

City of Plainwell

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



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

“The Island City”

AGENDA DDA/TIFA/BRA City Hall Conference Room February 13, 2018 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 01/09/18 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Accounts Payable for January of \$3,248.06
8. **DDA Action Items**
 - A. Revolving Loan in the amount of \$10,000 to Bridge St. Deli & Health Market
 - B. Accounts Payable for January of \$1,808.90
9. **TIFA Action Items**
 - A. Accounts Payable for January of \$1,126.11

10. **Communications:** 12/27/17 and 01/08/18 Council Minutes. Also the Financial Report/ Summary as of 01/31/18
11. **Public Comments**
12. **Staff Comments**
 - Billboard information - \$800 per month (not year)
13. **Member Comments**
 - EJ Hart – refurbish Parking lot
14. **Adjournment**

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

The Island City

Minutes
Plainwell DDA, BRA and TIFA:
January 9, 2018

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Paul Rizzo, Zelda Schippers, Nick Larabel, Erik Wilson, Mayor Rick Brooks, Tracee Dunlop, EJ Hart, Adam Hopkins
4. Approval of Minutes of 11/14//17 and 12/12/17 minutes approved
5. General Public: Barb Bechtel, Barbed Wire Café update on building hoping for Mid-March to early June.
6. Chairman's Report: None
7. BRA Action Items

A. Motion to accept accounts payable for November of \$25,936.34 and December payables of \$67,585.20 was made by Hart and seconded by Schippers. Motion carried.
8. DDA Action Items
 - A. Revolving Loan report and updates
 - B. **Motion to accept accounts payable for November of \$610.48 and December payables of \$1,180.83 was made by Larabel and seconded by Hopkins. Motion carried.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for November of \$697.68 and December payable of \$2.27 was made by Hart and seconded by Larabel. Motion carried.**
10. Communications:
10/23/17, 11/13/17, 11/27/17 and 12/11/17 Council Minutes. Also the Financial report/summary as of 11/31/17 and 12/31/17 were approved and placed on file.
11. Public Comments: None
12. Staff Comments: Provided information on Billboard, generated a discussion with follow up questions for Reach Outdoor Advertising. Siegel reported out on Fair Trades Coffee shop and Wilson reported out on Mom and Pops Market changing to Joe's Market.
13. Member Comments: Hart brought to our attention the dumpsters are all outside the bin. Other discussions centered on empty buildings in the CBD.

Adjournment: A Motion by Larabel supported by Rizzo to adjourn the meeting at 8:05 a.m. was made and passed.

Submitted by Denise Siegel, Community Development Manager

02/07/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 01/01/2018 - 01/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
443-000-715.010	Health Ins Premiums	PRIORITY HEALTH	JAN 2017 HEALTH INS PREMIUMS	604.13	11800
443-000-715.010	Health Ins Premiums	C.O.P.S. TRUST INSURANCE	JAN 2018 HEALTH INSURANCE	42.01	11836
443-000-715.010	Health Ins Premiums	PRIORITY HEALTH	FEB 2018 HEALTH INS PREMIUMS	593.67	11907
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INS	JAN 2018 LIFE INSURANCE	2.80	11843
443-000-743.000	Uniforms	CONTINENTAL LINEN SRVC	2017-12 DPW UNIFORM/RUGS/MISC	3.80	11880
443-000-930.000	Repairs and Maint.	FONTAINE URBAN DESIGN	1/1/17 - 12/31/17 PLANNING CONSULT	2,000.00	11879
443-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	DECEMBER 2017 SUPPORT	1.65	11872
		Total For Dept 000 OPERATIONS		3,248.06	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA		3,248.06	
Fund Totals:					
			Fund 443 - BRA	3,248.06	
			Total For All Funds:	3,248.06	

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

General Information

Name of Business: BRIDGE STREET DELI & HEALTH GOODS
 Address of Business: 137 E. BRIDGE ST.
 Company Representative & Title: JIM TURLEY OWNER
 Telephone: 269-271-6006 Fax: CELL 269-217-9277
 Project Address: SAME
 Tax Identification Number: 82-3718147
 Duns Number: _____

Business Form

Public Corporation
 Private Corporation
 S-Corporation
 LLC
 Partnership
 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: 1ST SOURCE BANK JUSTINE SPYKER
 Address & Telephone: KALAMAZOO, MI 269-345-1213
 Accountant & Contact: DAN GAVLAS
 Address & Telephone: PORTAGE, MI 269-329-6600
 Legal Counsel & Contact: GREG ST. ARNAULD
 Address & Telephone: KALAMAZOO, MI 269-388-7600

Ownership

If privately held, identify all holders of outstanding stock.

