

City of Plainwell

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



Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
Fax: 269-685-7282
Web Page Address: www.plainwell.org

“The Island City”

AGENDA DDA/TIFA/BRA City Hall Conference Room December 11, 2018 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 11/13/18 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Accounts Payable for November of \$1,070.74
8. **DDA Action Items**
 - A. Accounts Payable for November of \$2,240.64
9. **TIFA Action Items**
 - A. Accounts Payable for November of \$612.62
10. **Communications:** 10/22/18 and 11/12/18 Council Minutes. Also the Financial Report/Summary as of 11/30/18
11. **Public Comments**
12. **Staff Comments**
Ribbon Cuttings – All State Insurance, Dec. 8 / Barbed Wire, Dec. 21
13. **Member Comments**
14. **Adjournment**

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

The Island City

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

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Zelda Schippers, Mayor Brooks, Tracee Dunlop, EJ Hart, Nick Larabel, Adam Hopkins, Jim Turley
Excused: Paul Rizzo, , Erik Wilson
4. Approval of Minutes of **Motion by Rizzo, seconded by Brooks to approve 10/091/18 minutes.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items
A. Motion to accept accounts payable for October of \$933.34 was made by Hart and seconded by Dunlop. Motion carried.
8. DDA Action Items
A. Motion to accept accounts payable for October of \$687.12 was made by Larabel and seconded by Schippers. Motion carried.
9. TIFA Action Items
A. Motion to accept accounts payable for October of \$663.73 was made by Larabel and seconded by Turley. Motion carried.
10. Communications:
09/24/18 and 10/08/18 Council Minutes. Also the Financial Report/Summary for 10/31/18 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments: Siegel reported out on the BRA budget item regarding emergency repair on the Mill roof. Work will be done by Carley and cost will be \$4,985.00. Siegel also reported out on the special holiday events coming up from the Shop Small Saturday, the Holiday Walk, Tree Lighting, Parade and Christmas Festival.
13. Member Comments:
14. Adjournment: **A Motion by Dunlop supported by Hart to adjourn the meeting at 8:02 a.m. was made and passed.**

Submitted by Denise Siegel, Community Development Manager

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 11/01/2018 - 11/30/2018
 BOTH JOURNALIZED AND UNJOURNALIZED

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2018 HEALTH INSURANCE PREMIU	547.86	13045
443-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	DECEMBER 2018 DENTAL/VISION INS	32.37	13149
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVIC	2018 - 10 DPW UNIFORM/RUGS/ MISC	3.80	13096
443-000-930.000	Repairs and Maintenance-Land &	REPUBLIC WASTE SERVICES	11/1/18 - 11/30/18 CITY OFFICE RECYCL	267.66	13081
443-000-930.015	Administrative Services - Accou	SIEGFRIED CRANDALL PC	OCT 2018 GRANT WRITING	200.00	13127
443-000-930.050	Computer Services	BS&A SOFTWARE	11/1/18 - 11/1/19 SOFTWARE SUPPORT	19.05	13076
		Total For Dept 000 OPERATIONS		1,070.74	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY		1,070.74	

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund	Dept	Account	Description	Amount	Check #
494-000-715.010	000	OPERATIONS	Health Insurance Premiums	260.78	13045
494-000-715.010	000	OPERATIONS	Supplies - Repairs and Maintena	26.23	13149
494-000-900.000	000	OPERATIONS	Printing and Publishing	60.00	13123
494-000-900.000	000	OPERATIONS	Printing and Publishing	179.58	13051
494-000-900.000	000	OPERATIONS	Printing and Publishing	70.00	13057
494-000-930.000	000	OPERATIONS	Repairs and Maintenance--Land &	606.00	13135
494-000-930.050	000	OPERATIONS	Computer Services	200.00	13099
494-000-956.021	000	OPERATIONS	Scarecrow Contest Plaques	19.05	13168
494-000-956.021	000	OPERATIONS	Scarecrow Contest Plaques	46.00	1423
494-000-956.021	000	OPERATIONS	Scarecrow Contest Plaques	23.00	1423
494-000-957.022	000	OPERATIONS	Event Listing - Indoor Farmers	25.00	1423
494-000-962.000	000	OPERATIONS	Membership dues Michigan Downto	225.00	1423

