

City of Plainwell

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



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

“The Island City”

AGENDA DDA/TIFA/BRA City Hall Council Chambers May 14, 2024, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –03/12/2024**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Accounts Payable for March of \$5,378.43 and April of \$8,266.93
 - B. Draft 2024/2025 BRA Budget Presentation

8. **DDA Action Items**
 - A. Social District Updates – Signs, Stickers, and 10th Street license all ordered/ Opened May 1
 - B. Budget updates to include trees, flowers, clock, etc.
 - C. Firepit in Hick’s Park – discussion
 - D. Accounts Payable for March of \$731.48 and April of \$1,114.81
 - E. Draft 2024/2025 DDA Budget Presentation

9. **TIFA Action Items**
 - A. Discussion regarding road repairs
 - B. Accounts Payable for March of \$477.14 and April of \$477.14
 - C. Draft 2023/2025 TIFA Budget Presentation

10. **Communications:** The 02/26/2024; 03/11/24; 3/25/24; 4/8/24 Council Meeting Minutes and the Financial Report/Summary as of 03/31/2024 and 4/30/2024
11. **Public Comments**
12. **Staff Comments:**
13. **Member Comments**
14. **Adjournment**

All public comments limited to two minutes- when recognized please rise and give your name and address.
The City of Plainwell equal-opportunity provider and employer

05/01/2024 05:21 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2024 - 04/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	APRIL 2024 DENTAL/VISION F	18.26	27241
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2024 HEALTH PREMIUMS	182.60	27244
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	APRIL 2024 LIFE INSURANCE	3.57	27243
243-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	FEBRUARY 2024 PROFESSIONA	7,712.50	27325
243-443-931.000	Outside Services (RMLB)	GREAT LAKES ELEVATOR, LLC	MILL FREIGHT ELEVATOR 2ND	350.00	27327
Total For Dept 443 PUBLIC				8,266.93	
Total For Fund 243 BROWNI				8,266.93	

05/01/2024 05:21 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2024 - 04/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 243 BROWNFIELD REDEVE	8,266.93
----------------------------	----------

8,266.93

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
---------------	-------------	----------------------------	----------------------------	----------------------------	----------------------------	-----------------------------	------------------------------	----------------------------------

ESTIMATED REVENUES

Dept 002 - TAX REVENUES

243-000-404.040	Captured Tax - AdVal Real - City	6,253	6,074	6,197	6,507	6,507	6,507	6,833
243-000-404.041	Captured Tax - AdVal Real - Library	1,130	1,103	1,123	1,179	1,169	1,169	1,227
243-000-404.042	Captured Tax - AdVal Real - Capital Impr	500	488	504	529	529	529	556
243-000-404.043	Captured Tax - AdVal Real - Fire Reserve	500	488	504	529	529	529	556
243-000-404.044	Captured Tax - AdVal Real - Solid Waste	649	635	656	688	688	688	723
243-000-404.047	Captured DDA-SCHOOL	12,443	20,670	19,098	16,242	16,242	16,242	16,611
243-000-404.048	Captured Tax - AdVal Real - County (All)	3,114	3,084	3,504	3,679	3,687	3,687	3,871
243-000-413.060	Captured Tax - AdVal Pers - City	473	9,283	7,163	3,619	3,619	3,619	3,346
243-000-413.061	Captured Tax - AdVal Pers - Library	86	1,685	1,298	656	650	650	601
243-000-413.062	Captured Tax - AdVal Pers - Capital Impr	38	746	583	295	295	295	272
243-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	38	746	583	295	295	295	272
243-000-413.064	Captured Tax - AdVal Pers - Solid Waste	49	970	758	383	383	383	354
243-000-413.065	Captured Tax - AdVal Pers - County (All)	236	4,711	4,050	2,046	2,051	2,051	1,896
243-000-504.000	Federal Grant	3,047,183	1,377,691	0	0	0	0	0
243-000-665.000	Interest Earned - Investments	0	222	5,311	1,207	3,910	3,915	500
243-000-684.000	Miscellaneous Revenue	0	9,599	144,000	0	0	0	0
243-000-696.010	Loan Proceeds	0	559,236	40,764	0	0	80,000	0
243-000-699.101	Interfund Transfer In - General Fund	150,000	0	0	0	0	50,000	25,000
243-000-699.401	Interfund Transfer In - Capital Improve	80,000	80,000	60,000	80,000	66,667	80,000	80,000
Totals for dept 000 - OPERATIONS		3,302,692	2,077,431	296,096	117,854	107,221	250,559	142,618

TOTAL ESTIMATED REVENUES

3,302,692	2,077,431	296,096	117,854	107,221	250,559	142,618
-----------	-----------	---------	---------	---------	---------	---------

APPROPRIATIONS

Dept 443 - PUBLIC WORKS

243-443-703.000	Salaries/Wages - Full Time Employees	35,180	38,128	38,378	43,424	38,113	46,591	46,316
243-443-704.001	Wages - Part Time Employees	487	1,460	4,887	2,440	2,723	3,200	2,485
243-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,530	2,830	3,346	3,380	3,155	3,855	3,798
243-443-712.001	Medical Insurance Opt Out	204	166	533	360	1,341	1,634	1,680
243-443-713.001	Overtime Pay	0	0	1,748	0	0	0	0
243-443-716.000	Retirement Benefits	3,013	3,095	2,946	3,969	1,955	2,729	3,681

Fund 243 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
243-443-718.001	Health Insurance Premiums	6,689	6,628	4,480	6,020	1,419	1,718	2,602
243-443-718.013	Health Insurance - HSA - Employer Paid	1,722	1,908	1,137	2,160	651	765	744
243-443-723.001	Other Post Employment Benefits	313	283	123	29	24	37	31
243-443-725.001	Life Insurance	43	44	34	42	36	43	46
243-443-725.010	Workers Comp Insurance	324	230	155	217	148	148	238
243-443-767.000	Uniforms	21	23	4	99	0	0	99
243-443-775.000	Supplies - Repairs and Maintenance	1,051	379	7,445	0	144	144	500
243-443-801.000	Engineering Services	0	0	0	8,000	0	0	0
243-443-801.013	Professional Services - Attorney	1,890	5,004	1,270	1,000	28,625	48,625	10,000
243-443-801.030	Professional Services - Audit	353	339	374	374	392	392	400
243-443-830.000	Contractual Reimbursement CRA Activities	19,131	38,013	34,516	27,486	17,439	27,484	27,839
243-443-851.000	Postage	0	16	40	0	0	0	0
243-443-931.000	Repairs and Maintenance - Equipment	4,027	668	114,037	20,310	53,065	150,065	10,000
243-443-935.001	Liability Insurance	5,683	5,624	6,050	6,958	6,428	6,428	7,392
243-443-940.000	Rentals - Equipment	1,814	3,464	7,172	3,600	5,426	6,630	6,800
243-443-948.000	Computer Services	418	10	7	0	8	8	0
243-443-955.000	Miscellaneous	68	0	0	0	7	7	0
243-443-968.000	Depreciation Expense	0	3,401	0	0	0	0	0
Totals for dept 443 - PUBLIC WORKS		84,961	111,713	228,682	129,868	161,099	300,503	124,651
Dept 900 - CAPITAL OUTLAY								
243-900-972.000	Contracted Services	4,000,815	724,932	11,207	0	0	0	0
Totals for dept 900 - CAPITAL OUTLAY		4,000,815	724,932	11,207	0	0	0	0
Dept 905 - DEBT SERVICE								
243-905-991.001	Principal Payment - Interfund Loans	15,079	15,230	15,382	15,536	12,947	15,536	15,691
243-905-993.001	Interest Payment - Interfund Loans	1,546	1,395	1,242	1,089	907	1,089	933
Totals for dept 905 - DEBT SERVICE		16,625	16,625	16,624	16,625	13,854	16,625	16,624
Dept 965 - TRANSFERS TO OTHER FUNDS								
243-965-965.101	Interfund Transfer Out - General Fund	0	150,000	45,000	0	0	0	0
Totals for dept 965 - TRANSFERS TO OTHER FUNDS		0	150,000	45,000	0	0	0	0
TOTAL APPROPRIATIONS		4,102,401	1,003,270	301,513	146,493	174,953	317,128	141,275

