

City of Plainwell

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



“The Island City”

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

AGENDA DDA/TIFA/BRA City Hall Conference Room January 10, 2017 7:30 AM

**This meeting will be held upstairs in the
Conference Room of the City Administration offices.**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 12/13/16 Meeting Minutes**
5. **General Public**
6. **Chairman’s Reports**

7. **BRA Action Items**
 - A. Accounts Payable for December of \$1,333.02
8. **DDA Action Items**
 - A. Accounts Payable for December of \$1,143.20
 - B. Revolving Loan for the Plainwell Diner - \$10,000
9. **TIFA Action Items**
 - A. Accounts Payable December of \$764.24

10. **Communications:** 11/28/16 and 12/12/16 Council Minutes. Also the Financial Report/Summary as of 12/30/16.
11. **Public Comments**
12. **Staff Comments**
 - A. Dumpster updates for the rear lot on the North East corner
 - B. Event Updates: Art Hop; Movies
13. **Member Comments**
14. **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

**AGENDA
ITEMS**

7. BRA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the BRA payables for December in the amount of \$1,333.02

8. DDA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the DDA payables for December in the amount of \$1,143.20

B. Recommended Action: Consider approve a \$10,000 Revolving Loan to Barb and Gary Bachtel for renovation of 138 & 142 S. Main St.

9. TIFA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the TIFA payables for December in the amount of \$764.24

Minutes
Plainwell DDA, BRA and TIFA:

December 13, 2016

1. Call to Order - Meeting called to order at 7:35 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Nick Larabel, Jim Turley, Erik Wilson, EJ Hart, Adam Hopkins, Paul Rizzo, Zelda Schippers, Tracee Dunlop,
Excused: Mayor Rick Brooks
4. Approval of Minutes of 10/13/16 and 11/08/16. Minor changes to the Oct. 11 and Nov. 8 minutes approved with these changes.
5. General Public: - None
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for November of \$649.90 was made by Turley and seconded by Dunlop. Motion carried.**
8. DDA Action Items -
 - A. **Motion to accept accounts payable for the month of November of \$2,586.36 was made by Larabel and seconded by Turley. Motion carried.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for the month of November of \$597.41 and was made by Hart and seconded by Schippers. Motion carried.**
10. Communications:

10/24/16 and 11/14/16 Council Minutes and Financial Report/summary as of 11/30/16 was approved and placed on file.
11. Public Comments: None
12. Staff Comments:

Business Updates- Sweetwater's Concept Plan, Road discussion, Landscape Issue: NW parking lot **Motion to support the addition of signage and speed bumps that was voted on at the City Council meeting (12/12/16) was made by Larabel and seconded by Hart.**

Dumpster Issues in NE parking lot. Dumpster needs to be moved – **A motioned to move the dumpster across Anderson St. in the NE corner of the parking lot as well as, the city continue to pursue taking ownership of the trash by billing each business through sewer/utility bills or placed on taxes for collection of non-payments. Motion was made by Larabel and seconded by Turley.**

Event Updates – Golden Tickets are now circulating
13. Member Comments: None
14. Adjournment: **A Motion by Turley supported by Rizzo to adjourn the meeting at 8:45 a.m. was made and passed.**

Submitted by Denise Siegel, Economic Development Manager

01/04/2017

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 12/01/2016 - 12/31/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance	PRIORITY HEALTH	JANUARY 2017 HEALTH PREMIUM	554.40	10346
443-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	JAN 2017 HEALTH INS	325.37	10323
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INS. CO	JAN 2017 LIFE INSURANCE	2.82	10339
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES INC	2016-11 DPW UNIFORM/RUGS/MISC	3.80	10265
443-000-850.000	Communications	VERIZON	10/24/16 - 11/23/16 CELL PHONE BILLS	(0.01)	10222
443-000-850.000	Communications	PNC BANK (CREDIT CARD)	NOV 2016 STATEMENT	19.99	1031
443-000-930.000	Repair/Maint. (Outside)	HONEYTREE ARBORIST SERVICES	DEC 2016 CITY HALL/GAZEBO/MILL & CLOCK	425.00	10298
443-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	NOVEMBER 2016 COMPUTER SUPPORT	1.65	10255
		Total For Dept 000 OPERATIONS		<u>1,333.02</u>	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTH - BRA		<u>1,333.02</u>	
		Fund Totals:			
			Fund 443 - BRA	1,333.02	
			Total For All Funds:	<u>1,333.02</u>	

01/04/2017

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 12/01/2016 - 12/31/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DDA FUND					
Dept 000 OPERATIONS					
494-000-715.010	Health Insurance	PRIORITY HEALTH	JANUARY 2017 HEALTH PREMIUM	245.81	10346
494-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	JAN 2017 HEALTH INS	21.56	10323
494-000-900.000	Printing & Publishing	SHOPPERS GUIDE INC	NOV 2016 FRM MKT/LEAF/ORN/GOLD TKTS	310.00	10219
494-000-900.000	Printing & Publishing	KAECELE PUBLICATIONS INC	NOV 2016 DDA ADS	317.20	10228
494-000-930.000	Rep & Maint Outside Servi	BORGESS MEDICAL CENTER	PHYSICAL 11/29/16	58.00	10313
494-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	NOVEMBER 2016 COMPUTER SUPPORT	1.65	10255
494-000-956.000	Miscellaneous	PNC BANK (CREDIT CARD)	NOV 2016 STATEMENT	183.00	1031
494-000-957.022	DDA Farmers Market Expense	PNC BANK (CREDIT CARD)	NOV 2016 STATEMENT	5.98	1031
		Total For Dept 000 OPERATIONS		<u>1,143.20</u>	
		Total For Fund 494 DDA FUND		<u>1,143.20</u>	
		Fund Totals:			
			Fund 494 DDA FUND	1,143.20	
			Total For All Funds:	<u>1,143.20</u>	



CITY OF PLAINWELL

Small Business Revolving Loan Fund Guidelines

Part II

APPLICATION CHECK LIST - Plainwell Diner Owner(s)

All interested parties who wish to apply for the Small Business Revolving Loan Fund will submit a completed application packet to the City of Plainwell including an application fee, that varies from \$100-\$300. The application materials to be considered will include the following:

- A Small Business Revolving Loan application can be obtained from the City of Plainwell, Downtown/Economic Development Manager's Office, 211 North Main Street, Plainwell, MI 49080 (269) 685-6821.
- A detailed plan illustrating the proposed improvements.
- A construction schedule, from start to finish, must be submitted with the application. Remember that all required permits must be acquired before the start of construction!
- A detailed break out of all costs, including a signed estimate from a qualified contractor.
- Proof that all real and personal property taxes are paid and current.
- Proof of insurance on the property.
- Collateral for the amount of the requested loan funds.
- Application fee - \$100 - \$300 varies due to type of collateral *per.*



**MICHIGAN
GAS UTILITIES**

INVOICE

Date: 7/15/2016

Work Location: 142 S Main
Plainwell, MI

Billing Address: 317 Moonpie Mountain LLC
142 S Main
Plainwell, MI 49080-1635

WR #: 2274175 0508320617/01

Work Description: RELOCATE SERVICE/METER

Cost: \$400.00

- It will be the responsibility of the customer to remove any landscaping in the area Michigan Gas Utilities will be working prior to the work being started. It is also the responsibility of the customer to replace the landscaping once the work is completed.
- All customer fuel line installation will be the responsibility of the customer to tie in and have inspected.
- All underground facilities that are customer owned will have to be marked or uncovered prior to the start of work, by the property owner.
- Any customer owned facilities that are not marked and damaged will be the responsibility of the customer to repair or have repaired.
- Michigan Gas Utilities will not be liable for the cost of repairs or pay for repairs.
- Any blacktop and or concrete that will have to be removed will be the customers' responsibility to replace at their cost.
- Michigan Gas Utilities is not liable for replacement cost.
- This invoice cost is good for thirty days from the date on this invoice.
- Prior to any jobs being scheduled, payment and signed invoice must be received.
- During construction season, delays can occur and be six to eight weeks. Plan to allow ample time to avoid scheduling delays.

If you have any questions or need additional assistance, feel free to call Glenn Minto at 269-692-6352

I have read and understand the above statements.

Signed _____ Date _____

Please send a copy of this invoice with payment to:

Michigan Gas Utilities
1708 Eaton Drive
Grand Haven, MI 49417
Attention: Laura Rosinski

Thank you for choosing Natural Gas for your Energy Needs!

