

City of Plainwell

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



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

“The Island City”

AGENDA
DDA/TIFA/BRA
City Hall Council Chambers
December 14, 2021 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –11/09/21 Meeting Minutes**
5. **Chairman’s Report**
6. **BRA Action Items**
 - A. Mill Progress Updates
 - B. Accounts Payable for November of \$9,884.26
7. **DDA Action Items**
 - A. Lamar Billboard Proposal
 - B. Accounts Payable for November of \$3,989.78
8. **TIFA Action Items**
 - A. Property Update
 - B. Facilitate a meeting w/Industrial Businesses re: Fiber Optic
 - C. Accounts Payable for November of \$4,728.40
9. **Communications:** 10/11 Council Minutes. Also, the Financial Report/ Summary as of 10/31/2021
10. **Public Comments**
11. **Staff Comments:**

Community Updates: Shop with a Cop, Dec. 15
Businesses: Ribbon Cutting for Majestic Financial was held on Dec. 3 they are the 8th new business to open in Plainwell this year.
Grants: Allegan Community Foundation \$3,660 (repair the Gazebo) Grant deadline is Dec. 16;
EDA 1.4 ml for Industrial Park road repair and new road is in the works; MEDC Rehabilitation District Grant, 1.5 ml for 119 W. Bridge St.; MEDC Rental Rehab grant, \$350,000, for 113 N. Main (Perfect Image) apartments
Received: Received permission to pay up to \$15,000 for a Grant Administrator through MEDC/CDBG funds for the rental rehab project.
12. **Member Comments**
13. **Adjournment**

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

The Island City



The City of Plainwell is an equal opportunity provider and employer

Minutes
Plainwell DDA, BRA and TIFA:
November 9, 2021

1. Call to Order - Meeting called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call

Members Present: Jim Turley, EJ Hart, Randy Wisnaski, David O'Bryant, Adam Hopkins, Angela Ridgway, Paul Rizzo, Nick Larabel

Excused: Erik Wilson

4. Approval of Minutes of 10/12/21: Minutes were approved to place on file.
5. Chairman's Report: None
6. BRA Action Items
 - A. Mill Demolition updates – Site repairs and clean up
 - B. Motion to accept accounts payable for October of \$49,833.68 was made by Hart and seconded by O'Bryant. All in favor vote. Motion carried.**
7. DDA Action Items

A. OP Chamber President Jim Szilayi addressed the board to clear up questions the Board members had re: the agreement/fees. Szilayi opened by addressing O'Bryant directly about his concerns, much discussion took place re: fairness when comparing to other members, benefit to the City, how to best work together in the future. Ridgway specifically asked if there were two contracts with the City of Otsego and their DDA, Szilayi said yes. Ridgway also brought up that the negotiations for the agreement should have included all the key players and not one-on-one meetings. Szilayi expressed his opinion about Siegel, CDM/City, accusing her of pursuing Chamber lead events, negative comments towards the Chamber and disrupting board meetings. Ridgway stated that his behavior was not any better. Szilayi claimed that Wilson, City Manager, never provided him information on the DDA/BRA/TIFA Boards vote from our October meeting regarding proposed annual dues. Siegel, questioned this comment, as Wilson, had met with him about this motion and concerns from the Board members. Wilson was not present at the meeting for input, so Hart asked if the Chamber would be accepting the agreement, Szilayi said it would be discussed at the Chamber Board meeting on November 11, 2021. Hart also asked when would the Chamber be independent enough to not need the support of either city and when would the agreement be finalized by the Chamber. Szilayi replied he has no end date to finalize the agreement. Hart ended the conversations as no resolution appeared to be occurring and it was decided that the Board would table further discussions until the Chamber response regarding the proposed annual fees and further input from Wilson could be obtained.

B. RFP for Jensen Lot – three bids were presented to the Board: 1) Melissa DeVisser (\$3,500); 2) David O'Bryant (\$1) and Barb Bechtel (\$27,317). When reviewing the bids, Bechtel's bid appeared complete and was high bid. Concern was raised by O'Bryant and Wisnaski regarding the planned reuse/exterior items and how it would complement the city's downtown. Communication was relayed through the Board that appropriate city ordinances,

permits, and planning approval would be required. **A motion was made by O'Bryant to recommend to City Council to sell the Jensen Lot to Barb Bechtel for \$27, 317.00 with reservation/concern regarding final exterior/landscaping, seconded by Rizzo. Role call vote was made: Motion passed.**

Ayes: Wisnaski, Ridgway, O'Bryant, Hart, Larabel, Rizzo, Turley, Hopkins

Nays: none

Absent: Wilson

C. Motion to accept accounts payable for October of \$4,498.05 was made by O'Bryant and seconded by Ridgway. All in favor vote. Motion carried.