Total For Dept 000 OPERATIONS 2,240.64
 Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA 2,240.64

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 11/01/2018 - 11/30/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2018 HEALTH INSURANCE PREMIO	546.85	13045
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	DECEMBER 2018 DENTAL/VISION INS	46.72	13149
450-000-715.010	Computer Services	BS&A SOFTWARE	11/1/18 - 11/1/19 SOFTWARE SUPPORT	19.05	13076
450-000-930.050					
		Total For Dept 000 OPERATIONS		612.62	
		Total For Fund 450 INDUSTRIAL PARK TIFA		612.62	

MINUTES
Plainwell City Council
October 24, 2018

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Scott Fenner from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, Councilman Overhuel, and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 10/08/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Brooks noted tonight's meeting was another opportunity for candidates for Council to attend and be heard.
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis negotiated a three-year contract with Honeytree Nursery to continue the Emerald Ash Borer Treatment Program at the same cost as in previous years.
A motion by Steele, seconded by Overhuel, to approve the three-year contract with Honeytree Nursery for Emerald Ash Borer treatments at an annual cost of \$3,600.00. On a roll-call vote, all in favor. Motion passed.
 - B. Superintendent Nieuwenhuis solicited quotes from providers of street sweeping services. Only one firm bid and maintained pricing similar to the previous provider, which did not offer a bid.
A motion by Overhuel, seconded by Keeler, to approve a contract for street sweeping with Walters Sweeping for an annual cost not to exceed \$18,300.00, with an option to extend the contract. On a roll-call vote, all in favor. Motion passed.
 - C. Superintendent Nieuwenhuis recommends continuing to make purchases through the Mi-Deal Purchasing Program for winter maintenance salt purchases.
A motion by Keeler, seconded by Keeney, to confirm road salt purchases through the MiDeal Purchasing Program. On a voice vote, all in favor. Motion passed.
11. Communications:
 - A. **A motion by Steele, seconded by Overhuel, to accept and place on file the September 2018 Water Renewal Report, the Planning Commission DRAFT 10/17/2018 Meeting Minutes and the M-40/M-89 Corridor Committee Draft 07/31/2018 Meeting Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$112,595.26 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None

14. Staff Comments

Personnel Manager reported having re-certified her credentials for a three-year period.

Superintendent Nieuwenhuis reported having started the leaf pickup program and that the SAW Grant was underway cleaning storm drains, which is part of the grant process.

Community Development Manager Siegel reported voted being tallied for the Scarecrow Contest to determine three (3) winners. She reported the Arts & Eats Event this past weekend had about 200 people through, and that the Pumpkins In the Park Event was a big success with about 300 people braving the weather. She noted about 800 shoppers at the Outdoor Farmers Market this season and that about 15 vendors are set for the Indoor Farmers Market starting November 3.

Superintendent Pond gave a progress report on the replacement of pumps at the water renewal facility.

Director Bomar reported having sold the 1978 Fire Truck at auction for about \$3,200 and the wheels and tires for about \$1,200. He reported a successful Active Assailant Drive at Plainwell Schools on October 17 and thanked the Otsego Police and Fire Departments, the Allegan County and Kalamazoo County Sheriff's Departments, the Michigan State Police, the FBI, and the Fire Departments from Martin, Hopkins, Cooper and Gun Plain Townships for their participation in the event. Finally he noted that Fire Prevention Month continues for the rest of this month.

Clerk/Treasurer Kelley reminded everyone that the Election Day is November 6, 2018 and that polls will be open 7am until 8pm. He noted that the auditors are tentatively rescheduled for next week to finalize the year-end audit. He reported the near completion of the chart of accounts and beginning the budget process. He also remarked that the Zoning Board of Appeals would hear a zoning variance on November 12.

City Manager Wilson reported the last Chlorinated Organic Compounds testing was completed with the same results at the County's testing – no major findings. He also reported continued negotiations for the School Resource Officer.

15. Council Comments:

Councilman Keeney congratulated Plainwell High School Football for its win over Otsego.

