

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 July 11, 2023 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 06/13/2023 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Update on Lead Abatement
 - B. Accounts Payable for June of \$ 19,529.35
8. **DDA Action Items**
 - A. Progress Report on the Rental Rehab Project
 - B. Accounts Payable for June of \$ 447.39
9. **TIFA Action Items**
 - A. Update on Industrial Park 52 Acres
 - B. Accounts Payable for June of \$517.74
10. **Communications:** 05/22/23, 06/12/23 Council Minutes. Also, the Financial Report/ Summary as of 06/30/2023
11. **Public Comments**
12. **Staff Comments:**

Events: Food Truck Rallies, July 18; Concerts at the Bandshell;
Businesses: Pending sales on Bridge St. Deli; Sold - Dean’s Ice Cream; New Restaurant at Old Plank,
Site Plans in progress: Mosaic Distillery;
13. **Member Comments**
14. **Adjournment**

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

The Island City

Minutes
Plainwell DDA, BRA, and TIFA:
June 13, 2023

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Randy Wisnaski, Angela Ridgway, Nick Larabel, Adam Hopkins, Paul Rizzo, Robert Nieuwenhuis, David O'Bryant, Justin Lakamper, Brian Kelley
Excused: EJ Hart
Approval of Minutes of 05/094/23: Minutes were approved to place on file.
4. General Public-None
5. Chairman's Report:
6. BRA Action Items
 - A. Final Review of Budget 2023-2024. **Hopkins motioned to accept the final draft of the budget and recommend it move to City Council, seconded by Turley. All in favor vote 7 yes 1 abstained. Motion passed**
 - B. Lead Abatement on buildings; project has stalled due to mechanical issues and non-compliance issues. The company is regrouping and should be able to complete the project by June 30.
B. Motion to accept accounts payable for May of \$12,802.84 was made by Rizzo and seconded by Turley. All in favor vote. Motion carried.
7. DDA Action Items
 - A. Final review of Budget 2023-2024. **Larabel motioned to accept the final draft of the budget and recommend it move to City Council, seconded by Ridgway. All in favor vote. Motion carried.**
 - B. **A Motion was made by Wisnaski to accept EJ Hart's resignation from the board, seconded by Larabel.** Discussion about presenting a token of thanks to EJ Hart for his years of service on the DDA board. Siegel will report back at the next meeting on options/tokens that can be given.
 - C. **Motion to accept accounts payable for May of \$490.47 was made by Turley and seconded by Rizzo. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. **Final review budget 2023-2024. Larabel motioned to accept the final draft budget and recommend it move to City Council, seconded by Turley. All in favor vote. Motion carried.**
 - B. Update on Industrial Park 52 Acres – Siegel provide updates on the activity of the property, with one offer that was countered. Discussion re: the prime parcels. Rizzo shared thoughts on the importance of selling prime spots to companies that will create jobs.
O'bryant walks out of meeting (8:15 am)
 - C. **Motion to accept accounts payable for May of \$490.47 was made by Larabel and seconded by Turley. All in favor vote. Motion carried.**

9. Communications: 04/24/23 and 05/08/2023 Council Minutes. Also, the Financial Report/ Summary as of 05/31/2023 was approved and placed on file.

10. Public Comments: None

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

Events: Food Truck Rallies, Concerts at the Bandshell, Farmers' Market

Businesses: Sale pending on Bridge St. Deli; Dean's Ice Cream; Old Plank rd. sale finalized

Projects –Rental Rehab; Dam #2 Project; Industrial Park property; Commercial Rehabilitation Application public hearing set for June 26 at 7 pm

12. Member Comments:

Larabel – Carnival activity, prices high, Grandson had a great time

Hopkins – Like the organization/layout of Island City Fest, it made sense

Turley – Asked if grinding the surface of Acorn St. was an option. Siegel will forward to DPW

Adjournment: **A Motion to adjourn the meeting at 8:34 a.m. was made by Turley and seconded by Rizzo.**

Submitted by Denise Siegel, Community Development Manager

City of Plainwell

Nick Larabel
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EJ Hart
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Erik Wilson
Randy Wisnaski



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“The Island City”

AGENDA
DDA/TIFA/BRA
City Hall Council Chambers
July 11, 2023 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 06/13/2023 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Update on Lead Abatement
 - B. Accounts Payable for June of \$ 19,801.24
8. **DDA Action Items**
 - A. Progress Report on the Rental Rehab Project
 - B. Accounts Payable for June of \$ 3,851.72
9. **TIFA Action Items**
 - A. Update on Industrial Park 52 Acres
 - B. Accounts Payable for June of \$ 4,177.72
10. **Communications:** 05/22/23, 06/12/23 Council Minutes. Also, the Financial Report/ Summary as of 06/30/2023
11. **Public Comments**
12. **Staff Comments:**

Events: Food Truck Rallies, July 18; Concerts at the Bandshell;
Businesses: Pending sale - Bridge St. Deli
Sold - Dean’s Ice Cream
New Restaurant leasing Old Plank location
Site Plans in progress: Mosaic Distillery;
13. **Member Comments**
14. **Adjournment**

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

The Island City

AGENDA ITEMS

7. **BRA Action Items:**

A. Recommended Action: Update given on the Lead Abatement project

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for June in the amount of \$ 19,801.24

8. **DDA Action Items:**

A. Recommended Action: Update/discussion on the Progress of Rental Rehab

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for June in the amount of \$ 3,851.72

9. **TIFA Action Items:**

A Recommended Action: Update given on Industrial Property Sale

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for June in the amount of \$ 4,177.72

A reminder of Upcoming Meetings/Events:

- July 13 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- July 18 – Food Truck Rally 5-7:30 pm/ Fannie Pell Park
- July 19 - Planning Commission – 6:30 p.m. /Council Chambers
- July 24 – City Council Meeting at 7:00 p.m./ Council Chambers

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 06/01/2023 - 06/30/2023
 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 - Curr	COPS HEALTH TRUST	JUNE 2023 DENTAL/VISION INSURANCE PREMI	15.74	26030
243-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	JUNE 2023 HEALTH INSURANCE PREMIUMS	149.77	26032
243-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	JUNE RETRO HEALTH PREMIUM LEONARD	31.46	26151
243-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	JUNE 2023 LIFE INSURANCE PREMIUM	0.43	26031
243-443-775.000	Supplies - Repairs and Maintenance	PLAINWELL ACE HARDWARE	DPW - 1 QUART EXT PAINT MILL AS	21.99	26092
243-443-931.000	Outside Services (RMLB)	ERIK WILSON	MAY 2023 CONSULTING	1,584.00	2317
243-443-931.000	BUILDING 12 COATING REPAIRS (OPT)	DIVISION 7 BUILDING CONTRACTOR	MILL ROOF REPAIRS BLDGS 3, 12 & 16	11,411.05	26143
243-443-931.000	Outside Services (RMLB)	ERIK WILSON	JUNE 2023 CONSULTING BK	1,584.00	2334
243-443-931.000	Outside Services (RMLB)	DIVISION 7 BUILDING CONTRACTOR	MILL - DECK AND ROOF REPLACEMENT EW	4,730.91	26143
Total For Dept 443 PUBLIC WORKS				19,529.35	
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND				19,529.35	