8. TIFA Action Items

A. Update on the 52 Acres was given by Siegel, regarding the EDA grant that is in process for 1.6 ml.

B. Motion to accept accounts payable for October of \$4,498.05 was made by Hart and seconded by Hopkins. All in favor vote. Motion carried.

9. Communications: 10/11 Council Minutes. Also, the Financial Report/ Summary as of 10/31/2021 were approved and placed on file.

10. Public Comments: None

11. Staff Comments: Community Development Manager, Siegel reported:

Community Updates: November and December events coming up

Businesses: Dog and The Bank open; updates on the Rental Rehab grant; the

Rehabilitation District public hearing set for Dec. 13 at 7 p.m.

Training/Conferences: Siegel provide a short summary of the MDA Statewide Conference

Grants: Siegel mentioned all the grants that the she is working on. Received a \$22,100

from the RRC-TA fund for updating the City Master Plan and Economic Development Strategy.

Member Comments:

Larabel – mentioned that he appreciated board members passion and unique views on the board, it helps this board function and work well together.

Rizzo- seconded what Larabel statement

Wisnaski – gave a quick update from the City Council meeting, new staff coming on board at the end of November.

12. Adjournment: **A Motion to adjourn the meeting 8:45 a.m. was made by Rizzo and seconded by Turley.**

Submitted by Denise Siegel, Community Development Manager

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2021 - 11/30/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

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	COPS HEALTH TRUST	NOVEMBER 2021 DENTAL & VISION	36.20	17951
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2021 HEALTH INSURANCE PREMIUM	677.03	17953
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2021 LIFE INSURANCE COVERAGE	3.59	17952
443-000-743.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	DPW UNIFORMS/RUGS OCTOBER 2021	1.35	18034
443-000-801.030	AUDIT SERVICES 6/30/2021	SIEGFRIED CRANDALL PC	PROGRESS BILLING - AUDIT SERVICES FOR C	270.54	17966
443-000-930.000	Repair/Maintenance (Outside)	OTIS ELEVATOR COMPANY	MILL SERVICE ELEVATOR 12/01/2021 - 02/2	144.81	18044
Total For Dept 000 OPERATIONS				1,133.52	
Dept 970 CAPITAL OUTLAY					
443-970-972.000-2020-00001	DEMOLITION PROJECT OVERSIGHT	GHD SERVICES INC	MILL DEMO PHASE III - SERVICES THROUGH	8,570.74	18040
443-970-972.000-2020-00001	Contracted Services	ROBERT DARVAS ASSOCIATES INC	SERVICES THROUGH 10/31/2021 - MELL DEMC	180.00	18053
Total For Dept 970 CAPITAL OUTLAY				8,750.74	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				9,884.26	

12/10/2021 10:48 AM
User: JULIE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 11/01/2021 - 11/30/2021
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BOTH OPEN AND PAID

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

Fund 443 BROWNFIELD REDI	9,884.26
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Total For All Funds:	<u>9,884.26</u>
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Billboard Bullet points

Lease Information:

- Lease shall be for a term of fifteen (15) years
- After 15 years, lease shall continue year to year
- **LESSEE** shall pay to **LESSOR** an annual rental of \$4000.00 or 20% of the previous year's gross revenue
- **LESSOR** agrees not to erect or allow any other off-premise advertising

Advertisement Information:

Cost to advertise – approximately \$500 a month

We have approximately 6 spaces:

2 reserved for City Use

4 would be paid advertising slots for City of Plainwell businesses. (approximate cost \$500 per month at 6 months to 1-year contract)

If we don't fill the available spots w/local businesses they have the right to go outside the City of Plainwell to fill the advertising slots.



LOST OR STOLEN PUP
\$500 REWARD
TELL ME, HAVO YOU SEEN HER?
231-343-2701

A billboard stands at the intersection. It features a photograph of a small, light-colored puppy. To the right of the photo, the text reads "LOST OR STOLEN PUP" in white, "\$500 REWARD" in yellow, and "TELL ME, HAVO YOU SEEN HER?" and "231-343-2701" in white.

