

City of Plainwell

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



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

“The Island City”

AGENDA DDA/TIFA/BRA

Zoom

May 12, 2020, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 04/14/2020 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Accounts Payable for April of \$20,781.72
8. **DDA Action Items**
 - A. Accounts Payable for April of \$369.95
 - B. Revolving Loan Update – Emergency Disaster Funding now available
9. **TIFA Action Items**
 - A. Accounts Payable for April of \$582.83
10. **Communications:** 04/13/20, 04/27/20 Council Minutes. Also the Financial Report/Summary as of 04/30/2020
11. **Public Comments**
12. **Staff Comments:**
Community Updates:
Business Updates – Curbside pick-up: Hart’s, Passiflora, Another Man’s Treasure, Dragonfly Quilts
Joe’s Pizza food sales have tripled; Ace Hardware best month ever
Old Mill Brewpub opening May 15 curbside pick up
13. **Member Comments**
14. **Adjournment**

Zoom Meeting

Via phone: 1-312-626-6799
Meeting ID: 892 5149 2327
Password: 013597

Online:

<https://us02web.zoom.us/j/89251492327?pwd=NVBSRHpRVUUrRlNwc24xR3YyL2J2QT09>

Meeting ID: 892 5149 2327
Password: 013597

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

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for May in the amount of \$20,781.72

8. **DDA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for May in the amount of \$369.95

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for May in the amount of \$582.83

Reminder of Upcoming Meetings

- May 25– City Council Meeting at 7:00pm – via Zoom

Next Meeting is scheduled for June 9 will be held at City Hall Council Chambers or via Zoom

Minutes
Plainwell DDA, BRA and TIFA:
Zoom Virtual Mee4ting - April 14, 2020

1. Call to Order - Meeting called to order at 7:33 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Nick Larabel, David O'Bryant; Paul Rizzo, Zelda Schippers, EJ Hart, Erik Wilson
Absent: Adam Hopkins, Randy Wisnaski
4. Approval of Minutes of With the correction Larabel **Motion by Hart seconded by Schippers to approve 03/10/2020 minutes. Motion carried.**
5. General Public: Jenny Boerman, Otsego Plainwell Chamber Director
6. Chairman's Report: Larabel updated the board on the Mill Demolition, stating bids were in and being reviewed, working through details of the bidders. Power Poles relocation is still moving forward an easement was presented to the City but, City Manager Erik Wilson, is not comfortable with the easement language so negotiations are continuing.
7. BRA Action Items
 - A. **Motion to accept accounts payable for March of \$ 13,926.59 was made by Hart and seconded by Schippers. Motion carried.**
8. DDA Action Items
 - A. **Motion to accept accounts payable for March of \$663.44 was made by Larabel and seconded by Turley. Motion carried.**
 - B. Revolving review, there is approximately \$35,000 in our Revolving loan fund, Community Development Manager, Siegel will follow up to see if funds can be used for utilities and other business operating expenses.
9. TIFA Action Items
 - A. **Motion to accept accounts payable for March of \$596.32 was made by Hart and seconded by Wilson. Motion carried.**
10. Communications:

02/24/20, 03/09/20 Council Minutes. Also Financial Report/Summary as of 3/31/2020 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments: Community Development Manager reported on:
Businesses status on SBA Loans, Payroll Protection Loans.
Project for 127 S. Main is on hold at this time
Sale of Lost Raven is still moving forward but at a very slow pace
Ace Hardware doing well with the new Executive Orders

Member Comments:

Hart – Payroll Protection loan process has been frustrating and difficult for him.

Rizzo - also commented that he was having difficulty with this loan.

Turley – FBN has been approved for the payroll protection and money will be disbursed this week. Bridge St. Deli also applied for this and funds have already been disbursed. Had no problem with the application process.

Adjournment: A Motion to adjourn the meeting and end call at 8:08 a.m. was made and passed.

