/2022 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
  - A. Update on Mill Property
  - B. Accounts Payable for September of \$3,184.33
8. **DDA Action Items**
  - A. Revolving Loan Quarterly Report
  - B. Accounts Payable for September of \$1,090.39
9. **TIFA Action Items**
  - A. Update on property
  - B. Accounts Payable for September of \$779.99
10. **Communications:** 08/22/22 & 09/12/2022 Council Minutes. Also, the Financial Report/Summary as of 09/30/2022
11. **Public Comments**
12. **Staff Comments:**

*Events:* Farmers’ Market last day is Thursday; Pumpkins in the Park, Art & Eats  
*Businesses:* Nothing new to report  
*Projects:* Sound System ordered for Hick’s Park, EDA Grant, Rental Rehab grant underway
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:  
**September 13, 2022**

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, EJ Hart, David O’Bryant, Nick Larabel, Paul Rizzo, Adam Hopkins, Erik Wilson, Angela Ridgway  
**Excused:** Jim Turley  
Approval of Minutes of 08/09/22: Minutes were approved to place on file.
4. Chairman’s Report: None
5. BRA Action Items
  - A. Mill update by Wilson, City Manager – EGLE granted an extension on remaining funds; Holding back liquidated damages from Melching for items not completed on punch list. Building #2 brick issues.
  - B. Motion to accept accounts payable for August of \$24,069.05 was made by Rizo and seconded by Wisnaski. All in favor vote. Motion carried.**
6. DDA Action Items
  - A. Sign Ordinance revisions presented; O’Bryant left the meeting. **A motion to accept the revisions for the Sign Ordinance was made by Ridgway and seconded by Hart. All in favor vote. Motion Carried**
  - B. **Sound System/Holiday Decorations – A motion was made by Hart and seconded by Larabel to present BC Sound quote to City Council for sound system in Hicks Park. All in favor vote. Motion carried.**
  - C. Announcement regarding the Match on Main Street funds would be available to our community on October 3, 2022.
  - D. **Motion to accept accounts payable for August of \$549.66 was made by Larabel and seconded by Wilson. All in favor vote. Motion carried.**
  - E. **Special Guest: Director of Public Safety, Kevin Callahan**
7. TIFA Action Items
  - A. Update of Industrial Park Property – nothing new to report
  - B. Motion to accept accounts payable for August of \$786.53 was made Wisnaski and seconded by Hopkins. All in favor vote. Motion carried.**
9. Communications: 07/25/22 and 08/08/2022 Council Minutes. Also, the Financial Report/Summary as of 8/30/2022 were approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:  
*Events:* Farmers’ Market – prepping for Indoors  
*Businesses:* Bridge St. Deli is selling; Highland Ridge Closing  
Erik Wilson, City Manager reported:

*Business/ Property* - city now has key to Clark Gas Station; discussion with Ridderman to pump out tanks; Owner is trying to sell the property; Moving forward on enforcement. William Crispe updates building is back in City possession.

12. Member Comments: - None
13. Adjournment: **A Motion to adjourn the meeting at 8:56 a.m. was made by Rizzo and seconded by Hart.**

Submitted by Denise Siegel, Community Development Manager

DRAFT

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 POST DATES 09/01/2022 - 09/30/2022  
 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 - Curr	COPS HEALTH TRUST	SEPTEMBER 2022 DENTAL & VISION INSURANC	35.82	19151
243-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	SEPTEMBER 2022 HEALTH INSURANCE PREMIUM	739.68	19153
243-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	SEPTEMBER 2022 LIFE INSURANCE PREMIUMS	3.60	19152
243-443-767.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICE	DPW - RUGS AND UNIFORMS	0.28	19193
243-443-767.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICE	DPW - UNIFORMS AND RUGS	0.28	25024
243-443-767.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICE	DPW - RUGS AND UNIFORMS	0.28	25024
243-443-775.000	Supplies - Repairs and Maintenanc	HOME DEPOT	DPW - MILL WINDOWS AS	271.95	2008
243-443-775.000	Supplies - Repairs and Maintenanc	HOME DEPOT	DPW - MILL WINDOWS AS	174.01	2008
243-443-775.000	Supplies - Repairs and Maintenanc	HOME DEPOT	DPW - MILL WINDOWS AS	285.63	2008
243-443-775.000	Supplies - Repairs and Maintenanc	PLAINWELL ACE HARDWARE	DPW - MILL WINDOW COVER AB	29.94	25059
243-443-775.000	Supplies - Repairs and Maintenanc	PLAINWELL ACE HARDWARE	DPW - MILL WINDOWS AB	30.36	25102
Total For Dept 443 PUBLIC WORKS				1,571.83	
Dept 900 CAPITAL OUTLAY					
243-900-972.000-2020-00001	Contracted Services	HOPKINS BURNS DESIGN STUDI	BRA - PHASE 2 DEMO OVERSIGHT THROUGH MF	1,612.50	19194
Total For Dept 900 CAPITAL OUTLAY				1,612.50	
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY I				3,184.33	

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

Fund Totals:

Fund 243 BROWNFIELD REDI	3,184.33
--------------------------	----------

Total For All Funds:	<u>3,184.33</u>
----------------------	-----------------

CITY OF PLAINWELL  
 OUTSTANDING REVOLVING LOANS  
 AS OF September 30, 2022

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
Joe's Pizza	10,000.00	14-Jan-2009	Paid in Full	9/30/2013	10,000.00	250.18	-	-	-	9/30/2013	
CPR Properties 2009	2,916.00	3-Feb-2009	Paid in Full	3/18/2013	2,916.00	70.93	-	-	-	3/18/2013	
Fran Bradshaw	3,084.00	6-Feb-2009	Paid in Full	10/25/2010	3,084.00	36.04	-	-	-	10/25/2010	
Island City Tea & Spice	5,000.00	9-Jul-2009	Paid in Full	5/1/2012	5,000.00	83.45	-	-	-	5/1/2012	
Heaven's Petals	2,294.00	1-Apr-2010	Paid in Full	1/3/2011	2,294.00	15.76	-	-	-	1/3/2011	
Island City Computers	5,000.00	3-Jun-2012	Written Off	9/11/2019	2,306.95	142.98	2,693.05	1,753	-	9/11/2019	- Business folded - small assets retained sold 09/11/2019 - wrote off remaining balance
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	Paid in Full	12/5/2018	7,000.00	177.90	-	-	-	12/5/2018	
Total Property Management	10,000.00	7-Jun-2013	Paid in Full	6/4/2018	10,000.00	254.73	-	-	-	6/4/2018	
101 S. Main St.	10,000.00	1-Oct-2013	Paid in Full	3/24/2021	10,000.00	308.06	-	-	-	3/24/2021	
Onalee Boettcher	8,452.37	14-Oct-2015	Paid in Full	1/7/2019	8,452.37	185.02	-	-	-	1/7/2019	
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	Paid in Full	4/13/2018	8,000.00	147.18	-	-	-	4/13/2018	
RWEats Healthy Living LLC	10,000.00	19-May-2016	Paid in Full	4/13/2018	10,000.00	153.15	-	-	-	4/13/2018	
Barbara Taylor Bechtel	10,000.00	12-Jan-2017	Paid in Full	7/27/2020	10,000.00	232.53	-	-	-	7/27/2020	
John Roggow	10,000.00	12-Dec-2017	Ahead	9/7/2022	9,655.41	251.21	-	-	344.59		
James Turley	10,000.00	1-Jun-2018	Paid in Full	7/8/2020	10,000.00	170.55	-	-	-	7/8/2020	
Plainwell Bridge & Main LLC	10,000.00	23-Aug-2019	Late	8/31/2022	6,176.75	214.29	-	7	3,823.25		
Adam & Rachel Hopkins	10,000.00	10-Sep-2020	Ahead	9/7/2022	3,942.86	161.14	-	-	6,057.14		
Eric & Susan Luthy	15,000.00	28-Apr-2022	Current	9/13/2022	1,226.81	55.24	-	-	13,773.19		
Barbed Wire Café	10,000.00	13-May-2022	Ahead	9/12/2022	2,469.63	30.37	-	-	7,530.37		
Jennifer DeYoung	14,000.00	7-Jun-2022	Current	9/7/2022	683.21	34.72	-	-	13,316.79		
									44,845.33		
<b>Loans from G01 Grant</b>									16,607.30		= Cash on hand at 09/30/2022
<b>All others in G03 Grant</b>									61,452.63		

**NEW LOAN INFORMATION**

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATIO N DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
No new loans this quarter																			

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 POST DATES 09/01/2022 - 09/30/2022  
 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 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums - Curr	COPS HEALTH TRUST	SEPTEMBER 2022 DENTAL & VISION INSURANC	27.95	19151
248-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	SEPTEMBER 2022 HEALTH INSURANCE PREMIUM	305.89	19153
248-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	SEPTEMBER 2022 LIFE INSURANCE PREMIUMS	0.05	19152
248-443-931.000	Outside Services (RMLB)	PREMIERE PRINTING CORP.	DDA - PLAINWELL MAP BROCHURE 500 QUANTI	259.00	19177
Total For Dept 443 PUBLIC WORKS				592.89	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Portable restroom Monday Night c	PLUMMERS DISPOSAL	Portable restroom Monday Night concerts	135.00	2009
248-775-880.021	Promotional tote bags Ladies Nig	AMZN MKTP US	Promotional tote bags Ladies Night	332.50	2009
248-775-881.022	Farmers market sponsorship	LOCALHARVEST	Farmers market sponsorship	30.00	2009
Total For Dept 775 SPECIAL EVENTS				497.50	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				1,090.39	

10/06/2022 03:48 PM

User: JULIE

DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
POST DATES 09/01/2022 - 09/30/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 2/2

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

---

Fund Totals:

Fund 248 DOWNTOWN DEVELC	1,090.39
--------------------------	----------

Total For All Funds:	<u>1,090.39</u>
----------------------	-----------------



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 - Curr	COPS HEALTH TRUST	SEPTEMBER 2022 DENTAL & VISION INSURANC	49.59	19151
247-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	SEPTEMBER 2022 HEALTH INSURANCE PREMIUM	728.70	19153
247-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	SEPTEMBER 2022 LIFE INSURANCE PREMIUMS	1.70	19152
Total For Dept 443 PUBLIC WORKS				779.99	
Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY FUNI				779.99	

