

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Cathy Green
David Steffen
Rimante Grigaliunas
Randy Wisnaski
Justin Lakamper



“The Island City”

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

AGENDA DDA/TIFA/BRA Tuesday, March 10, 2026 - 7:30AM Plainwell City Hall Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes – 02/10/2026
5. Public Comment
6. Chairman’s Report
7. Recommendations and Reports:
 - A. BRA - Accounts Payable for February - \$3,355.87
The Board will consider confirming BRA payables for February 2026 in the amount of \$3,355.87.
 - B. DDA - Accounts Payable for February - \$20,966.52
The Board will consider confirming DDA payables for February 2026 in the amount of \$20,966.52.
 - C. TIFA - Accounts Payable for February - \$1,641.82
The Board will consider confirming TIFA payables for February 2026 in the amount of \$1,641.82.
8. Communications:
 - A. The February 2026 Summary and Detail Financial Reports
 - B. City Council Meeting minutes from 01/26/2026 and 02/09/2026
9. Public Comment
10. Staff Comments
11. Board Comments
12. Adjournment

Agenda Subject to Change

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

MINUTES
Plainwell BRA DDA TIFA
February 10, 2026

1. Chairman Larabel called the meeting to order at 7:32am in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Nick Larabel, Adam Hopkins, Jim Turley, Cathy Green, David Steffen (7:36am), Randy Wisnaski and Justin Lakamper
Excused: Paul Rizzo
4. Approval of Minutes:
A motion by Green, seconded by Turley, to accept and place on file the BRA DDA TIFA Meeting Minutes of the 01/13/2026 meeting. On a voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. Chairman's Report: None.
7. Recommendations and Reports:
 - A. Deborah Droppers from KELC (Kalamazoo Experiential Learning Center) Events discussed hosting Festival Fridays in conjunction with the DDA. Festival Fridays would occur once. The available months are May, June, July and August.
A motion by Steffen, seconded by Wisnaski, recommending support of KELC as the coordinator of a Festival Friday Special Event to be held from 3pm-8pm at Brook's Plaza, Hick's Park, and W. Bridge St. on either June 12th or July 10th 2026 to City Council for consideration. On a voice vote, all in favor. Motion passed.
 - B. **A motion by Turley, seconded by Hopkins, confirming BRA payables for January 2026 in the amount of \$1,500.79. On a voice vote, all in favor. Motion passed.**
 - C. **A motion by Larabel, seconded by Green, confirming DDA payables for January 2026 in the amount of \$7,938.07. On a voice vote, all in favor. Motion passed.**
 - D. **A motion by Wisnaski, seconded by Hopkins, confirming TIFA payables for January 2026 in the amount of \$599.11. On a voice vote, all in favor. Motion passed.**
 - E. **A motion by Green, seconded by Steffen, recommending the Revolving Loan Application from Doster Real Estate for \$10,000 to City Council for final review and approval. On a voice vote, all in favor. Motion passed.**
8. Communications:
The January 2026 Summary and Detail Financial Reports, City Council Meeting minutes from 12/22/2025 and 01/12/2026, Purchase Agreement with Plainwell Auto, Purchase Agreement with Classic Auto Mill and the Parking Lot Agreement with Mill 17 were reviewed.
9. Public Comment: None.
10. Staff Comment: Lakamper provided an update on the sale of 1 acre of property to Plainwell Auto, stating that the agreement needs to go to Council for final authorization. He shared that the purchase agreement with Classic Auto Mill was signed last night, and that they will be using Fleis & Vandenbrink for the EPA and base studies. He discussed the current parking lot agreement proposal with Mill 17, noting that after considerable back and forth, the agreement states that the parking lot will be used as is, with Mill 17 agreeing to handle winter maintenance. There are details to work out, one being the request from Mill 17 that the City no longer use the lot,

MINUTES
Plainwell BRA DDA TIFA
February 10, 2026

for any reason. Lakamper feels this can be discussed, and with proper planning, the City shouldn't need to give up the ability to use the lot.

Lakamper discussed an idea that the owner of Classic Auto Mill, Darius, shared for the Farmer's Market. He proposed having permanent sheds located along the side of building 10 on his property. This was just a conversation, but it's something he is considering doing which would be awesome. Larabel noted that this is how it should be- a partnership between the businesses and the City to work together for the benefit of everyone. Darius hopes to be open by October, and he seems very interested in supporting community projects, including possibly hosting an Oktoberfest event for his grand opening.

Larabel asked when building 2 was coming down, and Lakamper answered that we hadn't selected a company yet, but that the City did get insurance money to cover the demolition cost.