07/07/2023 11:09 AM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 06/01/2023 - 06/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 243 BROWNFIELD REDI	19,529.35
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Total For All Funds:	<u>19,529.35</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 06/01/2023 - 06/30/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 000 OPERATIONS					
248-000-339.102	Unavailable Revenue - DDA Farmer	SUGAR CREEK FARMS	DDA - MARKET PARTIAL REIMBURSEMENT DS	90.00	26073
Total For Dept 000 OPERATIONS				90.00	
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums - Curr	COPS HEALTH TRUST	JUNE 2023 DENTAL/VISION INSURANCE PREMI	27.88	26030
248-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	JUNE 2023 HEALTH INSURANCE PREMIUMS	311.61	26032
248-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	JUNE 2023 LIFE INSURANCE PREMIUM	0.05	26031
248-443-960.000	Eco Development 101 DS	EB ECONIMIC DEVELOPMENT	Eco Development 101 DS	17.85	2350
Total For Dept 443 PUBLIC WORKS				357.39	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				447.39	

07/07/2023 11:11 AM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 06/01/2023 - 06/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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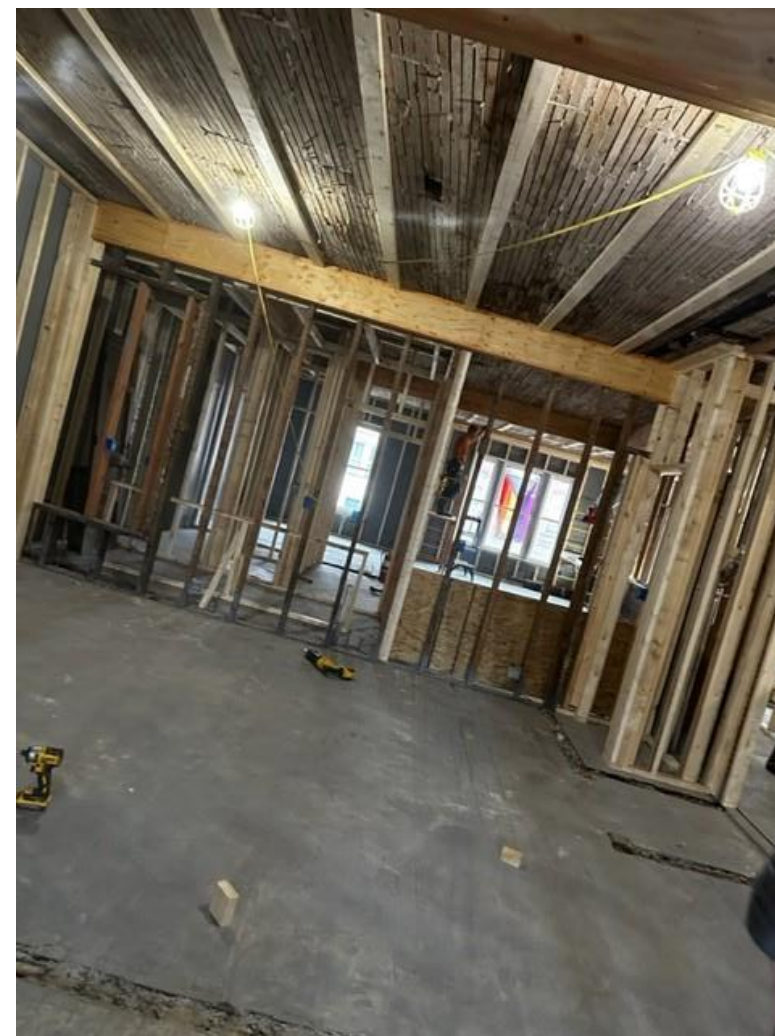
Fund Totals:

Fund 248 DOWNTOWN DEVELC	447.39
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Total For All Funds:	<u>447.39</u>
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Rental Rehab Progress Photos

In the Beginning



Drywall Delivered



Progress Photos

Entry way / Common Area

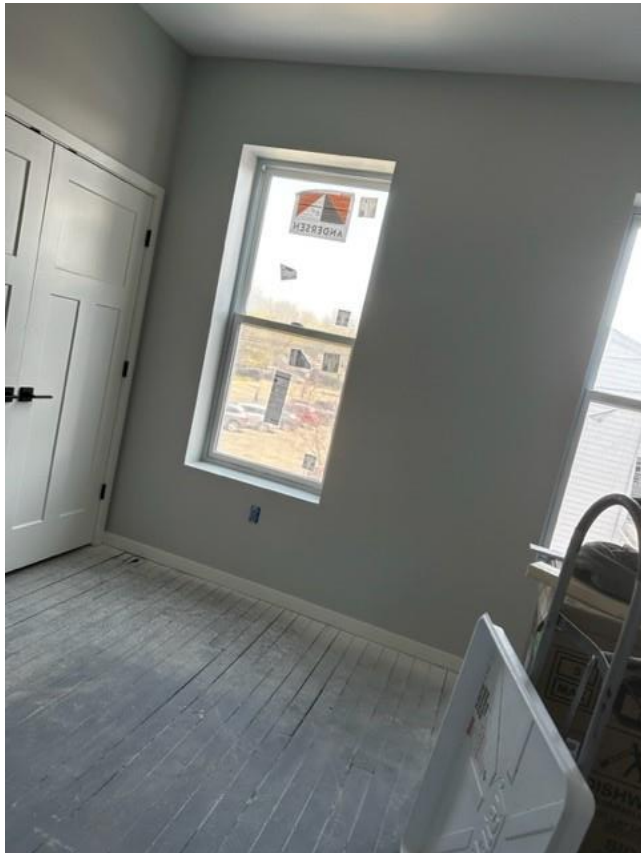


New Windows



Progress Photos

New windows/ closet doors



Kitchen cabinets



Progress Photos

Front Apartment View



Bathroom



Open House Invitation – Sat. June 24, 2023

OPEN HOUSE
Above Perfect Apartments
112 W. MAIN STREET
LOCATED ABOVE PERFECT IMAGE SALON
10:00AM-1:00PM / SATURDAY JUNE 24, 2023