10/06/2022 03:54 PM  
User: JULIE  
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
POST DATES 09/01/2022 - 09/30/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

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

---

Fund Totals:

Fund 247 TAX INCREMENT I	779.99
--------------------------	--------

Total For All Funds:	<u>779.99</u>
----------------------	---------------

MINUTES  
Plainwell City Council  
August 22, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Ken Fritz of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney, and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 08/08/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler reported that Vivian Warnement's funeral would be held Friday at 11am at St. Margaret's, with a 10am visitation.  
Director Callahan provided an update on Public Safety Officer Jeff Welcher's son.  
Mayor Keeler asked everyone to keep the Warnement family and the Welcher family in their prayers.
10. Recommendations and Reports:
  - A. Superintendent Nieuwenhuis reported that the salt truck was currently functional but would likely need repairs soon. The truck uses a conveyor belt system that has been adjusted as much as possible, and without repair or replacement, the system may fail during the winter.  
**A motion by Overhuel, seconded by Keeney, to approve a contract with Truck and Trailer Specialties in the amount of \$10,596.00. On a roll call vote, all voted in favor. Motion passed.**
  - B. Community Development Manager Siegel reported that the Michigan Economic Development Corporation required certain policies to be in place for any community using Community Development Block Grant funds. This policy addresses requirements for contracts covered by Section 3 of the Housing and Urban Development Act of 1968.  
**A motion by Steele, seconded by Wisnaski, to approve the Economic Opportunities Policy for Section 3 Covered Contracts. On a roll call vote, all voted in favor. Motion passed.**
  - C. Clerk Fenger reported that the proposed Purchasing Policy had not changed substantially from the draft presented during the first read. Staff has reviewed the proposed policy after the first read and had no further changes to recommend.

The City of Plainwell is an equal opportunity employer and provider

**A motion by Keeney, seconded by Wisnaski, to approve the amended Purchasing Policy as presented. On a roll call vote, all voted in favor. Motion passed.**

D. Clerk Fenger reported on the changes made to the Council Chambers Rental Policy made after the first read to address questions and concerns brought up by various Councilmembers. The policy addresses rental requests outside of business hours, along with providing access to the building and the expectations for behavior before, during, and after the rental.

**A motion by Steele, seconded by Overhuel, to approve the Council Chambers Rental Policy. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the July 2022 DPS Report, the July 2022 WR Report, the draft 8/9/2022 DDA/BRA/TIFA minutes and the draft 8/11/2022 Parks & Trees minutes. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$645,085.36 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Treasurer Kelley reported that he was wrapping up summer tax collection and preparing for winter tax collection, as well as preparing for the annual audit and working with Personnel Manager Lamorandier on training.

Superintendent Nieuwenhuis reported the Walnut Woods paving project was going well, and provided an expected timeline of the project. He noted that the crew performing the water service material inspection had completed the easy locations and moved on to the locations in concrete or asphalt.

Personnel Manager Lamorandier reported continued work on cleaning, moving, and training.

Community Development Manager Siegel reported there was a meeting scheduled for the following week between City personnel and the owners of the Warnement building to further discuss plans for the building. She also noted that the Master Plan community workshop went well.

Director Callahan reported the director's car was listed for sale, and sealed bids were being accepted at the Department of Public Safety until September 2<sup>nd</sup>. The sealed bids will be opened at 4:45pm on September 2<sup>nd</sup>. He also noted a new on-call fire fighter had been hired, and would be meeting the Council as soon as his schedule would allow. He noted that the first round of training with the active violence incident shields had been completed, and a second round was scheduled. He also reported that the SRT grant for body cameras was in the final stages, and once the paperwork was completed, he would be ordering the cameras.

Clerk Fenger reported that the County had released the notes from the August 2, 2022 Primary Election, and had remarked "Good Job" with no other issues for both the City's precinct and absent voter counting board. She thanked all the election workers for their help with running an outstanding election.

Manager Wilson reported that the LARA representative had confirmed there was still gas in the tanks at the Clark Station. He noted that he was working with Ridderman Oil to remove the gas, and would be sending a courtesy letter to the station owners alerting them of the City's plans. Manager Wilson reported potentially good news on the ARPA funding for the Old Orchard project, with more information coming soon, and that the Walnut Woods project was going well. He noted that the storm drain was being upgraded during the paving project, and that Superintendent Nieuwenhuis was doing a great job managing the project.

Judy Shoemaker, city resident, noted that there would be a memorial for Jerry Shoemaker on August 5<sup>th</sup> and invited everyone to attend. She also told a story about Jerry and his friend, Paul Warnement, shooting rats along the river when they were young, until one day Jerry fell in. He and Paul made a pact not to tell Jerry's mother, and thought they had gotten away with it, until Mrs. Warnement, Paul's mother, stopped Jerry's mother and asked how Paul was doing after his fall into the river.

15. Council Comments:

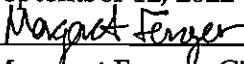
Councilmember Steele offered prayers to the Welcher family and stated that she was sorry to hear about Vivian's passing. She reminded everyone that music in the band shell was happening tonight and encouraged everyone to attend.