Lakamper discussed the composition of the DDA board, noting that in effect, this 9-person Board is three separate boards, the DDA, the TIFA and the BRA. At least 50% of the board (5 of the 9 members) needs to be people with an interest in property in the downtown. A discussion followed about what businesses are considered part of the DDA.

11. Board Member Comments: Turley shared that he and several others met with Consumers Energy to discuss an easement agreement for a proposed electrical grid update in Industrial Park. The project involves transformers and new underground lines, and the easement is for ~7ft along Lincoln Parkway.

12. Adjournment:

A motion by Turley, seconded by Hopkins, to adjourn the meeting at 8:44am. On a voice vote, all voted in favor. Motion passed.

Submitted by: JoAnn Leonard, City Clerk

03/02/2026 10:59 AM
User: ROXANNE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 02/01/2026 - 02/28/2026
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	FEBRUARY 2026 DENTAL/VISIC	20.57	29729
243-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHIF	FEBRUARY 2026 HEALTH INSUF	41.81	29733
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	FEBRUARY 2026 LIFE INSURAN	3.99	29730
243-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	JANUARY 2026 PROFESSIONAL	3,289.50	29783
Total For Dept 443 PUBLIC				3,355.87	
Total For Fund 243 BROWNF				3,355.87	

03/02/2026 10:59 AM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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BOTH OPEN AND PAID

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

Fund 243 BROWNFIELD REDEVE	3,355.87
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	3,355.87

03/02/2026 10:57 AM
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 DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 02/01/2026 - 02/28/2026
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 000 OPERATIONS					
248-000-001.007	Cash in Bank - Consumers	CONSUMERS CREDIT UNION	ADMIN - NEW MM ACCOUNT DW	20,389.89	29763
Total For Dept 000 OPERATI				20,389.89	
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	FEBRUARY 2026 DENTAL/VISIC	29.53	29729
248-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHIF	FEBRUARY 2026 HEALTH INSUF	21.30	29733
248-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	FEBRUARY 2026 LIFE INSURAN	1.41	29730
248-443-900.000	Social district stickers	STICKERYOU	Social district stickers	269.39	3697
Total For Dept 443 PUBLIC				321.63	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Community Promotion - Spec	SHOPPERS GUIDE INC	DDA - CHOCOLATE STROLL AD	105.00	29736
248-775-880.021	Community Promotion - Spec	GOOD NEWS PAPER	DDA - CHOCOLATE STROLL ADV	150.00	29752
Total For Dept 775 SPECIAI				255.00	
Total For Fund 248 DOWNTOW				20,966.52	

03/02/2026 10:57 AM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 248 DOWNTOWN DEVELOPM	20,966.52
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20,966.52

03/02/2026 10:58 AM
 User: ROXANNE
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 02/01/2026 - 02/28/2026
 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 000 OPERATIONS					
247-000-001.007	Cash in Bank - Consumers	CONSUMERS CREDIT UNION	ADMIN - NEW MM ACCOUNT DW	1,597.02	29763
Total For Dept 000 OPERATI				1,597.02	
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	FEBRUARY 2026 DENTAL/VISIC	28.32	29729
247-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHIF	FEBRUARY 2026 HEALTH INSUF	14.53	29733
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	FEBRUARY 2026 LIFE INSURAN	1.95	29730
Total For Dept 443 PUBLIC				44.80	
Total For Fund 247 TAX INC				1,641.82	

03/02/2026 10:58 AM
User: ROXANNE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 02/01/2026 - 02/28/2026
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

Fund 247 TAX INCREMENT FIN	1,641.82
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1,641.82