Mark Bemis
269-217-8691

Contractors Invoice

WORK PERFORMED AT:

TO: Barb Bechtel
Barbed Wire Gate
140 S. Main St
Plainwell MI 49080

DATE: _____ YOUR WORK ORDER NO. _____ OUR BID NO. _____

DESCRIPTION OF WORK PERFORMED

Site prep - Excavation

Concrete

Footing - 8" x 16" w/ 2 #4 rebar
3000 PSI

Wall - 8" x 42" w/ 3 #4 rebar horizontal/
3000 PSI Vertical 6' on C

Floor - 4" thick on 4" compacted
5.5 sack sand w/ 6mil moisture barrier

Plumbing - Underground

2 bath room Rough in per Print

Back fill to existing
grade and all material
will be removed from
site

Start to finish 1-2 weeks (Weather Permitting)

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of Nine thousand Three hundred forty Dollars (\$ 9340⁰⁰).

This is a Partial Full invoice due and payable by: _____

in accordance with our Agreement Proposal No. _____ Dated _____

**City of Plainwell Small Business Revolving Loan Fund
Loan Application**

General Information

Name of Business: BARBED WIRE CAFE
 Address of Business: 138, 142 (to be 140) South MAIN
 Company Representative & Title: BARBARA G. BECHTEL CO. OWNER
 Telephone: 209 342-6544 Fax: ↓
 Project Address: 140 S. MAIN
 → Tax Identification Number: _____
 Duns Number: _____

Business Form

Public Corporation
 Private Corporation
 S-Corporation
 LLC
 Partnership - MAY 2016
 Sole-Proprietorship
 Date Established _____

Is the business a subsidiary directly affiliated with any other organization?
 Yes No If Yes, indicate relationship and name of related organization.

Professional Assistance

Bank & Contact: Wells Fargo - Greg Seiler - 209) 323-4841
 Address & Telephone: _____
 Accountant & Contact: _____
 Address & Telephone: _____
 Legal Counsel & Contact: VICKI BAUER
 Address & Telephone: 685-6883

Ownership

If privately held, identify all holders of outstanding stock.

Name	SSN	Address	% Ownership
<u>BARB BECHTEL</u>	<u>380-52-4394</u>	<u>6170 DOUGLAS</u>	<u>50%</u>
<u>GARY BECHTEL</u>	<u>384-80-370</u>	<u>"</u>	<u>"</u>

Indebtedness

Furnish the following information on all installment debts, contracts, capital leases, notes and mortgages payable.

To Whom Payable	Original Date	Original Amount	Present Balance	Maturity Date	Rate of Interest	Monthly Payment	Current or Delinquent
<u>Ø</u>	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

of this application, may disqualify me and my firm from consideration for a loan from the City of Plainwell's Revolving Loan Fund. You are authorized to check the credit and employment history of the owners of my firm to assure the credit qualification of the owners and the firm. I understand that you will retain this information whether or not this application is approved. My firm and I also understand that the City of Plainwell does not guarantee in any way that this financing will be secured.

Burlap Beetles
Signature
CO OWNER
Name & Title

BARBED WIRE CAFE
Name of Business
12-14-16
Date

Employment

Existing employees in City of Plainwell: Full Time 1 Part Time 1
 New employees in City of Plainwell*: Full Time 6 Part Time 12
 * expected in 2 years following loan

	# of new employees	Hourly wage/salary
Managerial	<u>1</u>	<u>10-12</u>
Professional	<u></u>	<u></u>
Skilled Labor	<u></u>	<u></u>
Unskilled Labor	<u>10-20</u>	<u>10-15</u>
Clerical	<u></u>	<u></u>

Federal resources may be used to fund your loan. The following information is requested by the Federal Government to insure that all Federal programs are accessible to all individuals or businesses. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender may not discriminate either on the basis of this information, or on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check more than one designation. If you do not furnish ethnicity, race, or sex, this lender may note the information on the basis of visual observation and surname if you have made this application in person. If you do not wish to furnish the information, please check the box below.

I do not wish to furnish this information

Sex: Female Male Ethnicity: Hispanic or Latino
 Not Hispanic or Latino Race: African American Puerto Rican Native American
 Hispanic Eskimo or Aleut Asian Caucasian Multi Group

GART

The City of Plainwell is an EQUAL CREDIT OPPORTUNITY LENDER and will not discriminate in providing services to individuals on the basis of race, color, religion, sex, national origin, age, marital status, family status, or physical or mental disability.

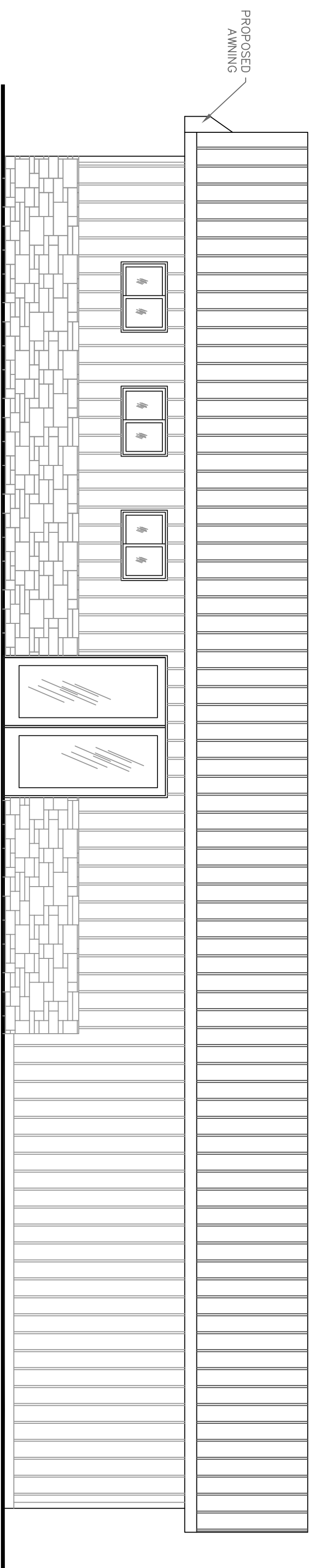
Project Costs

Real Property Acquisition	\$ <u>21,500</u>
Building Construction/Renovation	\$ <u>80,000</u>
Leasehold Improvements	\$ <u></u>
Machinery & Equipment	\$ <u>15,000</u>
Public Infrastructure Improvements	\$ <u>5,000</u>
Furniture & Fixtures	\$ <u>3,000</u>
Working Capital	\$ <u></u>
Other <u>MISC</u>	\$ <u>2,000</u>
Total Project Costs	\$ <u></u>
Less: Equity/Company Participation	\$ <u></u>
Total Financing Needed	\$ <u>10,000</u>

