

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

“The Island City”

AGENDA
DDA/TIFA/BRA
City Hall Council Chambers
June 14, 2022, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary** – 05/10/2022 Meeting Minutes and 06/08/2022 Meeting Minutes
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Approve the 2022-2023 Budget for BRA
 - B. Accounts Payable for May of \$90,078.45
8. **DDA Action Items**
 - A. Approve the 2022-2023 Budget for DDA
 - B. Accounts Payable for May of \$478.41
9. **TIFA Action Items**
 - A. Approve the 2022-2023 Budget for TIFA
 - B. Accounts Payable for May of \$1,359.72
10. **Communications:** 05/09/22 Council Minutes. Also, the Financial Report/ Summary as of 05/31/2022
11. **Public Comments**
12. **Staff Comments:**

Events: Farmers’ Market Thursdays 3:30 pm; Concerts Wednesday’s 7 pm; Festival Parade, June 24 6pm; Plainwell Days event June 25 all day

Businesses: 127 S Main for sale; 131 S Main suite #5 lease; Barbed Wire expansion; Perceptive Industries auction;

Grants: EDA Grant submitted; Rental Rehab on target for July 21, 2021

Masterplan/Community Recreation Plan updates: Waiting on Census info for 2020
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:
April 12, 2022

1. Call to Order - Meeting called to order at 7:33 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Randy Wisnaski, David O'Bryant, Nick Larabel, Paul Rizzo, Adam Hopkins, Erik Wilson 7:35,
4. Approval of Minutes of 04/12/22: Minutes were approved to place on file.
5. Chairman's Report: None
6. BRA Action Items
 - A. **A motion was made to recommend and move forward payment to City Council for Melching, Inc. in the amount of \$69,325.52 for a change order regarding the Roof Encapsulation by O'Bryant and seconded by Hart. All in favor vote. Motion passed.**
 - B. **Motion to accept accounts payable for April of \$206,842.81 was made by Hart and seconded by Turley. All in favor vote. Motion carried.**
7. DDA Action Items
 - A. Revolving Loan Application Reviews:
 - i. **Barbed Wire Café – Motion to approve a \$10,000 Revolving Loan for Barbed Wire Café was made by Hart and seconded by Wisnaski. All in favor vote. Motion Carried.**
 - ii. **Mayor's Joint – Motion to approve a \$14,000 Revolving Loan to Jen DeYoung pending changes to the application, was made by Rizzo and seconded by Wilson. All in favor vote. Motion Carried.**
 - B. **Motion to accept accounts payable for April of \$712.66 was made by Rizzo and seconded by Larabel. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. **Motion to accept accounts payable for April of \$717.54 was made Larabel and seconded by Hart. All in favor vote. Motion carried.**
9. Communications: 03/28/22 and 04/11/22 Council Minutes. Also, the Financial Report/ Summary as of 4/30/2022 were approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:
 - Events:* Farmers' Market Opens May 19; Concerts begin Wed. May 25; Memorial Parade, May 30 @ 11 a.m.; Plainwell Days Festival; parade June 24/ event June 25
 - Businesses:* Distinguished Homes moving to 118 E. Bridge (in front) Island City Bakery working out of the back of the building; Pending Openings Around the Board & Mayor's Joint
 - Grants:* EDA Grant Submitted; Rental Rehab still moving forward;
 - Masterplan/Community Recreation Plan updates:* Updates are coming along

Projects: Industrial Park Entrance sign update; Wayfinding Map on Kayak building update.

12. Member Comments:

Rizzo inquired about the new Industrial Property

Hopkins inquired about William Crispe House

13. Adjournment: **A Motion to adjourn the meeting at 8:14 a.m. was made by Rizzo and seconded by Turley.**

Submitted by Denise Siegel, Community Development Manager

DRAFT

Minutes
Plainwell DDA, BRA and TIFA:
Budget Workshop
June 08, 2022

1. Call to Order - Meeting called to order at 8:02 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call

Members Present: Jim Turley, Randy Wisnaski, David O'Bryant, Paul Rizzo, Erik Wilson, Angela Ridgway, EJ Hart

Excused: Nick Larabel, Adam Hopkins

4. Budget Workshop for 2022-2023

Budgets reviewed BRA TIFA DDA and discussed. Main changes were updates to the DDA Special Event line item and Capital Outlay.

Motion by Hart to recommend the Budget for the BRA TIFA DDA 2022-2023 move forward to City Council for final review seconded by Rizzo. All in favor vote Motion Passed.

5. Adjournment: **A Motion to adjourn the meeting at 8:51 a.m. was made by Rizzo and seconded by Turley.**

Submitted by Denise Siegel, Community Development Manager

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA

06/02/2022

Draft approved by BRA/TIFA/DDA Board 6/8/2022

2022-2023 Budget		18-19	19-20	20-21	21-22	21-22	21-22	2022-2023
		ACTUAL	ACTUAL	ACTUAL	AMENDED	ACTUAL	PROJECTED	REQUESTED
NEW GL NUMBER	DESCRIPTION	AMOUNTS	AMOUNTS	AMOUNTS	BUDGET	TO 05/31	TOTALS	BUDGET