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2026 (NORMAL (ABNORMAL))	MONTH 02/28/2026 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,864.00	6,863.91	0.00	0.09	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,201.00	1,143.25	0.00	57.75	95.19
243-000-404.042	Captured Tax Real - BR - Capital Impr	573.00	573.21	0.00	(0.21)	100.04
243-000-404.043	Captured Tax Real - BR - Fire Reserve	573.00	573.21	0.00	(0.21)	100.04
243-000-404.044	Captured Tax Real - BR - Solid Waste	745.00	745.17	0.00	(0.17)	100.02
243-000-404.047	Captured Tax Real - DDA - School	13,757.00	16,232.90	0.00	(2,475.90)	118.00
243-000-404.048	Captured Tax Real - BR - County Taxes	4,007.00	3,993.14	0.00	13.86	99.65
243-000-413.060	Captured Tax Pers - City Tax	2,470.00	2,470.29	0.00	(0.29)	100.01
243-000-413.061	Captured Tax Pers - Library	432.00	411.45	0.00	20.55	95.24
243-000-413.062	Captured Tax Pers - Capital Improvement	206.00	206.30	0.00	(0.30)	100.15
243-000-413.063	Captured Tax Pers - Fire Reserve	206.00	206.30	0.00	(0.30)	100.15
243-000-413.064	Captured Tax Pers - Solid Waste	268.00	268.19	0.00	(0.19)	100.07
243-000-413.065	Captured Tax Pers - County Taxes	4,946.00	1,437.11	0.00	3,508.89	29.06
243-000-665.000	Interest Earnings - Investments	0.00	2,076.82	1,195.18	(2,076.82)	100.00
243-000-692.003	Other Financing Source - Insurance	0.00	589,460.00	0.00	(589,460.00)	100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00	17,500.00	0.00	12,500.00	58.33
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00	46,666.69	0.00	33,333.31	58.33
TOTAL REVENUES		146,248.00	690,827.94	1,195.18	(544,579.94)	472.37
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	49,039.00	24,727.78	2,947.98	24,311.22	50.42
243-443-704.001	Wages - Part Time Employees	2,755.00	5,404.98	54.29	(2,649.98)	196.19
243-443-704.005	Wages - Part Time Seasonal Employees	0.00	232.00	0.00	(232.00)	100.00
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	4,026.00	2,391.96	240.22	1,634.04	59.41
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00	1,044.03	151.29	635.97	62.14
243-443-716.000	Retirement - Defined Contribution 401a	3,851.00	2,251.30	253.72	1,599.70	58.46
243-443-718.001	Health Insurance Premiums - Current EE	2,657.00	425.40	51.83	2,231.60	16.01
243-443-718.013	Health Insurance - HSA - Employer Paid	738.00	119.98	10.33	618.02	16.26
243-443-723.001	Retiree Health Care - OPEB	31.00	22.61	0.00	8.39	72.94
243-443-725.001	Fringe Benefit - Life Insurance	46.00	30.53	3.99	15.47	66.37
243-443-725.010	Workers Comp Insurance	175.00	255.38	0.00	(80.38)	145.93
243-443-767.000	Clothing - Uniforms - contract provided	99.00	0.00	0.00	99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	2,000.00	83.25	0.00	1,916.75	4.16
243-443-801.013	Professional Services - Attorney	10,000.00	19,800.75	3,289.50	(9,800.75)	198.01
243-443-801.030	Professional Services - Auditor	425.00	427.30	0.00	(2.30)	100.54
243-443-830.000	Contractual Reimbursement CRA Activities	27,186.00	16,294.27	0.00	10,891.73	59.94
243-443-930.001	Land & Building Repairs/Maintenance	0.00	75.00	0.00	(75.00)	100.00
243-443-931.000	Equipment Repair & Maintenance	15,000.00	669.30	0.00	14,330.70	4.46
243-443-935.001	Property Liability Insurance	3,972.00	4,575.30	0.00	(603.30)	115.19
243-443-940.000	Rentals - Equipment	5,600.00	6,212.45	0.00	(612.45)	110.94
243-443-948.000	Computer Services	0.00	7.78	0.00	(7.78)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,848.00	9,244.83	0.00	6,603.17	58.33
243-905-993.001	Debt Service - Interest - Interfund Loan	776.00	452.90	0.00	323.10	58.36
TOTAL EXPENDITURES		145,904.00	94,749.08	7,003.15	51,154.92	64.94
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	690,827.94	1,195.18	(544,579.94)	472.37
TOTAL EXPENDITURES		145,904.00	94,749.08	7,003.15	51,154.92	64.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 02/28/2026
 % Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	02/28/2026 (ABNORMAL)	MONTH 02/28/2026	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
NET OF REVENUES & EXPENDITURES		344.00		596,078.86		(5,807.97)		(595,734.86)	3,278.74

