

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
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Plainwell, Michigan 49080
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Web Page Address: www.plainwell.org

“The Island City”

AGENDA
Plainwell City Council
Monday, January 09, 2023 - 7:00PM
Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 12/27/2022 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor’s Report**
10. **Recommendations and Reports:**
 - A. **Annual Financial Statement Audit Presentation**
Dan Veldhuizen from Siegfried Crandall PC will present the audited financial statements.
 - B. **Public Hearing – Ordinance 393 Zoning Amendment**
Council will consider adopting Ordinance 393 Zoning Amendment to increase the maximum building height of hotels and motels located west of Prince Street in the C-2 District.
 - C. **Public Hearing – City of Plainwell Recreation Plan**
Council will hold a Public Hearing to allow community members to comment on the proposed Recreation Plan and adopt Resolution 2023-06 A Resolution Adopting the City of Plainwell Five Year Recreational Plan 2023 Thru 2028.
 - D. **DPW – Buildings and Grounds**
Council will consider approving a purchase of building materials from Wood Work Specialties in the amount of \$5,200.00.
11. **Communications:** The December DPS report, the December 2022 Investment and Fund Balance reports and the draft December 15, 2022 Parks & Trees meeting minutes.
12. **Accounts Payable - \$748,360.42**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

MINUTES
Plainwell City Council
December 27, 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 Peter Dams 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 12/12/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Peter Dams stated the city looks beautiful in the winter, and remarked that he was proud to be a resident of the city.
7. County Commissioner Report: County Commissioner Gale Dugan provided an update on the December 8th County Commissioner meeting. He reported on the tax foreclosure settlement due to new foreclosure laws, the anticipated remodel of the Allegan County Courthouse and potential reorganization of County buildings, as well as the possibility of a 3rd judgeship being added for Allegan County. He also wished everyone a Happy New Year and hoped everyone has a successful 2023.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Clerk Fenger reported that she had reached out to each member up for reappointment and three of them had confirmed their willingness to continue serving. She also reported that one member of the Board of Review decided not to return, and one member of the community had applied for the position. She noted that appointments are Mayoral, subject to City Council's confirmation.
A motion by Overhuel, seconded by Keeney, to confirm the Mayor's appointment of several community members to various boards and commissions. On a voice vote, all voted in favor. Motion passed.
 - B. Treasurer/Finance Director Kelley reported that during a routine review of financial institutions he had found an additional bank that appeared to meet the requirements laid out in the City Charter for approved financial institutions. He stated that after following the due diligence processes, he felt comfortable recommending that the financial institution Southern Michigan Bank & Trust of Coldwater, Michigan be added to the list of approved financial institutions as depositories.
A motion by Steele, seconded by Wisnaski, to approve Resolution 2022-20 City of Plainwell Approved Financial Institutions as Depositories. On a roll call vote, all voted in favor. Motion passed.

- C. Superintendent Nieuwenhuis reported that the SCADA alarms currently use 3G service, and Verizon will be ending all 3G service in January 2023. The SCADA alarms are vital to the water service processes and must be maintained. He noted that Perceptive Controls would be able to install the software and modem to upgrade the service to 4G to allow the SCADA alarms to continue functioning.
A motion by Wisnaski, seconded by Keeney, to approve a contract with Perceptive Controls for installation of new Win 911 software and modem in an amount not to exceed \$7,500.00. On a roll call vote, all voted in favor. Motion passed.
- D. Superintendent Pond reported that the contract involved installation of the previously approved purchases of boiler sludge tubes and valves. He reported asking a second company for a bid however they were unable to get to the work until March at the earliest. He noted that the installation would improve the heat transfer process and lower the gas bill back to the regular levels.
A motion by Keeney, seconded by Steele, to approve a contract with RW LaPine for installation of the boiler tubes and valves in the amount of \$6,996.00. On a roll call vote, all voted in favor. Motion passed.
- E. Manager Wilson reported that Division 7 completed the previous work and held the warranty on the mill property roofs. He stated that the mill property had monthly inspections done for the roofs when it was operational, and recommended starting semi-annual or annual inspections to ensure future issues were caught early.
A motion by Steele, seconded by Overhuel, to approve a 1 year contract with Division 7 and authorize Division 7 to complete roof repair work on Buildings 3, 12 & 16 in the amount of \$11,411.05. On a roll call vote, all voted in favor. Motion passed.
- F. Manager Wilson reported this project was a continuation of the project brought to City Council at the previous meeting. He requested an updated quote from Esper Electric with all aspects of the project broken down into separate portions, which Esper Electric provided. He noted that the project could be approved as a whole, or separate portions could be approved, depending on which ones City Council wished to move forward.
A motion by Overhuel, seconded by Steele, to approve a project with Esper Electric for various electrical projects in the mill buildings for the total amount of \$20,715.00. On a roll call vote, all voted in favor. Motion passed.
- G. Manager Wilson reported that the last remaining obstacle to removing the fencing around the mill property was the lead paint on various parts of the building. Due to the grants involved and the historic nature of the building, the Michigan Department of Environmental, Great Lakes & Energy (EGLE) and the Michigan State Historic Preservation Office (SHPO) were both involved in various aspects of the project. Manager Wilson noted that SHPO required a historic architect to approve of the lead paint abatement methods to ensure there is no damage to the building. Nelson Breech Nave and Analytical Testing & Consulting Services will work together to manage the project and create a report for each agency involved. While that work is on-going, Manager Wilson will continue to work with EGLE to find an approved contractor to perform the actual abatement portion of the project.
A motion by Keeney, seconded by Wisnaski, to approve a contract for a lead paint abatement project with Nelson Breech Nave, AIA, Architect in the amount of \$1,800.00 and Analytical Testing & Consulting Services, Inc. in the amount of \$11,650.00. On a roll call vote, all voted in favor. Motion passed.
- H. Manager Wilson reported that as part of the grant process and the Memorandum of Agreement with SHPO required an assessment of the remaining historical buildings in the mill property. Building 1 was

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demolished, while Buildings 2 & 3 remain. The mill property is on the National Register of Historic Places and the assessment is needed to show the buildings remain in good condition and weren't damaged during the demolition process. Nelson Breech Nave is a historical architect that will conduct the assessment and create a report detailing the assessment for SHPO.

A motion by Steele, seconded by Overhuel, to approve a contract for an assessment of Buildings 2 & 3 with Nelson Breech Nave, AIA, Architect in the amount not to exceed \$6,400.00. On a roll call vote, all voted in favor. Motion passed.

- I. Clerk Fenger reported that the five resolutions designated Resolutions 2023-01 through 2023-05 were annual resolutions setting Ordinance Enforcement Officers, Council meeting dates, employee holiday dates, street flag dates and street closure processes. She noted that no significant changes had been made to the resolutions except for the updating of various personnel identified in the ordinance enforcement officer list and the street closure resolution.

A motion by Overhuel, seconded by Steele, to adopt Resolutions 2023-01 thru 2023-05 for Ordinance Enforcement Officers, 2023 Council Meeting Dates, 2023 Employee Holiday Dates, 2023 Street Flag Dates and 2023 Street Closures. 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 November Water Renewal report and the draft 12/13/2022 DDA/BRA/TIFA meeting 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 \$339,241.91 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reported focusing on the budget, policy updates and winter tax collections.

Superintendent Nieuwenhuis reported that DPW was focused on hauling snow.

Director Callahan reported that the Department of Public Safety participated in the local Shop with a Hero event, with about 130 children shopping at Meijer with about \$150 per child thanks to a generous donor. He noted that about 30 heroes participated, and Plainwell DPS sent 8 people to participate. He also noted that teachers from Plainwell Public Schools wrapped the gifts during the event.

Clerk Fenger reported working on a Council training/refresher course, including topics such as parliamentary procedures, and anything else Councilmembers would like more information on.

Manager Wilson noted that training for Councilmembers is a requirement as part of being a Redevelopment Ready Community (RRC), and the City of Plainwell is currently a certified RRC.

Manager Wilson reported that he was working on organizing a retreat for Councilmembers and staff, and was looking at January or February for dates. He thanked staff for putting together the holiday luncheon, and thanked the Councilmembers for attending.

15. Council Comments:

Councilmember Overhuel said he hoped everyone had a good Christmas.

Councilmember Steele thanked staff for the holiday luncheon and said the food was good and the company was better. She hoped everyone had a wonderful Christmas and hoped everyone has a Happy New Year.

Councilmember Keeney said since he was out of town for Christmas, he wished everyone a Merry Christmas and a Happy New Year. He also thanked DPW for their work on snow removal.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:55 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
January 9, 2023

Margaret Fenger, City Clerk

City of Plainwell
Allegan County, Michigan

FINANCIAL STATEMENTS

Year ended June 30, 2022

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INDEPENDENT AUDITOR'S REPORT

City Council
City of Plainwell, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Plainwell, Michigan (the City), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required supplementary information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and OPEB schedules, as listed in the contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining nonmajor governmental funds financial statements, the component unit fund financial statements and budgetary comparison schedules, and the schedules of bond retirement and annual interest requirements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Siegfried Crandall P.C.

December 8, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the City of Plainwell's (the City) financial performance provides a narrative overview of the City's financial activities for the fiscal year ended June 30, 2022. Please read it in conjunction with the City's financial statements.

FINANCIAL HIGHLIGHTS

- The City's total net position increased by \$850,550 as a result of this year's activities. The net position of the governmental activities increased by \$750,995 and the net position of the business-type activities increased by \$99,555.
- Of the \$13,829,237 total net position reported, \$1,009,329 (7.30 percent) is unrestricted, or available to be used at the Council's discretion, without constraints established by debt covenants, enabling legislation, or other legal requirements.
- The General Fund's unassigned fund balance at the end of the fiscal year was \$509,385, which represents 17.63 percent of the actual total General Fund expenditures for the current fiscal year.

Overview of the financial statements

The City's annual report is comprised of four parts: management's discussion and analysis, the basic financial statements, required supplementary information, and an optional section that presents additional information. The basic financial statements include two kinds of statements that present different views of the City:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the City's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the City government, reporting the City's operations in more detail than the government-wide financial statements.
 - Governmental fund statements explain how government services, like general government and public safety were financed in the short-term, as well as what remains for future spending.
 - Proprietary funds statements offer short-term and long-term financial information about the activities the government operates like a business, such as the sewer and water systems.
 - Fiduciary funds statements provide information about the financial relationships in which the City acts solely as a custodian for the benefit of others to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by sections of required supplementary information and other supplementary information that further explain and support the information in the financial statements.

A comparative analysis of the basic financial statements for 2022 and 2021 is also presented.

Government-wide financial statements

The government-wide financial statements report information about the City as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide statements report the City's net position and how it has changed. Net position (the difference between the City's assets and deferred outflows of resources, and liabilities and deferred inflows of resources) is one way to measure the City's financial health, or position.

- Over time, increases or decreases in the City's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall financial health of the City, you need to consider additional nonfinancial factors, such as changes in the City's property tax base and the condition of the City's capital assets.

The government-wide financial statements are divided into three categories:

- *Governmental activities* - Most of the City's basic services are included here, such as public safety services and general government. Property taxes and state grants finance most of these activities.
- *Business-type activities* - The City charges fees to customers to help it cover the costs of certain services it provides. The City's sewer and water systems and airport operations are reported here.
- *Component units* - The City includes other entities in its report - the Plainwell Tax Increment Finance Authority, the Plainwell Brownfield Redevelopment Authority, and the Plainwell Downtown Development Authority. Although legally separate, these "component units" are important because the City is financially accountable for them.

Fund financial statements

The fund financial statements provide more detailed information about the City's most significant funds - not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law and bond agreements.
- The City Council establishes other funds to control and manage money for particular purposes (like the Fire Reserve and Capital Improvement funds) or to show that it is properly using certain taxes and other revenues (like property taxes collected for solid waste and motor fuel taxes collected for the street funds).

The City has three types of funds:

- *Governmental funds.* Most of the City's basic services are included in its governmental funds, which focus on (1) how cash, and other financial assets that can be readily converted to cash, flows in and out, and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information that explains the relationship between them.
- *Proprietary funds.* Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds statements, like the government-wide statements, provide both long-term and short-term financial information.
 - The City's enterprise funds (one type of proprietary fund) are the same as its business-type activities but provide more detail and additional information, such as cash flows.
 - The City uses an internal service fund (the other type of proprietary fund) to report activities that provide services for the City's other programs and activities. The City's internal service fund is its Equipment Fund that manages the City's fleet of vehicles and equipment.
- *Fiduciary funds.* These funds are used to account for the collection and disbursement of resources, primarily taxes, for the benefit of parties outside the City. The City is responsible for ensuring that the assets reported in the fiduciary funds are used for their intended purposes. The City's fiduciary balances and activities are reported in the Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position. We exclude these activities from the City's government-wide financial statements because the City cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

Net position

Total net position at the end of the fiscal year was \$13,829,237 compared to \$12,978,867 at the end of the prior year. Of this total, \$12,152,374 represents a net investment in capital assets and \$667,534 is restricted for various purposes. Consequently, unrestricted net position was \$1,009,329, or 7.30 percent of the total.

Condensed financial information
Net position

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
Current and other assets	\$ 1,973,038	\$ 1,296,848	\$ 1,678,461	\$ 1,473,941	\$ 3,651,499	\$ 2,770,789
Capital assets	<u>7,047,791</u>	<u>6,043,100</u>	<u>8,455,735</u>	<u>8,733,727</u>	<u>15,503,526</u>	<u>14,776,827</u>
Total assets	<u>9,020,829</u>	<u>7,339,948</u>	<u>10,134,196</u>	<u>10,207,668</u>	<u>19,155,025</u>	<u>17,547,616</u>
Deferred outflows of resources	<u>367,672</u>	<u>66,567</u>	<u>69,075</u>	<u>15,614</u>	<u>436,747</u>	<u>82,181</u>
Current and other liabilities	1,675,476	1,150,749	290,067	320,789	1,965,543	1,471,538
Long-term debt	<u>1,591,152</u>	<u>1,113,748</u>	<u>1,760,000</u>	<u>1,885,000</u>	<u>3,351,152</u>	<u>2,998,748</u>
Total liabilities	<u>3,266,628</u>	<u>2,264,497</u>	<u>2,050,067</u>	<u>2,205,789</u>	<u>5,316,695</u>	<u>4,470,286</u>
Deferred inflows of resources	<u>375,327</u>	<u>146,467</u>	<u>70,513</u>	<u>34,357</u>	<u>445,840</u>	<u>180,824</u>
Net position:						
Net investment in capital assets	5,456,639	4,929,352	6,695,735	6,848,727	12,152,374	11,778,079
Restricted	667,534	438,313	-	-	667,534	438,313
Unrestricted (deficit)	<u>(377,627)</u>	<u>(372,114)</u>	<u>1,386,956</u>	<u>1,134,409</u>	<u>1,009,329</u>	<u>762,295</u>
Total net position	<u>\$ 5,746,546</u>	<u>\$ 4,995,551</u>	<u>\$ 8,082,691</u>	<u>\$ 7,983,136</u>	<u>\$ 13,829,237</u>	<u>\$ 12,978,687</u>

Changes in net position

The City's total revenues were \$5,594,276. Approximately 36 percent of the City's revenue comes from utility charges, 25 percent from property taxes, and another 15 percent was from operating grants and contributions. Approximately 9 percent of the City's total revenue comes from state shared revenue. Capital grants accounted for 9 percent of total revenues in the current year

The total cost of the City's programs, covering a wide range of services, totaled \$4,843,726. Approximately 31 percent of the City's costs relates to the provision of utility services. Public safety and public works costs account for 28 and 16 percent of the City's total expenses, respectively.

*Condensed financial information
Changes in net position*

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
Program revenues:						
Charges for services	\$ 151,057	\$ 148,792	\$ 2,042,024	\$ 1,953,925	\$ 2,193,081	\$ 2,102,717
Grants and contributions:						
Operating	831,409	753,478	27,044	200,016	858,453	953,494
Capital	510,169	-	-	-	510,169	-
General revenues:						
Property taxes	1,434,644	1,406,785	-	-	1,434,644	1,406,785
State shared revenue	496,364	445,924	-	-	496,364	445,924
Franchise fees	47,165	46,806	-	-	47,165	46,806
Unrestricted interest income	9,277	11,502	2,852	5,023	12,129	16,525
Other	142,271	230,719	-	-	142,271	230,719
Total revenues	<u>3,622,356</u>	<u>3,044,006</u>	<u>2,071,920</u>	<u>2,158,964</u>	<u>5,694,276</u>	<u>5,202,970</u>
Expenses:						
General government	790,814	652,262	-	-	790,814	652,262
Public safety	1,343,818	1,253,505	-	-	1,343,818	1,253,505
Public works	794,376	882,477	-	-	794,376	882,477
Community and economic development	88,131	45,204	-	-	88,131	45,204
Health and welfare	8,818	4,306	-	-	8,818	4,306
Recreation and culture	190,680	199,679	-	-	190,680	199,679
Interest on long-term debt	50,797	42,061	-	-	50,797	42,061
Sewer	-	-	1,110,576	1,317,410	1,110,576	1,317,410
Water	-	-	403,301	344,136	403,301	344,136
Airport	-	-	62,415	48,423	62,415	48,423
Total expenses	<u>3,267,434</u>	<u>3,079,494</u>	<u>1,576,292</u>	<u>1,709,969</u>	<u>4,843,726</u>	<u>4,789,463</u>
Change in net position before transfers	354,922	(35,488)	495,628	448,995	850,550	413,507
Transfers	<u>396,073</u>	<u>387,314</u>	<u>(396,073)</u>	<u>(387,314)</u>	<u>-</u>	<u>-</u>
Changes in net position	<u>\$ 750,995</u>	<u>\$ 351,826</u>	<u>\$ 99,555</u>	<u>\$ 61,681</u>	<u>\$ 850,550</u>	<u>\$ 413,507</u>
Net position, end of year	<u>\$ 5,746,546</u>	<u>\$ 4,995,551</u>	<u>\$ 8,082,691</u>	<u>\$ 7,983,136</u>	<u>\$ 13,829,237</u>	<u>\$ 12,978,687</u>

Governmental activities

Governmental activities increased the City's net position by \$750,995 in the current year compared to a \$351,826 increase in the prior year. Though expenses increased by \$187,940, revenues increased by \$578,350, causing the higher increase in net position in the current year. The increase in revenues was primarily the result of \$510,169 in capital contributions associated with contributions of property. The increase in expenses was primarily the result of higher personnel costs.

The total cost of governmental activities this year was \$3,267,434. After subtracting the direct charges to those who directly benefited from the programs (\$151,057), operating grants and contributions (\$831,409), and capital grants and contributions (\$510,169), the "public benefit" portion covered by property taxes, state revenue sharing, and other general revenues was \$1,774,799.

Business-type activities

Business-type activities increased the City's net position by \$99,555 in the current fiscal year compared to an increase of \$61,681 in the prior year. Net position increased in both years as rates are set to cover the full cost of operations.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

Governmental funds

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,404,713, an increase of \$441,118 in comparison with the prior year. Of the total fund balances, \$667,534 is restricted for various purposes, and \$227,794 is assigned. The remaining fund balance, in the amount of \$509,385, is unassigned, meaning that it is available for spending at the Council's discretion.

The General Fund is the primary operating fund of the City. At the end of the fiscal year, its fund balance was \$595,022, an increase of \$186,174 during the fiscal year. Fund balance increased due to the return of previous subsidies provided for construction projects and insurance recoveries.

The Major Street Fund experienced a decrease in fund balance of \$31,525, as the fund's expenditures and transfers out (\$250,000) exceeded revenues in the current year, in anticipation of a local street project planned for 2024. The fund balance at the end of the fiscal year was \$243,284 and is restricted for future street preservation costs of the City's major streets.

The ARPA Stimulus Fund, a new special revenue fund, has a fund balance of \$967 at year end. A federal grant of \$396,920 was received during the current year, but the fund did not incur any expenditures; therefore, only interest revenue of \$967 was recognized during the year.

Proprietary funds

The Sewer Fund experienced an increase in net position of \$71,722. The Sewer Fund typically experiences a decrease because customer charges do not cover all operating expenses, including depreciation, which amounted to \$336,384 in the current year. Current year capital projects were delayed due to supply shortages. Total net position is \$5,091,388 at year end of which \$1,075,055 is unrestricted.

The Water Fund experienced an increase in net position of \$26,878. The Water Fund experienced an increase because customer charges have been set to cover all operating expenses, including depreciation, which amounted to \$102,337 in the current year. Total net position is \$2,871,054 at year end of which \$264,009 is unrestricted.

General Fund budgetary highlights

The City amended both the revenue and expenditure portions of the budget to reflect anticipated changes in the nature and extent of revenues and expenditures. Total revenues were increased by \$17,630 to reflect unanticipated revenue sources which included \$12,000 for building permits. Total expenditures were increased by \$758,480, primarily for a land acquisition and building repairs.

Total revenues were \$238,842 higher than the final budgeted amounts, primarily due to additional state shared revenue and the return of previous subsidies to other funds for capital projects. Total expenditures were \$109,188 less than the final appropriated amount, primarily due to project cost savings and delays. These variances, along with a \$168 positive variance related to net other financing sources, resulted in a \$348,198 positive budget variance due to a \$186,174 increase in fund balance compared to a budgeted decrease of \$162,024.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2022, amounts to \$15,503,526, net of accumulated depreciation. This investment includes a broad range of assets, including land, buildings, equipment, and sewer and water facilities.

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Totals</u>
Land	\$ 893,425	\$ 48,196	\$ 941,621
Infrastructure	3,132,122	8,407,539	11,539,661
Buildings and improvements	2,346,296	-	2,346,296
Equipment and vehicles	<u>675,948</u>	<u>-</u>	<u>675,948</u>
Totals	<u>\$ 7,047,791</u>	<u>\$ 8,455,735</u>	<u>\$ 15,503,526</u>

Major capital asset events during the current fiscal year included the following:

- 52+ acres of land were acquired for future development at a cost of \$505,635; bonds were issued to fund the purchase
- the former William Crispe Community House, with a value of \$306,095, was donated
- the Motor Pool added equipment totaling \$210,749

More detailed information about the City's capital assets is presented in Note 6 of the notes to the basic financial statements.

Debt administration

At the end of the fiscal year, the City had long-term debt outstanding in the amount of \$3,351,152, as follows:

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Totals</u>	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
Capital improvement bonds	\$ 1,085,760	\$ 1,106,760	\$ -	\$ -	\$ 1,085,760	\$ 1,106,760
General obligation bonds	500,000	-	-	-	500,000	-
Note payable	5,392	6,988	-	-	5,392	6,988
Revenue bonds	<u>-</u>	<u>-</u>	<u>1,760,000</u>	<u>1,885,000</u>	<u>1,760,000</u>	<u>1,885,000</u>
Totals	<u>\$ 1,591,152</u>	<u>\$ 1,113,748</u>	<u>\$ 1,760,000</u>	<u>\$ 1,885,000</u>	<u>\$ 3,351,152</u>	<u>\$ 2,998,748</u>

The net increase in debt amounted to \$352,404, resulting from timely payments of principal for all obligations, in the amount of \$147,596, and the issuance of new debt, in the amount of \$500,000. Other long-term obligations represent accrued compensated absences and the net OPEB liability in the amounts of \$86,295 and \$1,265,798, respectively. More detailed information about the City's long-term liabilities is presented in Note 9 of the notes to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Property taxes continue to be the main source of revenue for the City. Over the past decade, Plainwell has grappled with a loss in revenue due to changes to Personal Property Tax (PPT) collection and declining property values. Since 2017, much of the uncertainty regarding the elimination of business personal property tax revenue has subsided, and the City's taxable values have begun to increase. The City's personal property tax revenue historically approximated 12 percent of the City's General Fund revenue. The replacement Statewide Essential Services Assessment has reduced revenues to the General Fund, requiring minor adjustments to certain services in the General Fund. Looking forward, the revenue reductions should continue to be minor. The City Administration reviews the properties to make sure values are appropriately assessed and taxed.

In regards to our overall property values, from 2011 to 2015 the City experienced a negative trend relative to taxable value (see table below). Additionally, the gap between Assessed Value and Taxable Value decreased every year from 2006 to 2013. This is an important fiscal indicator because if the assessed value of the City "sets" to what the taxable value is, any loss in property valuations will result in a loss of tax revenue. The larger the gap, the less susceptible we are to dramatic property fluctuations.

REAL PROPERTY VALUATION 2011-2022						
Year	2011	2012	2013	2014	2015	2016
Assessed value	\$ 82,639,050	\$ 76,687,800	\$ 72,845,900	\$ 75,050,100	\$ 79,871,200	\$ 89,124,700
Taxable value	\$ 78,320,323	\$ 74,222,870	\$ 71,113,548	\$ 71,751,138	\$ 71,774,722	\$ 73,638,624
Difference	\$ 4,318,727	\$ 2,464,930	\$ 1,732,352	\$ 3,298,962	\$ 8,096,478	\$ 15,486,076
Percent difference	5.23%	3.21%	2.38%	4.40%	10.14%	17.38%
Inflation rate multiplier	1.7%	2.7%	2.4%	1.6%	1.6%	0.3%

Year	2017	2018	2019	2020	2021	2022*
Assessed value	\$ 92,829,700	\$ 95,227,900	\$ 99,136,700	\$ 103,887,100	\$ 111,271,200	\$ 120,736,150
Taxable value	\$ 75,248,381	\$ 77,379,288	\$ 80,239,366	\$ 82,998,976	\$ 85,305,303	\$ 89,582,724
Difference	\$ 17,581,319	\$ 17,848,612	\$ 18,897,334	\$ 20,888,124	\$ 25,965,897	\$ 31,153,426
Percent difference	18.94%	18.74%	19.06%	20.11%	23.34%	25.80%
Inflation rate multiplier	0.9%	2.1%	2.4%	1.9%	1.4%	3.3%

* Original values as of May 1, 2022 - no adjustments for Board of Review entered yet

In a positive development, the City's gap between assessed and taxable value has steadily increased since 2013 from a low of 2.38 percent to a 2022 estimate of 25.80 percent. We anticipate this gap to be in excess of 27% in 2023, based on preliminary estimates.

The City continues to counter stagnant growth with cost cutting measures, when possible. The City adopted a policy that all employees pay a 20 percent match on health care premium costs. Additionally, cost-cutting measures have been instituted, including contribution caps from the City regarding retirement, privatization of some services, as well as reductions in labor costs through attrition. The City continues to evaluate labor needs as more employees become eligible for retirement.

Additionally, the City continues to closely monitor its health care insurance providers to ensure affordability. Each year, the available plans are reviewed to minimize increased costs to the city and to the employees. The City most recently changed providers in 2016 and holds as a priority to maintain quality coverage for the staff and their families.

In recent years, it has been the City Council's decision that property taxes will not be raised to deal with fluctuations in revenues or expenditures; we do not foresee a change in this position. Due to the Headlee Rollback, the City's total millage rate has been slightly reduced beginning in 2017.

Millage	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
General Fund Operating	12.5995	12.5250	12.5250	12.5162	12.5162	12.4421
Capital Improvement	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Fire Reserve	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Solid Waste	1.3000	1.3000	1.3000	1.3000	1.3000	1.3000
	<u>15.8995</u>	<u>15.8250</u>	<u>15.8250</u>	<u>15.8162</u>	<u>15.8162</u>	<u>15.7421</u>

The City Council instituted a yearly cost of living increase to be applied to both water and sewer utility charges. This change has provided adequate funding for both utility funds and it is the intention of the City Council to ensure both funds keep up with inflation and avoid large step increases to “catch up.” Additionally, in 2019, the City's water bonds expired freeing up almost \$100,000 that had been used for debt service. The City has partnered with engineers to plan additional upgrades to the water system which will require new bonding. The upgrades include replacement water meters which will allow more frequent actual readings and provide better overall services to our customers.

A large part of the City's economic plan revolves on the redevelopment of the former Plainwell Paper Mill. In 2018, the EPA and the responsible party began clean-up of contaminated soil on the property, which was largely completed in 2021. Additionally, the City sold a portion of the property to Sweetwater's Donut Mill, on which their corporate headquarters and training facility was constructed, representing the first ground-up development on the mill site in over 40 years. In 2020 the City obtained a \$5.1 million-dollar Community Development Block Grant that will substantially advance the redevelopment efforts moving forward. The project was largely completed in early 2022 resulting in the demolition of buildings and final clean up, allowing potential developers to implement the community's concept plan for the site.

The City's Downtown area continues to thrive with ongoing business activities throughout the COVID-related pandemic, including opening new businesses between 2020 and 2022. Currently, our downtown is virtually free from vacancies.

For budget year 2021/2022, the City continued to minimize capital projects to ensure responsible planning of projects related to a post-pandemic economy. The City continues to devote substantial time to streamline processes to increase efficiencies in workloads, thereby minimizing cost increases.

Moving forward, a large part of the City's redevelopment efforts will continue to center around the former Plainwell Paper Mill. This parcel remains the single largest non-residential property in the City. Because the bulk of the City is already developed, marketing this property will be essential to grow our economy and help fulfill service expectations set forth by our community. It is the City's hope that once remediation efforts are concluded, securing a development partner will spur significant investment into our community.

The City remains vigilant in the analysis of cost challenges including road funding, solid waste management, equipment rentals, staff turnovers and reassignments, and health care costs. The City is proud its business community, both industrial and commercial, is thriving, with several industrial expansions being planned.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Erik Wilson, City Manager
211 North Main Street
Plainwell, MI 49080

Phone: (269) 685-6821

BASIC FINANCIAL STATEMENTS

STATEMENT OF NET POSITION

June 30, 2022

	Primary government			Component units		
	Governmental activities	Business-type activities	Totals	Tax Increment Finance Authority	Brownfield Redevelopment Authority	Downtown Development Authority
ASSETS						
Current assets:						
Cash	\$ 1,727,025	\$ 1,448,553	\$ 3,175,578	\$ 125,410	\$ 1,085	\$ 90,322
Investments	41,318	-	41,318	-	91,436	-
Receivables	208,024	187,835	395,859	-	356,395	-
Inventory	-	4,504	4,504	-	-	-
Internal balances	(37,569)	37,569	-	-	-	-
Total current assets	1,938,798	1,678,461	3,617,259	125,410	448,916	90,322
Noncurrent assets:						
Receivables	34,240	-	34,240	-	-	-
Assets held for resale - redevelopment property	-	-	-	-	857,338	-
Capital assets not being depreciated	893,425	48,196	941,621	-	-	-
Capital assets, net of depreciation	6,154,366	8,407,539	14,561,905	-	-	-
Total noncurrent assets	7,082,031	8,455,735	15,537,766	-	857,338	-
Total assets	9,020,829	10,134,196	19,155,025	125,410	1,306,254	90,322
DEFERRED OUTFLOWS OF RESOURCES - OPEB	367,672	69,075	436,747	-	-	-
LIABILITIES						
Current liabilities:						
Payables	149,559	66,971	216,530	2,183	374,663	638
Unearned revenue	396,920	-	396,920	-	-	2,304
Bonds and notes payable - current portion	48,627	125,000	173,627	-	-	-
Total current liabilities	595,106	191,971	787,077	2,183	374,663	2,942
Noncurrent liabilities:						
Compensated absences	63,395	22,900	86,295	1,400	3,200	500
Net other postemployment benefits liability	1,065,602	200,196	1,265,798	-	-	-
Bonds and notes payable - due in more than one year	1,542,525	1,635,000	3,177,525	-	559,236	-
Total noncurrent liabilities	2,671,522	1,858,096	4,529,618	1,400	562,436	500
Total liabilities	3,266,628	2,050,067	5,316,695	3,583	937,099	3,442
DEFERRED INFLOWS OF RESOURCES - OPEB	375,327	70,513	445,840	-	-	-
NET POSITION						
Net investment in capital assets	5,456,639	6,695,735	12,152,374	-	857,338	-
Restricted for:						
Public safety	7,244	-	7,244	-	-	-
Public works	596,274	-	596,274	-	-	-
Community and economic development	62,083	-	62,083	-	-	-
Recreation and culture	1,933	-	1,933	-	-	-
Unrestricted (deficit)	(377,627)	1,386,956	1,009,329	121,827	(488,183)	86,880
Total net position	\$ 5,746,546	\$ 8,082,691	\$13,829,237	\$ 121,827	\$ 369,155	\$ 86,880

See notes to financial statements

STATEMENT OF ACTIVITIES

Year ended June 30, 2022

Functions/Programs	Program revenues				Net (expenses) revenues and changes in net position						
	Expenses	Charges for services	Operating grants and contributions	Capital grants and contributions	Primary government			Component units			
					Governmental activities	Business-type activities	Totals	Tax Increment Finance Authority	Brownfield Redevelopment Authority	Downtown Development Authority	
Primary government											
Governmental activities:											
General government	\$ 790,814	\$ 55,445	\$ -	\$ 306,095	\$ (429,274)		\$ (429,274)				
Public safety	1,343,818	36,934	4,871	-	(1,302,013)		(1,302,013)				
Public works	794,376	58,678	779,708	204,074	248,084		248,084				
Community and economic development	88,131	-	-	-	(88,131)		(88,131)				
Health and welfare	8,818	-	-	-	(8,818)		(8,818)				
Recreation and culture	190,680	-	46,830	-	(143,850)		(143,850)				
Interest on long-term debt	50,797	-	-	-	(50,797)		(50,797)				
Total governmental activities	<u>3,267,434</u>	<u>151,057</u>	<u>831,409</u>	<u>510,169</u>	<u>(1,774,799)</u>		<u>(1,774,799)</u>				
Business-type activities:											
Sewer	1,110,576	1,432,593	-	-		\$ 322,017	322,017				
Water	403,301	540,222	27,044	-		163,965	163,965				
Airport	62,415	69,209	-	-		6,794	6,794				
Total business-type activities	<u>1,576,292</u>	<u>2,042,024</u>	<u>27,044</u>	<u>-</u>		<u>492,776</u>	<u>492,776</u>				
Total primary government	<u>\$ 4,843,726</u>	<u>\$ 2,193,081</u>	<u>\$ 858,453</u>	<u>\$ 510,169</u>	<u>(1,774,799)</u>	<u>492,776</u>	<u>(1,282,023)</u>				
Component units											
Tax Increment Finance Authority	\$ 63,531	\$ -	\$ -	\$ -			\$ (63,531)	\$ -	\$ -		
Brownfield Redevelopment Authority	1,003,071	-	525,959	-			-	(477,112)	-		
Downtown Development Authority	52,646	-	-	-			-	-	(52,646)		
Total component units	<u>\$ 1,119,248</u>	<u>\$ -</u>	<u>\$ 525,959</u>	<u>\$ -</u>			<u>(63,531)</u>	<u>(477,112)</u>	<u>(52,646)</u>		
General revenues:											
Property taxes					1,434,644	-	1,434,644	-	50,684	55,631	
State shared revenue					496,364	-	496,364	-	-	-	
Cable television franchise fees					47,165	-	47,165	-	-	-	
Unrestricted interest income					9,277	2,852	12,129	198	223	166	
Miscellaneous					7,577	-	7,577	-	-	8,513	
Insurance recoveries					91,383	-	91,383	-	-	-	
Gain on sales of capital assets					43,311	-	43,311	-	-	-	
Transfers					396,073	(396,073)	-	-	-	-	
Total general revenues, insurance recoveries, gain on sales of capital assets and transfers					<u>2,525,794</u>	<u>(393,221)</u>	<u>2,132,573</u>	<u>85,813</u>	<u>50,907</u>	<u>71,546</u>	
Changes in net position					750,995	99,555	850,550	22,282	(426,205)	18,900	
Net position - beginning					<u>4,995,551</u>	<u>7,983,136</u>	<u>12,978,687</u>	<u>99,545</u>	<u>795,360</u>	<u>67,980</u>	
Net position - ending					<u>\$ 5,746,546</u>	<u>\$ 8,082,691</u>	<u>\$ 13,829,237</u>	<u>\$ 121,827</u>	<u>\$ 369,155</u>	<u>\$ 86,880</u>	