Director Callahan reminded everyone that the County would be starting to mill and fill on 102<sup>nd</sup> Ave from 11<sup>th</sup> to 16<sup>th</sup> Street and 102<sup>nd</sup> Ave would be down to 1 lane starting Wednesday.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:45 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Margaret Fenger  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
September 12, 2022  
  
\_\_\_\_\_  
Margaret Fenger, City Clerk

**MINUTES**  
**Plainwell City Council**  
**September 12, 2022**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Scott Fenner of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, and Councilmember Wisnaski. Absent: Keeney.  
**A motion by Steele, seconded by Overhuel, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.**
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 08/22/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: William Geresy, 543 6<sup>th</sup> St, spoke on a potential model train museum and how it would help the City of Plainwell and proposed a meeting between the model train owner and the City of Plainwell.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler offered to have Allegan County Clerk/Register Bob Genetski present his report under the Mayor's Report.  
Clerk/Register Genetski presented the annual report and provided an update on the Clerk and Register of Deeds offices. He also recognized the City of Plainwell Election Inspectors and thanked them for their work.
10. Recommendations and Reports:
  - A. Clerk Fenger and Finance Director/Treasurer Kelley introduced the Election Inspectors and spoke regarding the work they do each year for the City. They presented certificates to all the inspectors and thanked them for the wonderful job they do.
  - B. Manager Wilson reported that a zoning variance request had been submitted for the proposed Holiday Inn Express located at 371 12<sup>th</sup> St, Parcel A. The zoning ordinance allows for 3 stories but Holiday Inn Express is normally 4 stories. The hearing would be set for October 10 at 7pm.  
**A motion by Steele, seconded by Overhuel, to set a public hearing for 7:00pm on October 10, 2022 to receive comments regarding a zoning variance request for 371 12<sup>th</sup> St Parcel A. On a voice vote, all voted in favor. Motion passed.**

- C. Manager Wilson reported that the proposed policy was part of the requirements for using Community Development Block Grant funding. He noted the policy would affect only the projects using CDBG funding.  
**A motion by Wisnaski, seconded by Steele, to approve the policy regarding residential displacement and relocation. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Pond reported on the need to monitor the process in the anerobic digesters, and explained the need for the emergency purchase due to the length of time it would take to get new parts. These level detectors allow accurate readings, and being unable to accurately read the levels in the digesters would be a safety issue.  
**A motion by Overhuel, seconded by Wisnaski, to confirm an emergency purchase from Oudbier Instrument Co. to install, service and calibrate the level detectors for the anerobic digesters in the amount of \$8,400.00. On a roll call vote, all voted in favor. Motion passed.**
- E. Superintendent Pond reported the current boiler heat exchanger sludge tubes had been installed in 2005 and had buildup accumulate over the years that stopped the heat transfer from working. The company that installed the tubes informed him that there was no way to clean them, and the only way to address the issue was to replace the tubes. He noted that he had saved certain spare parts from the first installation which saved approximately \$700 on the installation cost because those parts could be used now.  
**A motion by Wisnaski, seconded by Steele, to approve a contract with Evoqua for the purchase of 12 new tubes and freight in the amount of \$9,702.36. On a roll call vote, all voted in favor. Motion passed.**
- F. Personnel Manager Lamorandier reported on the changes made to the job descriptions to accurately reflect the staffing changes. With her retirement, duties were being moved to other roles, so the Personnel Manager position was becoming the Personnel Coordinator position, and the Treasurer position was becoming the Finance Director/Treasurer position.  
**A motion by Steele, seconded by Overhuel, to approve the amended job descriptions in the Administration Department. On a voice vote, all voted in favor. Motion passed.**
- G. Clerk Fenger reported that she had worked with Personnel Manager Lamorandier, Finance Director/Treasurer Kelley, and Personnel Coordinator Kersten to create the new employee recognition policy that offered a single day off for each milestone instead of logo-wear pieces for each milestone. Personnel Manager Lamorandier noted that as more departments started wearing logos on their every-day work clothes, offering the logo-wear as an award had less appeal. Clerk Fenger noted that the policy had been brought as a first read, so no action was required at this time.  
Councilmember Steele proposed voting on the policy now since none of the Councilmembers had any changes they wished to make to the policy.  
**A motion by Steele, seconded by Wisnaski, to approve the employee recognition policy as presented. On a voice vote, all voted in favor. Motion passed.**
- H. Clerk Fenger reported that the current office phones were not supported by any vendor and had not been for several years. She reported seeking quotes from 5 vendors, however 2 responded. Moss was the closest vendor, and had offered to reduce their installation fee from \$3,250 to \$1,500. She noted

that this was a 37 month contract, with 1 month free from Moss, and this contract would decrease the monthly bill for the office phones by approximately \$80. Clerk Fenger noted that the contract cost included the monthly bill that the city already budgeted for, as well as the installation and other upfront cost. She also reported that this phone system upgrade would allow departments to transfer calls between buildings which is not currently possible with the existing system.

**A motion by Wisnaski, seconded by Overhuel, to approve a contract with Moss to upgrade the city office phone system to a leased, managed system in the amount of \$25,811.70. On a roll call vote, all voted in favor. Motion passed.**

- I. Finance Director/Treasurer Kelley reported that a budget encumbrance was a housekeeping item that brought purchases budgeted for the previous year but not yet completed into the current budget year. He noted that the spring had been busy, and there were 18 projects that had been budgeted in 2022 and needed to be brought forward to 2023.