Name	SSN	Address	% Ownership
<u>JIM TURLEY</u>	_____	<u>10903 M43 RICHLAND, MI</u>	<u>100</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>SBA</u>	<u>9/16</u>	<u>108,000</u>	<u>91,000</u>	<u>6/23</u>	<u>5.5%</u>	<u>1,603</u>	<u>CURRENT</u>
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Employment

Existing employees in City of Plainwell: Full Time 3 Part Time 5
 New employees in City of Plainwell*: Full Time _____ Part Time _____

* expected in 2 years following loan

	# of new employees	Hourly wage/salary
Managerial	<u>1</u>	<u>12.50</u>
Professional	_____	_____
Skilled Labor	<u>2</u>	<u>9.50</u>
Unskilled Labor	_____	_____
Clerical	_____	_____

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

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	\$ _____
Building Construction/Renovation	\$ _____
Leasehold Improvements	\$ _____
Machinery & Equipment	\$ <u>20,000</u>
Public Infrastructure Improvements	\$ _____
Furniture & Fixtures	\$ <u>5,000</u>
Working Capital	\$ _____
Other <u>SIGNS</u>	\$ <u>8,520</u>
Total Project Costs	\$ <u>33,520</u>
Less: Equity/Company Participation	\$ <u>23,520</u>
Total Financing Needed	\$ <u>10,000</u>

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

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.

Tom Turley
Signature
Tom Turley Owner
Name & Title

BRIDGE STREET DELI & HEALTH GOODS
Name of Business
1/10/2018
Date



QUOTATION & CONTRACT

CLIENT: Bridge Street Deli
214 E. Bridge St.
Plainwell MI, 49080
CONTACT: Mike Turley

DATE: 2/7/18

PHONE: 269-271-9277
e-mail: mturley@fbnsalesinc.com

OUTDOOR WALL SIGNS

Option A Channel letter sign 2pc 50" x 112.75" SF custom fabricated channel letter sign. Complete sign made from formed aluminum cut and bent to shape of logo. Complete sign lighted with LED lights. Complete sign face to illuminate with all lettering in 4 colors applied translucent vinyl lettering. Brushed metal swoosh to be cut from ACM material and applied to face of sign.

Sign cost \$2765.00 X 2 signs =5530 plus tax
Remove current signs and install new in the same locations cost \$760.00
Sign permit cost \$100.00

Option B ACM sign with all lettering ¼" raised lettering, lettering can be direct mounted to the main panel or offset with stud mounting. *Lettering is too small to fit LED lighting so this option is non-illuminated.

Sign cost \$1040.00 x 2=2080.00 plus tax
Remove current signs and install new in the same locations cost \$760.00
Sign permit cost \$100.00

PROJECT COMPLETION: 3-4 weeks

Any changes in job description & specifications as shown may result in additional charges. No returns will be accepted without written authorization of Sign Impressions.

TERMS: 50% down, balance upon completion

SUBMITTED BY Paul Havenaar DATE 2/7/18

This Quotation & Contract is valid for 30 days.

The above prices, specifications, conditions and terms of this contract are hereby accepted. Sign Impressions is authorized to perform the work as specified.

Signed: _____ Date: _____

WebstaurantStore

Sales Invoice

Order Number	User ID	Date Ordered
17406009	8896323	3/9/16 at 12:09 PM

Bill To

Jim Turley
FBN Sales, Inc.
PO Box 28
Plainwell, MI 49080

Ship To

Jim Turley
FBN Sales, Inc.
922 Lincoln Parkway
Plainwell, MI 49080

Shipping Method

Common Carrier

Your Contact

help@webstaurantstore.com

Order Date

5/4/16 at 9:54 AM

Customer PO

17406009

Customer Phone

269-685-0100

Item Number	Description	Unit Price	QTY	Total
185HBR441G	Beverage-Air HBR44-1-G 47" Horizon Series Two Section Glass Door Reach-In Refrigerator - 44 cu. ft.	\$3,326.52	1	\$3,326.52
185UCR48A	Beverage Air UCR48A 48" Compact Undercounter Refrigerator	\$1,842.63	1	\$1,842.63
305204	Delfield 204 Drop In Water Station / Glass Filler With Ice Storage Chest / Bin	\$887.91	1	\$887.91
499UY0190A 120	120V Manitowoc UY-0190A NEO 26" Air Cooled Undercounter Half Size Cube Ice Machine with 90 lb. Bin - 193 lb.	\$1,767.13	1	\$1,767.13
890TCGDZ50SS	True TCGDZ-50 50" Stainless Steel Curved Glass Dual Zone Dry / Refrigerated Bakery Case - 27 Cu. Ft.	\$9,034.64	1	\$9,034.64