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	02/28/2026 (ABNORMAL)	MONTH 02/28/2026	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
247-000-404.040	Captured Tax Real - BR - City Tax	16,584.00		16,583.49		0.00		0.51	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,902.00		2,837.91		0.00		64.09	97.79
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,385.00		1,384.64		0.00		0.36	99.97
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,385.00		1,384.64		0.00		0.36	99.97
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,800.00		1,800.00		0.00		0.00	100.00
247-000-404.048	Captured Tax Real - BR - County Taxes	9,678.00		9,892.27		0.00		(214.27)	102.21
247-000-583.000	Local Grants	88,515.00		63,410.09		0.00		25,104.91	71.64
247-000-665.000	Interest Earnings - Investments	5,000.00		9,092.74		1,122.74		(4,092.74)	181.85
TOTAL REVENUES		127,249.00		106,385.78		1,122.74		20,863.22	83.60
Expenditures									
247-443-703.000	Salaries/Wages - Full Time Employees	36,287.00		12,855.89		1,563.11		23,431.11	35.43
247-443-704.001	Wages - Part Time Employees	200.00		128.03		16.80		71.97	64.02
247-443-704.005	Wages - Part Time Seasonal Employees	0.00		261.24		0.00		(261.24)	100.00
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,805.00		1,067.71		128.69		1,737.29	38.06
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00		778.80		111.24		376.20	67.43
247-443-716.000	Retirement - Defined Contribution 401a	1,979.00		1,190.70		139.03		788.30	60.17
247-443-718.001	Health Insurance Premiums - Current EE	3,184.00		186.09		37.90		2,997.91	5.84
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00		38.43		4.00		705.57	5.17
247-443-723.001	Retiree Health Care - OPEB	0.00		1.61		0.00		(1.61)	100.00
247-443-725.001	Fringe Benefit - Life Insurance	22.00		15.09		1.95		6.91	68.59
247-443-725.010	Workers Comp Insurance	172.00		194.55		0.00		(22.55)	113.11
247-443-801.013	Professional Services - Attorney	0.00		510.00		0.00		(510.00)	100.00
247-443-801.030	Professional Services - Auditor	100.00		80.95		0.00		19.05	80.95
247-443-930.001	Land & Building Repairs/Maintenance	5,000.00		0.00		0.00		5,000.00	0.00
247-443-935.001	Property Liability Insurance	485.00		535.51		0.00		(50.51)	110.41
247-443-940.000	Rentals - Equipment	2,400.00		1,335.62		0.00		1,064.38	55.65
247-443-948.000	Computer Services	0.00		7.78		0.00		(7.78)	100.00
TOTAL EXPENDITURES		54,533.00		19,188.00		2,002.72		35,345.00	35.19
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		127,249.00		106,385.78		1,122.74		20,863.22	83.60
TOTAL EXPENDITURES		54,533.00		19,188.00		2,002.72		35,345.00	35.19
NET OF REVENUES & EXPENDITURES		72,716.00		87,197.78		(879.98)		(14,481.78)	119.92