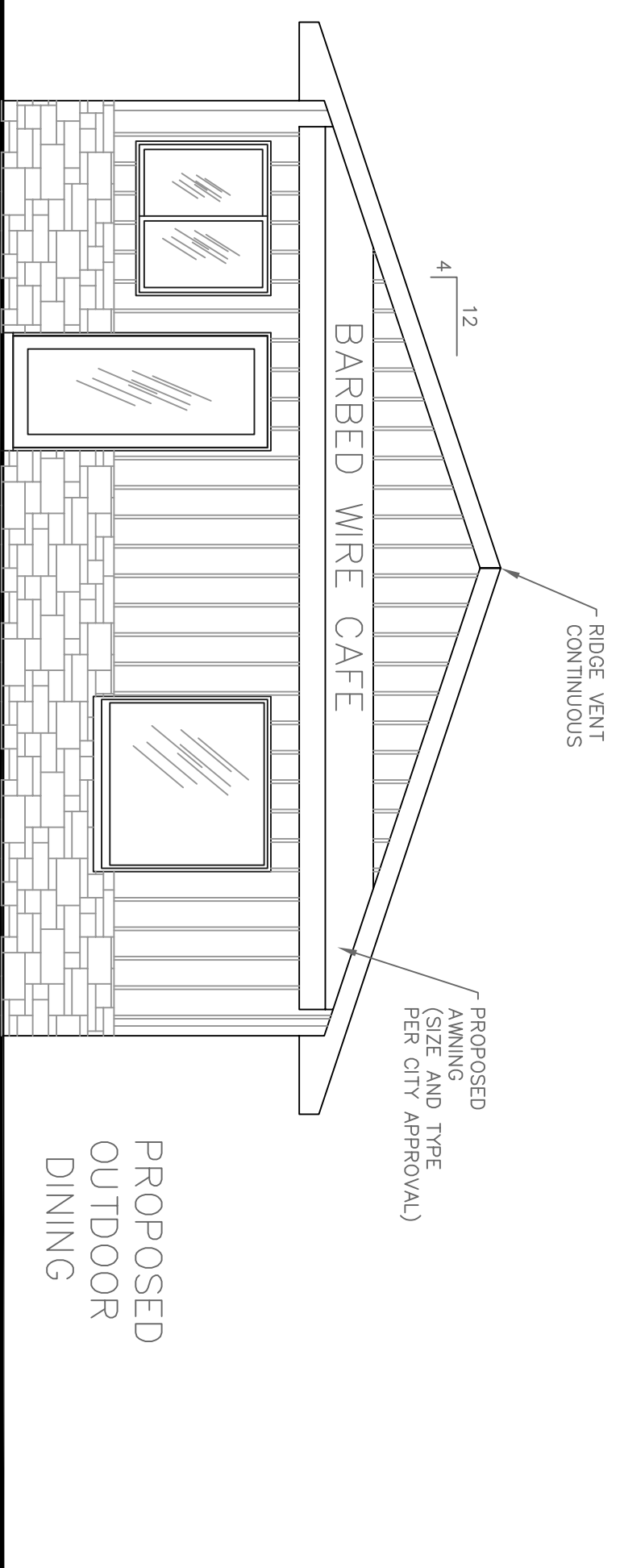
see concrete & Michigan Bid

Certification

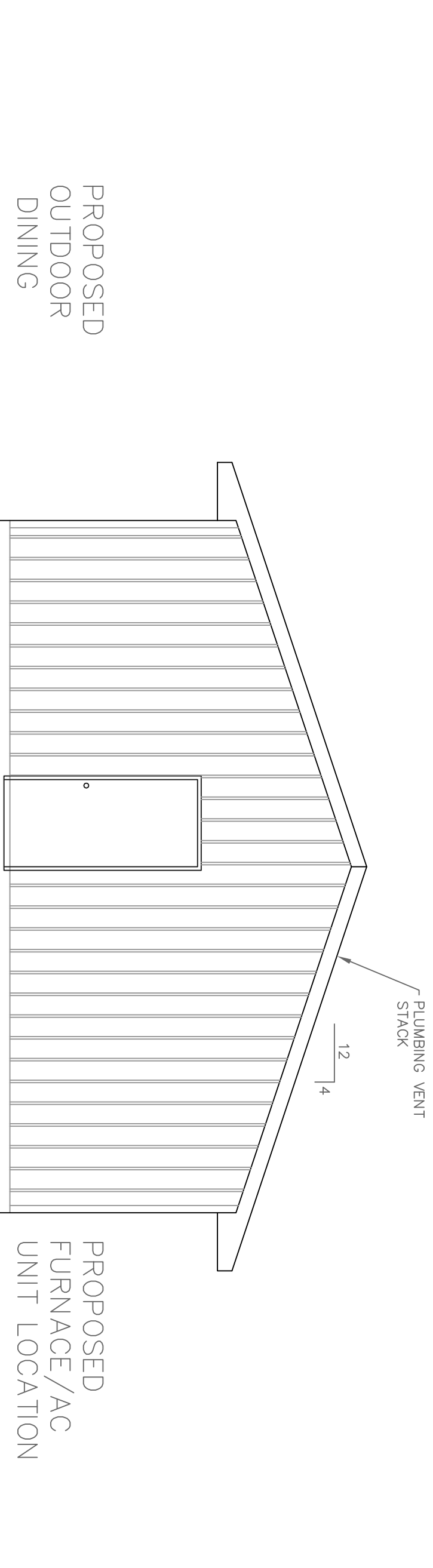
I certify that all information in this application and all information furnished in support of this application are true and complete to the best of my knowledge and belief. I understand that you will rely on this information in deciding whether to grant credit to me or my firm. I understand that any false statement in this application, or in information furnished in support



RIGHT ELEVATION



FRONT ELEVATION



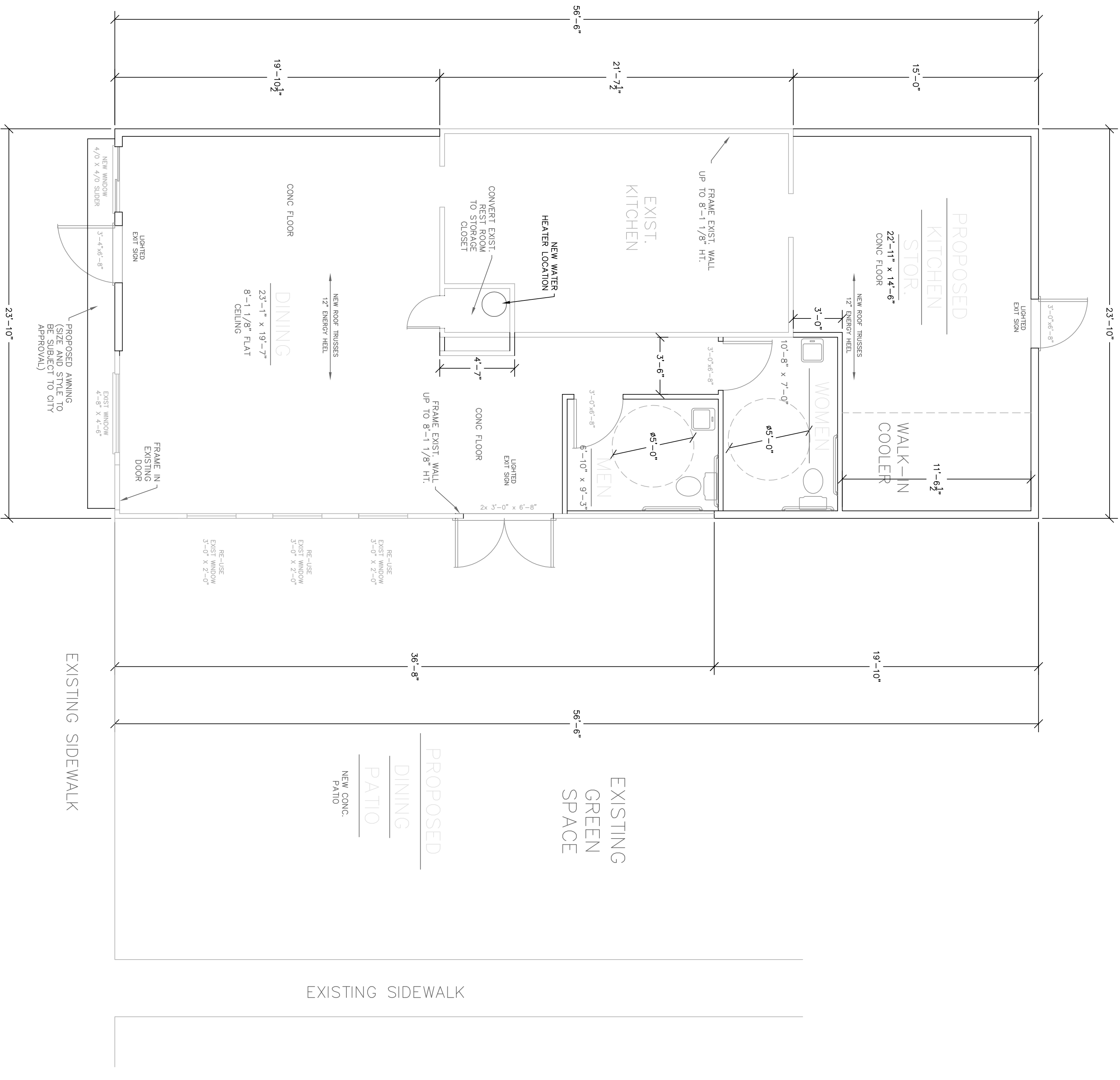
REAR ELEVATION

BARBED WIRE CAFE
 140 S. MAIN ST.
 PLAINWELL, MI 49080

NOTICE: This report, plan and/or specification, specification, etc., and the conditions are part of a contract. It is the responsibility of the contractor to verify all dimensions before proceeding with construction. ***** This drawing and design is the copyrighted property of ROB'S DESIGN'S *****