SubTotal: \$16,858.83

Tax: \$0.00

Shipping: \$195.53

Total (USD): \$17,054.36

Payment Method: Mastercard - XXXX9727

Thank you for your business!

WebstaurantStore

42 Industrial Circle Attn: Returns
Department, Door #15
Lancaster, PA 17601
717-392-7472

CITY OF PLAINWELL
 OUTSTANDING REVOLVING LOANS
 AS OF September 30, 2017

RECIPIENT	ORIGINAL LOAN	STATUS	LAST PAYMENT DATE	PRINCIPAL PAID TO DATE	INTEREST PAID TO DATE	DELQ AMOUNT	DELQ DAYS	LOAN BALANCE	PAYOFF DATE	
Elliott's Remodeling	9,000.00	Paid in Full	5/20/2016	9,000.00	389.75	-	-	-	5/20/2016	- Property sold - paid by Title Company at closing
Island City Computers	5,000.00	Loss	6/2/2016	2,106.95	142.98	2,893.05	1,024	2,893.05		- Agreed to start \$50/month payments March 2016 - made 2 payments of \$50 since then
CPR Properties 2013	#####	Paid in Full	9/13/2017	10,000.00	238.14	-	-	-	9/13/2017	
H&H Auto Body LLC	3,500.00	Paid in Full	7/30/2015	3,500.00	14.09	-	-	-	7/30/2015	
Hart's Jewelry	2,550.00	Paid in Full	7/27/2015	2,550.00	25.56	-	-	-	7/27/2015	
London Grill-Plainwell, Inc.	#####	Paid in Full	2/4/2016	10,000.00	188.66	-	-	-	2/4/2016	
Plainwell Flowers	8,000.00	Paid in Full	10/5/2016	8,000.00	109.62	-	-	-	10/5/2016	
Thomas Holmes	7,000.00	Current	9/7/2017	4,397.69	156.97	-	-	2,602.31		
Total Property Management	#####	Current	9/29/2017	8,639.39	249.49	-	-	1,360.61		
101 S. Main St.	#####	Late	3/13/2017	5,552.00	232.70	2,249.48	395	4,448.00		- Has only made 1 \$200 payment in each of the last six quarters
Onalee Boettcher	8,452.37	Ahead	9/15/2017	3,317.97	132.03	-	-	5,134.40		
H&H Auto Body 2015	4,350.00	Paid in Full	10/24/2016	4,350.00	21.54	-	-	-	10/24/2016	
Turley Properties LLC	8,000.00	Current	9/20/2017	2,887.75	120.75	-	-	5,112.25		
RWEats Healthy Living LLC	#####	Current	9/15/2017	2,795.54	114.46	-	-	7,204.46		
Barbara Taylor Bechtel	#####	Ahead	9/12/2017	1,476.93	61.77	-	-	8,523.07		
								37,278.15		
Loans from G01 Grant								23,085.31		= Cash on hand at 09/30/2017
All others in G03 Grant								60,363.46		

NEW LOAN INFORMATION

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATI ON DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
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02/07/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 01/01/2018 - 01/31/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DDA					
494-000-202.494	2014 Downtown Dollars	HART'S JEWELRY	GOLDEN TICKET PAYMENT JAN 2018	50.00	11883
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	JAN 2017 HEALTH INS PREMIUMS	273.67	11800
494-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	JAN 2018 HEALTH INSURANCE	21.56	11836
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	FEB 2018 HEALTH INS PREMIUMS	213.02	11907
494-000-775.000	Supplies - Repairs and Maint	METAL COMPONENTS LLC	HISTRORICAL PLAQUES	770.00	11893
494-000-900.000	Printing and Publishing	SHOPPERS GUIDE INC	GOLDEN TICKET INFORMATION	29.00	11808
494-000-900.000	Printing and Publishing	KAECEHELE PUBLICATIONS INC	DDA	35.00	11813
494-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	DECEMBER 2017 SUPPORT	1.65	11872
494-000-962.000	Memberships & Dues	MICHIGAN ECONOMIC DEVELOPEF	2018 MEMBERSHIP DUES	290.00	11833
494-000-962.000	Memberships & Dues	MICHIGAN DOWNTOWN ASSOCIA` D SIEGEL	MBRSP 10/19/17 - 10/19/18	125.00	11906
		Total For Dept 000 OPERATIONS		1,808.90	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA		1,808.90	
Fund Totals:					
			Fund 494 DDA	1,808.90	
			Total For All Funds:	1,808.90	