**A motion by Steele, seconded by Overhuel, to approve a budget amendment for the 2021/2022 purchases rolled over to the current budget. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the August 2022 Investment and Fund Balance reports, the August Department of Public Safety report and the draft 8/17/2022 Planning Commission meeting minutes. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

**A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$743,637.36 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: William Geresy announced that the Furniture City Tournament will happen this Saturday, September 17, at the Fortress of Solitude and he invited everyone to attend.

14. Staff Comments:

Finance Director/Treasurer Kelley reported that the auditors would be on site next week, and the new part-time accounts payable clerk had started last week.

Personnel Manager Lamorandier reported continued work on cleaning, moving, and training.

Superintendent Pond reported the regional intermunicipal sewer meeting had been held recently, and an issue had been identified with the 12<sup>th</sup> Street lift station. He noted that more information would be coming soon.

Director Callahan reported that the Director's car had been sold through a sealed bid auction, and the winning bid was \$3,126.01. He reported on the radar speed signs and explained that for the most part, the speeds being reported were within acceptable ranges of the posted speed limits.

Clerk Fenger reported working on a new event to try and draw in more election inspectors. She noted the event would be held on September 27 at 6pm and would include a short presentation overview of election



worker duties, a question and answer session, and hands-on time with the election equipment. She encouraged anyone interested in becoming an election inspector to attend and encouraged everyone present to share the information about the event. She thanked the election workers again for their dedication and service.

Manager Wilson reported receiving some interest from 2 parties regarding the William Crispe House and potential uses for it. He asked Councilmembers what direction they wanted to go in with the William Crispe House.

Councilmembers directed Manager Wilson to put the William Crispe House back on the city's web page for more interested parties to view, and directed him to reach out to the two existing interested parties for more information on their proposed projects.

15. Council Comments:

Councilmember Wisnaski thanked the poll workers for their hard work and dedication.

Councilmember Steele thanked the poll workers for doing what they do, and thanked Clerk Fenger and Finance Director/Treasurer Kelley for their work training the poll workers. She also thanked DPW for their work picking up brush throughout the city. She wished a happy birthday to Finance Director/Treasurer Kelley, Personnel Manager Lamorandier and Clerk Fenger.

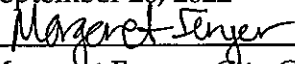
Councilmember Keeler noted that he had not known Personnel Manager Lamorandier's birthday was this month as well as everyone else's, so he wished her a happy birthday as well.

Councilmember Overhuel wished everyone a happy birthday, and thanked the poll workers for their hard work.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:16 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Margaret Fenger  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
September 26, 2022  
  
\_\_\_\_\_  
Margaret Fenger, City Clerk

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	09/30/2022 (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND								
Revenues								
243-000-404.040	Captured Tax Real - BR - City Tax	6,197.00		6,197.34	0.00		(0.34)	100.01
243-000-404.041	Captured Tax Real - BR - Library	1,123.00		739.75	0.00		383.25	65.87
243-000-404.042	Captured Tax Real - BR - Capital Impr	504.00		504.28	0.00		(0.28)	100.06
243-000-404.043	Captured Tax Real - BR - Fire Reserve	504.00		504.28	0.00		(0.28)	100.06
243-000-404.044	Captured Tax Real - BR - Solid Waste	656.00		655.58	0.00		0.42	99.94
243-000-404.047	Captured Tax Real - DDA - School	19,098.00		6,523.20	0.00		12,574.80	34.16
243-000-404.048	Captured Tax Real - BR - County Taxes	3,495.00		2,595.72	0.00		899.28	74.27
243-000-413.060	Captured Tax Pers - City Tax	7,163.00		7,163.25	0.00		(0.25)	100.00
243-000-413.061	Captured Tax Pers - Library	1,298.00		855.05	0.00		442.95	65.87
243-000-413.062	Captured Tax Pers - Capital Improvement	583.00		582.90	0.00		0.10	99.98
243-000-413.063	Captured Tax Pers - Fire Reserve	583.00		582.90	0.00		0.10	99.98
243-000-413.064	Captured Tax Pers - Solid Waste	757.00		757.77	0.00		(0.77)	100.10
243-000-413.065	Captured Tax Pers - County Taxes	4,040.00		3,000.30	0.00		1,039.70	74.26
243-000-504.000	Federal Grant	25,000.00		0.00	0.00		25,000.00	0.00
243-000-665.000	Interest Earnings - Investments	100.00		1,564.01	596.29		(1,464.01)	1,564.01
243-000-699.401	Interfund Transfer In - Cap Improvement	60,000.00		16,666.67	6,666.67		43,333.33	27.78
TOTAL REVENUES		131,101.00		48,893.00	7,262.96		82,208.00	37.29
Expenditures								
243-443-703.000	Salaries/Wages - Full Time Employees	41,538.00		9,539.61	4,342.17		31,998.39	22.97
243-443-704.001	Wages - Part Time Employees	3,083.00		1,644.59	784.73		1,438.41	53.34
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,269.00		850.14	421.92		2,418.86	26.01
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	390.00		53.80	37.50		336.20	13.79
243-443-713.001	Overtime Pay	0.00		576.48	576.48		(576.48)	100.00
243-443-716.000	Retirement - Defined Contribution 401a	3,603.00		867.09	395.51		2,735.91	24.07
243-443-718.001	Health Insurance Premiums - Current EE	7,113.00		1,758.23	596.39		5,354.77	24.72
243-443-718.013	Health Insurance - HSA - Employer Paid	1,992.00		308.98	149.55		1,683.02	15.51
243-443-723.001	Retiree Health Care - OPEB	123.00		44.18	23.62		78.82	35.92
243-443-725.001	Fringe Benefit - Life Insurance	43.00		11.01	3.60		31.99	25.60
243-443-725.010	Workers Comp Insurance	240.00		215.74	0.00		24.26	89.89
243-443-767.000	Clothing - Uniforms	65.00		3.19	0.84		61.81	4.91
243-443-775.000	Supplies - Repairs and Maintenance	0.00		1,237.94	791.89		(1,237.94)	100.00
243-443-801.000	Professional Services - Engineering	11,000.00		0.00	0.00		11,000.00	0.00
243-443-801.013	Professional Services - Attorney	3,000.00		259.00	0.00		2,741.00	8.63
243-443-801.030	Professional Services - Auditor	2,874.00		0.00	0.00		2,874.00	0.00
243-443-830.000	Contractual Reimbursement CRA Activities	33,891.00		22,996.74	0.00		10,894.26	67.86
243-443-900.000	Printing and Publishing	250.00		0.00	0.00		250.00	0.00
243-443-931.000	Outside Services (RMLB)	1,000.00		0.00	0.00		1,000.00	0.00
243-443-935.001	Property Liability Insurance	6,186.00		6,050.44	0.00		135.56	97.81
243-443-940.000	Rentals - Equipment	3,600.00		2,972.25	1,210.31		627.75	82.56
243-443-948.000	Computer Services	0.00		6.53	0.00		(6.53)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,382.00		3,832.87	1,269.17		11,549.13	24.92
243-905-993.001	Debt Service - Interest - Interfund Loan	1,242.00		323.33	116.25		918.67	26.03
243-965-995.101	Interfund Transfer Out - General Fund	50,000.00		0.00	0.00		50,000.00	0.00
TOTAL EXPENDITURES		189,884.00		53,552.14	10,719.93		136,331.86	28.20
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:								
TOTAL REVENUES		131,101.00		48,893.00	7,262.96		82,208.00	37.29