1 BED, 1 BATH UNITS



Low Income - Approval Required

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 06/01/2023 - 06/30/2023
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 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS - CURR COPS HEALTH TRUST		JUNE 2023 DENTAL/VISION INSURANCE PREMI	42.45	26030
247-443-718.001	Health Insurance Premiums - Curr PRIORITY HEALTH		JUNE 2023 HEALTH INSURANCE PREMIUMS	447.60	26032
247-443-718.001	Health Insurance Premiums - Curr PRIORITY HEALTH		JUNE RETRO HEALTH PREMIUM LEONARD	27.27	26151
247-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	JUNE 2023 LIFE INSURANCE PREMIUM	0.42	26031
Total For Dept 443 PUBLIC WORKS				517.74	
Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY FUNI				517.74	

07/07/2023 11:10 AM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 06/01/2023 - 06/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 247 TAX INCREMENT I	517.74
Total For All Funds:	<u>517.74</u>

June 22, 2023

Ms. Denise Siegel
Community Development Manager
City of Plainwell
Via email: DSiegel@plainwell.org

Re: Non-binding Letter of Intent to Purchase +/- 15 Acres at 830 Miller Road, Plainwell

Dear Ms. Siegel:

This letter is intended to set forth the basic terms under which Profielnorm USA | PRN Group or its nominee/assignee (“Purchaser”), is willing to purchase the property described below.

- 1. Property:** Approximately 15 acres as shown on Exhibit A of this Proposal. Seller, at Seller’s cost, will split the Property from the parent parcel (the “Property”) prior to Closing.
- 2. Purchaser’s Name and Contact Information:** Profielnorm USA. Inc_ or its assigns (“Purchaser”), whose address is 5835 West KL Ave, Kalamazoo MI 49009
- 3. Purchase Price:** The purchase price for the Property shall be Five Hundred Twenty Five Thousand Dollars (\$525,000) (the “Purchase Price”) paid in cash at Closing. No financing contingency.
- 4. Earnest Money Deposit:** Within five (5) business days of the execution of a binding, definitive purchase agreement for the Property_(the “Purchase Agreement”), Purchaser shall deposit the sum of Ten Thousand Dollars (\$10,000) (the “Earnest Money”) with the title company who shall act as escrow agent (the “Title Company”). The Earnest Money shall be applied against the Purchase Price at the Closing (as defined herein) and shall be refundable to Purchaser should Purchaser decide not to proceed with the purchase of the Property at any time during or at the end of the Due Diligence Period (as further defined herein).
- 5. Contract:** Purchaser will draft the initial draft of the Purchase Agreement.



6. **Due Diligence Period:** Purchaser shall have a period of Ninety (90) days from receipt of an ALTA/ACSM Survey & the title work from Seller to perform soil analysis, surveys, environmental analysis, title examination and other due diligence which Purchaser deems reasonably necessary in connection with the Property, subject to reasonable limitations to be set forth in the Purchase Agreement (the “Due Diligence Period”). Said inspections include but are not limited to, all authorizations and permits, connectivity to the development roads, building permit approvals, rezoning and subdivision interpretations and confirmations, and all variances, utility permits, authorizations and easements necessary for Purchaser’s intended use. Purchaser shall have the right to terminate the Purchase Agreement during the Due Diligence Period for any reason whatsoever, in which event the Earnest Money shall be returned to Purchaser.
7. **Seller Paid Due Diligence Items:** Within sixty (60) days from full execution of a Purchase Agreement, Seller at its sole cost and expense shall deliver to Purchaser the following items: (i) a new ALTA/ACSM Survey of the property depicting all easements of record, encroachments, & legal description of the property; (ii) Seller’s title insurance commitment for the Property; and (iii) any existing environmental site assessment reports and any existing geotechnical reports applicable to the Property.
8. **Closing:** The “Closing” shall take place not later than Thirty (30) calendar days after the expiration of the Due Diligence Period(s).
9. **Delivery of the Property.** As-is delivery. Any loss of crop fees owed to the agricultural lessee of property will be paid by Seller & the lease shall be terminated as of the Closing Date.
10. **Broker:** No broker, real estate agent or finder is due any fee or commission in connection with this transaction, except for NAI Wisinski of West Michigan acting as a listing agent with Kara Schroer & Bailey Witt representing the Seller. Seller shall pay NAI Wisinski per the listing agreement.
11. **Closing Costs.** Property taxes shall be pro-rated on a calendar year basis based on Purchaser’s pro-rata of the parcel they are purchasing. Closing fee will be split equally. Seller to pay transfer taxes, real estate commissions and any other customary costs.
12. **Non-Binding Letter:** This letter outlines the Purchaser’s present intentions related to the principal business terms to be incorporated into a Purchase Agreement. This letter is not intended to be a binding agreement to purchase the Property described above or an agreement to enter into a binding agreement. Neither Purchaser nor Seller shall be bound by the terms hereof until such time as the Purchase Agreement has been executed by both parties.
13. The Purchaser agrees to not initiate or carry-on negotiations for the purchase of any other land in Southwest Michigan, and the Seller agrees to not initiate or carry on negotiations for this parcel of land while the parties negotiate the Purchase Agreement. The parties agree to negotiate the



language in the Purchase Agreement in good faith to develop a mutually acceptable Purchase Agreement.

By acknowledging this letter in the space provided below, Seller agrees that this letter evidences the intent of Purchaser and Seller to pursue this transaction according to the foregoing terms. If the foregoing is acceptable, please have an authorized signatory sign the enclosed copy of this letter indicating acknowledgment of this agreement to its terms so that Purchaser may proceed with the preparation of the Purchase Agreement.

We kindly request a response by no later than _____. If you have questions, please feel free to contact me at 269-384-9784 or email me at Henry.Dingemans@profielnorm-usa.com.