16. Adjournment:

A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:19 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
November 12, 2018

1. Mayor Brooks called the regular meeting to order at 7:06 PM in City Hall Council Chambers.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, Councilman Overhuel, and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 10/22/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report:
Don Black congratulated Rick Cain on his election to the County Commissioner seat.
8. Presentations: 2018 Scarecrow Contest
Community Development Manager reported the winners of the 2018 Scarecrow Contest as “Michael Jackson” by Envy (Most Creative), “Pez Dispenser” by Old Mill (Best in Show) and gave the People’s Choice Award and plaque to Home Depot for their elaborate creation.
9. Agenda Amendments:
A motion by Steele, seconded by Keeler, to amend the Agenda to include Item F: Amendment to 401(a) Plan Document. On a voice vote, all in favor. Motion passed.
10. Mayor’s Report: None.
11. Recommendations and Reports:
 - A. **A motion by Steele, seconded by Overhuel to open a Public Hearing at 7:14pm. All in favor, Motion Carried.**

Treasurer Kelley presented the application for Industrial Facilities Tax (IFT) Abatement for a new building for Rizzo Packaging. The building was recently reviewed and recommended by the Planning Commission and the site plan was approved by Council. The estimated value of the building, per the application is \$743,636.

No public comment.

A motion by Keeney, seconded by Keeler, to close the Public Hearing at 7:16pm. All in favor, Motion Carried.

A motion by Steele, seconded by Keeler, to adopt Resolution 18-25 to approve the IFT Tax Abatement Application for Rizzo Packaging Inc. On a voice vote, all in favor. Motion passed.
 - B. Community Development Manager Siegel presented a site plan for a bin shelter addition for HyTech Springs at 950 Lincoln Parkway. The plans have been reviewed by the Planning Commission, which

recommends approval.

A motion by Keeney, seconded by Keeler, to approve the site plans for a bin shelter addition for HyTech Springs at 950 Lincoln Parkway. On a voice vote, all in favor. Motion passed.

- C. Superintendent Nieuwenhuis reported dangerous drainage backups in roof sections of the mill that required emergency repairs by Carlyle Roofing at an estimated cost of \$4,985.00.
A motion by Keeler, seconded by Overhuel, to confirm the emergency roof repairs in the old engineering room of the Mill with Carlyle Roofing for \$4,985.00. On a voice vote, all in favor. Motion passed.
- D. Superintendents Pond and Nieuwenhuis reported accumulated debris in the back lot of the Public Works facility that needs to be removed to avoid contamination issues. The debris consists of storm basin collections, street sweepings and bio-bed media. A suitable contractor is still being sought and the estimated cost is \$7,000.00.
A motion by Keeler, seconded by Keeney, to approve a project to remove storm basin debris, street sweepings and bio-bed mulch at an estimated cost not to exceed \$7,000.00. On a voice vote, all in favor. Motion passed.
- E. Superintendent Pond requests the annual calcium nitrate (bioxide) chemical purchase be renewed. A portion of the cost is recovered from the Village of Martin for shared services.
A motion by Keeney, seconded by Keeler, to approve a contract with Evoqua Water Technologies for water renewal chemical purchases at an estimated cost of \$26,100.00. On a voice vote, all in favor. Motion passed.
- F. Personnel Manager Lamorandier introduced an amendment to the Plan Document for the city's 401(a) defined contribution pension plan to include legal changes to the section regarding Hardship Distributions.
A motion by Steele, seconded by Overhuel, to approve the amendment to the city's 401(a) Plan Document for Hardship Distributions. On a voice call, all in favor. Motion passed.

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the September 2018 Public Safety Report, the October 2018 Investment and Fund Balance Reports and the Planning Commission Draft 11/07/2018 Meeting Minutes. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$312,950.18 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

Don Black congratulated Community Development Manager Siegel for a great Scarecrow Contest.

15. Staff Comments

Superintendent Nieuwenhuis reminded everyone that loose leaves will be collected until November 19, at which time street sweepers will follow city staff for the final cleanup until the 21st, then leaves will only be collected in bags.

Community Development Manager Siegel reported an upcoming Ladies Night on Friday November 16, great turnout for the indoor farmers market with around 120 visitors each week, the Shop Small Saturday event on November 24, and the Tree Lighting Ceremony on November 30. She also reported on 2018 city permit activity..

Superintendent Pond gave a progress report on the replacement of pumps at the water renewal facility.