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL  
 PERIOD ENDING 09/30/2022  
 % Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	09/30/2022 (ABNORMAL)	INCREASE	MONTH 09/30/2022 (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND										
TOTAL EXPENDITURES		189,884.00		53,552.14		10,719.93		136,331.86		28.20
NET OF REVENUES & EXPENDITURES		(58,783.00)		(4,659.14)		(3,456.97)		(54,123.86)		7.93

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2022 NORMAL (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND</b>						
<b>Revenues</b>						
247-000-583.000	Local Grants	82,349.00	0.00	0.00	82,349.00	0.00
247-000-665.000	Interest Earnings - Investments	150.00	64.49	22.57	85.51	42.99
<b>TOTAL REVENUES</b>		<b>82,499.00</b>	<b>64.49</b>	<b>22.57</b>	<b>82,434.51</b>	<b>0.08</b>
<b>Expenditures</b>						
247-443-703.000	Salaries/Wages - Full Time Employees	48,562.00	11,836.17	5,720.94	36,725.83	24.37
247-443-704.001	Wages - Part Time Employees	166.00	25.62	2.33	140.38	15.43
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,627.00	842.20	418.73	2,784.80	23.22
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	107.10	71.26	747.90	12.53
247-443-716.000	Retirement - Defined Contribution 401a	2,538.00	645.17	315.06	1,892.83	25.42
247-443-718.001	Health Insurance Premiums - Current EE	6,719.00	1,725.80	606.22	4,993.20	25.69
247-443-718.013	Health Insurance - HSA - Employer Paid	1,968.00	319.19	154.01	1,648.81	16.22
247-443-723.001	Retiree Health Care - OPEB	0.00	2.50	2.50	(2.50)	100.00
247-443-725.001	Fringe Benefit - Life Insurance	22.00	5.11	1.70	16.89	23.23
247-443-725.010	Workers Comp Insurance	242.00	217.54	0.00	24.46	89.89
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	435.00	127.42	0.00	307.58	29.29
247-443-940.000	Rentals - Equipment	1,500.00	636.18	76.76	863.82	42.41
247-443-948.000	Computer Services	0.00	6.53	0.00	(6.53)	100.00
247-443-955.000	Miscellaneous Expense	500.00	0.00	0.00	500.00	0.00
247-443-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>69,005.00</b>	<b>16,496.53</b>	<b>7,369.51</b>	<b>52,508.47</b>	<b>23.91</b>
<b>Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:</b>						
<b>TOTAL REVENUES</b>		<b>82,499.00</b>	<b>64.49</b>	<b>22.57</b>	<b>82,434.51</b>	<b>0.08</b>
<b>TOTAL EXPENDITURES</b>		<b>69,005.00</b>	<b>16,496.53</b>	<b>7,369.51</b>	<b>52,508.47</b>	<b>23.91</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>13,494.00</b>	<b>(16,432.04)</b>	<b>(7,346.94)</b>	<b>29,926.04</b>	<b>121.77</b>