Best regards,

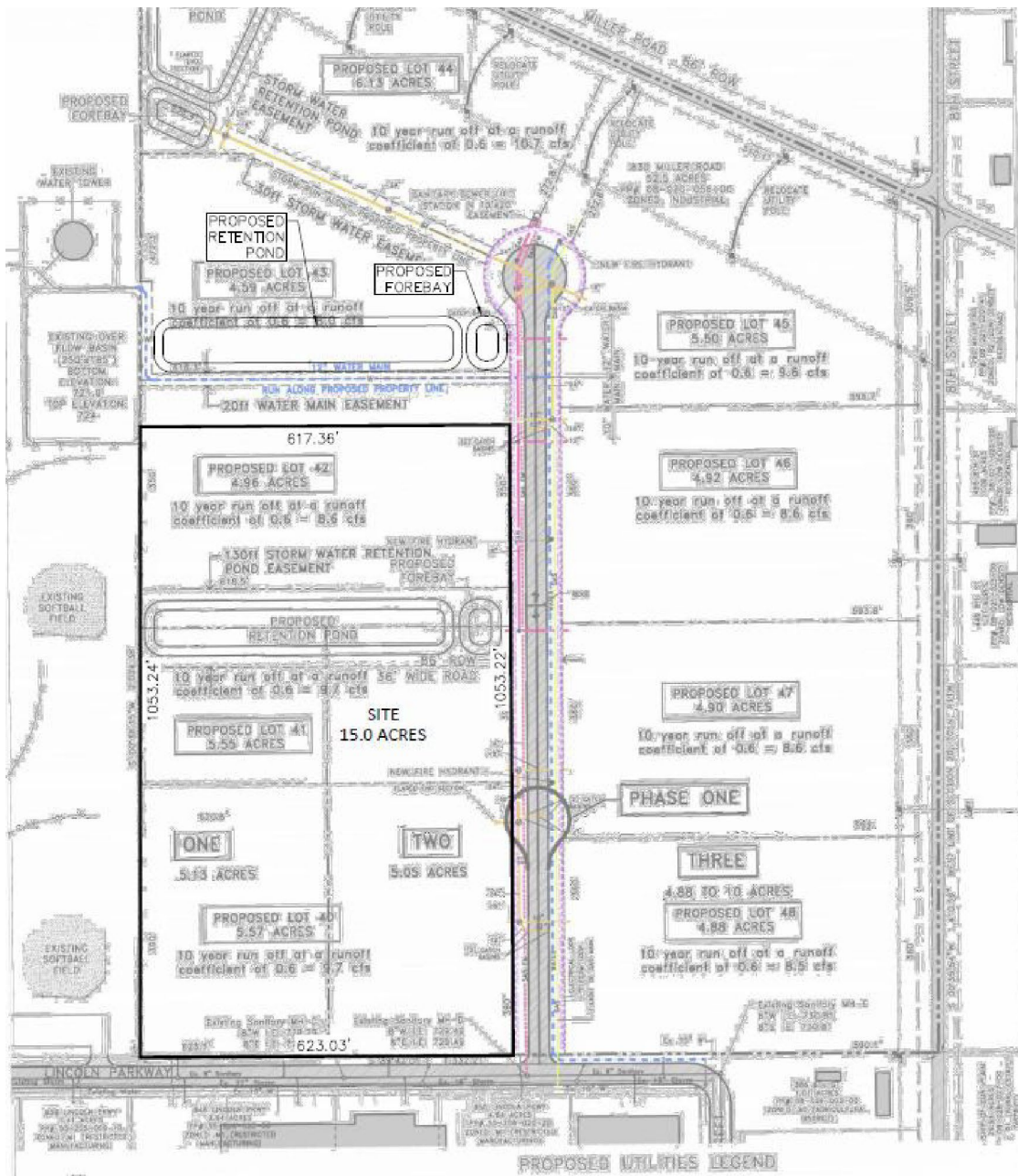
Henry Dingemans

Name: Henry Dingemans
Title Managing Director

Seller Acknowledged and Agreed:

By: _____
Printed Name: _____
Its: _____
Date: _____





MINUTES
Plainwell City Council
May 22, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Brian Warren of 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:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 05/08/2023 regular meeting and the 05/15/2023 regular meeting and the closed session. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. Presentation: Public Safety Director Callahan introduced newly hired Firefighters Jamie Holly and Patrick Nash and gave a brief bio of each. Council collectively welcomed them both and thanked them for their service.
8. County Commissioner Report:
County Commissioner Gale Dugan reviewed the April 27 and May 10 County Commission meetings.
9. Clerk Kelley reported having added three (3) items to the agenda for action tonight. Item G is for the sale of land, Item H is to consider summer hours for City Hall, and Item I is for the resignation of the Interim City Managers.
A motion by Steele, seconded by Overhuel, to approve the Agenda for the May 22, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.
10. Mayor's Report: None.
11. Recommendations and Reports:
 - A. Community Development Manager Denise Siegel reported the Master Plan updates have been reviewed by the Planning Commission which recommended Council adopt a Resolution to open up a 42-day public comment period after which the final updates will again be reviewed by the Planning Commission prior to final approval by Council in the late summer or early fall.
A motion by Overhuel, seconded by Steele, to adopt Resolution 2023-15 approving the Draft Master Plan for Distribution and Asserting the City Council's Right to Adopt the Updated City of Plainwell Master Plan. On a roll call vote, all in favor. Motion passed.
 - B. Clerk Kelley reported some necessary changes to the Floodplain Ordinance to meet FEMA and EGLE guidelines. The attorneys had drafted the changes, the representatives from EGLE had reviewed everything, and the Planning Commission recommends approval after no public comments.

A motion by Wisnaski, seconded by Keeney, to approve Ordinance 395 Amending Chapter 53 Article XIV, Sections 53-71, 53-73, 53-76 and 53-77 of the Zoning Chapter of the City of Plainwell Code of Ordinances. On a roll call vote, all voted in favor. Motion passed.

- C. Superintendent Nieuwenhuis reported having estimated costs for paving of Jersey Street and gave Council an overview of the project. He noted that city staff is prepared to work the project in two stages and the materials will come from Wyoming Asphalt. He reported that H&K will be doing the millings for free and will keep them; if this project works for H&K, they may continue milling for us.

A motion by Steele, seconded by Overhuel, to approve the paving of Jersey Street from West Bridge to Starr, using city staff/equipment with materials from Wyoming Asphalt at an estimated cost of \$148,251.14. On a roll call vote, all voted in favor. Motion passed.

- D. Finance Director Kelley gave an overview of the draft 2023/2024 BRA/TIFA/DDA Budget, which had been reviewed by the Board on May 9.

A motion by Steele, seconded by Overhuel, to approve the draft 2023-2024 BRA/TIFA/DDA budget. On a voice vote, all voted in favor. Motion passed.

- E. Council re-opened the discussion of the city manager evaluation process, tabled from the May 8, 2023 Council Meeting. Council considered changes to the Supervision and Policy Execution sections of its evaluation form and added a component for considering staff comments.

A motion by Steele, seconded by Overhuel, to approve changes to the City Manager Evaluation Form and process to include staff comments. On a roll call vote, all voted in favor. Motion passed.

- F. Finance Director Kelley invited Council to discuss the full 2023/2024 city budget at a public hearing as required by Charter.

A motion by Wisnaski, seconded by Keeney, to set a public hearing for June 26, 2023 at 7pm to discuss and adopt 2023/2024 City Budget. On a voice vote, all voted in favor. Motion passed.