02/07/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 01/01/2018 - 01/31/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 TIFA					
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	JAN 2017 HEALTH INS PREMIUMS	579.61	11800
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	JAN 2018 HEALTH INSURANCE	39.74	11836
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	FEB 2018 HEALTH INS PREMIUMS	504.31	11907
450-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	JAN 2018 LIFE INSURANCE	0.80	11843
450-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	DECEMBER 2017 SUPPORT	1.65	11872
		Total For Dept 000 OPERATIONS		<u>1,126.11</u>	
		Total For Fund 450 INDUSTRIAL PARK TIFA		<u>1,126.11</u>	
Fund Totals:					
			Fund 450 TIFA	1,126.11	
			Total For All Funds:	<u>1,126.11</u>	

MINUTES
Plainwell City Council
December 27, 2017

1. Mayor Brooks called the regular meeting to order at 7:03 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel and Councilman Keeney.
Absent: Councilman Keeler.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 12/11/2017 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report / Presentations: None.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. **Item A was tabled for a later meeting.**
 - B. Personnel Manager Sandy Lamorandier reported on the annual flower purchase from Napp's Greenhouse, which has worked with the city for many years. With increased costs and different layouts, Council approval for the purchase is needed.
A motion by Steele, seconded by Overhuel, to approve the annual city-wide flower purchase for 2018 from Napp's Greenhouse in an amount not to exceed \$4,500. On a roll-call vote, all in favor. Motion passed.
 - C. City Manager Wilson reported on a recent bid opening for a project to upgrade the street signal at Prince Street and M-89. The State had installed the controller to allow the 4-way control when M-89 was upgraded in 2012. The city's project is to set controls to allow traffic to flow from North Prince Street.
A motion by Steele, seconded by Keeney, to approve the bid from J Ranck Electric for \$17,050 for improvements to the Prince Street Signal at M-89. On a roll-call vote, all in favor. Motion Passed.
 - D. Clerk/Treasurer Kelley outlined five (5) annual resolutions for 2018 – the first lists the Ordinance Enforcement Officers of the city; the second lists the Council meeting dates for 2018; the third lists the employee holiday dates (when City offices are closed); the fourth is a listing of the dates on which the flags are flown on city streets, and; the fifth is a resolution authorizing the Director of Public Safety to liaison with the State of Michigan for temporary closures of M-89.
A motion by Steele, seconded by Overhuel, to adopt Resolutions 18-01 through 18-05 for Ordinance Enforcement Officers, 2018 Council Meeting Dates, 2018 Employee Holiday Dates, 2018 Street Flag Dates and 2018 Street Closures. On a voice vote, all in favor. Motion Passed.
11. Communications:
 - A. **A motion by Steele, seconded by Overhuel, to accept and place on file the November 2017 Water Renewal and Public Safety Reports and the DRAFT 12/12/2017 DDA-TIFA-BRA Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeney, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$347,598.69 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

City Manager Wilson briefed Council about ongoing discussions with Consumers Energy and Weyerhaeuser regarding moving the power poles between the Mill and the River. The estimated cost of the project could exceed \$400,000 and the city is working to find a solution. He suggested possibly holding a Public Meeting to invite citizens in for an update on the progress of the Mill Site Cleanup, given pending 2018 work.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:37 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES
Plainwell City Council
January 8, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel, Councilman Keeler and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 12/27/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

6. General Public Comments:

David Benac of Kalamazoo, Michigan introduced himself and noted that he is a Democratic Candidate for the 6th Congressional District, which includes the City of Plainwell. He gave a brief personal history of his Michigan roots and his plans for Town Hall-style meetings around the District. There is one such meeting already scheduled for January 18, 2018 at Plainwell City Hall Council Chambers and the public is invited to attend.