Submitted by Denise Siegel, Community Development Manager

DRAFT

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 04/01/2020 - 04/30/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	C.O.P.S. HEALTH TRUST	APRIL 2020 DENTAL & VISION	31.60	15858
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2020 HEALTH INSURANCE PREMIUM	554.27	15860
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	APRIL 2020 LIFE INSURANCE COVERAGE	2.80	15859
443-000-743.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	MARCH 2020 DPW UNIFORMS/RUGS/MISC	1.65	15892
443-000-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	MARCH 2020 ATTORNEY FEES	2,080.00	15926
443-000-900.000	Printing and Publishing	MLIVE MEDIA GROUP	ASBESTOS ABATEMENT NOTICE 2/04/20 & 2/1	303.90	15925
		Total For Dept 000 OPERATIONS		<u>2,974.22</u>	
Dept 970 CAPITAL OUTLAY					
443-970-972.000	STRUCTURAL ENGINEERING SERVICES	ROBERT DARVAS ASSOCIATES INC	STRUCTURAL ENGINEERING - MILL DEMO	17,807.50	15928
		Total For Dept 970 CAPITAL OUTLAY		<u>17,807.50</u>	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -		<u><u>20,781.72</u></u>	

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

Fund 443 BROWNFIELD REDI	20,781.72
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Total For All Funds:	<u>20,781.72</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2020 - 04/30/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494	DOWNTOWN DEVELOPMENT AUTHORITY DDA				
Dept 000	OPERATIONS				
494-000-715.010	Health Insurance Premiums	C.O.P.S. HEALTH TRUST	APRIL 2020 DENTAL & VISION	26.23	15858
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2020 HEALTH INSURANCE PREMIUM	268.72	15860
494-000-900.000	DDA PRINTING & ADVERTISING	ALLEGAN COUNTY NEWS	COUNCIL SUMMARY 2/10/20, ART HOP	75.00	15865
		Total For Dept 000 OPERATIONS		<u>369.95</u>	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA		<u><u>369.95</u></u>	

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

Fund 494 DOWNTOWN DEVELC	369.95
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Total For All Funds:	<u>369.95</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 04/01/2020 - 04/30/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450	INDUSTRIAL PARK TIFA				
Dept 000	OPERATIONS				
450-000-715.010	Health Insurance Premiums	C.O.P.S. HEALTH TRUST	APRIL 2020 DENTAL & VISION	43.66	15858
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	APRIL 2020 HEALTH INSURANCE PREMIUM	537.55	15860
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	APRIL 2020 LIFE INSURANCE COVERAGE	1.62	15859
		Total For Dept 000 OPERATIONS		<u>582.83</u>	
		Total For Fund 450 INDUSTRIAL PARK TIFA		<u><u>582.83</u></u>	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 04/01/2020 - 04/30/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 450 INDUSTRIAL PARI	582.83
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Total For All Funds:	<u>582.83</u>
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MINUTES
Plainwell City Council
April 13, 2020

1. Mayor Keeler called the regular meeting to order at 7:02 PM on the Zoom Virtual Meeting Application.
2. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
3. Clerk Kelley reported on the Governor's Executive Order allowing virtual online meetings during the current health crisis when everyone is encouraged to Stay Home and Stay Safe. He read temporary meeting procedures outlining how meetings would be conducted and how the citizens could participate through the online portal. **A motion by Overhuel, seconded by Steele, to adopt Resolution 2020-08 setting temporary remote meeting procedures during the COVID-19 health emergency. On a voice vote, all voted in favor. Motion passed.**
4. Terry Steele gave the invocation.
5. Pledge of Allegiance was given by all present.
6. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 03/09/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
7. Public Comments: None.
8. County Commissioner Report: None.
9. Agenda Amendments: None.
10. Mayor's Report: History is being made during these times.
11. Recommendations and Reports:
 - A. Superintendent Pond discussed the need for additional maintenance and repairs of plant and lift station equipment from the specialized vendor, Main Tech Services. There was discussion about some of the repairs being done in-house or with local providers. Superintendent Pond noted that as much work as possible was being done in house and that the request was to allow for such services, some of which had not been identified.
A motion by Overhuel, seconded by Steele, to confirm additional mechanical assistance and repair of plant and lift station equipment from the specialized vendor, Main Tech Services, as an estimated cost of \$9,000.00. On a roll-call, all in favor. Motion passed.
 - B. Clerk Kelley reported a pre-COVID need for a second tabulator for election processing, specifically for absentee voter ballots. On January 31, 2020, the Plainwell Election Commission created a Plainwell Absent Voter Counting Board (AVCB) as a separate "precinct" whose purpose is to process, verify and tabulate absentee voter ballots. The AVCB is a separate set of inspectors with a second tabulator. The Clerk applied and was approved for grant funding to cover 50% of the cost of the equipment. The sole-source provider,

Dominion Voting Systems, issued a quote for \$5,295.00 for the equipment and the State of Michigan confirmed a 50% cost-sharing grant.