12/10/2021 10:44 AM
 User: JULIE
 DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-228.023	Due to State - Sales Tax	STATE OF MICHIGAN	NOVEMBER 2021 SALES TAX RETURN	11.03	490
494-000-694.025	DDA - Sale of Merchandise	STATE OF MICHIGAN	NOVEMBER 2021 SALES TAX RETURN	(0.70)	490
494-000-715.010	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2021 DENTAL & VISION	29.29	17951
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2021 HEALTH INSURANCE PREMIUM	291.29	17953
494-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2021 LIFE INSURANCE COVERAGE	0.14	17952
494-000-801.030	AUDIT SERVICES 6/30/2021	SIEGFRIED CRANDALL PC	PROGRESS BILLING - AUDIT SERVICES FOR C	51.25	17966
494-000-900.000	Printing and Publishing	SHOPPERS GUIDE INC	OCTOBER 2021 ADS	211.27	17963
494-000-956.000	Miscellaneous	OTSEGO-PLAINWELL CHAMBER C	NIGHT OF RECOGNITION CHAMBER DINNER - 7	245.00	18042
494-000-956.000	Giant Scissors & Ribbon	AMZN MKTP US	Giant Scissors & Ribbon	39.99	484
494-000-956.021	Scarecrow Plaques	B & C TROPHY	Scarecrow Plaques	46.00	484
494-000-956.021	Special Events	PASSIFLORA	LADIES LEAVES & LAUGHTER LOOT	50.00	18007
494-000-956.021	Special Events	ENVY OF PLAINWELL	LADIES LEAVES & LAUGHTER LOOT	25.00	18043
494-000-957.022	DDA Farmers Market Expense	GOOD NEWS PAPER	NOVEMBER 2021 AD - INDOOR MARKET	235.00	18001
494-000-957.022	DDA Farmers Market Expense	COMPLETE TEAM OUTFITTER	INVESTS FOR FARMERS MARKET MANAGERS	50.00	18059
Total For Dept 000 OPERATIONS				1,284.56	
Dept 970 CAPITAL OUTLAY					
494-970-971.000	NORTH POLE EXPRESS TRAIN DISPLAY	CHRISTMAS DONE BRIGHT	NORTH POLE EXPRESS TRAIN LIGHT DISPLAY	2,705.22	18003
Total For Dept 970 CAPITAL OUTLAY				2,705.22	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				3,989.78	

12/10/2021 10:44 AM
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DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 11/01/2021 - 11/30/2021
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 494 DOWNTOWN DEVELC	3,989.78
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Total For All Funds:	<u>3,989.78</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2021 - 11/30/2021
 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					
450-000-715.010	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2021 DENTAL & VISION	47.68	17951
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2021 HEALTH INSURANCE PREMIUM	642.33	17953
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2021 LIFE INSURANCE COVERAGE	1.64	17952
450-000-801.000	Engineering Services	WIGHTMAN & ASSOCIATES INC	PHASE I ENVIRONMENTAL SITE ASSESSMENT -	3,000.00	17989
450-000-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	LEGAL SERVICES THROUGH OCTOBER 2021	249.00	18052
450-000-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	LEGAL SERVICES THROUGH 10/31/2021 - MEE	736.50	18052
450-000-801.030	AUDIT SERVICES 6/30/2021	SIEGFRIED CRANDALL PC	PROGRESS BILLING - AUDIT SERVICES FOR C	51.25	17966
Total For Dept 000 OPERATIONS				4,728.40	
Total For Fund 450 INDUSTRIAL PARK TIFA				4,728.40	

12/10/2021 10:47 AM
User: JULIE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 450 INDUSTRIAL PARI	4,728.40
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Total For All Funds:	<u>4,728.40</u>
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MINUTES
Plainwell City Council
October 11, 2021

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Shawn Fowler from Lighthouse Baptist Church gave the invocation.
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/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 09/27/2021 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
David O'Byrant, a Gun Plain Township resident and a Plainwell DDA Board Member, addressed Council regarding an item on the October 12, 2021 DDA Board Agenda related to the Otsego/Plainwell Chamber of Commerce. Mr. O'Byrant believes the Chamber should support Plainwell and Otsego businesses equally and gave instances where that may not be the case. He asked for support in rejecting the proposed contract with the Chamber and negotiate a more favorable plan for the city dollars being spent. City Manager Wilson commented the city has had discussions with the Chamber, and that the DDA will consider the option at the Tuesday Meeting.