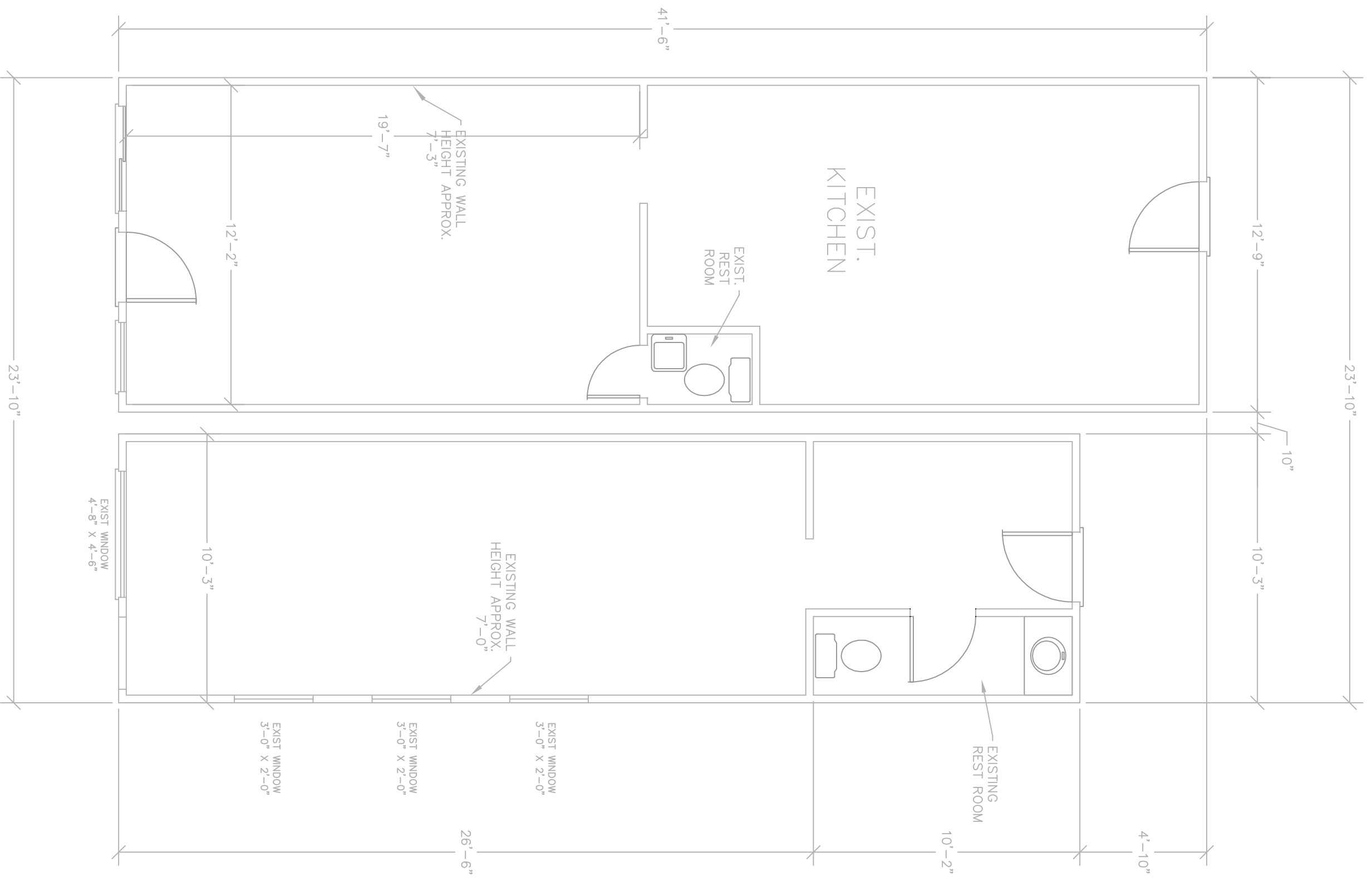
ROB'S DESIGN'S
 PLAINWELL, MI 49080
 (519)538-1420

SCALE: 1/4" = 1'	DRAWN BY: ROB	DRAWING NUMBER:
DATE: 10/01/16	REVISED: 10/12/16	DINNERF
ADDITION TO EXIST. BUILDING		
BARBED WIRE CAFE		SHT. 1 OF 2



PROPOSED FLOOR PLAN

EXISTING
NEW



EXISTING FLOOR PLAN

Xcel & Handicap/Noah

NOTES:

1. UNLESS OTHERWISE NOTED ALL WINDOW AND DOOR FILERS TO BE AT LEAST DOUBLE 2 X 12'S WITH 1/2" PLYWOOD RESISTANT SURFACES
 2. ALL FLOORS AND LINES OF EGRESS TO HAVE SLIP RESISTANT SURFACES
 3. ALL MEANS OF EGRESS DOORS: HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPENING DEVICES SHALL BE IN A MAXIMUM REACH RANGE AND SHALL NOT REQUIRE TIGHT GRASPING, TIGHT PINCHING OR TWISTING OF THE WRIST TO OPERATE
 4. FASTENERS FOR PRESERVATIVE TREATED WOOD SHALL BE OF HOT-DIPPED, ZINC-COATED GALVANIZED, STAINLESS STEEL, ALUMINUM, COPPER OR OTHER CORROSION-RESISTANT MATERIAL
 5. FIRE BLOCKING REQUIRED ON ALL OVERHANGS NOT TO EXCEED 20' INTERVALS
 6. ALL EXIT DOORS TO BE EQUIPPED WITH LIGHTED EXIT SIGNS
- EACH ATTIC AREA TO HAVE A MIN. ACCESS OPENING OF 22' X 30'
- VENTILATION RATE TO BE 1 SQ.FT. OF VENTILATION FOR EVERY 150 SQ.FT. OF ATTIC AREA WHEN BOTH SOFTIE AND RIDGE VENTS ARE INSTALLED.
- EACH ATTIC AREA TO BE A MAXIMUM OF 3,000# SQ.FT. DRAFTSTOP IN ATTIC AREA CONSISTING OF 1 LAYER OF 1/2" DICK OR 1/2" OSB CONTIGUOUS FROM CEILING TO ROOF DECK
- ALL DOORS AND HARDWARE MUST MEET MFC (1008.1.8 TO 1008.1.10.2) AND ANSI (309.4 & 404.2.7).
- UNSEX RESTROOM MUST BE SECURED IN ACCORDANCE WITH MFC (1109.2.11.7)
- WATER CLOSET TO MEET ANSI (604.2)
- ALL EXPOSED PIPES AND SURFACES MEET ANSI (606.6)
- RESTROOM FLOORS SHALL MEET ICC/ANSI (703.3.7)
- RESTROOM FLOORS AND WALLS MUST MEET MFC (201.1 & 210.2) CONSTRUCTION TYPE 5B

BARBED WIRE CAFE
140 S. MAIN ST.
PLAINWELL, MI 49080

ROB'S DESIGNS

PLAINWELL, MI 49080
(269)806-1645

SCALE: 1/4" = 1'	DRAWN BY: ROB	CHECKED BY: NADIERE
DATE: 9/16/16	REVISED: 10/12/16	DINNER1
ADDITION TO EXIST. BUILDING		
BARBED WIRE CAFE		
SHEET 2 OF 2		



City of Plainwell – Zoning Permit Application

Rev: 2/2010

Fee: \$5.00 / Additional review fees may be imposed

Date: 11/14/16

1385 main

Permit #: 16-030

Address of Project: 142 S. Main and 140 S. Main St.

Parcel ID Number: 5-904-022-00

Owner: GARY & Barb Taylor Becktel

Contractor: Rob's Designs

Owner's Address: 142 S. Main St.

Contractor Address: Plainwell MI 49080

Owner's Phone Number: (269) 225-1010

Contractor Phone Number: 269-806-1845

Work to be done (please check all that apply):

- New Building Construction
- Building Demolition
- Fence
- Other (please describe):

- Existing Building Addition/Alteration
- Moving a Building
- Sign

Zoning District of this property (check):

- Single Family Residential (R-1A)
- Single and Two Family Residential (R-1C)
- Planned Mobile Home (R-MH)
- Planned Unit Development (PUD)
- Central Business (CBD)
- Community Service (C-S)
- General Manufacturing (M-2)

- Single Family Residential (R-1B)
- Multi-Family Residential (R-2)
- Local Commercial (C-1)
- General Commercial (C-2)
- Service Business (SB)
- Restricted Manufacturing (M-1)

General Description of Project (use back of page if necessary):

Double the existing seating capacity under roof of Diner

Will the work performed in this application change the Use of this property? x Yes (x) No

Total Cost of Project: 100K

After project is complete, the setbacks established will be (if applicable):

Front: ___ ft. Back: ___ ft. Side: ___ ft. Side ___ ft.

Does this project involve a (check one): ___ Non-conforming use ___ Non-conforming structure ___ N/A

Is this a home occupation? If so what kind _____

Any type of special equipment use? ___ Electrical ___ Plumbing

Is this project consistent with the Master Plan x yes ___ no If no please explain on back.

Will this project result in an increase in off-street parking? ___ yes x no

I understand that before the issuance of a building permit, I must have an approved Zoning Permit Application. Additionally, the UNDERSIGNED affirms that he/she/they is (are) the owner of subject property authorized to represent the interests of all property owners involved in this application and that the answers and statements herein contained and all maps, plans, and other information herewith submitted and attached are in all respects true to the best of his/her/their knowledge and belief. Additionally, the UNDERSIGNED acknowledges they have received or have been made available all applicable Ordinances relevant to said project, and further, will comply with said Ordinances.