ESTIMATED REVENUES

Dept 002 - TAX REVENUES

243-000-404.040	Captured Tax - AdVal Real - City	4,610	6,146	6,253	6,074	6,074	6,074	6,197
243-000-404.041	Captured Tax - AdVal Real - Library	867	1,112	1,130	1,105	1,103	1,103	1,123
243-000-404.042	Captured Tax - AdVal Real - Capital Impr	368	491	500	488	488	488	504
243-000-404.043	Captured Tax - AdVal Real - Fire Reserve	368	491	500	488	488	488	504
243-000-404.044	Captured Tax - AdVal Real - Solid Waste	478	638	649	635	635	635	656
243-000-404.047	Captured DDA-SCHOOL	9,359	12,262	12,443	20,670	20,670	20,670	19,098
243-000-404.048	Captured Tax - AdVal Real - County (All)	2,234	2,955	3,114	3,043	3,084	3,084	3,117
243-000-413.060	Captured Tax - AdVal Pers - City	549	506	473	9,283	9,283	9,283	7,163
243-000-413.061	Captured Tax - AdVal Pers - Library	103	92	86	1,688	1,685	1,685	1,298
243-000-413.062	Captured Tax - AdVal Pers - Capital Impr	44	40	38	746	746	746	583
243-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	44	40	38	746	746	746	583
243-000-413.064	Captured Tax - AdVal Pers - Solid Waste	57	53	49	970	970	970	757
243-000-413.065	Captured Tax - AdVal Pers - County (All)	266	243	236	4,651	4,711	4,711	3,603
243-000-504.000	Federal Grant	0	0	3,047,183	0	847,168	1,420,138	25,000
243-000-665.000	Interest Earned - Investments	273	168	0	0	204	235	100
243-000-684.000	Miscellaneous Revenue	0	0	0	0	9,599	9,599	0
243-000-693.000	Sale of Fixed Assets - Land	0	0	0	0	0	0	0
243-000-693.020	Sale of Fixed Assets - Miscellaneous	0	0	0	0	0	0	0
243-000-696.010	Loan Proceeds	0	0	0	0	559,236	559,236	0
243-000-699.101	Interfund Transfer In - General Fund	0	150,000	150,000	0	0	0	0
243-000-699.401	Interfund Transfer In - Capital Improve	75,000	65,000	80,000	80,000	73,333	80,000	60,000
Totals for dept 000 - OPERATIONS		94,620	240,237	3,302,692	130,587	1,540,223	2,119,891	130,286

TOTAL ESTIMATED REVENUES

94,620 240,237 3,302,692 130,587 1,540,223 2,119,891 130,286

APPROPRIATIONS

Dept 443 - PUBLIC WORKS

243-443-703.000	Salaries/Wages - Full Time Employees	29,863	30,355	35,180	38,984	31,978	35,578	41,538
243-443-704.001	Wages - Part Time Employees	321	403	487	579	677	1,292	3,083
243-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,175	2,195	2,530	2,841	2,324	2,624	3,269
243-443-712.001	Medical Insurance Opt Out	176	200	204	122	139	153	390
243-443-716.000	Retirement Benefits	2,476	2,571	3,013	3,729	2,770	3,055	3,603

243-443-718.001	Health Insurance Premiums	5,085	5,069	6,689	6,956	6,082	6,635	7,113
243-443-718.012	Health Insurance - FSA - Employer Paid	17	1	0	0	0		0
243-443-718.013	Health Insurance - HSA - Employer Paid	2,034	1,426	1,722	3,237	1,908	1,908	1,992
243-443-723.001	Other Post Employment Benefits	300	297	313	283	260	284	123
243-443-725.001	Life Insurance	34	34	43	43	40	48	43
243-443-725.010	Workers Comp Insurance	395	387	324	305	230	230	240
243-443-767.000	Uniforms	61	21	21	65	16	18	65
243-443-775.000	Supplies - Repairs and Maintenance	59	0	1,051	500	0	0	0
243-443-801.000	Engineering Services	0	94,332	0	1,000	0	0	1,000
243-443-801.013	Professional Services - Attorney	3,854	10,975	1,890	2,000	3,591	5,591	3,000
243-443-801.030	Professional Services - Audit	353	353	353	353	339	339	2,874
243-443-803.015	Administrative Services - Accounting	200	0	0	0	0		0
243-443-830.000	Contractual Reimbursement CRA Activities	14,510	18,801	19,131	37,940	25,692	38,013	33,891
243-443-851.000	Postage	0	297	0	100	7	7	0
243-443-900.000	Printing and Publishing	0	606	0	250	0	0	250
243-443-931.000	Repairs and Maintenance - Equipment	5,621	8,627	4,027	6,000	563	687	1,000
243-443-935.001	Liability Insurance	4,725	4,917	5,683	5,700	5,624	5,624	6,186
243-443-940.000	Rentals - Equipment	1,231	1,173	1,814	2,000	1,388	2,488	3,600
243-443-948.000	Computer Services	31	10	418	500	10	10	0
243-443-955.000	Miscellaneous	0	0	68	100	0	0	0
Totals for dept 443 - PUBLIC WORKS		73,521	183,050	84,961	113,587	83,638	104,584	113,260

Dept 900 - CAPITAL OUTLAY

243-900-972.000	Contracted Services	0	70,718	4,000,815	1,089,513	903,281	1,427,554	0
Totals for dept 900 - CAPITAL OUTLAY		0	70,718	4,000,815	1,089,513	903,281	1,427,554	0

Dept 905 - DEBT SERVICE

243-905-991.000	Principal Payment - Interfund Loans	14,782	14,930	15,079	15,230	13,961	15,230	15,382
243-905-992.050	Interest Payment - Interfund Loans	1,843	1,695	1,546	1,395	1,279	1,395	1,242
Totals for dept 905 - DEBT SERVICE		16,625	16,625	16,625	16,625	15,240	16,625	16,624

Dept 965 - TRANSFERS TO OTHER FUNDS

243-965-965.101	Interfund Transfer Out - General Fund	0	0	0	0	0	150,000	50,000
Totals for dept 965 - TRANSFERS TO OTHER FUNDS		0	0	0	0	0	150,000	50,000

TOTAL APPROPRIATIONS 90,146 270,393 4,102,401 1,219,725 1,002,159 1,698,763 179,884

NET OF REVENUES/APPROPRIATIONS - FUND 244 4,474 (30,156) (799,709) (1,089,138) 538,064 421,128 (49,598)

Estimated Cash beginning of year: 93,274

Estimated Cash end of year: 93,274 43,676

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2022 - 05/31/2022
 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	MAY 2022 DENTAL & VISION	35.05	18635
243-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	MAY 2022 HEALTH INSURANCE COVERAGE	704.61	18637
243-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	MAY 2022 LIFE INSURANCE COVERAGE	3.67	18636
243-443-767.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	DPW UNIFORMS & RUGS MARCH 2022	1.40	18643
243-443-767.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	DPW RUGS & UNIFORMS APRIL 2022	1.28	18718
243-443-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	LEGAL SERVICES THROUGH 04/30/2022	1,184.00	18731
243-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	APRIL 2022 CITY WIDE IT SERVICES	2.18	18667
Total For Dept 443 PUBLIC WORKS				1,932.19	
Dept 900 CAPITAL OUTLAY					
243-900-972.000	ADDITIONAL DECKING/COVERBOARD	MELCHING, INC.	BUILDINGS #2, #3 - DECKING/COVERBOARD	69,325.52	18644
243-900-972.000-2020-00001	Contracted Services	ROBERT DARVAS ASSOCIATES INC	MILL FINAL WALKTHROUGH	1,929.92	18679
243-900-972.000-2020-00001	DEMOLITION PROJECT OVERSIGHT	GHD SERVICES INC	MILL DEMO SERVICES THROUGH 05/04/2022	16,890.82	18723
Total For Dept 900 CAPITAL OUTLAY				88,146.26	
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND				90,078.45	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2022 - 05/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 243 BROWNFIELD REDI	90,078.45
Total For All Funds:	<u>90,078.45</u>