See notes to financial statements

BALANCE SHEET - governmental funds

June 30, 2022

	<u>Special revenue funds</u>				<u>Total governmental funds</u>
	<u>General</u>	<u>Major Streets</u>	<u>ARPA Stimulus</u>	<u>Nonmajor funds</u>	
ASSETS					
Cash	\$ 547,216	\$ 200,745	\$ 397,887	\$ 533,606	\$ 1,679,454
Investments	41,318	-	-	-	41,318
Receivables	104,845	59,212	-	70,853	234,910
Total assets	<u>\$ 693,379</u>	<u>\$ 259,957</u>	<u>\$ 397,887</u>	<u>\$ 604,459</u>	<u>\$ 1,955,682</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Payables	\$ 98,357	\$ 6,007	\$ -	\$ 12,116	\$ 116,480
Due to other funds	-	10,666	-	26,903	37,569
Unearned revenue	-	-	396,920	-	396,920
Total liabilities	<u>98,357</u>	<u>16,673</u>	<u>396,920</u>	<u>39,019</u>	<u>550,969</u>
Fund balances:					
Restricted for:					
Public safety - drug forfeitures	7,244	-	-	-	7,244
Public works - street improvements and maintenance	-	243,284	-	352,990	596,274
Community and economic development - revolving loans	-	-	-	62,083	62,083
Recreation and culture - pickleball courts	1,933	-	-	-	1,933
Assigned for:					
Employee benefits	76,460	-	-	-	76,460
Capital acquisitions	-	-	967	150,367	151,334
Unassigned	509,385	-	-	-	509,385
Total fund balances	<u>595,022</u>	<u>243,284</u>	<u>967</u>	<u>565,440</u>	<u>1,404,713</u>
Total liabilities and fund balances	<u>\$ 693,379</u>	<u>\$ 259,957</u>	<u>\$ 397,887</u>	<u>\$ 604,459</u>	<u>\$ 1,955,682</u>

Reconciliation of the balance sheet to the statement of net position:

Total fund balance - total governmental funds	\$ 1,404,713
Amounts reported for <i>governmental activities</i> in the statement of net position (page 14) are different because:	
Capital assets used in <i>governmental activities</i> are not financial resources and, therefore, are not reported in the funds.	6,571,896
Deferred outflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.	367,672
Noncurrent liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Interest payable	(16,965)
Compensated absences	(61,895)
Other postemployment benefit obligation, net	(1,065,602)
Long-term debt, including bonds and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds.	(1,591,152)
Deferred inflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.	(375,327)
The assets and liabilities of the internal service fund are included in the <i>governmental activities</i> in the statement of net position.	<u>513,206</u>
Net position of <i>governmental activities</i>	<u>\$ 5,746,546</u>

See notes to financial statements

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND**BALANCES - governmental funds**

Year ended June 30, 2022

	<u>General</u>	<u>Special revenue funds</u>			<u>Total governmental funds</u>
		<u>Major Streets</u>	<u>ARPA Stimulus</u>	<u>Nonmajor funds</u>	
REVENUES					
Property taxes	\$ 1,189,424	\$ -	\$ -	\$ 300,665	\$ 1,490,089
Licenses and permits	76,212	-	-	-	76,212
State grants	506,759	378,519	-	140,011	1,025,289
Intergovernmental	-	52,226	-	31,823	84,049
Charges for services	1,613	-	-	-	1,613
Fines and forfeitures	6,274	-	-	-	6,274
Interest and rentals	10,721	349	967	1,414	13,451
Other	218,628	2,145	-	59,634	280,407
Total revenues	<u>2,009,631</u>	<u>433,239</u>	<u>967</u>	<u>533,547</u>	<u>2,977,384</u>
EXPENDITURES					
Current:					
General government	834,735	-	-	186	834,921
Public safety	1,208,795	-	-	-	1,208,795
Public works	45,973	214,764	-	426,355	687,092
Community and economic development	88,229	-	-	-	88,229
Health and welfare	8,818	-	-	-	8,818
Recreation and culture	180,756	-	-	-	180,756
Capital outlay	510,075	-	-	-	510,075
Debt service:					
Principal	1,596	-	-	21,000	22,596
Interest	9,621	-	-	41,504	51,125
Total expenditures	<u>2,888,598</u>	<u>214,764</u>	<u>-</u>	<u>489,045</u>	<u>3,592,407</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(878,967)</u>	<u>218,475</u>	<u>967</u>	<u>44,502</u>	<u>(615,023)</u>
OTHER FINANCING SOURCES (USES)					
Bond proceeds	500,000	-	-	-	500,000
Insurance recoveries	121,377	-	-	-	121,377
Proceeds from sales of capital assets	12,791	-	-	-	12,791
Transfers in	436,973	-	-	256,000	692,973
Transfers out	(6,000)	(250,000)	-	(15,000)	(271,000)
Net other financing sources (uses)	<u>1,065,141</u>	<u>(250,000)</u>	<u>-</u>	<u>241,000</u>	<u>1,056,141</u>
NET CHANGES IN FUND BALANCES	<u>186,174</u>	<u>(31,525)</u>	<u>967</u>	<u>285,502</u>	<u>441,118</u>
FUND BALANCES - BEGINNING	<u>408,848</u>	<u>274,809</u>	<u>-</u>	<u>279,938</u>	<u>963,595</u>
FUND BALANCES - ENDING	<u>\$ 595,022</u>	<u>\$ 243,284</u>	<u>\$ 967</u>	<u>\$ 565,440</u>	<u>\$ 1,404,713</u>

See notes to financial statements

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCES - governmental funds (Continued)**

Year ended June 30, 2022

Reconciliation of the statement of revenues, expenditures, and changes in fund balances to the statement of activities:

Net change in fund balance - total governmental funds (page 17) \$ 441,118

Amounts reported for *governmental activities* in the statement of activities (page 15) are different because:

Capital assets:

Assets acquired	1,174,286
Provision for depreciation	(271,388)

Long-term debt:

Bond issuance	(500,000)
Retirements	22,596

Changes in other assets/liabilities:

Net decrease in interest payable	328
Net decrease in compensated absences	27,853
Net increase in other postemployment benefit obligation, net	(166,446)

Decrease in deferred inflows - insurance recoveries (29,994)

Changes in deferred outflows of resources and deferred inflows of resources related to OPEB obligation:

Net increase in deferred outflows of resources	301,105
Net increase in deferred inflows of resources	(228,859)

The net expenses of the internal service fund are reported with *governmental activities*. (19,604)

Change in net position of *governmental activities* \$ 750,995

STATEMENT OF NET POSITION - proprietary funds

June 30, 2022

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
ASSETS					
Current assets:					
Cash	\$1,082,130	\$ 326,364	\$ 40,059	\$1,448,553	\$ 47,571
Receivables	139,573	43,892	4,370	187,835	7,354
Inventory	-	-	4,504	4,504	-
Total current assets	<u>1,221,703</u>	<u>370,256</u>	<u>48,933</u>	<u>1,640,892</u>	<u>54,925</u>
Noncurrent assets:					
Advances to other funds	26,903	10,666	-	37,569	-
Capital assets not being depreciated - land	400	17,346	30,450	48,196	-
Capital assets, net of depreciation	<u>5,775,933</u>	<u>2,589,699</u>	<u>41,907</u>	<u>8,407,539</u>	<u>475,895</u>
Total noncurrent assets	<u>5,803,236</u>	<u>2,617,711</u>	<u>72,357</u>	<u>8,493,304</u>	<u>475,895</u>
Total assets	<u>7,024,939</u>	<u>2,987,967</u>	<u>121,290</u>	<u>10,134,196</u>	<u>530,820</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>40,854</u>	<u>28,221</u>	<u>-</u>	<u>69,075</u>	<u>-</u>
LIABILITIES					
Current liabilities:					
Payables	34,397	31,733	841	66,971	16,114
Bonds payable - current portion	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>125,000</u>	<u>-</u>
Total current liabilities	<u>159,397</u>	<u>31,733</u>	<u>841</u>	<u>191,971</u>	<u>16,114</u>
Noncurrent liabilities:					
Compensated absences	19,900	2,800	200	22,900	1,500
Net other postemployment benefits liability	118,404	81,792	-	200,196	-
Bonds payable - due in more than one year	<u>1,635,000</u>	<u>-</u>	<u>-</u>	<u>1,635,000</u>	<u>-</u>
Total noncurrent liabilities	<u>1,773,304</u>	<u>84,592</u>	<u>200</u>	<u>1,858,096</u>	<u>1,500</u>
Total liabilities	<u>1,932,701</u>	<u>116,325</u>	<u>1,041</u>	<u>2,050,067</u>	<u>17,614</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>41,704</u>	<u>28,809</u>	<u>-</u>	<u>70,513</u>	<u>-</u>
NET POSITION					
Net investment in capital assets	4,016,333	2,607,045	72,357	6,695,735	475,895
Unrestricted	<u>1,075,055</u>	<u>264,009</u>	<u>47,892</u>	<u>1,386,956</u>	<u>37,311</u>
Total net position	<u>\$5,091,388</u>	<u>\$ 2,871,054</u>	<u>\$ 120,249</u>	<u>\$8,082,691</u>	<u>\$ 513,206</u>

See notes to financial statements

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - proprietary funds

Year ended June 30, 2022

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
OPERATING REVENUES					
Charges for services	\$ 1,415,911	\$ 517,255	\$ 63,103	\$ 1,996,269	\$ 244,495
Other	16,682	22,967	6,106	45,755	21,126
Total operating revenues	<u>1,432,593</u>	<u>540,222</u>	<u>69,209</u>	<u>2,042,024</u>	<u>265,621</u>
OPERATING EXPENSES					
Administration	139,736	40,765	58,790	239,291	-
Treatment	519,003	146,368	-	665,371	-
Collection	70,678	113,831	-	184,509	-
Costs of interfund services	-	-	-	-	208,928
Depreciation	336,384	102,337	3,625	442,346	81,026
Total operating expenses	<u>1,065,801</u>	<u>403,301</u>	<u>62,415</u>	<u>1,531,517</u>	<u>289,954</u>
OPERATING INCOME (LOSS)	<u>366,792</u>	<u>136,921</u>	<u>6,794</u>	<u>510,507</u>	<u>(24,333)</u>
NONOPERATING REVENUE (EXPENSES)					
Gain on sales of capital assets	-	-	-	-	30,520
State grant	-	27,044	-	27,044	-
Interest revenue	2,191	600	61	2,852	109
Interest expense	(44,775)	-	-	(44,775)	-
Net nonoperating revenue (expenses)	<u>(42,584)</u>	<u>27,644</u>	<u>61</u>	<u>(14,879)</u>	<u>30,629</u>
INCOME (LOSS) BEFORE TRANSFERS	324,208	164,565	6,855	495,628	6,296
TRANSFERS OUT	<u>(252,486)</u>	<u>(137,687)</u>	<u>(5,900)</u>	<u>(396,073)</u>	<u>(25,900)</u>
CHANGES IN NET POSITION	71,722	26,878	955	99,555	(19,604)
NET POSITION - BEGINNING	<u>5,019,666</u>	<u>2,844,176</u>	<u>119,294</u>	<u>7,983,136</u>	<u>532,810</u>
NET POSITION - ENDING	<u>\$ 5,091,388</u>	<u>\$ 2,871,054</u>	<u>\$ 120,249</u>	<u>\$ 8,082,691</u>	<u>\$ 513,206</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds

Year ended June 30, 2022

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers	\$ 1,405,723	\$ 547,370	\$ 70,132	\$ 2,023,225	\$ -
Receipts from interfund services provided	-	-	-	-	264,477
Payments to suppliers	(510,310)	(208,446)	(60,935)	(779,691)	(164,288)
Payments to employees	(240,075)	(78,284)	(1,014)	(319,373)	(44,966)
Internal activity - payments to other funds	(19,779)	(19,713)	-	(39,492)	-
Net cash provided by (used in) operating activities	<u>635,559</u>	<u>240,927</u>	<u>8,183</u>	<u>884,669</u>	<u>55,223</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
State grants	-	27,044	-	27,044	-
Collections on advances to other funds	3,693	2,601	-	6,294	-
Transfers out	(252,486)	(137,687)	(5,900)	(396,073)	(25,900)
Net cash used in noncapital financing activities	<u>(248,793)</u>	<u>(108,042)</u>	<u>(5,900)</u>	<u>(362,735)</u>	<u>(25,900)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Proceeds from sales of capital assets	-	-	-	-	58,450
Acquisition of capital assets	(157,490)	(6,864)	-	(164,354)	(210,749)
Principal paid on capital debt	(125,000)	-	-	(125,000)	-
Interest paid on capital debt	(45,557)	-	-	(45,557)	-
Net cash provided by (used in) capital and related financing activities	<u>(328,047)</u>	<u>(6,864)</u>	<u>-</u>	<u>(334,911)</u>	<u>(152,299)</u>
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received	<u>2,191</u>	<u>600</u>	<u>61</u>	<u>2,852</u>	<u>109</u>
NET CHANGE IN CASH	<u>60,910</u>	<u>126,621</u>	<u>2,344</u>	<u>189,875</u>	<u>(122,867)</u>
CASH - BEGINNING	<u>1,021,220</u>	<u>199,743</u>	<u>37,715</u>	<u>1,258,678</u>	<u>170,438</u>
CASH - ENDING	<u>\$ 1,082,130</u>	<u>\$ 326,364</u>	<u>\$ 40,059</u>	<u>\$ 1,448,553</u>	<u>\$ 47,571</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds (Continued)

Year ended June 30, 2022

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
Reconciliation of operating income to net cash provided by (used in) operating activities:					
Operating income	\$ 366,792	\$ 136,921	\$ 6,794	\$ 510,507	\$ (24,333)
Adjustments to reconcile operating income to net cash provided by (used in) operating activities:					
Depreciation expense	336,384	102,337	3,625	442,346	81,026
Changes in assets and liabilities:					
Receivables	(26,870)	7,148	923	(18,799)	(1,144)
Inventory	-	-	(2,140)	(2,140)	-
Payables	2,033	28,364	(1,019)	29,378	574
Compensated absences	(1,600)	(5,000)	-	(6,600)	(900)
Other postemployment obligation, net	(31,179)	(21,539)	-	(52,718)	-
Increase in deferred outflows	(31,814)	(21,647)	-	(53,461)	-
Increase in deferred inflows	21,813	14,343	-	36,156	-
Net cash provided by (used in) operating activities	<u>\$ 635,559</u>	<u>\$ 240,927</u>	<u>\$ 8,183</u>	<u>\$ 884,669</u>	<u>\$ 55,223</u>

See notes to financial statements

STATEMENT OF FIDUCIARY NET POSITION - *custodial funds*

June 30, 2022

	<u>Tax Collection</u>	<u>General Custodial</u>
ASSETS		
Cash	\$ -	\$ -
LIABILITIES		
Due to others	-	-
NET POSITION		
Restricted for individuals and other governments	<u>\$ -</u>	<u>\$ -</u>

STATEMENT OF CHANGES IN FIDUCIARY NET POSTION - *custodial funds*

Year ended June 30, 2022

	<u>Tax Collection</u>	<u>General Custodial</u>
ADDITIONS		
Property taxes collected for other governments	\$ 3,418,438	\$ -
DEDUCTIONS		
Property taxes distributed to other governments	<u>3,418,438</u>	<u>-</u>
NET CHANGE IN FIDUCIARY NET POSITION	-	-
NET POSITION - BEGINNING	<u>-</u>	<u>-</u>
NET POSTION - ENDING	<u>\$ -</u>	<u>\$ -</u>

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Plainwell, Michigan (the City), conform to accounting principles generally accepted in the United States of America (hereinafter referred to as generally accepted accounting principles) as applicable to governmental units. The following is a summary of the more significant accounting policies.

Reporting entity:

As required by generally accepted accounting principles, these financial statements present the City (the primary government) located in Allegan County, and its component units described below, for which the City is financially accountable. The discretely presented component units are reported in separate columns in the government-wide financial statements to emphasize that they are legally separate from the primary government. Separate financial statements for the component units have not been issued, as management believes that these financial statements, including disclosures, contain complete information so as to constitute a fair presentation of the component units.

Discretely presented component units:

Tax Increment Financing Authority - The Authority was established pursuant to Public Act 450 of 1980, as amended, to finance infrastructure improvements within the City's industrial park.

Brownfield Redevelopment Authority - The Authority was established pursuant to Public Act 381 of 1996, as amended, to promote the revitalization of environmentally distressed areas within the City.

Downtown Development Authority - The Authority was established pursuant to Public Act 197 of 1975, as amended, to correct and prevent deterioration and promote economic growth within the downtown district.

Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

Governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period, or soon enough thereafter, to pay liabilities of the current period. For this purpose, the City generally considers revenues to be available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, claims and judgments, and other postemployment benefits are recorded only when payment is due.

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the City.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund. Revenues are primarily derived from property taxes and state shared revenue.

The Major Street Fund, a special revenue fund, accounts for state gas and weight tax revenues that are restricted for expenditures related to maintaining and improving the City's major streets.

The ARPA Stimulus Fund, a special revenue fund, is used to account for the restricted resources provided by the American Rescue Plan Act.

The City reports the following major enterprise funds:

The Sewer Fund accounts for activities of the City's sewage collection systems and treatment plant.

The Water Fund accounts for activities of the City's water distribution system.

Additionally, the City reports the following nonmajor governmental funds:

The special revenue funds are used to account for the specific revenue sources (other than permanent trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

The capital projects funds are used to account for the accumulation and disbursement of resources for the construction of governmental fund capital assets.

The nonmajor enterprise fund is used to account for certain operations of the City that are financed by charges for the services provided.

The internal service fund, a proprietary fund, is used to account for vehicle and equipment management services provided to other departments of the City on a cost-reimbursement basis.

The City also reports custodial funds which account for assets held by the City in a fiduciary capacity for other governments and organizations.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all property taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary funds relate to charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and equity:

Cash and investments - Cash is considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value, with changes in value recognized in the operating statement of each fund which holds investments. Realized and unrealized gains and losses are included in investment income. Pooled investment income is allocated proportionately to all funds and component units.

Receivables - In general, outstanding balances between funds are reported as "advances from/to other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

Prepays - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in the government-wide financial statements and the fund financial statements.

Inventories - The costs of inventories are recorded as assets when purchased and charged to expenses when used. Inventories, reported in the proprietary funds, are valued at the lower of cost or market. Cost is determined under the first-in, first-out method.

Capital assets - Capital assets, which include land, buildings, equipment, and infrastructure assets (e.g., streets and sewer and water systems), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets, other than infrastructure assets, are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value as of the date received. The City has elected to use the prospective method of accounting for infrastructure assets, whereby it will capitalize its infrastructure assets beginning July 1, 2003.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	10 - 50 years
Equipment	3 - 25 years
Vehicles	4 - 20 years
Sewer and water systems	50 years
Streets	20 - 40 years

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and equity (continued):

Deferred outflows of resources - The statement of net position and the proprietary funds statement of net position include a separate section for deferred outflows of resources. This separate financial statement element reflects a decrease in net position that applies to a future period. The related expense will not be recognized until a future event occurs. The City has an item that is included in this category relating to the OPEB liability that is discussed in Note 11. No deferred outflows of resources affect the governmental funds financial statements.

Unearned revenue - Unearned revenue represents resources related to a grant which have not yet been earned.

Compensated absences (vacation and sick leave) - It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. A liability for unpaid accumulated vacation and sick leave has been recorded for the portion due to employees upon separation from service with the City. Vested compensated absences are accrued when earned in the government-wide and proprietary funds financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year-end.

Postemployment benefits other than pensions (OPEB) - For purposes of measuring the net OPEB liability and OPEB expenses, information about the fiduciary net position of the City of Plainwell Retiree Healthcare Plan and additions to/deductions from the plan fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

Deferred inflows of resources - The statement of net position and the proprietary funds statement of net position include a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period. The related revenues will not be recognized until a future event occurs. The City has an item that is included in this category relating to the OPEB liability that is discussed in Note 11. The governmental funds financial statements include a deferred inflow related to unavailable insurance recoveries.

Net position - Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. The City reports three categories of net position, as follows: (1) *Net investment in capital assets* consists of net capital assets reduced by outstanding balances of any related debt obligations attributable to the acquisition, construction, or improvement of those assets; (2) *Restricted net position* is considered restricted if its use is constrained to a particular purpose. Restrictions are imposed by external organizations, such as federal or state laws or buyers of the City's debt. Restricted net position is reduced by liabilities related to the restricted assets; (3) *Unrestricted net position* consists of all other net position that does not meet the definition of the above components and is available for general use by the City.

Net position flow assumption - Sometimes, the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary funds financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Fund equity - In the fund financial statements, governmental funds report restricted fund balance when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws and regulations of other governments. The City Council has delegated the authority to assign fund balance to the City Manager. Unassigned fund balance is the residual classification for the General Fund. When the City incurs an expenditure for purposes for which various fund balance classifications can be used, it is the City's policy to use the restricted fund balance first, followed by assigned fund balance, and, finally, unassigned fund balance.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and equity (continued):

Property tax revenue recognition - Property taxes are levied as of July 1 on property values assessed as of December 31 of the prior year. The billings are due on or before August 15, at which time the bill becomes delinquent and penalties and interest may be assessed by the City. Property tax revenue is recognized in the year for which taxes have been levied and become available. The City levy date is July 1, and, accordingly, the total levy is recognized as revenue in the current year.

Use of estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Accordingly, actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for governmental funds. The budget document presents information by fund, function, department, and line-item. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year.

Excess of expenditures over appropriations - The following schedule sets forth reportable budget variances:

<u>Fund</u>	<u>Function</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance</u>
Primary government:				
General	Public Works	\$ 43,500	\$ 45,973	\$ 2,473
	Debt service - interest	316	9,621	9,305

NOTE 3 - CASH AND INVESTMENTS

Cash and investments, as of June 30, 2022, are classified in the accompanying financial statements as follows:

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Total primary government</u>	<u>Custodial funds</u>	<u>Total component units</u>	<u>Totals</u>
Cash	\$ 1,727,025	\$ 1,448,553	\$ 3,175,578	\$ -	\$ 216,817	\$ 3,392,395
Investments	41,318	-	41,318	-	91,436	132,754
Totals	<u>\$ 1,768,343</u>	<u>\$ 1,448,553</u>	<u>\$ 3,216,896</u>	<u>\$ -</u>	<u>\$ 308,253</u>	<u>\$ 3,525,149</u>

Cash and investments as of June 30, 2022, consist of the following:

Cash on hand	\$ 699
Deposits with financial institutions	3,391,696
Investments	<u>132,754</u>
Total	<u>\$ 3,525,149</u>

NOTE 3 - CASH AND INVESTMENTS (Continued)

Deposits - Michigan Compiled Laws, Section 129.91 (Public Act 20 of 1943, as amended) and the City’s investment policy authorize the City to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations that have an office in Michigan. The City’s deposits are in accordance with statutory authority.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the City will not be able to recover its deposits. The City’s investment policy does not specifically address custodial credit risk for deposits. As of June 30, 2022, \$2,454,814 of the City’s bank balances of \$3,663,108 including those of the component units, was exposed to custodial credit risk because it was uninsured and uncollateralized. Due to the use of pooled accounts, it is not practicable to allocate custodial credit risk between the primary government and its component units.

Investments - State statutes and the City’s investment policy authorize the City to invest in a) obligations of the U.S. Treasury, agencies, and instrumentalities; b) commercial paper rated within the two highest rate classifications, which mature not more than 270 days after the date of purchase; c) repurchase agreements, collateralized by U.S. governmental securities; d) bankers' acceptances; e) mutual funds composed of otherwise legal investments, and f) investment pools organized under the local government investment pool act.

Investments in entities that calculate net asset value per share - The City holds shares in an investment pool where the fair value of the investment is measured on a recurring basis using net asset value per share of the investment pool as a practical expedient. At June 30, 2022, the fair value, unfunded commitments, and redemption rules of that investment are as follows:

	<u>Michigan CLASS Pool</u>		
	<u>Governmental activities</u>	<u>Component units</u>	<u>Total</u>
Fair value at June 30, 2022	\$ 41,318	\$ 91,436	\$ 132,754
Unfunded commitments			none
Redemption frequency			n/a
Notice period			none

The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated 'A-1' or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by treasury agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. The pool purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

NOTE 4 - RECEIVABLES

Receivables as of June 30, 2022, for the City’s individual major funds and nonmajor funds, in the aggregate, were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Inter- governmental</u>	<u>Loans</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 16,952	\$ 87,893	\$ -	\$ 104,845
Major Street	-	59,212	-	59,212
Nonmajor	-	20,333	50,520	70,853
Total governmental	<u>\$ 16,952</u>	<u>\$ 167,438</u>	<u>\$ 50,520</u>	<u>\$ 234,910</u>
Noncurrent portion	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 34,240</u>	<u>\$ 34,240</u>
Proprietary:				
Sewer	\$ 139,573	\$ -	\$ -	\$ 139,573
Water	43,892	-	-	43,892
Nonmajor	4,234	-	-	4,234
Total proprietary	<u>\$ 187,699</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 187,699</u>
Internal service	<u>\$ 7,354</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,354</u>

The General Fund receivable balance includes an allowance for uncollectible accounts of \$14,146 due to the aging of invoices that have not been collected.

NOTE 5 - ASSETS HELD FOR RESALE - REDEVELOPMENT PROPERTY

The Brownfield Redevelopment Authority, a component unit of the City, has acquired property for the purpose of economic development. The assets are reported at historic cost. The Authority intends to resell the property to private-sector developers. The proceeds of the potential sale of the property will be transferred to the City’s General Fund, which principally financed the acquisition.

NOTE 6 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2022, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Governmental activities:				
Capital assets not being depreciated - land	\$ 344,680	\$ 548,745	\$ -	\$ 893,425
Capital assets being depreciated:				
Streets and sidewalks	3,071,535	43,299	-	3,114,834
Land improvements	2,304,436	-	-	2,304,436
Buildings and improvements	2,646,775	554,110	-	3,200,885
Equipment and vehicles	<u>2,678,742</u>	<u>238,881</u>	<u>(112,340)</u>	<u>2,805,283</u>
Subtotal	<u>10,701,488</u>	<u>836,290</u>	<u>(112,340)</u>	<u>11,425,438</u>
Less accumulated depreciation for:				
Streets and sidewalks	(801,642)	(93,481)	-	(895,123)
Land improvements	(1,330,807)	(61,220)	-	(1,392,027)
Buildings and improvements	(788,718)	(65,868)	-	(854,586)
Equipment and vehicles	<u>(2,081,901)</u>	<u>(131,845)</u>	<u>84,410</u>	<u>(2,129,336)</u>
Subtotal	<u>(5,003,068)</u>	<u>(352,414)</u>	<u>84,410</u>	<u>(5,271,072)</u>
Total capital assets being depreciated, net	<u>5,698,420</u>	<u>483,876</u>	<u>(27,930)</u>	<u>6,154,366</u>
Governmental activities capital assets, net	<u>\$ 6,043,100</u>	<u>\$ 1,032,621</u>	<u>\$ (27,930)</u>	<u>\$ 7,047,791</u>

Depreciation expense was charged to the City's governmental functions, as follows:

Governmental activities:	
General government	\$ 54,704
Public safety	91,361
Public works	118,895
Recreation and culture	6,428
Depreciation on internal service fund assets	<u>81,026</u>
Total governmental activities	<u>\$ 352,414</u>

NOTE 6 - CAPITAL ASSETS (Continued)

	<i>Beginning balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Ending balance</i>
Business-type activities:				
Capital assets not being depreciated - land	\$ 48,196	\$ -	\$ -	\$ 48,196
Capital assets being depreciated:				
Sewer system	14,636,062	157,490	-	14,793,552
Water system	6,200,516	6,864	-	6,207,380
Airport	208,886	-	-	208,886
Subtotal	<u>21,045,464</u>	<u>164,354</u>	<u>-</u>	<u>21,209,818</u>
Less accumulated depreciation for:				
Sewer system	(8,681,235)	(336,384)	-	(9,017,619)
Water system	(3,515,344)	(102,337)	-	(3,617,681)
Airport	(163,354)	(3,625)	-	(166,979)
Subtotal	<u>(12,359,933)</u>	<u>(442,346)</u>	<u>-</u>	<u>(12,802,279)</u>
Total capital assets being depreciated	<u>8,685,531</u>	<u>(277,992)</u>	<u>-</u>	<u>8,407,539</u>
Business-type activities capital assets, net	<u>\$ 8,733,727</u>	<u>\$ (277,992)</u>	<u>\$ -</u>	<u>\$ 8,455,735</u>

NOTE 7 - PAYABLES

Payables as of June 30, 2022, for the City’s individual major funds and nonmajor funds, in the aggregate, were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Payroll and fringes</u>	<u>Interest</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 40,617	\$ 57,740	\$ -	\$ 98,357
Major Streets	2,955	3,052	-	6,007
Nonmajor	<u>6,534</u>	<u>5,582</u>	<u>-</u>	<u>12,116</u>
Total governmental	<u>\$ 50,106</u>	<u>\$ 66,374</u>	<u>\$ -</u>	<u>\$ 116,480</u>
Proprietary:				
Sewer	\$ 13,030	\$ 10,369	\$ 10,998	\$ 34,397
Water	29,167	2,566	-	31,733
Nonmajor	<u>808</u>	<u>33</u>	<u>-</u>	<u>841</u>
Total proprietary	<u>\$ 43,005</u>	<u>\$ 12,968</u>	<u>\$ 10,998</u>	<u>\$ 66,971</u>
Internal service	<u>\$ 15,145</u>	<u>\$ 969</u>	<u>\$ -</u>	<u>\$ 16,114</u>
Component units:				
Tax Increment Finance Authority	<u>\$ -</u>	<u>\$ 2,183</u>	<u>\$ -</u>	<u>\$ 2,183</u>
Brownfield Redevelopment Authority	<u>\$ 372,857</u>	<u>\$ 1,806</u>	<u>\$ -</u>	<u>\$ 374,663</u>
Downtown Development Authority	<u>\$ -</u>	<u>\$ 638</u>	<u>\$ -</u>	<u>\$ 638</u>

NOTE 8 - INTERFUND BALANCES AND TRANSFERS

At June 30, 2022, the composition of interfund balances was as follows:

<u>Fund</u>	<u>Receivable</u>	<u>Fund</u>	<u>Payable</u>
Sewer	\$ 26,903	Nonmajor governmental	\$ 26,903
Water	<u>10,666</u>	Major Street	<u>10,666</u>
	<u>\$ 37,569</u>		<u>\$ 37,569</u>

The Sewer and Water funds provided advances to the street funds (governmental funds) to finance a portion of street preservation costs in prior years. The advances are expected to be repaid over time, with interest, at 1%.

NOTE 8 - INTERFUND BALANCES AND TRANSFERS (Continued)

A summary of interfund transfers for the year ended June 30, 2022, is as follows:

<u>Fund</u>	<u>Transfers in</u>	<u>Fund</u>	<u>Transfers out</u>
		Sewer	\$ 252,486
		Water	137,687
		Airport	5,900
		Equipment	<u>25,900</u>
General	\$ 421,973		421,973
General	15,000	Nonmajor governmental	15,000
Major Streets	250,000	Nonmajor governmental	250,000
Nonmajor governmental	<u>6,000</u>	General	<u>6,000</u>
Total	<u>\$ 692,973</u>	Total	<u>\$ 692,973</u>

The proprietary funds transferred \$421,973 to the General Fund as part of the City’s payment in lieu of taxes (PILOT) program. The payments are classified as transfers as the transaction does not involve an exchange for services.

The Fire Reserve Fund, a nonmajor governmental fund, transferred \$15,000 to the General Fund to provide support for fire equipment purchases recorded in the General Fund.

The Major Street Fund transferred \$250,000 to the Local Street Fund, a nonmajor governmental fund, to fund a future street project, tentatively scheduled for 2024.

The General Fund transferred \$6,000 to provide additional support for the Solid Waste Fund.

NOTE 9 - LONG-TERM LIABILITIES

Long-term liabilities at June 30, 2022, are comprised of the following:

Governmental activities:

Bonds payable:

\$1,350,000 2012 Capital Improvement bonds - payable in annual installments ranging from \$16,000 to \$64,000, plus interest at 3.75%; final payment due February 2051 \$ 1,085,760

\$500,000 2022 General Obligation Limited Tax bonds - payable in annual installments ranging from \$25,000 to \$41,000, plus interest ranging from 2.18% to 3.10%; final payment due June 2037 500,000

Note payable:

\$8,165 2020 installment purchase agreement - payable in monthly installments of \$143, including interest at 1.94%; final payment due September 2025 5,392

Total bonds and notes payable 1,591,152

Compensated absences 63,395

Total governmental activities \$ 1,654,547

Business-type activities:

Bonds payable:

\$3,865,000 2012 Sewer Supply System Revenue bonds (SRF) - payable in annual installments ranging from \$100,000 to \$170,000, plus interest at 2.50%; final payment due October 2033 \$ 1,760,000

Compensated absences 22,900

Total business-type activities \$ 1,782,900

Component units:

Note payable:

\$600,000 2022 EGLE Loan to Brownfield Redevelopment Authority - payable in annual installments of \$58,696, including interest at 1.50%; final payment due October 2035 \$ 559,236

Compensated absences:

Tax Increment Finance Authority 1,400

Brownfield Redevelopment Authority 3,200

Downtown Development Authority 500

Total component units \$ 564,336

All debt is secured by the full faith and credit of the City and considered direct borrowing or direct placement debt.

