

City of Plainwell

Nick Larabel
Paul Rizzo
EJ Hart
David O'Bryant
Adam Hopkins
Jim Turley
Angela Ridgway
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
City Hall Council Chambers
June 13, 2023 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 05/09/2023 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Final review of the 2023/2024 BRA Budget
 - B. Update on Lead Abatement
 - C. Accounts Payable for May of \$12,802.84
8. **DDA Action Items**
 - A. Final review of the 2023/2024 DDA Budget
 - B. Board Member Resignation
 - C. Accounts Payable for May of \$1,709.93
9. **TIFA Action Items**
 - A. Final Review of the 2023/2023 TIFA Budget
 - B. Update on Industrial Park 52 Acres
 - C. Accounts Payable for May of \$490.47
10. **Communications:** 04/24 & 05/08 Council Minutes. Also, the Financial Report/ Summary as of 05/31/2023
11. **Public Comments**
12. **Staff Comments:**

Events: Food Truck Rallies, June 20; Concerts at the Bandshell;
Businesses: Pending sales on Bridge St. Deli; Dean’s Ice Cream; Old Plank sale finalized;
Commercial Rehabilitation Application for Mosiac Distillery will be presented to Council on June 26.
Projects: Industrial property sales; Dam #2; Mill Project, Wrapping up Rental Rehab;
13. **Member Comments**
14. **Adjournment**

Note: All public comment’s limited to two minutes, when recognized please rise and give your name and address.

The City of Plainwell equal-opportunity provider and employer

The Island City

Minutes
Plainwell DDA, BRA, and TIFA:
May 09, 2023

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Randy Wisnaski, Angela Ridgway, Nick Larabel, Adam Hopkins, Paul Rizzo, Robert Nieuwenhuis, Brian Kelley
Excused: EJ Hart, Jim Turley, David O'Bryant (arrived at 8:15)
Approval of Minutes of 03/14/23: Minutes were approved to place on file.
4. General Public-None
5. Chairman's Report: Hopkins was appointed the interim DDA Chairperson in the absence of Hart.
6. BRA Action Items
 - A. Draft Budget 2023-2024 reviewed. **Larabel motioned to accept the draft budget as presented was seconded by Rizzo. All in favor vote. Motion passed**
 - B. Lead Abatement on buildings; test patch will be completed on Friday, May 12.
B. Motion to accept accounts payable for April of \$20,466.67 was made by Hopkins and seconded by Rizzo. All in favor vote. Motion carried.
7. DDA Action Items
 - A. Draft Budget 2023-2024 review. **Rizzo motioned to accept the draft budget as presented was seconded by Larabel. All in favor vote. Motion carried.**
 - B. **Motion to accept accounts payable for April of \$611.22 was made by Larabel and seconded by Rizzo. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. **Draft budget review 2023-2024. Hopkins motioned to accept the draft budget as presented and seconded by Larabel. All in favor vote. Motion carried.**
 - B. Update on Industrial Park 52 Acres – For sale sign is up, and contacts are being made to interested businesses within the Park.
C. Motion to accept accounts payable for April of \$316.63 was made by Wisnaski and seconded by Hopkins. All in favor vote. Motion carried.
9. Communications: 03/27/23 and 04/10/2023 Council Minutes. Also, the Financial Report/Summary as of 04/30/2023 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:
Events: Farmers' Market; Dean's Monday Night Cruz ins; Memorial Day parade
Businesses: Sale pending on Bridge St. Deli; Dean's Ice Cream
Projects –Rental Rehab; Master Plan; Fitness Court; Dam #2 Project; Industrial Park
DDA Issues – back parking lot behind NAPA/Dance Kraze used as a cut-through; overnight parking downtown; sidewalks; paving & restriping of the parking lot.
12. Member Comments:
Wisnaski – asked about the Ano Kal property and if the sale went through.

Rizzo – asked about the City Manager, and it was shared that a new Manager has been chosen and he has verbally accepted the contract. Start date of June 12.

Adjournment: A Motion to adjourn the meeting at 8:31 a.m. was made by Larabel and seconded by Rizzo.

Submitted by Denise Siegel, Community Development Manager

DRAFT

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

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
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ESTIMATED REVENUES

Dept 002 - **TAX REVENUES**

243-000-404.040	Captured Tax - AdVal Real - City	6,146	6,253	6,074	6,197	6,197	6,197	6,507
243-000-404.041	Captured Tax - AdVal Real - Library	1,112	1,130	1,103	1,123	1,123	1,123	1,179
243-000-404.042	Captured Tax - AdVal Real - Capital Impr	491	500	488	504	504	504	529
243-000-404.043	Captured Tax - AdVal Real - Fire Reserve	491	500	488	504	504	504	529
243-000-404.044	Captured Tax - AdVal Real - Solid Waste	638	649	635	656	656	656	688
243-000-404.047	Captured DDA-SCHOOL	12,262	12,443	20,670	19,098	19,098	19,098	16,242
243-000-404.048	Captured Tax - AdVal Real - County (All)	2,955	3,114	3,084	3,495	3,504	3,504	3,679
243-000-413.060	Captured Tax - AdVal Pers - City	506	473	9,283	7,163	7,163	7,163	3,619
243-000-413.061	Captured Tax - AdVal Pers - Library	92	86	1,685	1,298	1,298	1,298	656
243-000-413.062	Captured Tax - AdVal Pers - Capital Impr	40	38	746	583	583	583	295
243-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	40	38	746	583	583	583	295
243-000-413.064	Captured Tax - AdVal Pers - Solid Waste	53	49	970	757	758	758	383
243-000-413.065	Captured Tax - AdVal Pers - County (All)	243	236	4,711	4,040	4,050	4,050	2,046
243-000-504.000	Federal Grant	0	3,047,183	1,377,691	25,000	0	0	0
243-000-665.000	Interest Earned - Investments	168	0	222	100	4,102	4,700	1,207
243-000-684.000	Miscellaneous Revenue	0	0	9,599	0	144,000	144,000	0
243-000-696.010	Loan Proceeds	0	0	559,236	0	0	40,764	0
243-000-699.101	Interfund Transfer In - General Fund	150,000	150,000	0	0	0	0	0
243-000-699.401	Interfund Transfer In - Capital Improve	65,000	80,000	80,000	60,000	50,000	80,000	80,000
Totals for dept 000 - OPERATIONS		240,237	3,302,692	2,077,431	131,101	244,123	315,485	117,854