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY - DDA

06/02/2022

Draft approved by BRA/TIFA/DDA Board 6/8/2022

2022-2023 Budget		18-19	19-20	20-21	21-22	21-22	21-22	2022-2023
		ACTUAL	ACTUAL	ACTUAL	AMENDED	ACTUAL	PROJECTED	REQUESTED
NEW GL NUMBER	DESCRIPTION	AMOUNTS	AMOUNTS	AMOUNTS	BUDGET	TO 05/31	TOTALS	BUDGET
ESTIMATED REVENUES								
Dept 000 - OPERATIONS								
248-000-404.030	Captured Tax - AdVal Real - City	20,969	24,516	26,174	26,174	26,636	26,636	29,290
248-000-404.031	Captured Tax - AdVal Real - Library	2,707	4,436	4,731	4,740	4,835	4,835	5,307
248-000-404.032	Captured Tax - AdVal Real - Capital Impr	1,674	1,957	2,091	2,091	2,140	2,140	2,383
248-000-404.033	Captured Tax - AdVal Real - Fire Reserve	1,674	1,957	2,091	2,091	2,140	2,140	2,383
248-000-404.034	Captured Tax - AdVal Real - Solid Waste	2,176	11,785	13,035	2,718	2,783	2,783	3,098
248-000-404.045	Captured Tax - AdVal Real - County (All)	7,988	2,544	2,718	12,591	13,519	13,519	14,731
248-000-413.060	Captured Tax - AdVal Pers - City	1,918	2,409	2,044	2,044	1,831	1,831	1,974
248-000-413.061	Captured Tax - AdVal Pers - Library	1,599	436	369	370	332	332	358
248-000-413.062	Captured Tax - AdVal Pers - Capital Impr	153	192	163	163	147	147	161
248-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	153	192	163	163	147	147	161
248-000-413.064	Captured Tax - AdVal Pers - Solid Waste	199	250	212	212	191	191	209
248-000-413.065	Captured Tax - AdVal Pers - County (All)	3,105	1,158	1,018	983	929	929	993
248-000-583.000	Local Grants	5,668	5,894	6,828	6,874	7,236	7,236	6,835
248-000-583.001	Local Donations	0	350	1,075	0	0	0	0
248-000-642.001	DDA - Sale of Merchandise	961	978	63	0	1,340	1,340	0
248-000-642.248	DDA - Farmer's Market SNAP Sales	0	82	0	0	0	0	0
248-000-654.001	DDA - Farmers Market Entry Fee	2,390	2,577	1,790	2,200	825	2,200	2,200
248-000-654.001	DDA - Special Event Revenues	1,160	736	0	300	3,140	3,140	300
248-000-654.103	DDA Donations - Movies in the Park	500	0	0	800	0	0	0
248-000-665.000	Interest Earned - Investments	460	1,028	438	135	154	167	156
248-000-684.000	Miscellaneous Revenue	15	1,263	315	0	12	12	0
Totals for dept 010 - OPERATIONS		55,469	64,740	65,318	64,649	68,337	69,725	70,539

TOTAL ESTIMATED REVENUES	55,469	64,740	65,318	64,649	68,337	69,725	70,539
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APPROPRIATIONS

Dept 443 - PUBLIC WORKS

248-443-703.000	Salaries/Wages - Full Time Employees	15,312	15,560	16,455	18,449	15,635	17,285	18,899
248-443-704.001	Wages - Part Time Employees	842	0	0	0	0	0	458

248-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	1,123	1,065	1,127	1,334	1,054	1,165	1,408
248-443-712.001	Medical Insurance Opt Out	47	48	48	13	18	21	60
248-443-716.000	Retirement Benefits	108	69	51	132	43	47	126
248-443-718.001	Health Insurance Premiums	2,509	2,571	3,154	2,848	2,668	2,902	3,160
248-443-718.013	Health Insurance - HSA - Employer Paid	906	723	820	1,260	852	852	864
248-443-723.001	Retiree Health Care - OPEB	0	0	0	0	9	9	79
248-443-725.001	Life Insurance	0	0	2	1	2	2	1
248-443-725.010	Workers Comp Insurance	83	81	155	75	56	56	69
248-443-751.000	Office Supplies	0	13	0	0	0	0	0
248-443-775.000	Supplies - Repairs and Maintenance	40	52	20	100	16	16	50
248-443-801.013	Professional Services - Attorney	0	0	0	0	56	56	0
248-443-801.030	Professional Services - Audit	67	67	67	67	64	64	71
248-443-851.000	Postage	0	0	55	100	1	1	100
248-443-900.000	Printing and Publishing	3,539	1,450	799	1,800	1,478	1,610	1,800
248-443-931.000	Repairs and Maintenance - Equipment	479	2,820	1,035	200	110	110	200
248-443-935.001	Liability Insurance	484	503	581	616	608	608	669
248-443-940.000	Rentals - Equipment	162	0	0	200	0	200	0
248-443-948.000	Computer Services	31	10	6	50	10	10	50
248-443-955.000	Miscellaneous	241	396	174	400	451	451	400
248-443-960.000	Education & Training - Professional	25	0	75	100	175	175	200
248-443-962.000	Memberships & Dues	375	2,910	3,180	1,430	540	540	1,930
Totals for dept 443 - PUBLIC WORKS		26,373	28,338	27,804	29,175	23,846	26,180	30,594

Dept 775 - **SPECIAL EVENTS**

248-775-880.021	Special Events	825	788	316	2,000	1,042	1,042	2,850
248-775-881.022	DDA Farmers Market Expense	624	614	368	425	704	844	850
248-775-881.025	DDA Christmas Ornament Costs	1,370	0	0	800	797	797	0
248-775-881.036	DDA Movies in the Park	1,639	1,163	0	1,500	1,770	1,770	700
248-775-881.037	DDA - Farmer's Market SNAP Vendor	0	94	0	0	0	0	0
Totals for dept 775 - SPECIAL EVENTS		4,458	2,659	684	4,725	4,313	4,453	4,400