Craig McCormick, 235 N. Sunset, address Council concerning a neighbor's unkempt back-yard including a brush pile and standing water in a kiddie pool. The standing water and the brush have brought insects and odors making this property unlivable, in his opinion. He asked for the City to address the matter. City Manager Wilson noted that he and Director Bomar would look into the matter and report back to Council.
7. Presentation:
Danene Shumaker, Manager of Hart's Jewelry, read her nomination for the Chris Haas Award for her boss, EJ Hart. The nomination reported EJ's accomplishments. Jeff Haas and Caitlin Honeysett presented, in person, the 2021 Chris Haas Volunteer of the Year to EJ with the plaque inscription. EJ remarked that Chris Haas set a very high standard for volunteering and that he is privileged to continue trying to reach that benchmark.
8. County Commissioner Report: None
9. Agenda Amendments: None
10. Mayor's Report: None
Mayor Keeler wished City Manager Wilson a happy birthday. He also noted the improvements made to Golf Cars Plus are welcomed and appreciated.

11. Recommendations and Reports:

- A. A motion by Keeney, seconded by Wisnaski, to open a Public Hearing at 7:23pm. On a voice vote, all in favor. Motion passed.**

Manager Wilson introduced Tom Darby, CEO of Darby Metal Treating Inc., who reported an application for an Industrial Facility Tax (IFT) property tax abatement for a building addition. The estimated value of the building is \$875,725, and the abatement period is 12 years. Mr. Darby briefed Council on the improvements that can be made with the building addition, necessitated by a business change into heavy equipment. He thanked Council for their ongoing support going back to the 1990s.

No public comments.

A motion by Steele, seconded by Overhuel, to close the Public Hearing at 7:25pm. On a voice vote, all in favor. Motion passed.

A motion by Overhuel, seconded by Steele, to adopt Resolution 2021-16 to approve the IFT Abatement Application for Darby Metal Treating, Inc. On a roll call, all voted in favor. Motion passed.

- B. Superintendent Pond reported a planned capital project in the 2021/2022 fiscal budget was to replace doors at the Water Renewal Treatment Plant and the 12th Street Lift Station. Due to the specialized nature of the doors, only two vendors submitted bids to replace four (4) single and two (2) double doors. Superintendent Pond recommends the low-bid and more local vendor.**

A motion by Keeney, seconded by Wisnaski, to approve the replacement of four (4) single and two (2) double doors at the Water Renewal Facility with Bommersheim Window & Door in the amount of \$42,980.96. On a roll call, all voted in favor. Motion passed.

- C. Superintendent Nieuwenhuis reported additional repairs needed to Truck 12 for the upcoming winter season. The engine's turbo unit and engine has failed. This same truck was repaired earlier this year at a cost of \$7,451. This truck is used for winter maintenance and paving, as it carries the pull paver machine recently purchased. Council discussed options of rebuilding the engine at an estimated cost of \$16,880.00 or getting a new engine, which was quoted by M & K on October 11 at \$20,985.90. There was discussion of towing the truck for a 2nd quote for rebuilding. There was discussion of warranties and Council was generally in favor of a new (OEM) engine to avoid other repairs with a rebuilt engine.**

A motion by Wisnaski, seconded by Keeney, to approve the purchase of an OEM engine replacement for Truck 12 in an amount not to exceed \$20,985.90, subject to securing at least one additional quote in addition to the October 11, 2021 M&K quote. On a roll call, all voted in favor. Motion passed.

12. Communications: None

- A. A motion by Steele, seconded by Overhuel, to accept and place of file the September 2021 Investment and Fund Balance Reports, and the Draft Minutes from the September 30, 2021 Otsego/Plainwell Small Urban Meeting. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$174,058.28 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments: None

15. Staff Comments

Personnel Manager Lamorandier reported having interviewed Clerk candidates last week and ongoing work for job openings/new hires in Public Safety and Public Works.

Superintendent Nieuwenhuis reported that the October 8 hydrant flushing was successful and reminded everyone that loose leaf pickup started October 11.

Community Development Manager Siegel reported working on grant applications for Perfect Image Salon and the former Warnement Building. She also noted working on engineering costs for infrastructure improvements on the Meert property. She also gave a report a several upcoming events the weekend of October 15.

Director Bomar reported working on implementing the Lexipol system recently approved by Council, and also reported a successful vaccine clinic hosted on October 8.

Clerk/Treasurer Kelley reported the financial auditors are on-site.

City Manager Wilson reported change orders are needed for the south walls for Buildings 2 and 3 and that a special meeting could be needed to approve the orders. He reported an October 12 meeting to determine the cost and the scope of work needed to "close" the buildings before winter. He noted that topsoil was being laid this week for grass plantings.

16. Council Comments:

Mayor Pro Tem Steele expressed concern for traffic on Starr Road and the congestion without controlled stop signs. She asked when the traffic study would be complete.

Councilmember Wisnaski thanked the Public Works Department for efficient and cost effective clean up at the Clark Gas Station.