Fund 243 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET

	NET OF REVENUES/APPROPRIATIONS - FUND 244	(799,709)	1,074,161	(5,417)	(28,639)	(67,732)	(66,569)	1,343

Estimated Cash **beginning of year:**

2,266

Estimated Cash **end of year:**

2,266 3,609

05/01/2024 05:22 PM
 User: BKELLEY
 DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 04/01/2024 - 04/30/2024
 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 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	APRIL 2024 DENTAL/VISION F	25.93	27241
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2024 HEALTH PREMIUMS	330.52	27244
248-443-900.000	Printing and Publishing	SHOPPERS GUIDE INC	DDA - ART HOP PUBLICATION	67.68	27246
248-443-900.000	Social district signage	FASTSIGNS KALAMAZOO	Social district signage	169.03	2735
248-443-900.000	Social district stickers	STICKERYOU	Social district stickers	178.99	2735
248-443-900.000	Social district stickers	-STICKERYOU	Social district stickers -	(178.99)	2735
248-443-900.000	Subscription	CANVA	Subscription	119.99	2735
248-443-931.000	Outside Services (RMLB)	PREMIERE PRINTING CORP.	DDA - MAP BROCHURES (1001)	387.00	27249
248-443-955.000	Lunch meeting	RIVERDOG TAVERN	Lunch meeting	14.66	2735
Total For Dept 443 PUBLIC				1,114.81	
Total For Fund 248 DOWNTOWN				1,114.81	

05/01/2024 05:22 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2024 - 04/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 248 DOWNTOWN DEVELOPM	1,114.81
----------------------------	----------

1,114.81

Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
Original Draft considered by Council 05/28/2024
Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 000 - OPERATIONS								
248-000-404.030	Captured Tax - AdVal Real - City	26,174	26,636	29,290	34,222	34,222	34,222	42,201
248-000-404.031	Captured Tax - AdVal Real - Library	4,731	4,835	5,307	6,200	6,145	6,145	7,682
248-000-404.032	Captured Tax - AdVal Real - Capital Impr	2,091	2,140	2,383	2,784	2,784	2,784	3,434
248-000-404.033	Captured Tax - AdVal Real - Fire Reserve	2,091	2,140	2,383	2,784	2,784	2,784	3,434
248-000-404.034	Captured Tax - AdVal Real - Solid Waste	13,035	2,783	3,098	3,620	3,620	3,620	4,464
248-000-404.045	Captured Tax - AdVal Real - County (All)	2,718	13,519	16,559	19,347	19,388	19,388	24,164
248-000-413.060	Captured Tax - AdVal Pers - City	2,044	1,831	1,974	1,838	1,838	1,838	1,734
248-000-413.061	Captured Tax - AdVal Pers - Library	369	332	358	333	330	330	207
248-000-413.062	Captured Tax - AdVal Pers - Capital Impr	163	147	161	150	150	150	141
248-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	163	147	161	150	150	150	141
248-000-413.064	Captured Tax - AdVal Pers - Solid Waste	212	191	209	194	194	194	183
248-000-413.065	Captured Tax - AdVal Pers - County (All)	1,018	929	1,116	1,038	1,041	1,041	729
248-000-583.000	Local Grants	6,828	7,236	7,195	7,752	7,447	7,447	7,536
248-000-583.001	Local Donations	1,075	0	0	0	0	0	0
248-000-642.001	DDA - Sale of Merchandise	63	1,340	76	0	18	18	0
248-000-654.001	DDA - Farmers Market Entry Fee	1,790	4,811	4,958	4,225	3,911	5,364	4,660
248-000-654.001	DDA - Special Event Revenues	0	2,140	1,625	1,625	1,525	1,525	1,625
248-000-654.103	DDA Donations - Movies in the Park	0	0	1,650	0	0	0	0
248-000-665.000	Interest Earned - Investments	438	166	2,120	1,484	3,888	4,500	2,000
248-000-684.000	Private Donations -Sponsorship Farmers	0	0	0	0	600	600	600
248-000-684.000	Miscellaneous Revenue	315	222	160	0	0	0	0
Totals for dept 010 - OPERATIONS		65,318	71,545	80,783	87,746	90,035	92,100	104,935
TOTAL ESTIMATED REVENUES		65,318	71,545	80,783	87,746	90,035	92,100	104,935

APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

248-443-703.000	Salaries/Wages - Full Time Employees	16,455	17,565	17,852	18,163	14,670	18,455	33,406
-----------------	--------------------------------------	--------	--------	--------	--------	--------	--------	--------

Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
248-443-704.001	Wages - Part Time Employees	0	0	0	0	0	0	355
248-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	1,127	1,182	1,211	1,312	1,005	1,282	2,577
248-443-712.001	Medical Insurance Opt Out	48	22	78	0	0	0	660
248-443-713.001	Overtime Pay	0	0	0	0	0	0	513
248-443-716.000	Retirement Benefits	51	35	14	0	0	0	1,419
248-443-718.001	Health Insurance Premiums	3,154	2,902	3,156	3,264	2,695	3,239	4,022
248-443-718.013	Health Insurance - HSA - Employer Paid	820	852	742	792	573	705	960
248-443-723.001	Retiree Health Care - OPEB	0	9	79	0	0	0	13
248-443-725.001	Life Insurance	2	2	1	0	0	0	18
248-443-725.010	Workers Comp Insurance	155	56	47	41	27	27	134
248-443-767.000	Uniforms	0	0	0	0	0	0	57
248-443-774.000	Flowers - Downtown Baskets	0	0	0	0	0	0	2,700
248-443-775.000	Supplies - Repairs and Maintenance	20	16	60	100	140	140	4,100
248-443-801.013	Professional Services - Attorney	0	56	0	0	0	0	0
248-443-801.030	Professional Services - Audit	67	64	71	71	74	74	74
248-443-851.000	Postage	55	1	44	100	6	100	100
248-443-900.000	Printing and Publishing	799	1,496	1,637	1,800	723	1,800	1,800
248-443-920.000	Electricity - Downtown Street Lights	0	0	0	0	0	0	1,000
248-443-931.000	Outside Services	1,035	1,215	862	1,498	1,956	3,017	6,000
248-443-935.001	Liability Insurance	581	608	196	225	208	208	239
248-443-948.000	Computer Services	6	10	13	50	8	8	50
248-443-955.000	Miscellaneous	174	451	451	400	114	114	200
248-443-960.000	Education & Training - Professional	75	175	18	200	45	45	200
248-443-962.000	Memberships & Dues	3,180	690	600	700	767	700	700
Totals for dept 443 - PUBLIC WORKS		27,804	27,407	27,132	28,716	23,011	29,914	61,297

Dept 775 - **SPECIAL EVENTS**

248-775-880.021	Special Events	316	1,042	3,220	4,250	3,544	4,250	4,950
248-775-881.022	DDA Farmers Market Expense	368	774	1,242	1,010	1,416	1,616	3,100
248-775-881.025	DDA Christmas Ornament Costs	0	797	0	0	0	0	0
248-775-881.036	DDA Movies in the Park	0	1,770	0	0	0	0	0
Totals for dept 775 - SPECIAL EVENTS		684	4,383	4,462	5,260	4,960	5,866	8,050

Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
Original Draft considered by Council 05/28/2024
Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET	
Dept 900 - CAPITAL OUTLAY									
248-900-971.000	Capital Purchase	0	8,793	12,014	7,500	6,550	6,550	18,000	
Totals for dept 900 - CAPITAL OUTLAY		0	8,793	12,014	7,500	6,550	6,550	18,000	
Dept 905 - DEBT SERVICE									
248-905-991.000	Principal Payment - Interfund Loans	11,783	11,900	24,159	0	0	0	0	
248-905-992.050	Interest Payment - Interfund Loans	478	361	242	0	0	0	0	
Totals for dept 905 - DEBT SERVICE		12,261	12,261	24,401	0	0	0	0	
TOTAL APPROPRIATIONS		40,749	52,844	68,009	41,476	34,521	42,330	87,347	
NET OF REVENUES/APPROPRIATIONS - FUND 249		24,569	18,701	12,774	46,270	55,514	49,770	17,588	
Estimated Cash beginning of year:									151,682
Estimated Cash end of year:								151,682	169,270

05/01/2024 05:21 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2024 - 04/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
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	COPS HEALTH TRUST	APRIL 2024 DENTAL/VISION F	45.59	27241
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2024 HEALTH PREMIUMS	429.79	27244
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	APRIL 2024 LIFE INSURANCE	1.76	27243
		Total For Dept 443	PUBLIC	477.14	
		Total For Fund 247	TAX INC	477.14	

05/01/2024 05:21 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2024 - 04/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 247 TAX INCREMENT FIN	477.14
----------------------------	--------