Dept 900 - **CAPITAL OUTLAY**

248-900-971.000	Capital Purchase	0	0	0	18,000	8,793	8,793	15,000
Totals for dept 900 - CAPITAL OUTLAY		0	0	0	18,000	8,793	8,793	15,000

Dept 905 - **DEBT SERVICE**

248-905-991.000	Principal Payment - Interfund Loans	11,550	11,666	11,783	11,900	10,908	11,900	24,159
248-905-992.050	Interest Payment - Interfund Loans	711	595	478	361	331	361	242
Totals for dept 905 - DEBT SERVICE		12,261	12,261	12,261	12,261	11,239	12,261	24,401

TOTAL APPROPRIATIONS	43,092	43,258	40,749	64,161	48,191	51,687	74,395
NET OF REVENUES/APPROPRIATIONS - FUND 249	12,377	21,482	24,569	488	20,146	18,038	(3,856)
Estimated Cash beginning of year:							<u>91,749</u>
Estimated Cash end of year:						91,749	<u><u>87,893</u></u>

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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 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	MAY 2022 DENTAL & VISION	27.95	18635
248-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	MAY 2022 HEALTH INSURANCE COVERAGE	291.29	18637
248-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	MAY 2022 LIFE INSURANCE COVERAGE	0.10	18636
248-443-900.000	Art Hop Map	THE KALBLUE GROUP	Art Hop Map	31.91	644
248-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	APRIL 2022 CITY WIDE IT SERVICES	2.18	18667
248-443-955.000	Frames for Ribbon Cutting Ceremo	AMZN MKTP US	Frames for Ribbon Cutting Ceremonies	54.98	644
Total For Dept 443 PUBLIC WORKS				408.41	
Dept 775 SPECIAL EVENTS					
248-775-881.022	Farmers Market Costs - DDA	GOOD NEWS PAPER	MAY 2022 FABULOUSE FINDS AD - FARMERS M	70.00	18734
Total For Dept 775 SPECIAL EVENTS				70.00	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				478.41	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 248 DOWNTOWN DEVELC	478.41
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Total For All Funds:	<u>478.41</u>
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Fund 247 (450) - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

06/02/2022

Draft approved by BRA/TIFA/DDA Board 6/8/2022

2022-2023 Budget		18-19	19-20	20-21	21-22	21-22	21-22	2022-2023
NEW GL NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	AMENDED	ACTUAL	PROJECTED	REQUESTED
		AMOUNTS	AMOUNTS	AMOUNTS	BUDGET	TO 05/31	TOTALS	BUDGET
ESTIMATED REVENUES								
Dept 006 - INTERGOVERNMENTAL REVENUE - LOCAL								
247-000-583.000	Local Grants	59,572	75,521	79,912	81,334	85,615	85,615	82,349
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		59,572	75,521	79,912	81,334	85,615	85,615	82,349
Dept 009 - INTEREST AND RENTS								
247-000-665.000	Interest Earned - Investments	1,298	1,617	456	180	181	198	150
Totals for dept 009 - INTEREST AND RENTS		1,298	1,617	456	180	181	198	150
TOTAL ESTIMATED REVENUES		60,870	77,138	80,368	81,514	85,796	85,813	82,499

APPROPRIATIONS

Dept 443 - PUBLIC WORKS

247-443-703.000	Salaries/Wages - Full Time Employees	41,212	41,860	42,504	46,108	40,847	46,347	48,562
247-443-704.001	Wages - Part Time Employees	746	579	396	0	344	500	166
247-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,989	3,018	3,048	3,357	2,910	3,310	3,627
247-443-712.001	Medical Insurance Opt Out	279	375	388	311	327	360	855
247-443-716.000	Retirement Benefits	1,924	2,147	2,197	2,360	2,034	2,444	2,538
247-443-718.001	Health Insurance Premiums	5,162	5,041	5,903	6,828	5,847	6,372	6,719
247-443-718.012	Health Insurance - FSA - Employer Paid	65	4	0	0	0	0	0
247-443-718.013	Health Insurance - HSA - Employer Paid	1,857	1,716	1,823	3,290	1,916	1,916	1,968
247-443-723.001	Other Post Employment Benefits	14	6	19	30	28	30	0
247-443-725.001	Life Insurance	20	20	18	22	18	20	22
247-443-725.010	Workers Comp Insurance	247	241	354	249	187	187	242
247-443-775.000	Supplies - Repairs and Maintenance	0	13	0	0	0	0	0
247-443-801.013	Professional Services - Attorney	60	0	3,234	2,500	0	0	1,000
247-443-801.030	Professional Services - Audit	67	67	67	67	64	64	71
247-443-931.000	Repairs and Maintenance - Equipment	0	645	83	200	640	640	500
247-443-935.001	Liability Insurance	379	394	455	400	395	395	435
247-443-940.000	Rentals - Equipment	454	2,444	1,262	2,200	789	1,129	1,500
247-443-948.000	Computer Services	31	10	6	0	10	10	0
247-443-955.000	Miscellaneous	915	0	5,000	500	0	0	500
247-443-962.000	Memberships & Dues	295	305	0	300	0	0	300

Totals for dept 443 - PUBLIC WORKS	56,716	58,885	66,757	68,722	56,356	63,724	69,005
NET OF REVENUES/APPROPRIATIONS - FUND 247	4,154	18,253	13,611	12,792	29,440	22,089	13,494
Estimated Cash beginning of year:							<u>123,634</u>
Estimated Cash end of year:						123,634	<u>137,128</u>

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2022 - 05/31/2022
 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 - Curr	COPS HEALTH TRUST	MAY 2022 DENTAL & VISION	49.59	18635
247-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	MAY 2022 HEALTH INSURANCE COVERAGE	666.24	18637
247-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	MAY 2022 LIFE INSURANCE COVERAGE	1.71	18636
247-443-931.000	Outside Services (RMLB)	SIGNWRITER	INDUSTRIAL PARK SIGN UPDATE	640.00	18707
247-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	APRIL 2022 CITY WIDE IT SERVICES	2.18	18667
Total For Dept 443 PUBLIC WORKS				<u>1,359.72</u>	
Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY FUNI				<u><u>1,359.72</u></u>	

06/10/2022 02:18 PM
User: JULIE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2022 - 05/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 247 TAX INCREMENT I	1,359.72
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Total For All Funds:	<u>1,359.72</u>
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MINUTES
Plainwell City Council
May 09, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. No invocation was given.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney, Councilmember Overhuel, 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 04/25/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
Craig McCormick, 235 N Sunset St, stated his concerns about a potential ordinance violation in his neighborhood.