Public Safety Officer Jeff Welcher reporting having shared fire prevention techniques with over 1,000 youth during October's Fire Prevention Month.

Clerk/Treasurer Kelley thanked the Election Inspectors for excellent work during the recently election and reported that Council Members Brooks and Keeler have been re-elected to new four (4) year terms. The vote for the 3rd seat resulted in a tie that will be resolved by County officials hopefully later this week. The audit should be completed by Thanksgiving and work on the budget and the chart of accounts continues.

16. Council Comments:

Council Member Keeney thanked the community for their support.

17. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:35 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

PERIOD ENDING 11/30/2018

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2018 (NORMAL (ABNORMAL))	MONTH 11/30/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	4,609.00	4,609.73	0.00	(0.73)	100.02
443-000-402.041	Captured Tax - AdVal Real - Library	556.00	554.62	0.00	1.38	99.75
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	368.00	368.04	0.00	(0.04)	100.01
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	368.00	368.04	0.00	(0.04)	100.01
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	478.00	478.44	0.00	(0.44)	100.09
443-000-402.047	Captured DDA-SCHOOL	9,359.00	2,471.06	0.00	6,887.94	26.40
443-000-402.048	Captured Tax - AdVal Real - County (All)	2,223.00	1,684.82	0.00	538.18	75.79
443-000-402.060	Captured Tax - AdVal Pers - City	549.00	548.59	0.00	0.41	99.93
443-000-402.061	Captured Tax - AdVal Pers - Library	66.00	66.00	0.00	0.00	100.00
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	44.00	43.80	0.00	0.20	99.55
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	44.00	43.80	0.00	0.20	99.55
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	57.00	56.94	0.00	0.06	99.89
443-000-402.065	Captured Tax - AdVal Pers - County (All)	265.00	200.50	0.00	64.50	75.66
443-000-664.020	Interest Earned - Investments	95.00	60.51	21.67	34.49	63.69
443-000-676.080	Interfund Transfer In - Capital Improve	75,000.00	31,250.00	6,250.00	43,750.00	41.67
TOTAL REVENUES		94,081.00	42,804.89	6,271.67	51,276.11	45.50
Expenditures						
443-000-703.000	Salaries/Wages - Full Time Employees	33,980.00	11,441.52	2,132.73	22,538.48	33.67
443-000-706.000	Wages - Part Time Employees	272.00	106.16	2.38	165.84	39.03
443-000-713.000	Other Post Employment Benefits	300.00	125.15	25.03	174.85	41.72
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,486.00	829.59	152.19	1,656.41	33.37
443-000-715.010	Health Insurance Premiums	5,164.00	2,160.69	422.12	3,003.31	41.84
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00	5.90	1.47	19.10	23.60
443-000-715.013	Health Insurance - HSA - Employer Paid	2,537.00	1,740.00	0.00	797.00	68.58
443-000-715.015	Life Insurance	34.00	14.13	0.00	19.87	41.56
443-000-718.000	Retirement Benefits	2,941.00	1,004.47	188.22	1,936.53	34.15
443-000-724.000	Medical Insurance Opt Out	175.00	66.48	14.63	108.52	37.99
443-000-743.000	Uniforms	65.00	33.99	3.80	31.01	52.29
443-000-775.000	Supplies - Repairs and Maintenance	100.00	(9.98)	0.00	109.98	(9.98)
443-000-801.000	Engineering Services	2,000.00	0.00	0.00	2,000.00	0.00
443-000-801.013	Professional Services - Attorney	8,000.00	1,786.00	0.00	6,214.00	22.33
443-000-801.030	Professional Services - Audit	353.00	352.52	0.00	0.48	99.86
443-000-830.000	Contractual Reimbursement CRA Activities	14,240.00	8,620.79	0.00	5,619.21	60.54
443-000-910.000	Liability Insurance	4,725.00	4,725.00	0.00	0.00	100.00
443-000-910.010	Workers Comp Insurance	399.00	424.52	0.00	(25.52)	106.40
443-000-930.000	Repairs and Maintenance-Land & Building	15,000.00	781.84	267.66	14,218.16	5.21
443-000-930.015	Administrative Services - Accounting	0.00	200.00	200.00	(200.00)	100.00
443-000-930.050	Computer Services	50.00	25.49	19.05	24.51	50.98
443-000-940.000	Rentals - Equipment	1,500.00	426.52	0.00	1,073.48	28.43
443-908-991.000	Principal Payment - Interfund Loans	14,782.00	6,159.15	1,231.83	8,622.85	41.67
443-908-995.000	Interest Payment - Interfund Loans	1,843.00	767.90	153.58	1,075.10	41.67
443-970-706.000	Wages - Part Time Employees	0.00	0.00	(63.92)	0.00	0.00
443-970-715.000	Payroll Tax - FICA/Medicare (Social Sec)	0.00	0.00	(4.89)	0.00	0.00
TOTAL EXPENDITURES		110,971.00	41,787.83	4,745.88	69,183.17	37.66
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		94,081.00	42,804.89	6,271.67	51,276.11	45.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2018