17. Adjournment:

A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 8:12 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

October 25, 2021



Brian Kelley, City Clerk

PERIOD ENDING 11/30/2021

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
Revenues									
443-000-402.040	Captured Tax - AdVal Real - City Tax	6,074.00	6,074.14		0.00		(0.14)		100.00
443-000-402.041	Captured Tax - AdVal Real - Library	1,105.00	731.68		0.00		373.32		66.22
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	488.00	488.17		0.00		(0.17)		100.03
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	488.00	488.17		0.00		(0.17)		100.03
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	635.00	634.63		0.00		0.37		99.94
443-000-402.047	Captured DDA-SCHOOL	20,670.00	7,405.74		0.00		13,264.26		35.83
443-000-402.048	Captured Tax - AdVal Real - County (All)	3,043.00	2,202.95		0.00		840.05		72.39
443-000-402.060	Captured Tax - AdVal Pers - City	9,283.00	9,283.05		0.00		(0.05)		100.00
443-000-402.061	Captured Tax - AdVal Pers - Library	1,688.00	1,118.25		0.00		569.75		66.25
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	746.00	746.10		0.00		(0.10)		100.01
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	746.00	746.10		0.00		(0.10)		100.01
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	970.00	969.93		0.00		0.07		99.99
443-000-402.065	Captured Tax - AdVal Pers - County (All)	4,651.00	3,366.77		0.00		1,284.23		72.39
443-000-664.020	Interest Earned - Investments	0.00	30.66		8.02		(30.66)		100.00
443-000-676.080	Interfund Transfer In - Capital Improve	80,000.00	33,333.35		6,666.67		46,666.65		41.67
443-000-697.000	Loan Proceeds	0.00	559,236.00		0.00		(559,236.00)		100.00
TOTAL REVENUES		130,587.00	626,855.69		6,674.69		(496,268.69)		480.03
Expenditures									
443-000-703.000	Salaries/Wages - Full Time Employees	38,984.00	13,799.18		2,562.65		25,184.82		35.40
443-000-706.000	Wages - Part Time Employees	579.00	228.50		0.00		350.50		39.46
443-000-713.000	Other Post Employment Benefits	283.00	118.10		23.62		164.90		41.73
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,841.00	993.98		179.61		1,847.02		34.99
443-000-715.010	Health Insurance Premiums	6,956.00	2,636.82		523.44		4,319.18		37.91
443-000-715.013	Health Insurance - HSA - Employer Paid	3,237.00	1,788.00		0.00		1,449.00		55.24
443-000-715.015	Life Insurance	43.00	17.83		3.59		25.17		41.47
443-000-718.000	Retirement Benefits	3,729.00	1,281.52		228.33		2,447.48		34.37
443-000-724.000	Medical Insurance Opt Out	122.00	55.36		14.61		66.64		45.38
443-000-730.000	Postage	100.00	0.00		0.00		100.00		0.00
443-000-743.000	Uniforms	65.00	6.99		1.35		58.01		10.75
443-000-775.000	Supplies - Repairs and Maintenance	500.00	0.00		0.00		500.00		0.00
443-000-801.000	Engineering Services	1,000.00	0.00		0.00		1,000.00		0.00
443-000-801.013	Professional Services - Attorney	2,000.00	2,406.50		0.00		(406.50)		120.33
443-000-801.030	Professional Services - Audit	353.00	270.54		270.54		82.46		76.64
443-000-830.000	Contractual Reimbursement CRA Activities	37,940.00	25,691.76		0.00		12,248.24		67.72
443-000-900.000	Printing and Publishing	250.00	0.00		0.00		250.00		0.00
443-000-910.000	Liability Insurance	5,700.00	5,624.46		0.00		75.54		98.67
443-000-910.010	Workers Comp Insurance	305.00	229.62		(74.32)		75.38		75.29
443-000-930.000	Outside Services (RMLB)	6,000.00	289.62		144.81		5,710.38		4.83
443-000-930.050	Computer Services	500.00	8.04		0.00		491.96		1.61
443-000-940.000	Rentals - Equipment	2,000.00	1,387.59		0.00		612.41		69.38
443-000-956.000	Miscellaneous	100.00	0.00		0.00		100.00		0.00
443-908-991.000	Principal Payment - Interfund Loans	15,230.00	6,345.85		1,269.17		8,884.15		41.67
443-908-995.000	Interest Payment - Interfund Loans	1,395.00	581.25		116.25		813.75		41.67
443-970-972.000	Contracted Services	0.00	180,783.87		8,750.74		(180,783.87)		100.00
TOTAL EXPENDITURES		130,212.00	244,545.38		14,014.39		(114,333.38)		187.81