Jim Ferguson, 210 W Hill St, stated his concerns about the speed of traffic driving to or from the schools on his road.

Interim Director John Varley noted that both concerns would be investigated. He also asked anyone with concerns to contact the Department of Public Safety so they could address the concerns in a timely manner.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Keeler noted that he has had ongoing issues with junk pickers out overnight going through the items he set out for the bulk waste pick up.
10. Recommendations and Reports:
 - A. City Manager Erik Wilson introduced DPS Director Kevin Callahan to the City Council. Director Callahan gave a brief overview of his qualifications.
A motion by Keeney, seconded by Wisnaski, to confirm Kevin Callahan as the new DPS Director. On a voice vote, all in favor. Motion passed.
 - B. Manager Wilson reported that the Request For Proposal had been sent out for sealed bids, and one (1) bid was received from Republic Services for the bulk waste/recycling contract. The current contract expires June 30, 2022 and there are different options to be considered. Republic Services submitted a bid for both bulk waste and recycling, while Allegan County has approved two options for recycling through the county program. Deputy City Clerk Maggie Fenger explained the county options and the difference

between services provided by the county and Republic Services. Council directed staff to create a presentation or memo that outlined all possible options for consideration at a future meeting.

- C. Personnel Manager Sandy Lamorandier reported that the 80%/20% health care cost option needs to be adopted for each plan year. Resolution 2022-08 establishes the 80%/20% health care cost option for the 2021-2022 plan year. She stated that going forward this resolution will be part of the budget process along with the other annual budget-related resolutions.

A motion by Steele, seconded by Overhuel, to approve Resolution 2022-08 establishing the 80%/20% health care cost option for the 2021-2022 plan year. On a voice vote, all voted in favor. Motion passed.

- D. Interim Director Varley reported that the current air fill station has reached the end of its usable life and is out of compliance. The air fill station is needed for filling the self-contained breathing apparatus used by firefighters operating in dangerous environments. Five quotes were received for the new system, and based on the items included such as training as well as installation and better equipment, Interim Director Varley recommends the system by West Shore Fire. The low bid received does not address all the needs of the system, and several bidders were in different states which would make annual maintenance difficult. Interim Director Varley noted that he had contacted several other departments that use the Mako system and use West Shore Fire and got great reviews for both.

A motion by Overhuel, seconded by Steele, to approve a contract with West Shore Fire for a new air fill station cost, delivery, installation and training in an amount not to exceed \$44,000.00. On a roll call vote, all voted in favor. Motion passed.

- E. DPW Superintendent Bob Nieuwenhuis reported that the belly blade on Truck 10 needed to be repaired and at this time the only company that specializes in this type of work is Truck & Trailer Specialties. The cost to repair or replace the components of the blade is expected to be \$6,119.00 with most of the parts currently in stock.

A motion by Wisnaski, seconded by Keeney, to approve a contract with Truck & Trailer Specialties for repairs on Truck 10 in the amount of \$6,119.00. On a roll call vote, all voted in favor. Motion passed.

- F. WR Superintendent Bryan Pond reported that the new local limit was evaluated in the recent M.A.H.L. study and recalculating the fees at this time would make sense. Fleis & VandenBrink performed the M.A.H.L. study and will do the surcharge calculations for \$3,600.00. The current budget includes funding that can be used for this work.

A motion by Steele, seconded by Overhuel, to approve a contract with Fleis & VandenBrink for surcharge calculations in the amount of \$3,600.00. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the April 2022 Investment and Fund Balance Reports. On a voice vote, all 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 \$205,513.57 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Clerk/Treasurer Kelley reported that redistricting was underway due to the census, and new voter ID cards had been mailed this week to every registered voter. The new ID cards show the new districts; however, no other changes have been made. He also reported working on identifying revenue sources for the upcoming budget work.

Personnel Manager Lamorandier reported ongoing work training Treasurer Kelley on her portion of the budget work, an upcoming insurance agent meeting, and SEIU contract negotiation work. She also congratulated Director Callahan and welcomed him.

Interim Director Varley reported that he was looking forward to Director Callahan's arrival, and noted an upcoming training he and Director Callahan would be attending.

Community Development Manager Denise Siegel reported that two revolving loan applications were on the agenda for tomorrow's DDA meeting: Mayor's Joint and Barbed Wire Café. She reported working on preparing for the outdoor Farmer's Market to open next week, as well as continued progress on the rental rehab project. She noted that Highland Ridge Boutique had opened on Saturday, making it the third business to open in Plainwell this year.

Superintendent Pond reported one capital improvement project involving replacing doors was completed and the other project involving replacing handrails was underway. He also noted annual sampling would begin soon.

Superintendent Nieuwenhuis reported that the Bridge Street repair project was completed, and had helped the DPW learn a lot about their equipment needs and different processes for future road repair projects. He reported that the two items previously approved for sale at auction had sold for more than anticipated. The plow truck had sold for just over \$9,000 and the diesel generator had sold for \$2,400.

Deputy Clerk Fenger reported upcoming election training provided by the State Bureau of Elections and hosted by Allegan County, as well as working with Clerk Kelley on the redistricting project.

Manager Wilson reported continued work on the mill project, including receiving an extension on the grant, and work on liquidated damages and the punch list. He also reported hosting a tour recently of the river dam project sites for contractors about an upcoming grant project through the State of Michigan to replace the #2 dam in Plainwell. He noted continued contract negotiations with SEIU. He also welcomed Director Callahan to the City and stated he was excited to work with him.

15. Council Comments:

Councilmember Wisnaski thanked Interim Director Varley for his work as the Interim Director, and welcomed Director Callahan.

Councilmember Keeney also thanked Interim Director Varley for his work as the Interim Director, and welcomed Director Callahan.

Councilmember Overhuel welcomed Director Callahan and stated that he thought Interim Director Varley had done a good job on the proposal for the new air fill station. He stated that he had learned a lot from the proposal and presentation, and was impressed with the work Interim Director Varley had put into the proposal. He also requested that a list of the current ordinance violations and how they were being addressed would be provided to the Council at each meeting.