477.14

Fund 247 (450) - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 002 - TAX REVENUES								
247-000-402.040	Captured Tax - AdVal Real - City	0	0	0	8,132	8,132	8,132	15,689
247-000-402.041	Captured Tax - AdVal Real - Library	0	0	0	1,472	1,459	1,459	2,816
247-000-402.042	Captured Tax - AdVal Real - Capital Impr	0	0	0	661	661	661	1,276
247-000-402.043	Captured Tax - AdVal Real - Fire Reserve	0	0	0	661	661	661	1,276
247-000-402.044	Captured Tax - AdVal Real - Solid Waste	0	0	0	860	860	860	1,659
247-000-402.048	Captured Tax - AdVal Real - County (All)	0	0	0	4,595	4,605	4,605	8,887
Totals for dept 002 - TAX REVENUES		0	0	0	16,381	16,378	16,378	31,603
Dept 006 - INTEGGOVERNMENTAL REVENUE - LOCAL								
247-000-583.000	Local Grants	79,912	85,615	86,683	104,593	95,454	95,454	89,257
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		79,912	85,615	86,683	104,593	95,454	95,454	89,257
Dept 009 - INTEREST AND RENTS								
247-000-665.000	Interest Earned - Investments	456	198	2,362	3,330	6,710	8,410	3,330
Totals for dept 009 - INTEREST AND RENTS		456	198	2,362	3,330	6,710	8,410	3,330
TOTAL ESTIMATED REVENUES		80,368	85,813	89,045	124,304	118,542	120,242	124,190

APPROPRIATIONS

Dept 443 - PUBLIC WORKS

247-443-703.000	Salaries/Wages - Full Time Employees	42,504	47,183	47,129	50,485	41,540	51,646	33,549
247-443-704.001	Wages - Part Time Employees	396	358	444	469	350	428	483
247-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	3,048	3,363	3,438	3,791	3,104	3,879	2,619
247-443-712.001	Medical Insurance Opt Out	388	388	856	855	1,003	1,228	1,155
247-443-716.000	Retirement Benefits	2,197	2,286	2,285	2,732	1,727	2,258	1,879
247-443-718.001	Health Insurance Premiums	5,903	6,375	5,763	6,847	3,574	4,427	3,071
247-443-718.013	Health Insurance - HSA - Employer Paid	1,823	1,916	1,498	2,160	1,090	1,332	744
247-443-723.001	Other Post Employment Benefits	19	30	0	0	0	0	0
247-443-725.001	Life Insurance	18	20	16	21	18	21	22
247-443-725.010	Workers Comp Insurance	354	187	168	247	171	171	225
247-443-775.000	Supplies - Repairs and Maintenance	0	0	0	3,600	6	6	7,000

Fund 247 (450) - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
247-443-801.013	Professional Services - Attorney	3,234	0	1,045	1,000	0	0	0
247-443-801.030	Professional Services - Audit	67	64	71	71	74	74	74
247-443-931.000	Repairs and Maintenance - Equipment	83	715	830	500	0	500	0
247-443-935.001	Liability Insurance	455	395	127	146	135	135	152
247-443-940.000	Rentals - Equipment	1,262	842	1,013	1,500	957	1,100	1,500
247-443-948.000	Computer Services	6	10	7	0	8	8	0
247-443-955.000	Miscellaneous	5,000	0	0	0	0	0	0
247-443-962.000	Memberships & Dues	0	0	0	0	0	0	0
Totals for dept 443 - PUBLIC WORKS		66,757	64,132	64,690	74,424	53,757	67,213	52,473

NET OF REVENUES/APPROPRIATIONS - FUND 247

13,611	21,681	24,355	49,880	64,785	53,029	71,717
--------	--------	--------	--------	--------	--------	--------

Estimated Cash **beginning of year:**

200,612

Estimated Cash **end of year:**

200,612 272,329

MINUTES
Plainwell City Council
February 26, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in the Department of Public Safety building.
2. The invocation was given by Anthony Vanvolkinburg of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, 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 Meeting minutes of the 02/12/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Elizabeth Peterson introduced herself to Council, sharing information about herself and that she is running for 48th Circuit Court Judge.
7. County Commissioner Report: Gale Dugan briefed Council on several items pertaining to Allegan County as a whole. He discussed hazardous waste disposal sites, the recycling program, a camera being installed along M89 between Plainwell and Otsego and working with the DNR to expand public access to state owned game land for outdoor recreational activities other than hunting. He shared that he had traveled to New York recently in support of his daughter. Gale spoke of the recent passing of a family member.
8. Agenda Amendments: None.
A motion by Keeney, seconded by Wisnaski, to approve the Agenda for the February 26, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler offered condolences to the Shumaker family.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel discussed a Special Event Permit request received from Dean's Ice Cream to host a car show on Monday nights from April 15th, 2024 through October 7th, 2024.
A motion by Keeney, seconded by Steele, to approve the Special Event Permit for Dean's Ice Cream as presented. On a roll call vote, all in favor. Motion passed.
 - B. Superintendent Pond discussed a 6-month contract, covering February 2024 – July 2024, with Evoqua to provide Bioxide (a necessary water treatment chemical) and associated rental equipment.
A motion by Wisnaski, seconded by Keeney, to approve a 6-month contract with Evoqua Water Technologies to provide Bioxide and rental equipment to the City for \$16,492.12. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Nieuwenhuis discussed the purchase of 12 black steel flower planters from Global Industries.
A motion by Keeney, seconded by Overhuel, approving the purchase of 12 black steel flower planters from Global Industrial for \$5519.40 plus shipping. On a roll call vote, all voted in favor. Motion passed.
 - D. City Manager Lakamper discussed the sale of the William Crispe Building to Comfort Living Home, LLC.
A motion by Keeney, seconded by Wisnaski, to approve the sale of 203 W. Bridge St. to Comfort Living Home, LLC for a purchase price of \$115,000 and authorize City Manager, Justin Lakamper, to execute the sale. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Keeney, seconded by Overhuel, to accept and place on file the February 2024 Department of Public Safety and Water Renewal reports, the draft 1/22/24 Parks & Trees meeting minutes, the draft 2/13/24 DDA/BRA/TIFA meeting minutes

The City of Plainwell is an equal opportunity employer and provider

and the draft 2/21/24 Planning Commission meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$928,344.81 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley thanked the 2024 Election Staff, Clerk Leonard and Allegan County for their help and support during early voting, and throughout the Primary Election. He shared that the State of Michigan may reimburse the City for a share of the cost of the Presidential Primary Election. He offered condolences to the Shumaker family, noting that Judy was an asset to Plainwell for many years, and that she will be greatly missed.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis reported that the water meter change out project is complete. PMI did a great job, working well with the DPW and the residents of Plainwell. He thanked the residents of Plainwell for making the meter change out possible, and assisting the City with this vital upgrade.

Community Development Manager Siegel shared that she is working on a T-Mobile Grant to put toward a community fire pit at Brook's Plaza. She shared that 10th Street Saloon offered support for the liquor license necessary for the Social District. She stated that the Planning Commission had reviewed and approved the site plans for Profielnorm, a new business coming to Plainwell's Industrial Park.

Dates to Note: Art Hop is March 8th, Farmer's Market begins May 2nd, Concerts in the Park begin at the end of May, and the Food Truck Rally is happening June 20th, July 16th and August 20th at Fannie Pell Park.

Superintendent Pond reported the new well is up and running, and Peerless did solid work.

Clerk Leonard reported that Early Voting went well, and was a great learning experience. She thanked Finance Director/Deputy Clerk Kelley for his training during the process and his leadership skills. She shared that she is looking forward to Election Day, and knows that her Election Staff will do a great job.

Manager Lakamper shared that Plainwell received an A rating for the Bond Sale, slightly lower than anticipated, due to a projected low general fund balance in the future. He stated that the Restrictive Covenants have been shared with GHD, and will be discussed in March. He closed with Profielnorm today. He thanked City residents and City Staff members for going above and beyond to make the meter change out a success and as smooth as possible.

15. Council Comments:

Councilmember Keeney shared that he had seen a bald eagle circling the Department of Public Safety Building.

Mayor Pro-Tem Steele offered condolences to the Shumaker and Flegal families.

Councilmember Overhuel offered condolences to Gale Dugan for his loss, as well as the Shumaker family.

16. Adjournment:

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

Minutes respectfully

Submitted by,

JoAnn Leonard

City Clerk

MINUTES APPROVED BY CITY COUNCIL

March 11, 2024


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
March 11, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Brian Warren of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, 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 02/26/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the March 11, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 1. City Manager Lakamper discussed Resolution 2024-08 to establish Industrial Development District 2024-01.
A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:02pm to allow comment on Southwright Michigan First's request to establish Industrial Development District 2024-01 in Industrial Park. On a voice vote, all in favor. Motion passed.

No public comment.