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2021

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2021 NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
TOTAL REVENUES		130,587.00	626,855.69	6,674.69	(496,268.69)	480.03
TOTAL EXPENDITURES		130,212.00	244,545.38	14,014.39	(114,333.38)	187.81
NET OF REVENUES & EXPENDITURES		375.00	382,310.31	(7,339.70)	(381,935.31)	1,949.42

PERIOD ENDING 11/30/2021

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021 (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	81,334.00	85,614.96	0.00	(4,280.96)	105.26
450-000-664.020	Interest Earned - Investments	180.00	66.63	20.27	113.37	37.02
TOTAL REVENUES		81,514.00	85,681.59	20.27	(4,167.59)	105.11
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	46,108.00	17,439.51	3,390.60	28,668.49	37.82
450-000-706.000	Wages - Part Time Employees	0.00	250.45	0.00	(250.45)	100.00
450-000-713.000	Other Post Employment Benefits	30.00	12.50	2.50	17.50	41.67
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,357.00	1,248.82	236.85	2,108.18	37.20
450-000-715.010	Health Insurance Premiums	6,828.00	2,511.61	507.96	4,316.39	36.78
450-000-715.013	Health Insurance - HSA - Employer Paid	3,290.00	1,812.00	0.00	1,478.00	55.08
450-000-715.015	Life Insurance	22.00	7.80	1.64	14.20	35.45
450-000-718.000	Retirement Benefits	2,360.00	918.97	170.33	1,441.03	38.94
450-000-724.000	Medical Insurance Opt Out	311.00	135.16	32.07	175.84	43.46
450-000-730.000	Postage	0.00	131.75	0.00	(131.75)	100.00
450-000-801.000	Engineering Services	0.00	5,300.00	3,000.00	(5,300.00)	100.00
450-000-801.013	Professional Services - Attorney	2,500.00	8,589.50	985.50	(6,089.50)	343.58
450-000-801.030	Professional Services - Audit	67.00	51.25	51.25	15.75	76.49
450-000-900.000	Printing and Publishing	0.00	174.30	0.00	(174.30)	100.00
450-000-910.000	Liability Insurance	400.00	394.70	0.00	5.30	98.68
450-000-910.010	Workers Comp Insurance	249.00	187.46	(60.67)	61.54	75.29
450-000-930.000	Outside Services (RMLB)	200.00	0.00	0.00	200.00	0.00
450-000-930.050	Computer Services	0.00	8.04	0.00	(8.04)	100.00
450-000-940.000	Rentals - Equipment	2,200.00	449.75	0.00	1,750.25	20.44
450-000-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00
450-000-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
450-970-971.000	Capital Purchase	0.00	0.00	(2,161.00)	0.00	0.00
TOTAL EXPENDITURES		68,722.00	39,623.57	6,157.03	29,098.43	57.66
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		81,514.00	85,681.59	20.27	(4,167.59)	105.11
TOTAL EXPENDITURES		68,722.00	39,623.57	6,157.03	29,098.43	57.66
NET OF REVENUES & EXPENDITURES		12,792.00	46,058.02	(6,136.76)	(33,266.02)	360.05

