

City of Plainwell

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



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

“The Island City”

AGENDA
DDA/TIFA/BRA
City Hall Council Chambers
January 9, 2024 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –11/14/2023**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Accounts Payable for November of \$ 1,015.76
 - B. Accounts Payable for December of \$15,125.17

8. **DDA Action Items**
 - A. Revolving Loan Quarterly Report Review
 - B. Accounts Payable for November of \$ 1,827.76
 - C. Accounts Payable for December of \$1,796.03

9. **TIFA Action Items**
 - A. Accounts Payable for November of \$ 559.34
 - B. Accounts Payable for December of \$462.20

10. **Communications:** 10/23/2023 and 11/13/2023; 11/27/23 Council Meeting Minutes. Also, the Financial Report/ Summary as of 11/30/2023 and 12/31/2023
11. **Public Comments**
12. **Staff Comments:**

Businesses coming soon: Auto Shop,
Grants: Match on Main Grant applications available now
Budget for 2024-2025- Beginning prep work
13. **Member Comments**
14. **Adjournment**

The Island City

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

Minutes
Plainwell DDA, BRA, and TIFA:
November 14, 2023

1. Call to Order: Meeting called to order at 7:33 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Nick Larabel, Cathy Green, Kevin Seckel, Justin Lakamper
Excused: Jim Turley, Angela Ridgway, Adam Hopkins, Paul Rizzo
Approval of Minutes from 10/10/23: Minutes were approved to place on file.
4. General Public: None
5. Chairman's Report: None
6. BRA Action Items
 - A. RFQ Launch – Larabel attended the and reported that the meeting went well and there were good questions. Siegel and Lakamper agreed the presentation went well and walking the site was valuable.
 - B. **Motion to accept accounts payable with clarification of the noon whistle expense, for October of \$15,210.96 was made by Green and seconded by Wisnaski. All in favor vote. Motion carried.**
7. DDA Action Items
 - A. Match on Main Street Grant, MEDC \$25,000 was announced at the meeting. More information to come after webinar on Dec. 1. Application window opens in January 2024
 - B. **Motion to accept accounts payable with the change of moving the string lights to a different budget line item, for October of \$2,501.50 was made by Larabel and seconded by Wisnaski. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. **Motion to accept accounts payable for October of \$491.14 was made by Wisnaski and seconded by Green. All in favor vote. Motion carried.**
9. Communications: 09/25/23 and 10/09/2023 Council Minutes. Also, the Financial Report/Summary as of 10/31/2023 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager Siegel reported:
Events: Shop Small Saturday, Indoor Market, Tree Lighting, Parade, and Shop the Merry Mile
Businesses opening soon: The Rabbit Boutiques, Nov. 24
Grant Submission: MEDC Site Readiness Grant for the Industrial Park new road infrastructure and repair of Acron and Lincoln.
Member Comments:
Larabel – update on Clark Gas station; Lakamper provided information re: the judgment on the building, estimated cost to tear down just the building, the city does not own the building and would need to purchase it to tear it down. Lack of tax payments building goes to the County, City has first right of refusal to purchase, if City doesn't purchase the building, it would then go to Public Auction.
12. Adjournment:
A Motion to adjourn the meeting at 8:03 a.m. was made by Wisnaski and seconded by Green. All in favor vote. Motion carried.

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2023 - 11/30/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2023 DENTAL/VISIC	19.44	26632
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2023 HEALTH INSUF	187.95	26633
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	NOVEMBER 2023 LIFE INSURAN	3.57	26648
243-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	OCTOBER 2023 PROFESSIONAL	441.00	26722
243-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	356.07	26663
243-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	OCTOBER 2023 CITY WIDE IT	0.75	26675
243-443-955.000	Miscellaneous Expense	HARDINGS MARKET 380	ADMIN - WATER FOR RFQ DS	6.98	26664
Total For Dept 443 PUBLIC				1,015.76	
Total For Fund 243 BROWNF				1,015.76	

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Fund Totals:

Fund 243 BROWNFIELD REDEVE	1,015.76
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	1,015.76

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	DECEMBER 2023 DENTAL/VISIC	19.44	26754
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	DECEMBER 2023 HEALTH INSUF	166.56	26759
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	DECEMBER 2023 EMPLOYEE LIF	3.57	26757
243-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	35.60	26797
243-443-931.000	Outside Services (RMLB)	GREAT LAKES ELEVATOR, LLC	ADMIN - FREIGHT ELEVATOR M	14,000.00	26789
243-443-931.000	Outside Services (RMLB)	GREAT LAKES ELEVATOR, LLC	CRISPE & CH FREIGHT ELEVAI	300.00	26833
243-443-931.000	Outside Services (RMLB)	GREAT LAKES ELEVATOR, LLC	MILL FREIGHT ELEVATOR QRTI	300.00	26833
243-443-931.000	Outside Services (RMLB)	GREAT LAKES ELEVATOR, LLC	MILL FREIGHT ELEVATOR QTRI	300.00	26833
Total For Dept 443 PUBLIC				15,125.17	
Total For Fund 243 BROWNFI				15,125.17	

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Fund Totals:

Fund 243 BROWNFIELD REDEVE	15,125.17
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15,125.17

CITY OF PLAINWELL
 OUTSTANDING REVOLVING LOANS
 AS OF December 31, 2023

RECIPIENT	ORIGINAL LOAN	ORIGINAL LOAN DATE	STATUS	LAST PAYMENT DATE	PRINCIPAL PAID TO DATE	INTEREST PAID TO DATE	DELQ AMOUNT	DELQ DAYS	LOAN BALANCE	PAYOFF DATE	
Elliott's Remodeling	9,000.00	25-Sep-2008	Paid in Full	5/20/2016	9,000.00	389.75	-	-	-	5/20/2016	- Property sold - paid by Title Company at closing
Joe's Pizza	10,000.00	14-Jan-2009	Paid in Full	9/30/2013	10,000.00	250.18	-	-	-	9/30/2013	
CPR Properties 2009	2,916.00	3-Feb-2009	Paid in Full	3/18/2013	2,916.00	70.93	-	-	-	3/18/2013	
Fran Bradshaw	3,084.00	6-Feb-2009	Paid in Full	10/25/2010	3,084.00	36.04	-	-	-	10/25/2010	
Island City Tea & Spice	5,000.00	9-Jul-2009	Paid in Full	5/1/2012	5,000.00	83.45	-	-	-	5/1/2012	
Heaven's Petals	2,294.00	1-Apr-2010	Paid in Full	1/3/2011	2,294.00	15.76	-	-	-	1/3/2011	
Island City Computers	5,000.00	3-Jun-2012	Written Off	9/11/2019	2,306.95	142.98	2,693.05	1,753	-	9/11/2019	- Business folded - small assets retained sold 09/11/2019 - wrote off remaining balance
CPR Properties 2013	10,000.00	30-May-2013	Paid in Full	9/13/2017	10,000.00	238.14	-	-	-	9/13/2017	
H&H Auto Body LLC	3,500.00	22-Oct-2014	Paid in Full	7/30/2015	3,500.00	14.09	-	-	-	7/30/2015	
Hart's Jewelry	2,550.00	27-Sep-2013	Paid in Full	7/27/2015	2,550.00	25.56	-	-	-	7/27/2015	
London Grill-Plainwell, Inc.	10,000.00	2-Aug-2013	Paid in Full	2/4/2016	10,000.00	188.66	-	-	-	2/4/2016	
Plainwell Flowers	8,000.00	22-Sep-2014	Paid in Full	10/5/2016	8,000.00	109.62	-	-	-	10/5/2016	
Thomas Holmes	7,000.00	23-Jun-2014	Paid in Full	12/5/2018	7,000.00	177.90	-	-	-	12/5/2018	
Total Property Management	10,000.00	7-Jun-2013	Paid in Full	6/4/2018	10,000.00	254.73	-	-	-	6/4/2018	
101 S. Main St.	10,000.00	1-Oct-2013	Paid in Full	3/24/2021	10,000.00	308.06	-	-	-	3/24/2021	
Onalee Boettcher	8,452.37	14-Oct-2015	Paid in Full	1/7/2019	8,452.37	185.02	-	-	-	1/7/2019	
H&H Auto Body 2015	4,350.00	23-Nov-2015	Paid in Full	10/24/2016	4,350.00	21.54	-	-	-	10/24/2016	
Turley Properties LLC	8,000.00	23-Nov-2015	Paid in Full	4/13/2018	8,000.00	147.18	-	-	-	4/13/2018	
RWEats Healthy Living LLC	10,000.00	19-May-2016	Paid in Full	4/13/2018	10,000.00	153.15	-	-	-	4/13/2018	
Barbara Taylor Bechtel	10,000.00	12-Jan-2017	Paid in Full	7/27/2020	10,000.00	232.53	-	-	-	7/27/2020	
John Roggow	10,000.00	12-Dec-2017	Paid in Full	11/2/2022	10,000.00	251.60	-	-	-	11/2/2022	
James Turley	10,000.00	1-Jun-2018	Paid in Full	7/8/2020	10,000.00	170.55	-	-	-	7/8/2020	
Plainwell Bridge & Main LLC	10,000.00	23-Aug-2019	Paid in Full	10/23/2023	10,000.00	245.03	-	-	-	10/23/2023	
Adam & Rachel Hopkins	10,000.00	10-Sep-2020	Current	12/11/2023	6,446.30	222.70	-	-	3,553.70		
Eric & Susan Luthy	15,000.00	28-Apr-2022	Paid in Full	9/25/2023	15,000.00	191.82	-	-	-	9/25/2023	
Barbed Wire Café	10,000.00	13-May-2022	Paid in Full	2/6/2023	10,000.00	56.65	-	-	-	2/6/2023	
Jennifer DeYoung	14,000.00	7-Jun-2022	Late	11/22/2023	3,189.75	179.61	478.62	61	10,810.25		
									14,363.95		
Loans from G01 Grant									48,468.30		= Cash on hand at 12/29/2023
All others in G03 Grant									62,832.25		