A motion by Wisnaski, seconded by Keeney, to approved the purchase of a new ImageCast precinct Tabulator for the City of Plainwell Absent Voter Counting Board at a cost of \$5,295.00 with 50% of that cost paid by a cost-sharing grant from the Michigan Department of State. On a roll-call vote, all in favor. Motion passed.

- C. Personnel Manager Lamorandier reported recent federal legislation temporarily loosening restrictions on retirement fund distributions and adding allowances for new costs from health savings and flexible spending accounts. This legislation requires temporary modifications to the city's plan documents for both the retirement and the health insurance plans. Resolutions were drafted by the plan administrator to authorize these changes.

A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2020-09 and Resolution 2020-10 to modify the city's Retirement and Section 125 plans due to legislative changes related to COVID-19. On a voice vote, all in favor. Motion passed.

- D. City Manager Wilson reported the city having received four (4) bids for the Demolition Project, ranging from \$3.5-million to \$5.7-million. The low bidder is being vetted to confirm all bid specifications were met and that the bidder is qualified for the asbestos removal, which is the area of the biggest cost difference. GHD is managing the review process and has vast experience in this area, and is confident with the process. Their recommendation will be solid and the review process is very complicated, as is this project. Once the abatement actually starts, the city will hire an independent firm to monitor and report on the air quality.

He also reported progress on the power pole move and that Consumers Energy had offered a new easement, which is being negotiated to ensure that future development is not restricted. Manager Wilson appreciates Consumers' efforts and willingness to negotiate through this process. He hopes to have a draft easement for Council's consideration soon.

No action needed on this report.

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the March 2020 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$345,615.89 for payment of same. On a roll-call vote, all in favor. Motion passed.

14. Public Comments: None.

15. Staff Comments:

Personnel Manager Lamorandier wished everyone continued health and thanked the Public Safety and Public Works departments for their efforts during these days.

Superintendent Nieuwenhuis reported the department was keeping up with required water testing and other activities as COVID allows. Leaves and brush are being picked up to maintain accessible streets.

Community Development Manager Siegel reported staying in touch with the businesses, several of which applied for loan/grant funding. She reported that the vegan restaurant project in the old Arlene's is on hold and that the progress at the former Lost Raven is going very slowly.

Superintendent Pond reported having applied for a permit renewal with the State of Michigan.

Public Safety Director Bomar reported that four (4) of the five (5) patrol vehicles were damaged in the recent hailstorm and that he's been in touch with the insurance company and the body shop. He also thanked the community at large for their support during this health crisis – the Department has received donations of sanitizers, masks and food, all of which is greatly appreciated.

Clerk/Treasurer Kelley reported ongoing discussions with clerks and treasurers across the state working to develop new procedures during these strange days. He thanked the Public Safety Department for their work.

City Manager Wilson thanked the Department of Public Works for excellent work during this crisis. He also thanked the Department of Public Safety to help stop non-essential door-to-door sales for home repairs and discussed having the Public Safety and Public Works Departments work together on removing illegally placed yard signs in the public right of way.

16. Council Comments:


Each Council Member thanked Public Works and Public Safety for ongoing professionalism and hard work during this public health crisis.

17. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 8:13PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
April 27, 2020



Brian Kelley

MINUTES
Plainwell City Council
April 27, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom Virtual Meeting Application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Keeney, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/13/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comments: None.
7. County Commissioner Report:
County Commissioner Rick Cain reported there is much work being done by the Health Department, among others. He gave an update on recent news reports about a large number of positive COVID tests at a local commercial facility, noting that the Health Department continues to identify the specific sources of the infection.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler is anxiously awaiting spring weather.
10. Recommendations and Reports:
 - A. Treasurer Kelley reported having surveyed several municipalities around the state, most of which have opted to waive utility billing late fees and shut-offs during this health crisis. The resolution under consideration was offered by the City Attorney to meet compliance with the city's water and sewer ordinances as a formality to allow for the waiver of the penalties for April and May 2020.
A motion by Wisnaski, seconded by Steele, to adopt Resolution 2020-11 to temporarily suspend the collection or implementation of late fees on water/sewer accounts for April and May 2020 due to COVID-19. On a voice vote, all in favor. Motion passed.
 - B. Director Bomar reported damage to four (4) public safety patrol vehicles and one (1) public works vehicle during the April 7, 2020 hailstorm. The insurance adjustor on April 10 reviewed the claim for H&H Auto Body to do the work. To date, the city has received insurance proceeds of \$14,683.72.
A motion by Overhuel, seconded by Steele, to approve the repair of four (4) Public Safety vehicles and one (1) Public Works vehicle damaged during the April 7, 2020 hail storm, with H&H Auto Body at a total estimated cost of \$18,282.38, paid for by the city's liability insurance. On a voice vote, all in favor. Motion passed.

C. Treasurer Kelley reported that the City Assessor's contract expires on April 30, 2020. The current contract is recommended to be extended for another three-year term with the first year being paid at the current rate, with regular increases in year 2 and 3 of the contract.

A motion by Overhuel, seconded by Wisnaski, to approve a three-year contract with Michael Richmond for Assessing Services beginning May 1, 2020. On a roll-call vote, all in favor. Motion passed.

D. Community Development Manager Siegel reported allowable expansions to the city's Revolving Loan Program to allow loans for certain working capital needs during times of national disasters. These new loans would be slightly limited compared with the current rehabilitation loans included in the Program. The proposed changes have been agreed to by the USDA, the original grantor that established the Program.

A motion by Keeney, seconded by Steele, to approve modifications to the city's Revolving Loan Program to include loans for business working capital loans during the time of national disaster. 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 February 2020 Public Safety Report and the March 2020 Water Renewal Report. On a voice vote, all 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 \$51,964.64 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis reported a successful street sweeping last week and successful hydrant flushing earlier on Monday the 27th.

Superintendent Pond reported status quo at the plant, with staff working every day to meet operational standards.

Community Development Manager Siegel reported having learned of two (2) businesses that have permanently closed – Aubree's and Highland Ridge. She noted having been in touch with other businesses on a weekly basis. She noted whether the Memorial Day Parade would be canceled.

Public Safety Director Bomar thanked the Martin and Gun Plain Fire Departments for their assistance at the Tuesday April 21 fire on Hicks Street. He reported that court will be resuming soon on a virtual platform. There was discussion about the parks and whether they would be opened - Council recommended the parks remain closed until the Stay At Home Order is lifted. Complaints about gatherings in the park will continue to be investigated at the officer's discretion, but everyone seems to be listening to the warnings to disburse.

Clerk/Treasurer Kelley reported working on the budget, considering operational changes for if the city opens back up to the public, and starting work on the August election.

City Manager Wilson gave an update about making an application to the State Historic Preservation Office as part of the Mill Demolition Grant. He noted reviewing available grants as relates to industrial park road improvements. He noted that the City Attorney is currently reviewing the Mill Demolition contract. He also discussed the easement negotiations with Consumers Energy. The current draft easement includes a large swath of land with several restrictions that could impede future development. Manager Wilson suggested delaying the work until a developer could have input on the easement and the improvements to the development. Council agreed. Finally, Manager Wilson hinted that the budget could show some lean times coming.

15. Council Comments:

Each Council Member thanked Public Works and Public Safety for continued professionalism and hard work during this public health crisis and with the recent fire.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:52PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
May 11, 2020