The City of Plainwell is an equal opportunity employer and provider

Councilmember Steele welcomed Director Callahan and his family and extended family that attended in support of him.

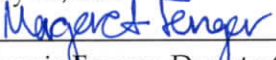
16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:02 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Maggie Fenger
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL

May 23, 2022



Maggie Fenger, Deputy City Clerk

PERIOD ENDING 05/31/2022

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2022 (ABNORMAL)	MONTH 05/31/2022 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,074.00		6,074.14		0.00		(0.14)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,105.00		1,102.69		0.00		2.31	99.79
243-000-404.042	Captured Tax Real - BR - Capital Impr	488.00		488.17		0.00		(0.17)	100.03
243-000-404.043	Captured Tax Real - BR - Fire Reserve	488.00		488.17		0.00		(0.17)	100.03
243-000-404.044	Captured Tax Real - BR - Solid Waste	635.00		634.63		0.00		0.37	99.94
243-000-404.047	Captured Tax Real - DDA - School	20,670.00		20,669.82		0.00		0.18	100.00
243-000-404.048	Captured Tax Real - BR - County Taxes	3,043.00		3,084.37		0.00		(41.37)	101.36
243-000-413.060	Captured Tax Pers - City Tax	9,283.00		9,283.05		0.00		(0.05)	100.00
243-000-413.061	Captured Tax Pers - Library	1,688.00		1,685.28		0.00		2.72	99.84
243-000-413.062	Captured Tax Pers - Capital Improvement	746.00		746.10		0.00		(0.10)	100.01
243-000-413.063	Captured Tax Pers - Fire Reserve	746.00		746.10		0.00		(0.10)	100.01
243-000-413.064	Captured Tax Pers - Solid Waste	970.00		969.93		0.00		0.07	99.99
243-000-413.065	Captured Tax Pers - County Taxes	4,651.00		4,711.41		0.00		(60.41)	101.30
243-000-504.000	Federal Grant	0.00		847,168.00		0.00		(847,168.00)	100.00
243-000-665.000	Interest Earnings - Investments	0.00		204.37		31.29		(204.37)	100.00
243-000-684.000	Miscellaneous Revenue	0.00		9,598.80		0.00		(9,598.80)	100.00
243-000-696.010	Loan Proceeds	0.00		559,236.00		0.00		(559,236.00)	100.00
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		73,333.37		6,666.67		6,666.63	91.67
TOTAL REVENUES		130,587.00		1,540,224.40		6,697.96		(1,409,637.40)	1,179.46
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	38,984.00		31,978.29		2,808.81		7,005.71	82.03
243-443-704.001	Wages - Part Time Employees	579.00		676.96		443.04		(97.96)	116.92
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,841.00		2,323.65		231.61		517.35	81.79
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	122.00		138.63		14.62		(16.63)	113.63
243-443-716.000	Retirement - Defined Contribution 401a	3,729.00		2,770.23		228.74		958.77	74.29
243-443-718.001	Health Insurance Premiums - Current EE	6,956.00		6,082.09		545.73		873.91	87.44
243-443-718.013	Health Insurance - HSA - Employer Paid	3,237.00		1,908.00		0.00		1,329.00	58.94
243-443-723.001	Retiree Health Care - OPEB	283.00		259.82		23.62		23.18	91.81
243-443-725.001	Fringe Benefit - Life Insurance	43.00		40.06		3.67		2.94	93.16
243-443-725.010	Workers Comp Insurance	305.00		229.62		0.00		75.38	75.29
243-443-767.000	Clothing - Uniforms	65.00		16.35		2.68		48.65	25.15
243-443-775.000	Supplies - Repairs and Maintenance	500.00		0.00		0.00		500.00	0.00
243-443-801.000	Professional Services - Engineering	1,000.00		0.00		0.00		1,000.00	0.00
243-443-801.013	Professional Services - Attorney	2,000.00		3,590.50		1,184.00		(1,590.50)	179.53
243-443-801.030	Professional Services - Auditor	353.00		338.86		0.00		14.14	95.99
243-443-830.000	Contractual Reimbursement CRA Activities	37,940.00		25,691.76		0.00		12,248.24	67.72
243-443-851.000	Postage	100.00		7.38		0.00		92.62	7.38
243-443-900.000	Printing and Publishing	250.00		0.00		0.00		250.00	0.00
243-443-931.000	Outside Services (RMLB)	6,000.00		562.77		0.00		5,437.23	9.38
243-443-935.001	Property Liability Insurance	5,700.00		5,624.46		0.00		75.54	98.67
243-443-940.000	Rentals - Equipment	2,000.00		1,387.59		0.00		612.41	69.38
243-443-948.000	Computer Services	500.00		10.22		2.18		489.78	2.04
243-443-955.000	Miscellaneous Expense	100.00		0.00		0.00		100.00	0.00
243-900-972.000	Contracted Services	1,089,513.18		903,280.59		88,146.26		186,232.59	82.91
243-905-991.001	Debt Service - Principal -Interfund Loan	15,230.00		13,960.87		1,269.17		1,269.13	91.67
243-905-993.001	Debt Service - Interest - Interfund Loan	1,395.00		1,278.75		116.25		116.25	91.67
TOTAL EXPENDITURES		1,219,725.18		1,002,157.45		95,020.38		217,567.73	82.16

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2022

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2022	MONTH 05/31/2022	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
	TOTAL REVENUES	130,587.00	1,540,224.40	6,697.96	(1,409,637.40)	1,179.46
	TOTAL EXPENDITURES	1,219,725.18	1,002,157.45	95,020.38	217,567.73	82.16
	NET OF REVENUES & EXPENDITURES	(1,089,138.18)	538,066.95	(88,322.42)	(1,627,205.13)	49.40