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2022 (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Revenues								
248-000-404.030	Captured Tax Real - DDA - City Tax	29,290.00		29,290.21	0.00		(0.21)	100.00
248-000-404.031	Captured Tax Real - DDA - Library	5,307.00		3,495.86	0.00	1,811.14		65.87
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,383.00		2,383.18	0.00		(0.18)	100.01
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,383.00		2,383.18	0.00		(0.18)	100.01
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,098.00		3,098.21	0.00		(0.21)	100.01
248-000-404.045	Captured Tax Real - DDA - County Taxes	16,518.00		12,267.76	0.00	4,250.24		74.27
248-000-413.060	Captured Tax Pers - City Tax	1,974.00		1,974.15	0.00		(0.15)	100.01
248-000-413.061	Captured Tax Pers - Library	358.00		235.59	0.00	122.41		65.81
248-000-413.062	Captured Tax Pers - Capital Improvement	161.00		160.65	0.00	0.35		99.78
248-000-413.063	Captured Tax Pers - Fire Reserve	161.00		160.65	0.00	0.35		99.78
248-000-413.064	Captured Tax Pers - Solid Waste	209.00		208.84	0.00	0.16		99.92
248-000-413.065	Captured Tax Pers - County Taxes	1,113.00		826.82	0.00	286.18		74.29
248-000-583.000	Local Grants	6,835.00		0.00	0.00	6,835.00		0.00
248-000-654.001	Charges for Service - Farmers Market Fee	2,200.00		1,256.94	336.34	943.06		57.13
248-000-654.102	Special Event Revenues - DDA	300.00		500.00	500.00	(200.00)		166.67
248-000-665.000	Interest Earnings - Investments	156.00		78.01	28.64	77.99		50.01
248-000-684.000	Miscellaneous Revenue	0.00		10.00	0.00	(10.00)		100.00
TOTAL REVENUES		72,446.00		58,330.05	864.98	14,115.95		80.52
Expenditures								
248-443-703.000	Salaries/Wages - Full Time Employees	18,899.00		4,177.27	2,045.49	14,721.73		22.10
248-443-704.001	Wages - Part Time Employees	458.00		0.00	0.00	458.00		0.00
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,408.00		285.23	143.28	1,122.77		20.26
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	60.00		10.00	7.48	50.00		16.67
248-443-716.000	Retirement - Defined Contribution 401a	126.00		3.71	1.67	122.29		2.94
248-443-718.001	Health Insurance Premiums - Current EE	3,160.00		750.00	251.25	2,410.00		23.73
248-443-718.013	Health Insurance - HSA - Employer Paid	864.00		132.86	66.77	731.14		15.38
248-443-723.001	Retiree Health Care - OPEB	79.00		14.00	0.78	65.00		17.72
248-443-725.001	Fringe Benefit - Life Insurance	1.00		0.26	0.05	0.74		26.00
248-443-725.010	Workers Comp Insurance	69.00		62.03	0.00	6.97		89.90
248-443-775.000	Supplies - Repairs and Maintenance	50.00		0.00	0.00	50.00		0.00
248-443-801.030	Professional Services - Auditor	71.00		0.00	0.00	71.00		0.00
248-443-851.000	Postage	100.00		1.38	1.38	98.62		1.38
248-443-900.000	Printing and Publishing	1,800.00		64.44	0.00	1,735.56		3.58
248-443-931.000	Outside Services (RMLB)	200.00		359.00	259.00	(159.00)		179.50
248-443-935.001	Property Liability Insurance	669.00		195.97	0.00	473.03		29.29
248-443-948.000	Computer Services	50.00		13.07	0.00	36.93		26.14
248-443-955.000	Miscellaneous Expense	400.00		0.56	0.00	399.44		0.14
248-443-960.000	Education & Training - Professional	200.00		0.00	0.00	200.00		0.00
248-443-962.000	Memberships & Dues	1,930.00		125.00	0.00	1,805.00		6.48
248-775-880.021	Community Promotion - Special Events	2,850.00		467.50	467.50	2,382.50		16.40
248-775-881.022	Farmers Market Costs - DDA	850.00		169.85	30.00	680.15		19.98
248-775-881.036	Movies in the Park Costs - DDA	700.00		0.00	0.00	700.00		0.00
248-900-971.000	Capital Purchase	15,000.00		0.00	0.00	15,000.00		0.00
248-905-991.001	Debt Service - Principal -Interfund Loan	24,159.00		5,018.17	991.67	19,140.83		20.77
248-905-993.001	Debt Service - Interest - Interfund Loan	242.00		70.42	30.08	171.58		29.10
TOTAL EXPENDITURES		74,395.00		11,920.72	4,296.40	62,474.28		16.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	09/30/2022 (ABNORMAL)	MONTH 09/30/2022	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		72,446.00		58,330.05		864.98		14,115.95	80.52
TOTAL EXPENDITURES		74,395.00		11,920.72		4,296.40		62,474.28	16.02
NET OF REVENUES & EXPENDITURES		(1,949.00)		46,409.33		(3,431.42)		(48,358.33)	2,381.19
TOTAL REVENUES - ALL FUNDS		286,046.00		107,287.54		8,150.51		178,758.46	37.51
TOTAL EXPENDITURES - ALL FUNDS		333,284.00		81,969.39		22,385.84		251,314.61	24.59
NET OF REVENUES & EXPENDITURES		(47,238.00)		25,318.15		(14,235.33)		(72,556.15)	53.60