- G. Community Development Manager Siegel reported having received an offer for two (2) roughly 5-acre parcels in the property located at 830 Miller Road. The city had issued a counter-offer, but NAI Wisinski recommended acceptance of the original offer, which calls for a cash sale and the city to pay for the survey. Mayor Keeler confirmed the property would transfer by Warranty Deed.

A motion by Keeney, seconded by Wisnaski, to accept a cash offer of \$315,000.00 from Nobis Agri Service, Inc. to sell 10.48 acres of land located at 830 Miller Road. On a roll call vote, all voted in favor. Motion passed.

- H. Finance Director Kelley reporting having researched other municipalities and operational hours and recommended an experiment to shift City Hall hours and shorten unpaid lunches to allow staff to leave early on Fridays. This experiment would be for the summer months only.

A motion by Steele, seconded by Keeney, to temporarily change City Hall hours from Memorial Day to Labor Day to Monday-Thursday 7:30am to 4:30pm and Friday 7:30am to 1:30pm, with staff taking 30-minute lunches. On a roll call vote, all voted in favor. Motion passed.

- I. Clerk Kelley reported that with the new City Manager coming in, the duties of Interim City Manager would no longer be needed and that the attorney suggested formal resignations for only those duties.

A motion by Steele, seconded by Overhuel, to accept the resignation of Brian Kelley from his duties as Interim City Manager effective June 12, 2023. On a roll call vote, all voted in favor. Motion passed.

A motion by Steele, seconded by Overhuel, to accept the resignation of Bob Nieuwenhuis from his duties as Interim City Manager effective June 12, 2023. On a roll call vote, all voted in favor. Motion passed.

12. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the April 2023 Water Renewal and Public Safety Reports, the draft May 9, 2023 DDA/BRA/TIFA Meeting Minutes and draft May 17, 2023 Planning Commission Meeting Minutes. On a voice vote, all voted in favor. Motion passed.

13. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$213,574.73 for payment of same. On a roll call vote, all voted in favor. Motion passed.

14. Public Comments: None.

15. Staff Comments:

Community Development Manager Siegel reported that the rental rehab grant was finishing up and there should be occupancy at 112 N Main by the end of June. She also noted working on the EGLE Loan closeout.

Superintendent Pond thanked everyone for bring everyone to the table over the past few months.

Director Callahan shared recent praises received for Officers Bruce, Welcher and Roberts. Bruce was praised by the Sheriff's Office for having recovered stolen property. Welcher was praised from a citizen for his handling of a medical call. Roberts was commended for great police work cooperating with other agencies and digging deeper than normal.

Clerk/Finance Director Kelley reported catching up with voter files and preparing for new staff.

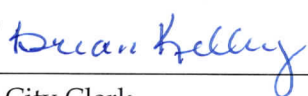
Superintendent Nieuwenhuis reported flowers would be planted city wide this week and reminded everyone that no bridge baskets are going on the North Main bridge due to summer construction.

16. Council Comments: None.

17. Adjournment:

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

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk

MINUTES APPROVED BY CITY COUNCIL
June 12, 2023 

Brian Kelley, City Clerk

MINUTES
Plainwell City Council
June 12, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Andrew Fritz of 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:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 05/22/2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Deputy Clerk Kelley reported no changes to the published Agenda.
A motion by Steele, seconded by Overhuel, to approve the Agenda for the June 12, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report:
Mayor Keeler introduced and welcomed City Manager Justin Lakamper.
10. Recommendations and Reports:
 - A. Community Development Manager Denise Siegel reported an updated offer from Nobis for land at Miller Road. Nobis is now offering \$25,000 per acre for 20.48 acres for all three (3) lots abutting Lincoln Parkway. Council confirmed having accepted the original offer from Nobis of \$315,000 for 10.48 acres for two of those lots. Siegel confirmed that the new offer supersedes all other offers. Council debated the precedent of accepting a lower offer for land adjacent to the utility supply and how it would affect selling land further north, where utilities are not yet available.
A motion by Keeney, seconded by Steele, to counter-offer the sale of 20.48 acres at a cost equal to the original purchase price (nearly \$31,500) per acre. On a roll call vote, all in favor. Motion passed.
 - B. Finance Director Kelley presented a plan to set periodic billing rates for recycling and bulk-trash pickups. He explained that the original ordinance is worded to suggest that these charges are fees, not taxes and should be collected similarly to a water/sewer bill. Council discussed the reliability of Republic's service and that not everyone participates with the program and may not pay separately issued billing statements. Council questioned why only delinquent charges could be added to the tax bill when they have been included on the tax bill, up front, since the program was implemented.
A motion by Wisnaski to set a quarterly recycling charge of \$13.55 and a semi-annual bulk-trash fee of \$11.83. The motion failed due to lack of a seconded.

A motion by Steele, seconded by Wisnaski, to table this time until the June 26 meeting. On a voice vote, all voted in favor. Motion passed.

- C. Finance Director Kelley introduced Andy Campbell from Bakertilly who reminded Council of the presentation of water rates from May 2023. Bakertilly has conducted a water rate study considering operational, capital and debt service requirements. Based on the study, Bakertilly recommends a water commodity rate of \$3.77 per thousand gallons, and a base ready-to-serve charge of \$14.73 per month for a ¾" meter. For the ready-to-serve charge rates for other meter sizes, the American Water Works Association standards should be used to set those rates. There was discussion about the timing of implementing the new rates.

A motion by Overhuel, seconded by Keeney, to adopt the water usage rate of \$3.77 per 1,000 gallons and a base monthly ready-to-serve charge of \$14.73 for a ¾" meter, using AWWA standards for larger meters, effective October 1, 2023. On a roll call vote, all voted in favor. Motion passed.

- D. Superintendent Nieuwenhuis recommended PK Contracting for pavement markings city-wide. He reported there are no other local vendors specializing in street markings, which carry specific requirements to meet state standards.

A motion by Keeney, seconded by Wisnaski, to approve a project with PK Contracting for \$41,875.40 for pavement markings on major streets. On a voice vote, all voted in favor. Motion passed.

- E. Superintendent Nieuwenhuis presented a proposal from Fleis & Vandenbrink for assistance with the Wellhead Protection Program. He also noted that the Michigan Rural Water Association may offer a similar service for a reduced rate.

A motion by Overhuel, seconded by Steele, to table this item to consider a quote from the Michigan Rural Water Association. On a voice vote, all voted in favor. Motion passed.

- F. Community Development Manager Siegel reported needing a Public Hearing to discuss a Commercial Rehabilitation Tax Exemption application.