NOTE 9 - LONG-TERM LIABILITIES (Continued)

Long-term liability activity for the year ended June 30, 2022, was as follows:

	<i>Beginning balance</i>	<i>Additions</i>	<i>Reductions</i>	<i>Ending balance</i>	<i>Amounts due within one year</i>
Primary government:					
Governmental activities:					
2012 Capital improvement bonds	\$ 1,106,760	\$ -	\$ (21,000)	\$ 1,085,760	\$ 22,000
2022 General obligation bonds	-	500,000	-	500,000	25,000
2020 Installment purchase agreement	<u>6,988</u>	<u>-</u>	<u>(1,596)</u>	<u>5,392</u>	<u>1,627</u>
Total bonds and note	1,113,748	500,000	(22,596)	1,591,152	48,627
Compensated absences	<u>92,148</u>	<u>88,721</u>	<u>(117,474)</u>	<u>63,395</u>	<u>-</u>
	<u>\$ 1,205,896</u>	<u>\$ 588,721</u>	<u>\$ (140,070)</u>	<u>\$ 1,654,547</u>	<u>\$ 48,627</u>
Business-type activities:					
2012 Sewer revenue bonds	\$ 1,885,000	\$ -	\$ (125,000)	\$ 1,760,000	\$ 125,000
Compensated absences	<u>29,500</u>	<u>28,374</u>	<u>(34,974)</u>	<u>22,900</u>	<u>-</u>
	<u>\$ 1,914,500</u>	<u>\$ 28,374</u>	<u>\$ (159,974)</u>	<u>\$ 1,782,900</u>	<u>\$ 125,000</u>
Component units:					
Brownfield Redevelopment Authority:					
2022 note payable	<u>\$ -</u>	<u>\$ 559,236</u>	<u>\$ -</u>	<u>\$ 559,236</u>	<u>\$ -</u>
Compensated absences:					
Tax Increment Finance Authority	<u>\$ 2,000</u>	<u>\$ 2,352</u>	<u>\$ (4,352)</u>	<u>\$ -</u>	<u>\$ -</u>
Brownfield Redevelopment Authority	<u>\$ 3,400</u>	<u>\$ 6,548</u>	<u>\$ 549,288</u>	<u>\$ 559,236</u>	<u>\$ -</u>
Downtown Development Authority	<u>\$ 700</u>	<u>\$ 854</u>	<u>\$ (1,554)</u>	<u>\$ -</u>	<u>\$ -</u>

NOTE 9 - LONG-TERM LIABILITIES (Continued)

Debt service requirements at June 30, 2022, with the exception of compensated absences and other postemployment benefits, are as follows:

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Component units</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
Year ended June 30:						
2023	\$ 48,627	\$ 57,425	\$ 125,000	\$ 42,289	\$ -	\$ -
2024	52,659	53,616	130,000	39,101	-	-
2025	53,692	51,983	135,000	35,789	-	-
2026	54,414	50,299	135,000	32,414	58,696	-
2027	56,000	50,567	140,000	28,976	50,576	8,120
2028 - 2032	306,000	214,590	760,000	89,508	264,492	28,988
2033 - 2037	360,000	160,945	335,000	8,215	185,472	8,547
2038 - 2042	204,000	108,970	-	-	-	-
2043 - 2047	245,000	67,834	-	-	-	-
2048 - 2052	<u>210,760</u>	<u>18,940</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 1,591,152</u>	<u>\$ 835,169</u>	<u>\$ 1,760,000</u>	<u>\$ 276,292</u>	<u>\$ 559,236</u>	<u>\$ 45,655</u>

NOTE 10 - DEFINED CONTRIBUTION PENSION PLAN

The City contributes to the City of Plainwell Group Pension Plan (the Plan), a defined contribution pension plan, for all its full-time employees. The Plan is administered by a third-party administrator.

Benefit terms, including contribution requirements, for the Plan are established and may be amended by the City Council. For each employee in the pension plan, the City is required to contribute 8% to 11% of covered payroll to an individual employee’s account. Employees are not required to make contributions to the pension plan. For the year ended June 30, 2022, the City recognized pension expense of \$149,272.

Employees are immediately vested in their own contributions and earnings on those contributions and become vested in City contributions and earnings on City contributions immediately. Nonvested City contributions are forfeited upon termination of employment. Such forfeitures are used to cover a portion of the pension plan’s administrative expenses. For the year ended June 30, 2022, there were no forfeitures.

As of June 30, 2022, the City reported a \$4,820 accrued liability as part of the contributions to the Plan.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS

Plan description:

The City of Plainwell Retiree Healthcare Plan is a single-employer defined benefit healthcare plan administered by the City, which provides medical insurance benefits to eligible retirees. Eligible recipients include retirees with union affiliation who have reached age 55 or 60, depending on their union affiliation, and have worked at least 25 years for the City upon their retirement. The Plan was established by the City and can be amended at its discretion. The plan does not issue a separate stand-alone financial statement.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Benefits provided:

Police employees:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible: Support of supplemental insurance cost up to \$500 per month

SEIU members:

Retired prior to 7/1/2007:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible - single medical coverage

Retired after 7/1/2007:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible: None

Retiree contributions:

Police - 20% of medical premium

SEIU member retired prior to 7/1/2007 - None

SEIU member retired after to 7/1/2007 - 20% of medical premium

As of June 30, 2022, Plan membership Plan consisted of the following:

Active participants	14
Retirees and beneficiaries receiving benefits	<u>6</u>
Total participants	<u>20</u>

Contributions:

The City of Plainwell Retiree Medical Plan was established and is being funded under the authority of the City and under agreements with the unions representing various classes of employees. The Plan's funding policy is that the employer will make benefit payments from general operating funds. There are no long-term contracts for contributions to the plan.

Net OPEB liability:

The total OPEB liability was determined by an actuarial valuation as of June 30, 2022, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	Not applicable
Payroll increases	3.00%
Investment rate of return	5.54%
20-year Aa Municipal bond rate	4.09%
Mortality	210 Public Safety and General Employees and and Healthy Retirees, headcount weighted with MP-2021

The discount rate used to measure the total OPEB liability was 4.12%. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted as a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the total OPEB liability. The discount rate used for the June 30, 2022 liability was 2.40%.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Changes in the net OPEB liability:

	<i>Increase (decrease)</i>		
	<i>Total OPEB liability</i>	<i>Plan fiduciary net position</i>	<i>Net OPEB liability (asset)</i>
	<i>(a)</i>	<i>(b)</i>	<i>(a) - (b)</i>
Balances at June 30, 2021	\$ 1,158,322	\$ 6,251	\$ 1,152,071
Changes for the year:			
Service cost	33,123	-	33,123
Interest	28,328	-	28,328
Experience (Gains)/Losses	448,292	-	448,292
Change in assumptions	(368,578)	-	(368,578)
Contributions to OPEB trust	-	6,573	(6,573)
Contributions - employer	-	22,232	(22,232)
Net investment income	-	(1,335)	1,335
Benefit payments	(22,232)	(22,232)	-
Administrative expenses	-	(32)	32
Net changes	<u>118,933</u>	<u>5,206</u>	<u>113,727</u>
Balances at June 30, 2022	<u>\$ 1,277,255</u>	<u>\$ 11,457</u>	<u>\$ 1,265,798</u>

Plan fiduciary net position as a percentage of total OPEB liability 0.9%

Sensitivity of the net OPEB liability to changes in the discount rate:

The following schedule presents the net OPEB liability of the City, calculated using the discount rates 1% higher and lower than the current rate:

	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Net OPEB liability	\$ 1,387,859	\$ 1,265,798	\$ 1,160,677

Sensitivity of the net OPEB liability to changes in the trend rate:

The following schedule presents the net OPEB liability of the City, calculated using healthcare cost trend rates 1% higher and lower than the current rate:

	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Net OPEB liability	\$ 1,197,477	\$ 1,265,798	\$ 1,343,008

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

OPEB expense, deferred outflows of resources, and deferred inflows of resources related to OPEB Plan:

For the fiscal year ended June 30, 2022, the City recognized OPEB expense of \$52,982. At June 30, 2022, the City reported the following deferred outflows of resources and deferred inflows of resources related to OPEB:

	<u>Outflows</u>	<u>Inflows</u>
Experience (gains)/losses	\$ 371,133	\$ 140,701
Investment earnings (gains)/losses	1,186	-
Change in assumptions	<u>64,428</u>	<u>305,139</u>
Total	<u>\$ 436,747</u>	<u>\$ 445,840</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year Ended June 30,</u>	<u>Amount</u> <u>recognized</u>
2023	\$ (7,949)
2024	(2,222)
2025	1,364
2026	1,474
2027	(1,283)
Thereafter	(477)

Total OPEB liability by participant status:

	<u>Police</u>	<u>SEIU</u>	<u>Total OPEB</u> <u>Liability</u>
Active participants	\$ 696,506	\$ 171,187	\$ 867,693
Inactive participants receiving benefits	<u>316,236</u>	<u>93,326</u>	<u>409,562</u>
Total	<u>\$ 1,012,742</u>	<u>\$ 264,513</u>	<u>\$ 1,277,255</u>

NOTE 12 - PROPERTY TAX REVENUE

The 2021 taxable valuation of the City was \$92,185,103 on which ad valorem taxes levied consisted of 14.4421 mills for operating purposes and 1.3000 mills for solid waste removal, raising \$1,344,947 for operating purposes and \$119,787 for solid waste removal. These amounts are recognized in the fund financial statements as property tax revenue.

NOTE 13 - CONSTRUCTION CODE ACT

A summary of construction code enforcement transactions for the year ended June 30, 2022, is as follows:

Cumulative excess of revenues, beginning of year	<u>\$ -</u>
Revenues	\$ 28,132
Expenses	<u>28,132</u>
Excess of revenues over expenses	<u>\$ -</u>
Cumulative excess of revenues, end of year	<u>\$ -</u>

NOTE 14 - RESTRICTED NET POSITION

In the government-wide statement of net position, the governmental activities report restricted net position in the amount of \$667,534. Of this amount, \$7,244 is restricted by enabling legislation for public safety expenditures and \$596,274 is restricted by enabling legislation for public works expenditures.

NOTE 15 - RISK MANAGEMENT

The City is exposed to various risks of loss to general liability, property and casualty, workers’ compensation, and employee health and medical claims. The risks of loss arising from general liability, building contents, workers’ compensation, employee medical, and casualty are managed through purchased commercial insurance. For all risks of loss, there have been no significant reductions in insurance coverage from coverage provided in prior years. Also, in the past three years, settlements did not exceed insurance coverage.

The Tax Increment Finance Authority, a component unit of the City, has adopted a tax increment financing plan (the Plan) that allows the Authority (the Authority) to expend tax increment revenues for purposes of furthering the development program contemplated in the Plan. At June 30, 2022, the Authority’s fund balance was \$123,227. The Authority intends to use the available equity to complete the development program. However, any funds remaining after completion of the development program shall revert proportionately to the respective taxing entities, including the City, from which the tax increment revenues were derived.

NOTE 16 - CONTINGENT LIABILITY

The City has a reimbursement agreement with a developer associated with the City’s Plainwell Paper Mill redevelopment project. In accordance with the agreement, the City must make annual payments to the developer amounting to 75% of the current year’s tax capture for the brownfield redevelopment district. At June 30, 2022, the City is contingently liable for payments to the developer in the amount of \$159,794.

NOTE 17 - CONSTRUCTION COMMITMENT

During the year ended June 30, 2022, the City entered into a contract, in the amount of \$318,122, related to a water renewal plant improvement project. The City incurred no costs on this project through June 30, 2022, leaving a commitment of \$318,122. The cost of the project will be fully funded from available cash in the Sewer Fund.

NOTE 18 - AMERICAN RESCUE PLAN ACT of 2021

On March 11, 2021, the United States executed the American Rescue Plan Act of 2021 (ARPA), which included \$362 billion in funds to be awarded as economic assistance to state and local units to prepare for and respond to COVID-19. Under the American Rescue Plan Act, the City was awarded \$395,333 in federal Coronavirus Local Fiscal Recovery Funds ("ARPA Funds"). The City received ARPA Funds, in the amount of \$396,920, during the year ended June 30, 2022, which are reported as unearned revenues at year end, as no expenditures were incurred during the current fiscal year. The City is subject to rules issued by the U.S. Treasury Department regarding the use of ARPA Funds and has identified the following allowable uses: support public health expenditures, address negative economic impacts caused by the COVID-19 public health emergency, replace lost public sector revenue, provide premium pay for essential workers, and invest in water, sewer, and broadband infrastructure. The City expects to spend the awarded funds under the applicable federal guidelines.

NOTE 19 - PENDING ACCOUNTING PRONOUNCEMENT

In May 2020, the GASB issued Statement No. 96, *Subscription-based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. The City is currently evaluating the impact this standard will have on the financial statements when adopted during the 2023 fiscal year.

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE - General Fund

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Property taxes	\$ 1,192,524	\$ 1,192,524	\$ 1,189,424	\$ (3,100)
Licenses and permits	64,600	74,600	76,212	1,612
Federal grant	325	325	-	(325)
State grants	446,624	446,624	506,759	60,135
Charges for services	1,200	1,200	1,613	413
Fines and forfeitures	7,700	7,700	6,274	(1,426)
Interest and rents	7,256	9,256	10,721	1,465
Other:				
Contributions	2,500	8,130	37,022	28,892
Miscellaneous	30,430	30,430	181,606	151,176
Total revenues	<u>1,753,159</u>	<u>1,770,789</u>	<u>2,009,631</u>	<u>238,842</u>
EXPENDITURES				
General government:				
Legislative - City Council	10,778	10,778	10,775	3
Elections	33,080	36,380	34,328	2,052
Administration	408,655	457,185	458,292	(1,107)
Assessor	22,113	22,413	21,609	804
Building and grounds	188,786	359,236	309,731	49,505
Total general government	<u>663,412</u>	<u>885,992</u>	<u>834,735</u>	<u>51,257</u>
Public safety:				
Department of Public Safety:				
Police protection	1,101,181	1,082,881	1,075,837	7,044
Fire protection	181,460	160,860	132,958	27,902
Total public safety	<u>1,282,641</u>	<u>1,243,741</u>	<u>1,208,795</u>	<u>34,946</u>
Public works:				
Street lighting	42,300	43,500	45,973	(2,473)
Community and economic development - Planning	41,500	94,300	88,229	6,071
Health and welfare - ambulance	9,492	8,892	8,818	74

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
EXPENDITURES (Continued)				
Recreation and culture:				
Parks	\$ 153,557	\$ 153,557	\$ 141,330	\$ 12,227
Flowers and beautification	35,818	33,818	28,107	5,711
Special events	5,272	8,272	9,379	(1,107)
Forestry	3,597	3,597	1,940	1,657
Total recreation and culture	<u>198,244</u>	<u>199,244</u>	<u>180,756</u>	<u>18,488</u>
Capital outlay	<u>-</u>	<u>520,000</u>	<u>510,075</u>	<u>9,925</u>
Debt service - principal	<u>1,601</u>	<u>1,801</u>	<u>1,596</u>	<u>205</u>
Debt service - interest	<u>116</u>	<u>316</u>	<u>9,621</u>	<u>(9,305)</u>
Total expenditures	<u>2,239,306</u>	<u>2,997,786</u>	<u>2,888,598</u>	<u>109,188</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(486,147)</u>	<u>(1,226,997)</u>	<u>(878,967)</u>	<u>348,030</u>
OTHER FINANCING SOURCES (USES)				
Transfers in:				
Sewer Fund	252,486	252,486	252,486	-
Water Fund	137,687	137,687	137,687	-
Airport Fund	5,900	5,900	5,900	-
Equipment Fund	25,900	25,900	25,900	-
Fire Reserve Fund	15,000	15,000	15,000	-
Total transfers in	436,973	436,973	436,973	-
Sale of capital assets	-	12,700	12,791	91
Insurance recoveries	-	121,300	121,377	77
Loan proceeds - installment purchase agreement	<u>-</u>	<u>500,000</u>	<u>500,000</u>	<u>-</u>
Total other financing sources	<u>436,973</u>	<u>1,070,973</u>	<u>1,071,141</u>	<u>168</u>
Transfers out:				
Solid Waste Fund	<u>(6,000)</u>	<u>(6,000)</u>	<u>(6,000)</u>	<u>-</u>
Net other financing sources	<u>430,973</u>	<u>1,064,973</u>	<u>1,065,141</u>	<u>168</u>

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended June 30, 2022

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
NET CHANGES IN FUND BALANCES	(55,174)	(162,024)	186,174	348,198
FUND BALANCES - BEGINNING	<u>408,848</u>	<u>408,848</u>	<u>408,848</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 353,674</u>	<u>\$ 246,824</u>	<u>\$ 595,022</u>	<u>\$ 348,198</u>

BUDGETARY COMPARISON SCHEDULE - Major Street Fund

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
State grants	\$ 932,871	\$ 932,871	\$ 378,519	\$ (554,352)
Intergovernmental	32,381	32,381	52,226	19,845
Interest	240	240	349	109
Other	-	-	2,145	2,145
	<u>965,492</u>	<u>965,492</u>	<u>433,239</u>	<u>(532,253)</u>
Total revenues				
EXPENDITURES				
Public works:				
Preservation	859,933	858,977	166,403	692,574
Traffic services	6,326	14,326	14,457	(131)
Winter maintenance	46,203	46,203	24,631	21,572
Administration	12,106	12,106	9,273	2,833
	<u>924,568</u>	<u>931,612</u>	<u>214,764</u>	<u>716,848</u>
Total expenditures				
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	40,924	33,880	218,475	184,595
OTHER FINANCING USES				
Transfer out - Local Street Fund	<u>(250,000)</u>	<u>(250,000)</u>	<u>(250,000)</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	(209,076)	(216,120)	(31,525)	184,595
FUND BALANCES - BEGINNING	<u>274,809</u>	<u>274,809</u>	<u>274,809</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 65,733</u>	<u>\$ 58,689</u>	<u>\$ 243,284</u>	<u>\$ 184,595</u>

SCHEDULE OF CHANGES IN THE CITY'S NET OPEB LIABILITY AND RELATED RATIOS

June 30, 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability:					
Service cost	\$ 33,123	\$ 35,750	\$ 33,085	\$ 32,504	\$ 30,001
Interest	28,328	30,453	35,371	34,974	33,311
Difference between expected and actual experience	448,292	(19,311)	(169,289)	(45,916)	(45,878)
Changes in assumptions	(368,578)	10,413	78,141	-	40,834
Benefit payments, including refunds	<u>(22,232)</u>	<u>(16,170)</u>	<u>(12,116)</u>	<u>(5,730)</u>	<u>(4,957)</u>
Net change in total OPEB liability	118,933	41,135	(34,808)	15,832	53,311
Total OPEB liability, beginning of year	<u>1,158,322</u>	<u>1,117,187</u>	<u>1,151,995</u>	<u>1,136,163</u>	<u>1,082,852</u>
Total OPEB liability, end of year	<u>\$ 1,277,255</u>	<u>\$ 1,158,322</u>	<u>\$ 1,117,187</u>	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position:					
Contributions to OPEB trust	\$ 6,573	\$ 3,578	\$ 1,959	\$ -	\$ -
Contributions - employer	22,232	16,170	12,116	5,730	4,957
Net investment income	(1,335)	734	5	-	-
Benefit payments, including refunds	(22,232)	(16,170)	(12,116)	(5,730)	(4,957)
Administrative expenses	<u>(32)</u>	<u>(23)</u>	<u>(2)</u>	<u>-</u>	<u>-</u>
Net change in plan fiduciary net position	5,206	4,289	1,962	-	-
Plan fiduciary net position, beginning of year	<u>6,251</u>	<u>1,962</u>	<u>-</u>	<u>-</u>	<u>-</u>
Plan fiduciary net position, end of year	<u>\$ 11,457</u>	<u>\$ 6,251</u>	<u>\$ 1,962</u>	<u>\$ -</u>	<u>\$ -</u>
City's net OPEB liability, end of year	<u>\$ 1,265,798</u>	<u>\$ 1,152,071</u>	<u>\$ 1,115,225</u>	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position as a percent of total OPEB liability	0.90%	0.54%	0.18%	0.00%	0.00%
Covered payroll	\$ 885,520	\$ 808,254	\$ 915,725	\$ 961,353	\$ 939,692
City's net OPEB liability as a percentage of covered payroll	143%	143%	122%	120%	121%

Note: This schedule is being built prospectively after the implementation of GASB 75 in fiscal year 2018.

Ultimately, ten years of data will be presented.

SCHEDULE OF CITY OPEB CONTRIBUTIONS

Year Ended June 30, 2022 (schedule is built prospectively upon implementation of GASB 75)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Actuarially determined employer contributions:					
Service cost (with interest)	\$ 37,422	\$ 40,083	\$ 37,688	\$ 33,479	\$ 30,901
Amortization of unfunded liability	<u>145,989</u>	<u>127,135</u>	<u>120,322</u>	<u>151,325</u>	<u>128,817</u>
Actuarially determined employer contribution	183,411	167,218	158,010	184,804	159,718
Employer contributions	<u>28,805</u>	<u>19,748</u>	<u>14,075</u>	<u>5,730</u>	<u>4,957</u>
Contribution deficiency	<u>\$ 154,606</u>	<u>\$ 147,470</u>	<u>\$ 143,935</u>	<u>\$ 179,074</u>	<u>\$ 154,761</u>
Covered payroll	<u>\$ 885,520</u>	<u>\$ 808,254</u>	<u>\$ 915,725</u>	<u>\$ 961,353</u>	<u>\$ 939,692</u>
Contributions as a percentage of covered payroll	3.3%	2.4%	1.5%	0.6%	0.5%

Methods and assumptions used to determine actuarial determined contribution:

Valuation date June 30, 2022

Actuarial methods:

Cost method Entry age normal (level percent of compensation)
 Asset valuation method Market value

Actuarial assumptions:

Discount rate 2.40% for 2022 contribution; 4.12% for June 30, 2022 disclosure and 2023 contribution
 Payroll inflation 3.00%
 Return on plan assets 5.54%
 Mortality rates 2010 Public Safety and General Employees and healthy retirees, headcount weighted; MP-2021 improvement
 Termination rates None
 Retirement rates Employees are assumed to retire when first eligible for plan benefits
 Marital assumption Not applicable
 Monthly Post-65 Medical Cost \$253.69 supplemental premium with \$26.20 prescription plan rationale
 Medical trend rates 7.25% in 2022 graded down to 4.5% by 0.25% per year pre-65 costs; 5.55% graded down by 4.5% for post-65 costs
 Monthly per-capita costs valued See rates in table below:

<u>Age</u>	<u>Rate</u>
55	747.45
56	781.97
57	816.83
58	854.04
59	872.47
60	909.68
61	941.86
62	968.97
63	989.45
64	1,005.54

Assumption changes since prior valuation:

Mortality improvement scale updated from MP-2020 to MP-2021
 Medical trend tables updated to incorporate 2% increases for Post-Medicare benefit
 Discount rate updated from 2.40% to 4.12%

Note: This schedule is being built prospectively after the implementation of GASB 75 in fiscal year 2018. Ultimately, ten years of data will be presented.

SUPPLEMENTARY INFORMATION

COMBINING BALANCE SHEET - nonmajor governmental funds

June 30, 2022

	<i>Special revenue funds</i>			<i>Capital projects funds</i>		<i>Totals</i>
	<i>Local Street</i>	<i>Solid Waste</i>	<i>Revolving Loan</i>	<i>Fire Reserve</i>	<i>Capital Improvements</i>	
ASSETS						
Cash and investments	\$ 334,175	\$ 37,501	\$ 11,563	\$ 100,962	\$ 49,405	\$ 533,606
Receivables	20,333	-	50,520	-	-	70,853
Total assets	<u>\$ 354,508</u>	<u>\$ 37,501</u>	<u>\$ 62,083</u>	<u>\$ 100,962</u>	<u>\$ 49,405</u>	<u>\$ 604,459</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Payables	\$ 5,706	\$ 6,410	\$ -	\$ -	\$ -	\$ 12,116
Unearned revenue	-	-	-	-	-	-
Due to other funds	26,903	-	-	-	-	26,903
Total liabilities	<u>32,609</u>	<u>6,410</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>39,019</u>
Fund balances:						
Restricted for:						
Public works	321,899	31,091	-	-	-	352,990
Community and economic development	-	-	62,083	-	-	62,083
Assigned for capital acquisitions	-	-	-	100,962	49,405	150,367
Total fund balances	<u>321,899</u>	<u>31,091</u>	<u>62,083</u>	<u>100,962</u>	<u>49,405</u>	<u>565,440</u>
Total liabilities and fund balances	<u>\$ 354,508</u>	<u>\$ 37,501</u>	<u>\$ 62,083</u>	<u>\$ 100,962</u>	<u>\$ 49,405</u>	<u>\$ 604,459</u>

**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - nonmajor governmental funds**

Year ended June 30, 2022

	<i>Special revenue funds</i>			<i>Capital projects funds</i>		<i>Totals</i>
	<i>Local Street</i>	<i>Solid Waste</i>	<i>Revolving Loan</i>	<i>Fire Reserve</i>	<i>Capital Improvements</i>	
REVENUES						
Property taxes	\$ -	\$ 118,445	\$ -	\$ 91,110	\$ 91,110	\$ 300,665
State grants	139,980	31	-	-	-	140,011
Intergovernmental	31,823	-	-	-	-	31,823
Interest	291	193	245	531	154	1,414
Other:						
Assessments	-	58,678	-	-	-	58,678
Miscellaneous	56	-	900	-	-	956
Total revenues	<u>172,150</u>	<u>177,347</u>	<u>1,145</u>	<u>91,641</u>	<u>91,264</u>	<u>533,547</u>
EXPENDITURES						
Current:						
General government	-	-	-	93	93	186
Public works	164,326	181,943	86	-	80,000	426,355
Debt service:						
Principal	-	-	-	21,000	-	21,000
Interest	-	-	-	41,504	-	41,504
Total expenditures	<u>164,326</u>	<u>181,943</u>	<u>86</u>	<u>62,597</u>	<u>80,093</u>	<u>489,045</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>7,824</u>	<u>(4,596)</u>	<u>1,059</u>	<u>29,044</u>	<u>11,171</u>	<u>44,502</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	250,000	6,000	-	-	-	256,000
Transfers out	-	-	-	(15,000)	-	(15,000)
Total other financing sources (uses)	<u>250,000</u>	<u>6,000</u>	<u>-</u>	<u>(15,000)</u>	<u>-</u>	<u>241,000</u>
NET CHANGES IN FUND BALANCES	257,824	1,404	1,059	14,044	11,171	285,502
FUND BALANCES - BEGINNING	<u>64,075</u>	<u>29,687</u>	<u>61,024</u>	<u>86,918</u>	<u>38,234</u>	<u>279,938</u>
FUND BALANCES - ENDING	<u>\$ 321,899</u>	<u>\$ 31,091</u>	<u>\$ 62,083</u>	<u>\$ 100,962</u>	<u>\$ 49,405</u>	<u>\$ 565,440</u>

BALANCE SHEET - component units

June 30, 2022

	<u>Tax Increment Finance Authority</u>	<u>Brownfield Redevelopment Authority</u>	<u>Downtown Development Authority</u>
ASSETS			
Cash	\$ 125,410	\$ 1,085	\$ 90,322
Investments	-	91,436	-
Receivables	-	356,395	-
	<u> </u>	<u> </u>	<u> </u>
Total assets	<u>\$ 125,410</u>	<u>\$ 448,916</u>	<u>\$ 90,322</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Payables	\$ 2,183	\$ 374,663	\$ 638
Unearned revenue	-	-	2,304
	<u> </u>	<u> </u>	<u> </u>
Total liabilities	2,183	374,663	2,942
Fund balances - unassigned	<u>123,227</u>	<u>74,253</u>	<u>87,380</u>
	<u> </u>	<u> </u>	<u> </u>
Total liabilities and fund balances	<u>\$ 125,410</u>	<u>\$ 448,916</u>	<u>\$ 90,322</u>
Reconciliation of the balance sheet to the statement of net position:			
Total fund balances	\$ 123,227	\$ 74,253	\$ 87,380
Amounts reported for the <i>component units</i> in the statement of net position (page 15) are different because:			
Certain assets of the <i>component units</i> are not current financial resources and, therefore, are not reported in the funds.			
	-	857,338	-
Some liabilities are not due and payable in the current period and, therefore, are not reported in the funds.			
Compensated absences	(1,400)	(3,200)	(500)
Note payable	-	(559,236)	-
	<u> </u>	<u> </u>	<u> </u>
Net position of the <i>component units</i>	<u>\$ 121,827</u>	<u>\$ 369,155</u>	<u>\$ 86,880</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND

BALANCES - component units

Year ended June 30, 2022

	<u>Tax Increment Finance Authority</u>	<u>Brownfield Redevelopment Authority</u>	<u>Downtown Development Authority</u>
REVENUES			
Property taxes	\$ -	\$ 50,684	\$ 55,631
Federal grant	-	1,377,691	-
State grant	85,615	-	7,236
Intergovernmental	-	80,000	-
Interest	198	223	166
Other	-	9,598	8,513
	<hr/>	<hr/>	<hr/>
Total revenues	85,813	1,518,196	71,546
EXPENDITURES			
Current - Public works	<hr/> 64,131	<hr/> 1,203,943	<hr/> 52,846
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			
	21,682	314,253	18,700
OTHER FINANCING SOURCE			
Loan proceeds	<hr/> -	<hr/> 559,236	<hr/> -
NET CHANGES IN FUND BALANCES			
	21,682	873,489	18,700
FUND BALANCES - BEGINNING (DEFICIT)			
	<hr/> 101,545	<hr/> (799,236)	<hr/> 68,680
FUND BALANCES - ENDING			
	<u>\$ 123,227</u>	<u>\$ 74,253</u>	<u>\$ 87,380</u>
Net change in fund balance	\$ 21,682	\$ 873,489	\$ 18,700
Amounts reported for <i>component units</i> in the statement of activities (page 16) are different because:			
Assets held for resale - additions	-	200,672	-
Long-term debt - issuance	-	(559,236)	-
Decrease in deferred inflows - grant revenue	-	(941,330)	-
Net (increase) decrease in compensated absences	<hr/> 600	<hr/> 200	<hr/> 200
Change in net position of <i>component units</i>	<u>\$ 22,282</u>	<u>\$ (426,205)</u>	<u>\$ 18,900</u>

BUDGETARY COMPARISON SCHEDULE - Tax Increment Finance Authority

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
State grant	\$ 81,334	\$ 81,334	\$ 85,615	\$ 4,281
Interest	<u>180</u>	<u>180</u>	<u>198</u>	<u>18</u>
Total revenues	81,514	81,514	85,813	4,299
EXPENDITURES				
Public works	<u>68,722</u>	<u>68,722</u>	<u>64,131</u>	<u>4,591</u>
NET CHANGES IN FUND BALANCES				
	12,792	12,792	21,682	8,890
FUND BALANCES - BEGINNING				
	<u>101,545</u>	<u>101,545</u>	<u>101,545</u>	<u>-</u>
FUND BALANCES - ENDING				
	<u><u>\$ 114,337</u></u>	<u><u>\$ 114,337</u></u>	<u><u>\$ 123,227</u></u>	<u><u>\$ 8,890</u></u>

BUDGETARY COMPARISON SCHEDULE - Brownfield Redevelopment Authority

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Property taxes	\$ 50,587	\$ 50,587	\$ 50,684	\$ 97
Federal grant	-	-	1,377,691	1,377,691
Intergovernmental	80,000	80,000	80,000	-
Interest	-	-	223	223
Other - facility rental	-	-	9,598	9,598
	<u>130,587</u>	<u>130,587</u>	<u>1,518,196</u>	<u>1,387,609</u>
EXPENDITURES				
Public works	<u>130,212</u>	<u>1,709,725</u>	<u>1,203,943</u>	<u>505,782</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	375	(1,579,138)	314,253	1,893,391
OTHER FINANCING SOURCE				
Loan proceeds	<u>-</u>	<u>490,000</u>	<u>559,236</u>	<u>69,236</u>
NET CHANGES IN FUND BALANCES				
	375	(1,089,138)	873,489	1,962,627
FUND BALANCES - BEGINNING (DEFICIT)				
	<u>(799,236)</u>	<u>(799,236)</u>	<u>(799,236)</u>	<u>-</u>
FUND BALANCES - ENDING (DEFICIT)				
	<u>\$ (798,861)</u>	<u>\$ (1,888,374)</u>	<u>\$ 74,253</u>	<u>\$ 1,962,627</u>

BUDGETARY COMPARISON SCHEDULE - Downtown Development Authority

Year ended June 30, 2022

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Property taxes	\$ 54,340	\$ 54,340	\$ 55,631	\$ 1,291
State grant	6,874	6,874	7,236	362
Interest	135	135	166	31
Other	<u>3,300</u>	<u>3,300</u>	<u>8,513</u>	<u>5,213</u>
Total revenues	<u>64,649</u>	<u>64,649</u>	<u>71,546</u>	<u>6,897</u>
EXPENDITURES				
Public works	<u>64,170</u>	<u>64,170</u>	<u>52,846</u>	<u>11,324</u>
NET CHANGES IN FUND BALANCES	479	479	18,700	18,221
FUND BALANCES - BEGINNING	<u>68,680</u>	<u>68,680</u>	<u>68,680</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 69,159</u>	<u>\$ 69,159</u>	<u>\$ 87,380</u>	<u>\$ 18,221</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$1,350,000 2012 CAPITAL IMPROVEMENT BONDS (PUBLIC SAFETY BUILDING)**

June 30, 2022

<i>Fiscal period</i>	<i>Interest requirements</i>		<i>Maturity date</i>	<i>Principal</i>	<i>Total requirements</i>
	<i>August 1</i>	<i>February 1</i>			
2023	\$ 20,358	\$ 20,358	2/01/23	\$ 22,000	\$ 62,716
2024	19,946	19,946	2/01/24	23,000	62,892
2025	19,514	19,514	2/01/25	23,000	62,028
2026	19,083	19,083	2/01/26	24,000	62,166
2027	18,633	18,633	2/01/27	25,000	62,266
2028	18,164	18,164	2/01/28	26,000	62,328
2029	17,677	17,677	2/01/29	27,000	62,354
2030	17,171	17,171	2/01/30	28,000	62,342
2031	16,646	16,646	2/01/31	29,000	62,292
2032	16,102	16,102	2/01/32	30,000	62,204
2033	15,539	15,539	2/01/33	31,000	62,078
2034	14,958	14,958	2/01/34	33,000	62,916
2035	14,339	14,339	2/01/35	34,000	62,678
2036	13,701	13,701	2/01/36	35,000	62,402
2037	13,046	13,046	2/01/37	36,000	62,092
2038	12,371	12,371	2/01/38	38,000	62,742
2039	11,658	11,658	2/01/39	39,000	62,316
2040	10,927	10,927	2/01/40	41,000	62,854
2041	10,158	10,158	2/01/41	42,000	62,316
2042	9,371	9,371	2/01/42	44,000	62,742
2043	8,546	8,546	2/01/43	45,000	62,092
2044	7,702	7,702	2/01/44	47,000	62,404
2045	6,821	6,821	2/01/45	49,000	62,642
2046	5,902	5,902	2/01/46	51,000	62,804
2047	4,946	4,946	2/01/47	53,000	62,892
2048	3,952	3,952	2/01/48	55,000	62,904
2049	2,921	2,921	2/01/49	57,000	62,842
2050	1,852	1,852	2/01/50	59,000	62,704
2051	745	745	2/01/51	39,760	41,250
	<u>\$ 352,749</u>	<u>\$ 352,749</u>		<u>\$ 1,085,760</u>	<u>\$ 1,791,258</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$3,865,000 2012 SEWER SUPPLY SYSTEM REVENUE BONDS**

June 30, 2022

<i>Fiscal period</i>	<i>Interest requirements</i>		<i>Maturity date</i>	<i>Principal</i>	<i>Total requirements</i>
	<i>October 1</i>	<i>April 1</i>			
2023	\$ 21,926	\$ 20,363	10/01/22	\$ 125,000	\$ 167,289
2024	20,363	18,738	10/01/23	130,000	169,101
2025	18,738	17,051	10/01/24	135,000	170,789
2026	17,051	15,363	10/01/25	135,000	167,414
2027	15,363	13,613	10/01/26	140,000	168,976
2028	13,613	11,801	10/01/27	145,000	170,414
2029	11,801	9,926	10/01/28	150,000	171,727
2030	9,926	8,051	10/01/29	150,000	167,977
2031	8,051	6,113	10/01/30	155,000	169,164
2032	6,113	4,113	10/01/31	160,000	170,226
2033	4,113	2,051	10/01/32	165,000	171,164
2034	2,051	-	10/01/33	170,000	172,051
	<u>\$ 149,109</u>	<u>\$ 127,183</u>		<u>\$ 1,760,000</u>	<u>\$ 2,036,292</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$500,000 2022 GENERAL OBLIGATION LIMITED TAX BONDS**

June 30, 2022

<u>Fiscal period</u>	<u>Interest requirements</u>	<u>Maturity date</u>	<u>Principal</u>	<u>Total requirements</u>
2023	\$ 16,619	06/01/23	\$ 25,000	\$ 41,619
2024	13,666	06/01/24	28,000	41,666
2025	12,929	06/01/25	29,000	41,929
2026	12,132	06/01/26	30,000	42,132
2027	11,302	06/01/27	31,000	42,302
2028	10,439	06/01/28	32,000	42,439
2029	9,543	06/01/29	32,000	41,543
2030	8,640	06/01/30	33,000	41,640
2031	7,707	06/01/31	34,000	41,707
2032	6,741	06/01/32	35,000	41,741
2033	5,743	06/01/33	36,000	41,743
2034	4,696	06/01/34	37,000	41,696
2035	3,604	06/01/35	38,000	41,604
2036	2,464	06/01/36	39,000	41,464
2037	1,271	06/01/37	41,000	42,271
	<u>\$ 127,496</u>		<u>\$ 500,000</u>	<u>\$ 627,496</u>

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. 393

AN ORDINANCE TO AMEND CHAPTER 53 “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SECTION 53-88 “AREA, HEIGHT, BULK AND PLACEMENT REQUIREMENTS”; TO AMEND SUBSECTION L OF SECTION 53-89; AND TO REPEAL ALL ORDINANCES IN CONFLICT THEREWITH.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ORDAINS:

Section 1. Amendment of Sec. 53-88. The “Area, Height, Bulk and Placement Requirements” table of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended such that the row related to the C-2 zoning district is amended to read in its entirety as follows:

<i>Zoning District</i>	<i>Minimum Lot Width (in feet)</i>	<i>Minimum Lot Area (in square feet)</i>	<i>Maximum Lot Coverage (Percent)</i>	<i>Maximum Building Height</i>		<i>Minimum Requirements</i>				<i>Minimum Floor Area Per Dwelling Unit (In square feet)</i>
				<i>In Stories</i>	<i>In feet</i>	<i>Front</i>	<i>Least 1</i>	<i>Total of 2</i>	<i>Rear</i>	
C-2				3 (l)	40 (l)		i, j		j, k	l

Section 2. Amendment of Sec. 53-89(L). Sec. 53-89(L) of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

L. Where motels or hotels are permitted in a C-2 District, a minimum of 250 square feet of floor area per unit shall be provided. The requirements of Section 53.88 above notwithstanding, hotels in the C-2 District west of Prince Street are permitted a maximum height of fifty (50) feet or four stories, whichever is less.