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDDT USED
		AMENDED BUDGET	09/30/2022 NORMAL (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	131,101.00	48,893.00	7,262.96	82,208.00	37.29
TOTAL REVENUES		<u>131,101.00</u>	<u>48,893.00</u>	<u>7,262.96</u>	<u>82,208.00</u>	<u>37.29</u>
Expenditures						
443	PUBLIC WORKS	123,260.00	49,395.94	9,334.51	73,864.06	40.07
905	DEBT SERVICE	16,624.00	4,156.20	1,385.42	12,467.80	25.00
965	TRANSFERS TO OTHER FUNDS	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL EXPENDITURES		<u>189,884.00</u>	<u>53,552.14</u>	<u>10,719.93</u>	<u>136,331.86</u>	<u>28.20</u>
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		131,101.00	48,893.00	7,262.96	82,208.00	37.29
TOTAL EXPENDITURES		189,884.00	53,552.14	10,719.93	136,331.86	28.20
NET OF REVENUES & EXPENDITURES		<u>(58,783.00)</u>	<u>(4,659.14)</u>	<u>(3,456.97)</u>	<u>(54,123.86)</u>	<u>7.93</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 09/30/2022

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2022 (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
UNCLASSIFIED	Unclassified	82,499.00		64.49	22.57		82,434.51	0.08
TOTAL REVENUES		<u>82,499.00</u>		<u>64.49</u>	<u>22.57</u>		<u>82,434.51</u>	<u>0.08</u>
Expenditures								
443	PUBLIC WORKS	69,005.00		16,496.53	7,369.51		52,508.47	23.91
TOTAL EXPENDITURES		<u>69,005.00</u>		<u>16,496.53</u>	<u>7,369.51</u>		<u>52,508.47</u>	<u>23.91</u>
<hr/>								
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		82,499.00		64.49	22.57		82,434.51	0.08
TOTAL EXPENDITURES		<u>69,005.00</u>		<u>16,496.53</u>	<u>7,369.51</u>		<u>52,508.47</u>	<u>23.91</u>
NET OF REVENUES & EXPENDITURES		13,494.00		(16,432.04)	(7,346.94)		29,926.04	121.77



REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL  
 PERIOD ENDING 09/30/2022  
 % Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2022 NORMAL (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	72,446.00	58,330.05	864.98	14,115.95	80.52
TOTAL REVENUES		<u>72,446.00</u>	<u>58,330.05</u>	<u>864.98</u>	<u>14,115.95</u>	<u>80.52</u>
Expenditures						
443	PUBLIC WORKS	30,594.00	6,194.78	2,777.15	24,399.22	20.25
775	SPECIAL EVENTS	4,400.00	637.35	497.50	3,762.65	14.49
900	CAPITAL OUTLAY	15,000.00	0.00	0.00	15,000.00	0.00
905	DEBT SERVICE	24,401.00	5,088.59	1,021.75	19,312.41	20.85
TOTAL EXPENDITURES		<u>74,395.00</u>	<u>11,920.72</u>	<u>4,296.40</u>	<u>62,474.28</u>	<u>16.02</u>
<hr/>						
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		72,446.00	58,330.05	864.98	14,115.95	80.52
TOTAL EXPENDITURES		74,395.00	11,920.72	4,296.40	62,474.28	16.02
NET OF REVENUES & EXPENDITURES		<u>(1,949.00)</u>	<u>46,409.33</u>	<u>(3,431.42)</u>	<u>(48,358.33)</u>	<u>2,381.19</u>
<hr/>						
TOTAL REVENUES - ALL FUNDS		286,046.00	107,287.54	8,150.51	178,758.46	37.51
TOTAL EXPENDITURES - ALL FUNDS		333,284.00	81,969.39	22,385.84	251,314.61	24.59
NET OF REVENUES & EXPENDITURES		<u>(47,238.00)</u>	<u>25,318.15</u>	<u>(14,235.33)</u>	<u>(72,556.15)</u>	<u>53.60</u>

## AGENDA ITEMS

### 7. **BRA Action Items:**

A. Recommended Action: Informational updates on Mill Site

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for September in the amount of \$3,184.33

### 8. **DDA Action Items:**

A. Revolving Loan Quarterly Report: Discussion and Review

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for September in the amount of \$1,090.39

### 9. **TIFA Action Items:**

A. Recommended Action: Informational regarding updates on property

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for September in the amount of \$779.99

### **Reminder of Upcoming Meetings/Events:**

- October 13 – Parks and Trees Meeting /Community Recreation Plan workshop #2 3:30 -5 pm
- October 14 – Sandra Lamorandier Open House Council Chambers 3-6 pm
- October 15 – Pumpkins in the Park/Trick or Treating Downtown/Arts and Eats
- October 19 – Planning Commission Meeting at 7:00pm
- October 24 - City Council Meeting at 7:00pm

Next Meeting is scheduled for November 8, 2022 will be held at:

Public Safety Training Room

119 Island Avenue