Brian Kelley

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	04/30/2020 (ABNORMAL)	MONTH 04/30/2020 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
Revenues									
443-000-402.040	Captured Tax - AdVal Real - City Tax	6,146.00		6,146.08		0.00		(0.08)	100.00
443-000-402.041	Captured Tax - AdVal Real - Library	1,157.00		1,112.40		0.00		44.60	96.15
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	491.00		490.70		0.00		0.30	99.94
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	491.00		490.70		0.00		0.30	99.94
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	638.00		637.91		0.00		0.09	99.99
443-000-402.047	Captured DDA-SCHOOL	12,262.00		12,261.76		0.00		0.24	100.00
443-000-402.048	Captured Tax - AdVal Real - County (All)	2,979.00		2,954.77		0.00		24.23	99.19
443-000-402.060	Captured Tax - AdVal Pers - City	506.00		506.01		0.00		(0.01)	100.00
443-000-402.061	Captured Tax - AdVal Pers - Library	95.00		91.58		0.00		3.42	96.40
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	40.00		40.40		0.00		(0.40)	101.00
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	40.00		40.40		0.00		(0.40)	101.00
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	52.00		52.52		0.00		(0.52)	101.00
443-000-402.065	Captured Tax - AdVal Pers - County (All)	245.00		243.26		0.00		1.74	99.29
443-000-664.020	Interest Earned - Investments	200.00		167.82		0.14		32.18	83.91
443-000-676.080	Interfund Transfer In - Capital Improve	65,000.00		50,000.00		5,000.00		15,000.00	76.92
TOTAL REVENUES		90,342.00		75,236.31		5,000.14		15,105.69	83.28
Expenditures									
443-000-703.000	Salaries/Wages - Full Time Employees	34,609.00		22,647.05		3,537.79		11,961.95	65.44
443-000-706.000	Wages - Part Time Employees	277.00		246.07		16.92		30.93	88.83
443-000-713.000	Other Post Employment Benefits	297.00		247.60		24.76		49.40	83.37
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,534.00		1,621.21		257.46		912.79	63.98
443-000-715.010	Health Insurance Premiums	5,319.00		4,326.48		426.39		992.52	81.34
443-000-715.012	Health Insurance - FSA - Employer Paid	0.00		1.37		0.00		(1.37)	100.00
443-000-715.013	Health Insurance - HSA - Employer Paid	2,538.00		1,426.15		0.00		1,111.85	56.19
443-000-715.015	Life Insurance	34.00		28.02		2.80		5.98	82.41
443-000-718.000	Retirement Benefits	2,997.00		2,012.28		318.70		984.72	67.14
443-000-724.000	Medical Insurance Opt Out	203.00		154.56		16.87		48.44	76.14
443-000-730.000	Postage	0.00		297.15		0.00		(297.15)	100.00
443-000-743.000	Uniforms	65.00		15.85		1.65		49.15	24.38
443-000-775.000	Supplies - Repairs and Maintenance	100.00		0.00		0.00		100.00	0.00
443-000-801.000	Engineering Services	2,000.00		53,345.10		0.00		(51,345.10)	2,667.26
443-000-801.013	Professional Services - Attorney	8,000.00		4,618.13		2,080.00		3,381.87	57.73
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	18,857.00		18,801.37		0.00		55.63	99.70
443-000-900.000	Printing and Publishing	500.00		605.68		303.90		(105.68)	121.14
443-000-910.000	Liability Insurance	5,009.00		4,916.58		0.00		92.42	98.15
443-000-910.010	Workers Comp Insurance	399.00		386.72		0.00		12.28	96.92
443-000-930.000	Outside Services (RMLB)	7,000.00		7,366.50		0.00		(366.50)	105.24
443-000-930.050	Computer Services	50.00		10.07		0.00		39.93	20.14
443-000-940.000	Rentals - Equipment	1,200.00		415.27		0.00		784.73	34.61
443-908-991.000	Principal Payment - Interfund Loans	14,930.00		12,441.70		1,244.17		2,488.30	83.33
443-908-995.000	Interest Payment - Interfund Loans	1,695.00		1,412.50		141.25		282.50	83.33
443-970-972.000	Contracted Services	0.00		23,724.12		17,807.50		(23,724.12)	100.00
TOTAL EXPENDITURES		109,101.00		161,420.05		26,180.16		(52,319.05)	149.12
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:									
TOTAL REVENUES		90,342.00		75,236.31		5,000.14		15,105.69	83.28