Section 3. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 4. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 5. Effective Date. This Ordinance is ordered to take effect eight (8) days following publication of adoption in Union Enterprise, a newspaper having general circulation in the City, under the provisions of 2006 Public Act 110, except as may be extended under the provisions of such Act.

ROLL CALL VOTE:

YES:

NO:

Declared adopted on:

Brad Keeler, Mayor

Margaret Fenger, Clerk

Draft



City of *Plainwell*

***FIVE-YEAR RECREATION PLAN
2023-2028***





city of
PLAINWELL
michigan

Five-Year Recreation Plan 2023-2028

For the City of Plainwell

Allegan County, Michigan

Plainwell City Council

Brad Keeler, Mayor

Lori Steele, Mayor Pro-Tem

Todd Overhuel, Councilmember

Roger Keeney, Councilmember

Randy Wisnaski, Councilmember

Parks and Trees Commission

Matthew Bradley, Chair

Bunny LaDuke, Vice Chair

Marsha Keeler, Board member

Shirley DeYoung, Board member

Cory Redder, Board member

Robert Nieuwenhuis, DPW Superintendent

Todd Overhuel, Board member/Council representative

City Staff

Denise Siegel, Community Development Director

Planning Consultant

williams&works

CONTENTS

Chapter 1. Community Description.....	1
Chapter 2. Administrative Structure	13
Chapter 3. Recreation Inventory	17
Chapter 4. Planning & Public Input Process	42
Chapter 5. Goals & Objectives.....	46
Chapter 6. Action Program	49

APPENDICES:

- Appendix A. Open House Flyer & Engagement Report
- Appendix B. Notice of the Draft Plan for 30 Days of Public Comment and Public Hearing
- Appendix C. Public Hearing Minutes
- Appendix D. Adoption Resolution and Minutes
- Appendix E. Transmittal Letters to the County and Regional Planning Agencies
- Appendix F. Post Completion Self-Certification Reports

1.

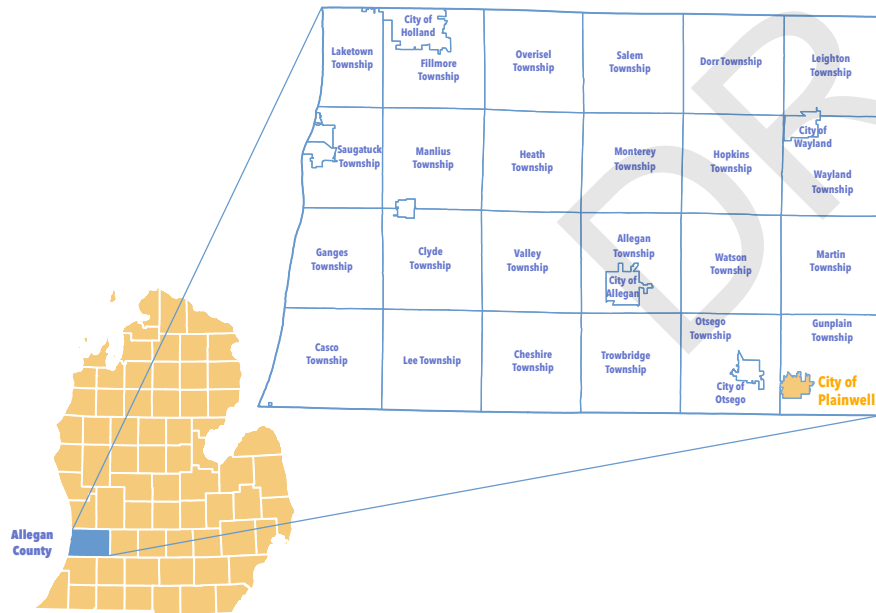
***COMMUNITY
DESCRIPTION***



Community Description

LOCATION

The City of Plainwell is located in the southeastern portion of Allegan County, Michigan. The city is 35 miles south of Grand Rapids and 15 miles north of Kalamazoo, and easily accessible via US-131. The City of Otsego, which is comparable in size to Plainwell, is immediately to the west of US-131. State Route M-89 (Allegan & Bridge Streets) runs east-west through this 2.2- square mile city. Main Street is the primary access route running north-south through town, with the heart of the city situated at the crossroads of Main Street and M-89. The city is almost entirely surrounded by the waters of the Kalamazoo River and its local tributary, the Mill Race. This "Island City", as it is commonly referred to, provides numerous recreational opportunities for the community.



HISTORY

The City of Plainwell was incorporated as a village in 1869 and as a city in 1934. Approximately 3,800 residents call Plainwell home. The Mill Race channel was dug in 1856 in a natural depression of land along the Kalamazoo River. The Mill Race encouraged many new businesses and settlers to relocate to Plainwell. These new businesses included a grist mill built by Mr. Henry J. Cushman in 1858. The first sawmill was built by Mr. Brigham then G.B. Force and O.D. Dunham established a rake factory. In 1860, they also opened a planing mill. Soon thereafter, three steel bridges were erected to cross the Mill Race at Allegan (M-89), Bridge, and Main Street. In 1886, a group of local businessmen met, and soon thereafter, in 1890, the Michigan Paper Company opened on the site of the Lyons and Page Mill which was built in 1872 as a manufacturer of newsprint. In 2006 the City of Plainwell purchased the former paper mill and by 2014 City Hall relocated to a portion of the now historic building.

SOCIAL CHARACTERISTICS

The following is a summary, of the social characteristics of the City of Plainwell from the 2020 Census and the 2020 American Community Survey 5-year estimates, including, community population, employment trends, number and location of households, and population distribution.

Community Population

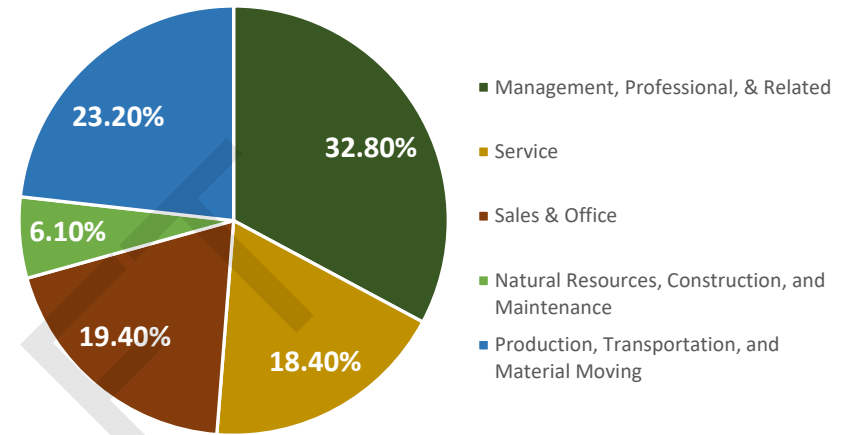


Employment Trends

Employment status	# of persons	% of total
Population 16 & Over	3,112	100
Labor Force	1,717	55.2
Civilian Labor Force	1,717	55.2
Employed	1,678	53.9
Unemployed	39	1.3
Armed Forces	0	0
Not in Labor Force	1,395	44.8

Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

Top Five Employment Occupations (16 & Over)



Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

Number and Location of Households

The majority of households are located in the immediate area surrounding the Central Business District. A Concentration of families with young children is located near Thurl Cook Park.

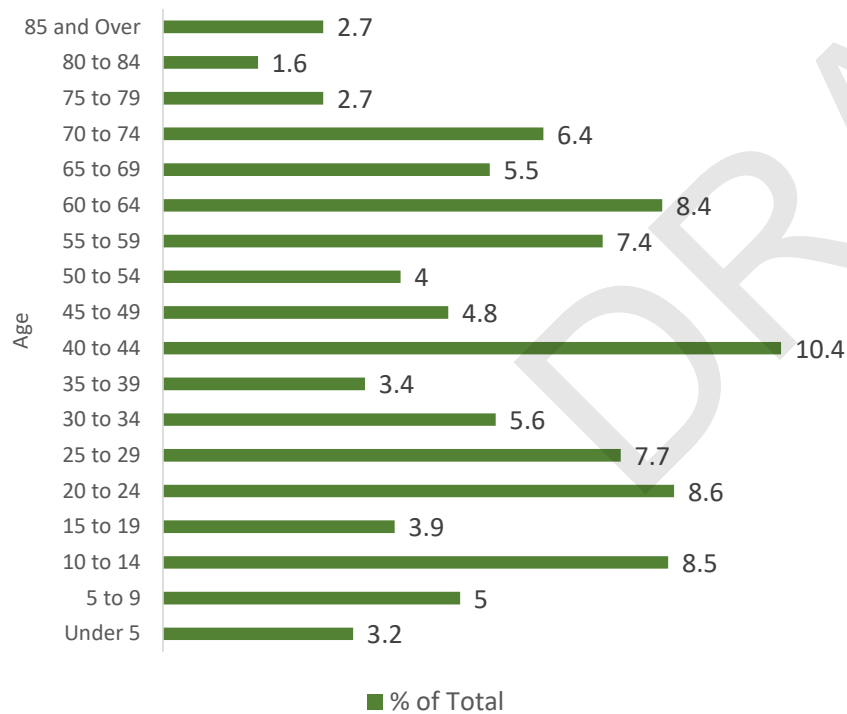
Housing Units	# of Houses	% of Total
Total Housing Units	1,659	100
Occupied Housing Units	1,595	96.1
Owner-occupied	1,121	70.3
Renter-occupied	474	29.7
Vacant Housing Units	64	3.9

Source: U.S. Census Bureau

Population Trends

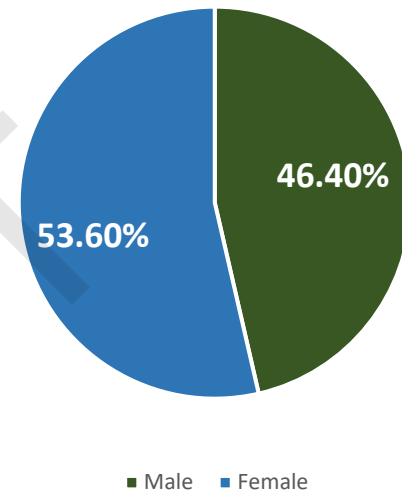
The population has remained relatively stable, with only a 0.4% decrease (-16 people) since 2010. Age distribution has changed between the 2010 and 2020 censuses. It indicates a significant increase in the city's senior population (65+) as well as a population decrease in teenagers to young adults (15-24), children below the age of 5, and adults between the ages of 35-39. The 40 to 44 age cohort represents the largest age group in the city at 10.4%.

Population Distribution (Age)



Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

Population Distribution (Gender)



Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

Population Distribution (Race)

Race	# of Persons	% of Total
White	3,394	89.6
Black or African American	47	1.2
American Indian & Alaska Native	22	0.6
Asian	19	0.5
Native Hawaiian & Other Pacific Islander	0	0
Some Other Race	56	1.5
Two or More Races	250	6.6

Source: U.S. Census Bureau



Population Distribution (Income)

Income Cohort	% of Households
Less than \$10,000	6.9
\$10,000 to \$14,999	4.3
\$15,000 to \$24,999	7.2
\$25,000 to \$34,999	12.3
\$35,000 to \$49,999	10.1
\$50,000 to \$74,999	30.3
\$75,000 to \$99,999	16.3
\$100,000 to \$149,999	9.0
\$150,000 to \$199,999	2.9
\$200,000 or More	0.5
Median Household Income	\$58,776
Median Family Income	\$63,770

Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

Population with Unique Needs

The distribution of Plainwell's elderly and disabled is fairly even throughout the city. Barrier-free design laws require that all public spaces be accessible per the Americans with Disabilities Act (ADA). These guidelines must be closely followed to provide access for all. This requires an assessment of the accessibility of each park, identifying ADA compliant facilities and access routes that connect them. Based on the Census data provided regarding the number of residents with special needs, accessibility is a high priority.

Disability Status

Population	# of Persons	% of Total
5 to 17 Years	578	100
With a Disability	54	9.3
18 to 64 Years	2,348	100
With a Disability	322	13.7
65 Years & Over	634	100
With a Disability	248	39.1
Employed	292	46.8

Source: U.S. Census Bureau, 2020 American Community Survey 5-Year Estimates

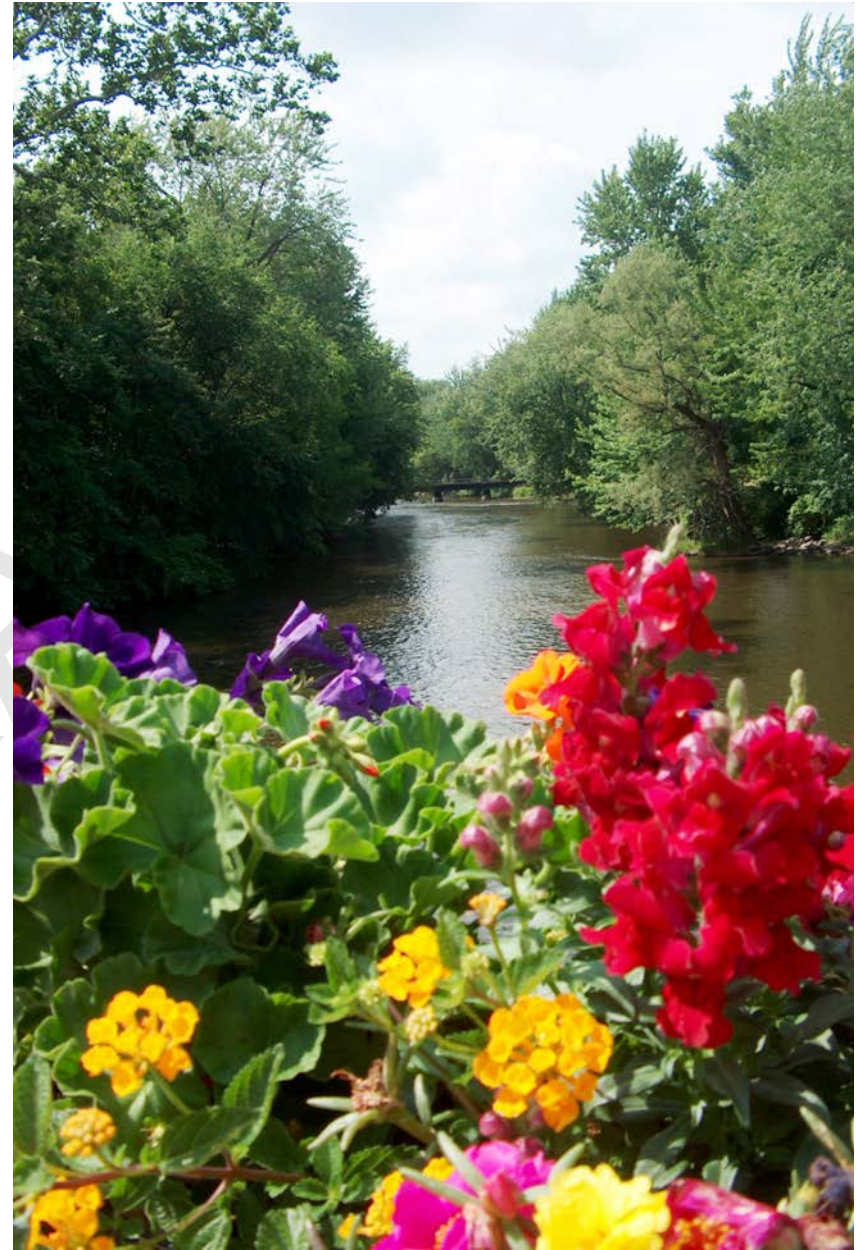
PHYSICAL CHARACTERISTICS

Land Use Patterns & Zoning

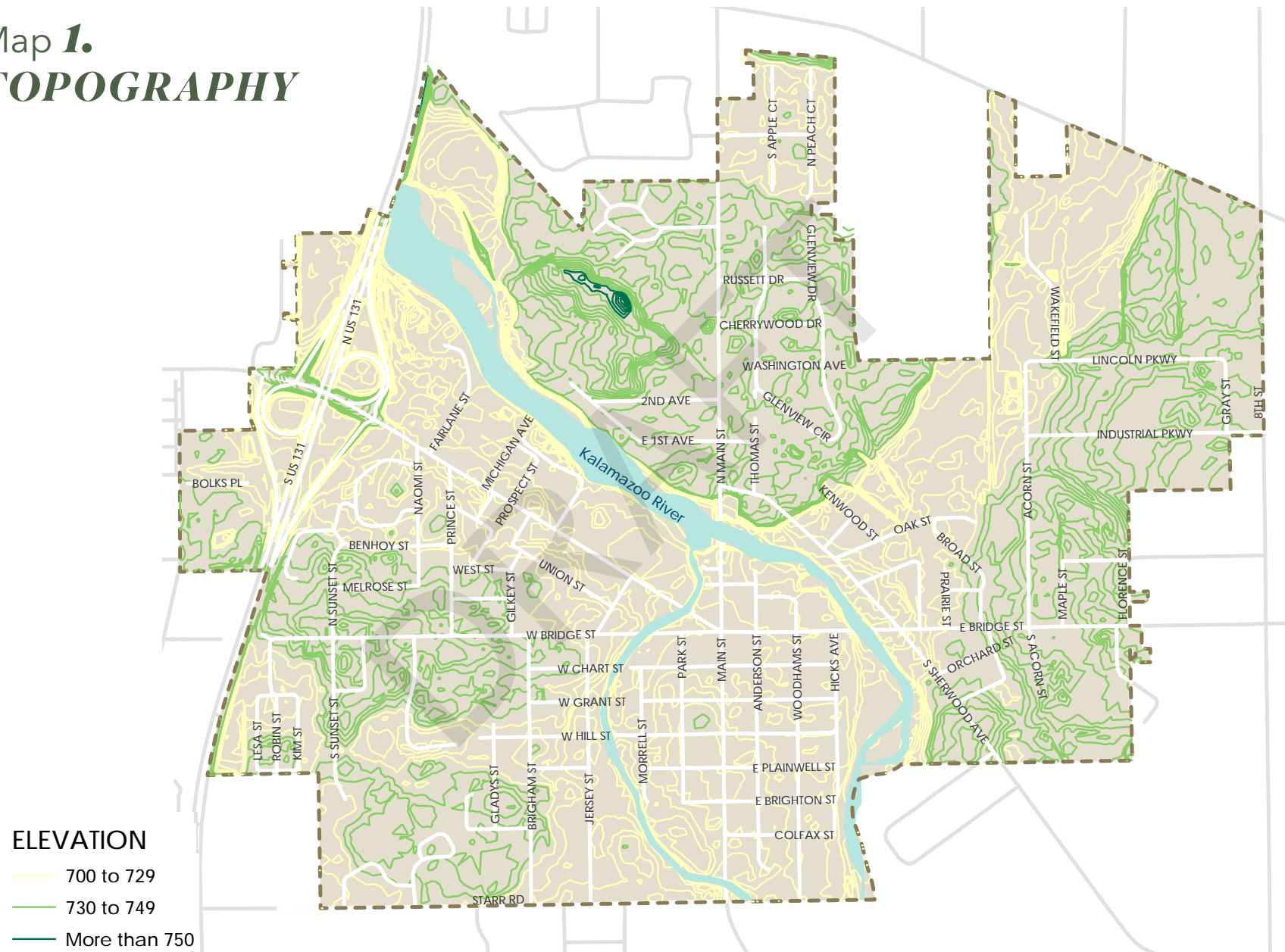
Plainwell consists of mostly Low and Medium Density Residential zones, Commercial, Industrial, and Open Space zones. The City of Plainwell has a downtown Central Business District as its core with primarily single-family residential housing in typical residential patterns proximal to the downtown. Medium- and high-density residential housing exists at a limited rate. Most of the industrial uses are located along the city's eastern boundary. The institutional land uses are dispersed throughout the city with the hospital and sewage treatment plant to the west near US-131, the schools to the south, and the library just east of the downtown. Additional Commercial use consisting of primarily strip development is occurring along Allegan Street, to the west toward Otsego and south towards Kalamazoo. Recreational land use is abundant and exists throughout the city and will be discussed in greater detail in the following chapters. Agricultural land use is predominately located outside the city limits.

Topography

The City of Plainwell's topography ranges from level to slightly hilly with most of the grade differences occurring along the Mill Race and Kalamazoo River. The elevation varies by approximately 25 feet within the city limits. The predominant elevation above the mean sea level is 730 feet. At the eastern limit of the city, near the City's water tower, the elevation is approximately 740 feet above mean sea level.



Map 1. TOPOGRAPHY



Water, Fish, and Wildlife Resources

The City of Plainwell is fortunate to be almost entirely surrounded by the waters of the Kalamazoo River and its local tributary - the Mill Race, which offers both aesthetic beauty as well as recreational opportunities. The Kalamazoo River provides habitat for many fish, aquatic reptiles, and amphibians such as salamanders, turtles, etc. Sport fishing is the predominant recreational activity. A fishing platform is located near the confluence of the Mill Race and Kalamazoo River at the base of the dam. Darrow Park - a linear roadside park along the bank of the Kalamazoo River is also heavily used for fishing access. Fish typical of river habitats are found here including flathead and channel catfish, largemouth, smallmouth and rock bass, freshwater drum, bluegill, perch, and in the spring and fall when the waters are cooler, steelhead and salmon.

Portions of the Kalamazoo River, most notably in Plainwell, have undergone extensive clean-up for PCB removal. Currently, most fishing is for sport only as it is not recommended to be consumed. However, the City is working with various stakeholders to fully restore the river. In recent years, the exploration of improvements to the Mill Race has fostered discussion about restoring the channel to a more naturalized state that would address bank erosion issues and allow for safer passage by migrating fish and kayakers through the waterway.



Soils and Vegetation

Soils in the area consist of the following:

- 2 - Glendora loamy sand
- 6 - Adrian muck
- 11B - Oshtemo-Chelsea complex (0-6% slope)
- 12B - Ockley loam (1-6% slope)
- 18 - Pits
- 19A - Brady sandy loam (0-3% slope)
- 27B - Meatea loamy fine sand (0-6% slope)
- 39 - Granby loamy sand
- 44B - Chelsea loamy fine sand (1-6% slope)
- 49A - Tedrow fine sand (0-4% slope)
- 50 - Aquents and Histosols, ponded
- 51A - Thetford fine sand (0-4% slope)
- 62 - Sloan silt loam
- 66 - Udipsamments, nearly level to gently sloping
- 72B - Urban land-Oakville complex (0-6% slope)
- 75B - Marlette-Capac loams (1-6% slope)
- W - Water

The majority of the region is comprised of 44B and 72B soils. 72B is a mixture of urban land and Oakville soils. The urban land is covered with streets, pavement, and buildings. Oakville is an excessively drained soil formed in sandy eolian deposits, usually on outwash plains and moraines. The Chelsea loamy fine sand soil is typically found in cultivated areas, woods, or pastures. The native vegetation is oak-hickory and the soil is excessively drained. The remaining area is an assortment of mixed hardwood woodlands, wetlands, herbaceous fields, and cultivated areas.



Transportation Systems

US 131 runs north-south along the western edge of Plainwell and provides direct access to Kalamazoo and Grand Rapids. M-89/M-43 (Allegan Street) is the main arterial connection from US 131 to the Central Business District in downtown Plainwell. M-89/M-43 (E. Bridge Street) continues east towards Gun Plain Township. Other transportation systems include the Penn Central Railroad and Allegan County bus system with two routes near the eastern boundary of the city. One route runs north to south and the other northwest to southeast. Street layout is influenced by various factors, however, the blocks located to the south of Bridge Street and east and west of Main Street are aligned in a typical grid pattern of residential streets. The layout of the remaining streets is influenced by the Kalamazoo River and Mill Race which requires many of the routes to terminate. The railroad and other industrial uses also influence the street system within the city's 2.2-square-mile limit.

Climate

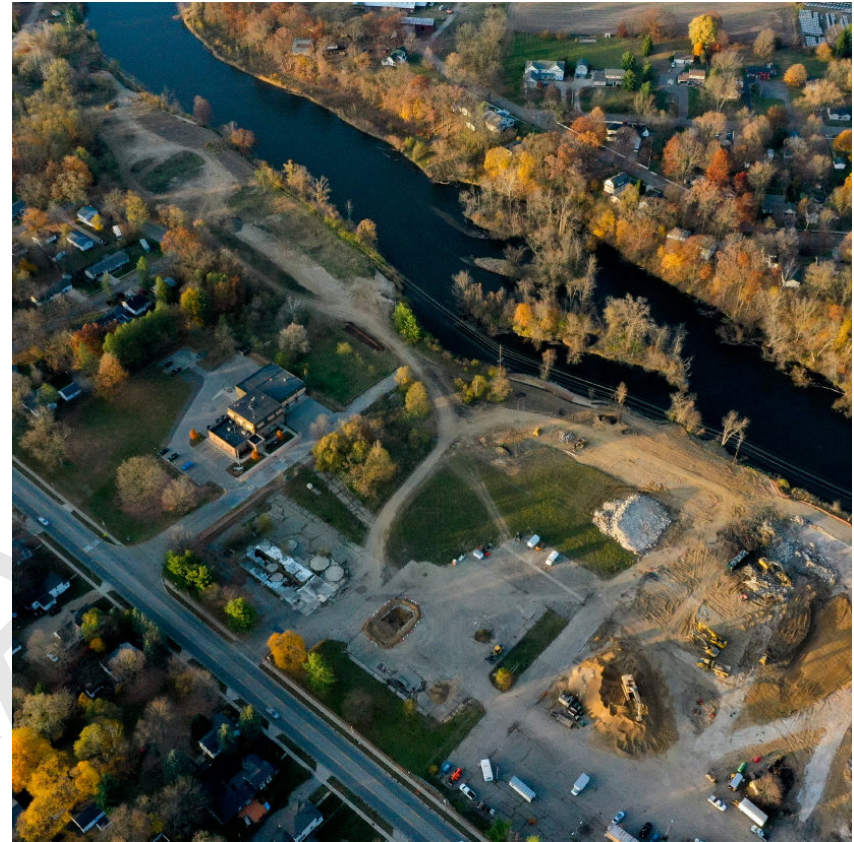
The climate is typical of many southwestern Michigan towns. Plainwell is warm during the summer when temperatures average in the 70s and very cold during the winter with temperatures in the 20s. The warmest month of the year is July with an average temperature of 86 degrees and January is usually the coldest month with temperatures as low as 16 degrees. Temperatures typically range from 86°-64° in July and from 31°-16° in January. Precipitation averages 39 inches on an annual basis. Rainfall is evenly distributed throughout the year; however, July was recorded as the wettest month in 2022, with 5 inches of precipitation.

Environmental Issues

The City of Plainwell has two regulated industrial sites including a former paper mill adjacent to the Central Business District and a disposal company site near Thurl Cook Park on the city's northeast side, called the A1 property. The former paper mill site underwent a clean-up in the summer of 2016 and the City received a Community Development Block Grant to assist in the final phase of blight elimination on the site. The A-1 property has been remediated and the City is awaiting the transfer of a portion of the property to the City. These sites are scheduled to undergo clean-up. The clean-up will follow requirements as specified by the Michigan Department of Environmental Quality. As previously mentioned, PCB's have been detected within the Kalamazoo River. The US Environmental Protection Agency and state partner Michigan Department of Environmental Quality oversaw the dredging of the Kalamazoo River to remove PCB - polychlorinated biphenyls in 2008. Plainwell has been established as the test location for further clean-up along the Kalamazoo River. A sizeable clean-up effort within the city has been completed and the focus is now turned downriver from Plainwell.

According to the National Wetland Inventory (US Fish and Wildlife Service), there are only three nationally inventoried wetlands present in the city. These wetlands are located near the Kalamazoo River, to the west of Main Street and consist of the following types:

- R2UBH-Riverine, Lower Perennial, Unconsolidated Bottom, Permanently Flooded; This system contains all wetlands in natural or artificial channels periodically or continuously containing flowing water The other two wetlands identified are:
- PSS1F -Palustrine, Scrub-Scrub, and Broad leaved Deciduous, and Semi permanently flooded and PSS1Cd-Palustrine, Scrub-Scrub, Broad leaved Deciduous, Seasonally Flooded, Partially drained/Ditched. These two systems are part of the palustrine which includes all nontidal wetlands dominated by trees, shrubs, emergent, mosses or lichens.



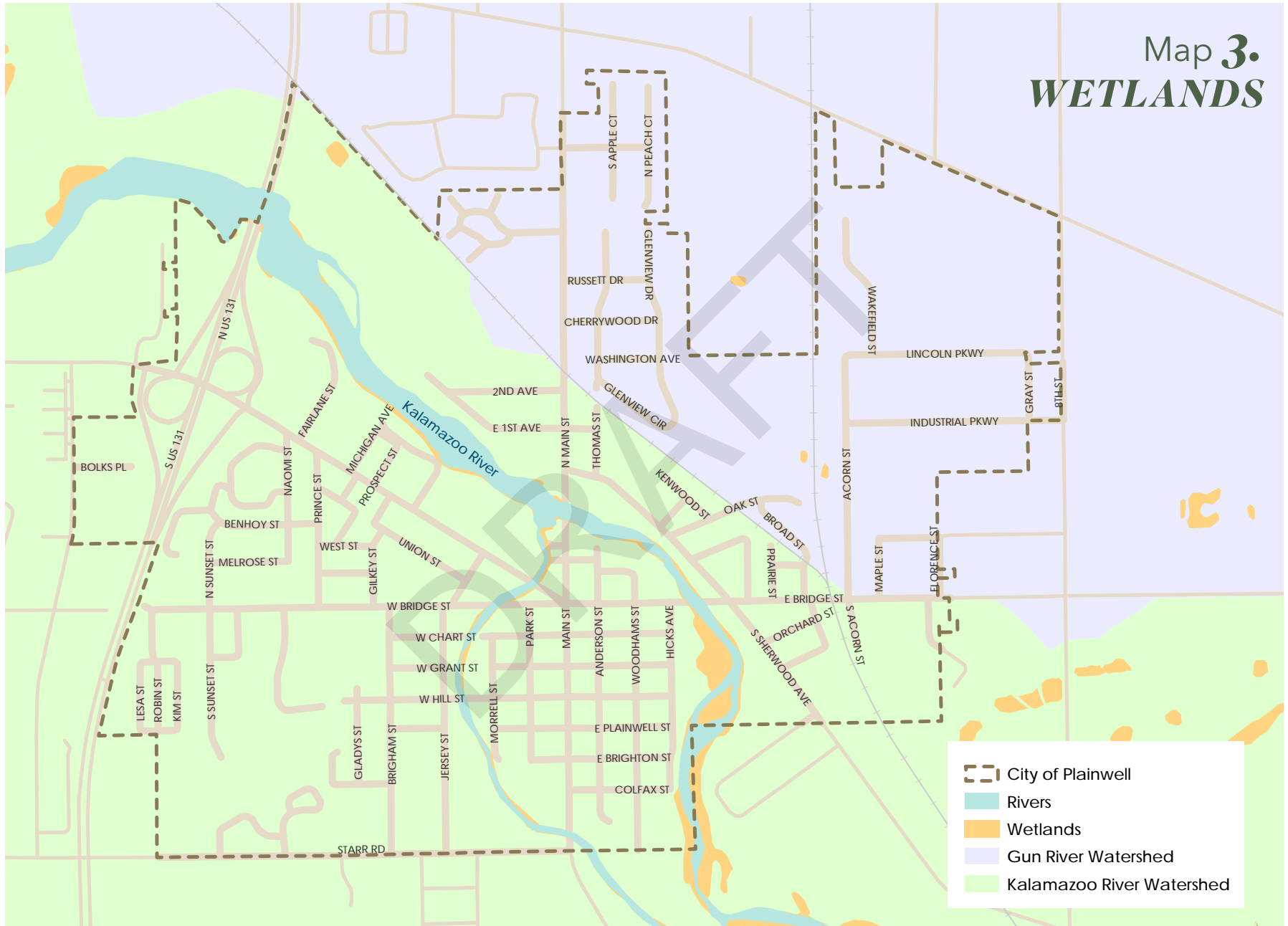
RECREATION PLAN FOCUS

The extent of this recreation plan includes all aspects of parks and recreational elements within the city. This includes, but is not limited to, property acquisition, development, and maintenance of trails (land and water), playgrounds, dog parks, sports facilities (athletic, fishing, hunting), passive recreation areas, outdoor gathering and event spaces, lands for conservation and habitat restoration, and all City-owned, publicly accessible outdoor resources.