7. County Commissioner Report: None.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:

A. Community Development Manager Siegel presented plans for a drive-through coffee shop at 203 S. Main St., which is the south-east corner of South Main and Chart Street, a former gas station. The United Methodist Church is providing funding for the coffee shop which will benefit Fair Trade organizations as a community service. Building owner Danene Gless noted that the goal is to support local businesses and charitable organizations. The Planning Commission and PCI have reviewed the site plans and have grandfathered the site as a mercantile business. The Planning Commission recommends approval of the site plan.

A motion by Keeler, seconded by Keeney, to approve the Site Plan for the Fair Trade Coffee Shop at 203 S. Main St. On a voice vote, all in favor. Motion passed.

B. Superintendent Updike briefed the Council on the Water Asset Management Plan that is required by the Michigan Department of Environmental Quality. The Plan is a comprehensive document with all the assets listed from data within the GIS and Cartegraph systems. One of the main purposes of the Plan is the criticality assessment, which prioritizes repairs, replacements and upgrades. Overall, the water system is good shape, with service shortcomings identified in the Capital Improvement Plan.

A motion by Keeney, seconded by Keeler, to accept the Water Asset Management Plan for submission to the Michigan Department of Environmental Quality. On a voice vote, all in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the December 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$502,174.75 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

Superintendent Updike thanked Jerry Lawrence for having covered and filled in for both Superintendents over the holiday breaks. He also announced his retirement effective May 1, 2018.

Superintendent Pond reported the painting project is complete the work looks great.

Director Bomar reported on recent trainings for active shooters and fire smoke awareness.

Community Development Manager Siegel reminded Council of a joint meeting with the Planning Commission scheduled for 7pm on Wednesday January 17 in Council Chambers to work through the M-1 and M-2 Zoning Ordinance to improve the industrial district, which is a requirement the for the Redevelopment Readiness Certification.

Clerk/Treasurer Kelley reported setting up the 2018/2019 budget.

City Manager Wilson reminded Council about ongoing discussions with Consumers Energy and Weyerhaeuser regarding moving the power poles between the Mill and the River. He also noted working on a Request for Qualifications for mill development after the scheduled 2018 clean up work..

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:22 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2018 NORMAL (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	413.68	41.36	(413.68)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	39,375.00	5,625.00	28,125.00	58.33
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	172,590.31	5,666.36	75,835.69	69.47
Expenditures						
443-000-703.000	Salaries/Wages - Full Time Employees	33,204.00	15,652.99	2,144.10	17,551.01	47.14
443-000-706.000	Wages - Part Time Employees	1,068.00	102.41	20.57	965.59	9.59
443-000-713.000	Other Post Employment Benefits	657.00	383.25	54.75	273.75	58.33
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,483.00	1,130.55	154.33	1,352.45	45.53
443-000-715.010	Health Insurance Premiums	5,730.00	3,934.06	1,071.16	1,795.94	68.66
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00	13.85	2.15	11.15	55.40
443-000-715.013	Health Insurance - HSA - Employer Paid	1,920.00	1,920.00	0.00	0.00	100.00
443-000-715.015	Life Insurance	34.00	19.60	2.80	14.40	57.65
443-000-718.000	Retirement Benefits	2,873.00	1,389.18	188.85	1,483.82	48.35
443-000-724.000	Medical Insurance Opt Out	108.00	59.20	9.02	48.80	54.81
443-000-743.000	Uniforms	50.00	41.69	3.80	8.31	83.38
443-000-775.000	Supplies - Repairs and Maintenance	100.00	0.00	0.00	100.00	0.00
443-000-801.000	Engineering Services	0.00	508.75	0.00	(508.75)	100.00
443-000-801.013	Professional Services - Attorney	5,000.00	13,708.50	0.00	(8,708.50)	274.17
443-000-801.030	Professional Services - Audit	488.00	352.52	0.00	135.48	72.24
443-000-830.000	Contractual Reimbursement CRA Activities	7,445.00	4,632.65	0.00	2,812.35	62.22
443-000-910.000	Liability Insurance	4,679.00	4,555.97	0.00	123.03	97.37
443-000-910.010	Workers Comp Insurance	399.00	356.98	0.00	42.02	89.47
443-000-930.000	Repairs and Maintenance-Land & Building	14,850.00	1,927.18	1,375.00	12,922.82	12.98
443-000-930.015	Administrative Services - Accounting	0.00	116.25	0.00	(116.25)	100.00
443-000-930.050	Computer Services	50.00	27.04	1.65	22.96	54.08
443-000-940.000	Rentals - Equipment	450.00	718.45	0.00	(268.45)	159.66
443-000-956.000	Miscellaneous	0.00	41.89	0.00	(41.89)	100.00
443-908-991.000	Principal Payment - Interfund Loans	14,636.00	8,537.69	1,219.67	6,098.31	58.33
443-908-995.000	Interest Payment - Interfund Loans	1,939.00	1,131.06	161.58	807.94	58.33
443-970-972.000	Contracted Services	171,000.00	86,888.88	0.00	84,111.12	50.81
TOTAL EXPENDITURES		269,188.00	148,150.59	6,409.43	121,037.41	55.04