PERIOD ENDING 05/31/2022

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2022 (ABNORMAL)	MONTH 05/31/2022 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
247-000-583.000	Local Grants	81,334.00		85,614.96	0.00		(4,280.96)	105.26
247-000-665.000	Interest Earnings - Investments	180.00		181.22	18.34		(1.22)	100.68
TOTAL REVENUES		81,514.00		85,796.18	18.34		(4,282.18)	105.25
Expenditures								
247-443-703.000	Salaries/Wages - Full Time Employees	46,108.00		40,846.91	3,691.72		5,261.09	88.59
247-443-704.001	Wages - Part Time Employees	0.00		343.52	76.68		(343.52)	100.00
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,357.00		2,910.14	264.93		446.86	86.69
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	311.00		327.39	32.03		(16.39)	105.27
247-443-716.000	Retirement - Defined Contribution 401a	2,360.00		2,033.81	174.83		326.19	86.18
247-443-718.001	Health Insurance Premiums - Current EE	6,828.00		5,847.45	527.28		980.55	85.64
247-443-718.013	Health Insurance - HSA - Employer Paid	3,290.00		1,916.00	0.00		1,374.00	58.24
247-443-723.001	Retiree Health Care - OPEB	30.00		27.50	2.50		2.50	91.67
247-443-725.001	Fringe Benefit - Life Insurance	22.00		17.89	1.71		4.11	81.32
247-443-725.010	Workers Comp Insurance	249.00		187.46	0.00		61.54	75.29
247-443-801.013	Professional Services - Attorney	2,500.00		0.00	0.00		2,500.00	0.00
247-443-801.030	Professional Services - Auditor	67.00		64.19	0.00		2.81	95.81
247-443-931.000	Outside Services (RMLB)	200.00		640.00	640.00		(440.00)	320.00
247-443-935.001	Property Liability Insurance	400.00		394.70	0.00		5.30	98.68
247-443-940.000	Rentals - Equipment	2,200.00		789.29	339.54		1,410.71	35.88
247-443-948.000	Computer Services	0.00		10.22	2.18		(10.22)	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
TOTAL EXPENDITURES		68,722.00		56,356.47	5,753.40		12,365.53	82.01
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		81,514.00		85,796.18	18.34		(4,282.18)	105.25
TOTAL EXPENDITURES		68,722.00		56,356.47	5,753.40		12,365.53	82.01
NET OF REVENUES & EXPENDITURES		12,792.00		29,439.71	(5,735.06)		(16,647.71)	230.14

PERIOD ENDING 05/31/2022

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2022 (ABNORMAL)	MONTH 05/31/2022 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
248-000-404.030	Captured Tax Real - DDA - City Tax	26,174.00		26,635.52		0.00		(461.52)	101.76
248-000-404.031	Captured Tax Real - DDA - Library	4,740.00		4,834.69		0.00		(94.69)	102.00
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,091.00		2,140.49		0.00		(49.49)	102.37
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,091.00		2,140.49		0.00		(49.49)	102.37
248-000-404.034	Captured Tax Real - DDA - Solid Waste	12,591.00		2,782.72		0.00		9,808.28	22.10
248-000-404.045	Captured Tax Real - DDA - County Taxes	2,718.00		13,519.15		0.00		(10,801.15)	497.39
248-000-413.060	Captured Tax Pers - City Tax	2,044.00		1,830.79		0.00		213.21	89.57
248-000-413.061	Captured Tax Pers - Library	370.00		332.28		0.00		37.72	89.81
248-000-413.062	Captured Tax Pers - Capital Improvement	163.00		147.15		0.00		15.85	90.28
248-000-413.063	Captured Tax Pers - Fire Reserve	163.00		147.15		0.00		15.85	90.28
248-000-413.064	Captured Tax Pers - Solid Waste	212.00		191.29		0.00		20.71	90.23
248-000-413.065	Captured Tax Pers - County Taxes	983.00		929.10		0.00		53.90	94.52
248-000-583.000	Local Grants	6,874.00		7,236.32		0.00		(362.32)	105.27
248-000-642.001	Sales of Merchandise - DDA	0.00		1,339.94		0.00		(1,339.94)	100.00
248-000-654.001	Reimbursement	2,200.00		825.00		0.00		1,375.00	37.50
248-000-654.102	Special Event Revenues - DDA	300.00		3,140.00		0.00		(2,840.00)	1,046.67
248-000-654.103	Donations - Movies In the Park - DDA	800.00		0.00		0.00		800.00	0.00
248-000-665.000	Interest Earnings - Investments	135.00		153.53		13.16		(18.53)	113.73
248-000-684.000	Miscellaneous Revenue	0.00		12.00		0.00		(12.00)	100.00
TOTAL REVENUES		64,649.00		68,337.61		13.16		(3,688.61)	105.71
Expenditures									
248-443-703.000	Salaries/Wages - Full Time Employeees	18,449.00		15,635.07		1,322.10		2,813.93	84.75
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,334.00		1,053.69		87.74		280.31	78.99
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	13.00		17.88		2.28		(4.88)	137.54
248-443-716.000	Retirement - Defined Contribution 401a	132.00		42.51		0.30		89.49	32.20
248-443-718.001	Health Insurance Premiums - Current EE	2,848.00		2,668.49		233.46		179.51	93.70
248-443-718.013	Health Insurance - HSA - Employer Paid	1,260.00		852.00		0.00		408.00	67.62
248-443-723.001	Retiree Health Care - OPEB	0.00		8.58		0.78		(8.58)	100.00
248-443-725.001	Fringe Benefit - Life Insurance	1.00		1.50		0.10		(0.50)	150.00
248-443-725.010	Workers Comp Insurance	75.00		56.47		0.00		18.53	75.29
248-443-775.000	Supplies - Repairs and Maintenance	100.00		16.17		0.00		83.83	16.17
248-443-801.013	Professional Services - Attorney	0.00		55.50		0.00		(55.50)	100.00
248-443-801.030	Professional Services - Auditor	67.00		64.19		0.00		2.81	95.81
248-443-851.000	Postage	100.00		1.46		0.00		98.54	1.46
248-443-900.000	Printing and Publishing	1,800.00		1,477.82		31.91		322.18	82.10
248-443-931.000	Outside Services (RMLB)	200.00		110.00		0.00		90.00	55.00
248-443-935.001	Property Liability Insurance	616.00		607.84		0.00		8.16	98.68
248-443-940.000	Rentals - Equipment	200.00		0.00		0.00		200.00	0.00
248-443-948.000	Computer Services	50.00		10.22		2.18		39.78	20.44
248-443-955.000	Miscellaneous Expense	400.00		451.44		54.98		(51.44)	112.86
248-443-960.000	Education & Training - Professional	100.00		175.00		0.00		(75.00)	175.00
248-443-962.000	Memberships & Dues	1,430.00		540.00		0.00		890.00	37.76
248-775-880.021	Community Promotion - Special Events	2,000.00		1,042.01		0.00		957.99	52.10
248-775-881.022	Farmers Market Costs - DDA	425.00		704.24		70.00		(279.24)	165.70
248-775-881.025	Christmas Ornament Costs - DDA	800.00		797.27		0.00		2.73	99.66
248-775-881.036	Movies in the Park Costs - DDA	1,500.00		1,770.00		0.00		(270.00)	118.00
248-900-723.001	Retiree Health Care - OPEB	9.00		0.00		0.00		9.00	0.00
248-900-971.000	Capital Purchase	18,000.00		8,793.12		0.00		9,206.88	48.85
248-905-991.001	Debt Service - Principal -Interfund Loan	11,900.00		10,908.37		991.67		991.63	91.67
248-905-993.001	Debt Service - Interest - Interfund Loan	361.00		330.88		30.08		30.12	91.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2022