Signature of Applicant(s): [Handwritten Signature]

Date of Signature(s): 11/14/16

Office Use Only

Approved: ___ Denied: ___

Signature and Date of Zoning Administrator (or designate): _____

Remarks:

Adding 2 ADA COMPLIANT BATHROOMS EMPLOYEES UP TO 12 ALSO EXPANDED HOURS INCLUDING LUNCH FREE FAMILY DINING

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Dept 000 OPERATIONS					
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450-000-715.015	Life Insurance	MADISON NATIONAL LIFE INS. CO	JAN 2017 LIFE INSURANCE	0.87	10339
450-000-850.000	Communications	VERIZON	10/24/16 - 11/23/16 CELL PHONE BILLS	(0.01)	10222
450-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	NOVEMBER 2016 COMPUTER SUPPORT	1.65	10255
		Total For Dept 000 OPERATIONS		764.24	
		Total For Fund 450 INDUSTRIAL PARK - TIFA		764.24	
		Fund Totals:			
			Fund 450 INDUST PARK TIFA	764.24	
			Total For All Funds:	764.24	

MINUTES
Plainwell City Council
November 28, 2016

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church offered condolences for Noreen Farmer's passing and gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Overhuel, Councilman Keeler, Councilman Keeney and Councilwoman Steele. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 11/14/2016 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Mayor Brooks turned the meeting over to Deputy Clerk Brian Kelley at 7:02pm, who congratulated Lori Steele and Todd Overhuel for being re-elected to the Plainwell City Council. Oaths of Office were administered to both.
7. Deputy Clerk Kelley stated that the offices of Mayor and Mayor Pro-tem were slated to election. He opened the floor for nominations for both offices.
A motion by Keeney, supported by Keeler, to nominate Richard Brooks as Mayor. With no further nominations, Deputy Clerk Kelley took a voice vote with all in favor to elect Richard Brooks as Mayor, passed.

A motion by Keeney, supported by Overhuel, to nominate Lori Steele as Mayor Pro-Tem. With no further nominations, Deputy Clerk Kelley took a voice vote with all in favor to elect Lori Steele as Mayor Pro-Tem, passed.

Deputy Clerk Kelley turned the meeting back over to Mayor Brooks at 7:06pm.
8. General Public / County Commissioner:
Chief Bomar recognized Joy Sausaman for 15 years of service. He listed many of the duties Joy performs and has performed over her career thus far. She provides many support functions to the Plainwell Public Safety Department as well as other related organizations and is the main "go-to" for the department. City Manager Wilson echoed the positive sentiments.

Superintendent Updike recognized Aaron Bird for his 10 years of service. Aaron is a versatile worker with many skills from welding to repairs to flat-work. He is always in motion and works hard for whatever task is at hand.
9. Agenda Amendments: None.
10. Mayor's Report: Go Broncos!
11. Recommendations and Reports:
 - A. City Manager Wilson presented three (3) amended job descriptions to reflect what has been shifted as a result of Noreen Farmer's retirement. The election management and record retention duties are included in the Clerk/Treasurer combined job description, most of the planning responsibilities are included in the new Community Development Manager job description, which will be Denise Siegel's position, and some administrative and tracking duties are included in the new Senior Office Clerk job description, which will be Shirley Wilfinger's and Cheryl Pickett's new job title.
A motion by Steele, supported by Keeler, to approve the amended job descriptions as presented. On a voice vote, all in favor. Motion passed.

- B. City Manager Wilson segued the Clerk/Treasurer job description into an introduction of Brian Kelley as the new Clerk/Treasurer. He noted that Brian has been doing the work and believes this is the best action for the city going forward.

A motion by Steele, supported by Keeler to confirm the City Manager's appointment of Brian Kelley as City Clerk/Treasurer. On a voice vote, all in favor. Motion passed.

Clerk/Treasurer Kelley thanked the City Council, the Manager and the Administration for its support during the election process and looks forward to learning many new roles and responsibilities while working with the citizenry of Plainwell.

- C. Community Development Manager Siegel briefed Council on a resolution that allows the City Manager to act as a liaison with the Michigan Economic Development Corporation (MEDC) to certify the city as a Redevelopment Ready Community (RRC). There are many practices to be documented in accordance with best practice models. Each of six (6) categories must be met for grant approvals. City Manager Wilson noted that this designation helps standardize practices across the state, which is a benefit to developers/investors. He noted that this project will be a lot of work up front for city staff, but the future benefits are worth the work.

A motion by Keeler, supported by Keeney, to approve Resolution 16-21, authorizing the City Manager to proceed toward application for Redevelopment Ready Community designation. On a voice vote, all in favor. Motion passed.

- D. Chris Olsen from Ridgeview Retail Limited presented a Council a concept plan for the sale and development of four parcels at the northeast corner of Allegan and Prince Streets. He noted that the company has reviewed many sites around Southwest Michigan and chose Plainwell for its plans for growth and development. This development plan calls for a 3,500-to-4,000 square foot building to house a retail Sweetwater's Donut store combined with a franchisee training facility and a corporate headquarters for Ridgeview Retail Limited, which manages the nationwide franchising effort for Sweetwater's Donuts. The retail location will draw guests into Plainwell from around the area and will be open 24/7. The training facility will bring in people from around the country to enjoy the amenities Plainwell has to offer. The Real Estate Buy and Sell Agreement was reviewed and City Manager Wilson noted four (4) amendments to the agreement from what was presented to Council. The amendments are as follows:

- a. "Exhibit A" as noted in Section 1 of the Agreement is the map included in the concept plan presented to Council at the meeting.
- b. Section 7 has removed a typographical error with an extra "t" between the words "at" and "closing".
- c. Section 9 was modified to grant a 120-day contingency period instead of a 60-day period. This is due to the timing of receiving a letter from the EPA related to the site itself.
- d. A right-of-refusal clause has been added giving the city the right to review future development on the site.

Richard Schell Jr., Vice-President of Ridgeview Retail Limited, noted for Council his excitement for this project and the ancillary developments that could bring even more people into Plainwell.

A motion by Keeler, supported by Overhuel, to accept the buy/sell agreement with Ridgeview Retail Limited, as amended by notation above, for four (4) parcels of land at the northeast corner of Allegan and Prince Streets. On a roll-call vote, all in favor. Motion passed.

12. Communications:

A motion by Steele, seconded by Overhuel to accept and place on file the October 2016 Water Renewal Report On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Keeler, supported by Keeney, that the bills be allowed and orders drawn in the amount of \$91,805.54 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

None.

15. Staff Comments

Personnel Manager Lamorandier congratulated Joy Sausaman and Aaron Bird and remarked what a great long-term staff works in the city as a whole.

Superintendent Updike noted that his staff is decorating for Christmas.

Superintendent Pond reported that his capital projects are nearing completion.

Community Development Manager Siegel noted that the indoor farmers' market was a success in its first week with 21 vendors. There are three more Saturdays for the public to visit and buy some Christmas wares. She noted working on the upcoming parade and festival.

Chief Bomar noted the donation of 13 unclaimed bicycles to the Salvation Army. He also noted that Midway Chevy had identified a replacement vehicle for the cruiser that was damaged/totaled earlier in the fall and that a purchase order would be considered at the next Council meeting.

Clerk/Treasurer Kelley again thanked the Administration and the election workers for a successful election. He noted that he is awaiting formal notification of a statewide recount for President of the United States. He also noted that the audit is near completion.

City Manager Wilson noted that any discussion of the Jenson Lot as it relates to the Barbed Wire Café site plan (from the last Council meeting) has been reduced to the city most probably providing an easement to the land instead of selling a part of the Lot. Nothing has been finalized at this time and Council will continue to be briefed.

16. Council Comments:

Councilman Keeney congratulated Joy Sausaman and Aaron Bird and welcomed Sweetwater's to Plainwell.

Councilman Overhuel also congratulated Joy and welcomed Sweetwater's.

Mayor Pro-Tem Steele thanked the voters for re-electing her and Councilman Overhuel. She also congratulated Joy Sausaman. She thanked Sweetwater's for having chosen Plainwell and she looks forward to growing together.