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	11/30/2018 (ABNORMAL)	MONTH 11/30/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
TOTAL EXPENDITURES		110,971.00		41,787.83		4,745.88		69,183.17	37.66
NET OF REVENUES & EXPENDITURES		(16,890.00)		1,017.06		1,525.79		(17,907.06)	6.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2018
 % Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2018 (ABNORMAL)	MONTH 11/30/2018 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	61,261.00	59,571.62	0.00	1,689.38	97.24
450-000-664.020	Interest Earned - Investments	889.00	297.51	96.70	591.49	33.47
TOTAL REVENUES		62,150.00	59,869.13	96.70	2,280.87	96.33
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	40,843.00	16,131.03	3,105.78	24,711.97	39.50
450-000-706.000	Wages - Part Time Employees	816.00	414.75	71.00	401.25	50.83
450-000-713.000	Other Post Employment Benefits	14.00	6.00	1.20	8.00	42.86
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,059.00	1,178.36	224.78	1,880.64	38.52
450-000-715.010	Health Insurance Premiums	5,208.00	2,182.79	432.26	3,025.21	41.91
450-000-715.012	Health Insurance - FSA - Employer Paid	102.00	23.24	5.82	78.76	22.78
450-000-715.013	Health Insurance - HSA - Employer Paid	2,503.00	1,716.00	0.00	787.00	68.56
450-000-715.015	Life Insurance	20.00	8.50	0.00	11.50	42.50
450-000-718.000	Retirement Benefits	2,123.00	657.95	164.25	1,465.05	30.99
450-000-724.000	Medical Insurance Opt Out	277.00	104.68	23.05	172.32	37.79
450-000-801.030	Professional Services - Audit	67.00	66.78	0.00	0.22	99.67
450-000-910.000	Liability Insurance	379.00	379.00	0.00	0.00	100.00
450-000-910.010	Workers Comp Insurance	249.00	264.92	0.00	(15.92)	106.39
450-000-930.000	Repairs and Maintenance-Land & Building	1,800.00	0.00	0.00	1,800.00	0.00
450-000-930.050	Computer Services	50.00	25.49	19.05	24.51	50.98
450-000-940.000	Rentals - Equipment	1,800.00	224.55	0.00	1,575.45	12.48
450-000-956.000	Miscellaneous	400.00	275.00	0.00	125.00	68.75
TOTAL EXPENDITURES		59,710.00	23,659.04	4,047.19	36,050.96	39.62
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	59,869.13	96.70	2,280.87	96.33
TOTAL EXPENDITURES		59,710.00	23,659.04	4,047.19	36,050.96	39.62
NET OF REVENUES & EXPENDITURES		2,440.00	36,210.09	(3,950.49)	(33,770.09)	1,484.02