NEW LOAN INFORMATION

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

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 000 OPERATIONS					
248-000-654.102	DDA - Ladies night	MOON PIE MOUNTAIN	DDA - Ladies night	20.00	2530
248-000-654.102	DDA - Ladies night	JOES PIZZA	DDA - Ladies night	25.00	2530
248-000-654.102	DDA - Ladies night	SUGAR PALACE	DDA - Ladies night	15.00	2530
Total For Dept 000 OPERATI				60.00	
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2023 DENTAL/VISIC	25.93	26632
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2023 HEALTH INSUF	330.52	26633
248-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	67.45	26663
248-443-900.000	Printing and Publishing	SHOPPERS GUIDE INC	DDA - INDOOR MARKET ADVERI	33.84	26638
248-443-900.000	Printing and Publishing	SHOPPERS GUIDE INC	DDA - HOLIDAY EVENTS 2X8/I	223.84	26741
248-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	OCTOBER 2023 CITY WIDE IT	0.75	26675
248-443-960.000	Education & Training - Prc	MICHIGAN DOWNTOWN ASSOCIATI	DDA - EDUCATION/TRAINING	45.00	26711
Total For Dept 443 PUBLIC				727.33	
Dept 775 SPECIAL EVENTS					
248-775-880.021	DDA - Ladies night gift ca	DOG AND THE BANK	DDA - Ladies night gift ca	50.00	2530
248-775-880.021	DDA - Advertising	FACEBOOK	DDA - Advertising	11.83	2530
248-775-880.021	DDA - Fairy lights for DS	AMAZON	DDA - Fairy lights for DS	40.17	2530
248-775-880.021	Community Promotion - Spec	PLAINWELL ACE HARDWARE	DDA - LADIES NIGHT/LOOT RE	25.00	26720
248-775-880.021	Community Promotion - Spec	PASSIFLORA	DDA - LADIES NIGHT LOOT RE	25.00	26732
248-775-880.021	Community Promotion - Spec	FORTRESS OF SOLITUDE	DDA - LADIES NIGHT LOOT RE	25.00	26733
248-775-880.021	Community Promotion - Spec	BRIDGE STREET GALLERY	DDA - LADIES NIGHT LOOT RE	25.00	26734
248-775-880.021	Community Promotion - Spec	DENISE SIEGEL	DDA - REIMBURSEMENT LLL GC	125.91	2538
248-775-880.021	Community Promotion - Spec	COX, JAMES	DDA - DJ FOR TREE LIGHTING	350.00	26762
248-775-881.022	Farmers Market Costs - DD	PLAINWELL ACE HARDWARE	DDA - LED UTILITY LIGHT/CA	98.56	26686
248-775-881.022	DDA - Scarecrow/Harvest st	B & C TROPHY	DDA - Scarecrow/Harvest st	50.00	2530
248-775-881.022	Farmers Market Costs - DD	PLAINWELL ACE HARDWARE	DDA - LED UTILITY LIGHT FA	22.99	26720
248-775-881.022	Farmers Market Costs - DD	GOOD NEWS PAPER	DDA - NOVEMBER 2023 FARMER	140.00	26725
248-775-881.022	Farmers Market Costs - DD	PLAINWELL ACE HARDWARE	DDA - UTILITY LIGHT/EXTENS	50.97	26720
Total For Dept 775 SPECIAI				1,040.43	
Total For Fund 248 DOWNTOW				1,827.76	

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

Fund 248 DOWNTOWN DEVELOPM	1,827.76
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1,827.76

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	DECEMBER 2023 DENTAL/VISIC	25.93	26754
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	DECEMBER 2023 HEALTH INSUF	330.52	26759
248-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	6.70	26797
248-443-962.000	Memberships & Dues	MICHIGAN DOWNTOWN ASSOCIAT	DDA - MEMBERSHIP DUES 10/1	225.00	26852
248-443-962.000	Membership dues DS	H & H AUTO BODY LLC	Membership dues DS	325.00	2591
Total For Dept 443 PUBLIC				913.15	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Community Promotion - Spec	PLUMBER'S PORTABLE TOILETS	DDA - PORTABLE TOILET TREE	120.00	26778
248-775-880.021	Community Promotion - Spec	WQXC FM - FORUM COMMUNICA	DDA - ADVERTISING LADIES N	50.00	26817
248-775-880.021	Community Promotion - Spec	PLAINWELL ACE HARDWARE	DDA - EXTENSION CORD/LED I	41.98	26824
248-775-880.021	Community Promotion - Spec	PASSIFLORA	DDA - LADIES LOOT REIMBUR	50.00	26837
248-775-880.021	Facebook boost	FACEBOOK	Facebook boost	24.15	2591
248-775-880.021	Tree skirt/candy	MEIJER	Tree skirt/candy	17.54	2591
248-775-880.021	Led Candle/Tree skirt	MEIJER	Led Candle/Tree skirt	129.21	2591
248-775-881.022	Farmers Market Costs - DDA	WQXC FM - FORUM COMMUNICA	DDA - ADVERTISING LADIES N	450.00	26817
Total For Dept 775 SPECIAI				882.88	
Total For Fund 248 DOWNTOW				1,796.03	

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Fund Totals:

Fund 248 DOWNTOWN DEVELOPM	1,796.03
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1,796.03

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	NOVEMBER 2023 DENTAL/VISIC	50.69	26632
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2023 HEALTH INSUF	438.69	26633
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	NOVEMBER 2023 LIFE INSURAN	1.76	26648
247-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	67.45	26663
247-443-948.000	Computer Services	CLARK TECHNICAL SERVICES	OCTOBER 2023 CITY WIDE IT	0.75	26675
Total For Dept 443 PUBLIC				559.34	
Total For Fund 247 TAX INC				559.34	

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Fund Totals:

Fund 247 TAX INCREMENT FIN	559.34
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	559.34

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Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	DECEMBER 2023 DENTAL/VISIC	50.69	26754
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	DECEMBER 2023 HEALTH INSUF	403.05	26759
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	DECEMBER 2023 EMPLOYEE LIF	1.76	26757
247-443-801.030	AUDIT SERVICES 6/30/2023	SIEGFRIED CRANDALL PC	ADMIN - AUDITING SERVICES	6.70	26797
Total For Dept 443 PUBLIC				462.20	
Total For Fund 247 TAX INC				462.20	

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Fund Totals:

Fund 247 TAX INCREMENT FIN	462.20
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	462.20

MINUTES
Plainwell City Council
October 23, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Invocation was given.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney. Absent: Mayor Pro-Tem Steele
A motion by Wisnaski, seconded by Keeney, to excuse Mayor Pro-Tem Steele from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Keeney, seconded by Wisnaski, to accept and place on file the Council Minutes of the October 09, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report: Commissioner Dugan provided information on the Housing Report, Budget update, and the Prosecuting Attorney Annual report for Allegan County. He stated the Board of Canvassers has appointed two new members. He shared he attended the MAC conference. He also had the opportunity to meet with several House Representatives and Senators. The Road Commission Annual Report and the Allegan County Annual Report are both available to view online. He read a statement from the County concerning the Allegan County Animal Shelter and Wishbone Shelter agreement. He provided information on the upcoming Kalamazoo River Community Advisory Group meeting. Commissioner Dugan offered condolences to Mayor Pro-Tem Steele.
8. **A motion by Keeney, seconded by Overhuel, to approve the Agenda for the October 23, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. **A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:18pm to consider a Commercial Rehabilitation Tax Exemption request from Mark Meszaros (Mosaic Company). On a roll call vote, all in favor. Motion passed.**

No public comment.

A motion by Overhuel, seconded by Keeney, to close the Public Hearing at 7:20pm. On a roll call vote, all in favor. Motion passed.

A motion by Overhuel, seconded by Wisnaski, to adopt Resolution 2023-33 approving the Commercial Rehabilitation Tax Exemption as presented. On a roll call vote, all in favor. Motion passed.

B. Community Development Manager Siegel discussed Resolution 2023-32, Approval of the 2023-2027 Plainwell Master Plan following recommendation by the Planning Commission.

A motion by Wisnaski, seconded by Keeney, to approve Resolution 2023-32. On a roll call vote, all voted in favor. Motion passed.

C. Superintendent Pond discussed a different vendor for Chlorine and Sulfur Dioxide Gas.

A motion by Wisnaski, seconded by Keeney, to approve the purchase of Chlorine and Sulfur Dioxide Gas from Alexander Chemical for \$10,264.40. On a roll call vote, all voted in favor. Motion passed.

D. Superintendent Pond discussed a different vendor for Ferric Chloride.

A motion by Overhuel, seconded by Wisnaski, to approve the purchase of Ferric Chloride from Alexander Chemical for \$31,531.83. On a roll call vote, all voted in favor. Motion passed.

E. Superintendent Nieuwenhuis discussed the purchase of a Department of Public Works Water Van.

A motion by Keeney, seconded by Wisnaski, to approve the purchase of a chassis from Harold Ziegler for \$37,189.00 and a Workport box from B&B for \$18,767.00, for a total purchase price of \$55,956.00. On a roll call vote, all voted in favor. Motion passed.

F. Community Development Manager Siegel discussed a Special Use Permit from Vertical Bridge, allowing a Monopole Tower Wireless Communication Facility (cell tower) to be constructed James R. Higgs Industrial Park at 950 Wakefield Pkwy located as recommended by the Planning Commission.

A motion by Keeney, seconded by Wisnaski, to approve the Special Use Permit as presented. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Keeney, seconded by Wisnaski, to accept and place on file the September 2023 Department of Public Safety and Water Renewal Monthly Reports, the draft 10/10/2023 DDA/BRA/TIFA meeting minutes, the draft 10/12/2023 Parks & Trees meeting minutes, and the draft 10/18/2023 Planning Commission 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 \$103,334.29 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Finance Director Kelley stated that he is waiting for the audit report. He is looking to next year's CIP and budget report. He attended election training today with Clerk Leonard.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis stated that last year's pot hole fill trial seemed to work well, and that holes have been filled on Sherwood near Ransom Library.

Community Development Manager Siegel discussed a grant through MEDC that she is working on. She offered a reminder that the Farmer's Market has moved indoors for the winter, and that 3 new businesses are opening in Plainwell this November. She continues to work on the dam grant and EGLE report.