17. Adjournment:

A motion by Steele, supported by Overhuel to adjourn the meeting at 7:57 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
December 12, 2016

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: None.
4. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 11/28/2016 regular meeting. On voice vote, all voted in favor. Motion passed.
5. General Public / County Commissioner:
County Commissioner Don Black noted that retiring Sheriff Blaine Koops challenged the County Commissioners to investigate a county-wide public safety millage in the near future. City Manager Wilson noted that he would be happy to be part of the discussions to make sure the city residents are not over-taxed for services provided principally to township residents and businesses.
6. Agenda Amendments: None.
7. Mayor's Report: None
8. Recommendations and Reports:
 - A. Community Development Manager Siegel briefed Council on the consortium of municipalities working on a non-motorized trail that could connect the Kalamazoo River Valley Trail with similar trails in Kent County. The city issued a Request for Proposal and has hired Wightman & Associates as the planner for the project. The consortium has been awarded a grant from the USDA and will act as fiduciary for the funds. The planner will issue invoices to the City, which will receive reimbursement from the consortium. The action before Council is to authorize the City Manager to execute all documents related to this approved action.
A motion by Keeler, supported by Keeney, to approve the updated timeline and proposal for planning for the Interurban Trail project, and to authorize the City Manager to execute all documents related to this action. On a voice vote, all in favor. Motion passed.
 - B. Director Bomar noted selection of an administrative vehicle to replace one that was totaled in an October 2016 accident. The dealer, Midway Chevrolet, found a great deal on a suitable replacement and the majority of the purchase is funded by insurance proceeds.
A motion by Keeney, supported by Keeler to approve the purchase of a 2008 Chevy Impala from Midway Chevrolet. On a roll-call vote, all in favor. Motion passed.
 - C. City Manager Wilson briefed Council on an engineering study recommending an increase in the sewer tap fee from \$1,000 to \$2,500. The current fee of \$1,000 has been in place for nearly 20 years. Staff is recommending a 3-year implementation of the increased fee to help citizens who need to connect the system with timing of when they choose to connect.
A motion by Keeler, supported by Overhuel, to approve Resolution 16-22, increasing sewer tap fees. On a voice vote, all in favor. Motion passed.
 - D. Clerk/Treasurer Kelley noted that several board/commission member terms were scheduled to end on December 31. Each member was contacted in the fall and confirmed his/her desire to continue serving. The Mayor recommends reappointing each of the members as presented.
A motion by Keeler, supported by Steele, to confirm the Mayor's reappointment of Jay Lawson to a 3-year term on the Planning Commission, Sue Miller & Jerry Westergaard to

3-year terms on the Board of Review, EJ Hart & Zelda Schippers to 4-year terms on the DDA/BRA/TIFA Board and Sherry Pallett to a 5-year term on the Compensation Board. On a voice vote, all in favor. Motion passed.

9. Communications:

A motion by Steele, seconded by Overhuel to accept and place on file the October 2016 Public Safety Report, and the November 2016 Fund Balance and Investment Reports. On a voice vote, all in favor. Motion passed.

10. Accounts Payable:

A motion by Keeler, supported by Steele, that the bills be allowed and orders drawn in the amount of \$115,170.09 for payment of same. On a roll call vote, all in favor. Motion passed.

11. Public Comments

None.

12. Staff Comments

Superintendent Updike noted that there has been snow.

Community Development Manager Siegel noted that the Christmas Festival was not well attended, but was a success in that everyone had a great time. The snowfall set a great Christmas scene and atmosphere. She noted that the Indoor Farmer's Market is wrapping up Saturday December 17 and that all vendors are pleased with the success this season and plan on returning. She also noted continued work on several projects.

Superintendent Pond reporting meeting with Otsego Township representatives about fees/rates.

Director Bomar reminded Council of the Shop With a Cop event on December 19 at Meijer. He also updated Council on the county-wide radio upgrade project and that new fire pagers would be rolling out in the next few months.

Clerk/Treasurer Kelley noted near-completion of the audit and preparing for Clerk functions coming up.

City Manager Wilson noted that several business members near Old City Hall had expressed concerns about traffic cutting through the parking lot and that there was an accident in that area recently. Manager Wilson presented some options for how to handle the situation and discussions led to **Council recommending removing the tree on the corner of the parking lot near the auto parts store, installing speed bumps on both sides of the cross-walk near Old City Hall, making sure the stop signs are properly displayed and installing "No Thru Traffic" signs on both sides of the parking lot, pending a Traffic Control Order from the Public Safety Department.** Council requested these actions take place as soon as possible.

13. Council Comments:

Mayor Pro-Tem Steele noted that she would be out of town for the next meeting.

14. Adjournment:

A motion by Steele, supported by Keeler to adjourn the meeting at 7:33 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		2016-17 AMENDED BUDGET	12/31/2016 NORMAL (ABNORMAL)	MONTH 12/31/2016 INCREASE (DECREASE)	MONTH 12/31/2016 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA								
Revenues								
443-000-402.040	Captured - City	2,185.00	2,185.31	0.00		(0.31)	100.01	
443-000-402.041	Captured - Library	262.00	261.20	0.00		0.80	99.69	
443-000-402.042	Captured - Cap Improvement	172.00	172.43	0.00		(0.43)	100.25	
443-000-402.043	Captured - Fire Reserve	172.00	172.43	0.00		(0.43)	100.25	
443-000-402.044	Captured - Solid Waste	224.00	224.16	0.00		(0.16)	100.07	
443-000-402.047	Captured DDA-SCHOOL	4,750.00	4,750.54	3,409.91		(0.54)	100.01	
443-000-402.048	Captured - County	1,051.00	1,049.08	247.21		1.92	99.82	
443-000-402.060	Captured - AV - Personal - CITY	646.00	646.31	0.00		(0.31)	100.05	
443-000-402.061	Captured - AV - Personal - LIBRARY	77.00	77.25	0.00		(0.25)	100.32	
443-000-402.062	Captured - AV - Personal - CAP IMP	51.00	51.00	0.00		0.00	100.00	
443-000-402.063	Captured - AV - Personal - FIRE RES	51.00	51.00	0.00		0.00	100.00	
443-000-402.064	Captured - AV - Personal - S WASTE	66.00	66.30	0.00		(0.30)	100.45	
443-000-402.065	Captured - AV - Personal - COUNTY	311.00	310.27	73.11		0.73	99.77	
443-000-664.020	Interest Inc-Investments	0.00	14.54	5.59		(14.54)	100.00	
443-000-676.080	Rev-Transfer from Cap Improvement	60,000.00	30,000.00	5,000.00		30,000.00	50.00	
TOTAL REVENUES		70,018.00	40,031.82	8,735.82		29,986.18	57.17	
Expenditures								
443-000-703.000	Full Time Wages	32,099.00	13,046.14	2,037.28		19,052.86	40.64	
443-000-706.000	Part Time Wages	1,037.00	28.45	6.24		1,008.55	2.74	
443-000-713.000	Other Post Employment Benefits	762.00	381.00	63.50		381.00	50.00	
443-000-715.000	Social Security (FICA)	2,406.00	936.73	146.16		1,469.27	38.93	
443-000-715.010	Health Insurance	7,190.00	6,145.00	723.30		1,045.00	85.47	
443-000-715.012	FSA - Employer Paid	0.00	1.05	1.05		(1.05)	100.00	
443-000-715.015	Life Insurance	34.00	19.65	2.82		14.35	57.79	
443-000-718.000	Retirement Benefits	2,776.00	1,164.26	178.04		1,611.74	41.94	
443-000-724.000	Med Insurance Buyouts	108.00	51.32	8.98		56.68	47.52	
443-000-743.000	Uniforms	0.00	29.00	3.80		(29.00)	100.00	
443-000-775.000	Rep & Maint Supplies	0.00	22.70	0.00		(22.70)	100.00	
443-000-801.013	Prof Services/Attorney	0.00	19.00	0.00		(19.00)	100.00	
443-000-801.030	Profess Service-Audit	488.00	352.52	0.00		135.48	72.24	
443-000-830.000	Contractual Reimbursement CRA Activities	7,514.00	4,715.28	0.00		2,798.72	62.75	
443-000-850.000	Communications	0.00	20.55	19.98		(20.55)	100.00	
443-000-910.000	Liability Insurance	4,679.00	4,122.93	(597.22)		556.07	88.12	
443-000-910.010	Workers Comp Insurance	298.00	285.69	0.00		12.31	95.87	
443-000-930.000	Repair/Maintenance (Outside)	7,000.00	553.13	425.00		6,446.87	7.90	
443-000-930.050	Computer Services	0.00	32.24	1.65		(32.24)	100.00	
443-000-940.000	Equipment Rental	1,000.00	314.85	0.00		685.15	31.49	
TOTAL EXPENDITURES		67,391.00	32,241.49	3,020.58		35,149.51	47.84	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA:								
TOTAL REVENUES		70,018.00	40,031.82	8,735.82		29,986.18	57.17	
TOTAL EXPENDITURES		67,391.00	32,241.49	3,020.58		35,149.51	47.84	
NET OF REVENUES & EXPENDITURES		2,627.00	7,790.33	5,715.24		(5,163.33)	296.55	