TOTAL ESTIMATED REVENUES

240,237	3,302,692	2,077,431	131,101	244,123	315,485	117,854
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APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

243-443-703.000	Salaries/Wages - Full Time Employees	30,355	35,180	38,128	41,538	33,740	38,438	43,597
243-443-704.001	Wages - Part Time Employees	403	487	1,460	3,083	3,140	3,768	2,424
243-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,195	2,530	2,830	3,269	2,859	3,259	3,391
243-443-712.001	Medical Insurance Opt Out	200	204	166	390	349	462	360
243-443-713.001	Overtime Pay	0	0	0	0	1,748	1,748	0
243-443-716.000	Retirement Benefits	2,571	3,013	3,095	3,603	2,743	3,144	3,982

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
243-443-718.001	Health Insurance Premiums	5,069	6,689	6,628	7,113	4,256	4,863	6,058
243-443-718.012	Health Insurance - FSA - Employer Paid	1	0	0	0	0	0	0
243-443-718.013	Health Insurance - HSA - Employer Paid	1,426	1,722	1,908	1,992	999	1,222	2,172
243-443-723.001	Other Post Employment Benefits	297	313	283	123	103	123	51
243-443-725.001	Life Insurance	34	43	44	43	36	40	42
243-443-725.010	Workers Comp Insurance	387	324	230	240	155	226	219
243-443-767.000	Uniforms	21	21	23	65	4	6	102
243-443-775.000	Supplies - Repairs and Maintenance	0	1,051	379	0	2,855	7,755	0
243-443-801.000	Engineering Services	94,332	0	0	11,000	0	0	8,000
243-443-801.013	Professional Services - Attorney	10,975	1,890	5,004	3,000	1,270	1,270	1,000
243-443-801.030	Professional Services - Audit	353	353	339	2,874	374	374	374
243-443-830.000	Contractual Reimbursement CRA Activities	18,801	19,131	38,013	33,891	22,997	34,516	27,486
243-443-851.000	Postage	297	0	16	0	40	40	0
243-443-900.000	Printing and Publishing	606	0	0	250	0	0	0
243-443-931.000	Repairs and Maintenance - Equipment	8,627	4,027	668	1,000	27,240	78,557	2,760
243-443-935.001	Liability Insurance	4,917	5,683	5,624	6,186	6,050	6,050	6,958
243-443-940.000	Rentals - Equipment	1,173	1,814	3,464	3,600	4,686	5,500	3,600
243-443-948.000	Computer Services	10	418	10	0	7	7	0
243-443-955.000	Miscellaneous	0	68	0	0	0	0	0
243-443-968.000	Depreciation Expense	0	0	3,401	0	0	0	0
Totals for dept 443 - PUBLIC WORKS		183,050	84,961	111,713	123,260	115,651	191,368	112,576
Dept 900 - CAPITAL OUTLAY								
243-900-972.000	Contracted Services	70,718	4,000,815	724,932	0	11,207	11,207	0
Totals for dept 900 - CAPITAL OUTLAY		70,718	4,000,815	724,932	0	11,207	11,207	0
Dept 905 - DEBT SERVICE								
243-905-991.000	Principal Payment - Interfund Loans	14,930	15,079	15,230	15,382	12,819	15,382	15,536
243-905-992.050	Interest Payment - Interfund Loans	1,695	1,546	1,395	1,242	1,035	1,242	1,089
Totals for dept 905 - DEBT SERVICE		16,625	16,625	16,625	16,624	13,854	16,624	16,625
Dept 965 - TRANSFERS TO OTHER FUNDS								
243-965-965.101	Interfund Transfer Out - General Fund	0	0	150,000	50,000	0	50,000	0
Totals for dept 965 - TRANSFERS TO OTHER FUNDS		0	0	150,000	50,000	0	50,000	0

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

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
TOTAL APPROPRIATIONS		270,393	4,102,401	1,003,270	189,884	140,712	269,199	129,201
NET OF REVENUES/APPROPRIATIONS - FUND 244		<u>(30,156)</u>	<u>(799,709)</u>	1,074,161	<u>(58,783)</u>	103,411	46,286	<u>(11,347)</u>
	Estimated Cash beginning of year:							<u>120,672</u>
	Estimated Cash end of year:					120,672		<u>109,325</u>

Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
ESTIMATED REVENUES							
Dept 000 - OPERATIONS							
243-000-404.040	Captured Tax Real - BR - City Tax	6,253	6,074	6,197	6,197	6,507	6,507
243-000-404.041	Captured Tax Real - BR - Library	1,130	1,103	1,123	1,123	1,179	1,179
243-000-404.042	Captured Tax Real - BR - Capital I	500	488	504	504	529	529
243-000-404.043	Captured Tax Real - BR - Fire Rese	500	488	504	504	529	529
243-000-404.044	Captured Tax Real - BR - Solid Was	649	635	656	656	688	688
243-000-404.047	Captured Tax Real - DDA - School	12,443	20,670	19,098	19,098	16,242	16,242
243-000-404.048	Captured Tax Real - BR - County Ta	3,114	3,084	3,495	3,504	3,679	3,679
243-000-413.060	Captured Tax Pers - City Tax	473	9,283	7,163	7,163	3,619	3,619
243-000-413.061	Captured Tax Pers - Library	86	1,685	1,298	1,298	656	656
243-000-413.062	Captured Tax Pers - Capital Improv	38	746	583	583	295	295
243-000-413.063	Captured Tax Pers - Fire Reserve	38	746	583	583	295	295
243-000-413.064	Captured Tax Pers - Solid Waste	49	970	757	758	383	383
243-000-413.065	Captured Tax Pers - County Taxes	236	4,711	4,040	4,050	2,046	2,046
243-000-504.000	Federal Grant	3,047,183	1,377,691	25,000			
243-000-665.000	Interest Earnings - Investments		222	100	4,102	1,207	1,207
243-000-684.000	Miscellaneous Revenue		9,599		144,000		
243-000-696.010	Loan Proceeds		559,236				
243-000-699.101	Interfund Transfer In - General Fu	150,000					
243-000-699.401	Interfund Transfer In - Cap Improv	80,000	80,000	60,000	50,000	80,000	80,000
Totals for dept 000 - OPERATIONS		3,302,692	2,077,431	131,101	244,123	117,854	117,854
TOTAL ESTIMATED REVENUES		3,302,692	2,077,431	131,101	244,123	117,854	117,854

Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
APPROPRIATIONS							
Dept 443 - PUBLIC WORKS							
243-443-703.000	Salaries/Wages - Full Time Employee	35,180	38,128	41,538	33,740	43,632	43,597
243-443-704.001	Wages - Part Time Employees	487	1,460	3,083	3,140	2,424	2,424
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Med	2,530	2,830	3,269	2,859	3,394	3,391
243-443-712.001	Cash in Lieu of Benefits - Insuranc	204	166	390	349	360	360
243-443-713.001	Overtime Pay				1,748		
243-443-716.000	Retirement - Defined Contribution	3,013	3,095	3,603	2,743	3,985	3,982
243-443-718.001	Health Insurance Premiums - Curren	6,689	6,628	7,113	4,256	6,058	6,058
243-443-718.013	Health Insurance - HSA - Employer	1,722	1,908	1,992	999	2,172	2,172
243-443-723.001	Retiree Health Care - OPEB	313	283	123	103	51	51
243-443-725.001	Fringe Benefit - Life Insurance	43	44	43	36	42	42
243-443-725.010	Workers Comp Insurance	324	230	240	155	240	219
243-443-767.000	Clothing - Uniforms	21	23	65	4	102	102
243-443-775.000	Supplies - Repairs and Maintenance	1,051	379		2,855		
243-443-801.000	Professional Services - Engineerin			11,000		8,000	8,000
243-443-801.013	Professional Services - Attorney	1,890	5,004	3,000	1,270	1,000	1,000
243-443-801.030	Professional Services - Auditor	353	339	2,874	374	374	374
243-443-830.000	Contractual Reimbursement CRA Acti	19,131	38,013	33,891	22,997	27,486	27,486
243-443-851.000	Postage		16		40		
243-443-900.000	Printing and Publishing			250			
243-443-931.000	Outside Services (RMLB)	4,027	668	1,000	27,240	2,760	2,760
243-443-935.001	Property Liability Insurance	5,683	5,624	6,186	6,050	6,958	6,958
243-443-940.000	Rentals - Equipment	1,814	3,464	3,600	4,686	3,600	3,600
243-443-948.000	Computer Services	418	10		7		
243-443-955.000	Miscellaneous Expense	68					
243-443-968.000	Depreciation Expense		3,401				
Totals for dept 443 - PUBLIC WORKS		84,961	111,713	123,260	115,651	112,638	112,576
Dept 900 - CAPITAL OUTLAY							
243-900-972.000	Capital Outlay - Contracted Servic	4,000,815	724,932		11,207		
Totals for dept 900 - CAPITAL OUTLAY		4,000,815	724,932		11,207		
Dept 905 - DEBT SERVICE							
243-905-991.001	Debt Service - Principal -Interfur	15,079	15,230	15,382	12,819	15,536	15,536
243-905-993.001	Debt Service - Interest - Interfur	1,546	1,395	1,242	1,035	1,089	1,089
Totals for dept 905 - DEBT SERVICE		16,625	16,625	16,624	13,854	16,625	16,625
Dept 965 - TRANSFERS TO OTHER FUNDS							
243-965-995.101	Interfund Transfer Out - General I		150,000	50,000			
Totals for dept 965 - TRANSFERS TO OTHER FUNDS			150,000	50,000			
TOTAL APPROPRIATIONS		4,102,401	1,003,270	189,884	140,712	129,263	129,201
NET OF REVENUES/APPROPRIATIONS - FUND 243		(799,709)	1,074,161	(58,783)	103,411	(11,409)	(11,347)
BEGINNING FUND BALANCE		657,141	(142,570)	931,591	931,591	1,035,002	1,035,002
ENDING FUND BALANCE		(142,568)	931,591	872,808	1,035,002	1,023,593	1,023,655

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2023 - 05/31/2023
 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 - Curr	COPS HEALTH TRUST	MAY 2023 DENTAL/VISION PREMIUMS	(19.62)	25919
243-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	MAY 2023 HEALTH INSURANCE PREMIUMS	153.14	25921
243-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	MAY 2023 LIFE INSURANCE PREMIUMS	(2.53)	25920
243-443-830.000	Contractual Reimbursement CRA Ac	CRA 200 ALLEGAN STREET LLC	2013 REIMBURSEMENT AGREEMENT - 2022 WIN	11,519.35	25948
243-443-931.000	Outside Services (RMLB)	ERIK WILSON	ADMIN - APRIL 2023 CONSULTING	440.00	2285
243-443-931.000	ARCHITECH SERVICES LEAD PAINT BR	NELSON BREECH NAVE	MILL LEAD PAINT ABATEMENT	712.50	
Total For Dept 443 PUBLIC WORKS				12,802.84	
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY F				12,802.84	

06/01/2023 02:09 PM
User: PENNY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2023 - 05/31/2023
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 243 BROWNFIELD REDI	12,802.84
Total For All Funds:	<u>12,802.84</u>

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

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 000 - OPERATIONS								
248-000-404.030	Captured Tax - AdVal Real - City	24,516	26,174	26,636	29,290	29,290	29,290	34,222
248-000-404.031	Captured Tax - AdVal Real - Library	4,436	4,731	4,835	5,307	5,307	5,307	6,200
248-000-404.032	Captured Tax - AdVal Real - Capital Impr	1,957	2,091	2,140	2,383	2,383	2,383	2,784
248-000-404.033	Captured Tax - AdVal Real - Fire Reserve	1,957	2,091	2,140	2,383	2,383	2,383	2,784
248-000-404.034	Captured Tax - AdVal Real - Solid Waste	11,785	13,035	2,783	3,098	3,098	3,098	3,620
248-000-404.045	Captured Tax - AdVal Real - County (All)	2,544	2,718	13,519	16,518	16,559	16,559	19,347
248-000-413.060	Captured Tax - AdVal Pers - City	2,409	2,044	1,831	1,974	1,974	1,974	1,838
248-000-413.061	Captured Tax - AdVal Pers - Library	436	369	332	358	358	358	333
248-000-413.062	Captured Tax - AdVal Pers - Capital Impr	192	163	147	161	161	161	150
248-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	192	163	147	161	161	161	150
248-000-413.064	Captured Tax - AdVal Pers - Solid Waste	250	212	191	209	209	209	194
248-000-413.065	Captured Tax - AdVal Pers - County (All)	1,158	1,018	929	1,113	1,116	1,116	1,038
248-000-583.000	Local Grants	5,894	6,828	7,236	6,835	7,195	7,195	7,752
248-000-583.001	Local Donations	350	1,075	0	0	0	0	0
248-000-642.001	DDA - Sale of Merchandise	978	63	1,340	0	76	76	0
248-000-642.248	DDA - Farmer's Market SNAP Sales	82	0	0	0	0	0	0
248-000-654.001	DDA - Farmers Market Entry Fee	2,577	1,790	4,811	2,200	3,729	4,709	4,225
248-000-654.001	DDA - Special Event Revenues	736	0	2,140	300	1,625	1,965	1,625
248-000-654.103	DDA Donations - Movies in the Park	0	0	0	0	1,650	1,650	0
248-000-665.000	Interest Earned - Investments	1,028	438	166	156	1,620	1,944	1,484
248-000-684.000	Miscellaneous Revenue	1,263	315	222	0	10	10	0
Totals for dept 010 - OPERATIONS		64,740	65,318	71,545	72,446	78,904	80,548	87,746
TOTAL ESTIMATED REVENUES		64,740	65,318	71,545	72,446	78,904	80,548	87,746

APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

248-443-703.000	Salaries/Wages - Full Time Employees	15,560	16,455	17,565	18,899	14,438	18,433	18,502
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Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20	20-21	21-22	22-23	22-23	22-23	2023-2024
		ACTUAL AMOUNTS	ACTUAL AMOUNTS	ACTUAL AMOUNTS	AMENDED BUDGET	ACTUAL TO 04/30	PROJECTED TOTALS	REQUESTED BUDGET
248-443-704.001	Wages - Part Time Employees	0	0	0	458	0	76	0
248-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	1,065	1,127	1,182	1,408	980	1,281	1,338
248-443-712.001	Medical Insurance Opt Out	48	48	22	60	63	86	0
248-443-716.000	Retirement Benefits	69	51	35	126	12	37	0
248-443-718.001	Health Insurance Premiums	2,571	3,154	2,902	3,160	2,639	3,157	3,264
248-443-718.013	Health Insurance - HSA - Employer Paid	723	820	852	864	591	733	792
248-443-723.001	Retiree Health Care - OPEB	0	0	9	79	66	76	0
248-443-725.001	Life Insurance	0	2	2	1	1	1	0
248-443-725.010	Workers Comp Insurance	81	155	56	69	47	72	41
248-443-751.000	Office Supplies	13	0	0	0	0	0	0
248-443-775.000	Supplies - Repairs and Maintenance	52	20	16	50	60	60	100
248-443-801.013	Professional Services - Attorney	0	0	56	0	0	0	0
248-443-801.030	Professional Services - Audit	67	67	64	71	71	71	71
248-443-851.000	Postage	0	55	1	100	44	100	100
248-443-900.000	Printing and Publishing	1,450	799	1,496	1,800	932	1,800	1,800
248-443-931.000	Repairs and Maintenance - Equipment	2,820	1,035	1,215	200	363	862	500
248-443-935.001	Liability Insurance	503	581	608	669	196	196	225
248-443-948.000	Computer Services	10	6	10	50	13	50	50
248-443-955.000	Miscellaneous	396	174	451	400	451	451	400
248-443-960.000	Education & Training - Professional	0	75	175	200	0	0	200
248-443-962.000	Memberships & Dues	2,910	3,180	690	1,930	450	600	700
Totals for dept 443 - PUBLIC WORKS		28,338	27,804	27,407	30,594	21,417	28,142	28,083

Dept 775 - **SPECIAL EVENTS**

248-775-880.021	Special Events	788	316	1,042	2,850	3,220	3,303	4,250
248-775-881.022	DDA Farmers Market Expense	614	368	774	850	823	850	1,010
248-775-881.025	DDA Christmas Ornament Costs	0	0	797	0	0	0	0
248-775-881.036	DDA Movies in the Park	1,163	0	1,770	700	0	0	0
248-775-881.037	DDA - Farmer's Market SNAP Vendor	94	0	0	0	0	0	0
Totals for dept 775 - SPECIAL EVENTS		2,659	684	4,383	4,400	4,043	4,153	5,260

Dept 900 - **CAPITAL OUTLAY**

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

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
248-900-971.000	Capital Purchase	0	0	8,793	15,000	12,014	12,014	7,500
Totals for dept 900 - CAPITAL OUTLAY		0	0	8,793	15,000	12,014	12,014	7,500

Dept 905 - **DEBT SERVICE**

248-905-991.000	Principal Payment - Interfund Loans	11,666	11,783	11,900	24,159	20,133	24,159	0
248-905-992.050	Interest Payment - Interfund Loans	595	478	361	242	202	242	0
Totals for dept 905 - DEBT SERVICE		12,261	12,261	12,261	24,401	20,335	24,401	0

TOTAL APPROPRIATIONS	43,258	40,749	52,844	74,395	57,809	68,710	40,843
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NET OF REVENUES/APPROPRIATIONS - FUND 249	21,482	24,569	18,701	(1,949)	21,095	11,838	46,903
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Estimated Cash beginning of year:							148,427
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Estimated Cash end of year:						148,427	195,330
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Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
ESTIMATED REVENUES							
Dept 000 - OPERATIONS							
248-000-404.030	Captured Tax Real - DDA - City Tax	26,174	26,636	29,290	29,290	34,222	34,222
248-000-404.031	Captured Tax Real - DDA - Library	4,731	4,835	5,307	5,307	6,200	6,200
248-000-404.032	Captured Tax Real - DDA - Capital	2,091	2,140	2,383	2,383	2,784	2,784
248-000-404.033	Captured Tax Real - DDA - Fire Res	2,091	2,140	2,383	2,383	2,784	2,784
248-000-404.034	Captured Tax Real - DDA - Solid Wa	2,718	2,783	3,098	3,098	3,620	3,620
248-000-404.045	Captured Tax Real - DDA - County T	13,035	13,519	16,518	16,559	19,347	19,347
248-000-413.060	Captured Tax Pers - City Tax	2,044	1,831	1,974	1,974	1,838	1,838
248-000-413.061	Captured Tax Pers - Library	369	332	358	358	333	333
248-000-413.062	Captured Tax Pers - Capital Improv	163	147	161	161	150	150
248-000-413.063	Captured Tax Pers - Fire Reserve	163	147	161	161	150	150
248-000-413.064	Captured Tax Pers - Solid Waste	212	191	209	209	194	194
248-000-413.065	Captured Tax Pers - County Taxes	1,018	929	1,113	1,116	1,038	1,038
248-000-583.000	Local Grants	6,828	7,236	6,835	7,195	7,752	7,752
248-000-583.001	Local Donations	1,075					
248-000-642.001	Sales of Merchandise - DDA	63	1,340		76		
248-000-654.001	Charges for Service - Farmers Mar	1,790	4,811	2,200	3,729	4,225	4,225
248-000-654.102	Special Event Revenues - DDA		2,140	300	1,625	1,625	1,625
248-000-654.103	Donations - Movies In the Park - I				1,650		
248-000-665.000	Interest Earnings - Investments	438	166	156	1,620	1,484	1,484
248-000-684.000	Miscellaneous Revenue	315	222		10		
Totals for dept 000 - OPERATIONS		65,318	71,545	72,446	78,904	87,746	87,746
TOTAL ESTIMATED REVENUES		65,318	71,545	72,446	78,904	87,746	87,746

Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
APPROPRIATIONS							
Dept 443 - PUBLIC WORKS							
248-443-703.000	Salaries/Wages - Full Time Employee	16,455	17,565	18,899	14,438	18,502	18,502
248-443-704.001	Wages - Part Time Employees			458			
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Med	1,127	1,182	1,408	980	1,338	1,338
248-443-712.001	Cash in Lieu of Benefits - Insurar	48	22	60	63		
248-443-716.000	Retirement - Defined Contribution	51	35	126	12		
248-443-718.001	Health Insurance Premiums - Curren	3,154	2,902	3,160	2,639	3,264	3,264
248-443-718.013	Health Insurance - HSA - Employer	820	852	864	591	792	792
248-443-723.001	Retiree Health Care - OPEB		9	79	66		
248-443-725.001	Fringe Benefit - Life Insurance	2	2	1	1		
248-443-725.010	Workers Comp Insurance	155	56	69	47	44	41
248-443-775.000	Supplies - Repairs and Maintenance	20	16	50	60	100	100
248-443-801.013	Professional Services - Attorney		56				
248-443-801.030	Professional Services - Auditor	67	64	71	71	71	71
248-443-851.000	Postage	55	1	100	44	100	100
248-443-900.000	Printing and Publishing	799	1,496	1,800	932	1,800	1,800
248-443-931.000	Outside Services (RMLB)	1,035	1,215	200	363	500	500
248-443-935.001	Property Liability Insurance	581	608	669	196	225	225
248-443-948.000	Computer Services	6	10	50	13	50	50
248-443-955.000	Miscellaneous Expense	174	451	400	451	400	400
248-443-960.000	Education & Training - Professiona	75	175	200	200	200	200
248-443-962.000	Memberships & Dues	3,180	690	1,930	450	700	700
Totals for dept 443 - PUBLIC WORKS		27,804	27,407	30,594	21,417	28,086	28,083
Dept 775 - SPECIAL EVENTS							
248-775-880.021	Community Promotion - Special Ever	316	1,042	2,850	3,220	4,250	4,250
248-775-881.022	Farmers Market Costs - DDA	368	774	850	823	1,010	1,010
248-775-881.025	Christmas Ornament Costs - DDA		797				
248-775-881.036	Movies in the Park Costs - DDA		1,770	700			
Totals for dept 775 - SPECIAL EVENTS		684	4,383	4,400	4,043	5,260	5,260
Dept 900 - CAPITAL OUTLAY							
248-900-971.000	Capital Purchase		8,793	15,000	12,014	7,500	7,500
Totals for dept 900 - CAPITAL OUTLAY			8,793	15,000	12,014	7,500	7,500
Dept 905 - DEBT SERVICE							
248-905-991.001	Debt Service - Principal -Interfur	11,783	11,900	24,159	20,133		
248-905-993.001	Debt Service - Interest - Interfur	478	361	242	202		
Totals for dept 905 - DEBT SERVICE		12,261	12,261	24,401	20,335		
TOTAL APPROPRIATIONS		40,749	52,844	74,395	57,809	40,846	40,843
NET OF REVENUES/APPROPRIATIONS - FUND 248		24,569	18,701	(1,949)	21,095	46,900	46,903
BEGINNING FUND BALANCE		44,109	68,681	87,381	87,381	108,476	108,476
ENDING FUND BALANCE		68,678	87,382	85,432	108,476	155,376	155,379

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2023 - 05/31/2023
 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					
248-000-201.248	Accounts Payable - DOWNTOWN DOLL	PLAINWELL ACE HARDWARE	DDA - GOLDEN TICKET REIMBURSEMENT DS	10.00	25939
248-000-201.248	Accounts Payable - DOWNTOWN DOLL	HART'S JEWELRY	DDA- GOLDEN TICKET REIMBURSEMENT DS	190.00	
Total For Dept 000 OPERATIONS				200.00	
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums - Curr	COPS HEALTH TRUST	MAY 2023 DENTAL/VISION PREMIUMS	27.88	25919
248-443-718.001	Health Insurance Premiums - Curr	PRIORITY HEALTH	MAY 2023 HEALTH INSURANCE PREMIUMS	313.29	25921
248-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSURANCE	MAY 2023 LIFE INSURANCE PREMIUMS	0.05	25920
248-443-900.000	Printing and Publishing	SHOPPERS GUIDE INC	DPW - ARBOR DAY AD - DDA - SPRING FLING	67.68	25926
248-443-931.000	SPRING WEED CONTROL DOWNTOWN	AAA LAWN CARE INC	DPW - SPRING WEED CONTROL DOWNTOWN/DPE	499.00	25980
248-443-962.000	Annual membership MI Farmers Mar	MIFMA	Annual membership MI Farmers Market Ass	150.00	2311
Total For Dept 443 PUBLIC WORKS				1,057.90	
Dept 775 SPECIAL EVENTS					
248-775-881.022	Farmers Market Costs - DDA	GOOD NEWS PAPER	DDA - FABULOUS FINDS AD DS	70.00	25974
248-775-881.022	Farmers Market Costs - DDA	WQXC FM - FORUM COMMUNICATIONS	DDA - ADVERTISING FARMERS MARKET DS	200.00	26004
248-775-881.022	Farmers market banners	BANNERSONTHECHEAP	Farmers market banners	158.06	2311
248-775-881.022	Refund farmers market banners	BANNERSONTHECHEAP	Refund farmers market banners	(79.03)	2311
248-775-881.025	Christmas Ornament Costs - DDA	WHITNEY ENTERPRISES INC	DDA - CHRISTMAS TREE STUMP GRINDING	103.00	25958
Total For Dept 775 SPECIAL EVENTS				452.03	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				1,709.93	