Superintendent Pond had nothing to report.

Public Safety Director Callahan had nothing to report.

Clerk Leonard shared that she had attended training on Early Voting with Finance Director/Deputy Clerk Kelley. She stated that Plainwell's Early Voting Plan is due to Allegan County at the end of the month, and that she and Finance Director/Deputy Clerk Kelley are finalizing that plan.

City Manager Lakamper stated that Taplin's chemical stripping and lead abatement work is going well. He discussed the RFQ luncheon event to be held on November 2 at noon, sharing that 7 contractors had committed to coming. He shared that a Council Retreat is being planned for a weekday in January or early February 2024. He discussed a dumpster corral project at Ace Hardware.

15. Council Comments: None.

16. Adjournment:

A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 7:39 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
Ginger J Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 13, 2023


Ginger J Leonard, City Clerk

MINUTES
Plainwell City Council
November 13, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Invocation was given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney. Absent: Mayor Pro-Tem Steele
A motion by Keeney, seconded by Wisnaski, to excuse Mayor Pro-Tem Steele from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Overhuel, seconded by Keeney, to accept and place on file the Council Minutes of the October 23, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. Presentation: *Winners of the 2023 Scarecrow/Harvest Contest*
Community Development Manager Siegel announced this year's contest winners:
 - People's Choice Award - Ransom District Library – accepted by Joe Gross, RDL Director
 - Best in Show - Another Man's Treasure.
8. **A motion by Keeney, seconded by Overhuel, to approve the Agenda for the November 13, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler shared that his wife had fallen and hit her head. Emergency services responded quickly. Officer Welcher was first on the scene, and the ambulance showed up shortly after. Mayor Keeler offered heartfelt thanks to those who responded and cared for his wife, and shared that she is on the mend.
10. Recommendations and Reports:
 - A. Dan Veldhuizen from Siegfried Crandall PC presented the audited financial statements as of and for the year ended June 30, 2023. Mr. Veldhuizen stated that the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made. He reported the city's financial position is acceptable, though several funds are lower than other communities of similar size. He called attention to the Water/Sewer Fund and the Equipment Fund, noting that these funds are the most concerning and should be addressed. The audit revealed no deficiencies in internal controls. He reported no material misstatements with federal funds reporting. He stated that very few audit clients have no deficiencies. Plainwell is the only municipality of 120 that prepares its own financials, saving the city \$5,000.00 in audit fees. He recognized and thanked Finance Director Kelley for his hard work and attention to detail.
A motion by Keeney, seconded by Wisnaski, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2023. On a roll call vote, all in favor. Motion passed.

- B. Clerk Leonard discussed a METRO Act permit extension application from AT&T. Originally issued to Michigan Bell/AT&T in 2003, it allows utility access in the city right of way. The 5-year permit is issued under State Statute and is a source of revenue for the city. Extensions were previously approved in 2008, 2013, and 2018. AT&T has requested another five-year extension, lasting through December 31, 2028. **A motion by Overhuel, seconded by Keeney, to extend the Right of Way Permit with AT&T under the METRO Act. On a roll call vote, all voted in favor. Motion passed.**
- C. Clerk Leonard discussed a METRO Act permit application from 123NET. The Allegan County Board of Commissioners and 123NET established a public-private partnership earlier this year and applied for the Realizing Opportunity with Broadband Infrastructure Networks (ROBIN) grant together. Now that the \$65 million project has been awarded, 123NET will construct 1,100 miles of high-capacity fiber and provide world-class connectivity to over 10,000 unserved and underserved homes across Allegan county. The new network will be open access and carrier neutral, and provide speeds of up to 10gb per second. **A motion by Overhuel, seconded by Wisnaski, to approve the Right of Way permit with 123NET under the METRO Act. On a roll call vote, all voted in favor. Motion passed.**
- D. Clerk Leonard discussed Resolution 2023-34, which transfers information from the previously approved Resolution 2023-33 granting a Commercial Rehabilitation Tax Exemption to Mark Meszaros (Mosaic Company) into the current template provided by the Michigan State Tax Commission. Resolution 2023-34 meets current State Tax Commission submission guidelines. **A motion by Keeney, seconded by Wisnaski, to approve Resolution 2023-34 for submission to the State Tax Commission. On a roll call vote, all in favor. Motion passed.**
- E. Superintendent Pond discussed replacing three check valves at the Cushman Lift Station. This job qualifies as a confined space installation. **A motion by Keeney, seconded by Wisnaski, to approve a contract with W. Soule & Company to replace the three valves for \$8,689.00. On a roll call vote, all voted in favor. Motion passed.**
- F. Finance Director Kelley discussed a one-time transfer from the General Fund to the Motor Pool Fund to cover a fund shortage due mostly to higher than anticipated fuel costs and low rental fees on police vehicles. **A motion by Wisnaski, seconded by Overhuel, to approve the one-time transfer of \$27,210.81 from the General Fund to the Motor Pool Fund. On a roll call vote, all voted in favor. Motion passed.**
- G. Superintendent Nieuwenhuis discussed elevator maintenance, repair and state testing requirements for the William Crispe elevator. Plainwell has contracted with Great Lakes Elevator for all elevators city wide. **A motion by Overhuel, seconded by Wisnaski, to approve the contract with Great Lakes Elevator to repair, perform maintenance, test and submit test results for the William Crispe elevator for \$7,775.00. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