A motion by Overhuel, seconded by Keeney, to close the Public Hearing at 7:04pm. On a voice vote, all in favor. Motion passed.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2024-08 and establish Industrial Development District 2024-01 as presented. On a roll call vote, all in favor. Motion passed.
 2. **A motion by Steele, seconded by Keeney, to open a Public Hearing at 7:07pm to allow comment on Resolution 2024-09 and Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**
 1. Dennis Burd of 224 Russet Dr.- Asked what the total project cost was, how the assessment would be handled if the residence was sold, how assessment billing would work, the additional costs sewer service would add to the water bill, and where funding for this project was obtained.
 2. Nancy Muszynski of 218 Russet Dr.- Shared her concern at the assessment cost; asked the length of time before hook up to City sewer was required; asked if property taxes will increase; asked if driveway connections to the new road will be of the same material as the driveway; asked what, if anything, The City of Plainwell is an equal opportunity employer and provider

- needed to be done with drain fields, or if property owners only need to worry about the septic tank; asked what the different assessment amounts were for and stated a preference for the lowest amount.
3. Linda Carribino of 115 Russet- Asked if pricing was the same for a corner lot; asked for clarification that the tap fee was a one-time charge; asked about selling her property; asked for a full price break down, stating she lives on a fixed income and it seems like some costs are hidden.
 4. Dan Pitcher of 730 Glenview- Asked if the new roads are part of the assessment; asked if curbs and drains will be installed; asked for an informational packet to be provided.
 5. Cris Macklin of 808 Thomas St.- Asked what happens to the defunct septic tanks and who is responsible for emptying and decommissioning them; asked where the stub will be located; and who to contact for more information on decommissioning his septic system.
 6. Bob Munch of 114 Russet- Asked for an informational packet; stated he owns 2 parcels (one is vacant) and asked if the assessment applied to both his parcels; stated that previous City Manager Erik Wilson told him that there was a grant available to cover the costs of this project and inquired what happened to that grant.
 7. Denise Ulrich of 202 Russet- Asked if the new roads will be maintained; stated her property has drainage issues; asked about grant money; asked if the City had looked into ways to lessen the project cost; stated that the new roads should be covered by the City.
 8. Henry Richards of 801 Glenview- Asked if the City had done its due diligence looking for grants; stated that he had a new septic system installed a few years ago for ~\$7500 and that his parcel could accommodate an additional septic system; asked when the assessment fees will start being billed; asked if there would be any permit fees.
 9. Gary Harris of 130 Glenview- Asked that documentation be provided to property owners.
 10. Robin Pitcher of 730 Glenview- Asked about the project time line.
 11. Mike Shumaker of 821 Glenview- Asked about selling property with an assessment.
 12. Pam Waterman of 756 Glenview- Asked about accessibility to driveways and mailboxes during construction.

City Manager Lakamper, Finance Director/Treasurer Kelley, and Superintendent Nieuwenhuis discussed Resolution 2024-09, (Res. No.3) which is the next step in the Old Orchard project Special Assessment District 24-01, answering property owners' questions when possible. After public input, Council decided on \$7,500.00 per parcel instead of the original \$10,000.00. The lowered assessment amount increases chances of a City-wide sewer rate increase in the future. Superintendent Nieuwenhuis will contact Allegan County for more information on decommissioning septic systems and provide this information to all home owners.

City Manager Lakamper stated that the assessment was only on the sewer. Parcel owners have 20 years to repay the assessment. Early payment/payoff and extra payment(s) are fine and will lower interest. Billing will occur annually. Parcel owners have ten years to connect to City sewer, unless their septic system fails (requires connection), or the property is sold (requires connection and pay off of remaining assessment balance, if any). Stubs will be located in the right of way in the front yard.

A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:28pm. On a voice vote, all in favor. Motion passed.

A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2024-09 (No. 3) and set the assessment amount at \$7,500.00 per parcel. On a roll call vote, all voted in favor. Motion passed.

3. Superintendent Nieuwenhuis discussed selling Truck #18 at auction.
A motion by Steele, seconded by Wisnaski, to approve the sale of Truck #18 at auction. On a roll call vote, all voted in favor. Motion passed.
4. Community Development Manager Siegel discussed a Social District Permit request from Tenth Street, INC.

The City of Plainwell is an equal opportunity employer and provider

A motion by Steele, seconded by Overhuel, to approve Resolution 2024-10, stating that the application from Tenth Street, INC for a Social District Permit is recommended by City Council for consideration and approval by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.

5. Director Callahan discussed purchasing nine (9) patrol rifles as part of an employee purchase plan for \$10,790.00.

A motion by Keeney, seconded by Wisnaski, approving the purchase of nine patrol rifles from Next Level Armament as part of an employee purchase plan for \$10,790.00. On a roll call vote, all voted in favor. Motion passed.

6. Director Callahan reported that thirty-six (36) MSA SCBA cylinders expire in June 2024 and need to be replaced. These cylinders allow firefighters to have respirable air in unsafe breathing environments.
A motion by Keeney, seconded by Wisnaski, to approve the purchase of thirty-six (36) MSA SCBA cylinders from MacQueen Emergency for 37,680.00 plus shipping. On a roll call vote, all voted in favor. Motion passed.

7. Director Callahan discussed the sale of scrap metal.

A motion by Steele, seconded by Overhuel, authorizing the DPS to sell scrap metal from old fire hose connectors and hardware and scrap from the mezzanine. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the February 2024 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 \$197,473.37 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

1. Beth Raich of 231 Gilkey- Stated that her water bill went from \$46 last month to \$90 this month- she wonders why.
2. Pam Waterman of 765 Glenview- Thanked City Manager Lakamper for the video he posted explaining the new water meters and rate changes. She stated that her new meter had not changed her monthly bill.

14. Staff Comments:

Treasurer/Finance Director Kelley thanked Verne Waterman and the rest of the 2024 Election Staff for a smooth Presidential Primary Election. He states that the 2023 taxes have been settled with Allegan County, and he was honored to hear that his work for Plainwell is outstanding. The bond sale was last week, and he is learning about the process.

Personnel Coordinator Kersten shared that the assistant Water Renewal Superintendent job opportunity has been posted. This position will be Superintendent Pond's successor.

Superintendent Nieuwenhuis thanked the residents who came to the meeting. He will send letters with more information to parcel owners. This will be a good project- his recent meeting with the engineers and construction company went great. The construction company plans to maintain access to homes and mailboxes, limit dust and mud when possible, and allow bus access.

Community Development Manager Siegel shared that she is working on several smaller projects.

The City of Plainwell is an equal opportunity employer and provider

Superintendent Pond shared that he had signed retirement paperwork.

Director Callahan had nothing to report.

Clerk Leonard had nothing to report.

Manager Lakemper thanked Superintendent Pond for his transparency, and working with the City to source and train his successor. The bond sale went better than expected. He shared that he has some ideas on how to encourage interest in Plainwell in the development community.

15. Council Comments:

Mayor Pro Tem Steele thanked the community, and stated that the Old Orchard project should have already been done. She is truly sorry, as prices have sky rocketed in recent years. She encouraged everyone to have a safe and fun St. Patrick's Day.

Council member Overhuel thanked everyone for coming.

Council member Keeney thanked the public, and the Officer Culver for attending tonight's meeting.


Council member Wisnaski thanked the public.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:58 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
March 25, 2024