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 04/30/2020
 % Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	04/30/2020 (ABNORMAL)	MONTH 04/30/2020 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
TOTAL EXPENDITURES		109,101.00		161,420.05		26,180.16		(52,319.05)	149.12
NET OF REVENUES & EXPENDITURES		(18,759.00)		(86,183.74)		(21,180.02)		67,424.74	466.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020	MONTH 04/30/2020	BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	71,700.00	75,521.37	0.00	(3,821.37)	105.33
450-000-664.020	Interest Earned - Investments	600.00	1,356.24	127.75	(756.24)	226.04
TOTAL REVENUES		72,300.00	76,877.61	127.75	(4,577.61)	106.33
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	41,883.00	32,063.86	4,706.48	9,819.14	76.56
450-000-706.000	Wages - Part Time Employees	831.00	479.32	50.75	351.68	57.68
450-000-713.000	Other Post Employment Benefits	6.00	4.80	0.48	1.20	80.00
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,144.00	2,300.25	345.27	843.75	73.16
450-000-715.010	Health Insurance Premiums	5,483.00	4,241.71	423.29	1,241.29	77.36
450-000-715.012	Health Insurance - FSA - Employer Paid	0.00	4.19	0.00	(4.19)	100.00
450-000-715.013	Health Insurance - HSA - Employer Paid	2,503.00	1,715.97	0.00	787.03	68.56
450-000-715.015	Life Insurance	20.00	16.27	1.62	3.73	81.35
450-000-718.000	Retirement Benefits	2,182.00	1,661.67	249.24	520.33	76.15
450-000-724.000	Medical Insurance Opt Out	385.00	288.88	32.06	96.12	75.03
450-000-775.000	Supplies - Repairs and Maintenance	0.00	13.49	0.00	(13.49)	100.00
450-000-801.030	Professional Services - Audit	92.00	66.78	0.00	25.22	72.59
450-000-910.000	Liability Insurance	402.00	393.89	0.00	8.11	97.98
450-000-910.010	Workers Comp Insurance	249.00	241.34	0.00	7.66	96.92
450-000-930.000	Outside Services (RMLB)	0.00	645.00	0.00	(645.00)	100.00
450-000-930.050	Computer Services	50.00	10.07	0.00	39.93	20.14
450-000-940.000	Rentals - Equipment	1,800.00	2,012.78	0.00	(212.78)	111.82
450-000-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00
450-000-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
TOTAL EXPENDITURES		59,830.00	46,160.27	5,809.19	13,669.73	80.30
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		72,300.00	76,877.61	127.75	(4,577.61)	106.33
TOTAL EXPENDITURES		59,830.00	46,160.27	5,809.19	13,669.73	80.30
NET OF REVENUES & EXPENDITURES		12,470.00	30,717.34	(5,681.44)	(18,247.34)	231.20