Map 2. TRANSPORTATION SYSTEMS

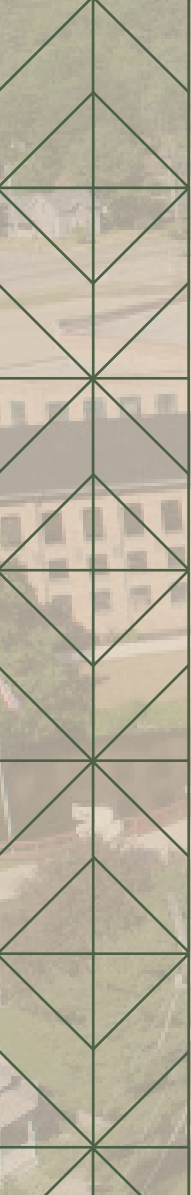


Map 3. WETLANDS



2.

*ADMINISTRATIVE
STRUCTURE*



City Administrative Structure

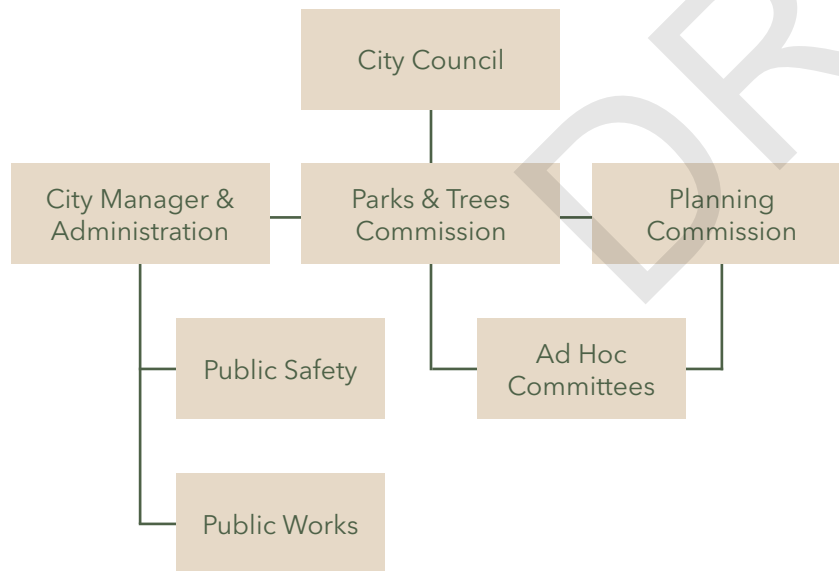
CURRENT FUNDING SOURCES

The City does not have an outside funding source for park improvements.

ANNUAL AND PROJECTED BUDGETS

The general fund covers the annual operation and maintenance costs of the parks and streets. All monies used for recreational facilities are channeled through the General Fund to the Parks Department. The allocation of monies for park improvements is further discussed in the sections to follow. See the following page for detailed park budget.

ORGANIZATIONAL CHART



ROLE OF COUNCIL AND STAFF

The City Council is the sole authority for appropriating funds for the expansion and maintenance of the park system. The Parks Department is within the Department of Public Works and the Superintendent under the direction of the City Manager is responsible for the maintenance and improvement of the recreational facilities. The Parks and Trees Committee is involved in the review of park-related items and makes recommendations to the City Council. The Parks and Trees Commission makes recommendations related to City-owned public facilities. The City Manager acts as a liaison between the committees and the Council. Once the Council approves a recommendation, funds are distributed and the program/project is implemented. The Department of Public Safety provides security and law enforcement for all City parks including security checks. Recreational facilities located on school property are maintained and operated by school personnel.

The City Council meets every 2nd and 4th Monday of the month at 7:00 pm in the City Hall Council Chambers to discuss and approve various City related issues.

RELATIONSHIPS WITH OTHER AGENCIES

Being only 2.8 miles from the City of Otsego, the City has a close relationship with its neighbor, as well as, the Townships of Gun Plain and Otsego. Other nearby agencies include the City of Kalamazoo, the City of Allegan, Otsego/Plainwell Area Chamber of Commerce, Ransom District Library, Plainwell Public Schools, and Plainwell Arts Council.

PARKS AND RECREATION POLICIES & PROCEDURES

The City has policies and procedures in place appropriate for its population and staff size. Most of the park maintenance is done on a volunteer basis by members of the Parks and Trees Commission.

PARKS & RECREATION BUDGET TABLE

Description	2019-20	2020-21	2021-22	2022-23 (proposed)
Salaries, Wages, and Benefits	\$65,787	\$69,298	\$63,005	\$61,694
Supplies (Office, Operating, Uniforms, Printing & Publishing)	\$897	\$491	\$665	\$850
Repair and Maintenance Supplies	\$4,622	\$4,312	\$6,467	\$4,800
Utilities (Electric, Water, & Sewer)	\$22,684	\$23,423	\$22,631	\$26,000
Outside Services (Cell Phone, Computer Services, Etc.)	\$1,677	\$4,763	\$430	\$3,160
Equipment Rentals	\$39,473	\$40,654	\$28,100	\$36,000
Property Liability Insurance	\$1,676	\$1,937	\$2,102	\$2,312
Cook Park Expenses	\$3,162	\$12,958	\$348	-
Project Costs - Pell Park	\$350	\$593	\$4,007	\$15,000
Project Costs - Hicks Park	\$850	-	-	-
Project Costs - Kenyon Park	\$2	-	-	-
Project Costs - Sherwood Park	\$1,160	\$1,080	\$36	\$2,000
Project Costs - Christmas Decorations	\$3,269	\$4,071	\$2,548	\$5,000
Project Costs - Riverwalk Park	-	\$1,643	\$84	-
Total	\$145,609	\$165,223	\$130,423	\$156,816

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3.

RECREATION INVENTORY

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Riverwalk Park



Kenyan Park



Fannie Pell Park

Recreation Inventory

PUBLIC PROPERTIES/FACILITIES

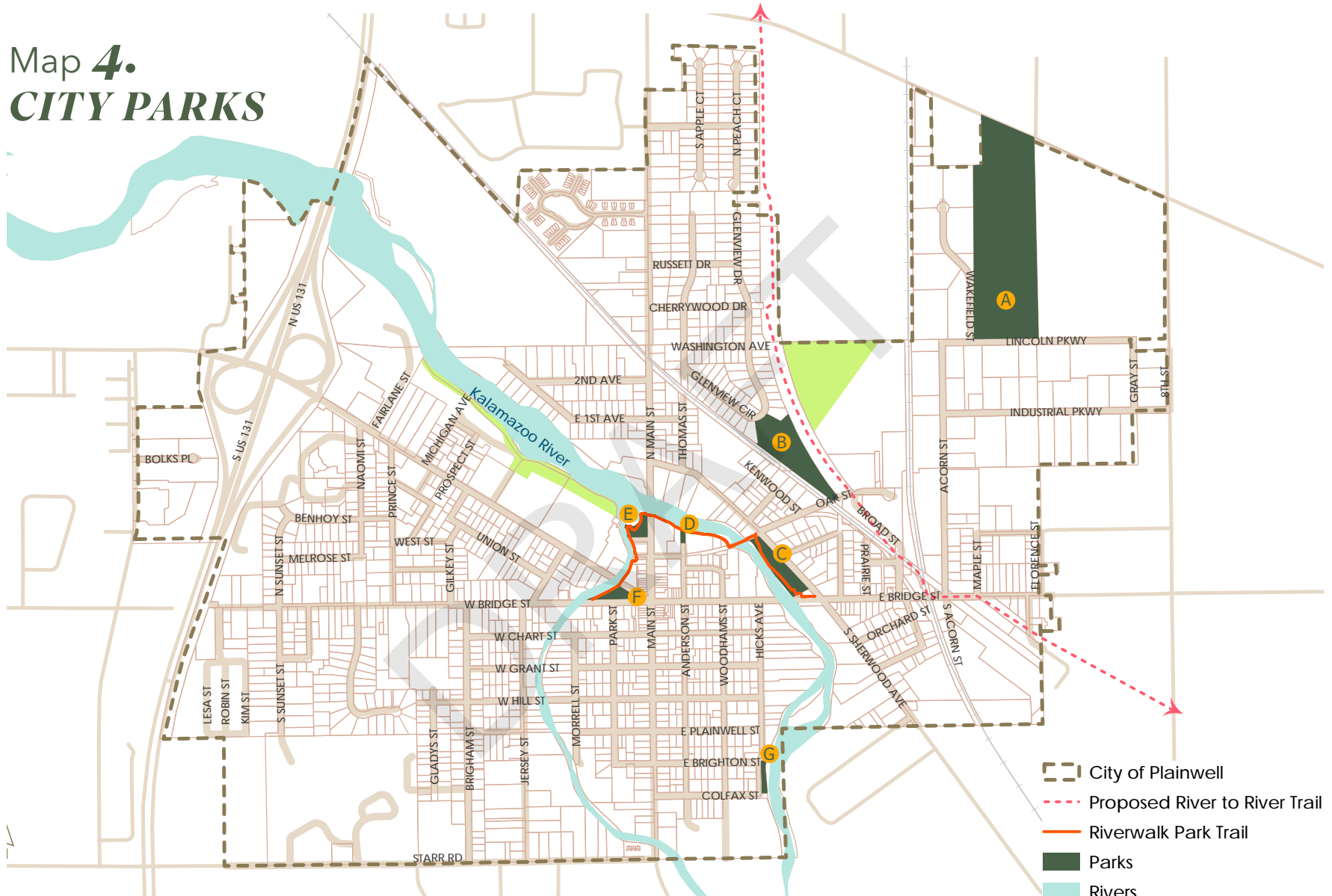
The City of Plainwell has 7 public parks ranging in size from a small roadside pull-off of less than an acre to over 31 acres. The National average acres for a medium size city are 12.9 acres per 1,000 residents, for Plainwell that equals 48.9 acres. Plainwell's overall park space encompasses 85 acres of land and 7.3% of the City's land use. Based on the DNR Publication entitled - A Recommended Classification System for Local and Regional Recreation Open Space and Trails, the majority of parks should be classified as mini-park to Neighborhood Park. However, the location of many of the parks and the activities provided serves the needs of the Community as well as the surrounding townships. Based on the general description of usage, we have modified the classification to better describe these parks. Each Park will be discussed in detail in the following section. The discussion should reinforce the classification upgrade based on use as opposed to location or size criteria only. An assessment of each park was completed to inventory existing conditions, site accessibility, and general site amenities.

ACCESSIBILITY GRADES

To clarify how the accessibility grade was determined for each park, please refer to the following description: The DNR Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans require an accessibility assessment of each park for people with disabilities. This assessment must consider the accessibility of the facilities as well as the access routes to them. The following ranking system has been developed:

1. *None of the facilities/park areas meet accessibility guidelines*
2. *Some of the facilities/park areas meet accessibility guidelines*
3. *Most of the facilities/park areas meet accessibility guidelines*
4. *The entire park meets accessibility guidelines*
5. *The entire park was developed/renovated using the principles of universal design*

Map 4. CITY PARKS



- A Kenyon Park
- C Sherwood Park
- E Fannie Pell Park
- G Darrow Park
- B Thurl Cook Park
- D Bandshell Park
- F Hicks Park

- City of Plainwell
- Proposed River to River Trail
- Riverwalk Park Trail
- Parks
- Rivers
- Future Park Opportunity



PARK PLANNING METRICS

National Recreation and Park Association (NRPA) uses four park classifications based on site characteristics, size, and service area. The following tables summarize these classifications. Most of the City's parks are small in size but have been developed to meet the service areas needs. In the following park inventory, each park has been identified as one of these NRPA classifications, primarily focusing on use, characteristics, and service area over park size.

Mini Park	
Use/Characteristics	Specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens.
Service Area	Less than ¼ mile radius
Desirable Size	1 acre or less
Acres per 1,000 Population	0.25 to 0.5 acres per 1,000 population

Neighborhood Park	
Use/Characteristics	Area for intense recreational activities such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, etc. Easily accessible to neighborhood population geographically centered with safe walking and bike access.
Service Area	¼ to ½-mile radius to serve a population up to 5,000 (a neighborhood).
Desirable Size	15+ acres
Acres per 1,000 Population	1 to 2 acres per 1,000 population

Community Park	
Use/Characteristics	Area of diverse environmental quality. May include areas suited for intense recreational facilities, such as athletic complexes, large swimming pools. May be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking. May be any combination of the above, depending upon site suitability and community need. May include natural features such as water bodies and areas suited for intense development.
Service Area	Several neighborhoods. 1-to-2-mile radius.
Desirable Size	25+ acres
Acres per 1,000 Population	5 to 8 acres per 1,000 population

Regional Park Preserve	
Use/Characteristics	Area of natural quality for nature-oriented outdoor recreation such as viewing and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, fishing, boating, camping, and trail uses. May include active play areas. Generally, 80% of the land is reserved for conservation and natural resource management with less than 20% used for recreation development.
Service Area	Several communities. 1 hour driving time.
Desirable Size	1,000+ acres; sufficient area to encompass the resource to be preserved and managed.
Acres per 1,000 Population	Variable



HICKS PARK

Hicks Park is the oldest park in the city dating back to 1903. It was obtained in a trade between the City of Plainwell and John Eesley. The Park was named after Joseph Hicks, Plainwell's first Mayor. This beautifully landscaped, 1-acre park is located in the Central Business District immediately adjacent to the Mill Race and Riverwalk. This public space hosts the City's annual Tree Lighting Ceremony, Egg Hunt, Pumpkins in the Park, and many other community gatherings.

The park contains accessible walkways with passive seating, picnic tables, grills, a children's play area, and a pedestrian/dog fountain

installed in the Soule Fountain. The historic benches and hitching posts blend in with the newer site amenities and remind the users of the site's historic importance. The property is heavily shaded and contains numerous, mature deciduous trees. The park is located along the main access route into the city and sets the tone for the City's image. The historic Soule Fountain is positioned at the eastern tip of the park which is replicated in the City's logo. This fountain was originally built in 1907 and willed to the City by a local banker, George Soule. The fountain was destroyed in a car collision in 1953 and a replica was built by the Jaycees in the 1970's. The City continues to maintain and preserve this historical replica.

Hicks Park is natural in appearance, with the Mill Race tributary of the Kalamazoo River bordering the park. The interface of the park with M-89 is of concern as the passive nature of the park and the movement of traffic on this main access route is not congruent. The proximity of the existing playground close to M-89 is also of concern for safety reasons. It is for this reason that the City maintains a natural barrier of planting and landscaping along M-89. Additionally, as part of the MDOT M-89 project W. Bridge St. was redesigned to eliminate through traffic and create a plaza connecting the Central business district and the Park. It has been suggested that this park remain in a more passive state.

The Riverwalk Park begins in Hicks and provides an accessible pedestrian route and linkage to other city parcels. With the addition of the Riverwalk trail which passes underneath M-89, vehicular/pedestrian conflicts have been eliminated. The existing paved pathways that bisect the park are narrow but do provide widened areas for wheelchair turnarounds and benches for respite. The park has limited parking on W. Bridge St., but immediately to the north is a City-owned lot with accessible parking. This parking lot can be reached via the Riverwalk trail. The area is well maintained with an abundance of landscaped beds and a healthy lawn. Light-post-mounted banner signage lines the river's edge and properly conveys the City's image and character of this park. In terms of the accessibility assessment, the children's play equipment does not have an accessible route to the play surface.

Accessibility Grade: 3

Park Classification: Neighborhood



Not to scale.

Map 5. *HICKS PARK*

FANNIE PELL PARK

211 N. Main St.

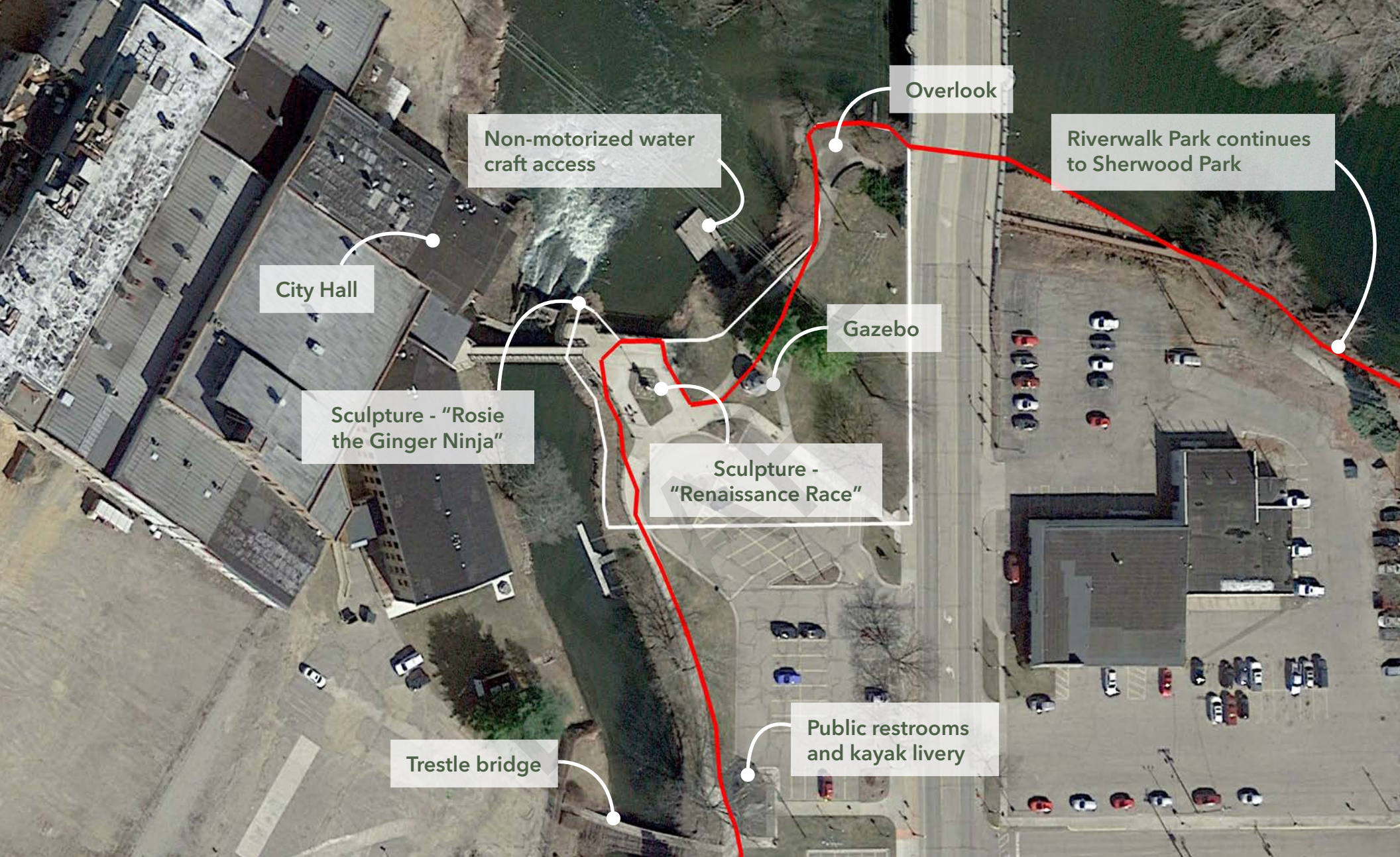
This 1-acre landscaped park is located at the convergence of the Mill Race and the Kalamazoo River. The park is at the northern end of the Central Business District on Main Street and serves the entire community and nearby townships. A public restroom/mechanical room and canoe/kayak livery were built on the southwest corner of the park and are connected through a series of accessible pathways. Movable and permanent picnic tables are dispersed throughout the open lawn areas that overlook the river but lack accessible routes to navigate to these amenities. Park improvements over the past ten years included the replacement of the sidewalk on N. Main, a new art sculpture, and the demolition of a mill accessory building allowing for an additional 25 parking spaces. Fannie Pell Park Gazebo is a scenic location that is the site for many ceremonies.

The Riverwalk Park trail is located along the water's edge and provides pedestrian connectivity and accessibility from Fannie Pell to other City-owned parks including Hicks and Sherwood. The park provides opportunities for non-motorized watercraft activities, as the canoe and kayak landing is a popular launch. The heated ADA bridge connection from Fannie Pell Park to the City Hall sits atop the Mill Race dam and is a popular spot for fishing. The adjacent City-owned parking facility provides ample staging for these watersport activities as well as additional parking for the downtown.

Accessibility Grade: 3

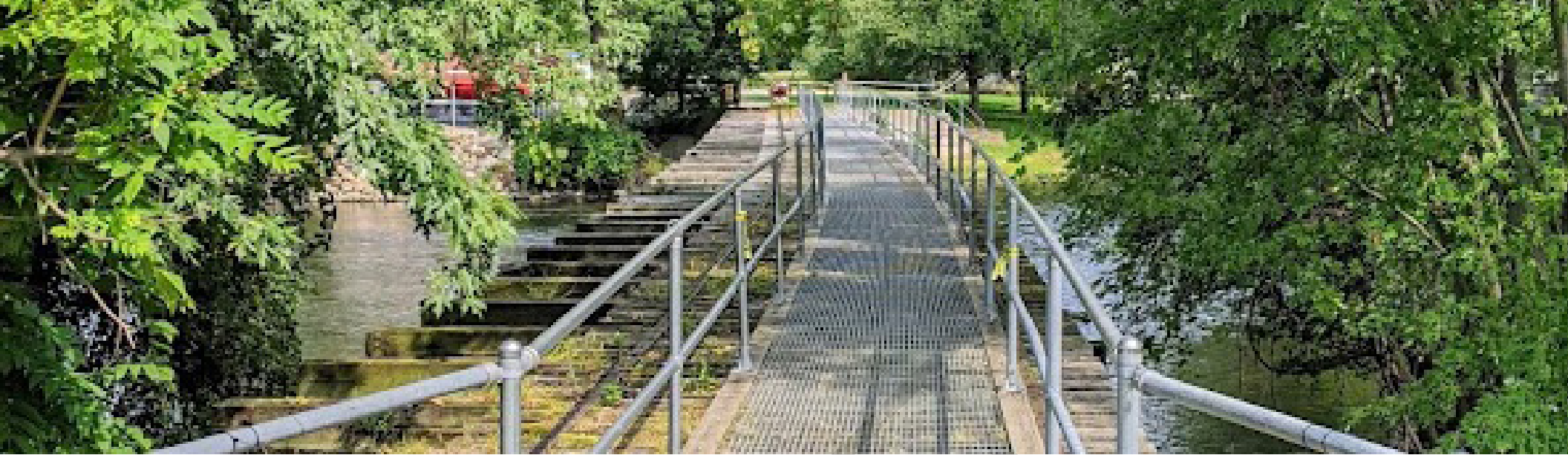
Park Classification: Neighborhood





Not to scale.

Map 6. *FANNIE PELL PARK*



RIVERWALK PARK

Connects Hicks Park and Sherwood Park

Riverwalk Park is a scenic, linear park that parallels the Mill Race and Kalamazoo River. This .62-mile park provides access from Hicks Park to Sherwood Park via a combination of wood boardwalks and concrete walkways that form a trail system. This system passes under two bridges and provides an almost entirely accessible route without vehicular conflicts. The park services the community as well as neighboring communities and townships.

The park contains two floating wood platforms located in the Kalamazoo River near the dam and the other in the Mill Race just before the dam. These platforms are used for fishing and canoe/kayak transport. The location of these two platforms in relation to the parking lot and slope differential make it a less desirable location for kayak removal. Some users exit further upstream along the river in Sherwood Park. The ramp leading to this platform does not contain railings. Railings are desirable for access but provide an obstacle for canoe and kayak transport. The ramp leading from the water to the land is fixed and the slope varies based on the water level. The ramp still requires the user to carry the watercraft up the bank to the nearby City-owned parking lot, but the distance is much shorter.

The Riverwalk trail passes behind Bandshell Park; the trail then continues behind the office/retail businesses along the “backdoor” of these establishments. This section of the trail was installed in 2007 with City funds and is fully accessible for all users. The trail then meets the existing trestle bridge to cross the Kalamazoo River. The bridge provides scenic views and is an attraction for locals and visitors alike. The bridge surface is an open steel grate and because of the size of the grate openings, can be difficult to walk on for pets and small children. In 2006, the Riverwalk Trail was extended from the Trestle Bridge to Sherwood Park. The trail parallels the bank of the Kalamazoo River.

As previously mentioned, some kayakers are exiting at this location since the bank is less steep and easier to carry watercraft to nearby parking. The trail terminates at the walkway at the south end of Sherwood Park near the Bridge Street Bridge.

Accessibility Grade: 3

Park Classification: Community



Paper Mill Site
& City Hall

Fannie Pell Park

Bandshell Park

Sherwood Park

ADA accessible
pedestrian path
with minimal
areas in excess
of 5% slope

Kalamazoo River
Trestle Bridge



North

Not to scale.

Map 7.
RIVERWALK PARK

BANDSHELL PARK

205 Anderson Street

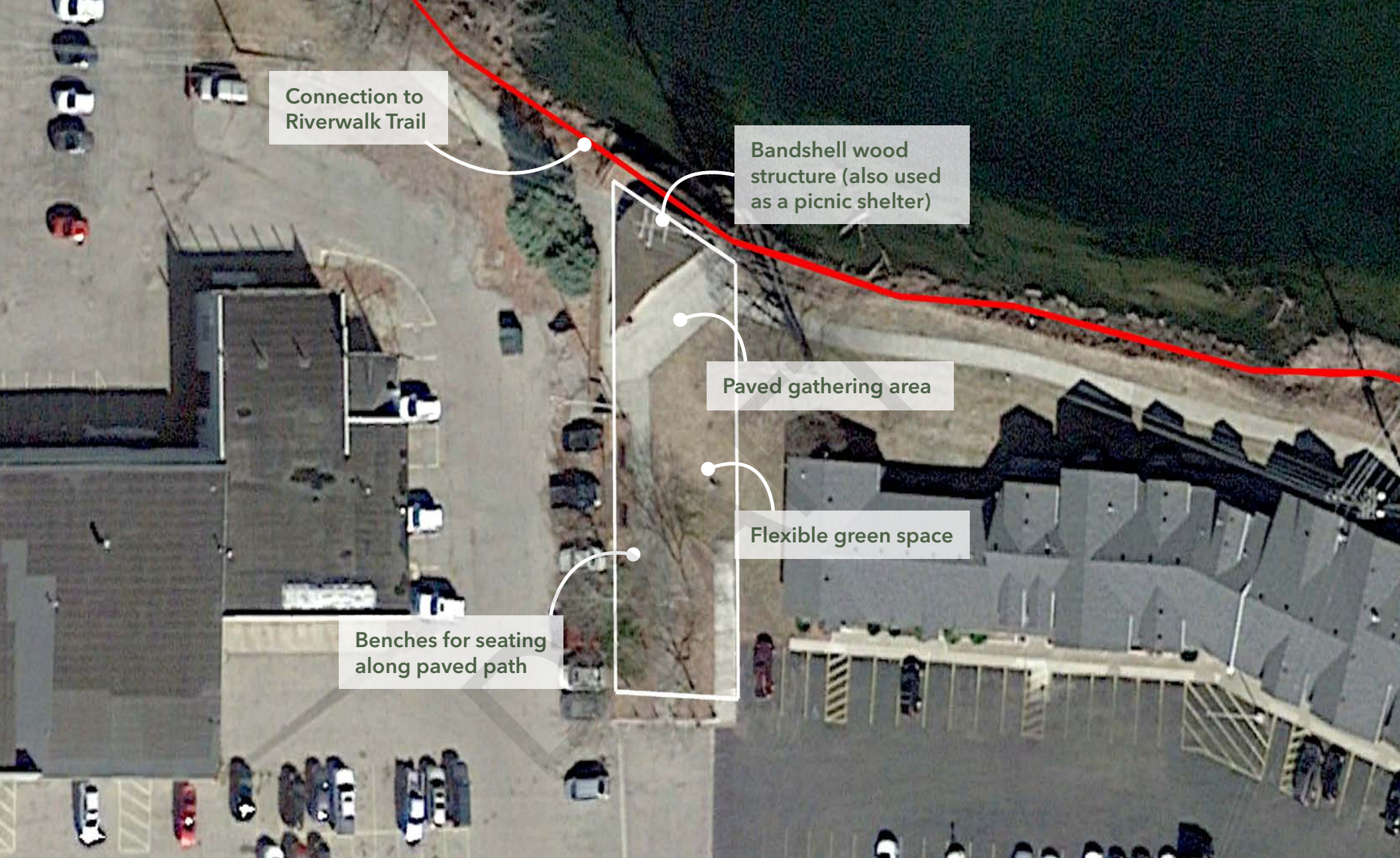
On the shores of the Kalamazoo River, Bandshell Park is used for summer concerts as well as other special events. The bandshell was built in the 1990's with DNR Trust Funds and is an attractive wood structure that is still in good condition today. Paved accessible pathways are lined with benches and connect the parking lot on adjacent properties to the venue space. A concrete pad sits in front of the bandshell and provides space for dancing and accessible seating. The stage opens up to an unprogrammed lawn. When not in use for performances, the at-grade bandshell is used as a shelter with movable picnic tables.

The park is bounded on the west by the Central Business District and parking. A fence and landscape buffer has been placed to block the view of the business parking lot. Immediately behind the bandshell are the Kalamazoo River and the Riverwalk trail, which provides a scenic backdrop. The event space is bounded to the south by the terminus of N. Anderson Street. Immediately to the east of the bandshell are office/retail and parking. The site is relatively small for the events desired at the park, and the restrictive nature of the site surroundings limits the size of performances.

Accessibility Grade: 4

Park Classification: Mini





Connection to Riverwalk Trail

Bandshell wood structure (also used as a picnic shelter)

Paved gathering area

Flexible green space

Benches for seating along paved path



Not to scale.

Map 8. *BANDSHELL PARK*



SHERWOOD PARK

121 N. Sherwood

Sherwood Park is a 3-acre park located along the east bank of the Kalamazoo River. The adjacent land uses are very compatible with this community park. These land uses include an ice cream shop to the north, the Ransom District Library to the south of Bridge Street, and a neighborhood to the east, making the park a popular public space. The park contains a play area with an accessible play structure and also a tire swing, track rider, seesaw, and merry-go-round. The playground has a seating area with tables, benches, and a drinking fountain, all fenced on the riverside. A Veterans Memorial is situated on the north end of the Park, featuring a memorial wall, flags, seating, and scenic views to the river.

The parking lot is located just east of the play area and has adequate parking for the number of users that would drive to this park and the handicapped space is signed. A new public restroom has been installed with accessible routes to the adjacent paved pathway. The park also contains two half-basketball courts as well as a full court that is lit for night use. A skating rink is installed over the basketball court during favorable weather. The lighting is on a timer that turns off when the park closes. The concrete surface of these courts is in good condition. There are also additional accessible picnic tables near the basketball courts. All park areas are linked via an accessible route.

Accessibility Grade: 4

Park Classification: Community



North
Not to scale.

Map 9.
SHERWOOD PARK



THURL COOK PARK

Upper, 652 Glenview Circle; Lower, 201 Oak St.

Thurl Cook Park is a 5-acre neighborhood park located on the city's east side, between residential and industrial districts. Two points of access exist by car, as no sidewalks are present on the roads that bound the property. One park entry is located to the northwest off Glenview Circle and includes four unstriped parking spaces. The second entry is on the park's southeast side and is a gravel parking area that takes access from Oak Street. This gravel lot does not have an accessible route to park features but is connected by a gravel loop that encloses the new dog park, restroom building, and pavilion. Although no direct pedestrian connections to the site exist today, the proposed multi-modal River to River trail that will connect Kalamazoo and Grand Rapids is planned to run along Thurl Cook Park's northeastern property line.

In 2018, a new 28,000-square-foot dog park was constructed at Thurl Cook Park, replacing the obsolete baseball field. The project was funded by a crowdfunding campaign through Michigan Economic Development Corporation. The dog park area includes separate

fenced-in spaces for small and large dogs, four park benches, watering and waste stations, and six pieces of agility equipment. The dog park is entirely surfaced with lawn but does include a paved gathering space connecting the Oak Street parking area and the double-gated entry.

Northwest of the dog park sits an existing restroom building and pavilion. The restroom is surrounded by an adjacent concrete walkway. The restroom is only open during events and has had an ongoing problem with vandalism. The interior of the facility is not up to current ADA standards. The pavilion is surrounded by lawn and provides a sheltered space for picnicking and gathering. It does not have an accessible route or accessible parking.

The park also contains an asphalt basketball court that is in good condition. To the immediate west of the basketball court are five pickleball courts and practice area. The park is also home to a sledding hill, passive open space, and small playground.

Accessibility Grade: 1

Park Classification: Community



Not to scale.

Map **10.**
THURL COOK PARK



KENYON PARK

929 Lincoln Parkway

Kenyon Park is a 31.5-acre site located in the northeast portion of the City in an industrial park area. This regional park serves the recreational needs of the City of Plainwell and its neighboring cities and townships. Numerous sports teams utilize this facility.

The park is accessible by vehicle only as it is not proximal to residential areas or other city parcels. The main route into the park is an asphalt drive. Mature deciduous trees line the edge of the road and provide an aesthetic visual barrier to the adjacent industrial land use to the west. There is a gravel parking area to the south of the softball fields and additional gravel parking areas have been added adjacent to the asphalt drive. These gravel parking areas do not provide accessible parking or provide an accessible path to other park amenities.

The park is primarily lawn with a flower bed surrounding the park entry sign off Lincoln Parkway. The park has three softball fields with skinned (dirt) infields and bleachers for spectators. Open space at the north end of the property is frequently used for soccer. The open space is in good condition and very well maintained.

A picnic pavilion is situated to the east of the main asphalt drive in the southern portion of the park. In 2015, the Rotary Club upgraded the pavilion which has several picnic tables, playground equipment, and grills. A restroom facility is located just north of the pavilion. This restroom is very similar in appearance to the facility at Thurl Cook Park. The interior of the restroom does not meet current accessibility guidelines. There are no accessible routes connecting the pavilion, restroom, or play area to one another or other park amenities.

The City's water tower is located at the northern end of the athletic fields. The remainder of the park to the north is undeveloped and covered by forests. A portion of the property to the north is used primarily by the park department for soil stockpiling.

Accessibility Grade: 1

Park Classification: Regional



North

Not to scale.