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	01/31/2018 (ABNORMAL)	MONTH 01/31/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:									
	TOTAL REVENUES	248,426.00		172,590.31		5,666.36		75,835.69	69.47
	TOTAL EXPENDITURES	269,188.00		148,150.59		6,409.43		121,037.41	55.04
	NET OF REVENUES & EXPENDITURES	(20,762.00)		24,439.72		(743.07)		(45,201.72)	117.71

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2018 (NORMAL (ABNORMAL))	MONTH 01/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	54,600.00	54,779.33	0.00	(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00	76.30	18.54	(26.30)	152.60
TOTAL REVENUES		54,650.00	54,855.63	18.54	(205.63)	100.38
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	29,299.00	16,389.78	2,280.60	12,909.22	55.94
450-000-706.000	Wages - Part Time Employees	0.00	467.24	0.00	(467.24)	100.00
450-000-706.005	Wages - Part Time Seasonal Employees	0.00	130.00	0.00	(130.00)	100.00
450-000-713.000	Other Post Employment Benefits	158.00	92.19	13.17	65.81	58.35
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,093.00	1,162.84	153.58	930.16	55.56
450-000-715.010	Health Insurance Premiums	5,480.00	3,657.03	960.94	1,822.97	66.73
450-000-715.012	Health Insurance - FSA - Employer Paid	77.00	42.64	6.46	34.36	55.38
450-000-715.013	Health Insurance - HSA - Employer Paid	2,256.00	2,256.00	0.00	0.00	100.00
450-000-715.015	Life Insurance	11.00	5.60	0.80	5.40	50.91
450-000-718.000	Retirement Benefits	1,143.00	638.70	89.44	504.30	55.88
450-000-724.000	Medical Insurance Opt Out	20.00	10.93	1.67	9.07	54.65
450-000-801.013	Professional Services - Attorney	500.00	0.00	0.00	500.00	0.00
450-000-801.030	Professional Services - Audit	92.00	66.78	0.00	25.22	72.59
450-000-910.000	Liability Insurance	372.00	362.21	0.00	9.79	97.37
450-000-910.010	Workers Comp Insurance	249.00	223.40	0.00	25.60	89.72
450-000-930.000	Repairs and Maintenance-Land & Building	1,000.00	1,463.00	628.00	(463.00)	146.30
450-000-930.015	Administrative Services - Accounting	0.00	116.25	0.00	(116.25)	100.00
450-000-930.050	Computer Services	50.00	27.04	1.65	22.96	54.08
450-000-940.000	Rentals - Equipment	1,500.00	1,233.55	0.00	266.45	82.24
450-000-956.000	Miscellaneous	600.00	66.89	0.00	533.11	11.15
TOTAL EXPENDITURES		44,900.00	28,412.07	4,136.31	16,487.93	63.28
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		54,650.00	54,855.63	18.54	(205.63)	100.38
TOTAL EXPENDITURES		44,900.00	28,412.07	4,136.31	16,487.93	63.28
NET OF REVENUES & EXPENDITURES		9,750.00	26,443.56	(4,117.77)	(16,693.56)	271.22