JoAnn Leonard, City Clerk

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	04/30/2024 (ABNORMAL)	MONTH 04/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,507.00		6,507.18		0.00		(0.18)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,179.00		1,168.55		0.00		10.45	99.11
243-000-404.042	Captured Tax Real - BR - Capital Impr	529.00		529.49		0.00		(0.49)	100.09
243-000-404.043	Captured Tax Real - BR - Fire Reserve	529.00		529.49		0.00		(0.49)	100.09
243-000-404.044	Captured Tax Real - BR - Solid Waste	688.00		688.34		0.00		(0.34)	100.05
243-000-404.047	Captured Tax Real - DDA - School	16,242.00		16,242.34		0.00		(0.34)	100.00
243-000-404.048	Captured Tax Real - BR - County Taxes	3,679.00		3,686.91		0.00		(7.91)	100.22
243-000-413.060	Captured Tax Pers - City Tax	3,619.00		3,619.11		0.00		(0.11)	100.00
243-000-413.061	Captured Tax Pers - Library	656.00		649.93		0.00		6.07	99.07
243-000-413.062	Captured Tax Pers - Capital Improvement	295.00		294.50		0.00		0.50	99.83
243-000-413.063	Captured Tax Pers - Fire Reserve	295.00		294.50		0.00		0.50	99.83
243-000-413.064	Captured Tax Pers - Solid Waste	383.00		382.85		0.00		0.15	99.96
243-000-413.065	Captured Tax Pers - County Taxes	2,046.00		2,050.58		0.00		(4.58)	100.22
243-000-665.000	Interest Earnings - Investments	1,207.00		3,909.89		1.35		(2,702.89)	323.93
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		66,666.70		6,666.67		13,333.30	83.33
TOTAL REVENUES		117,854.00		107,220.36		6,668.02		10,633.64	90.98
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	43,424.00		38,113.35		3,465.02		5,310.65	87.77
243-443-704.001	Wages - Part Time Employees	2,440.00		2,722.60		19.96		(282.60)	111.58
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,380.00		3,155.48		271.03		224.52	93.36
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	360.00		1,340.94		148.78		(980.94)	372.48
243-443-716.000	Retirement - Defined Contribution 401a	3,969.00		1,954.72		297.44		2,014.28	49.25
243-443-718.001	Health Insurance Premiums - Current EE	6,020.00		1,419.02		143.39		4,600.98	23.57
243-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00		650.91		62.92		1,509.09	30.13
243-443-723.001	Retiree Health Care - OPEB	29.00		23.80		2.38		5.20	82.07
243-443-725.001	Fringe Benefit - Life Insurance	42.00		35.71		3.57		6.29	85.02
243-443-725.010	Workers Comp Insurance	217.00		148.44		0.00		68.56	68.41
243-443-767.000	Clothing - Uniforms	99.00		0.00		0.00		99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	0.00		144.33		0.00		(144.33)	100.00
243-443-801.000	Professional Services - Engineering	8,000.00		0.00		0.00		8,000.00	0.00
243-443-801.013	Professional Services - Attorney	1,000.00		28,625.25		7,712.50		(27,625.25)	2,862.53
243-443-801.030	Professional Services - Auditor	374.00		391.67		0.00		(17.67)	104.72
243-443-830.000	Contractual Reimbursement CRA Activities	27,486.00		17,438.79		0.00		10,047.21	63.45
243-443-931.000	Outside Services (RMLB)	20,310.00		53,064.76		(459.39)		(32,754.76)	261.27
243-443-935.001	Property Liability Insurance	6,958.00		6,428.35		0.00		529.65	92.39
243-443-940.000	Rentals - Equipment	3,600.00		5,426.40		0.00		(1,826.40)	150.73
243-443-948.000	Computer Services	0.00		7.68		0.00		(7.68)	100.00
243-443-955.000	Miscellaneous Expense	0.00		6.98		0.00		(6.98)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,536.00		12,946.60		1,294.66		2,589.40	83.33
243-905-993.001	Debt Service - Interest - Interfund Loan	1,089.00		907.20		90.72		181.80	83.31
TOTAL EXPENDITURES		146,493.00		174,952.98		13,052.98		(28,459.98)	119.43
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		117,854.00		107,220.36		6,668.02		10,633.64	90.98
TOTAL EXPENDITURES		146,493.00		174,952.98		13,052.98		(28,459.98)	119.43
NET OF REVENUES & EXPENDITURES		(28,639.00)		(67,732.62)		(6,384.96)		39,093.62	236.50

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2024	MONTH 04/30/2024	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	8,132.00	8,131.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	1,472.00	1,459.30	0.00	12.70	99.14
247-000-404.042	Captured Tax Real - BR - Capital Impr	661.00	661.48	0.00	(0.48)	100.07
247-000-404.043	Captured Tax Real - BR - Fire Reserve	661.00	661.48	0.00	(0.48)	100.07
247-000-404.044	Captured Tax Real - BR - Solid Waste	860.00	859.88	0.00	0.12	99.99
247-000-404.048	Captured Tax Real - BR - County Taxes	4,595.00	4,604.98	0.00	(9.98)	100.22
247-000-583.000	Local Grants	104,593.00	95,453.50	0.00	9,139.50	91.26
247-000-665.000	Interest Earnings - Investments	3,330.00	6,710.14	877.05	(3,380.14)	201.51
TOTAL REVENUES		124,304.00	118,542.58	877.05	5,761.42	95.37
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	50,485.00	41,539.75	3,907.55	8,945.25	82.28
247-443-704.001	Wages - Part Time Employees	469.00	349.76	39.09	119.24	74.58
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,791.00	3,104.44	291.99	686.56	81.89
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	1,003.01	111.26	(148.01)	117.31
247-443-716.000	Retirement - Defined Contribution 401a	2,732.00	1,727.45	212.14	1,004.55	63.23
247-443-718.001	Health Insurance Premiums - Current EE	6,847.00	3,573.55	360.17	3,273.45	52.19
247-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	1,090.37	113.91	1,069.63	50.48
247-443-725.001	Fringe Benefit - Life Insurance	21.00	17.58	1.76	3.42	83.71
247-443-725.010	Workers Comp Insurance	247.00	170.76	0.00	76.24	69.13
247-443-775.000	Supplies - Repairs and Maintenance	3,600.00	5.59	0.00	3,594.41	0.16
247-443-801.013	Professional Services - Attorney	1,000.00	0.00	0.00	1,000.00	0.00
247-443-801.030	Professional Services - Auditor	71.00	74.15	0.00	(3.15)	104.44
247-443-931.000	Outside Services (RMLB)	500.00	0.00	0.00	500.00	0.00
247-443-935.001	Property Liability Insurance	146.00	134.88	0.00	11.12	92.38
247-443-940.000	Rentals - Equipment	1,500.00	957.18	259.30	542.82	63.81
247-443-948.000	Computer Services	0.00	7.68	0.00	(7.68)	100.00
TOTAL EXPENDITURES		74,424.00	53,756.15	5,297.17	20,667.85	72.23
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	118,542.58	877.05	5,761.42	95.37
TOTAL EXPENDITURES		74,424.00	53,756.15	5,297.17	20,667.85	72.23
NET OF REVENUES & EXPENDITURES		49,880.00	64,786.43	(4,420.12)	(14,906.43)	129.88

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	04/30/2024 (ABNORMAL)	MONTH 04/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
248-000-404.030	Captured Tax Real - DDA - City Tax	34,222.00		34,221.56		0.00		0.44	100.00
248-000-404.031	Captured Tax Real - DDA - Library	6,200.00		6,144.81		0.00		55.19	99.11
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,784.00		2,784.42		0.00		(0.42)	100.02
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,784.00		2,784.42		0.00		(0.42)	100.02
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,620.00		3,619.78		0.00		0.22	99.99
248-000-404.045	Captured Tax Real - DDA - County Taxes	19,347.00		19,387.86		0.00		(40.86)	100.21
248-000-413.060	Captured Tax Pers - City Tax	1,838.00		1,837.77		0.00		0.23	99.99
248-000-413.061	Captured Tax Pers - Library	333.00		329.92		0.00		3.08	99.08
248-000-413.062	Captured Tax Pers - Capital Improvement	150.00		149.55		0.00		0.45	99.70
248-000-413.063	Captured Tax Pers - Fire Reserve	150.00		149.55		0.00		0.45	99.70
248-000-413.064	Captured Tax Pers - Solid Waste	194.00		194.41		0.00		(0.41)	100.21
248-000-413.065	Captured Tax Pers - County Taxes	1,038.00		1,041.02		0.00		(3.02)	100.29
248-000-583.000	Local Grants	7,752.00		7,446.80		0.00		305.20	96.06
248-000-642.001	Sales of Merchandise - DDA	0.00		18.00		0.00		(18.00)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,225.00		3,910.70		15.00		314.30	92.56
248-000-654.102	Special Event Revenues - DDA	1,625.00		1,525.00		0.00		100.00	93.85
248-000-665.000	Interest Earnings - Investments	1,484.00		3,887.56		442.50		(2,403.56)	261.96
248-000-674.022	Private Donations - Sponsorship FarmersMk	0.00		600.00		0.00		(600.00)	100.00
TOTAL REVENUES		87,746.00		90,033.13		457.50		(2,287.13)	102.61
Expenditures									
248-443-703.000	Salaries/Wages - Full Time Employees	18,163.00		14,670.15		1,398.28		3,492.85	80.77
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,312.00		1,005.44		94.69		306.56	76.63
248-443-718.001	Health Insurance Premiums - Current EE	3,264.00		2,695.34		271.96		568.66	82.58
248-443-718.013	Health Insurance - HSA - Employer Paid	792.00		573.44		60.31		218.56	72.40
248-443-725.010	Workers Comp Insurance	41.00		26.67		0.00		14.33	65.05
248-443-775.000	Supplies - Repairs and Maintenance	100.00		140.12		0.00		(40.12)	140.12
248-443-801.030	Professional Services - Auditor	71.00		74.15		0.00		(3.15)	104.44
248-443-851.000	Postage	100.00		6.22		0.64		93.78	6.22
248-443-900.000	Printing and Publishing	1,800.00		723.22		356.70		1,076.78	40.18
248-443-931.000	Outside Services (RMLB)	1,498.00		1,956.12		387.00		(458.12)	130.58
248-443-935.001	Property Liability Insurance	225.00		207.87		0.00		17.13	92.39
248-443-948.000	Computer Services	50.00		7.68		0.00		42.32	15.36
248-443-955.000	Miscellaneous Expense	400.00		114.21		14.66		285.79	28.55
248-443-960.000	Education & Training - Professional	200.00		45.00		0.00		155.00	22.50
248-443-962.000	Memberships & Dues	700.00		767.09		0.00		(67.09)	109.58
248-775-880.021	Community Promotion - Special Events	4,250.00		3,544.05		0.00		705.95	83.39
248-775-881.022	Farmers Market Costs - DDA	1,010.00		1,416.32		0.00		(406.32)	140.23
248-900-971.000	Capital Purchase	7,500.00		6,550.00		0.00		950.00	87.33
TOTAL EXPENDITURES		41,476.00		34,523.09		2,584.24		6,952.91	83.24
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		90,033.13		457.50		(2,287.13)	102.61
TOTAL EXPENDITURES		41,476.00		34,523.09		2,584.24		6,952.91	83.24
NET OF REVENUES & EXPENDITURES		46,270.00		55,510.04		(2,126.74)		(9,240.04)	119.97