06/01/2023 02:11 PM
User: PENNY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2023 - 05/31/2023
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 DEVELC	1,709.93
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Total For All Funds:	<u>1,709.93</u>
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Fund 247 (450) - **TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)**

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
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ESTIMATED REVENUES

Dept 002 - **TAX REVENUES**

247-000-402.040	Captured Tax - AdVal Real - City	0	0	0	0	0	0	8,132
247-000-402.041	Captured Tax - AdVal Real - Library	0	0	0	0	0	0	1,472
247-000-402.042	Captured Tax - AdVal Real - Capital Impr	0	0	0	0	0	0	661
247-000-402.043	Captured Tax - AdVal Real - Fire Reserve	0	0	0	0	0	0	661
247-000-402.044	Captured Tax - AdVal Real - Solid Waste	0	0	0	0	0	0	860
247-000-402.048	Captured Tax - AdVal Real - County (All)	0	0	0	0	0	0	4,595
Totals for dept 002 - TAX REVENUES		0	0	0	0	0	0	16,381

Dept 006 - **INTERGOVERNMENTAL REVENUE - LOCAL**

247-000-583.000	Local Grants	75,521	79,912	85,615	82,349	86,683	86,883	104,593
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		75,521	79,912	85,615	82,349	86,683	86,883	104,593

Dept 009 - **INTEREST AND RENTS**

247-000-665.000	Interest Earned - Investments	1,617	456	198	150	1,787	2,144	3,330
Totals for dept 009 - INTEREST AND RENTS		1,617	456	198	150	1,787	2,144	3,330

TOTAL ESTIMATED REVENUES

77,138	80,368	85,813	82,499	88,470	89,027	124,304
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APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

247-443-703.000	Salaries/Wages - Full Time Employees	41,860	42,504	47,183	48,562	39,285	47,630	50,893
247-443-704.001	Wages - Part Time Employees	579	396	358	166	320	348	469
247-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	3,018	3,048	3,363	3,627	2,857	3,492	3,822
247-443-712.001	Medical Insurance Opt Out	375	388	388	855	622	836	855
247-443-716.000	Retirement Benefits	2,147	2,197	2,286	2,538	1,985	2,347	2,732
247-443-718.001	Health Insurance Premiums	5,041	5,903	6,375	6,719	5,032	5,923	6,847
247-443-718.012	Health Insurance - FSA - Employer Paid	4	0	0	0	0	0	0
247-443-718.013	Health Insurance - HSA - Employer Paid	1,716	1,823	1,916	1,968	1,232	1,507	2,160
247-443-723.001	Other Post Employment Benefits	6	19	30	0	0	0	0
247-443-725.001	Life Insurance	20	18	20	22	16	18	21
247-443-725.010	Workers Comp Insurance	241	354	187	242	168	244	247

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

06/08/2023

Draft approved by BRA/TIFA/DDA Board 05/09/2023

Original Draft approved by Council 05/22/2023

Updated revenue/expenditures approved ??/??/2023

2023-2024 Budget

NEW GL NUMBER	DESCRIPTION	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 AMENDED BUDGET	22-23 ACTUAL TO 04/30	22-23 PROJECTED TOTALS	2023-2024 REQUESTED BUDGET
247-443-775.000	Supplies - Repairs and Maintenance	13	0	0	0	0	0	3,600
247-443-801.013	Professional Services - Attorney	0	3,234	0	1,000	1,045	1,045	1,000
247-443-801.030	Professional Services - Audit	67	67	64	71	71	71	71
247-443-931.000	Repairs and Maintenance - Equipment	645	83	715	500	830	1,000	500
247-443-935.001	Liability Insurance	394	455	395	435	127	127	146
247-443-940.000	Rentals - Equipment	2,444	1,262	842	1,500	636	1,500	1,500
247-443-948.000	Computer Services	10	6	10	0	7	7	0
247-443-955.000	Miscellaneous	0	5,000	0	500	0	0	0
247-443-962.000	Memberships & Dues	305	0	0	300	0	0	0
Totals for dept 443 - PUBLIC WORKS		58,885	66,757	64,132	69,005	54,233	66,095	74,863
NET OF REVENUES/APPROPRIATIONS - FUND 247		18,253	13,611	21,681	13,494	34,237	22,932	49,441
Estimated Cash beginning of year:								<u>166,492</u>
Estimated Cash end of year:							166,492	<u>215,933</u>

Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
ESTIMATED REVENUES							
Dept 000 - OPERATIONS							
247-000-404.040	Captured Tax Real - BR - City Tax					8,132	8,132
247-000-404.041	Captured Tax Real - BR - Library					1,472	1,472
247-000-404.042	Captured Tax Real - BR - Capital I					661	661
247-000-404.043	Captured Tax Real - BR - Fire Rese					661	661
247-000-404.044	Captured Tax Real - BR - Solid Was					860	860
247-000-404.048	Captured Tax Real - BR - County Ta					4,595	4,595
247-000-583.000	Local Grants	79,912	85,615	82,349	86,683	104,593	104,593
247-000-665.000	Interest Earnings - Investments	456	198	150	1,787	3,330	3,330
Totals for dept 000 - OPERATIONS		80,368	85,813	82,499	88,470	124,304	124,304
TOTAL ESTIMATED REVENUES		80,368	85,813	82,499	88,470	124,304	124,304