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	01/31/2018 (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA								
Revenues								
494-000-402.030	Captured DDA-CITY	15,041.00		14,953.74	0.00		87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00		1,790.76	0.00		6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00		1,186.52	0.00		0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00		1,186.52	0.00		0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00		1,542.58	0.00		(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00		7,170.25	0.00		48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00		2,637.59	0.00		15.41	99.42
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00		315.84	0.00		1.16	99.63
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00		209.35	0.00		(0.35)	100.17
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00		209.35	0.00		(0.35)	100.17
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00		272.15	0.00		(0.15)	100.06
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00		1,264.61	0.00		8.39	99.34
494-000-569.000	Local Grants	5,600.00		5,672.00	0.00		(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00		56.91	8.31		(41.91)	379.40
494-000-694.000	Miscellaneous Revenue	1,500.00		313.00	0.00		1,187.00	20.87
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00		2,100.00	0.00		1,400.00	60.00
494-000-694.025	DDA - Sale of Merchandise	1,000.00		1,040.00	85.00		(40.00)	104.00
494-000-694.026	DDA - Special Event Revenues	1,000.00		1,050.00	0.00		(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00	0.00		400.00	0.00
TOTAL REVENUES		45,921.00		42,971.17	93.31		2,949.83	93.58
Expenditures								
494-000-703.000	Salaries/Wages - Full Time Employees	13,833.00		7,975.77	1,087.73		5,857.23	57.66
494-000-706.000	Wages - Part Time Employees	750.00		1,459.96	0.00		(709.96)	194.66
494-000-706.005	Wages - Part Time Seasonal Employees	0.00		10.00	0.00		(10.00)	100.00
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,040.00		639.03	70.88		400.97	61.45
494-000-715.010	Health Insurance Premiums	2,556.00		1,681.60	426.00		874.40	65.79
494-000-715.013	Health Insurance - HSA - Employer Paid	1,392.00		1,392.00	0.00		0.00	100.00
494-000-718.000	Retirement Benefits	0.00		5.83	0.00		(5.83)	100.00
494-000-775.000	Supplies - Repairs and Maintenance	1,000.00		798.34	770.00		201.66	79.83
494-000-801.013	Professional Services - Attorney	0.00		133.00	0.00		(133.00)	100.00
494-000-801.030	Professional Services - Audit	92.00		66.78	0.00		25.22	72.59
494-000-900.000	Printing and Publishing	2,500.00		965.36	64.00		1,534.64	38.61
494-000-910.000	Liability Insurance	479.00		466.41	0.00		12.59	97.37
494-000-910.010	Workers Comp Insurance	84.00		75.85	0.00		8.15	90.30
494-000-930.000	Repairs and Maintenance-Land & Building	500.00		240.00	0.00		260.00	48.00
494-000-930.050	Computer Services	50.00		27.87	1.65		22.13	55.74
494-000-940.000	Rentals - Equipment	250.00		129.70	0.00		120.30	51.88
494-000-956.000	Miscellaneous	0.00		378.31	0.00		(378.31)	100.00
494-000-956.021	Special Events	1,200.00		686.56	0.00		513.44	57.21
494-000-957.022	DDA Farmers Market Expense	700.00		403.50	0.00		296.50	57.64
494-000-957.025	DDA Christmas Ornament Costs	800.00		757.59	0.00		42.41	94.70
494-000-957.036	DDA Movies in the Park	2,200.00		2,374.50	0.00		(174.50)	107.93
494-000-960.000	Education & Training - Professional	100.00		0.00	0.00		100.00	0.00
494-000-962.000	Memberships & Dues	3,100.00		415.00	415.00		2,685.00	13.39
494-908-991.000	Principal Payment - Interfund Loans	11,436.00		6,671.00	953.00		4,765.00	58.33
494-908-995.000	Interest Payment - Interfund Loans	825.00		481.25	68.75		343.75	58.33
TOTAL EXPENDITURES		44,887.00		28,235.21	3,857.01		16,651.79	62.90

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2018 NORMAL (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
	TOTAL REVENUES	45,921.00	42,971.17	93.31	2,949.83	93.58
	TOTAL EXPENDITURES	44,887.00	28,235.21	3,857.01	16,651.79	62.90
	NET OF REVENUES & EXPENDITURES	1,034.00	14,735.96	(3,763.70)	(13,701.96)	1,425.14
	TOTAL REVENUES - ALL FUNDS	348,997.00	270,417.11	5,778.21	78,579.89	77.48
	TOTAL EXPENDITURES - ALL FUNDS	358,975.00	204,797.87	14,402.75	154,177.13	57.05
	NET OF REVENUES & EXPENDITURES	(9,978.00)	65,619.24	(8,624.54)	(75,597.24)	657.64