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	04/30/2024 (ABNORMAL)	MONTH	04/30/2024 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
TOTAL REVENUES - ALL FUNDS		329,904.00		315,796.07		8,002.57		14,107.93	95.72
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		263,232.22		20,934.39		(839.22)	100.32
NET OF REVENUES & EXPENDITURES		67,511.00		52,563.85		(12,931.82)		14,947.15	77.86

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,507.00		6,507.18		0.00		(0.18)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,179.00		1,168.55		0.00		10.45	99.11
243-000-404.042	Captured Tax Real - BR - Capital Impr	529.00		529.49		0.00		(0.49)	100.09
243-000-404.043	Captured Tax Real - BR - Fire Reserve	529.00		529.49		0.00		(0.49)	100.09
243-000-404.044	Captured Tax Real - BR - Solid Waste	688.00		688.34		0.00		(0.34)	100.05
243-000-404.047	Captured Tax Real - DDA - School	16,242.00		16,242.34		0.00		(0.34)	100.00
243-000-404.048	Captured Tax Real - BR - County Taxes	3,679.00		3,686.91		0.00		(7.91)	100.22
243-000-413.060	Captured Tax Pers - City Tax	3,619.00		3,619.11		0.00		(0.11)	100.00
243-000-413.061	Captured Tax Pers - Library	656.00		649.93		0.00		6.07	99.07
243-000-413.062	Captured Tax Pers - Capital Improvement	295.00		294.50		0.00		0.50	99.83
243-000-413.063	Captured Tax Pers - Fire Reserve	295.00		294.50		0.00		0.50	99.83
243-000-413.064	Captured Tax Pers - Solid Waste	383.00		382.85		0.00		0.15	99.96
243-000-413.065	Captured Tax Pers - County Taxes	2,046.00		2,050.58		0.00		(4.58)	100.22
243-000-665.000	Interest Earnings - Investments	1,207.00		3,908.54		2.15		(2,701.54)	323.82
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		60,000.03		6,666.67		19,999.97	75.00
TOTAL REVENUES		117,854.00		100,552.34		6,668.82		17,301.66	85.32
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	43,424.00		34,648.33		4,742.27		8,775.67	79.79
243-443-704.001	Wages - Part Time Employees	2,440.00		2,702.64		243.66		(262.64)	110.76
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,380.00		2,884.45		382.50		495.55	85.34
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	360.00		1,192.16		148.76		(832.16)	331.16
243-443-716.000	Retirement - Defined Contribution 401a	3,969.00		1,657.28		427.16		2,311.72	41.76
243-443-718.001	Health Insurance Premiums - Current EE	6,020.00		1,275.63		143.39		4,744.37	21.19
243-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00		587.99		101.09		1,572.01	27.22
243-443-723.001	Retiree Health Care - OPEB	29.00		21.42		2.38		7.58	73.86
243-443-725.001	Fringe Benefit - Life Insurance	42.00		32.14		3.57		9.86	76.52
243-443-725.010	Workers Comp Insurance	217.00		148.44		0.00		68.56	68.41
243-443-767.000	Clothing - Uniforms	99.00		0.00		0.00		99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	0.00		144.33		0.00		(144.33)	100.00
243-443-801.000	Professional Services - Engineering	8,000.00		0.00		0.00		8,000.00	0.00
243-443-801.013	Professional Services - Attorney	1,000.00		20,912.75		1,260.00		(19,912.75)	2,091.28
243-443-801.030	Professional Services - Auditor	374.00		391.67		0.00		(17.67)	104.72
243-443-830.000	Contractual Reimbursement CRA Activities	27,486.00		17,438.79		0.00		10,047.21	63.45
243-443-931.000	Outside Services (RMLB)	20,310.00		53,524.15		3,914.00		(33,214.15)	263.54
243-443-935.001	Property Liability Insurance	6,958.00		6,428.35		0.00		529.65	92.39
243-443-940.000	Rentals - Equipment	3,600.00		5,426.40		1,689.99		(1,826.40)	150.73
243-443-948.000	Computer Services	0.00		7.68		0.00		(7.68)	100.00
243-443-955.000	Miscellaneous Expense	0.00		6.98		0.00		(6.98)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,536.00		11,651.94		1,294.66		3,884.06	75.00
243-905-993.001	Debt Service - Interest - Interfund Loan	1,089.00		816.48		90.72		272.52	74.98
TOTAL EXPENDITURES		146,493.00		161,900.00		14,444.15		(15,407.00)	110.52
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		117,854.00		100,552.34		6,668.82		17,301.66	85.32
TOTAL EXPENDITURES		146,493.00		161,900.00		14,444.15		(15,407.00)	110.52
NET OF REVENUES & EXPENDITURES		(28,639.00)		(61,347.66)		(7,775.33)		32,708.66	214.21

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2024	MONTH 03/31/2024	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	8,132.00	8,131.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	1,472.00	1,459.30	0.00	12.70	99.14
247-000-404.042	Captured Tax Real - BR - Capital Impr	661.00	661.48	0.00	(0.48)	100.07
247-000-404.043	Captured Tax Real - BR - Fire Reserve	661.00	661.48	0.00	(0.48)	100.07
247-000-404.044	Captured Tax Real - BR - Solid Waste	860.00	859.88	0.00	0.12	99.99
247-000-404.048	Captured Tax Real - BR - County Taxes	4,595.00	4,604.98	0.00	(9.98)	100.22
247-000-583.000	Local Grants	104,593.00	95,453.50	0.00	9,139.50	91.26
247-000-665.000	Interest Earnings - Investments	3,330.00	5,833.09	1,041.30	(2,503.09)	175.17
TOTAL REVENUES		124,304.00	117,665.53	1,041.30	6,638.47	94.66
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	50,485.00	37,632.20	4,346.40	12,852.80	74.54
247-443-704.001	Wages - Part Time Employees	469.00	310.67	39.09	158.33	66.24
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,791.00	2,812.45	325.41	978.55	74.19
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	891.75	111.25	(36.75)	104.30
247-443-716.000	Retirement - Defined Contribution 401a	2,732.00	1,515.31	256.04	1,216.69	55.47
247-443-718.001	Health Insurance Premiums - Current EE	6,847.00	3,213.38	360.17	3,633.62	46.93
247-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	976.46	113.93	1,183.54	45.21
247-443-725.001	Fringe Benefit - Life Insurance	21.00	15.82	1.76	5.18	75.33
247-443-725.010	Workers Comp Insurance	247.00	170.76	0.00	76.24	69.13
247-443-775.000	Supplies - Repairs and Maintenance	3,600.00	5.59	0.00	3,594.41	0.16
247-443-801.013	Professional Services - Attorney	1,000.00	0.00	0.00	1,000.00	0.00
247-443-801.030	Professional Services - Auditor	71.00	74.15	0.00	(3.15)	104.44
247-443-931.000	Outside Services (RMLB)	500.00	0.00	0.00	500.00	0.00
247-443-935.001	Property Liability Insurance	146.00	134.88	0.00	11.12	92.38
247-443-940.000	Rentals - Equipment	1,500.00	697.88	0.00	802.12	46.53
247-443-948.000	Computer Services	0.00	7.68	0.00	(7.68)	100.00
TOTAL EXPENDITURES		74,424.00	48,458.98	5,554.05	25,965.02	65.11
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	117,665.53	1,041.30	6,638.47	94.66
TOTAL EXPENDITURES		74,424.00	48,458.98	5,554.05	25,965.02	65.11
NET OF REVENUES & EXPENDITURES		49,880.00	69,206.55	(4,512.75)	(19,326.55)	138.75