Calculations as of 04/30/2023

GL NUMBER	DESCRIPTION	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23 AMENDED BUDGET	2022-23 ACTIVITY REASURER'S THRU 04/30/23	2023-24 BUDGET MANAGER'S	2023-24 BUDGET
APPROPRIATIONS							
Dept 443 - PUBLIC WORKS							
247-443-703.000	Salaries/Wages - Full Time Employee	42,504	47,183	48,562	39,285	50,991	50,893
247-443-704.001	Wages - Part Time Employees	396	358	166	320	469	469
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Med	3,048	3,363	3,627	2,857	3,830	3,822
247-443-712.001	Cash in Lieu of Benefits - Insurar	388	388	855	622	855	855
247-443-716.000	Retirement - Defined Contribution	2,197	2,286	2,538	1,985	2,742	2,732
247-443-718.001	Health Insurance Premiums - Curren	5,903	6,375	6,719	5,032	6,847	6,847
247-443-718.013	Health Insurance - HSA - Employer	1,823	1,916	1,968	1,232	2,160	2,160
247-443-723.001	Retiree Health Care - OPEB	19	30				
247-443-725.001	Fringe Benefit - Life Insurance	18	20	22	16	21	21
247-443-725.010	Workers Comp Insurance	354	187	242	168	271	247
247-443-775.000	Supplies - Repairs and Maintenance					3,600	3,600
247-443-801.013	Professional Services - Attorney	3,234		1,000	1,045	1,000	1,000
247-443-801.030	Professional Services - Auditor	67	64	71	71	71	71
247-443-931.000	Outside Services (RMLB)	83	715	500	830	500	500
247-443-935.001	Property Liability Insurance	455	395	435	127	146	146
247-443-940.000	Rentals - Equipment	1,262	842	1,500	636	1,500	1,500
247-443-948.000	Computer Services	6	10		7		
247-443-955.000	Miscellaneous Expense	5,000		500			
247-443-962.000	Memberships & Dues			300			
Totals for dept 443 - PUBLIC WORKS		66,757	64,132	69,005	54,233	75,003	74,863
TOTAL APPROPRIATIONS		66,757	64,132	69,005	54,233	75,003	74,863
NET OF REVENUES/APPROPRIATIONS - FUND 247		13,611	21,681	13,494	34,237	49,301	49,441
BEGINNING FUND BALANCE		87,933	101,546	123,228	123,228	157,465	157,465
ENDING FUND BALANCE		101,544	123,227	136,722	157,465	206,766	206,906

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL

INVOICE ENTRY DATES 05/01/2023 - 05/31/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS - CURR COPS HEALTH TRUST		JUNE 2023 DENTAL/VISION INSURANCE PREMI	42.45	26030
247-443-718.001	Health Insurance Premiums - Curr PRIORITY HEALTH		JUNE 2023 HEALTH INSURANCE PREMIUMS	447.60	26032
247-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INSU	JUNE 2023 LIFE INSURANCE PREMIUM	0.42	26031
Total For Dept 443 PUBLIC WORKS				<u>490.47</u>	
Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY FUNI				<u>490.47</u>	

06/01/2023 02:09 PM
User: ROXANNE
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 05/01/2023 - 05/31/2023
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 I	490.47
Total For All Funds:	<u>490.47</u>

MINUTES
Plainwell City Council
April 24, 2023

1. Mayor Keeler called the regular meeting to order at 7:01 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 Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/10/2023 regular meeting and the closed session. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report:
County Commissioner Dugan expressed regrets for missing the meeting, but submitted a written report of Board of Commissioner actions for Council's consideration
8. **A motion by Steele, seconded by Overhuel, to approve the Agenda for the April 24, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report:
Mayor Keeler reported the Council had made a conditional offer to the next Plainwell City Manager.
10. Recommendations and Reports:
 - A. Clerk Kelley reminded Council that it previously authorized the Director of Public Safety to liaison with the State of Michigan for closing M-89. He reported that the State has a new format outlining that authorization, which will no longer need annual renewals.
A motion by Keeney, seconded by Wisnaski, to re-confirm authority for the Director of Public Safety to apply to the Michigan Department of Transportation for the necessary permits to work within the State Highway Right of Way. On a roll call vote, all in favor. Motion passed.
 - B. Superintendent Nieuwenhuis reminded Council that the city switched elevator maintenance companies and is need of a 3-year certification update for the freight elevator. The certification is needed to aid in development of the mill property.
A motion by Overhuel, seconded by Steele, to approve a three-year certification for the mill freight elevator with Great Lakes Elevator in the amount of \$6,500.00. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Nieuwenhuis reported a gathering of street sweeping debris that need to be hauled away. Council was reminded that street sweeping debris is left at the DPW facility and is considered a hazardous waste which needs to be tested before it can be hauled away. The current debris has been

The City of Plainwell is an equal opportunity employer and provider

tested and will be accepted at the Kent County Landfill, which charges by the truck load and tonnage. The hauling has been contracted and Council is being asked to approve the disposal fees at the landfill. Council asked about the cost and there was discussion about the current load being an accumulation of several years of sweepings and the city is looking to incorporate these costs annually into future budgets. **A motion by Steele, seconded by Keeney, to approve the disposal fees to Kent County Landfill in the amount of \$7,500.00. On a roll call vote, all voted in favor. Motion passed.**

D. Community Development Siegel reported having met with appraisal firm NAI Wisinski of West Michigan, which has offered to market for sale the land purchased adjacent to the industrial park. The firm noted they could have for sale signs in the ground by the end of next week and is positive about its ability to successfully market the land.

A motion by Wisnaski, seconded by Keeney, to approve an agreement with NAI Wisinski of West Michigan for marketing/sale of the 52 acres adjacent to the Industrial Park. On a voice vote, all voted in favor. Motion passed.

E. Superintendent Pond reported the 17-year old water heater at the Treatment Plant had reached the end of its useful life. He reported the three options for replacement of the heater, which is used in the chemical process at the plant. An exact replacement, using electricity, is approximately \$6,700; a gas replacement is approximately \$9,000 while a more energy-efficient model using a heat exchanger is \$11,020 and offers a much longer useful life.

A motion by Steele, seconded by Wisnaski, to approve the purchase of a new Viessmann Vitocell 300 Water Heater in the amount of \$11,020.00. On a voice vote, all voted in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the March 2023 Water Renewal Report. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$80,435.78 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Community Development Manager Siegel reported ongoing work with the mill development and the industrial park.

Superintendent Pond noted that the Dystor cover would be replaced this week.

Director Callahan reported having sworn in two new on-call firefighters last week.

Clerk/Finance Director Kelley reported working on several projects.

Superintendent Nieuwenhuis reported that streets would again be swept this week and that bridge work will start in early June.