PERIOD ENDING 11/30/2018

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2018 (ABNORMAL)	MONTH 11/30/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	20,969.00		20,969.42		0.00		(0.42)	100.00
494-000-402.031	Captured DDA-LIBRARY	2,526.00		2,522.62		0.00		3.38	99.87
494-000-402.032	Captured DDA-Capital Impr	1,674.00		1,673.90		0.00		0.10	99.99
494-000-402.033	Capture DDA-Fire Reserve	1,674.00		1,673.90		0.00		0.10	99.99
494-000-402.034	Capture-DDA-Solid Waste	2,176.00		2,176.09		0.00		(0.09)	100.00
494-000-402.045	Captured DDA-COUNTY	10,115.00		7,663.85		0.00		2,451.15	75.77
494-000-402.060	Captured Tax - AdVal Pers - City	2,717.00		2,717.22		0.00		(0.22)	100.01
494-000-402.061	Captured Tax - AdVal Pers - Library	327.00		326.83		0.00		0.17	99.95
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	217.00		216.95		0.00		0.05	99.98
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	217.00		216.95		0.00		0.05	99.98
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	282.00		282.03		0.00		(0.03)	100.01
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,310.00		993.05		0.00		316.95	75.81
494-000-569.000	Local Grants	5,500.00		5,668.01		0.00		(168.01)	103.05
494-000-664.020	Interest Earned - Investments	162.00		204.76		42.57		(42.76)	126.40
494-000-694.000	Miscellaneous Revenue	200.00		15.00		0.00		185.00	7.50
494-000-694.022	DDA - Farmers Market Entry Fee	2,500.00		1,510.00		600.00		990.00	60.40
494-000-694.025	DDA - Sale of Merchandise	1,000.00		345.00		285.00		655.00	34.50
494-000-694.026	DDA - Special Event Revenues	600.00		660.00		150.00		(60.00)	110.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		500.00		0.00		(100.00)	125.00
TOTAL REVENUES		54,566.00		50,335.58		1,077.57		4,230.42	92.25
Expenditures									
494-000-703.000	Salaries/Wages - Full Time Employees	17,867.00		6,293.10		1,245.51		11,573.90	35.22
494-000-706.000	Wages - Part Time Employees	1,500.00		726.32		268.80		773.68	48.42
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,411.00		490.48		106.10		920.52	34.76
494-000-715.010	Health Insurance Premiums	2,558.00		1,080.41		207.67		1,477.59	42.24
494-000-715.013	Health Insurance - HSA - Employer Paid	1,321.00		906.00		0.00		415.00	68.58
494-000-715.015	Life Insurance	2.00		0.00		0.00		2.00	0.00
494-000-718.000	Retirement Benefits	346.00		75.91		13.61		270.09	21.94
494-000-724.000	Medical Insurance Opt Out	47.00		17.88		3.94		29.12	38.04
494-000-775.000	Supplies - Repairs and Maintenance	2,000.00		0.00		0.00		2,000.00	0.00
494-000-801.000	Engineering Services	5,200.00		0.00		0.00		5,200.00	0.00
494-000-801.030	Professional Services - Audit	67.00		66.78		0.00		0.22	99.67
494-000-900.000	Printing and Publishing	3,000.00		1,789.56		855.58		1,210.44	59.65
494-000-910.000	Liability Insurance	484.00		484.00		0.00		0.00	100.00
494-000-910.010	Workers Comp Insurance	84.00		89.37		0.00		(5.37)	106.39
494-000-930.000	Repairs and Maintenance-Land & Building	500.00		200.00		200.00		300.00	40.00
494-000-930.050	Computer Services	50.00		25.49		19.05		24.51	50.98
494-000-940.000	Rentals - Equipment	650.00		21.99		21.99		628.01	3.38
494-000-956.000	Miscellaneous	1,850.00		37.97		0.00		1,812.03	2.05
494-000-956.021	Special Events	2,000.00		151.19		69.00		1,848.81	7.56
494-000-957.022	DDA Farmers Market Expense	1,000.00		417.00		25.00		583.00	41.70
494-000-957.025	DDA Christmas Ornament Costs	800.00		657.72		0.00		142.28	82.22
494-000-957.036	DDA Movies in the Park	1,500.00		1,639.00		0.00		(139.00)	109.27
494-000-960.000	Education & Training - Professional	500.00		0.00		0.00		500.00	0.00
494-000-962.000	Memberships & Dues	3,100.00		225.00		225.00		2,875.00	7.26
494-908-991.000	Principal Payment - Interfund Loans	11,550.00		4,812.50		962.50		6,737.50	41.67
494-908-995.000	Interest Payment - Interfund Loans	711.00		296.25		59.25		414.75	41.67
TOTAL EXPENDITURES		60,098.00		20,503.92		4,283.00		39,594.08	34.12