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2022 NORMAL (ABNORMAL)	MONTH 05/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
TOTAL EXPENDITURES		64,170.00	48,191.72	2,827.58	15,978.28	75.10
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		64,649.00	68,337.61	13.16	(3,688.61)	105.71
TOTAL EXPENDITURES		64,170.00	48,191.72	2,827.58	15,978.28	75.10
NET OF REVENUES & EXPENDITURES		479.00	20,145.89	(2,814.42)	(19,666.89)	4,205.82
TOTAL REVENUES - ALL FUNDS		276,750.00	1,694,358.19	6,729.46	(1,417,608.19)	612.23
TOTAL EXPENDITURES - ALL FUNDS		1,352,617.18	1,106,705.64	103,601.36	245,911.54	81.82
NET OF REVENUES & EXPENDITURES		(1,075,867.18)	587,652.55	(96,871.90)	(1,663,519.73)	54.62

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 05/31/2022
 % Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2022 NORMAL (ABNORMAL)	MONTH 05/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	130,587.00	1,540,224.40	6,697.96	(1,409,637.40)	1,179.46
TOTAL REVENUES		<u>130,587.00</u>	<u>1,540,224.40</u>	<u>6,697.96</u>	<u>(1,409,637.40)</u>	<u>1,179.46</u>
Expenditures						
443	PUBLIC WORKS	113,587.00	83,637.24	5,488.70	29,949.76	73.63
900	CAPITAL OUTLAY	1,089,513.18	903,280.59	88,146.26	186,232.59	82.91
905	DEBT SERVICE	16,625.00	15,239.62	1,385.42	1,385.38	91.67
TOTAL EXPENDITURES		<u>1,219,725.18</u>	<u>1,002,157.45</u>	<u>95,020.38</u>	<u>217,567.73</u>	<u>82.16</u>
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		130,587.00	1,540,224.40	6,697.96	(1,409,637.40)	1,179.46
TOTAL EXPENDITURES		<u>1,219,725.18</u>	<u>1,002,157.45</u>	<u>95,020.38</u>	<u>217,567.73</u>	<u>82.16</u>
NET OF REVENUES & EXPENDITURES		<u>(1,089,138.18)</u>	<u>538,066.95</u>	<u>(88,322.42)</u>	<u>(1,627,205.13)</u>	<u>49.40</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 05/31/2022
 % Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2022 NORMAL (ABNORMAL)	MONTH 05/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	81,514.00	85,796.18	18.34	(4,282.18)	105.25
TOTAL REVENUES		<u>81,514.00</u>	<u>85,796.18</u>	<u>18.34</u>	<u>(4,282.18)</u>	<u>105.25</u>
Expenditures						
443	PUBLIC WORKS	68,722.00	56,356.47	5,753.40	12,365.53	82.01
TOTAL EXPENDITURES		<u>68,722.00</u>	<u>56,356.47</u>	<u>5,753.40</u>	<u>12,365.53</u>	<u>82.01</u>
<hr/>						
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		81,514.00	85,796.18	18.34	(4,282.18)	105.25
TOTAL EXPENDITURES		<u>68,722.00</u>	<u>56,356.47</u>	<u>5,753.40</u>	<u>12,365.53</u>	<u>82.01</u>
NET OF REVENUES & EXPENDITURES		<u>12,792.00</u>	<u>29,439.71</u>	<u>(5,735.06)</u>	<u>(16,647.71)</u>	<u>230.14</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 05/31/2022
 % Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2022 NORMAL (ABNORMAL)	MONTH 05/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
UNCLASSIFIED	Unclassified	64,649.00	68,337.61	13.16	(3,688.61)	105.71
TOTAL REVENUES		64,649.00	68,337.61	13.16	(3,688.61)	105.71
Expenditures						
443	PUBLIC WORKS	29,175.00	23,845.83	1,735.83	5,329.17	81.73
775	SPECIAL EVENTS	4,725.00	4,313.52	70.00	411.48	91.29
900	CAPITAL OUTLAY	18,009.00	8,793.12	0.00	9,215.88	48.83
905	DEBT SERVICE	12,261.00	11,239.25	1,021.75	1,021.75	91.67
TOTAL EXPENDITURES		64,170.00	48,191.72	2,827.58	15,978.28	75.10
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		64,649.00	68,337.61	13.16	(3,688.61)	105.71
TOTAL EXPENDITURES		64,170.00	48,191.72	2,827.58	15,978.28	75.10
NET OF REVENUES & EXPENDITURES		479.00	20,145.89	(2,814.42)	(19,666.89)	4,205.82
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		276,750.00	1,694,358.19	6,729.46	(1,417,608.19)	612.23
TOTAL EXPENDITURES - ALL FUNDS		1,352,617.18	1,106,705.64	103,601.36	245,911.54	81.82
NET OF REVENUES & EXPENDITURES		(1,075,867.18)	587,652.55	(96,871.90)	(1,663,519.73)	54.62

AGENDA ITEMS

7. **BRA Action Items:**

A. Recommended Action: Consider confirming the BRA 2022-2023 Budget for BRA

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for May in the amount of \$90,078.45

8. **DDA Action Items:**

A. Recommended Action: Consider confirming the DDA 2022-2023 Budget for DDA

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for May in the amount of \$478.41

9. **TIFA Action Items:**

A. Recommended Action: Consider confirming the TIFA 2020-2021 Budget for TIFA

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for May in the amount of \$1,359.72

Reminder of Upcoming Meetings

- June 15 – Planning Commission Meeting at 7:00pm
- June 16 – Parks and Trees Meeting at 5:00 pm
- June 27– City Council Meeting at 7:00pm

Next Meeting is scheduled for July 12, 2022 will be held at City Hall Council Chambers