Map **11.**
KENYON PARK

DARROW PARK

607 Hicks Street

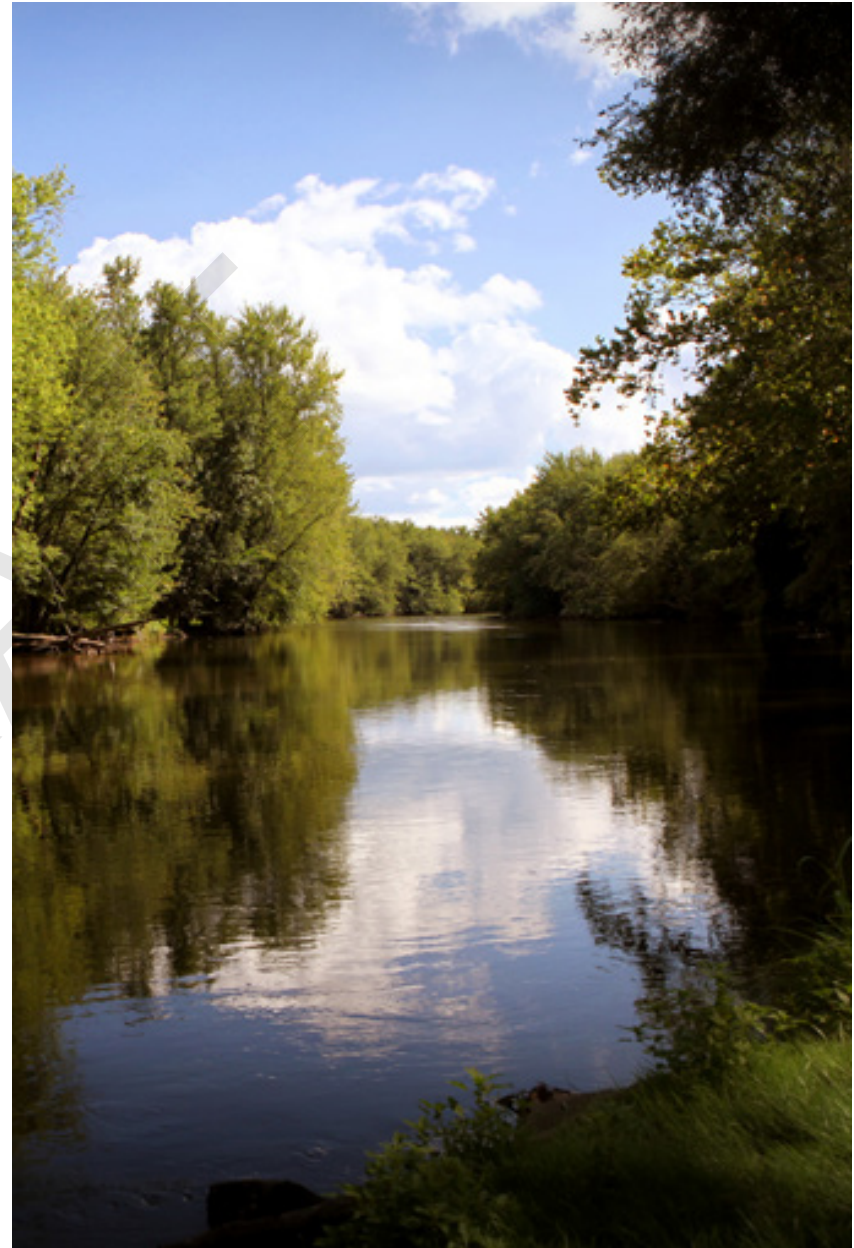
This passive .37-acre park is located along the west bank of the Kalamazoo River south of East Bridge Street and 6 blocks to the southwest of Sherwood Park. The adjacent land use is primarily residential. The river defines the east edge of the park and Hicks Street bounds the west. The park boundary to the north is a residence.

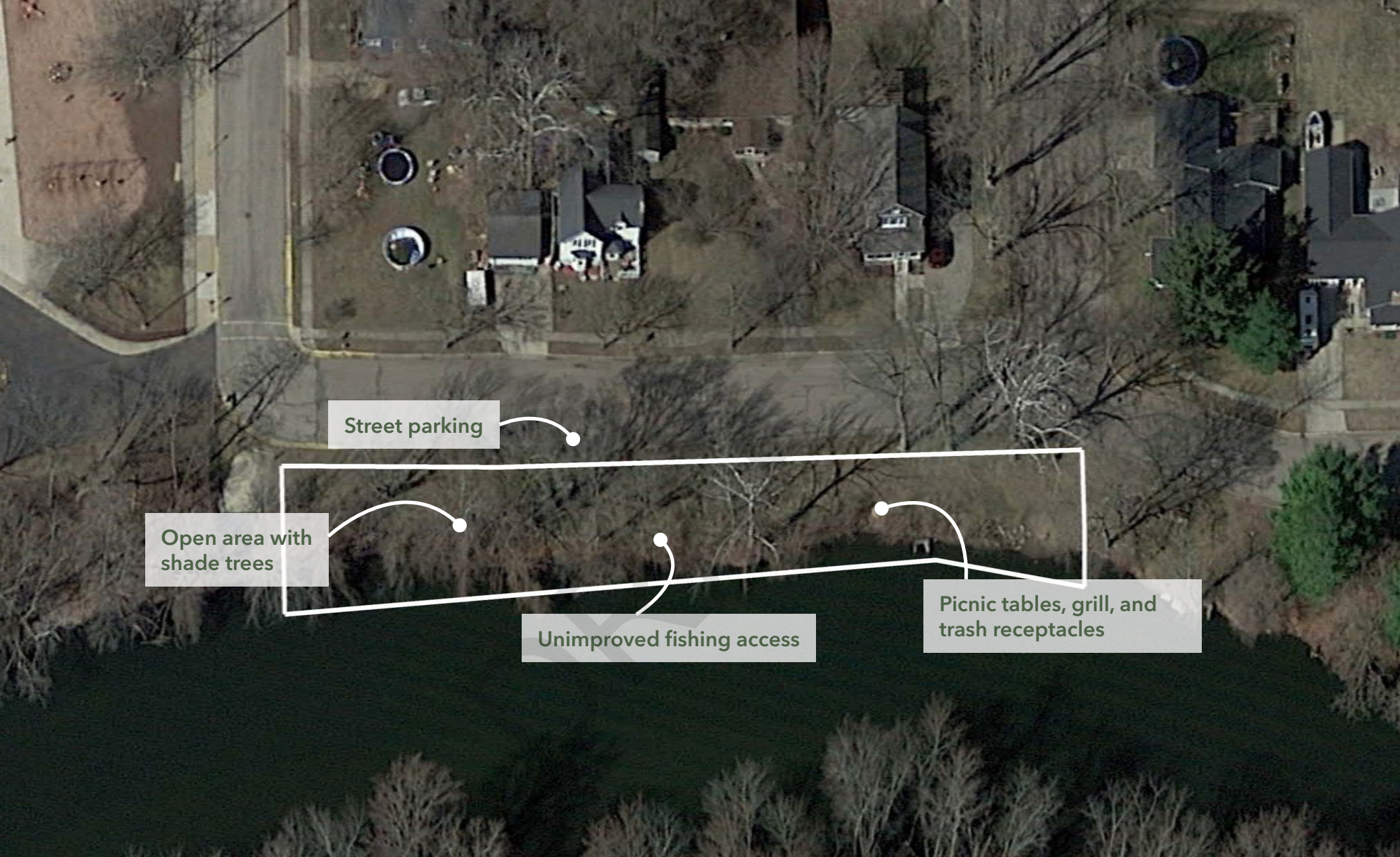
Darrow Park has on-street parking and lacks pedestrian connectivity to other City-owned parcels. The park is more of a “roadside” pull-off with permanent benches facing the river, picnic tables, and mature deciduous trees. This park provides a pleasant setting for picnicking. Darrow Park is also used for fishing access to the river, but the bank is not easily traversed to the water’s edge.

Gilkey Elementary School is immediately to the south. The school has an accessible play structure that is used by the neighborhood children and the Gilkey Elementary Environmental Lab and nature trail along the bank of the river. This trail is available for use by city residents.

Accessibility Grade: 1

Park Classification: Mini





North

Not to scale.

Map **12.**
DARROW PARK

RIVER TO RIVER TRAIL

Kalamazoo to Grand Rapids

The River to River trail plan was completed in 2018 and analyzes potential non-motorized trail routes from Kalamazoo to Grand Rapids. The segment of the River to River trail that will run through the City of Plainwell includes two sections for a total of 1.5 miles of 35 total miles of trail, primarily along property controlled by Consumers Energy. A small portion of the trail will parallel M-89. The trail extends from the west city line at Locust Street (south of M-89) and follows the route to the north/northwest to the northern border of the city just south of Miller Road.

Accessibility Grade: N/A - Future Potential Park



FORMER PAPER MILL (CENTRAL PARK)

200 W. Allegan Street

The former paper mill site is to the immediate west of the Mill Race, Fannie Pell, and Riverwalk Parks. This 36-acre site is a potential development parcel to expand public space within the downtown. Although not formally a City park, this publicly held property is anticipated to include a Central Park that will include recreational elements as part of any future reconstruction. The City has reserved land extending along the riverbank for the extension of the riverfront trail system and conceptual designs of the site provide a central gathering place with waterfront views internal to the site.

A successful partnership between the Paper Mill's former owner and City, State, and Federal agencies spanning two decades has resulted in the remediation of the paper mill site to the US Environmental Protection Agency (EPA) standard for residential development. In 2014, City Hall was relocated to the former paper mill, immediately to the west of the Mill Race. To foster the development of public space at this property, a heated ADA accessible pedestrian bridge was installed. The pedestrian bridge serves a dual purpose of providing access to City Hall, as well as, connecting to the future expansion of Riverwalk Park.

Accessibility Grade: N/A - Future Potential Park

The recreational facilities listed below are considered to be within the Plainwell area and easily reached within one hour or less, so we included them as part of the recreation inventory.

STATE OF MICHIGAN RECREATION FACILITIES

Fort Custer Recreation Area, Battle Creek

Camping, horseback riding, biking/hiking trails, dog sledding, fishing, boating, and swimming (3,033 Acres).

Allegan State Game Area, Allegan County

Camping, hiking trails, and horseback riding (50,000 Acres).

Yankee Springs Recreation Area, Barry County

Camping, biking/hiking trails, cross-country skiing, snowmobiling, snowshoeing, ice fishing, and horseback riding (5,200 Acres).

Kal-Haven Trail, Kalamazoo County

Trail for walking, horseback riding, and cross-country skiing.

ALLEGAN COUNTY RECREATION FACILITIES

Gun Lake Park, Shelbyville

Lake access, boat launch, playground, a basketball court, picnic facilities, covered pavilion, and modern restroom (5 Acres).

Little John Lake Park, Allegan

Picnic facilities, swimming, fishing, walking and cross-country ski trails, ball diamonds, volleyball courts, a playground, and restrooms (113 Acres).

Silver Creek Park, Hamilton

Swimming, fishing, ball diamonds, horseback riding, walking and cross-country ski trails, camping, picnic facilities, and restrooms (320 Acres).

Dumont Lake Park, Allegan

Swimming, play equipment, picnic facilities, boat launch, fishing, and restrooms (18.6 Acres).

Bysterveld Park, Wayland

Fishing, walking and cross-country ski trails, picnic facilities, a playground, and a restroom facility (70 Acres).

Ely Lake Campground, Fennville

Swimming, camping, fishing, boat launch, walking and cross-country ski trails, picnic facilities, and horseback riding.

New Richmond Park, Fennville

Historic swing bridge, boat launch, fishing, walking and cross-country ski trails, and picnic facilities (20 Acres).

West Side Park, Fennville

Boardwalk, swimming, a playground, picnic facilities, covered pavilions, and a gazebo (11 Acres).





PRAIRIEVILLE TOWNSHIP RECREATION FACILITIES

Pine Lake

Prairieville Township Center Street Lake Access, boating, swimming, fishing, etc.

SCHOOL PROPERTIES/FACILITIES

The Public Schools within the Plainwell Community Schools School District include the following:

Gilkey Elementary School, 707 S. Woodhams Street

Starr Elementary School, 601 School Drive

Plainwell Middle School, 720 Brigham Street

Plainwell High School, 684 Starr Road

Renaissance High School, 798 E Bridge St, Plainwell

Collectively, the above mentioned facilities have sports courts (tennis, basketball, etc.), athletic fields, play equipment, meeting rooms, and a nature trail.

OTHER/PRIVATE PROPERTIES/FACILITIES

Downhill Skiing:

Timber Ridge Ski Lodge, Gobles

Bittersweet Ski Area, Otsego Township

Golf and Cross-Country Skiing:

Crestview Golf Course, Cooper

Lake Doster Golf Club, Gun Plain Township

Golf:

Lynx Golf Course, Otsego Township

Cheshire Hills Golf Course, Cheshire Township

Orchard Hills Golf Course and Banquet Center, Shelbyville

Hiking and Interpretive Center:

Kalamazoo Nature Center, Cooper Township

Soccer Fields:

AYSO Soccer Fields, Gun Plain Township

Force Soccer Fields, City of Plainwell

Recreational Flying:

Plainwell Municipal Airport

BARRIER FREE COMPLIANCE

The City of Plainwell has been responsive to the current barrier-free guidelines on building-related improvements. In 1999, the City used DNR Trust Fund Dollars and implemented an ADA accessible expansion of the Riverwalk trail to provide connectivity from Fannie Pell Park to Sherwood Park. Additional accessibility issues regarding crossing the Kalamazoo River near Sherwood Park need to be addressed to complete this ADA compliant connectivity. In 2012 the City received an MDOT enhancement Grant as part of the M89 reconstruction project. Improvements included ADA accessible ramps within the Central Business District. The existing park facilities as previously discussed do not meet all current guidelines but accessibility should be achieved with improvements made during the implementation of Capital Improvement Projects.

STATUS REPORT OF GRANT-ASSISTANCE

Below is a list of grants the City has received to complete recreation based projects throughout the community.

Cook Park 1978 Land and Water Conservation Fund

DNR Project Grant No. 26-01060 K4 included \$27,022.79 to build a shelter with washrooms and a warming room, 3 tennis courts, a basketball court, tot lot and play equipment, landscaping, picnic tables, LWCF sign. Status: closed.

Parks and Recreation Facilities 1985 Michigan DNR

DNR Project Grant No. 26-01414 subsidized 50% of a \$53,000 project to complete the first phase of a recreational development area. The project resulted in the successful conversion of once agricultural land to the development of a 28-acre recreation park known as Kenyon Park. The grant included the construction of 3 softball fields with six five-row bleachers, grading, seeding, and mulching of the perimeter area, installation of fencing and backstops, construction of driveways and parking areas, and payment of engineering fees. Status: closed.

Riverwalk 1997 Michigan Natural Resource Trust Fund

DNR Project Grant No. TF97-040 in the amount of \$321,000 funded the construction of the Riverwalk and Bandshell. This included the construction of a 3,160' walkway adjacent to the Mill Race tributary and Kalamazoo River, connecting four public parks. Status: closed.

Sherwood Park Upgrades and Enhancements 2016 Recreation Passport

DNR Project Grant No. RP16-0075 provided funding for the development of a permanent restroom with an accessible walkway to the facility. Status: closed.

Allegan County Community Foundation (2005) for the repair of the fishing platform in the Kalamazoo River located on the north side of Fannie Pell Park and the installation of the floating non-motorized watercraft platform on the Mill Race along the Riverwalk west of Fannie Pell Park. The total amount funded was \$11,056.27. Result of this fund. Status: closed.

MDOT Transportation Enhancement Fund for Downtown Plainwell M-89 and Main Street Streetscape Project. Decorate lights, sidewalks; trees, landscaping; other accouterments. Job number 113363A in the amount of \$380,841.62 funded the Streetscape project. Status: closed.

Michigan CDBG Program

Project Grant No. MSC 2091136-CDI

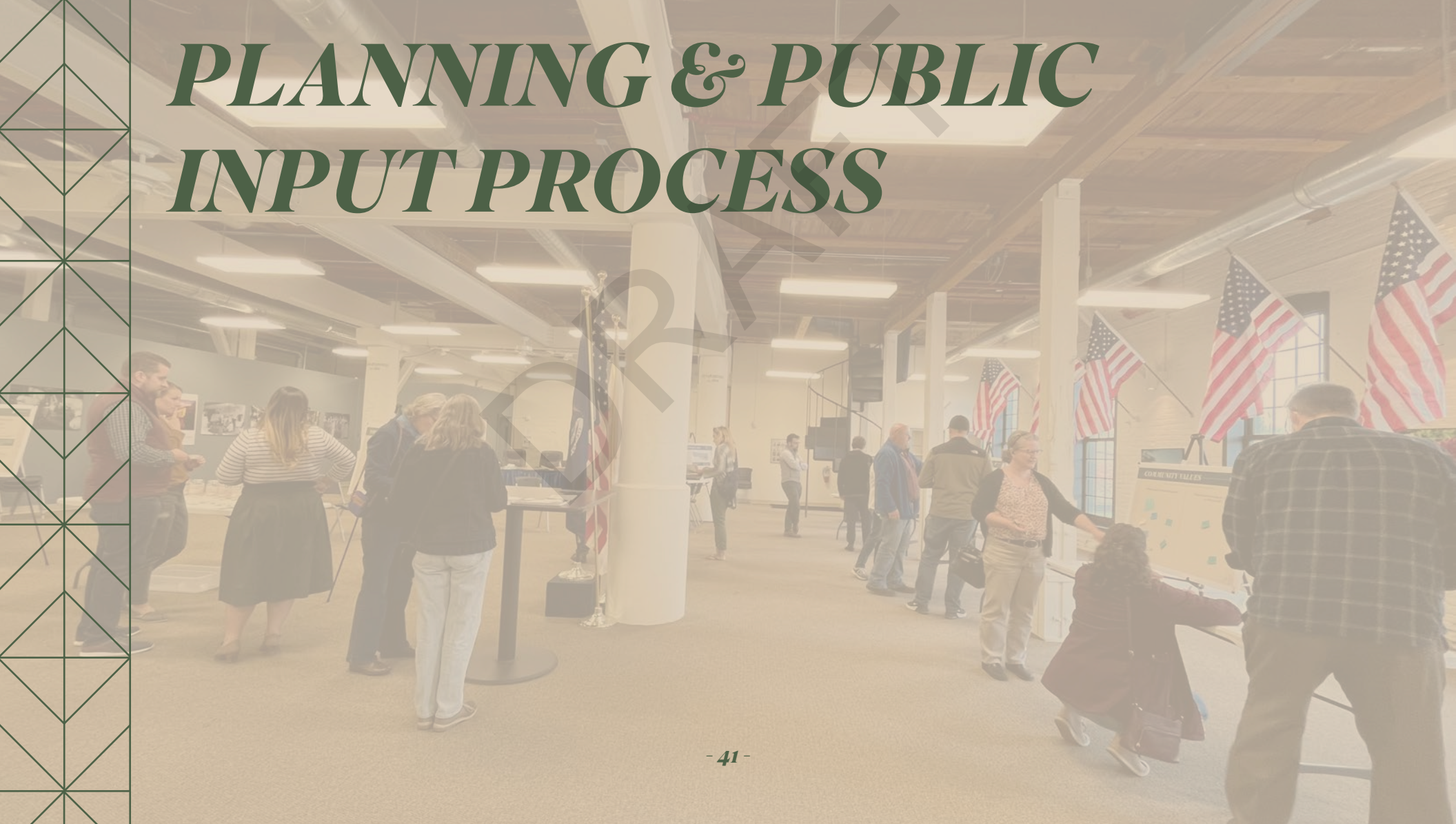
This funding of \$638,941.00, resulted in the successful completion of the improvements to Fannie Pell Park, which included parking improvements, demolition of a City-owned storage building, installation of the pedestrian bridge, and non-motorized trail alignment and expansion. The grant was for \$638,941. Result of the fund. Status: closed.

Plainwell Arts Council provided a private donation of \$10,000 for the Renaissance Sculpture placed in Fannie Pell Park, an additional \$3,000 for the Iron Archer statue placed in the plaza by Hicks Park, and for the Rosie the Ginger Ninja in Fannie Pell Park.



4.

PLANNING & PUBLIC INPUT PROCESS



Planning & Public Input Process

PLAN DEVELOPMENT PROCESS

The existing Community Recreation Plan was adopted in 2016 and provided a solid foundation for future parks and recreation investment in the City. In 2022, the City of Plainwell Parks and Trees Commission began the process of updating the Community Recreation Plan to guide the City over the next 5 years. There are several reasons for updating the City of Plainwell's Community Recreation Plan, including:

- To recognize the need for additional local park and recreation facilities to serve existing and future residents of the city.

- To refine the capital improvement and maintenance budget for the existing parks system.

- To submit an updated plan to the Michigan Department of Natural Resources (MDNR) to maintain the city's eligibility to request MDNR Recreation Division grant assistance.

- To provide a plan of action for public review and acceptance as the City of Plainwell's future plan for park and recreation services and its residents.

This plan uses a hybrid of the comparison to park metrics and system planning approaches. Each park has been identified in the Recreation Inventory as either a Regional, Community, Neighborhood, or Mini Park based on NRPA classifications. Additionally, the City took inventory of park implementation over the past five years and used input gathered from the community to assess needs and prioritize future improvements.

SCOPE OF REVIEW

The Parks and Trees Commission's review included the following tasks:

- **Review of Previous Plans:** A joint meeting of the City Planning Commission and the Parks and Trees Commission was held on January 14, 2022 for the update of the City's Comprehensive Master Plan and the Recreation Plan. By completing these planning processes concurrently, the City intended to provide a more holistic approach to the use and management of public facilities. The Planning Commission and Parks and Trees Commission provided an assessment of the previous recreation plan, discussed priority issues to guide the public engagement efforts, and reviewed other supplemental recreation planning documents developed since the last Community Recreation Plan update.
- **Update Community Data and Inventory:** An update of the community description, including social characteristics (population trends and demographics) and physical characteristics (land use, natural resources, environmental issues, etc.) were made to meet the requirements of the DNR and to inform the public open house. The City's administrative structure and park inventory were also reviewed and adjusted to reflect changes over the last five years.
- **Public Open House:** With a clear understanding of the current conditions and priority recreation issues in Plainwell, the City solicited citizen input through a community open house on April 14, 2022.
- **Goals & Objectives Work Session:** Based on input received from the public, the Planning Commission, and City staff, the Parks and Trees Commission reviewed and refined the goal statements regarding the future state of parks and recreation in the community. This work session was held on September 8, 2022 during a publicly accessible meeting.

- **Action Program Work Session:** The tasks listed in the action program are based on the goals and objectives, as well as the results of the community input phase, and the existing facility inventory. With input from the Planning Commission and City staff, the Parks and Trees Commission reviewed and refined the action program. This work session was held on November 17, 2022 during a publicly accessible meeting.
- **30-Day Review:** A draft of the Community Recreation Plan was compiled, reviewed, and approved for draft submittal by the Parks and Trees Commission. Citizens were provided an adequate opportunity (at least 30 days) to review and comment on the Plan prior to the official recommendation by the Parks and Trees Commission and adoption by the Plainwell City Council.
- **Public Hearing and Adoption by City Council:** The Recreation Plan was adopted by the Plainwell City Council on _____, 2022.
- **Transmittal to County and Regional Planning Commissions and MDNR:** The Recreation Plan was distributed to the Allegan County Planning Commission and the West Michigan Regional Planning Commission on _____, 2022. The Recreation Plan was then transmitted to the Michigan Department of Natural Resources for eligibility certification.



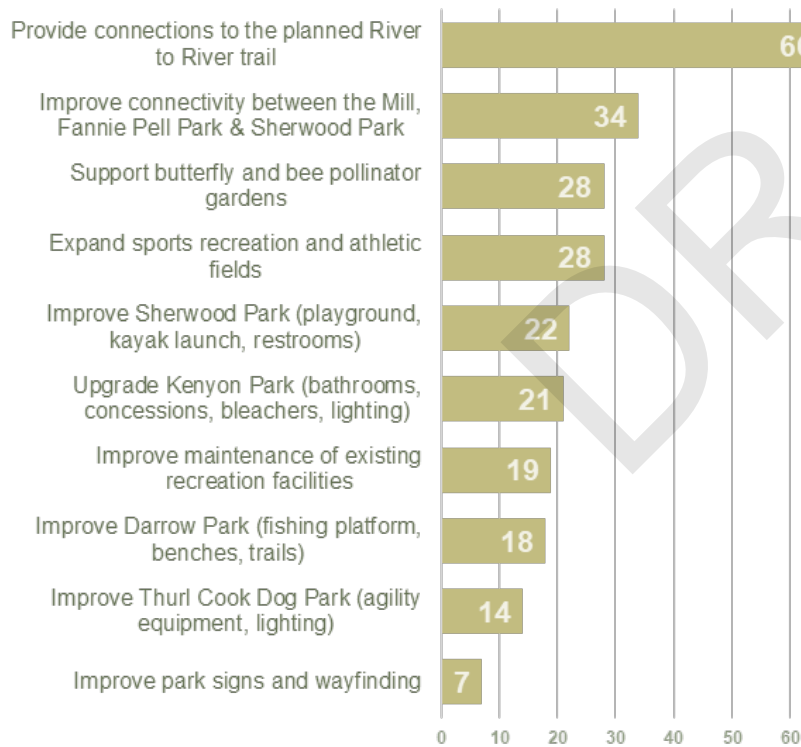
PUBLIC INPUT

The City of Plainwell utilized an open house to engage with community members and gain input regarding parks and recreation. The public open house was hosted on Thursday, April 14, 2022, at the Plainwell City Hall from 6 pm to 8 pm and was held in conjunction with planning outreach efforts for the City's Comprehensive Master Plan Update. This allowed the City to publicize a single, large event and potentially attract a broader group of participants.

The open house featured several interactive stations designed to educate and solicit input from the community through multiple activities specific to parks and recreation. Attendees were given the opportunity to engage in any of the activities as they pleased and further discuss specific items of personal importance with City officials and planning consultants. The open house received around 30-40 attendees and was publicized through online methods such as emails and social media announcements. Other forms of advertising were also used.

An informational presentation board and table with existing planning documents greeted attendees, followed by three stations for the parks and recreation-focused activities. These stations included (1) a voting exercise, (2) a facilities improvements mapping activity, and (3) comment cards.

Station 1 Highlights: A voting exercise was provided to gauge the importance of improving green spaces in Plainwell. For this activity, participants were told to imagine they were in charge of directing investments for a variety of parks and recreation-related improvement topics. Topics for voting were developed with the Parks and Trees Commission and were based on information from previous recreation planning efforts. The spread of votes for these topics are illustrated in the following table.



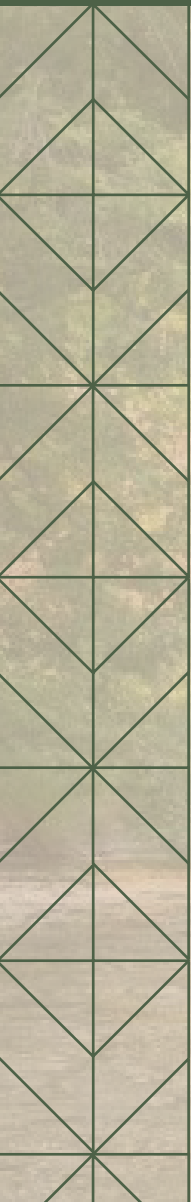
Station 2 Highlights: Attendees were asked to use color-coded sticky notes to identify recreationally underserved areas, places for new park facilities or amenities, and parks in need of repair or maintenance. They were encouraged to write their ideas on sticky notes and place them on a recreation map of the city. Underserved areas and populations included the need for a dog park on the west side of the city, moving northwest little league to Kenyon Park, and the lack of recreational opportunities for teenagers. Attendees listed extending the riverwalk towards the west side of the city, a large kid-focused playground, and implementing safety measures like lighting, fences, cameras around parks, and adding restrooms and signs as some of the new facilities or amenities that might be beneficial to the Plainwell community.

Station 3 Highlights: Comment cards inquired about park usage and provided participants with a place to elaborate on additional recreation needs. Respondents indicated visiting Riverwalk Park, Sherwood Park, and Fannie Pell Park the most and Keyon Park the least. Walking, running, biking, kayaking, exercising (humans and dogs), spending time with family, enjoying the river, and attending music events were described as the most common reasons for visiting local parks. Additional thoughts included suggestions for park development, programming, and maintenance, such as improved walkways, lighting, and playground surfacing, establishing public event space at the mill property, organized baseball leagues, and promoting healthy food options surrounding parks.

An engagement report was assembled and shared with the Parks and Trees Commission. It provided a summary of findings and a discussion of the methods used to solicit feedback, which can be found in Appendix A. Based on all the information obtained, the Parks and Trees Commission was able to update the Recreation Plan to align with the needs and desires of the community.

5.

GOALS & OBJECTIVES



Goals & Objectives

After evaluating community demographics, existing recreation facilities, community input, and previous planning priorities, the Parks and Trees Commission compiled the following goals and objectives:

PARKS & RECREATION MAINTENANCE & IMPROVEMENTS

Goal 1: The City of Plainwell's role in parks and recreation is to provide safe, comprehensive recreation facilities, amenities, and outdoor spaces for all ages and abilities.

- Objective 1.1: Routinely identify recreation facility and programming deficiencies throughout the city.
- Objective 1.2: Design facilities in compliance with ADA requirements and strive to achieve universal design.
- Objective 1.3: Ensure the safety of parks and recreation facilities by routinely evaluating amenities for wear and tear.
- Objective 1.4: Repair, remove, or replace damaged, worn, or obsolete facilities and amenities.



PARKS & RECREATION FINANCIAL RESPONSIBILITY

Goal 2: The City of Plainwell will balance need and desire for parks and recreation facilities with a responsible financial approach that considers available resources and long-term maintenance.

- Objective 2.1: Explore funding opportunities for park development, including the DNR Trust Fund, the Land and Water Conservation fund, Recreation Passport Grant program, and area foundations.
- Objective 2.2: Establish and compare long-term maintenance costs when making decisions to repair, replace, or add new recreation amenities.



KALAMAZOO RIVER

Goal 3: The City of Plainwell recognizes the Kalamazoo River as a recreational and placemaking asset.

- Objective 3.1: Improve access to the River through enhanced and maintained launch amenities, wading areas, and fishing platforms.
- Objective 3.2: Maintain public access to the river as a priority through the acquisition of riverfront property.
- Objective 3.3: Remove dams where appropriate to improve the river, reduce maintenance costs, enhance safety, and improve fish migration.
- Objective 3.4: Work with neighboring communities and the Kalamazoo River Watershed Council in the development of the Kalamazoo Heritage Water Trail.
- Objective 3.5: Continue to maintain, enhance, and expand existing Riverwalk.

NON-MOTORIZED FACILITIES

Goal 4: The City of Plainwell will enable safe, accessible, and convenient non-motorized trails and trail connections for use by all ages and abilities.

- Objective 4.1: Provide non-motorized connections between the planned River to River (Interurban) Trail and destinations in the city such as parks and downtown.
- Objective 4.2: Ensure that off-street non-motorized connections are designed and built to be ADA accessible, when possible, and strive for universal design.
- Objective 4.3: Coordinate with the Michigan Department of Transportation to encourage accommodation of non-motorized users on M-89/M-43.



CENTRAL PARK & PAPER MILL SITE

Goal 4: The City of Plainwell identifies the Historic Plainwell Paper Company site as a redevelopment opportunity, including the addition of a “central park” in the city.

- Objective 5.1: Work with future developers to identify park location and boundaries to ensure inclusion in any redevelopment plan.
- Objective 5.2: Create a “central park” master plan and identify amenities and park facilities.



6.

***ACTION
PROGRAM***

DRAFT

Action Program

Action Program recommendations are derived based on the wants and needs of the community as well as current code requirements. With goals and objectives established, the City of Plainwell developed a 5-year action program to implement the vision, policies, and improvements outlined in the Plan. Potential capital improvements described in this Plan have been established not only to provide a framework for decision-makers, but also to enable the City to apply for grant funding for those proposed projects. Due to recent volatility in pricing, estimates of probable cost have not been provided and will be determined at the time of implementation.

The project list is not a fixed element and it is neither all-inclusive or exclusive. The schedule reflects the results of the input received from the open house, City staff, and Parks and Trees Commission.

Future circumstances, especially the availability of funding and cost, may change priorities or require the reprioritization of items. The responsibility of implementing this Action Program falls on the Plainwell City Council, Parks and Trees Commission, and City staff. However, partners and local stakeholders will also play an important role in ensuring that the Action Program is implemented.

While not specifically identified in the following matrix, this Action Program supports a variety of programming in all park facilities. Park programming may be an extension of current programming activities or may include new events that have not yet been created. The City is open to league use of its softball fields and the addition of new athletic fields. As such, programming year-to-year may change depending on interest and demand for facilities. The City is also supportive of providing pollinator habitat in all City parks, and will strive to do so when applicable and appropriate.

PROPOSED PARK AMENITIES

Amenities	Hicks Park	Fannie Pell Park	Riverwalk Park	Sherwood Park	Thurl Cook Park	Kenyon Park	Darrow Park	Paper Mill Site (Central Park)
ADA Accessibility	•	•	•	•	•	•	•	•
Non-Motorized Path Improvements	•	•	•	•	•	•	•	•
Dog Park Improvements					•			
Playground Improvements	•			•	•	•		
Pedestrian & Trestle Bridge Improvements			•	•				•
Restroom: Renovations/New	•					•		•
Fishing Platform: Renovations/New		•		•			•	•
Park Identity	•		•		•	•	•	
Pedestrian Access Route			•		•			•
Parking Improvements					•	•		
Riverwalk Expansion			•					•
Farmers' Market								•
Splash Pad								•
Non-Motorized Watercraft Launch		•	•	•			•	•

PHASING OF PROJECTS

The following pages provide a more detailed overview of anticipated site element improvements for each individual park. This includes a description of the proposed element and phasing to help the City prioritize improvements. The phasing categories are provided below for reference:

- **Phase I:** 1 to 2 years
- **Phase II:** 2 to 3 years
- **Phase III:** 3 to 5 years

Hicks Park

Existing amenities in Hicks Park are generally in good condition so the improvements for this facility will be primarily based on accessibility and park identity. It is recommended that the historic features of this park be preserved, including the fountain, benches, hitching posts, and mature trees. A historic marker with information regarding the park’s history should be added. Accessible parking spaces should be added as close to the park entrance as possible and an accessible route to the site amenities should be installed. Other additions could include benches by the playground area, swings, and possibly a restroom. Erosion control is needed at various locations along the Mill Race. As per all City parks, it is recommended that uniform informational/directional signage be installed that properly conveys the City image and provides wayfinding components.

HICKS PARK

Site Elements	Phase I	Phase II	Phase III
Remove and replace narrow walkway, include bench pad	•		
Playground (access route, edge restraint, and surfacing)	•		
Benches, trash/recycling, bike rack, and swings			•

Fannie Pell Park

Improvements to Fannie Pell Park, other than basic repairs/ maintenance and accessibility should be considered as part of the future development of the Paper Mill site (Central Park). This park will act as the “gateway” to the downtown. It is essential that the relationship between these parcels be interwoven and connectivity and accessibility are the highest priority.

FANNIE PELL PARK

Site Elements	Phase I	Phase II	Phase III
Kayak/canoe launch platform and improvements		•	

park building that has been used as a Kayak Outpost Facility. Also, enhancement of the existing landscaping to soften views of parked cars along Main Street.