A motion by Keeney, seconded by Wisnaski, to accept and place on file the October 2023 Investment and Fund Balance Reports, the draft 10/27/2023 DDA/BRA/TIFA special meeting minutes and the draft 11/01/2023 Planning Commission 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 \$286,418.17 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Finance Director Kelley stated that he is beginning to work on next year's budget. He thanked staff for their support during the audit and budget preparation process.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis discussed today's bid opening for the Old Orchard project. Three bids were received, opened and reviewed. Fleiss will look over the bids for accuracy and offer a recommendation. A special assessment for sewer connection is under consideration. The project will begin in the spring of 2024, and be completed in late fall. The last day for loose leaf pickup is Sunday, November 19, 2023.

Community Development Manager Siegel reported that the Ladies, Leaves and Laughter event was a huge success this year. Attendance was way up, and local businesses noted a substantial increase in foot traffic. She noted that holiday decorating will begin soon, and the Light Up the Night/Tree Lighting is December 1st.

Superintendent Pond shared that the force main will be cleaned during the valve replacement process, since the main will be closed while the valve exchange takes place.

Public Safety Director Callahan discussed No-Shave November. Officers may participate for a \$25 donation to Christian Neighbors. He shared that Plainwell's Department of Public Safety teamed up with Gun Plain Township and handed out candy on Bridge Street for Halloween.

Clerk Leonard had nothing to report.

City Manager Lakamper discussed the RFQ luncheon event held on 11/02/23, sharing that 11 developers and contractors attended. Submission of plans and qualifications takes place until January, with hopes that there will be an agreement in place by April. He talked to Council about merchant interest in a Social District for downtown.

15. Council Comments:

Councilmember Keeney shared that he will be leaving for vacation, and will miss the next two Council Meetings.

Councilmember Overhuel thanked Finance Director Kelley for all the hard work he does for Plainwell, and for saving the City thousands of dollars each year. He offered condolences to the DeYoung family.

16. Adjournment:

A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 7:56 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 27, 2023


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
November 27, 2023

1. Mayor Keeler called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Invocation was given by Dan Martin of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, and Councilmember Wisnaski. Absent: Councilmember Keeney
A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the November 13, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
Chris Machiela of the Allegan County Drain Commissioner's Office introduced himself and announced his candidacy for Drain Commission in 2024.
7. County Commissioner Report:
Commissioner Dugan gave highlights of one County Commission meeting, including a resolution of election integrity. He also reminded everyone that the County has several options to make payments online and encouraged anyone to contact the relevant county office for assistance with online payments.
8. Deputy Clerk Kelley announcing having added Item F to the Agenda and asked for approval of the agenda as presented.
A motion by Steele, seconded by Overhuel, to approve the Agenda for the November 27, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Community Development Manager Siegel discussed outdoor exercise equipment. She noted that the fitness grant funding project fell short of its goal, but the city still has \$15,000 of cash on hand donated by local businesses, which the businesses would like to be used for fitness equipment. The administration analyzed several apparatuses for placement at Sherwood Park.
A motion by Steele, seconded by Wisnaski, to approve the purchase of Thrive 250 Outdoor Exercise Equipment from Game Time for \$14,061.16. On a roll call vote, all in favor. Motion passed.