PERIOD ENDING 11/30/2018

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2018 (ABNORMAL)	MONTH 11/30/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
	TOTAL REVENUES	54,566.00		50,335.58		1,077.57		4,230.42	92.25
	TOTAL EXPENDITURES	60,098.00		20,503.92		4,283.00		39,594.08	34.12
	NET OF REVENUES & EXPENDITURES	(5,532.00)		29,831.66		(3,205.43)		(35,363.66)	539.26
	TOTAL REVENUES - ALL FUNDS	210,797.00		153,009.60		7,445.94		57,787.40	72.59
	TOTAL EXPENDITURES - ALL FUNDS	230,779.00		85,950.79		13,076.07		144,828.21	37.24
	NET OF REVENUES & EXPENDITURES	(19,982.00)		67,058.81		(5,630.13)		(87,040.81)	335.60

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2018
 % Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2018 NORMAL (ABNORMAL)	MONTH 11/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	18,986.00	11,494.38	0.00	7,491.62	60.54
INTEREST	INTEREST & RENTS	95.00	60.51	21.67	34.49	63.69
TRANSFER	FUNDS TRANSFERS	75,000.00	31,250.00	6,250.00	43,750.00	41.67
TOTAL REVENUES		94,081.00	42,804.89	6,271.67	51,276.11	45.50
Expenditures						
000	OPERATIONS	94,346.00	34,860.78	3,429.28	59,485.22	36.95
908	DEBT SERVICE	16,625.00	6,927.05	1,385.41	9,697.95	41.67
970	CAPITAL OUTLAY	0.00	0.00	(68.81)	0.00	0.00
TOTAL EXPENDITURES		110,971.00	41,787.83	4,745.88	69,183.17	37.66
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		94,081.00	42,804.89	6,271.67	51,276.11	45.50
TOTAL EXPENDITURES		110,971.00	41,787.83	4,745.88	69,183.17	37.66
NET OF REVENUES & EXPENDITURES		(16,890.00)	1,017.06	1,525.79	(17,907.06)	6.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2018
 % Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2018 NORMAL (ABNORMAL)	MONTH 11/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	889.00	297.51	96.70	591.49	33.47
OTHER	OTHER	61,261.00	59,571.62	0.00	1,689.38	97.24
TOTAL REVENUES		62,150.00	59,869.13	96.70	2,280.87	96.33
Expenditures						
000	OPERATIONS	59,710.00	23,659.04	4,047.19	36,050.96	39.62
TOTAL EXPENDITURES		59,710.00	23,659.04	4,047.19	36,050.96	39.62
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	59,869.13	96.70	2,280.87	96.33
TOTAL EXPENDITURES		59,710.00	23,659.04	4,047.19	36,050.96	39.62
NET OF REVENUES & EXPENDITURES		2,440.00	36,210.09	(3,950.49)	(33,770.09)	1,484.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2018
 % Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2018 NORMAL (ABNORMAL)	MONTH 11/30/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	44,204.00	41,432.81	0.00	2,771.19	93.73
INTEREST	INTEREST & RENTS	162.00	204.76	42.57	(42.76)	126.40
OTHER	OTHER	10,200.00	8,698.01	1,035.00	1,501.99	85.27
TOTAL REVENUES		54,566.00	50,335.58	1,077.57	4,230.42	92.25
Expenditures						
000	OPERATIONS	47,837.00	15,395.17	3,261.25	32,441.83	32.18
908	DEBT SERVICE	12,261.00	5,108.75	1,021.75	7,152.25	41.67
TOTAL EXPENDITURES		60,098.00	20,503.92	4,283.00	39,594.08	34.12
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		54,566.00	50,335.58	1,077.57	4,230.42	92.25
TOTAL EXPENDITURES		60,098.00	20,503.92	4,283.00	39,594.08	34.12
NET OF REVENUES & EXPENDITURES		(5,532.00)	29,831.66	(3,205.43)	(35,363.66)	539.26
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		210,797.00	153,009.60	7,445.94	57,787.40	72.59
TOTAL EXPENDITURES - ALL FUNDS		230,779.00	85,950.79	13,076.07	144,828.21	37.24
NET OF REVENUES & EXPENDITURES		(19,982.00)	67,058.81	(5,630.13)	(87,040.81)	335.60