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 450 - INDUST PARK TIFA									
Revenues									
450-000-402.040	Captured - AV - Real - CITY	14,874.00		14,873.56		0.00		0.44	100.00
450-000-402.041	Captured - AV - Real - LIBRARY	1,841.00		1,777.45		0.00		63.55	96.55
450-000-402.042	Captured - AV - Real - CAP IMP	1,173.00		1,173.36		0.00		(0.36)	100.03
450-000-402.043	Captured - AV - Real - FIRE RES	1,173.00		1,173.36		0.00		(0.36)	100.03
450-000-402.044	Captured - AV - Real - S WASTE	1,525.00		1,525.42		0.00		(0.42)	100.03
450-000-402.048	Captured - AV - Real - COUNTY	7,151.00		7,268.80		1,811.38		(117.80)	101.65
450-000-402.060	Captured - AV - Personal - CITY	6,839.00		8,038.26		0.00		(1,199.26)	117.54
450-000-402.061	Captured - AV - Personal - LIBRARY	819.00		960.67		0.00		(141.67)	117.30
450-000-402.062	Captured - AV - Personal - CAP IMP	540.00		634.30		0.00		(94.30)	117.46
450-000-402.063	Captured - AV - Personal - FIRE RES	540.00		634.30		0.00		(94.30)	117.46
450-000-402.064	Captured - AV - Personal - S WASTE	701.00		824.53		0.00		(123.53)	117.62
450-000-402.065	Captured - AV - Personal - COUNTY	3,288.00		3,857.43		907.96		(569.43)	117.32
450-000-664.020	Interest Inc-Investments	0.00		152.20		30.81		(152.20)	100.00
450-000-694.000	Revenue-Miscellaneous	0.00		1,000.00		150.00		(1,000.00)	100.00
TOTAL REVENUES		40,464.00		43,893.64		2,900.15		(3,429.64)	108.48
Expenditures									
450-000-703.000	Full Time Wages	28,203.00		13,052.34		2,194.10		15,150.66	46.28
450-000-706.000	Part Time Wages	0.00		496.76		9.44		(496.76)	100.00
450-000-713.000	Other Post Employment Benefits	28.00		13.98		2.33		14.02	49.93
450-000-715.000	Social Security (FICA)	2,101.00		951.48		153.00		1,149.52	45.29
450-000-715.010	Health Insurance	3,039.00		5,632.13		613.09		(2,593.13)	185.33
450-000-715.012	FSA - Employer Paid	0.00		3.24		3.24		(3.24)	100.00
450-000-715.015	Life Insurance	11.00		6.09		0.87		4.91	55.36
450-000-718.000	Retirement Benefits	1,135.00		552.50		86.46		582.50	48.68
450-000-724.000	Med Insurance Buyouts	20.00		9.59		1.68		10.41	47.95
450-000-801.013	Prof Services/Attorney	1,000.00		0.00		0.00		1,000.00	0.00
450-000-801.030	Profess Service-Audit	92.00		66.78		0.00		25.22	72.59
450-000-850.000	Communications	0.00		0.56		(0.01)		(0.56)	100.00
450-000-910.000	Liability Insurance	372.00		327.79		(47.48)		44.21	88.12
450-000-910.010	Workers Comp Insurance	179.00		171.60		0.00		7.40	95.87
450-000-930.000	Rep & Maint Outside Servi	1,000.00		1,950.00		0.00		(950.00)	195.00
450-000-930.050	Computer Services	0.00		32.24		1.65		(32.24)	100.00
450-000-940.000	Equipment Rental	1,500.00		1,198.86		0.00		301.14	79.92
450-000-956.000	Miscellaneous	600.00		0.00		0.00		600.00	0.00
TOTAL EXPENDITURES		39,280.00		24,465.94		3,018.37		14,814.06	62.29
Fund 450 - INDUST PARK TIFA:									
TOTAL REVENUES		40,464.00		43,893.64		2,900.15		(3,429.64)	108.48
TOTAL EXPENDITURES		39,280.00		24,465.94		3,018.37		14,814.06	62.29
NET OF REVENUES & EXPENDITURES		1,184.00		19,427.70		(118.22)		(18,243.70)	1,640.85

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DDA FUND									
Revenues									
494-000-402.030	Captured - AV - Real - CITY	13,349.00		13,348.68		0.00		0.32	100.00
494-000-402.031	Captured - AV - Real - LIBRARY	1,598.00		1,595.18		0.00		2.82	99.82
494-000-402.032	Captured - AV - Real - CAP IMP	1,053.00		1,053.02		0.00		(0.02)	100.00
494-000-402.033	Captured - AV - Real - FIRE RES	1,053.00		1,053.02		0.00		(0.02)	100.00
494-000-402.034	Captured - AV - Real - S WASTE	1,369.00		1,368.99		0.00		0.01	100.00
494-000-402.045	Captured - AV - Real - COUNTY	6,418.00		6,407.10		1,509.26		10.90	99.83
494-000-402.060	Captured - AV - Personal - CITY	2,502.00		2,502.14		0.00		(0.14)	100.01
494-000-402.061	Captured - AV - Personal - LIBRARY	300.00		298.99		0.00		1.01	99.66
494-000-402.062	Captured - AV - Personal - CAP IMP	197.00		197.45		0.00		(0.45)	100.23
494-000-402.063	Captured - AV - Personal - FIRE RES	197.00		197.45		0.00		(0.45)	100.23
494-000-402.064	Captured - AV - Personal - S WASTE	257.00		256.68		0.00		0.32	99.88
494-000-402.065	Captured - AV - Personal - COUNTY	1,203.00		1,200.91		282.83		2.09	99.83
494-000-664.020	Interest Inc-Investments	0.00		27.21		8.59		(27.21)	100.00
494-000-694.000	Revenue-Miscellaneous	1,500.00		1,157.00		25.00		343.00	77.13
494-000-694.022	DDA - Farmers Market Entry Fee	4,000.00		1,495.00		150.00		2,505.00	37.38
494-000-694.025	DDA - Sale of Merchandise	1,000.00		420.00		205.00		580.00	42.00
494-000-694.026	DDA - Special Event Revenues	0.00		1,416.00		100.00		(1,416.00)	100.00
494-000-694.036	DDA Donations - Movies in the Park	500.00		0.00		0.00		500.00	0.00
TOTAL REVENUES		36,496.00		33,994.82		2,280.68		2,501.18	93.15
Expenditures									
494-000-703.000	Full Time Wages	13,022.00		5,977.14		1,045.51		7,044.86	45.90
494-000-706.000	Part Time Wages	700.00		1,803.24		187.20		(1,103.24)	257.61
494-000-715.000	Social Security (FICA)	1,050.00		556.82		86.87		493.18	53.03
494-000-715.010	Health Insurance	0.00		2,591.29		190.70		(2,591.29)	100.00
494-000-727.000	Office Supplies	25.00		0.00		0.00		25.00	0.00
494-000-775.000	Rep & Maint Supplies	1,000.00		0.00		0.00		1,000.00	0.00
494-000-801.030	Profess Service-Audit	92.00		66.78		0.00		25.22	72.59
494-000-900.000	Printing & Publishing	2,500.00		1,701.26		627.20		798.74	68.05
494-000-910.000	Liability Insurance	479.00		422.07		(61.14)		56.93	88.11
494-000-910.010	Workers Comp Insurance	55.00		52.73		0.00		2.27	95.87
494-000-930.000	Rep & Maint Outside Servi	3,000.00		838.00		58.00		2,162.00	27.93
494-000-930.050	Computer Services	0.00		32.24		1.65		(32.24)	100.00
494-000-940.000	Equipment Rental	500.00		0.00		0.00		500.00	0.00
494-000-956.000	Miscellaneous	1,000.00		238.78		183.00		761.22	23.88
494-000-956.021	Special Events	1,300.00		152.31		0.00		1,147.69	11.72
494-000-957.022	DDA Farmers Market Expense	700.00		454.08		5.98		245.92	64.87
494-000-957.025	DDA Christmas Ornament Costs	800.00		778.70		0.00		21.30	97.34
494-000-957.036	DDA Movies in the Park	2,200.00		2,492.93		0.00		(292.93)	113.32
494-908-991.000	Principal Payment - Interfund Loans	11,323.00		5,661.48		943.58		5,661.52	50.00
494-908-995.000	Interest Payment - Interfund Loans	938.00		469.02		78.17		468.98	50.00
TOTAL EXPENDITURES		40,684.00		24,288.87		3,346.72		16,395.13	59.70
Fund 494 - DDA FUND:									
TOTAL REVENUES		36,496.00		33,994.82		2,280.68		2,501.18	93.15
TOTAL EXPENDITURES		40,684.00		24,288.87		3,346.72		16,395.13	59.70
NET OF REVENUES & EXPENDITURES		(4,188.00)		9,705.95		(1,066.04)		(13,893.95)	231.76