- B. Community Development Manager Siegel discussed Social District plans for downtown Plainwell. She presented a management plan and discussed the proposed map of the district. Council questions included retail store and law enforcement concerns. Siegel reported that each business can choose to allow or not allow alcohol in their store. Public Safety Director Callahan reported reaching out to other local agencies with social districts and all reported no law enforcement concerns as the result of the district. Manager Lakamper noted that the adopted resolution would be routed to the State for final approval at which time the drinking establishments can apply to be part of the district.
- A motion by Overhuel, seconded by Wisnaski, to approve Resolution 2023-35 establishing a Social District, and approving City Staff to file for a Social district Permit with the State. On a roll call vote, all voted in favor. Motion passed.**
- C. Manager Lakamper discussed the purchase of a 72" zero turn mower. He noted the two current mowers need repair, one of which is more than 35 years old. The best use of resources is to invest in a new mower for Kenyon Park and to repair the newer of the old mowers (20 years old) for mowing at the Mill. The prices quoted for the equipment were compared with, and are better than, the MiDeal Pricing Program.
- A motion by Wisnaski, seconded by Steele, to approve the purchase of a Bobcat 72" Zero-Turn mower from Bobcat of Michiana for \$15,000.00 and to amend the budget accordingly. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Nieuwenhuis discussed lighting for the Pickleball Court, which was funded by the Pipp Foundation and installed by Esper Electric. He noted that future purchases will be in full compliance with the city's purchasing policy.
- A motion by Steele, seconded by Overhuel, to approve the contract with Esper Electric to complete a lighting upgrade to the pickle ball courts for \$10,500.00. On a roll call vote, all voted in favor. Motion passed.**
- E. City Manager Lakamper discussed issuing general obligation bonds to fund the Old Orchard project, noting that the actual bonds issued will be less than the maximum requested in the Resolution. The requested Notice is a requirement to issue bonds and opens a 45-day period to consider a referendum from the city's voters.
- A motion by Steele, seconded by Wisnaski, to approve Resolution 2023-36 to purchase, acquire and construct capital improvements and publish a notice of intent to issue municipal securities in the amount of \$5,000,000.00. On a roll call vote, all voted in favor. Motion passed.**
- F. Jeff Wingard of Fleis & Vandenbrink gave Council an overview of the Small Urban Program which offers Michigan Department of Transportation funding on a rotating basis amongst five (5) Allegan County jurisdictions. Plainwell is slated to receive the funding in 2025 for South Main resurfacing. The design phase of engineering needs to start to allow for surveys, permitting and bid preparation prior to the fall of 2024.
- A motion by Steele, seconded by Wisnaski, to authorize the City Manager to execute a professional services agreement with Fleis & Vandenbrink for \$56,000 for design engineering services for the 2025 South Main Street Resurfacing Project. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the October 2023 Department of Public Safety monthly report, the draft 11/14/2023 DDA/BRA/TIFA meeting minutes and the draft 11/16/2023 Parks & Trees meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$40,546.98 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Superintendent Nieuwenhuis stated that loose leaf pickup was complete and thanked Walters Sweeping for their work. He noted that staff is working hard preparing for the Holiday celebrations.

Community Development Manager Siegel discussed gearing up for the Holiday celebrations and reported a successful weekend of shopping.

Superintendent Pond reported that the roof replacements were complete.

Public Safety Director Callahan gave a briefing on training and reminded everyone to lock their cars and to remove all valuables and the keys from the car.

Finance Director / Deputy Clerk Kelley reported working on the budget, reviewing policies and assisting Clerk Leonard prepare for the February 27 election.

City Manager Lakamper stated that he has been focusing on real estate activities.

15. Council Comments:

Mayor Pro Tem Lori Steele gave her heartfelt thanks to Council, staff and the community.

16. Adjournment:

A motion by Overhuel, seconded by Steele, to adjourn the meeting at 8:00 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
Brian Kelley
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL
December 11, 2023



JoAnn Leonard, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2023

% Fiscal Year Completed: 41.80

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2023	MONTH 11/30/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,647.00	23,251.72	0.00	13,395.28	63.45
D08	D08 - Interest and rentals	1,207.00	2,722.07	449.95	(1,515.07)	225.52
F40.05	F40.05 - Other financing, Transfer In	80,000.00	33,333.35	6,666.67	46,666.65	41.67
TOTAL REVENUES		117,854.00	59,307.14	7,116.62	58,546.86	50.32
Expenditures						
443	PUBLIC WORKS	129,868.00	86,690.01	5,406.26	43,177.99	66.75
905	DEBT SERVICE	16,625.00	6,926.90	1,385.38	9,698.10	41.67
TOTAL EXPENDITURES		146,493.00	93,616.91	6,791.64	52,876.09	63.91
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	59,307.14	7,116.62	58,546.86	50.32
TOTAL EXPENDITURES		146,493.00	93,616.91	6,791.64	52,876.09	63.91
NET OF REVENUES & EXPENDITURES		(28,639.00)	(34,309.77)	324.98	5,670.77	119.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2023

% Fiscal Year Completed: 41.80

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2023 (ABNORMAL)	MONTH	11/30/2023 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	16,381.00		14,700.15		0.00		1,680.85	89.74
D08	D08 - Interest and rentals	3,330.00		1,986.80		672.33		1,343.20	59.66
D04	D04 - State grants	104,593.00		95,453.50		0.00		9,139.50	91.26
TOTAL REVENUES		124,304.00		112,140.45		672.33		12,163.55	90.21
Expenditures									
443	PUBLIC WORKS	74,424.00		26,027.00		4,993.60		48,397.00	34.97
TOTAL EXPENDITURES		74,424.00		26,027.00		4,993.60		48,397.00	34.97
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		124,304.00		112,140.45		672.33		12,163.55	90.21
TOTAL EXPENDITURES		74,424.00		26,027.00		4,993.60		48,397.00	34.97
NET OF REVENUES & EXPENDITURES		49,880.00		86,113.45		(4,321.27)		(36,233.45)	172.64