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2026 (NORMAL (ABNORMAL))	MONTH 02/28/2026 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	45,558.00	45,517.59	0.00	40.41	99.91
248-000-404.031	Captured Tax Real - DDA - Library	7,973.00	7,564.63	0.00	408.37	94.88
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,945.00	4,941.27	0.00	3.73	99.92
248-000-404.045	Captured Tax Real - DDA - County Taxes	26,592.00	26,426.57	0.00	165.43	99.38
248-000-413.060	Captured Tax Pers - City Tax	1,581.00	1,581.16	0.00	(0.16)	100.01
248-000-413.061	Captured Tax Pers - Library	277.00	263.27	0.00	13.73	95.04
248-000-413.062	Captured Tax Pers - Capital Improvement	132.00	132.05	0.00	(0.05)	100.04
248-000-413.063	Captured Tax Pers - Fire Reserve	132.00	132.05	0.00	(0.05)	100.04
248-000-413.064	Captured Tax Pers - Solid Waste	172.00	171.66	0.00	0.34	99.80
248-000-413.065	Captured Tax Pers - County Taxes	923.00	919.62	0.00	3.38	99.63
248-000-583.000	Local Grants	7,575.00	5,353.69	0.00	2,221.31	70.68
248-000-642.001	Sales of Merchandise - DDA	0.00	14.72	0.00	(14.72)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	5,100.00	1,491.44	0.00	3,608.56	29.24
248-000-654.102	Special Event Revenues - DDA	2,275.00	5,177.00	0.00	(2,902.00)	227.56
248-000-665.000	Interest Earnings - Investments	2,000.00	4,944.02	612.72	(2,944.02)	247.20
TOTAL REVENUES		112,843.00	112,232.68	612.72	610.32	99.46
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	36,290.00	9,435.52	1,018.99	26,854.48	26.00
248-443-704.001	Wages - Part Time Employees	400.00	256.05	33.59	143.95	64.01
248-443-704.005	Wages - Part Time Seasonal Employees	0.00	176.00	0.00	(176.00)	100.00
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,799.00	747.27	80.05	2,051.73	26.70
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	660.00	0.00	0.00	660.00	0.00
248-443-713.001	Overtime Pay	518.00	0.00	0.00	518.00	0.00
248-443-716.000	Retirement - Defined Contribution 401a	1,480.00	860.32	86.02	619.68	58.13
248-443-718.001	Health Insurance Premiums - Current EE	4,143.00	121.17	46.02	4,021.83	2.92
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00	31.28	4.65	928.72	3.26
248-443-723.001	Retiree Health Care - OPEB	36.00	6.79	0.00	29.21	18.86
248-443-725.001	Fringe Benefit - Life Insurance	18.00	11.10	1.41	6.90	61.67
248-443-725.010	Workers Comp Insurance	93.00	79.74	0.00	13.26	85.74
248-443-767.000	Clothing - Uniforms - contract provided	57.00	0.00	0.00	57.00	0.00
248-443-774.000	Supplies - Planting	2,700.00	0.00	0.00	2,700.00	0.00
248-443-775.000	Supplies - Repairs and Maintenance	4,100.00	41.14	0.00	4,058.86	1.00
248-443-801.013	Professional Services - Attorney	0.00	459.00	0.00	(459.00)	100.00
248-443-801.030	Professional Services - Auditor	100.00	80.95	0.00	19.05	80.95
248-443-851.000	Postage	100.00	71.04	0.00	28.96	71.04
248-443-900.000	Printing and Publishing	3,500.00	1,749.39	269.39	1,750.61	49.98
248-443-920.000	Utilities - Electric	1,000.00	0.00	0.00	1,000.00	0.00
248-443-930.001	Land & Building Repairs/Maintenance	2,000.00	524.50	0.00	1,475.50	26.23
248-443-931.000	Equipment Repair & Maintenance	0.00	524.50	0.00	(524.50)	100.00
248-443-935.001	Property Liability Insurance	480.00	538.50	0.00	(58.50)	112.19
248-443-940.000	Rentals - Equipment	0.00	979.69	0.00	(979.69)	100.00
248-443-948.000	Computer Services	50.00	15.56	0.00	34.44	31.12
248-443-955.000	Miscellaneous Expense	200.00	21.50	0.00	178.50	10.75
248-443-960.000	Education & Training - Professional	200.00	0.00	0.00	200.00	0.00
248-443-962.000	Memberships & Dues	700.00	0.00	0.00	700.00	0.00
248-443-967.050	Project Costs - Christmas Decorations	0.00	271.39	0.00	(271.39)	100.00
248-775-880.021	Community Promotion - Special Events	7,650.00	4,095.11	255.00	3,554.89	53.53
248-775-881.022	Farmers Market Costs - DDA	3,100.00	492.13	0.00	2,607.87	15.88
248-900-971.000	Capital Purchase	50,000.00	0.00	0.00	50,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 02/28/2026
 % Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2026 (ABNORMAL)	MONTH 02/28/2026 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-900-972.000	Capital Outlay - Contracted Services	5,390.00	5,390.00	0.00	0.00	100.00
TOTAL EXPENDITURES		128,724.00	26,979.64	1,795.12	101,744.36	20.96
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	112,232.68	612.72	610.32	99.46
TOTAL EXPENDITURES		128,724.00	26,979.64	1,795.12	101,744.36	20.96
NET OF REVENUES & EXPENDITURES		(15,881.00)	85,253.04	(1,182.40)	(101,134.04)	536.82
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		386,340.00	909,446.40	2,930.64	(523,106.40)	235.40
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	140,916.72	10,800.99	188,244.28	42.81
NET OF REVENUES & EXPENDITURES		57,179.00	768,529.68	(7,870.35)	(711,350.68)	1,344.08

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 02/28/2026
 % Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2026	MONTH 02/28/2026	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,248.00	35,124.43	0.00	1,123.57	96.90
D08	D08 - Interest and rentals	0.00	2,076.82	1,195.18	(2,076.82)	100.00
F40.14	F40.14 - Other financing, Ins. proceeds	0.00	589,460.00	0.00	(589,460.00)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00	64,166.69	0.00	45,833.31	58.33
TOTAL REVENUES		146,248.00	690,827.94	1,195.18	(544,579.94)	472.37
Expenditures						
443	PUBLIC WORKS	129,280.00	85,051.35	7,003.15	44,228.65	65.79
905	DEBT SERVICE	16,624.00	9,697.73	0.00	6,926.27	58.34
TOTAL EXPENDITURES		145,904.00	94,749.08	7,003.15	51,154.92	64.94
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	690,827.94	1,195.18	(544,579.94)	472.37
TOTAL EXPENDITURES		145,904.00	94,749.08	7,003.15	51,154.92	64.94
NET OF REVENUES & EXPENDITURES		344.00	596,078.86	(5,807.97)	(595,734.86)	3,278.74