Additional items include the repair of pedestrian bridge surfaces and railings to provide accessible crossings over the Mill Race once the site is developed. Continue to explore other recreational uses for the



The park also contains a non-motorized watercraft platform on the Mill Race. Access to this platform is difficult due to the slope differential. This platform may function better in another location where the slope is not so severe. The floating platform is also used for non-motorized watercraft and fishing. The condition of the existing platform may warrant replacement. Composite low-maintenance decking should be researched as an alternative for the boardwalk and watercraft platform. Other improvements for Riverwalk Park should include the replacement of the Kalamazoo River and Mill Race Trestle bridge surface.

Riverwalk Park

Riverwalk Park should be extended along the river, through the former paper mill site, and to the adjacent municipalities. A foundation crack in the spillway wall will need to be fixed as part of this expansion. There are areas within Riverwalk Park that are experiencing erosion control problems. City staff has remedied some of those areas but efforts should be continued. It is desired that this linear park trail also be expanded to the Ransom District Library and existing parks. This park should receive directional and informational signage at various locations to provide wayfinding to other city amenities.

The existing wood boardwalk and railing sections of the path require ongoing maintenance and can be slippery under wet conditions. It is recommended that efforts to install hand railings on the sloped sections of the wood boardwalk be continued. The long-term maintenance of the wood should be considered when future replacement is needed.

RIVERWALK PARK

Site Elements	Phase I	Phase II	Phase III
Erosion issues along Hicks Park, City Hall, and Sherwood Park			•
Crack in W Mill Race dam wall			•
Accessible route to watercraft platform	•		
New fishing platform, railings, accessible route, landscaping, and site amenities			•
Extend accessible route under the bridge to the library			•
Directional and informational signage		•	
Mill/Kalamazoo River trestle bridge improvements		•	•
Kayak/canoe launch improvements		•	

Sherwood Park

Sherwood Park is very accessible with connected picnic areas, a large play structure, a new restroom building, sport-courts, a veterans memorial, and accessible routes to the majority of park amenities. Minimal accessibility improvements will need to be made.

Many use this park as an exit point for their canoes or kayaks. Users currently exit along the bank and a more appropriate location for a watercraft access point should be considered in this park. This Park is heavily utilized because of the easy access between the parking lot and the river. The river bank is less steep than the bank along the Mill Race and is more inviting to more users.

Thurl Cook Park

Thurl Cook lacks connectivity and visibility. Pedestrian connections from Thurl Cook Park to Sherwood and Riverwalk Parks should be made. The Penn Central Railroad Track underpass, located on the west side of the park, exists as a barrier for connectivity but could be explored for future pedestrian access.

Existing amenities should be improved and new facilities added to make this park more of a destination. The creation of a dog park in recent years has begun to do this, but additional improvements to this area are needed. The existing restrooms should be renovated and the interior upgraded to meet current ADA and code compliance. Accessible parking spaces and an accessible route through the park linking to the restroom and pavilion should be installed. The existing parking lot should also be paved.

The narrow asphalt path that connects the northern portion of the park to the southern should be improved to increase accessibility. Additional accessible play equipment and surfacing should be added to the play area. The small parking area at the north end of the park near the residential area should be re-striped and signed to meet ADA standards and a formal accessible route should be added.

SHERWOOD PARK

Site Elements	Phase I	Phase II	Phase III
Playground improvements, surfacing, etc.		•	
Pedestrian walkway enhancements	•		
Improve watercraft landing and install kayak/canoe launch			•

THURL COOK PARK

Site Elements	Phase I	Phase II	Phase III
Accessible play structure and new surfacing		•	
Accessible route (5' wide)	•		
Restroom improvements			•
New paved ADA parking area and access drives		•	
Pave existing parking lot		•	
Misc. drainage improvements			•
Enhance rail crossing			•
POTENTIAL PARK SPACE ACQUISITION - Former A-1 Property			
Non-motorized trail (10' wide)			•
Benches, trash/recycling, bike rack, and drinking fountain			•
Disc-golf course			•

Former A-1 Property: The former A-1 property has been identified as potential park space and may serve as an expansion of Thurl Cook. Potential amenities include a non-motorized trail and disc golf course.

Kenyon Park

The park is generally in excellent condition and well-maintained. ADA parking and an accessible route should be installed near the restroom and pavilion. The restroom interior should be upgraded to meet current ADA standards and all code compliances. The flexible lawn to the north of the softball field is currently used for soccer/football. As trends change, there may be more of a demand for soccer, football, or lacrosse and less use for softball. As user groups change, their needs should be studied and further improvements made.

During the fall approximately 270 youth participate in Rocket Football utilizing every available space within this park. The City currently owns additional wooded land to the north of the water tower. This space could be utilized to provide additional recreational facilities.

KENYON PARK

Site Elements	Phase I	Phase II	Phase III
Brush/clearing of the 8-acres of underdeveloped park land			•
New paved ADA parking area and access drives	•		
Benches, trash and recycling, and bike racks			•
Playground improvements, additional equipment, surfacing, etc.			•
Explore sports complex uses/expand sports recreation and athletic fields			•

DARROW PARK

Site Elements	Phase I	Phase II	Phase III
Watercraft (canoe/kayak) and pedestrian platform		•	
Benches, trash and recycling, and bike racks			•

Darrow Park

Darrow Park lacks connectivity to other City parks. Because of its location along a residential side street, many visitors struggle to locate the park entirely. To increase the awareness of the location of this park, wayfinding signage should be located on Bridge Street and an assessable route should connect Darrow to other City parcels including the library, Riverwalk Park, and Sherwood Park. This linkage along with informational signage will help increase awareness and usage. Improvements to the park itself should focus on access to the river, improved amenities, such as grills, picnic tables, and trash receptacles.

The Gilkey School playground and the Mory Ismond Environmental lab to the south are used by residents. The viability of continuing the Riverwalk Park to tie into this nature trail should be pursued. If the extension of the Riverwalk continues to the Ransom District Library, then Darrow Park could easily be connected to the Riverwalk via existing walkways by adding a short extension of the walkway to Darrow Park.

Paper Mill Site (Central Park)

The former paper mill property is a 36-acre development site adjacent to the Central Business District. The site includes plans for the creation of a new park (Central Park), expansion of the Riverwalk Park, additional parking within the downtown, and connection to other non-motorized trails into other municipalities. A Farmers Market is housed on the site and suggestions for a Market Pavilion have been made along M-89, in a vacant gravel lot. The existing Mill Race trestle bridge provides an accessible pedestrian route across the tributary and a direct linkage to Fannie Pell Park, Riverwalk Park, and the Central Business District. Although design of the Paper Mill site is ongoing, this parcel has been included in the Park and Recreation Plan because development of this parcel is anticipated to occur prior to the expiration of this document.



- A. Connection to existing streets
- B. Townhome/brownstone
- C. Multi-story lofts

- D. Central Park
- E. Traditional detached houses
- G. Existing overhead utilities

- F. Tree-lined Riverside Drive and riverfront trail extension

FUNDING SOURCES

The City of Plainwell has received grants for funding various park improvement projects as previously discussed in this report. The City plans to apply for similar grants in the future to fund additional projects as listed in the Action Plan portion of this document. To follow is a list of grants that the City anticipates applying for to fund the above mentioned improvements.

Allegan County Community Foundation Grant

- Priority projects for funding include:
 - Environment and Conservation
 - Economic Development and Placemaking

Michigan Department of Natural Resources

- Recreational Improvement Fund
- Natural Resources Trust Fund
- Land and Water Conservation Fund
- Michigan Spark Grant

Michigan Economic Development Corporation

- Community Development Block Grants (ADA Improvements)

Michigan Department of Transportation

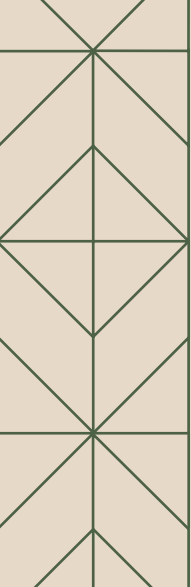
- Transportation Alternatives Program (TAP)
 - Facilities for pedestrians and bicyclists, including traffic calming and other safety improvements
 - Safe routes to school
 - Historic preservation and rehabilitation of historic transportation facilities

State Historic Preservation Office

Michigan Rehabilitation Tax Credit Program

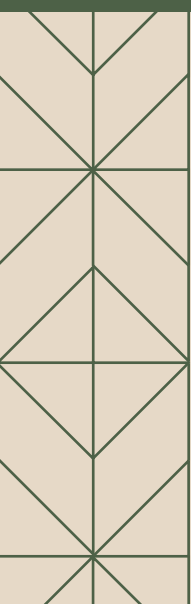
Brownfield Redevelopment Incentive Programs





Appendix A

OPEN HOUSE FLYER & ENGAGEMENT REPORT



OPEN HOUSE

Master Plan + Parks and Recreation Plan Update

The City of Plainwell needs your help making the City a better place to live, work, and play! Please join us in our effort to update the City Master Plan & Parks and Recreation Plan by stopping in and providing your input. You will have the opportunity to share your vision for the City regarding planning topics such as development, land use, streets, and parks.

When

Thursday, April 14th
6 - 8 PM *(stop in anytime)*

Where

Plainwell City Hall
211 N. Main Street
Plainwell, MI 49080

Contact

Denise Siegel,
Community Development Manager
(269) 685-6821





city of
PLAINWELL
michigan

Community Recreation Plan Engagement Report

CITY OF PLAINWELL – PARKS AND TREES COMMISSION

WILLIAMS & WORKS

Community Recreation Plan Engagement Report

Introduction

The existing Community Recreation Plan was adopted in 2016 and was written to guide future parks and recreation investment in the City. In 2022, the City of Plainwell Parks and Trees Commission began the process of updating the Community Recreation Plan to guide the City over the next 5 years. As part of the update, the City of Plainwell utilized an open house to engage with community members and gain input regarding parks and recreation. The open house was utilized for both the Master Plan and Community Recreation Plan update. This report presents the findings of this outreach effort. It includes a summary of findings and a discussion of the methods used to solicit feedback.

Public Open House

The public open house was held on Thursday, April 14, 2022, at the Plainwell City Hall from 6 pm to 8 pm. The open house featured several interactive stations designed to solicit input from the community through engaging activities. The general purpose of each activity was to prompt the public regarding topics related to parks and recreation. The public was tasked with providing feedback regarding parks and recreation facilities and programming. Attendees were given the opportunity to engage in any of the activities as they pleased and further discuss specific items of personal importance with city officials and planning consultants.

The open house received around 30-40 attendees. The event was publicized through online methods such as emails and social media announcements. Other forms of advertising were also used. Results from each of the activities are presented on the following pages, along with conclusions and next steps.

Welcome Board

An informative welcome board was present at the planning event that provided context about the Plan and encouraged participants to take part in the available activities. The board included educational text regarding three questions: (1) What is a Community Recreation Plan? (2) Why do we need a Community Recreation Plan? and (3) Why are we here today?

Station 1. Penny Jars

A voting exercise was provided during both events to gauge the importance of improving green spaces in Plainwell. For this activity, participants were told to imagine they were in charge of directing investments for a variety of parks and recreation-related improvement initiatives. Each participant was given 10 pennies representing their tax dollars. They were instructed to distribute their pennies into jars labeled with the different statements concerning the parks and recreation areas, according to their preference for investment.

A total of 237 pennies were collected at the open house. The top three statements were: provide connections to the planned River to River trail, improve connectivity between the mill, Fannie Pell Park & Sherwood Park, and support butterfly and bee pollinator gardens. The figure below provides information on how many pennies were awarded to each statement.

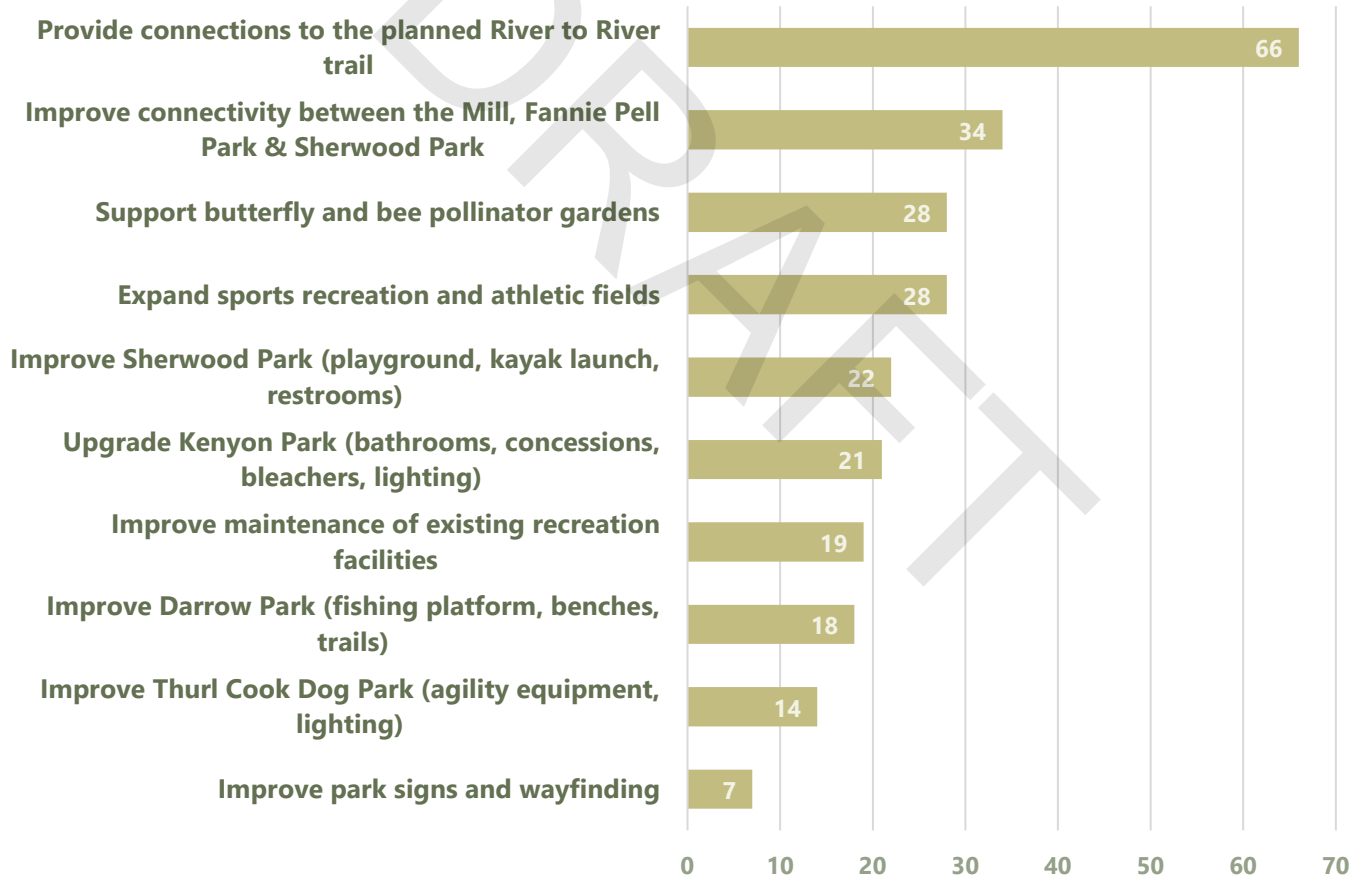


Figure 1. Penny Jar Results

Station 2. Facilities Improvements

At Station 2, attendees were asked to provide their comments regarding parks and public facility improvements and place them on the map provided. The sticky notes in red indicate underserved areas. These underserved areas are places in which the attendees feel there is a lack of public facilities, parks, or amenities. Sticky notes in blue indicate new facilities or amenities, and sticky notes in green are for repair maintenance. The comments from the sticky notes are transcribed in Table 1 below. Comments from the underserved areas sticky notes included the need for a dog park on the west side of the City, moving northwest little league to Kenyon Park, and the lack of recreational opportunities for teenagers. Attendees listed extending the riverwalk towards the west side of the city, a large kid-focused playground, and implementing safety measures like lighting, fences, cameras around parks, and adding restrooms and signs as some of the new facilities or amenities that might be beneficial to the Plainwell community.

Red (Underserved Areas)	Blue (New facilities or Amenities)	Green (Repair and Maintenance)
Dog park closer to the west side of town	Longer riverwalk going west from the town	Save the iconic water tower
Move northwest little league to Kenyon Park	Large, kid-focused playground/park on riverwalk with splash pad	Expand riverwalk or trail along the river down to DPW/Sweetwater's
Teens complain there is "nothing to do" in Plainwell	Put a fence up by the highway at Hicks Park for safety	Gazebo repairs
	Cameras outside of bathrooms for security so we can keep them open	Trestle bridge improvements
	Brooks plaza sign	
	Restroom at Hicks Park	

Table 1. Transcribed Facilities Improvements

Station 3. Comment Cards

Comment cards were available during the event to gather open-ended feedback from the participants. The attendees were asked to provide input on how frequently they visited parks in the City of Plainwell. The input from this question is provided in Figure 2. Riverwalk Park, Sherwood Park, and Fannie Pell Park were the top three most visited parks in the City. The respondents visited Keyon Park least frequently of all parks in the City of Plainwell. The cards also asked for the participant’s additional thoughts or ideas regarding the City of Plainwell’s Master Plan update. A total of eighteen comment cards were completed and their content has been transcribed in Table 2. The attendees were asked to describe the reason why they most frequently visit the local parks and any additional thoughts they had regarding parks and recreation in the City of Plainwell.

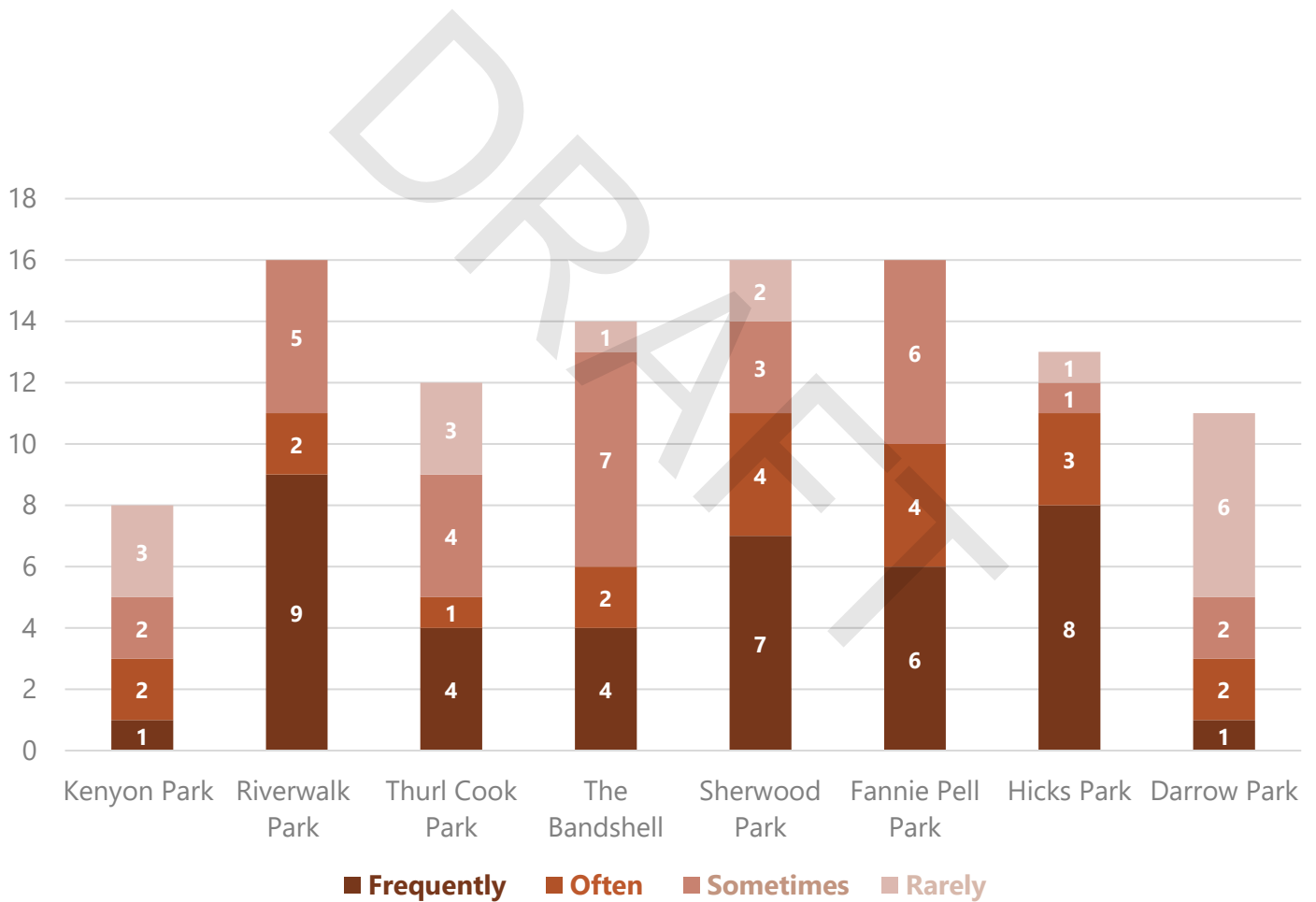


Figure 2. City of Plainwell Parks Visits by Frequency

Why do you most frequently visit local parks?	Additional Thoughts
Walking, biking and running	Walkways through Thurl Cook need more TLC and more lighting. Also, more lighting through parks is needed. Especially through walkways along river through Sherwood Park.
Walking with my wife	
Walking/exercising. Also enjoy walking along the river alone or with friends or with grandchildren.	Developing an event space on the old mill property near public safety would be great
I utilize the paths for running several times per week	It would be great to bring little league and travel tourneys back to Plainwell
Walking, read by the river, summer concerts and dog park	There needs to be a sidewalk running N/S on west side of Brigham St 700 block
Parks linked to safe walking "paths" are often used	We need a sidewalk on Brigham St. All the way to 102 or star rd. People are walking on the road
Sherwood Park is within walking distance from where I live	We visited parks in Florida that are natural landscape parks, no woodchips! Astro turfs with slides built into hills, maybe a spot to grab a healthy bite to eat like some bento boxes from bridge street deli and a coffee/smoothie stand.
For walks. Playing with grandchildren on the playground. Taking the dog to the dog park.	
Because of location	
Where I live	
We live right downtown and have 2 young kids, try to outside as much as possible (weather permitting)	
I bicycle around town and go by all the parks. Louie used to love the dog park, and now we have grand dogs who visit :)	
Bandshell for music performances, Sherwood when we go to dean's, Fannie Pell for kayak business.	
Kayaking, walking, music	

Table 2. Transcribed Comment Cards

Conclusion

Based on the results above, the City Parks and Trees Commission may wish to consider the following as it updates the goals, objectives, and action items contained in the Community Recreation Plan:

Recommendations

- Providing a connection to the Planned River to River trail was voted as the most important in terms of updating green spaces in the City of Plainwell, followed by improving connectivity between the Mill, Fannie Pell Park & Sherwood Park. The Parks and Trees Commission may consider prioritizing these desires when programming the Community Recreation Plan and exploring ways to more effectively share updates on these projects as they move forward.
- When asked to provide feedback on new facilities and amenities that will be beneficial to the community, respondents listed, a large kid-focused playground with a splash pad, extending the riverwalk, restrooms, and increasing safety through cameras and fences. Repair and Maintenance comments focused on preserving the water tower, trestle bridge improvements, and gazebo repairs. Furthermore, the Parks and Trees Commission should also consider providing recreational opportunities for teenagers.
- Attendees at the open house also provided open-ended feedback responses which largely focused on maintenance and repairs of the existing park infrastructure, adding amenities like splash pads, updating and adding sidewalks to underserved areas, etc. The Parks and Trees Commission should take these comments into account when updating the Community Recreation Plan.

Next Steps

The City of Plainwell Parks and Trees Commission should review and discuss the open house results contained in this report at their next meeting, and future meetings if necessary.

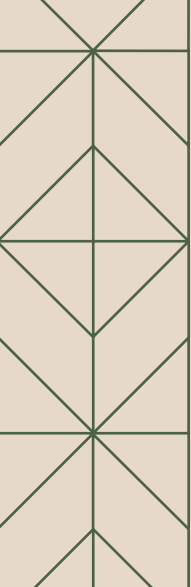


Appendix B

NOTICE OF THE DRAFT PLAN FOR 30 DAYS OF PUBLIC COMMENT & PUBLIC HEARING

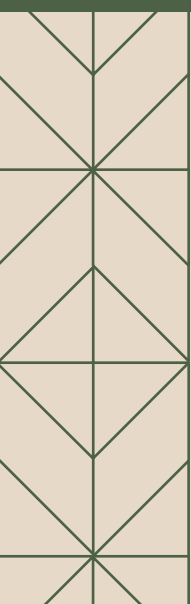


DRAFT

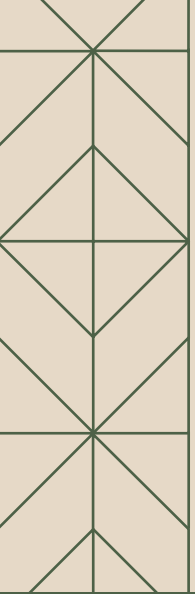


Appendix C

PUBLIC HEARING MINUTES

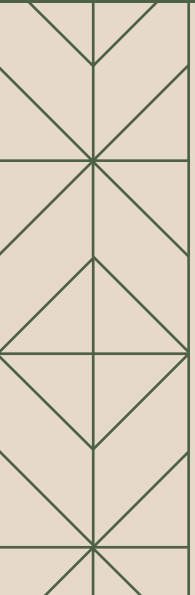


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Appendix D

ADOPTION RESOLUTION AND MINUTES



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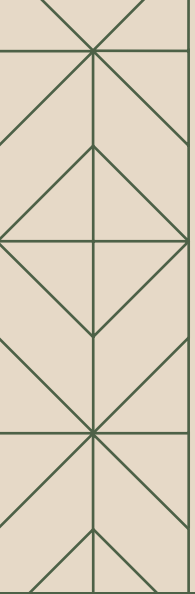


Appendix E

TRANSMITTAL LETTERS TO THE COUNTY AND REGIONAL PLANNING AGENCIES

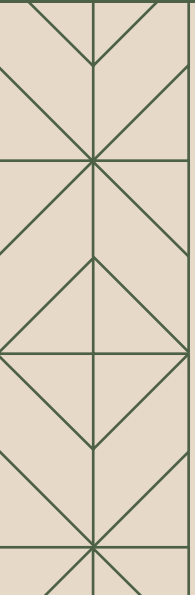


DRAFT



Appendix F

POST COMPLETION SELF-CERTIFICATION REPORTS



DRAFT

City of *Plainwell*
Five-year Recreation Plan
2023-2028



**Resolution 2023-06
City of Plainwell
Allegan County, Michigan**

A RESOLUTION ADOPTING THE CITY OF PLAINWELL FIVE YEAR RECREATIONAL PLAN 2023 THRU 2028

At a regular meeting of the Plainwell City Council, Allegan County Michigan, held in the Plainwell City Hall, 211 North Main Street, Plainwell, MI on the 9th day of January 2023 at 7:00 PM.

Present:

Absent:

The following resolution was offered by ____ and was supported by _____.

WHEREAS, the Plainwell City Council has determined a need to revise the existing Recreational Plan for the provision of recreational and open space opportunities for its residents; and

WHEREAS, Williams & Works, the City Planner for the City of Plainwell was directed to prepare a Five Year Recreation Plan; and

WHEREAS, a Public input meeting was held on April 14, 2022; and

WHEREAS, a Public Hearing was held at 7:00 PM on January 9, 2023 to receive public comments on the proposed plan as required; and

WHEREAS, Williams & Works has completed preparation of such a plan and has recommended its adoption by the Plainwell City Council; and

NOW, THEREFORE, BE IT RESOLVED that the Plainwell City Council hereby adopts the attached Five Year Recreational Plan dated January 9, 2023 and does hereby authorize that said plan be transmitted to the **Michigan Department of Natural Resources, the Allegan County Parks Commission and the West Michigan Regional Planning Commission.**

YES:

NO:

ABSENT:

Margaret Fenger, City Clerk

DATED: January 9, 2023

I, Margaret Fenger, City Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify that I have completed the foregoing Resolution relating to the adoption of the Five Year Recreational Plan and that further, the original is on file in my office and that this is a true and correct copy.

Margaret Fenger, City Clerk

Draft



"The Island City"

MEMORANDUM

211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
Fax: 269-685-7282

To: City Council
From: Robert Nieuwenhuis
Subject: Buildings and Grounds
Date: 1/5/2023

I am looking for approval to purchase building materials from Wood Work Specialties for the windows, siding, and door at DPW.

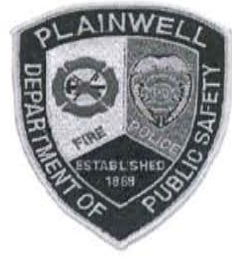
We would like to add a slide window for check in at Public Works instead of having everyone enter the building. The current door, windows and siding are needing to be replaced so the upgrade is perfect timing. Currently two windows are broke, the siding was damaged during the hail storm and the door doesn't seal anymore.

The Cost for Windows and Door is \$3200
The Cost for Siding and Trim is \$2000

Total cost of \$5200

The labor would be done by the DPW. The office would be safer and more energy efficient. I recommend we upgrade the DPW office for safety, energy efficiency, and appeal.

Robert Nieuwenhuis



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

December 2022

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety P

Scheduled Hours By Activity for December 2022

The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

Examples include: General Preventive Patrol, Building Security Checks, Etc.

Note: This also includes any break time the officers take during their shift.

TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

Total Hours
1,052

Percentage of Total Hours

116 10.99%

202 19.19%

353 33.57%

381 36.25%

671 63.75%

Plainwell Department of Public Safety

Complaints/Activities for December 2022

ARRESTS

CUSTODIAL ARRESTS

1 *An individual taken into custody for a criminal offense and jailed for that offense.*

ARREST COUNTS

2 *Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).*

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS

6 *Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)*

NON-HAZARDOUS CITATIONS

6 *Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)*

DRUNK DRIVING CITATIONS

0 *This is an activity that we specifically monitor that would normally be considered a hazardous citation.*

PARKING CITATIONS

9 *Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.*

VERBAL WARNINGS

14 *Traffic enforcement where no citation was issued but warnings were given.*

TOTAL TRAFFIC CITATIONS/WARNINGS

35

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS

215 *Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.*

PATROL INITIATED COMPLAINTS

13 *Complaints observed by the officer while on patrol or came to their attention by personal observation.*

TOTAL COMPLAINTS

228

OTHER ACTIVITIES

MOTORISTS ASSISTS

2 *Motorist contacts caused by mechanical breakdown or similar problem.*

PROPERTY INSPECTIONS

0 *Checks of homes or business specifically requested by a home or business owner.*

MOTOR VEHICLE ACCIDENTS

7 *Total motor vehicle accidents both on public roads or private property.*

COMMERCIAL BUILDING SECURITY CHECK

917 *Nightly security inspections of business' conducted by officers to assure windows and doors are locked.*

FOUND UNSECURED

0 *The number of business' found unlocked or unsecured.*

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	December	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	11
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	2	50
PROPERTY CRIMES			
2000	Arson	0	1
2100	Extortion	0	0
2200	Burglary	0	10
2300	Larceny	14	60
2400	Motor Vehicle Theft	0	7
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	4	35
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	0	11
3500	Violation of Controlled Substances Act	0	10
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	3
3800	Family Offenses	3	10
4100	Liquor Violations	2	10
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	1
5000	Obstructing Justice	1	29
5200	Weapons Offenses	0	7
5300	Public Peace	13	67
5400	Traffic Investigations - Any Criminal Traffic Complaints	1	27
5500	Health and Safety	2	81
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	1
6200	Conservation Law Violation	0	1
7300	Miscellaneous Criminal Offense	0	13
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	1	29
9200	Civil Custody	12	116
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	1	55
9400	False Alarm Activation	4	69
9500	Fires (Other than Arson)	1	11
9700	Accidents, All Other	10	104
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	67	811
9911 & 9912	General Assistance (Other Police Agencies)	62	778
FIRS	Medical First Responder	28	339



December Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 62 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
12/13/2022	14:40	14:43	684 Starr Rd	PIA	Disregarded	C3, C6	3	1
12/16/2022	16:25	16:29	219 Walnut Woods	Death Investigation	Provided EMS / Investigate	C5, C6	4	4
12/19/2022	18:05	18:10	124 W. Grand St	Fire Alarm	Investigate	E17, E11, S62, C1	2	5
12/20/2022	16:00	16:04	470 10 th Street	Fire	Investigate	C6	1	
12/25/2022	08:48	08:49	124 W Grant St	Fire Alarm	Canceled enroute	C6	1	
12/26/2022	13:59	14:03	1100 N. Main St.	Assist EMS	Lift Assist	C6	2	4

Calls for Service at Plainwell Schools

Plainwell High School: 7
684 Starr Road

Gilkey School: 1
707 S. Woodhams Street

Plainwell Middle School: 3
720 Brigham Street

Starr Elementary: 1
601 School Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Ordinance Violations

There were three Ordinance Violation letters sent for the month of December: A camper violation; unregistered vehicle violation; and a fence violation. Time is being allowed for the fence violation. The camper violation has been remedied, and the vehicle violation is still pending and will carry over to January.