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
248-000-404.030	Captured Tax Real - DDA - City Tax	34,222.00		34,221.56		0.00		0.44	100.00
248-000-404.031	Captured Tax Real - DDA - Library	6,200.00		6,144.81		0.00		55.19	99.11
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,784.00		2,784.42		0.00		(0.42)	100.02
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,784.00		2,784.42		0.00		(0.42)	100.02
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,620.00		3,619.78		0.00		0.22	99.99
248-000-404.045	Captured Tax Real - DDA - County Taxes	19,347.00		19,387.86		0.00		(40.86)	100.21
248-000-413.060	Captured Tax Pers - City Tax	1,838.00		1,837.77		0.00		0.23	99.99
248-000-413.061	Captured Tax Pers - Library	333.00		329.92		0.00		3.08	99.08
248-000-413.062	Captured Tax Pers - Capital Improvement	150.00		149.55		0.00		0.45	99.70
248-000-413.063	Captured Tax Pers - Fire Reserve	150.00		149.55		0.00		0.45	99.70
248-000-413.064	Captured Tax Pers - Solid Waste	194.00		194.41		0.00		(0.41)	100.21
248-000-413.065	Captured Tax Pers - County Taxes	1,038.00		1,041.02		0.00		(3.02)	100.29
248-000-583.000	Local Grants	7,752.00		7,446.80		0.00		305.20	96.06
248-000-642.001	Sales of Merchandise - DDA	0.00		18.00		0.00		(18.00)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,225.00		3,895.70		0.00		329.30	92.21
248-000-654.102	Special Event Revenues - DDA	1,625.00		1,525.00		0.00		100.00	93.85
248-000-665.000	Interest Earnings - Investments	1,484.00		3,445.06		538.61		(1,961.06)	232.15
248-000-674.022	Private Donations - Sponsorship FarmersMk	0.00		600.00		600.00		(600.00)	100.00
TOTAL REVENUES		87,746.00		89,575.63		1,138.61		(1,829.63)	102.09
Expenditures									
248-443-703.000	Salaries/Wages - Full Time Employees	18,163.00		13,271.87		1,398.29		4,891.13	73.07
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,312.00		910.75		94.69		401.25	69.42
248-443-718.001	Health Insurance Premiums - Current EE	3,264.00		2,423.38		271.96		840.62	74.25
248-443-718.013	Health Insurance - HSA - Employer Paid	792.00		513.13		60.30		278.87	64.79
248-443-725.010	Workers Comp Insurance	41.00		26.67		0.00		14.33	65.05
248-443-775.000	Supplies - Repairs and Maintenance	100.00		140.12		0.00		(40.12)	140.12
248-443-801.030	Professional Services - Auditor	71.00		74.15		0.00		(3.15)	104.44
248-443-851.000	Postage	100.00		5.58		2.64		94.42	5.58
248-443-900.000	Printing and Publishing	1,800.00		366.52		75.00		1,433.48	20.36
248-443-931.000	Outside Services (RMLB)	1,498.00		1,569.12		120.00		(71.12)	104.75
248-443-935.001	Property Liability Insurance	225.00		207.87		0.00		17.13	92.39
248-443-948.000	Computer Services	50.00		7.68		0.00		42.32	15.36
248-443-955.000	Miscellaneous Expense	400.00		99.55		0.00		300.45	24.89
248-443-960.000	Education & Training - Professional	200.00		45.00		0.00		155.00	22.50
248-443-962.000	Memberships & Dues	700.00		767.09		0.00		(67.09)	109.58
248-775-880.021	Community Promotion - Special Events	4,250.00		3,544.05		180.03		705.95	83.39
248-775-881.022	Farmers Market Costs - DDA	1,010.00		1,416.32		0.00		(406.32)	140.23
248-900-971.000	Capital Purchase	7,500.00		6,550.00		0.00		950.00	87.33
TOTAL EXPENDITURES		41,476.00		31,938.85		2,202.91		9,537.15	77.01
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		89,575.63		1,138.61		(1,829.63)	102.09
TOTAL EXPENDITURES		41,476.00		31,938.85		2,202.91		9,537.15	77.01
NET OF REVENUES & EXPENDITURES		46,270.00		57,636.78		(1,064.30)		(11,366.78)	124.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 03/31/2024
 % Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH	03/31/2024 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
TOTAL REVENUES - ALL FUNDS		329,904.00		307,793.50		8,848.73		22,110.50	93.30
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		242,297.83		22,201.11		20,095.17	92.34
NET OF REVENUES & EXPENDITURES		67,511.00		65,495.67		(13,352.38)		2,015.33	97.01

MINUTES
Plainwell City Council
March 25, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Ken Fritz of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, 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 03/11/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
Emily Jipp announced her candidacy for Circuit Court Judge. She gave a brief resume and was available for questions.
7. County Commissioner Report: Commission Dugan shared an overview of the March 18, 2024 Board of Commissioners meeting at which they discussed the County Clerk's Office, household hazardous waste and recycling/landfill options. He also passed out and discussed a report from the Michigan PFAS Action Response Team, which is included with these Minutes.
8. Presentation: City Manager Lakamper offered to discuss the Old Orchard Project. With no neighborhood residents in attendance, nor any other requests, the presentation was not given.
9. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the March 25, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
10. Mayor's Report: None.
11. Recommendations and Reports:
 1. Director Callahan discussed a budget amendment for \$8,807.08 to cover the cost of repairs to the 1997 HME Firetruck and gave an overview of the truck's operation. Councilmember Overhuel asked how long the repairs would extend the usefulness of the truck. Callahan responded five (5) years.
A motion by Keeney, seconded by Wisnaski, approving a budget amendment to cover repairs to the 1997 HME Firetruck in the amount of \$8,807.08. On a roll call vote, all voted in favor. Motion passed.
12. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the February 2024 DPS report, the draft 3/12/24 DDA/BRA/TIFA meeting minutes and the draft 3/14/24 Parks & Trees meeting minutes. On a voice vote, all voted in favor. Motion passed.

13. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$178,623.42 for payment of same. On a roll call vote, all voted in favor. Motion passed.

14. Public Comments: None

15. Staff Comments:

Treasurer/Finance Director Kelley reported the April utility bills calculated as expected, a little lower than usual. He thanked Penny Soper for her great work getting through the hiccups of the project. He noted gathering budget information for the upcoming year and working with Clerk Leonard to prepare for the May 7, 2024 election.

Superintendent Nieuwenhuis reported on recent auction sales, which brought in funds from the sale of the leaf vac and a DPW truck.

Community Development Manager Siegel reported working on the upcoming Farmers Markets and grant requests for a Darrow Park Boat Launch. She also gave a brief overview of the Dam Restoration Project.

Superintendent Pond reported filing annual reports with the State of Michigan with no significant findings.

Manager Lakamper reported that, if approved, the first billing for the Old Orchard special assessment will be in the summer of 2025. He reported that the homeowners would be responsible for filling in the old septic tanks. He noted that the city has received four (4) applications for the Assistant Water Renewal Superintendent position and that interviews are scheduled the week of April 8. He also reported progress is being made relative to the restrictive covenants for the mill property.

16. Council Comments:

Mayor Pro Tem Steele wished everyone a Happy and safe Easter.

Council member Overhuel appreciated all that the staff has done

17. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:32 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL
April 08, 2024



Brian Kelley, Deputy City Clerk

MINUTES
Plainwell City Council
April 08, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, 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 03/25/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report: None
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the April 8, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis discussed painting the front building at the Department of Public works.
A motion by Overhuel, seconded by Steele, approving a contract with Peterson Sons Painting to pressure wash and paint the front building at the DPW in the amount of \$7,010. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis discussed the sale of old fencing, poles and gates at auction. Several residents expressed interest in the fencing, and sale at auction provides fair access to those interested.
A motion by Keeney, seconded by Wisnaski, approving the PW to sell fencing, poles and gates at auction. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed the sale of the remaining Industrial lots at 830 Miller Road.
A motion by Wisnaski, seconded by Keeney, amending the listing agreement for the remaining properties at 830 Miller Road to \$40,000.00 per acre, or \$35,000.00 per acre if all remaining 24.86 acres are purchased. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the March 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 \$150,285.22 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Treasurer/Finance Director Kelley reported working on the budget and working with Clerk Leonard to prepare for the May 7, 2024 election.

Personnel Coordinator Kersten shared that four applications have been received for the Water Renewal Superintendent position.

Superintendent Nieuwenhuis shared that the fire hydrant at Wesco can't be moved as planned. The Water Tower inspection is finished. There was a water main break at the Old Orchard, causing a boil water advisory for some of the residents.

Director Callahan updated Council on the investigation of an incident of diesel fuel being dumped into a drain at Wesco gas station, stating the person responsible has been identified and charged.

Manager Lakamper stated that we have more detailed information on the Old Orchard project, and that he would prefer to be the main point of contact for project information. He shared that a local business had asked about the Mill Property.

15. Council Comments:

Mayor Pro Tem Steele hoped everyone had a good Easter.