PERIOD ENDING 04/30/2020

% Fiscal Year Completed: 83.33

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GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	04/30/2020 (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	24,515.00		24,515.53	0.00		(0.53)	100.00	
494-000-402.031	Captured DDA-LIBRARY	4,613.00		4,436.43	0.00		176.57	96.17	
494-000-402.032	Captured DDA-Capital Impr	1,957.00		1,957.03	0.00		(0.03)	100.00	
494-000-402.033	Capture DDA-Fire Reserve	1,957.00		1,957.03	0.00		(0.03)	100.00	
494-000-402.034	Capture-DDA-Solid Waste	2,544.00		2,544.16	0.00		(0.16)	100.01	
494-000-402.045	Captured DDA-COUNTY	11,881.00		11,785.07	0.00		95.93	99.19	
494-000-402.060	Captured Tax - AdVal Pers - City	2,593.00		2,409.13	0.00		183.87	92.91	
494-000-402.061	Captured Tax - AdVal Pers - Library	488.00		435.84	0.00		52.16	89.31	
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	207.00		192.35	0.00		14.65	92.92	
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	207.00		192.35	0.00		14.65	92.92	
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	269.00		250.05	0.00		18.95	92.96	
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,257.00		1,157.90	0.00		99.10	92.12	
494-000-569.000	Local Grants	5,599.00		5,894.37	0.00		(295.37)	105.28	
494-000-569.010	Local Donations	0.00		350.00	0.00		(350.00)	100.00	
494-000-664.020	Interest Earned - Investments	200.00		877.80	75.72		(677.80)	438.90	
494-000-694.000	Miscellaneous Revenue	200.00		1,263.05	0.00		(1,063.05)	631.53	
494-000-694.022	DDA - Farmers Market Entry Fee	2,500.00		2,281.75	0.00		218.25	91.27	
494-000-694.025	DDA - Sale of Merchandise	1,000.00		978.04	0.00		21.96	97.80	
494-000-694.026	DDA - Special Event Revenues	600.00		736.00	0.00		(136.00)	122.67	
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00	0.00		400.00	0.00	
494-000-694.494	DDA - Farmer's Market SNAP Sales	0.00		82.00	0.00		(82.00)	100.00	
TOTAL REVENUES		62,987.00		64,295.88	75.72		(1,308.88)	102.08	
Expenditures									
494-000-703.000	Salaries/Wages - Full Time Employees	18,309.00		12,244.90	1,969.15		6,064.10	66.88	
494-000-706.000	Wages - Part Time Employees	1,500.00		0.00	0.00		1,500.00	0.00	
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,443.00		834.27	139.79		608.73	57.81	
494-000-715.010	Health Insurance Premiums	2,636.00		2,172.13	213.93		463.87	82.40	
494-000-715.013	Health Insurance - HSA - Employer Paid	1,321.00		722.93	0.00		598.07	54.73	
494-000-715.015	Life Insurance	2.00		0.00	0.00		2.00	0.00	
494-000-718.000	Retirement Benefits	355.00		60.89	27.20		294.11	17.15	
494-000-724.000	Medical Insurance Opt Out	47.00		37.37	3.94		9.63	79.51	
494-000-727.000	Office Supplies	0.00		13.49	0.00		(13.49)	100.00	
494-000-775.000	Supplies - Repairs and Maintenance	100.00		52.10	0.00		47.90	52.10	
494-000-801.000	Engineering Services	100.00		0.00	0.00		100.00	0.00	
494-000-801.013	Professional Services - Attorney	100.00		0.00	0.00		100.00	0.00	
494-000-801.030	Professional Services - Audit	92.00		66.78	0.00		25.22	72.59	
494-000-900.000	Printing and Publishing	3,600.00		1,449.95	75.00		2,150.05	40.28	
494-000-910.000	Liability Insurance	513.00		502.85	0.00		10.15	98.02	
494-000-910.010	Workers Comp Insurance	84.00		81.42	0.00		2.58	96.93	
494-000-930.000	Outside Services (RMLB)	500.00		1,726.00	0.00		(1,226.00)	345.20	
494-000-930.050	Computer Services	50.00		10.07	0.00		39.93	20.14	
494-000-940.000	Rentals - Equipment	650.00		95.00	0.00		555.00	14.62	
494-000-956.000	Miscellaneous	1,850.00		395.56	0.00		1,454.44	21.38	
494-000-956.021	Special Events	2,000.00		787.52	0.00		1,212.48	39.38	
494-000-957.022	DDA Farmers Market Expense	1,000.00		425.31	0.00		574.69	42.53	
494-000-957.025	DDA Christmas Ornament Costs	800.00		0.00	0.00		800.00	0.00	
494-000-957.036	DDA Movies in the Park	1,500.00		1,163.00	0.00		337.00	77.53	
494-000-957.494	DDA - Farmer's Market SNAP Vendor Pymts	0.00		94.00	0.00		(94.00)	100.00	
494-000-960.000	Education & Training - Professional	500.00		0.00	0.00		500.00	0.00	
494-000-962.000	Memberships & Dues	3,100.00		2,910.00	0.00		190.00	93.87	
494-908-991.000	Principal Payment - Interfund Loans	11,666.00		9,721.70	972.17		1,944.30	83.33	