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	02/28/2026 (ABNORMAL)	MONTH 02/28/2026 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	33,734.00		33,882.95		0.00		(148.95)	100.44
D08	D08 - Interest and rentals	5,000.00		9,092.74		1,122.74		(4,092.74)	181.85
D04	D04 - State grants	88,515.00		63,410.09		0.00		25,104.91	71.64
TOTAL REVENUES		<u>127,249.00</u>		<u>106,385.78</u>		<u>1,122.74</u>		<u>20,863.22</u>	<u>83.60</u>
Expenditures									
443	PUBLIC WORKS	54,533.00		19,188.00		2,002.72		35,345.00	35.19
TOTAL EXPENDITURES		<u>54,533.00</u>		<u>19,188.00</u>		<u>2,002.72</u>		<u>35,345.00</u>	<u>35.19</u>
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		127,249.00		106,385.78		1,122.74		20,863.22	83.60
TOTAL EXPENDITURES		<u>54,533.00</u>		<u>19,188.00</u>		<u>2,002.72</u>		<u>35,345.00</u>	<u>35.19</u>
NET OF REVENUES & EXPENDITURES		72,716.00		87,197.78		(879.98)		(14,481.78)	119.92

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/28/2026 NORMAL (ABNORMAL)	MONTH 02/28/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	95,893.00	95,251.81	0.00	641.19	99.33
D08	D08 - Interest and rentals	2,000.00	4,944.02	612.72	(2,944.02)	247.20
D04	D04 - State grants	7,575.00	5,353.69	0.00	2,221.31	70.68
D06	D06 - Charges for services	7,375.00	6,683.16	0.00	691.84	90.62
TOTAL REVENUES		112,843.00	112,232.68	612.72	610.32	99.46
Expenditures						
443	PUBLIC WORKS	62,584.00	17,002.40	1,540.12	45,581.60	27.17
775	SPECIAL EVENTS	10,750.00	4,587.24	255.00	6,162.76	42.67
900	CAPITAL OUTLAY	55,390.00	5,390.00	0.00	50,000.00	9.73
TOTAL EXPENDITURES		128,724.00	26,979.64	1,795.12	101,744.36	20.96
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	112,232.68	612.72	610.32	99.46
TOTAL EXPENDITURES		128,724.00	26,979.64	1,795.12	101,744.36	20.96
NET OF REVENUES & EXPENDITURES		(15,881.00)	85,253.04	(1,182.40)	(101,134.04)	536.82
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		386,340.00	909,446.40	2,930.64	(523,106.40)	235.40
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	140,916.72	10,800.99	188,244.28	42.81
NET OF REVENUES & EXPENDITURES		57,179.00	768,529.68	(7,870.35)	(711,350.68)	1,344.08

MINUTES
Plainwell City Council
January 26, 2026

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Dan Martin from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele and Councilmembers Randy Wisnaski, Roger Keeney and Cathy Green.
Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 01/12/2026 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Presentation – Mill Development
Speakers: City Manager Lakamper, David Steffen of Plainwell Auto, Darius Grigaliunas of Classic Auto Mill and Matt Rubino and Kurt Elliott of Mill 17.
7. Public Comment: Members of the public spoke about the Mill development.
8. County Commissioner Report: Commissioner Dugan gave an update on happenings throughout Allegan county.
9. Agenda approval:
A motion by Wisnaski, seconded by Steele, to approve the Agenda for the January 26, 2026 meeting as presented. On a voice vote, all voted in favor. Motion passed.
10. Mayor's Report: Mayor Keeler discussed a social media post concerning the sale of land in the Industrial Park on the corner of 8th St. and Miller Rd., stating that the post was misleading. City Council voted to sell the property to a Ready-Mix Plant- not a cement plant or gravel pit.
11. Recommendations and Reports:
 - A. City Manager Lakamper discussed the sale of ~1 acre of Mill property to local business owner David Steffen for \$40,000.
A motion by Steele, seconded by Wisnaski, authorizing the City Manager to negotiate the sale of approximately one (1) acre of real property of the parent parcel ID #55-030-076-01 to David Steffen at a price of \$40,000 per acre. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed a purchase agreement with Classic Auto Mill for the remainder of the vacant Mill buildings.
A motion by Keeney, seconded by Steele, approving the sale of buildings located on the permanent parent parcel ID# of 55-030-076-01, subject to surveys, and authorizing the City Manager and City Clerk to enter into a purchase/sale agreement for the property. Further authorize the City Manager and City Clerk to execute any documents or other agreements necessary to close on the sale of the property. Further authorize the City Manager and City Attorney to take any steps reasonably necessary to effectuate the sale of the Property subject to this motion. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed a parking lot use agreement which would allow Mill 17 to have parking in front of buildings 15 and 16.
A motion by Wisnaski, seconded by Keeney, authorizing the City Manager to enter into a use agreement with Mill 17 for the purposes of parking on the Mill property in front of buildings 15 and 16. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
January 26, 2026