Councilmember Overhuel mentioned receiving a phishing email that appeared to be from Mayor Keeler, and reminded everyone to be cautious.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:29 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
April 22, 2024



JoAnn Leonard, City Clerk

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2024	MONTH 03/31/2024	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,647.00	36,643.77	0.00	3.23	99.99
D08	D08 - Interest and rentals	1,207.00	3,908.54	2.15	(2,701.54)	323.82
F40.05	F40.05 - Other financing, Transfer In	80,000.00	60,000.03	6,666.67	19,999.97	75.00
TOTAL REVENUES		117,854.00	100,552.34	6,668.82	17,301.66	85.32
Expenditures						
443	PUBLIC WORKS	129,868.00	149,431.58	13,058.77	(19,563.58)	115.06
905	DEBT SERVICE	16,625.00	12,468.42	1,385.38	4,156.58	75.00
TOTAL EXPENDITURES		146,493.00	161,900.00	14,444.15	(15,407.00)	110.52
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	100,552.34	6,668.82	17,301.66	85.32
TOTAL EXPENDITURES		146,493.00	161,900.00	14,444.15	(15,407.00)	110.52
NET OF REVENUES & EXPENDITURES		(28,639.00)	(61,347.66)	(7,775.33)	32,708.66	214.21

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	03/31/2024 (ABNORMAL)	MONTH	03/31/2024 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	16,381.00		16,378.94		0.00		2.06	99.99
D08	D08 - Interest and rentals	3,330.00		5,833.09		1,041.30		(2,503.09)	175.17
D04	D04 - State grants	104,593.00		95,453.50		0.00		9,139.50	91.26
TOTAL REVENUES		124,304.00		117,665.53		1,041.30		6,638.47	94.66
Expenditures									
443	PUBLIC WORKS	74,424.00		48,458.98		5,554.05		25,965.02	65.11
TOTAL EXPENDITURES		74,424.00		48,458.98		5,554.05		25,965.02	65.11
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		124,304.00		117,665.53		1,041.30		6,638.47	94.66
TOTAL EXPENDITURES		74,424.00		48,458.98		5,554.05		25,965.02	65.11
NET OF REVENUES & EXPENDITURES		49,880.00		69,206.55		(4,512.75)		(19,326.55)	138.75

PERIOD ENDING 03/31/2024

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	03/31/2024	MONTH 03/31/2024	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	72,660.00	72,645.07	0.00	14.93	99.98
D08	D08 - Interest and rentals	1,484.00	3,445.06	538.61	(1,961.06)	232.15
D04	D04 - State grants	7,752.00	7,446.80	0.00	305.20	96.06
D06	D06 - Charges for services	5,850.00	5,438.70	0.00	411.30	92.97
UNCLASSIFIED	Unclassified	0.00	600.00	600.00	(600.00)	100.00
TOTAL REVENUES		87,746.00	89,575.63	1,138.61	(1,829.63)	102.09
Expenditures						
443	PUBLIC WORKS	28,716.00	20,428.48	2,022.88	8,287.52	71.14
775	SPECIAL EVENTS	5,260.00	4,960.37	180.03	299.63	94.30
900	CAPITAL OUTLAY	7,500.00	6,550.00	0.00	950.00	87.33
TOTAL EXPENDITURES		41,476.00	31,938.85	2,202.91	9,537.15	77.01
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		87,746.00	89,575.63	1,138.61	(1,829.63)	102.09
TOTAL EXPENDITURES		41,476.00	31,938.85	2,202.91	9,537.15	77.01
NET OF REVENUES & EXPENDITURES		46,270.00	57,636.78	(1,064.30)	(11,366.78)	124.57
TOTAL REVENUES - ALL FUNDS						
		329,904.00	307,793.50	8,848.73	22,110.50	93.30
TOTAL EXPENDITURES - ALL FUNDS						
		262,393.00	242,297.83	22,201.11	20,095.17	92.34
NET OF REVENUES & EXPENDITURES		67,511.00	65,495.67	(13,352.38)	2,015.33	97.01

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2024	MONTH 04/30/2024	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,647.00	36,643.77	0.00	3.23	99.99
D08	D08 - Interest and rentals	1,207.00	3,909.89	1.35	(2,702.89)	323.93
F40.05	F40.05 - Other financing, Transfer In	80,000.00	66,666.70	6,666.67	13,333.30	83.33
TOTAL REVENUES		117,854.00	107,220.36	6,668.02	10,633.64	90.98
Expenditures						
443	PUBLIC WORKS	129,868.00	161,099.18	11,667.60	(31,231.18)	124.05
905	DEBT SERVICE	16,625.00	13,853.80	1,385.38	2,771.20	83.33
TOTAL EXPENDITURES		146,493.00	174,952.98	13,052.98	(28,459.98)	119.43
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	107,220.36	6,668.02	10,633.64	90.98
TOTAL EXPENDITURES		146,493.00	174,952.98	13,052.98	(28,459.98)	119.43
NET OF REVENUES & EXPENDITURES		(28,639.00)	(67,732.62)	(6,384.96)	39,093.62	236.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 04/30/2024
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2024	MONTH 04/30/2024	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	16,381.00	16,378.94	0.00	2.06	99.99
D08	D08 - Interest and rentals	3,330.00	6,710.14	877.05	(3,380.14)	201.51
D04	D04 - State grants	104,593.00	95,453.50	0.00	9,139.50	91.26
TOTAL REVENUES		124,304.00	118,542.58	877.05	5,761.42	95.37
Expenditures						
443	PUBLIC WORKS	74,424.00	53,756.15	5,297.17	20,667.85	72.23
TOTAL EXPENDITURES		74,424.00	53,756.15	5,297.17	20,667.85	72.23
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	118,542.58	877.05	5,761.42	95.37
TOTAL EXPENDITURES		74,424.00	53,756.15	5,297.17	20,667.85	72.23
NET OF REVENUES & EXPENDITURES		49,880.00	64,786.43	(4,420.12)	(14,906.43)	129.88

PERIOD ENDING 04/30/2024

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2024	MONTH 04/30/2024	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	72,660.00	72,645.07	0.00	14.93	99.98
D08	D08 - Interest and rentals	1,484.00	3,887.56	442.50	(2,403.56)	261.96
D04	D04 - State grants	7,752.00	7,446.80	0.00	305.20	96.06
D06	D06 - Charges for services	5,850.00	5,453.70	15.00	396.30	93.23
UNCLASSIFIED	Unclassified	0.00	600.00	0.00	(600.00)	100.00
TOTAL REVENUES		87,746.00	90,033.13	457.50	(2,287.13)	102.61
Expenditures						
443	PUBLIC WORKS	28,716.00	23,012.72	2,584.24	5,703.28	80.14
775	SPECIAL EVENTS	5,260.00	4,960.37	0.00	299.63	94.30
900	CAPITAL OUTLAY	7,500.00	6,550.00	0.00	950.00	87.33
TOTAL EXPENDITURES		41,476.00	34,523.09	2,584.24	6,952.91	83.24
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		87,746.00	90,033.13	457.50	(2,287.13)	102.61
TOTAL EXPENDITURES		41,476.00	34,523.09	2,584.24	6,952.91	83.24
NET OF REVENUES & EXPENDITURES		46,270.00	55,510.04	(2,126.74)	(9,240.04)	119.97
TOTAL REVENUES - ALL FUNDS						
		329,904.00	315,796.07	8,002.57	14,107.93	95.72
TOTAL EXPENDITURES - ALL FUNDS						
		262,393.00	263,232.22	20,934.39	(839.22)	100.32
NET OF REVENUES & EXPENDITURES		67,511.00	52,563.85	(12,931.82)	14,947.15	77.86

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for March in the amount of \$5,378.43 and for April for \$8,266.93

B. Draft 2024/2025 Budget Presentation – Finance Director Kelley will present the first draft budget for the upcoming fiscal year.

8. **DDA Action Items:**

A. Discussion – Social District Updates

B. Discussion on additional expenses to the Budget

C. Discussion regarding cost of a firepit in Hicks Park

D. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for March for \$731.48 and for April for \$1,114.81

E. Draft 2024/2025 Budget Presentation – Finance Director Kelley will present the first draft budget for the upcoming fiscal year.

9. **TIFA Action Items:**

A. Discussion – Road Repair

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for March in the amount of \$477.14 and April for \$477.14

C. Draft 2024/2025 Budget Presentation – Finance Director Kelley will present the first draft budget for the upcoming fiscal year.

A reminder of Upcoming Meetings/Events:

- Farmers' Market Opens
- May 15, 2024 - Planning Commission 6:30 p.m. / Council Chambers
- May 16, 2024 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- May 22, 2024 – Household Hazardous Waste Drop off/ Drug & Lab 3-6 p.m.
- May 28, 2024 – City Council Meeting 7:00 p.m. / Council Chambers