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020	MONTH 04/30/2020	BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Expenditures						
494-908-995.000	Interest Payment - Interfund Loans	595.00	495.80	49.58	99.20	83.33
TOTAL EXPENDITURES		54,413.00	36,063.04	3,450.76	18,349.96	67.52
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		62,987.00	64,295.88	75.72	(1,308.88)	102.08
TOTAL EXPENDITURES		54,413.00	36,063.04	3,450.76	18,349.96	67.52
NET OF REVENUES & EXPENDITURES		8,574.00	28,232.84	(3,375.04)	(19,658.84)	321.39
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		225,629.00	216,409.80	5,203.61	9,219.20	95.91
TOTAL EXPENDITURES - ALL FUNDS		223,344.00	243,643.36	35,440.11	(20,299.36)	110.80
NET OF REVENUES & EXPENDITURES		2,285.00	(27,233.56)	(30,236.50)	29,518.56	1,359.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020	MONTH 04/30/2020	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	25,142.00	25,068.49	0.00	73.51	99.71
INTEREST	INTEREST & RENTS	200.00	167.82	0.14	32.18	83.91
TRANSFER	FUNDS TRANSFERS	65,000.00	50,000.00	5,000.00	15,000.00	76.92
TOTAL REVENUES		90,342.00	75,236.31	5,000.14	15,105.69	83.28
Expenditures						
000	OPERATIONS	92,476.00	123,841.73	6,987.24	(31,365.73)	135.29
908	DEBT SERVICE	16,625.00	13,854.20	1,385.42	2,770.80	83.33
970	CAPITAL OUTLAY	0.00	23,724.12	17,807.50	(23,724.12)	100.00
TOTAL EXPENDITURES		109,101.00	161,420.05	26,180.16	(52,319.05)	149.12
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		90,342.00	75,236.31	5,000.14	15,105.69	83.28
TOTAL EXPENDITURES		109,101.00	161,420.05	26,180.16	(52,319.05)	149.12
NET OF REVENUES & EXPENDITURES		(18,759.00)	(86,183.74)	(21,180.02)	67,424.74	466.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	600.00	1,356.24	127.75	(756.24)	226.04
OTHER	OTHER	71,700.00	75,521.37	0.00	(3,821.37)	105.33
TOTAL REVENUES		72,300.00	76,877.61	127.75	(4,577.61)	106.33
Expenditures						
000	OPERATIONS	59,830.00	46,160.27	5,809.19	13,669.73	80.30
TOTAL EXPENDITURES		59,830.00	46,160.27	5,809.19	13,669.73	80.30
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		72,300.00	76,877.61	127.75	(4,577.61)	106.33
TOTAL EXPENDITURES		59,830.00	46,160.27	5,809.19	13,669.73	80.30
NET OF REVENUES & EXPENDITURES		12,470.00	30,717.34	(5,681.44)	(18,247.34)	231.20

PERIOD ENDING 04/30/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	52,488.00	51,832.87	0.00	655.13	98.75
INTEREST	INTEREST & RENTS	200.00	877.80	75.72	(677.80)	438.90
UNCLASSIFIED	Unclassified	0.00	82.00	0.00	(82.00)	100.00
OTHER	OTHER	10,299.00	11,503.21	0.00	(1,204.21)	111.69
TOTAL REVENUES		<u>62,987.00</u>	<u>64,295.88</u>	<u>75.72</u>	<u>(1,308.88)</u>	<u>102.08</u>
Expenditures						
000	OPERATIONS	42,152.00	25,845.54	2,429.01	16,306.46	62.92
908	DEBT SERVICE	12,261.00	10,217.50	1,021.75	2,043.50	83.33
TOTAL EXPENDITURES		<u>54,413.00</u>	<u>36,063.04</u>	<u>3,450.76</u>	<u>18,349.96</u>	<u>67.52</u>
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		62,987.00	64,295.88	75.72	(1,308.88)	102.08
TOTAL EXPENDITURES		54,413.00	36,063.04	3,450.76	18,349.96	67.52
NET OF REVENUES & EXPENDITURES		<u>8,574.00</u>	<u>28,232.84</u>	<u>(3,375.04)</u>	<u>(19,658.84)</u>	<u>321.39</u>
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES		<u>225,629.00</u>	<u>216,409.80</u>	<u>5,203.61</u>	<u>9,219.20</u>	<u>95.91</u>
		<u>223,344.00</u>	<u>243,643.36</u>	<u>35,440.11</u>	<u>(20,299.36)</u>	<u>110.80</u>
NET OF REVENUES & EXPENDITURES		<u>2,285.00</u>	<u>(27,233.56)</u>	<u>(30,236.50)</u>	<u>29,518.56</u>	<u>1,359.41</u>