PERIOD ENDING 11/30/2021

% Fiscal Year Completed: 41.92

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GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021 (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
494-000-402.030	Captured DDA-CITY	26,174.00	26,635.52	0.00	(461.52)	101.76
494-000-402.031	Captured DDA-LIBRARY	4,740.00	3,208.14	0.00	1,531.86	67.68
494-000-402.032	Captured DDA-Capital Impr	2,091.00	2,140.49	0.00	(49.49)	102.37
494-000-402.033	Capture DDA-Fire Reserve	2,091.00	2,140.49	0.00	(49.49)	102.37
494-000-402.034	Capture-DDA-Solid Waste	12,591.00	2,782.72	0.00	9,808.28	22.10
494-000-402.045	Captured DDA-COUNTY	2,718.00	9,659.94	0.00	(6,941.94)	355.41
494-000-402.060	Captured Tax - AdVal Pers - City	2,044.00	1,830.79	0.00	213.21	89.57
494-000-402.061	Captured Tax - AdVal Pers - Library	370.00	220.50	0.00	149.50	59.59
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	163.00	147.15	0.00	15.85	90.28
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	163.00	147.15	0.00	15.85	90.28
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	212.00	191.29	0.00	20.71	90.23
494-000-402.065	Captured Tax - AdVal Pers - County (All)	983.00	663.97	0.00	319.03	67.55
494-000-569.000	Local Grants	6,874.00	7,236.32	0.00	(362.32)	105.27
494-000-664.020	Interest Earned - Investments	135.00	71.55	14.63	63.45	53.00
494-000-694.000	Miscellaneous Revenue	0.00	12.00	0.00	(12.00)	100.00
494-000-694.022	DDA - Farmers Market Entry Fee	2,200.00	685.00	150.00	1,515.00	31.14
494-000-694.025	DDA - Sale of Merchandise	0.00	354.55	184.66	(354.55)	100.00
494-000-694.026	DDA - Special Event Revenues	300.00	2,140.00	775.00	(1,840.00)	713.33
494-000-694.036	DDA Donations - Movies in the Park	800.00	0.00	0.00	800.00	0.00
TOTAL REVENUES		64,649.00	60,267.57	1,124.29	4,381.43	93.22
Expenditures						
494-000-703.000	Salaries/Wages - Full Time Employees	18,449.00	6,957.29	1,333.26	11,491.71	37.71
494-000-713.000	Other Post Employment Benefits	0.00	3.90	0.78	(3.90)	100.00
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,334.00	470.43	88.52	863.57	35.26
494-000-715.010	Health Insurance Premiums	2,848.00	1,189.63	233.46	1,658.37	41.77
494-000-715.013	Health Insurance - HSA - Employer Paid	1,260.00	852.00	0.00	408.00	67.62
494-000-715.015	Life Insurance	1.00	0.70	0.14	0.30	70.00
494-000-718.000	Retirement Benefits	132.00	33.50	1.42	98.50	25.38
494-000-724.000	Medical Insurance Opt Out	13.00	6.52	2.27	6.48	50.15
494-000-730.000	Postage	100.00	0.73	0.00	99.27	0.73
494-000-775.000	Supplies - Repairs and Maintenance	100.00	16.17	0.00	83.83	16.17
494-000-801.013	Professional Services - Attorney	0.00	55.50	0.00	(55.50)	100.00
494-000-801.030	Professional Services - Audit	67.00	51.25	51.25	15.75	76.49
494-000-900.000	Printing and Publishing	1,800.00	855.05	211.27	944.95	47.50
494-000-910.000	Liability Insurance	616.00	607.84	0.00	8.16	98.68
494-000-910.010	Workers Comp Insurance	75.00	56.47	(18.27)	18.53	75.29
494-000-930.000	Outside Services (RMLB)	200.00	110.00	0.00	90.00	55.00
494-000-930.050	Computer Services	50.00	8.04	0.00	41.96	16.08
494-000-940.000	Rentals - Equipment	200.00	0.00	0.00	200.00	0.00
494-000-956.000	Miscellaneous	400.00	396.46	284.99	3.54	99.12
494-000-956.021	Special Events	2,000.00	338.50	121.00	1,661.50	16.93
494-000-957.022	DDA Farmers Market Expense	425.00	315.00	285.00	110.00	74.12
494-000-957.025	DDA Christmas Ornament Costs	800.00	797.27	0.00	2.73	99.66
494-000-957.036	DDA Movies in the Park	1,500.00	1,770.00	0.00	(270.00)	118.00
494-000-960.000	Education & Training - Professional	100.00	175.00	0.00	(75.00)	175.00
494-000-962.000	Memberships & Dues	1,430.00	225.00	0.00	1,205.00	15.73
494-908-991.000	Principal Payment - Interfund Loans	11,900.00	4,958.35	991.67	6,941.65	41.67
494-908-995.000	Interest Payment - Interfund Loans	361.00	150.40	30.08	210.60	41.66
494-970-713.000	Other Post Employment Benefits	9.00	0.00	0.00	9.00	0.00
494-970-971.000	Capital Purchase	18,000.00	8,793.12	2,705.22	9,206.88	48.85

PERIOD ENDING 11/30/2021

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GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021	MONTH 11/30/2021	BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA Expenditures						
TOTAL EXPENDITURES		64,170.00	29,194.12	6,322.06	34,975.88	45.49
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		64,649.00	60,267.57	1,124.29	4,381.43	93.22
TOTAL EXPENDITURES		64,170.00	29,194.12	6,322.06	34,975.88	45.49
NET OF REVENUES & EXPENDITURES		479.00	31,073.45	(5,197.77)	(30,594.45)	6,487.15
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		276,750.00	772,804.85	7,819.25	(496,054.85)	279.24
TOTAL EXPENDITURES - ALL FUNDS		263,104.00	313,363.07	26,493.48	(50,259.07)	119.10
NET OF REVENUES & EXPENDITURES		13,646.00	459,441.78	(18,674.23)	(445,795.78)	3,366.86