12. Communications:

A motion by Steele, seconded Keeney, to accept and place on file the December 2025 Department of Public Safety and Water Renewal Reports and the 12/09/2025 DDA/BRA/TIFA 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 \$274,160.09 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

14. Public Comments: A member of the public discussed Plainwell parks.

15. Staff Comments:

Finance Director/Treasurer Wilcox stated she is excited to see these projects move forward.

Personnel Coordinator/Deputy Treasurer Kersten congratulated the three business owners.

Superintendent Nieuwenhuis congratulated the business owners. He reminded City residents not to put their trash container in the road- keep them in the driveway or curb area so the plow trucks don't hit them. Side walk maintenance is the responsibility of the home owner. The freezing temperatures are expected to continue, be aware that pipes may freeze and take appropriate action.

Superintendent Keyzer congratulated the business owners, and shared that the Water Renewal plant is doing fine.

Director Callahan congratulated the business owners, stating the fresh ideas are welcome. He shared that DPS has a mock assessment coming up.

Clerk Leonard thanked everyone for a great meeting.

City Manager Lakamper had nothing to add.

16. Council Comments:

Councilmember Wisnaski thanked the public for coming to the meeting, and congratulated the businesses.

Mayor Pro Tem Steele thanked the public for coming, and congratulated the business owners. She shared how nice it is to have something happening on the Mill site. She noted that during public comment, those wishing for a greenspace or park lived in Gun Plain Township, and that it would be good idea for the Township to have a park for its residents.

Councilmember Green shared how nice it was to have such a large turnout for the meeting, and was glad that everything passed.

Councilmember Keeney thanked everyone for their hard work and congratulated the businesses.

17. Adjournment:

A motion by Steele, seconded by Green, to adjourn the meeting at 9:21pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 09, 2026


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
February 09, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Brian Warren from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele and Councilmembers Randy Wisnaski, Roger Keeney and Cathy Green.
Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 01/26/2026 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 Wisnaski, seconded by Keeney, to approve the Agenda for the February 09, 2026 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler shared that he is ready for warmer weather and spring.
10. Recommendations and Reports:
 - A. Clerk Leonard discussed a Special Event Permit application received from Dean's Ice Cream. The application requests permission to close Sherwood St between Sterling and Oak from 4pm-8pm every Monday night beginning April 13, 2026 through October 5, 2026 for a car show.
A motion by Green, seconded by Keeney, approving Special Event Permit application 2026-01 as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed the City's Other Post-Employment Benefit (OPEB) trust contribution. The City maintains a Trust Fund for its Retiree Medical Plan, which is an "other post-employment benefit" (OPEB) offered to members of the POLC and SEIU labor groups. The City recognizes liabilities on its annual financial statements for future costs associated with the Plan, which are determined by an annual actuarial valuation. Per Governmental Account Standards, costs associated for covered employees hired after June 30, 2018 are required to be deposited into a separate Trust account to be paid out in the future when the costs are actually incurred.
A motion by Keeney, seconded by Wisnaski, approving a transfer of \$9,711.00 into the OPEB Trust to cover the actuarially determined 'normal cost' for employees covered by the City of Plainwell Retiree Medical Benefit Plan. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed an upgrade to Microsoft Office 365. Plainwell's current email system is run through an exchange server housed at City Hall. This system works with a license from Microsoft for 200 email addresses that were originally issued in perpetuity. Microsoft announced that they are no longer servicing these licenses, leaving us with the option to use Linux based software to host our emails on the exchange server at City Hall, or upgrade to Microsoft 365 or Google Workspace. Both Microsoft 365 and Google Workspace are subscription-based software, meaning you pay per user and include email and all of the other programs in the office suite. Moving to this model will bring both our email functionality and office suite programs up to a modern standard. Our office programs, such as Excel and Word, are all currently purchased on a single user basis, leaving some employees with older versions that do not have all of the latest functionality. A subscription-based model provides the most recent version of every program, with upgraded functionality allowing multiple users to work on a single document at the same time and access documents using a web

MINUTES
Plainwell City Council
February 09, 2025

browser from any computer. Our IT service provider Clark Technical will perform the email upgrade, which requires all of the existing email accounts to be migrated over to the new system.