A motion by Steele, seconded by Overhuel, to set a public hearing for June 26, 2023 at 7pm to consider a Commercial Rehabilitation Tax Exemption. On a voice vote, all voted in favor. Motion passed.

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the May 2023 Investment and Fund Balance Reports. 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 \$165,770.86 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Personnel Coordinator Kersten reported that the City Assessor's office hours will be changing on July 12 to Wednesdays 9am to 1pm. She also reported that the union negotiations were ratified June 7 by the police union and that Council would receive the contract on June 26.

Superintendent Nieuwenhuis reported work on the bridges is going well. He also reported that the Jersey Street milling is now scheduled to begin June 19 and that paving will start June 23.

Community Development Manager Siegel reported several items, including an updated website, new downtown maps, a June 20 food truck rally and ongoing lead abatement. She also noted that the mill development project is transitioning back to the City Manager's Office.

Superintendent Pond reported having shared the city's concerns with the Clark Station with the Village of Martin and the City of Otsego, who are having similar concerns.

Finance Director/Deputy Clerk Kelley reported City Clerk JoAnn Leonard started last week and is enthusiastically training in Detroit. He also reported nearing completion of the budget, asking Council if they wanted opportunity to more in-depth review the budget. Council asked to set a special meeting for a budget workshop for June 20 at 5.30pm.

City Manager Lakamper thanked Council for the welcome and that he's glad to be here.

15. Council Comments:


Each Councilmember welcomed again City Manager Lakamper.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:29 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
Deputy City Clerk / Finance Director

MINUTES APPROVED BY CITY COUNCIL
June 26, 2023



Brian Kelley, Deputy City Clerk

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2023 (NORMAL (ABNORMAL))	MONTH 06/30/2023 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,197.00	6,197.34	0.00	(0.34)	100.01
243-000-404.041	Captured Tax Real - BR - Library	1,123.00	1,123.00	0.00	0.00	100.00
243-000-404.042	Captured Tax Real - BR - Capital Impr	504.00	504.28	0.00	(0.28)	100.06
243-000-404.043	Captured Tax Real - BR - Fire Reserve	504.00	504.28	0.00	(0.28)	100.06
243-000-404.044	Captured Tax Real - BR - Solid Waste	656.00	655.58	0.00	0.42	99.94
243-000-404.047	Captured Tax Real - DDA - School	19,098.00	19,098.02	0.00	(0.02)	100.00
243-000-404.048	Captured Tax Real - BR - County Taxes	3,495.00	3,503.94	0.00	(8.94)	100.26
243-000-413.060	Captured Tax Pers - City Tax	7,163.00	7,163.25	0.00	(0.25)	100.00
243-000-413.061	Captured Tax Pers - Library	1,298.00	1,298.05	0.00	(0.05)	100.00
243-000-413.062	Captured Tax Pers - Capital Improvement	583.00	582.90	0.00	0.10	99.98
243-000-413.063	Captured Tax Pers - Fire Reserve	583.00	582.90	0.00	0.10	99.98
243-000-413.064	Captured Tax Pers - Solid Waste	757.00	757.77	0.00	(0.77)	100.10
243-000-413.065	Captured Tax Pers - County Taxes	4,040.00	4,050.14	0.00	(10.14)	100.25
243-000-504.000	Federal Grant	25,000.00	0.00	0.00	25,000.00	0.00
243-000-665.000	Interest Earnings - Investments	100.00	5,310.67	595.30	(5,210.67)	5,310.67
243-000-684.000	Miscellaneous Revenue	80,000.00	144,000.00	0.00	(64,000.00)	180.00
243-000-696.010	Loan Proceeds	0.00	40,764.00	0.00	(40,764.00)	100.00
243-000-699.401	Interfund Transfer In - Cap Improvement	60,000.00	60,000.00	5,000.00	0.00	100.00
TOTAL REVENUES		211,101.00	296,096.12	5,595.30	(84,995.12)	140.26
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	41,538.00	36,878.43	2,039.74	4,659.57	88.78
243-443-704.001	Wages - Part Time Employees	3,083.00	4,872.95	1,047.07	(1,789.95)	158.06
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,269.00	3,224.61	231.54	44.39	98.64
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	390.00	428.86	40.00	(38.86)	109.96
243-443-713.001	Overtime Pay	0.00	1,748.42	0.00	(1,748.42)	100.00
243-443-716.000	Retirement - Defined Contribution 401a	3,603.00	2,911.84	95.97	691.16	80.82
243-443-718.001	Health Insurance Premiums - Current EE	7,113.00	4,480.01	140.48	2,632.99	62.98
243-443-718.013	Health Insurance - HSA - Employer Paid	1,992.00	1,110.83	64.89	881.17	55.76
243-443-723.001	Retiree Health Care - OPEB	123.00	123.34	10.26	(0.34)	100.28
243-443-725.001	Fringe Benefit - Life Insurance	43.00	33.59	0.43	9.41	78.12
243-443-725.010	Workers Comp Insurance	240.00	154.80	0.00	85.20	64.50
243-443-767.000	Clothing - Uniforms	65.00	3.75	0.00	61.25	5.77
243-443-775.000	Supplies - Repairs and Maintenance	0.00	2,877.24	21.99	(2,877.24)	100.00
243-443-801.000	Professional Services - Engineering	11,000.00	0.00	0.00	11,000.00	0.00
243-443-801.013	Professional Services - Attorney	3,000.00	1,270.33	0.00	1,729.67	42.34
243-443-801.030	Professional Services - Auditor	2,874.00	373.88	0.00	2,500.12	13.01
243-443-830.000	Contractual Reimbursement CRA Activities	33,891.00	34,516.09	0.00	(625.09)	101.84
243-443-851.000	Postage	0.00	40.30	0.00	(40.30)	100.00
243-443-900.000	Printing and Publishing	250.00	0.00	0.00	250.00	0.00
243-443-931.000	Outside Services (RMLB)	81,000.00	47,701.96	19,309.96	33,298.04	58.89
243-443-935.001	Property Liability Insurance	6,186.00	6,050.44	0.00	135.56	97.81
243-443-940.000	Rentals - Equipment	3,600.00	7,171.56	413.61	(3,571.56)	199.21
243-443-948.000	Computer Services	0.00	6.53	0.00	(6.53)	100.00
243-900-972.000	Capital Outlay - Contracted Services	0.00	11,206.76	0.00	(11,206.76)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,382.00	15,382.14	1,281.79	(0.14)	100.00
243-905-993.001	Debt Service - Interest - Interfund Loan	1,242.00	1,242.45	103.51	(0.45)	100.04
243-965-995.101	Interfund Transfer Out - General Fund	50,000.00	45,000.00	(5,000.00)	5,000.00	90.00
TOTAL EXPENDITURES		269,884.00	228,811.11	19,801.24	41,072.89	84.78