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 12/31/2016
 % Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
TOTAL REVENUES - ALL FUNDS		146,978.00		117,920.28		13,916.65		29,057.72	80.23
TOTAL EXPENDITURES - ALL FUNDS		147,355.00		80,996.30		9,385.67		66,358.70	54.97
NET OF REVENUES & EXPENDITURES		(377.00)		36,923.98		4,530.98		(37,300.98)	9,794.16

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA									
Revenues									
443-000-402.040	Captured - City	2,185.00		2,185.31		0.00		(0.31)	100.01
443-000-402.041	Captured - Library	262.00		261.20		0.00		0.80	99.69
443-000-402.042	Captured - Cap Improvement	172.00		172.43		0.00		(0.43)	100.25
443-000-402.043	Captured - Fire Reserve	172.00		172.43		0.00		(0.43)	100.25
443-000-402.044	Captured - Solid Waste	224.00		224.16		0.00		(0.16)	100.07
443-000-402.047	Captured DDA-SCHOOL	4,750.00		4,750.54		3,409.91		(0.54)	100.01
443-000-402.048	Captured - County	1,051.00		1,049.08		247.21		1.92	99.82
443-000-402.060	Captured - AV - Personal - CITY	646.00		646.31		0.00		(0.31)	100.05
443-000-402.061	Captured - AV - Personal - LIBRARY	77.00		77.25		0.00		(0.25)	100.32
443-000-402.062	Captured - AV - Personal - CAP IMP	51.00		51.00		0.00		0.00	100.00
443-000-402.063	Captured - AV - Personal - FIRE RES	51.00		51.00		0.00		0.00	100.00
443-000-402.064	Captured - AV - Personal - S WASTE	66.00		66.30		0.00		(0.30)	100.45
443-000-402.065	Captured - AV - Personal - COUNTY	311.00		310.27		73.11		0.73	99.77
443-000-664.020	Interest Inc-Investments	0.00		14.54		5.59		(14.54)	100.00
443-000-676.080	Rev-Transfer from Cap Improvement	60,000.00		30,000.00		5,000.00		30,000.00	50.00
TOTAL REVENUES		70,018.00		40,031.82		8,735.82		29,986.18	57.17
Expenditures									
000	OPERATIONS	67,391.00		32,241.49		3,020.58		35,149.51	47.84
TOTAL EXPENDITURES		67,391.00		32,241.49		3,020.58		35,149.51	47.84
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA:									
TOTAL REVENUES		70,018.00		40,031.82		8,735.82		29,986.18	57.17
TOTAL EXPENDITURES		67,391.00		32,241.49		3,020.58		35,149.51	47.84
NET OF REVENUES & EXPENDITURES		2,627.00		7,790.33		5,715.24		(5,163.33)	296.55

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 450 - INDUST PARK TIFA									
Revenues									
450-000-402.040	Captured - AV - Real - CITY	14,874.00		14,873.56		0.00		0.44	100.00
450-000-402.041	Captured - AV - Real - LIBRARY	1,841.00		1,777.45		0.00		63.55	96.55
450-000-402.042	Captured - AV - Real - CAP IMP	1,173.00		1,173.36		0.00		(0.36)	100.03
450-000-402.043	Captured - AV - Real - FIRE RES	1,173.00		1,173.36		0.00		(0.36)	100.03
450-000-402.044	Captured - AV - Real - S WASTE	1,525.00		1,525.42		0.00		(0.42)	100.03
450-000-402.048	Captured - AV - Real - COUNTY	7,151.00		7,268.80		1,811.38		(117.80)	101.65
450-000-402.060	Captured - AV - Personal - CITY	6,839.00		8,038.26		0.00		(1,199.26)	117.54
450-000-402.061	Captured - AV - Personal - LIBRARY	819.00		960.67		0.00		(141.67)	117.30
450-000-402.062	Captured - AV - Personal - CAP IMP	540.00		634.30		0.00		(94.30)	117.46
450-000-402.063	Captured - AV - Personal - FIRE RES	540.00		634.30		0.00		(94.30)	117.46
450-000-402.064	Captured - AV - Personal - S WASTE	701.00		824.53		0.00		(123.53)	117.62
450-000-402.065	Captured - AV - Personal - COUNTY	3,288.00		3,857.43		907.96		(569.43)	117.32
450-000-664.020	Interest Inc-Investments	0.00		152.20		30.81		(152.20)	100.00
450-000-694.000	Revenue-Miscellaneous	0.00		1,000.00		150.00		(1,000.00)	100.00
TOTAL REVENUES		40,464.00		43,893.64		2,900.15		(3,429.64)	108.48
Expenditures									
000	OPERATIONS	39,280.00		24,465.94		3,018.37		14,814.06	62.29
TOTAL EXPENDITURES		39,280.00		24,465.94		3,018.37		14,814.06	62.29
Fund 450 - INDUST PARK TIFA:									
TOTAL REVENUES		40,464.00		43,893.64		2,900.15		(3,429.64)	108.48
TOTAL EXPENDITURES		39,280.00		24,465.94		3,018.37		14,814.06	62.29
NET OF REVENUES & EXPENDITURES		1,184.00		19,427.70		(118.22)		(18,243.70)	1,640.85

PERIOD ENDING 12/31/2016

% Fiscal Year Completed: 50.41

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	MONTH 12/31/2016 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DDA FUND									
Revenues									
494-000-402.030	Captured - AV - Real - CITY	13,349.00		13,348.68		0.00		0.32	100.00
494-000-402.031	Captured - AV - Real - LIBRARY	1,598.00		1,595.18		0.00		2.82	99.82
494-000-402.032	Captured - AV - Real - CAP IMP	1,053.00		1,053.02		0.00		(0.02)	100.00
494-000-402.033	Captured - AV - Real - FIRE RES	1,053.00		1,053.02		0.00		(0.02)	100.00
494-000-402.034	Captured - AV - Real - S WASTE	1,369.00		1,368.99		0.00		0.01	100.00
494-000-402.045	Captured - AV - Real - COUNTY	6,418.00		6,407.10		1,509.26		10.90	99.83
494-000-402.060	Captured - AV - Personal - CITY	2,502.00		2,502.14		0.00		(0.14)	100.01
494-000-402.061	Captured - AV - Personal - LIBRARY	300.00		298.99		0.00		1.01	99.66
494-000-402.062	Captured - AV - Personal - CAP IMP	197.00		197.45		0.00		(0.45)	100.23
494-000-402.063	Captured - AV - Personal - FIRE RES	197.00		197.45		0.00		(0.45)	100.23
494-000-402.064	Captured - AV - Personal - S WASTE	257.00		256.68		0.00		0.32	99.88
494-000-402.065	Captured - AV - Personal - COUNTY	1,203.00		1,200.91		282.83		2.09	99.83
494-000-664.020	Interest Inc-Investments	0.00		27.21		8.59		(27.21)	100.00
494-000-694.000	Revenue-Miscellaneous	1,500.00		1,157.00		25.00		343.00	77.13
494-000-694.022	DDA - Farmers Market Entry Fee	4,000.00		1,495.00		150.00		2,505.00	37.38
494-000-694.025	DDA - Sale of Merchandise	1,000.00		420.00		205.00		580.00	42.00
494-000-694.026	DDA - Special Event Revenues	0.00		1,416.00		100.00		(1,416.00)	100.00
494-000-694.036	DDA Donations - Movies in the Park	500.00		0.00		0.00		500.00	0.00
TOTAL REVENUES		36,496.00		33,994.82		2,280.68		2,501.18	93.15
Expenditures									
000	OPERATIONS	28,423.00		18,158.37		2,324.97		10,264.63	63.89
908	DEBT SERVICE	12,261.00		6,130.50		1,021.75		6,130.50	50.00
TOTAL EXPENDITURES		40,684.00		24,288.87		3,346.72		16,395.13	59.70
Fund 494 - DDA FUND:									
TOTAL REVENUES		36,496.00		33,994.82		2,280.68		2,501.18	93.15
TOTAL EXPENDITURES		40,684.00		24,288.87		3,346.72		16,395.13	59.70
NET OF REVENUES & EXPENDITURES		(4,188.00)		9,705.95		(1,066.04)		(13,893.95)	231.76
TOTAL REVENUES - ALL FUNDS									
		146,978.00		117,920.28		13,916.65		29,057.72	80.23
TOTAL EXPENDITURES - ALL FUNDS									
		147,355.00		80,996.30		9,385.67		66,358.70	54.97
NET OF REVENUES & EXPENDITURES		(377.00)		36,923.98		4,530.98		(37,300.98)	9,794.16