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 12/31/2022

Brian Kelley, Finance Director/Treasurer

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2023.01.01 18:08:04 -05'00'

	Investment Type	CUSIP	Principal Purchase	Monthly Interest Earned	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment*	N/A	\$719,429	\$2,600.82	Michigan Class	Jeff Anderson - 616.244.9376	03/28/2016		3.78%	
2	730-Day CD	N/A	\$251,062	\$560.03	Grand River Bank	Christy Vierzen - 616.259.1322	06/10/2022	06/09/2024	2.75%	526
3	365-Day CD	N/A	\$84,696	\$0.00	First National Bank	Doug Johnson - 616.538.6040	11/16/2022	11/16/2023	3.89%	320
4	435-Day CD	N/A	\$63,334	\$0.00	First National Bank	Doug Johnson - 616.538.6040	01/25/2022	04/05/2023	0.65%	95
5	365-Day CD	N/A	\$200,547	\$1,592.24	First National Bank	Doug Johnson - 616.538.6040	09/27/2022	09/27/2023	3.21%	270
6	365-Day CD	N/A	\$250,000	\$0.00	Flagstar Bank	Lisa Powell - 616.285.2263	09/29/2022	09/29/2023	3.50%	272
7	365-Day CD	N/A	\$243,309	\$0.00	Northstar Bank	Julie Smith - 810.329.7104	10/03/2022	10/03/2023	2.75%	276
8	90-Day CD	N/A	\$21,043	\$42.88	Northstar Bank	Julie Smith - 810.329.7104	11/17/2022	02/15/2023	2.45%	46
9	6-month CD	N/A	\$50,167	\$167.38	Consumers Credit Union	Christopher Rusche - 616.208.1166	11/22/2022	05/22/2023	4.15%	142
10	6-month CD	N/A	\$50,167	\$167.38	Consumers Credit Union	Christopher Rusche - 616.208.1166	11/22/2022	05/22/2023	4.15%	142
11										
12										
13										
14										
15										

Total Investments: \$1,933,754.67 \$5,130.73 = Monthly investment interest

Average Yield: 3.13%

Cash Activity for the Month

Cash, beginning of month: \$2,527,386.10 \$961.50 = Monthly bank account interest

Cash, end of month: \$2,431,227.35

Cash and Investments, end of month: \$4,364,982.02 \$6,092.23 = Total monthly interest earned

Erik J. Wilson, City Manager

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
Date: 2023.01.06 13:06:49 -05'00'

** Funds 701 and 703 not included - Trust & Agency

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **12/31/2022**

% OF FISCAL YEAR: **50.41%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH AND INVESTED FUNDS BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
	General	512,074	518,562	1,726,946				
Major Streets	200,745	243,284	126,290	167,083	202,491	213,517	967,238	17.27%
Local Streets	334,175	321,899	107,463	202,396	226,966	254,402	544,615	37.16%
Solid Waste	37,501	31,091	186,589	122,448	95,232	95,680	226,638	54.03%
Brownfield BRA	92,521	74,253	223,593	89,860	207,986	208,117	189,884	47.32%
Tax Increment TIFA	125,410	123,227	86,996	33,294	176,928	177,147	69,005	48.25%
Downtown DDA	90,322	87,380	76,978	36,430	127,928	128,854	74,395	48.97%
Stimulus Fund ARPA	397,887	967	4,857	-	5,824	402,744	398,591	0.00%
Revolving Loan	11,563	62,083	9,564	-	71,647	21,127	10,000	0.00%
Capital Improvement	49,405	49,405	93,263	50,486	92,182	92,182	110,869	45.54%
Fire Reserve	100,962	100,962	93,521	27,949	166,534	166,534	120,765	23.14%
Airport	40,059	47,892	47,955	47,254	48,593	36,194	80,749	58.52%
Sewer	1,082,130	1,075,055	753,790	753,148	1,075,697	1,049,855	1,608,797	46.81%
Water	326,364	264,009	508,517	488,164	284,362	313,872	1,366,641	35.72%
Motor Pool / Equipment	47,571	37,311	154,164	137,682	53,793	55,306	297,887	46.22%
OPEB**	76,460	76,460	21,448	19,367	78,541	78,541	48,725	39.75%
	3,525,149	3,113,840	4,221,933	3,348,674	3,987,099	4,364,982	9,367,235	35.75%

* - Amounts taken from audited financial statements as of June 30, 2022

** - OPEB listing on this worksheet is included in the General Fund for financial statement purposes

*** - These amounts are taken directly from the End of Month Financial Statement provided to Council

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: Erik Wilson <small>Digitally signed by Erik Wilson Date: 2023.01.06 13:07:05 -05'00'</small>	Insert Signature: Brian Kelley <small>Digitally signed by Brian Kelley Date: 2023.01.01 18:06:26 -05'00'</small>

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
December 15, 2022**

1. Matthew Bradley called the meeting to order at 5:05 PM.
2. Roll Call: Present: Matthew Bradley, Bunny LaDuke, Shirley DeYoung, Cory Redder and Public Works Superintendent Bob Nieuwenhuis and Council Member Todd Overhuel. Absent: Marsha Keeler
3. Approval of Minutes:

Shirley DeYoung moved to accept and place on file the minutes of, November 17, 2022 with one correction. Cory Redder supported the motion. On voice vote, motion carried unanimously.

4. Parks:
Bob reported that Christmas lights were all up in the parks. Sherwood bathroom is still open and we possible have someone living in there. Todd's Grandma's tree is planted we just need to get from Todd to see what the plaque needs to say. The original plaque is missing.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that Park looks good. Not much use. Bob noted that there will be new wood chips that will go down in the spring.

Pell Park Maintenance Report – Marsha Keeler

Marsha was gone so Shirley reported that the platform was painted.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that the Christmas lights look good and the cards look great. Like a mini Bronson Park.

Cook Park Maintenance Report – Cory Redder

Cory reported that not a lot of people are using the park. He noticed that the tarp that was put up by the Pickle Ball court was tore up. There were people using the park.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Todd reported that there were pipes sticking out of the ground near the water tower. They have been there for years. Bob reported that a new Kenyon Park sign had been approved and was on order.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that there was really nothing to report.

Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that there was nothing new to report.

5. New Business
A. Ideas for Recreation Board: There was a small discussion on this.
6. Open Business
A. None.

7. Public Comments
None.
8. Staff Comments
None.
9. Chairman's Report
None.
10. Commissioners' Comments
Small talk about grants for Kenyon Park. Bunny knows a couple of retired teachers that might be interested in heading up a group for ideas for Kenyon Park.
11. Items For Next Agenda
Continue discussions on ideas for Kenyon Park.
12. Next Meeting
The next meeting will be Thursday, January 12, 2023 at 5 PM.
13. Adjournment

Shirley DeYoung moved to adjourn the meeting. Bob Nieuwenhuis supported the motion. On voice vote, motion carried unanimously.

There being no further business, the meeting adjourned at 6:17 PM.

Minutes Respectfully Submitted,
Cheryl Pickett

01/05/2023

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 12/22/2022 - 01/05/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	677584	DPW - FUEL CELL FOR #105 AB	180.00
	677585	DPW - QUICK CONNECT #15 AB	8.99
	677703	DPW - FITTING TRUCK #16 AS	6.49
	677819	DPW - FITTINGS & ADAPTER TRUCK #12 AB	9.87
	677892	DPW - MUD FLAPS TRUCK#12	46.98
	678104	DPW - HOSE & FITTINGS TRUCK #12 AS	139.88
	678517	DPW - ANTIFREEZE & ADAPTER AS	35.48
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			427.69
000007	BATTERIES PLUS BULBS		
	P58615145	DPW - BATTERIES FOR SHERWOOD CROSSWALK JF	151.08
TOTAL FOR: BATTERIES PLUS BULBS			151.08
000009	CONSUMERS ENERGY		
	12/02/2022	November 2022 Energy Bill	6,192.55
	202698530514	WR - ELECTRIC SERVICE 11/16 - 12/14/2022	6,871.89
	206169067049	WR - CUSHMAN ELECTRIC SERVICE 11/23 - 12/21/2022	508.72
TOTAL FOR: CONSUMERS ENERGY			13,573.16
000010	RIDDERMAN & SONS OIL CO INC		
	160950	DPW - 453GL 30 - #2 DYED DIESEL	1,307.39
	160951	DPW - 259GL GASOLINE 5-87 REG 10% ETHANOL	538.70
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			1,846.09
000034	VERIZON		
	9923181115	DPW/WR VERIZON ONE TALK 11/18 - 12/17/2022	170.72
	9923698383	CITY WIDE CELL PHONES 11/24 - 12/23/2022	957.09
	9923698384	EOC/DPS PHONE SERVICE 11/24 - 12/23/2022	150.72
TOTAL FOR: VERIZON			1,278.53
000046	EMERGENCY VEHICLE PRODUCTS		
	0016802	DPS - SERVICE VEHICLE #4 KC	770.00
TOTAL FOR: EMERGENCY VEHICLE PRODUCTS			770.00
000087	BILL G BOMAR		
	2023.01	RETIREE HEALTH PREMIUM JANUARY 2023 BOMAR	500.00
TOTAL FOR: BILL G BOMAR			500.00
000131	KEVIN CHRISTENSEN		
	2023.01	RETIREE PREMIUMS JANUARY 2023 CHRISTENSEN	193.10
TOTAL FOR: KEVIN CHRISTENSEN			193.10
000155	BRAVE INDUSTRIAL FASTENER		

	162102	DPW - SHOP SUPPLIES/TOOLING	210.88
TOTAL FOR: BRAVE INDUSTRIAL FASTENER			210.88
000164	ETNA SUPPLY CO INC		
	S104872940.001	WR - 4 VICTAULIC GASKETS FOR CLARIFIER PUMPS BP	398.60
	S104899746.002	DPW - METER CHANGE AT PHS RN	82.10
TOTAL FOR: ETNA SUPPLY CO INC			480.70
000276	WEST SHORE FIRE, INC		
	29056	DPS - FIRE GEAR KC	919.60
TOTAL FOR: WEST SHORE FIRE, INC			919.60
000392	MICHIGAN MUNICIPAL TREASURERS ASSOC		
	12/13/2022	Winter workshop 2023	298.00
TOTAL FOR: MICHIGAN MUNICIPAL TREASURERS ASSOC			298.00
001081	MIKE BRUCE		
	2022.12	DPS - MEAL REIMBURSEMENT	43.11
TOTAL FOR: MIKE BRUCE			43.11
001183	JAMES PELL		
	2022.12	DPS - MEAL REIMBURSEMENT PELL	25.76
TOTAL FOR: JAMES PELL			25.76
001669	DR HOOKS SIGNS INC		
	141665	ADMIN - PLANNING COMMISSION NAME PLATE COLLARD	24.00
TOTAL FOR: DR HOOKS SIGNS INC			24.00
001748	REPUBLIC SERVICES		
	0249-007735088	DPW TWO CONTAINERS SERVICE /1/ - 1/31/2023	256.67
	0249-007735432	WR - TWO CONTAINER SERVICE 1/1 - 1/31/2023	243.36
TOTAL FOR: REPUBLIC SERVICES			500.03
002116	CHARTER COMMUNICATIONS		
	0014163121922	DPS - PHONE/INTERNET/TV SERVICE 12/19/2022 - 01/18/2023	298.88
TOTAL FOR: CHARTER COMMUNICATIONS			298.88
002133	MICHIGAN ECONOMIC DEVELOPERS ASSOC.		
	12/01/2022	2023 Membership MEDA	325.00
TOTAL FOR: MICHIGAN ECONOMIC DEVELOPERS ASSOC.			325.00
002149	DONNIE'S AUTO REPAIR		
	2022.12	DPS - REPLACE CYLINDER 6 IGNITION COIL 2018 FORD #1 KC	124.94
TOTAL FOR: DONNIE'S AUTO REPAIR			124.94
002219	CLARK TECHNICAL SERVICES		
	10	CITY WIDE IT SERVICES	1,440.00
TOTAL FOR: CLARK TECHNICAL SERVICES			1,440.00
002283	AXON ENTERPRISE, INC.		
	INUS123657	DPS - BODY CAMERAS/ACCESSORIES KC	11,820.00
TOTAL FOR: AXON ENTERPRISE, INC.			11,820.00

002527	COPS HEALTH TRUST		
	2023.01	JANUARY 2023 DENTAL/VISION	1,728.98
TOTAL FOR: COPS HEALTH TRUST			1,728.98

002603	ELECTION SOURCE		
	22-8584	ADMIN - ANNUAL MAINTENANCE CONTRACT BK	615.00
TOTAL FOR: ELECTION SOURCE			615.00

002650	FUEL MANAGEMENT SYSTEM		
	182617	DPS - FUEL/DIESEL FOR POLICE & FIRE 12/16 - 12/31/2022	661.60
TOTAL FOR: FUEL MANAGEMENT SYSTEM			661.60

002703	CONTINENTAL LINEN SERVICES INC		
	3480500	DPS RUGS	26.38
	3486239	CITY HALL RUGS	28.62
	3486240	DPW RUGS	40.26
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			95.26

003067	HELPNET		
	145-3336	EMPLOYEE ASSISTANCE PROGRAM JANUARY - MARCH 2023	299.88
TOTAL FOR: HELPNET			299.88

004001	WATKINS ROSS		
	90471	ADMIN - SERVICES RENDERED 8/1 - 11/30/2022	4,400.00
TOTAL FOR: WATKINS ROSS			4,400.00

004190	WATERSOLVE LLC		
	9590	WR - SOLVE 137 465LB DRUM BP	1,100.00
TOTAL FOR: WATERSOLVE LLC			1,100.00

004206	MADISON NATIONAL LIFE INSURANCE CO		
	1535571	JANUARY 2023 LIFE INSURANCE PREMIUMS	103.70
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			103.70

004221	R.W. LAPINE INC		
	45930	WR - EXHAUST FAN MAINTENANCE BP	792.19
	45973	WR - SERVICE HVAC/WASTE WATER BP	414.00
TOTAL FOR: R.W. LAPINE INC			1,206.19

004785	PRIORITY HEALTH		
	223500002053	EMPLOYEE HEALTH INSURANCE JANUARY 2023	21,271.50
TOTAL FOR: PRIORITY HEALTH			21,271.50

004794	UNITED HEALTHCARE INSURANCE COMPANY		
	2023.01.05	RETIREE HEALTH INSURANCE JANUARY 2023 - WHITNEY	261.50
	2023.01TOWN	RETIREE HEALTH INSURANCE JANUARY 2023 - TOWN	253.59
TOTAL FOR: UNITED HEALTHCARE INSURANCE COMPANY			515.09

004837	MUNIWEB		
	54926	DDA - WEBISTE HOSTING DECEMBER 2022	210.00
TOTAL FOR: MUNIWEB			210.00

004852	PACE ANALYTICAL SERVICES LLC		
	2250207029	WR - WATER TESTING 12/15/2022 BP	736.49
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			736.49

004855	PLAINWELL ACE HARDWARE		
	12131	CH - DRAIN CLEANER AND BLEACH WK	10.58
	12134	YARD TARP FOR SANTAS CHAIR AS	16.99
	12143	SPW - LED BULB COOK PARK SLEDDING HILL AB	31.99
	12144	DPW - LIGHT FOR COOK PARK SLEDDING HILL AB	54.99
	12150	DPW - MISS DIG PAINT WK	19.98
	12152	WR - CLEANING SUPPLIES KB	32.76
	12159	DPW - TOOLING TRUCK #12 AS	50.32
	12205	DPW - WOOD SHIMS & SUPPLIES FOR MILL DR	16.57
	12206	DPW - PLAINWELL SCHOOLS METER CHANGE WK	15.75
	12208	DPW - TOOLING FOR MILL RL	13.98
	12209	DPW - DRILL BITS FOR MILL DR	9.98
	12210	DPW - DOWEL FOR WEST M89 SIGN JF	4.99
	12216	WR - PAINT FOR BUILDING BP	58.99
TOTAL FOR: PLAINWELL ACE HARDWARE			337.87

004913	JOSEPH CULVER		
	2022.12	DPS - MEAL REIMBURSEMENT CULVER	44.14
TOTAL FOR: JOSEPH CULVER			44.14

005012	UNITED BANK		
	2022.12.28	ACH FEE - TAX DISTRIBUTION	7.00
	2022.12.29	ACH FEE - JANUARY 1 PAYABLES	7.00
	2023.01.03	WIRE FEE - LERETA TAX DEPOSIT	12.00
	2023.01.04	ACH FEES (2) - TAX DISTRIBUTION & PAYROLL DIRECT DEPOSIT	14.00
TOTAL FOR: UNITED BANK			40.00

005038	BARNES & THORNBURG LLP		
	3042133	ADMIN - LEGAL SERVICES NOVEMBER 2022 EW	324.50
TOTAL FOR: BARNES & THORNBURG LLP			324.50

005040	US INTERNET		
	3629699	SECURANCE EMAIL FILTERING 1/14 - 2/13/2023	70.00
TOTAL FOR: US INTERNET			70.00

005041	EVOQUA WATER TECHNOLOGIES		
	905664001	WR - 2570GL BIOXIDE BP	9,791.70
	905666201	WR - ODOR CONTROL DECEMBER 2022	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			10,091.70

005047	STAPLES, INC.		
	3525550511	DPS - SANI-CLOTH PLUS WIPES AD	39.00
	3525645201	CITY HALL - FOLDERS AND 2 DESK CHAIRS RB	204.57
	3525901657	CH - HAND TOWELS/PAPER/PENS RB	156.86
TOTAL FOR: STAPLES, INC.			400.43

005049	QUADIENT FINANCE USA		

	2022.12	CITY HALL POSTAGE & MSP SHIPMENT	2,504.01
TOTAL FOR: QUADIENT FINANCE USA			2,504.01
005064	R & R ASSESSING INC		
	2023.1	JANUARY 2023 ASSESSING SERVICES	1,550.00
TOTAL FOR: R & R ASSESSING INC			1,550.00
005073	HAVILAND PRODUCTS COMPANY		
	458058	WR - SULFUR DIOXIDE	480.00
TOTAL FOR: HAVILAND PRODUCTS COMPANY			480.00
005087	PRO WATER TREATMENT LLC		
	0031580	CH - REVERSE OSMOSIS YEARLY RENTAL 2023	220.00
TOTAL FOR: PRO WATER TREATMENT LLC			220.00
005089	AARON SHANNON		
	2022.12	DPW - JEANS REIMBRUSEMENT 3 PAIR	89.02
TOTAL FOR: AARON SHANNON			89.02
005117	MOSS AUDIO CORPORATION		
	INV12433	CH - 8X8 INSTALLATION MF	500.00
TOTAL FOR: MOSS AUDIO CORPORATION			500.00
005125	8X8 INC		
	3679108	CITY WIDE PHONES DECEMBER 2022	723.17
TOTAL FOR: 8X8 INC			723.17
AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY		
	2022.12.24	2022 TAX COLLECTIONS W/E 12/24/2022	127,540.52
	2022.12.31	2022 TAX COLLECTIONS W/E 12/31/2022	19,449.59
TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY			146,990.11
ACACH	ALLEGAN COUNTY TREASURER		
	2022.12.24	2022 TAX COLLECTIONS W/E 12/24/2022	48,092.72
	2022.12.31	2022 TAX COLLECTIONS W/E 12/31/2022	7,260.22
TOTAL FOR: ALLEGAN COUNTY TREASURER			55,352.94
CC9999	MISCELLANEOUS CREDIT CARD VENDORS		
	12/01/2022	Mini fridge council chambers	114.00
	12/01/2022	Hard drives for back up storage	299.97
	12/01/2022	Cellophane treat bags for tree lighting	14.98
	12/01/2022	Sign for Santa house	25.00
	12/01/2022	Tree lighting	44.67
	12/01/2022	Parade/Santa	17.88
	12/01/2022	Candle lights for CH	134.41
	12/01/2022	Fuel Tank	643.88
	12/02/2022	Tree lighting	37.35
	12/05/2022	TV for conference room	448.00
	12/06/2022	Webcam for conference room	184.29
	12/06/2022	Monthly email/newsletter	45.00
	12/06/2022	Credit for sales tax charged	(34.80)
	12/07/2022	Wade training cert/license	95.00

12/09/2022	LIFEPAK 1000 battery replacement kit	379.64
12/10/2022	White noise machine	26.99
12/12/2022	Key cabinet for city hall	27.98
12/12/2022	Drug & Alcohol Queries	12.50
12/12/2022	Non receipted charge	350.92
12/14/2022	Plow parts from auction	431.52
12/14/2022	Non receipted credit	(111.54)
12/15/2022	Membership 2023	50.00
12/16/2022	Disposable masks	54.00
12/17/2022	Dog waste bag rolls	219.47
12/18/2022	Shipping for returned muck boots	18.24
12/19/2022	Battery for DS Computer	33.50
12/22/2022	Christmas luncheon (PAID BY STAFF)	405.20
TOTAL FOR: MISCELLANEOUS CREDIT CARD VENDOR		3,968.05

COPEFT	CITY OF PLAINWELL		
	2023.01	JANUARY 2023 CITY UTILITY BILLS	530.02
TOTAL FOR: CITY OF PLAINWELL			530.02

PCSACH	PLAINWELL COMMUNITY SCHOOLS		
	2022.12.24	2022 TAX COLLECTIONS W/E 12/24/2022	343,778.81
	2022.12.31	2022 TAX COLLECTIONS W/E 12/31/2022	87,057.59
TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS			430,836.40

RDLACH	RANSOM DISTRICT LIBRARY		
	2022.12.24	2022 TAX COLLECTIONS W/E 12/24/2022	19,997.61
	2022.12.31	2022 TAX COLLECTIONS W/E 12/31/2022	3,043.51
TOTAL FOR: RANSOM DISTRICT LIBRARY			23,041.12

REFUND TAX	LERETA LLC		
	01/04/2023	2022 Win Tax Refund 55-270-004-00	1,973.20
TOTAL FOR: LERETA LLC			1,973.20

REFUND UB	FLETCHER, ELIZABETH		
	01/04/2023	UB refund for account: 06-00087740-02	11.90
TOTAL FOR: FLETCHER, ELIZABETH			11.90

SOMEFT	STATE OF MICHIGAN		
	2022.12	DECEMBER 2022 SALES TAX RETURN	87.60
TOTAL FOR: STATE OF MICHIGAN			87.60

TOTAL - ALL VENDORS		748,360.42
PAYMENT TYPE TOTALS:		
Paper Check		78,989.53
EFT Transfer		12,255.19
ACH Transaction		657,115.70

INVOICE AUTHORIZATION

Person Compiling Report

Brian Kelley, Finance Director/Treasurer

I verify that to the best of my knowledge the attached invoice listing is accurate and the procedures in place to compile this invoice listing has been followed.

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

Roxanne Branch
Digitally signed by Roxanne Branch
Date: 2023.01.05 16:58:33 -05'00'

Insert Signature:

Brian Kelley
Digitally signed by Brian Kelley
Date: 2023.01.05 16:47:26 -05'00'

Bryan Pond, Water Renewal Plant Supt.

Kevin Callahan, Public Safety Director

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

Bryan Pond
Digitally signed by Bryan Pond
Date: 2023.01.05 13:00:21 -05'00'

Insert Signature:

Kevin A Callahan
Digitally signed by Kevin A Callahan
Date: 2023.01.05 14:30:05 -05'00'

Bob Nieuwenhuis, Public Works Supt.

Erik J. Wilson, City Manager

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

Robert Nieuwenhuis
Digitally signed by Robert Nieuwenhuis
Date: 2023.01.06 07:43:49 -05'00'

Insert Signature:

Erik Wilson
Digitally signed by Erik Wilson
Date: 2023.01.06 13:06:34 -05'00'

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

BUILDING - STRATEGIC PLAN FUNDING

WHEREAS, Allegan County has been engaged in long-term strategic planning efforts regarding building use, building renovation, space reallocation; and

WHEREAS, Allegan County plans to improve access to justice services and expand accessibility to other county government services; and

WHEREAS, in consideration of space already available within County buildings, the Board of Commissioners has determined it would not be a prudent use of funds for new construction; and

WHEREAS, on May 23, 2019, the Board of Commissioners extended the timeframe the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location through 2040; and

WHEREAS, on April 22, 2021, through the adoption of its Strategic Plan, the Board of Commissioners approved to develop a master plan in conjunction with the approved Courthouse planning to move any non-court related functions to the County Services Building with the intent of developing Courthouse space for court functions, making efficient use of available space, creating easier access to services for customers and, among other benefits, saving significant money over new construction; and

WHEREAS, on January 27, 2022, the Board of Commissioners endorsed the request for an additional Circuit Court Judge to authorize the County Administrator to research and develop plans, particularly with respect to personnel and space needs, relative to the addition of a third Circuit Court Judge; and

WHEREAS, the Michigan legislature has approved the addition of a third Circuit Court Judge for Allegan County, and the decision is now awaiting the approval of the Governor; and

WHEREAS, an architect has been engaged in a planning process to provide an initial assessment and to provide proposed plans for the use, renovation, and reallocation of currently owned County buildings and space.

THEREFORE BE IT RESOLVED that as part of the planning process, the County Administrator is authorized to research and develop and build a financial plan to develop a preliminary budget and a financial strategy plan, including up to \$10 million dollars to execute the strategic building and renovation and space reallocation plan; and

BE IT FURTHER RESOLVED the County Administrator is authorized to research any available external funding, including but not limited to state capital dollars, for potential strategic building use, renovation, and space reallocation planning; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to release the attached communication related to the long-term strategic plan related to building use, renovations, and space reallocation, including the authorization of this resolution.

Moved by Commissioner Cain, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Jessup, Dugan and Cain. Nays: Thiele.

ATTEST, A TRUE COPY



_____, Clerk-Register

APPROVED: December 8, 2022

cc: Admin. - Finance - Human Resources

Allegan County
Courthouse and County Services Building Planning
Information Sheet
December 8, 2022

Introduction:

The County has been very collaborative in its long term planning efforts. Community-wide planning events and surveys have demonstrated the need for increased access to law enforcement and judicial services. In addition to local input, the State has also recognized the needs of the County and is likely to place an additional Circuit Court Judge in Allegan County (based on metrics, the County could qualify for additional judges). It has become imminent that the Courthouse be utilized to its fullest extent for judicial services. While Allegan courts have been innovative in finding new ways for individuals to access justice, there often is not an alternative to the physical presence of jury trials and other processes. However, general county functions can be performed in many different ways. The availability of existing space for county services and the need to utilize the Courthouse for judicial services are root factors to the need to reallocate existing space.

Allegan County plans to improve access to justice services and expand accessibility to other county government services. These changes will require reallocating space from non-judicial services to judicial services within the Allegan County Building in downtown Allegan.

In consideration of space already available within other County buildings, the Board of Commissioners has determined it would not be a prudent use of funds for new construction.

OnPoint (formerly Community Mental Health) is moving from the County Services Building, the County's Dumont Lake location to the former Shopko building located near Acension Borgess Allegan and other professional medical offices. This move will bring approximately 125 employees to the downtown area. This move also provides the County the opportunity to repurpose approximately 22,000 square feet of existing space in the County Services Building and current OnPoint Clinic Building to meet service delivery needs and save taxpayers a significant amount of money as opposed to new construction.

The County also owns 640 River Street within the City of Allegan, which serves as the location of the Sheriff's Office and has undeveloped building space able to be utilized if necessary.

Important Background Highlights:

On April 26, 2007, the Board of Commissioners determined that the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location for a period of at least twenty years.

In 2014, after completing the construction of the Sheriff's Office and Corrections Center, the County hosted an open planning process to assist in facility related decisions. During the process the growing needs of the judicial system were emphasized. Several options were reviewed. New construction, at that time, was estimated to be approximately \$40M for a consolidated services building in the City of Allegan. After consideration, priority was given to progress in the demolition of the old Sheriff's Office/Jail and construction of a new parking lot at the Allegan County Building in downtown Allegan,

and relocation of the Department of Corrections/Parole to the new Sheriff's Office and Corrections Center.

In 2017, the County hosted county-wide planning events to specifically discuss needs for law enforcement throughout the county. Most, if not all, local units participated. There was a general consensus around additional needs and the recognition that law enforcement activity and the corrections population have a direct relationship to judicial processes and capacity.

On May 23, 2019, the Board of Commissioners extended the timeframe the Allegan County Building, 113 Chestnut Street, shall continue to function as the primary Allegan County Courthouse and that the primary court functions should remain at this location through 2040.

On April 22, 2021, through the adoption of its Strategic Plan, the Board of Commissioners approved to develop a master plan in conjunction with the approved Courthouse planning to move any non-court related functions to the County Services Building with the intent of developing Courthouse space for court functions, making efficient use of available space, creating easier access to services for customers and, among other benefits, saving significant money over new construction.

On January 27, 2022, the Board of Commissioners endorsed the request for an additional Circuit Court Judge authorized the County Administrator to research and develop plans (particularly with respect to personnel and space needs) relative to the addition of a third Circuit Court Judge.

Questions and Answers:

How does the county seat factor into the consideration for moving offices?

From a historical perspective the County has been informed its building locations are within the County seat. Regardless, plans are being developed for consideration that align to providing general County services in the Courthouse and also expand those services to other locations. The County plans will remain in compliance with the law based on legal review. The County also sought a determination from the Attorney General regarding the boundaries of the county seat for Allegan County and it was determined to be a "local matter".

If moving additional services to the County Services Building, the County's Dumont Lake location were to prove challenging due to questions regarding the county seat, the County could utilize the below options:

1. A vote of the people could be sought to affirm the county seat to be inclusive of the County's City of Allegan and Dumont Lake locations.
2. The Board could choose to move non-judicial offices to the 640 River Street location.

In all cases, the non-judicial offices will not remain in the Courthouse, in their entirety, as they are currently.

Which non-judicial resources have been considered for being relocated out of the Allegan County Building, Downtown Allegan?

The non-judicial resources within the Drain Commission, Register of Deeds, and Vital Records (approximately 18 people) are being considered for relocation. The County Clerk, to the degree it is

currently operating as the Clerk of the Circuit Court's records, is a judicial department and is expected to remain in the Courthouse. All offices have been informed of the need for changes over the past several years and have been invited to participate in planning. Even with moves being considered, we are still evaluating options of service access to remain available at the Courthouse.

Will clerk/election coordination activities on election days be required to take place at the County Services Complex directly as a result of any office moves?

No. Where and how elections will be coordinated remains an operational matter that the Clerk can determine as needed. In fact, the plans could provide for more flexibility and consideration for use of either location as needed.

How will these changes impact access to services?

In a nearly 900 square mile county, distance is always a consideration. The County is fortunate to have service complexes at Dumont Lake, River Street, and in the Downtown City of Allegan area. These locations are relatively central to the broader county and only a few miles apart. The County is exploring options to not just move services, but rather make them more accessible from different locations. A greater focus is being placed on making government services more accessible in ways that can limit the need for travel all together. For example, the County has invested in electronic records and payment systems for land records and dog licenses so the public can access those records from home, libraries, local units of government or anywhere they can access the internet. The County's hope is that elected offices will continue to expand on the marketing and availability of these services. Even delinquent property taxes can be paid online for a nominal fee if using electronic funds transfer. County offices and local government offices, or other community partners, also have the ability to partner to make services available through township and city offices to the benefit of County residents. Some townships, cities, and veterinarian offices now offer the option to purchase dog licenses, which could create an additional benefit to residents if every similar office eventually participates.

Access to judicial services will continue to utilize innovations for optimal use of space and technology. Access to more private conference spaces, mediation services, and legal services are expected to increase.

How will these changes impact the City of Allegan?

In the County's preliminary planning, approximately 125 employees relocating offices to downtown Allegan and the daily OnPoint activities will be an increase of activity to the downtown area. The continued and expanded operation of judicial services will also be an increase in activity to the downtown area. The County has not seen any data to suggest that preliminary plans will be negative in any way to the City of Allegan's downtown area.

As input from the City has suggested, the County is not seeking to acquire additional property within the City of Allegan for governmental purposes. The County is also exploring how to keep access to general government services available in the Courthouse through innovation and less space consumption. Ottawa County has been very successful in accomplishing a similar transition from their Grand Haven location to the West Olive location.

Who can I contact with questions?

If you have questions or would like additional information, please contact County Administration at 269-673-0239 or administration@allegancounty.org.

FOR IMMEDIATE RELEASE
January 5, 2023

Jim Storey, Board Chairperson
Allegan County
3283 - 122nd Ave
Allegan MI 49010
Phone: 269-673-0239
jstorey@allegancounty.org
www.allegancounty.org

ALLEGAN BOARD ELECTS COMMISSIONER JIM STOREY CHAIR, COMMISSIONER DEAN KAPENGA VICE CHAIR

ALLEGAN, MI (January 5, 2023) - At its legally required organizational meeting, the Allegan County Board of Commissioners elected Commissioner Jim Storey of Holland, its chairperson and Commissioner Dean Kapenga of Hamilton as its vice chair.

The board also elected former county commissioner Rick Cain of Shelbyville as one of three road commissioners. County boards of commissioners elect road commissioners who have jurisdiction over the construction, maintenance, and operation of the county's roads.

The newly minted five commissioners were sworn into office by Chief Circuit Court Judge Roberts Kengis. The new board has two less members than the previous board which featured seven members. Under the reapportionment regimen, the once-in-ten-years apportionment commission reduced the size of the commission board.

The board also adopted its 2023 meeting schedule which calls for sessions on the second and fourth Thursdays of each month, generally at 9 AM for Planning Sessions and 1 PM for regular meetings, unless otherwise noticed.

All sessions of the Board are live-streamed on YouTube and available on zoom.

##End##

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) December 15, 2022 application requesting the Commission to approve: 1) Consumers Energy to adjust its retail natural gas rates so as to provide additional revenue of approximately \$212 million annually above the level established in Case No. U-21148 based on a projected 12-month test year ending September 30, 2024; 2) Consumers Energy to adjust its existing retail natural gas rates so as to produce a rate of return on common equity of not less than 10.25%; 3) the Defined Benefit Pension/ Other Post-Employment Benefits Volatility Mechanism as proposed by Consumers Energy in this case; 4) the Uncollectible Deferral/Refund Mechanism as proposed by Consumers Energy in this case; 5) the accounting authorizations described as proposed by Consumers Energy; 6) the modifications to the rates, rules, and regulations as described and proposed by Consumers Energy; and 7) Consumers Energy for such other and further relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by January 6, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21308**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

CONSUMERS ENERGY COMPANY HAS REQUESTED THE INCREASES AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED INCREASES AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER INCREASES THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.

2212-G



PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
CONSUMERS ENERGY CO

ONE ENERGY PLAZA
JACKSON MI 49202

642
TR 4

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF CONSUMERS ENERGY
COMPANY
CASE NO. U-21308

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to increase its rates for the generation and distribution of electricity and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: Friday, January 13, 2023 at 10:00 AM

BEFORE: Administrative Law Judge Jonathan Thoits

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscedockets@michigan.gov in advance of the hearing

*****AUTO**ALL FOR AADC 493
Clerk, City of PLAINWELL
211 N Main St
Plainwell MI 49080-1370



Reports & Communications:

A. Annual Financial Statement Audit Presentation

Dan Veldhuizen from Siegfried Crandall PC will present the city's audited financial statements as of June 30, 2022 to Council.

Recommended action: Consider accepting and placing on file the audited financial statements as of and for the year ended June 30, 2022.

B. Public Hearing – Ordinance 393 Zoning Amendment

As part of the review of a variance application that requested allowing extra height for a proposed hotel on property west of Prince Street in the C-2 District, the City Planner recommended amending the ordinance instead of approving a variance. The ordinance amendment would increase the allowed height of hotels and motels west of Prince Street in the C-2 District only, to allow for a maximum height of fifty (50) feet or four stories, whichever is less.

Recommended action: Consider approving Ordinance 393 Zoning Amendment as presented.

C. Public Hearing – City of Plainwell Recreation Plan

Williams & Works has been working with the Parks & Trees Commission and Community Development Manager Siegel to update the five year recreation plan. Meetings were held to allow for public input, and workshops were held to update the plan based on the community input received. The process requires a public hearing for the final draft prior to approval.

Recommended action: Hold a Public Hearing to allow community members to comment on the proposed Recreation Plan and adopt Resolution 2023-06 as presented.

D. DPW – Buildings and Grounds

The DPW building has several windows, a door, and siding in need of repair. Superintendent Nieuwenhuis recommends adding a sliding window for customer service purposes, which can be included in the existing repair work. DPW employees would perform the work, with building materials purchased from Wood Work Specialties.

Recommended action: Consider approving a purchase of building materials from Wood Work Specialties in the amount of \$5,200.00.

Reminder of Upcoming Meetings

- January 10, 2023 – Plainwell DDA/BRA/TIFA – 7:30am
- January 12, 2023 – Plainwell Parks & Trees – 5:00pm
- January 28, 2023 – Plainwell Planning – 6:30pm
- **January 23, 2023 – Plainwell City Council – 7:00pm**

Non-Agenda Items / Materials Transmitted

- Allegan County Board of Commissioners - County Board Resolution with Informational Sheet
- Allegan County Board of Commissioners – Chair & Vice Chair Press Release
- Public Notice – Consumers Energy Gas Customers – January 13, 2023 10:00am