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2021

% Fiscal Year Completed: 41.92

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GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021	MONTH 11/30/2021	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	50,587.00	34,255.68	0.00	16,331.32	67.72
INTEREST	INTEREST & RENTS	0.00	30.66	8.02	(30.66)	100.00
TRANSFER	FUNDS TRANSFERS	80,000.00	33,333.35	6,666.67	46,666.65	41.67
OTHER	OTHER	0.00	559,236.00	0.00	(559,236.00)	100.00
TOTAL REVENUES		130,587.00	626,855.69	6,674.69	(496,268.69)	480.03
Expenditures						
000	OPERATIONS	113,587.00	56,834.41	3,878.23	56,752.59	50.04
908	DEBT SERVICE	16,625.00	6,927.10	1,385.42	9,697.90	41.67
970	CAPITAL OUTLAY	0.00	180,783.87	8,750.74	(180,783.87)	100.00
TOTAL EXPENDITURES		130,212.00	244,545.38	14,014.39	(114,333.38)	187.81
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		130,587.00	626,855.69	6,674.69	(496,268.69)	480.03
TOTAL EXPENDITURES		130,212.00	244,545.38	14,014.39	(114,333.38)	187.81
NET OF REVENUES & EXPENDITURES		375.00	382,310.31	(7,339.70)	(381,935.31)	11,949.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2021

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GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021	MONTH 11/30/2021	BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	180.00	66.63	20.27	113.37	37.02
OTHER	OTHER	81,334.00	85,614.96	0.00	(4,280.96)	105.26
TOTAL REVENUES		81,514.00	85,681.59	20.27	(4,167.59)	105.11
Expenditures						
000	OPERATIONS	68,722.00	39,623.57	8,318.03	29,098.43	57.66
970	CAPITAL OUTLAY	0.00	0.00	(2,161.00)	0.00	0.00
TOTAL EXPENDITURES		68,722.00	39,623.57	6,157.03	29,098.43	57.66
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		81,514.00	85,681.59	20.27	(4,167.59)	105.11
TOTAL EXPENDITURES		68,722.00	39,623.57	6,157.03	29,098.43	57.66
NET OF REVENUES & EXPENDITURES		12,792.00	46,058.02	(6,136.76)	(33,266.02)	360.05

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GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021	MONTH 11/30/2021	BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	54,340.00	49,768.15	0.00	4,571.85	91.59
INTEREST	INTEREST & RENTS	135.00	71.55	14.63	63.45	53.00
OTHER	OTHER	10,174.00	10,427.87	1,109.66	(253.87)	102.50
TOTAL REVENUES		64,649.00	60,267.57	1,124.29	4,381.43	93.22
Expenditures						
000	OPERATIONS	33,900.00	15,292.25	2,595.09	18,607.75	45.11
908	DEBT SERVICE	12,261.00	5,108.75	1,021.75	7,152.25	41.67
970	CAPITAL OUTLAY	18,009.00	8,793.12	2,705.22	9,215.88	48.83
TOTAL EXPENDITURES		64,170.00	29,194.12	6,322.06	34,975.88	45.49
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		64,649.00	60,267.57	1,124.29	4,381.43	93.22
TOTAL EXPENDITURES		64,170.00	29,194.12	6,322.06	34,975.88	45.49
NET OF REVENUES & EXPENDITURES		479.00	31,073.45	(5,197.77)	(30,594.45)	6,487.15
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		276,750.00	772,804.85	7,819.25	(496,054.85)	279.24
TOTAL EXPENDITURES - ALL FUNDS		263,104.00	313,363.07	26,493.48	(50,259.07)	119.10
NET OF REVENUES & EXPENDITURES		13,646.00	459,441.78	(18,674.23)	(445,795.78)	3,366.86

AGENDA ITEMS

6. **BRA Action Items:**

A. Mill Progress Updates

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for November in the amount of \$9,884.26

7. **DDA Action Items:**

A. Lamar Billboard Proposal

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for November in the amount of \$3,989.78

8. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for November in the amount of \$4,728.40

Reminder of Upcoming Meetings

- December 15 – Shop with a Cop
- December 16 – Parks and Trees Meeting 5 p.m.
- December 27 – City Council Meeting at 7 p.m.

Non-Agenda Items / Events for November

December 24 & 25 – City offices closed for Christmas Holiday

December 30 & 31 – City offices closed for New Year's Eve Holiday