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	06/30/2023 (ABNORMAL)	MONTH 06/30/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
	TOTAL REVENUES	211,101.00		296,096.12		5,595.30		(84,995.12)	140.26
	TOTAL EXPENDITURES	269,884.00		228,811.11		19,801.24		41,072.89	84.78
	NET OF REVENUES & EXPENDITURES	(58,783.00)		67,285.01		(14,205.94)		(126,068.01)	114.46

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2023	MONTH 06/30/2023	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-583.000	Local Grants	82,349.00	86,682.78	0.00	(4,333.78)	105.26
247-000-665.000	Interest Earnings - Investments	150.00	2,361.97	353.57	(2,211.97)	1,574.65
TOTAL REVENUES		82,499.00	89,044.75	353.57	(6,545.75)	107.93
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	48,562.00	45,438.43	3,181.64	3,123.57	93.57
247-443-704.001	Wages - Part Time Employees	166.00	406.20	43.22	(240.20)	244.70
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,627.00	3,308.33	233.56	318.67	91.21
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	762.08	70.00	92.92	89.13
247-443-716.000	Retirement - Defined Contribution 401a	2,538.00	2,229.24	118.09	308.76	87.83
247-443-718.001	Health Insurance Premiums - Current EE	6,719.00	5,763.47	381.96	955.53	85.78
247-443-718.013	Health Insurance - HSA - Employer Paid	1,968.00	1,442.51	107.24	525.49	73.30
247-443-725.001	Fringe Benefit - Life Insurance	22.00	16.19	0.42	5.81	73.59
247-443-725.010	Workers Comp Insurance	242.00	167.79	0.00	74.21	69.33
247-443-801.013	Professional Services - Attorney	1,000.00	1,044.50	0.00	(44.50)	104.45
247-443-801.030	Professional Services - Auditor	71.00	70.82	0.00	0.18	99.75
247-443-931.000	Outside Services (RMLB)	500.00	830.00	0.00	(330.00)	166.00
247-443-935.001	Property Liability Insurance	435.00	127.42	0.00	307.58	29.29
247-443-940.000	Rentals - Equipment	1,500.00	1,013.46	41.59	486.54	67.56
247-443-948.000	Computer Services	0.00	6.53	0.00	(6.53)	100.00
247-443-955.000	Miscellaneous Expense	500.00	0.00	0.00	500.00	0.00
247-443-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
TOTAL EXPENDITURES		69,005.00	62,626.97	4,177.72	6,378.03	90.76
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		82,499.00	89,044.75	353.57	(6,545.75)	107.93
TOTAL EXPENDITURES		69,005.00	62,626.97	4,177.72	6,378.03	90.76
NET OF REVENUES & EXPENDITURES		13,494.00	26,417.78	(3,824.15)	(12,923.78)	195.77

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2023 (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	29,290.00	29,290.21	0.00	(0.21)	100.00
248-000-404.031	Captured Tax Real - DDA - Library	5,307.00	5,306.83	0.00	0.17	100.00
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,383.00	2,383.18	0.00	(0.18)	100.01
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,383.00	2,383.18	0.00	(0.18)	100.01
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,098.00	3,098.21	0.00	(0.21)	100.01
248-000-404.045	Captured Tax Real - DDA - County Taxes	16,518.00	16,558.67	0.00	(40.67)	100.25
248-000-413.060	Captured Tax Pers - City Tax	1,974.00	1,974.15	0.00	(0.15)	100.01
248-000-413.061	Captured Tax Pers - Library	358.00	357.63	0.00	0.37	99.90
248-000-413.062	Captured Tax Pers - Capital Improvement	161.00	160.65	0.00	0.35	99.78
248-000-413.063	Captured Tax Pers - Fire Reserve	161.00	160.65	0.00	0.35	99.78
248-000-413.064	Captured Tax Pers - Solid Waste	209.00	208.84	0.00	0.16	99.92
248-000-413.065	Captured Tax Pers - County Taxes	1,113.00	1,115.93	0.00	(2.93)	100.26
248-000-583.000	Local Grants	6,835.00	7,194.59	0.00	(359.59)	105.26
248-000-642.001	Sales of Merchandise - DDA	0.00	75.61	0.00	(75.61)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	2,200.00	4,958.12	598.46	(2,758.12)	225.37
248-000-654.102	Special Event Revenues - DDA	300.00	1,625.00	0.00	(1,325.00)	541.67
248-000-654.103	Donations - Movies In the Park - DDA	0.00	1,650.00	0.00	(1,650.00)	100.00
248-000-665.000	Interest Earnings - Investments	156.00	2,120.04	269.58	(1,964.04)	1,359.00
248-000-684.000	Miscellaneous Revenue	0.00	160.00	150.00	(160.00)	100.00
TOTAL REVENUES		72,446.00	80,781.49	1,018.04	(8,335.49)	111.51
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	18,899.00	17,177.35	1,373.65	1,721.65	90.89
248-443-704.001	Wages - Part Time Employees	458.00	0.00	0.00	458.00	0.00
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,408.00	1,165.20	93.16	242.80	82.76
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	60.00	77.54	7.49	(17.54)	129.23
248-443-716.000	Retirement - Defined Contribution 401a	126.00	14.41	1.55	111.59	11.44
248-443-718.001	Health Insurance Premiums - Current EE	3,160.00	3,155.67	257.48	4.33	99.86
248-443-718.013	Health Insurance - HSA - Employer Paid	864.00	711.96	60.52	152.04	82.40
248-443-723.001	Retiree Health Care - OPEB	79.00	79.30	6.59	(0.30)	100.38
248-443-725.001	Fringe Benefit - Life Insurance	1.00	0.71	0.05	0.29	71.00
248-443-725.010	Workers Comp Insurance	69.00	47.05	0.00	21.95	68.19
248-443-775.000	Supplies - Repairs and Maintenance	50.00	59.98	0.00	(9.98)	119.96
248-443-801.030	Professional Services - Auditor	71.00	70.82	0.00	0.18	99.75
248-443-851.000	Postage	100.00	44.22	0.00	55.78	44.22
248-443-900.000	Printing and Publishing	1,800.00	999.41	0.00	800.59	55.52
248-443-931.000	Outside Services (RMLB)	200.00	861.50	0.00	(661.50)	430.75
248-443-935.001	Property Liability Insurance	669.00	195.97	0.00	473.03	29.29
248-443-948.000	Computer Services	50.00	13.07	0.00	36.93	26.14
248-443-955.000	Miscellaneous Expense	400.00	450.56	0.00	(50.56)	112.64
248-443-960.000	Education & Training - Professional	200.00	17.85	17.85	182.15	8.93
248-443-962.000	Memberships & Dues	1,930.00	600.00	0.00	1,330.00	31.09
248-775-880.021	Community Promotion - Special Events	2,850.00	3,220.04	0.00	(370.04)	112.98
248-775-881.022	Farmers Market Costs - DDA	850.00	1,172.47	0.00	(322.47)	137.94
248-775-881.036	Movies in the Park Costs - DDA	700.00	0.00	0.00	700.00	0.00
248-900-971.000	Capital Purchase	15,000.00	12,013.91	0.00	2,986.09	80.09
248-905-991.001	Debt Service - Principal -Interfund Loan	24,159.00	24,159.00	2,013.25	0.00	100.00
248-905-993.001	Debt Service - Interest - Interfund Loan	242.00	242.00	20.13	0.00	100.00
TOTAL EXPENDITURES		74,395.00	66,549.99	3,851.72	7,845.01	89.45