PERIOD ENDING 11/30/2023

% Fiscal Year Completed: 41.80

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2023	MONTH 11/30/2023	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	72,660.00	65,191.40	0.00	7,468.60	89.72
D08	D08 - Interest and rentals	1,484.00	1,476.88	283.41	7.12	99.52
D04	D04 - State grants	7,752.00	7,446.80	0.00	305.20	96.06
D06	D06 - Charges for services	5,850.00	4,656.70	2,206.00	1,193.30	79.60
TOTAL REVENUES		87,746.00	78,771.78	2,489.41	8,974.22	89.77
Expenditures						
443	PUBLIC WORKS	28,716.00	11,344.17	2,196.12	17,371.83	39.50
775	SPECIAL EVENTS	5,260.00	3,158.06	1,040.43	2,101.94	60.04
900	CAPITAL OUTLAY	7,500.00	0.00	0.00	7,500.00	0.00
TOTAL EXPENDITURES		41,476.00	14,502.23	3,236.55	26,973.77	34.97
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		87,746.00	78,771.78	2,489.41	8,974.22	89.77
TOTAL EXPENDITURES		41,476.00	14,502.23	3,236.55	26,973.77	34.97
NET OF REVENUES & EXPENDITURES		46,270.00	64,269.55	(747.14)	(17,999.55)	138.90
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		329,904.00	250,219.37	10,278.36	79,684.63	75.85
TOTAL EXPENDITURES - ALL FUNDS		262,393.00	134,146.14	15,021.79	128,246.86	51.12
NET OF REVENUES & EXPENDITURES		67,511.00	116,073.23	(4,743.43)	(48,562.23)	171.93

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 12/31/2023

% Fiscal Year Completed: 50.27

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,647.00	36,643.77	13,392.05	3.23	99.99
D08	D08 - Interest and rentals	1,207.00	3,189.20	467.13	(1,982.20)	264.23
F40.05	F40.05 - Other financing, Transfer In	80,000.00	40,000.02	6,666.67	39,999.98	50.00
TOTAL REVENUES		117,854.00	79,832.99	20,525.85	38,021.01	67.74
Expenditures						
443	PUBLIC WORKS	129,868.00	105,849.39	19,159.38	24,018.61	81.51
905	DEBT SERVICE	16,625.00	8,312.28	1,385.38	8,312.72	50.00
TOTAL EXPENDITURES		146,493.00	114,161.67	20,544.76	32,331.33	77.93
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	79,832.99	20,525.85	38,021.01	67.74
TOTAL EXPENDITURES		146,493.00	114,161.67	20,544.76	32,331.33	77.93
NET OF REVENUES & EXPENDITURES		(28,639.00)	(34,328.68)	(18.91)	5,689.68	119.87

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 12/31/2023

% Fiscal Year Completed: 50.27

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	16,381.00		16,378.94		1,678.79		2.06	99.99
D08	D08 - Interest and rentals	3,330.00		3,038.71		1,051.91		291.29	91.25
D04	D04 - State grants	104,593.00		95,453.50		0.00		9,139.50	91.26
TOTAL REVENUES		124,304.00		114,871.15		2,730.70		9,432.85	92.41
Expenditures									
443	PUBLIC WORKS	74,424.00		30,932.81		4,905.81		43,491.19	41.56
TOTAL EXPENDITURES		74,424.00		30,932.81		4,905.81		43,491.19	41.56
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		124,304.00		114,871.15		2,730.70		9,432.85	92.41
TOTAL EXPENDITURES		74,424.00		30,932.81		4,905.81		43,491.19	41.56
NET OF REVENUES & EXPENDITURES		49,880.00		83,938.34		(2,175.11)		(34,058.34)	168.28

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 12/31/2023

% Fiscal Year Completed: 50.27

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	72,660.00		72,645.07		7,453.67		14.93	99.98
D08	D08 - Interest and rentals	1,484.00		2,022.72		545.84		(538.72)	136.30
D04	D04 - State grants	7,752.00		7,446.80		0.00		305.20	96.06
D06	D06 - Charges for services	5,850.00		5,418.70		762.00		431.30	92.63
TOTAL REVENUES		87,746.00		87,533.29		8,761.51		212.71	99.76
Expenditures									
443	PUBLIC WORKS	28,716.00		13,726.08		2,381.91		14,989.92	47.80
775	SPECIAL EVENTS	5,260.00		4,040.94		882.88		1,219.06	76.82
900	CAPITAL OUTLAY	7,500.00		0.00		0.00		7,500.00	0.00
TOTAL EXPENDITURES		41,476.00		17,767.02		3,264.79		23,708.98	42.84
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		87,533.29		8,761.51		212.71	99.76
TOTAL EXPENDITURES		41,476.00		17,767.02		3,264.79		23,708.98	42.84
NET OF REVENUES & EXPENDITURES		46,270.00		69,766.27		5,496.72		(23,496.27)	150.78
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		329,904.00		282,237.43		32,018.06		47,666.57	85.55
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		162,861.50		28,715.36		99,531.50	62.07
NET OF REVENUES & EXPENDITURES		67,511.00		119,375.93		3,302.70		(51,864.93)	176.82

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for November for \$1,015.76

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for December in the amount of \$15,125.17

8. **DDA Action Items:**

A. Recommended Action: Revolving Loan Quarterly Report Review

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for November for \$1,827.76

C. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for December for \$1,796.03

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for November in the amount of \$ 559.34

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for December in the amount of \$462.20

A reminder of Upcoming Meetings/Events:

- January 11, 2024 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- January 17, 2024 - Planning Commission 6:30 p.m. / Council Chambers
- January 22, 2024 – City Commission Meeting 7:00 p.m./ Council Chambers

The Island City

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

The City of Plainwell equal-opportunity provider and employer