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 01/31/2018

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GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2018 NORMAL (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	413.68	41.36	(413.68)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	39,375.00	5,625.00	28,125.00	58.33
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	172,590.31	5,666.36	75,835.69	69.47
Expenditures						
000	OPERATIONS	81,613.00	51,592.96	5,028.18	30,020.04	63.22
908	DEBT SERVICE	16,575.00	9,668.75	1,381.25	6,906.25	58.33
970	CAPITAL OUTLAY	171,000.00	86,888.88	0.00	84,111.12	50.81
TOTAL EXPENDITURES		269,188.00	148,150.59	6,409.43	121,037.41	55.04
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		248,426.00	172,590.31	5,666.36	75,835.69	69.47
TOTAL EXPENDITURES		269,188.00	148,150.59	6,409.43	121,037.41	55.04
NET OF REVENUES & EXPENDITURES		(20,762.00)	24,439.72	(743.07)	(45,201.72)	117.71

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	01/31/2018 (ABNORMAL)	MONTH 01/31/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA								
Revenues								
450-000-569.000	Local Grants	54,600.00		54,779.33		0.00	(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00		76.30		18.54	(26.30)	152.60
TOTAL REVENUES		54,650.00		54,855.63		18.54	(205.63)	100.38
Expenditures								
000	OPERATIONS	44,900.00		28,412.07		4,136.31	16,487.93	63.28
TOTAL EXPENDITURES		44,900.00		28,412.07		4,136.31	16,487.93	63.28
Fund 450 - INDUSTRIAL PARK TIFA:								
TOTAL REVENUES		54,650.00		54,855.63		18.54	(205.63)	100.38
TOTAL EXPENDITURES		44,900.00		28,412.07		4,136.31	16,487.93	63.28
NET OF REVENUES & EXPENDITURES		9,750.00		26,443.56		(4,117.77)	(16,693.56)	271.22

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2018 (NORMAL (ABNORMAL))	MONTH 01/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
494-000-402.030	Captured DDA-CITY	15,041.00	14,953.74	0.00	87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00	1,790.76	0.00	6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00	1,542.58	0.00	(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00	7,170.25	0.00	48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00	2,637.59	0.00	15.41	99.42
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00	315.84	0.00	1.16	99.63
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00	209.35	0.00	(0.35)	100.17
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00	209.35	0.00	(0.35)	100.17
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00	272.15	0.00	(0.15)	100.06
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00	1,264.61	0.00	8.39	99.34
494-000-569.000	Local Grants	5,600.00	5,672.00	0.00	(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00	56.91	8.31	(41.91)	379.40
494-000-694.000	Miscellaneous Revenue	1,500.00	313.00	0.00	1,187.00	20.87
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00	2,100.00	0.00	1,400.00	60.00
494-000-694.025	DDA - Sale of Merchandise	1,000.00	1,040.00	85.00	(40.00)	104.00
494-000-694.026	DDA - Special Event Revenues	1,000.00	1,050.00	0.00	(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00	0.00	0.00	400.00	0.00
TOTAL REVENUES		45,921.00	42,971.17	93.31	2,949.83	93.58
Expenditures						
000	OPERATIONS	32,626.00	21,082.96	2,835.26	11,543.04	64.62
908	DEBT SERVICE	12,261.00	7,152.25	1,021.75	5,108.75	58.33
TOTAL EXPENDITURES		44,887.00	28,235.21	3,857.01	16,651.79	62.90
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		45,921.00	42,971.17	93.31	2,949.83	93.58
TOTAL EXPENDITURES		44,887.00	28,235.21	3,857.01	16,651.79	62.90
NET OF REVENUES & EXPENDITURES		1,034.00	14,735.96	(3,763.70)	(13,701.96)	1,425.14
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		348,997.00	270,417.11	5,778.21	78,579.89	77.48
TOTAL EXPENDITURES - ALL FUNDS		358,975.00	204,797.87	14,402.75	154,177.13	57.05
NET OF REVENUES & EXPENDITURES		(9,978.00)	65,619.24	(8,624.54)	(75,597.24)	657.64

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for January in the amount of \$3,248.06

8. **DDA Action Items:**

A. Recommended Action: Consider confirming the Revolving Loan request for Bridge St. Deli & Health Market in the amount of \$10,000

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for January in the amount of \$1,808.90

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for January in the amount of \$1,126.11