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	06/30/2023 (ABNORMAL)	MONTH 06/30/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
	TOTAL REVENUES	72,446.00		80,781.49		1,018.04		(8,335.49)	111.51
	TOTAL EXPENDITURES	74,395.00		66,549.99		3,851.72		7,845.01	89.45
	NET OF REVENUES & EXPENDITURES	(1,949.00)		14,231.50		(2,833.68)		(16,180.50)	730.19
	TOTAL REVENUES - ALL FUNDS	366,046.00		465,922.36		6,966.91		(99,876.36)	127.29
	TOTAL EXPENDITURES - ALL FUNDS	413,284.00		357,988.07		27,830.68		55,295.93	86.62
	NET OF REVENUES & EXPENDITURES	(47,238.00)		107,934.29		(20,863.77)		(155,172.29)	228.49

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 06/30/2023
 % Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	06/30/2023	MONTH 06/30/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	46,001.00	46,021.45	0.00	(20.45)	100.04
D08	Interest and rentals	100.00	5,310.67	595.30	(5,210.67)	5,310.67
D09	Other	80,000.00	144,000.00	0.00	(64,000.00)	180.00
05	Transfer in	60,000.00	60,000.00	5,000.00	0.00	100.00
UNCLASSIFIED	Unclassified	25,000.00	40,764.00	0.00	(15,764.00)	163.06
TOTAL REVENUES		211,101.00	296,096.12	5,595.30	(84,995.12)	140.26
Expenditures						
443	PUBLIC WORKS	203,260.00	155,979.76	23,415.94	47,280.24	76.74
900	CAPITAL OUTLAY	0.00	11,206.76	0.00	(11,206.76)	100.00
905	DEBT SERVICE	16,624.00	16,624.59	1,385.30	(0.59)	100.00
965	TRANSFERS TO OTHER FUNDS	50,000.00	45,000.00	(5,000.00)	5,000.00	90.00
TOTAL EXPENDITURES		269,884.00	228,811.11	19,801.24	41,072.89	84.78
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		211,101.00	296,096.12	5,595.30	(84,995.12)	140.26
TOTAL EXPENDITURES		269,884.00	228,811.11	19,801.24	41,072.89	84.78
NET OF REVENUES & EXPENDITURES		(58,783.00)	67,285.01	(14,205.94)	(126,068.01)	114.46

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 06/30/2023
 % Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2023	MONTH 06/30/2023	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D08	Interest and rentals	150.00	2,361.97	353.57	(2,211.97)	1,574.65
D04	State grants	82,349.00	86,682.78	0.00	(4,333.78)	105.26
TOTAL REVENUES		82,499.00	89,044.75	353.57	(6,545.75)	107.93
Expenditures						
443	PUBLIC WORKS	69,005.00	62,626.97	4,177.72	6,378.03	90.76
TOTAL EXPENDITURES		69,005.00	62,626.97	4,177.72	6,378.03	90.76
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		82,499.00	89,044.75	353.57	(6,545.75)	107.93
TOTAL EXPENDITURES		69,005.00	62,626.97	4,177.72	6,378.03	90.76
NET OF REVENUES & EXPENDITURES		13,494.00	26,417.78	(3,824.15)	(12,923.78)	195.77

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 100.00

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	62,955.00	62,998.13	0.00	(43.13)	100.07
D08	Interest and rentals	156.00	2,120.04	269.58	(1,964.04)	1,359.00
D09	Other	0.00	160.00	150.00	(160.00)	100.00
D04	State grants	6,835.00	7,194.59	0.00	(359.59)	105.26
UNCLASSIFIED	Unclassified	2,500.00	8,308.73	598.46	(5,808.73)	332.35
TOTAL REVENUES		72,446.00	80,781.49	1,018.04	(8,335.49)	111.51
Expenditures						
443	PUBLIC WORKS	30,594.00	25,742.57	1,818.34	4,851.43	84.14
775	SPECIAL EVENTS	4,400.00	4,392.51	0.00	7.49	99.83
900	CAPITAL OUTLAY	15,000.00	12,013.91	0.00	2,986.09	80.09
905	DEBT SERVICE	24,401.00	24,401.00	2,033.38	0.00	100.00
TOTAL EXPENDITURES		74,395.00	66,549.99	3,851.72	7,845.01	89.45
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		72,446.00	80,781.49	1,018.04	(8,335.49)	111.51
TOTAL EXPENDITURES		74,395.00	66,549.99	3,851.72	7,845.01	89.45
NET OF REVENUES & EXPENDITURES		(1,949.00)	14,231.50	(2,833.68)	(16,180.50)	730.19
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		366,046.00	465,922.36	6,966.91	(99,876.36)	127.29
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		413,284.00	357,988.07	27,830.68	55,295.93	86.62
NET OF REVENUES & EXPENDITURES		(47,238.00)	107,934.29	(20,863.77)	(155,172.29)	228.49

AGENDA ITEMS

7. **BRA Action Items:**

A. Recommended Action: Update given on the Lead Abatement project

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for June in the amount of \$ 19,529.35

8. **DDA Action Items:**

A. Recommended Action: Update/discussion on the Progress of Rental Rehab

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for June in the amount of \$ 447.39

9. **TIFA Action Items:**

A Recommended Action: Update given on Industrial Property Sale

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for June in the amount of \$517.74

A reminder of Upcoming Meetings/Events:

- July 13 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- July 18 – Food Truck Rally 5-7:30 pm/ Fannie Pell Park
- July 19 - Planning Commission – 6:30 p.m. /Council Chambers
- July 24 – City Council Meeting at 7:00 p.m./ Council Chambers