A motion by Steele, seconded by Wisnaski, authorizing Clark Technical Services to upgrade the City email system to Microsoft 365 for a total cost of \$9,536.00. On a roll call vote, all voted in favor. Motion passed.

- D. City Manager Lakamper discussed upgrading the City's website. Plainwell's current website is run by a Michigan based company called Muniweb, who specialize in municipal websites. They are phasing out their CMS 1.0 platform, and will no longer be able to host our current website. This is forcing us to either upgrade to their new CMS 2.0 platform, or choose a new provider. We would like to streamline the website and meet ADA requirements. We have reached out two other companies, both of which are located in Michigan and specialize in municipal websites. Muniweb is recommended for this project, based on price and ease of content migration to the new website.

A motion by Wisnaski, seconded by Keeney, approving a contract with Muniweb for the purposes of upgrading and hosting the City website for a cost of \$7,650.00. On a roll call vote, all voted in favor. Motion passed.

- E. Superintendent Keyzer discussed the purchase of Dissolved Oxygen (DO) Controllers and sensors for Water Renewal. The DO sensors are in the MBBR tanks that are the secondary treatment process. They measure the dissolved oxygen in the water and maintain the correct level for the best treatment. They are tied to controllers, allowing the blowers to ramp up or down to control the DO level in the tanks. The original controllers and sensors were installed 2013.

A motion by Keeney, seconded by Steele, approving the purchase of new Hach DO controllers and sensors from USA Bluebook for \$18,959.68. Motion passed.

11. Communications:

A motion by Steele, seconded by Wisnaski, to accept and place on file the December 2025 Investment and Fund Balance reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$500,816.79 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis stated he is glad to see some sunshine, and see some snow melting. He asked that anyone who notices discolored water let the City know, and be aware that this can be a sign of freezing pipes.

Superintendent Keyzer stated that he is keeping an eye on the digester valves, noting that they have had to be thawed twice due to the low temperature.

Director Callahan shared that DPS held a mock assessment covering policies, standards and procedures and proof that they are followed prior to the true assessment scheduled for April. The mock assessment went well. He also noted a structure fire on S. Main St. sharing there were no injuries.

Clerk Leonard had nothing to report.

City Manager Lakamper shared that the owners of Classic Auto Mill had signed their purchase agreement just prior to tonight's meeting. He thanked Darius and Rimante, sharing the City is very excited to work with them. CAM will begin their Phase studies right away.

He discussed site plans for the Redi-Mix plant and the old Clark Gas Station. Both site plans need some work, so it will take time before they are ready to be reviewed by the Planning Commission. The Ready-Mix Plant site plan will be reviewed in conjunction with a Special Use Permit (SUP) application. The Planning Commission will review the

MINUTES
Plainwell City Council
February 09, 2025

site plan and hold a hearing for the SUP at the same meeting. The site plan for Clark Gas Station shows that the old building will be demolished and a new station built, and the preliminary drawings look good.

Lakamper said that he continues to work on the Plainwell Auto land purchase agreement and hopes to have it ready for the next Council meeting.

He noted that the City had one water service line freeze. The line was thawed, and the other homes on the street were informed and asked to run a thin stream of water to avoid potential freezing.

Lakamper stated that the City Attorneys are drafting an Ordinance amendment to adopt the International Property Maintenance Code (IPMC), sharing that it covers enforcement for everything from grass and brush to blight and demolition of dangerous structures. IPMC is used by communities everywhere, including Otsego. The attorneys will start with the standard IPMC, and will align it with Plainwell's Code, reviewing other Ordinances for conflict and recommending necessary changes and updates. This is something that The City and DPS have been working on for quite some time. Once the draft document is received, it will be put on the Agenda for Council review.

15. Council Comments:

Councilmember Green congratulated Classic Auto Mill.

Councilmember Keeney mentioned the birth of his new great grandson.

Mayor Pro Tem Steele thanked Darius and Rimante for buying the Paper Mill, sharing that she appreciates it and will sleep a little easier now. She also thanked Utility Billing Specialist Penny Soper for her hard work on the Chocolate Stroll Event. She went with her family and they had a great time.

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:27pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 23, 2026


JoAnn Leonard, City Clerk