15. Council Comments:

Council each thanked staff for a successful Saturday session interviewing City Manager Candidates.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:28 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk

MINUTES APPROVED BY CITY COUNCIL
May 8, 2023


Brian Kelley, City Clerk

MINUTES
Plainwell City Council
May 8, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church 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:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/22/2023 special meeting and the 04/24/2023 regular meeting and the closed session. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
Citizen Denise Miller at 241 N Sunset briefed Council on concerns about climate change and recommended discussions or a committee to consider things the city could be doing now to mitigate future concerns.
7. County Commissioner Report: None.
8. **A motion by Steele, seconded by Overhuel, to approve the Agenda for the May 8, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report:
Mayor Keeler reported the city is moving forward with the City Manager and City Clerk. He noted that the Noon Whistle is nearly ready for installation and will be on display at City Hall on Friday May 12, 2023.
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis reported shrubbery that needs replacement in Hicks Park along Allegan Street between the bridge and Soule Fountain. Rather than replacing with new shrubbery that will need to grow and be maintained, the recommendation is to replace the shrubs with black-lined chain link fencing. The city also identified fencing needed on the Mill property from the NW Corner of Building 2 north to the river. Backyard Fencing LLC provided quotes for both projects for \$5,000 for Hicks Park and \$3,900 for the Mill. Council suggested installing a 16' gate on the Mill property, instead of the 12' quoted. **A motion by Wisnaski, seconded by Keeney, to approve the project with Backyard Fencing LLC to install black-coated chain link fencing in Hicks Parks and on the North Side of the Mill Property, with a 16' gate, at a cost not to exceed \$10,000.00. On a roll call vote, all in favor. Motion passed.**
 - B. Superintendent Nieuwenhuis reminded Council of a 3-year certification needed for the freight elevator in the Mill. Upon review after the project was approved at the last Council meeting, Great Lakes Elevator realized the original quote was for a passenger elevator, not a freight elevator. Due to the additional weights needed to certify the elevator's operation, additional funds are needed.

A motion by Keeney, seconded by Steele, to modify the approved cost a three-year certification for the mill freight elevator with Great Lakes Elevator to the amount of \$14,000.00. On a roll call vote, all voted in favor. Motion passed.

C. Superintendent Nieuwenhuis reported additional sweepings to be hauled after the spring 2023 sweepings. Since the approved project to haul and dispose of old piles had not yet started, the administration recommends adding the new pile to the existing pile for disposal this spring, which could reduce overall costs. Additional disposal fees will be needed due to the extra weight of the debris being hauled.
A motion by Overhuel, seconded by Wisnaski, to modify the approved disposal fees to Kent County Landfill to the amount of \$15,000.00. On a roll call vote, all voted in favor. Motion passed.

D. Clerk Kelley reminded Council of the motion made at the April 22 special meeting to offer a contingent job offer and reported that the background check had come back and that the employment contract had been negotiated successfully. The agreed upon contract was included in the Council packet for approval.
A motion by Keeney, seconded by Wisnaski, to approve a 3-year employment contract with Justin Lakamper for Plainwell City Manager, beginning June 12, 2023. On a voice vote, all voted in favor. Motion passed.

E. Mayor Keeler noted the new Manager's contract ties raises to "favorable" performance evaluations and Council has the opportunity to tweak its process for evaluating the Manager. He suggested starting with the current evaluation form, consider the ICMA's evaluation form, and include a component for staff input as part of the process. Council debated the score level that would qualify as "favorable" and agreed on an 85% score. Council debated the changes to the scoring form as felt additional time was needed to consider all the possibilities.
A motion by Steele, seconded by Overhuel, to define an 85% score as "favorable" for the City Manager evaluation, and to table the updates to the evaluation form with inclusion of staff comments. On a roll call vote, all voted in favor. Motion passed.

F. Clerk Kelley asked for a special meeting on May 15, 2023 to discuss water rate proposals after a rate study done as part of the DWAM Grant. The special meeting would also review the 2023/2024 draft budget. Council could gather before the meeting for a meal.
A motion by Steele, seconded by Keeney, to set a special meeting for May 15, 2023 at 7pm to discuss water rates and the draft 2023/2024 City Budget. On a voice vote, all voted in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the April 2023 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$444,885.94 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

County Clerk Bob Genetski gave an overview of the 2022 Annual Report of the Allegan County Clerk and Register of Deeds (full report on file at the Clerk's Office). He also reported a new fee service for property owners to protect them against property fraud. He also reminded Council the need to budget funds for the replacement of election tabulators scheduled for replacement, at city cost, in 2027.

14. Staff Comments:

Personnel Coordinator reported having ordered a background check for a soon-to-be-named City Clerk.

Community Development Manager Siegel reported lead abatement will start May 12 and that the River Dam project is ongoing and will need extensions because the project is so large and complicated.

Superintendent Pond noted that the Dystor cover replacement is completely and that the tank is operating much more efficiently.

Director Callahan reported outfitting the two new on-call firefighters with gear.

Clerk/Finance Director Kelley reported ongoing budget work and working with staff on contract negotiations.

Superintendent Nieuwenhuis reported a planned closing of the interconnect with Otsego Township on May 17 when the township's water system is scheduled to go live. He then reported that Plainwell fire hydrants will be flushed beginning 2am on Friday May 19. Finally, he reported that the work on the West Bridge and North Main bridges will begin on June 5. The North Main work will shift traffic to one side of the bridge, then the other, while work is being done. West Bridge will be closed to thru-traffic from Park to Church during the project.

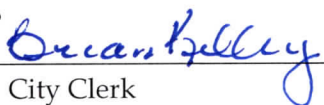
15. Council Comments:

Council each thanked staff for going above and beyond during staff shortages.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:59 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk

MINUTES APPROVED BY CITY COUNCIL
May 22, 2023


Brian Kelley, City Clerk

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2023 (ABNORMAL)	MONTH 05/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,197.00		6,197.34		0.00		(0.34)	100.01
243-000-404.041	Captured Tax Real - BR - Library	1,123.00		1,123.00		0.00		0.00	100.00
243-000-404.042	Captured Tax Real - BR - Capital Impr	504.00		504.28		0.00		(0.28)	100.06
243-000-404.043	Captured Tax Real - BR - Fire Reserve	504.00		504.28		0.00		(0.28)	100.06
243-000-404.044	Captured Tax Real - BR - Solid Waste	656.00		655.58		0.00		0.42	99.94
243-000-404.047	Captured Tax Real - DDA - School	19,098.00		19,098.02		0.00		(0.02)	100.00
243-000-404.048	Captured Tax Real - BR - County Taxes	3,495.00		3,503.94		0.00		(8.94)	100.26
243-000-413.060	Captured Tax Pers - City Tax	7,163.00		7,163.25		0.00		(0.25)	100.00
243-000-413.061	Captured Tax Pers - Library	1,298.00		1,298.05		0.00		(0.05)	100.00
243-000-413.062	Captured Tax Pers - Capital Improvement	583.00		582.90		0.00		0.10	99.98
243-000-413.063	Captured Tax Pers - Fire Reserve	583.00		582.90		0.00		0.10	99.98
243-000-413.064	Captured Tax Pers - Solid Waste	757.00		757.77		0.00		(0.77)	100.10
243-000-413.065	Captured Tax Pers - County Taxes	4,040.00		4,050.14		0.00		(10.14)	100.25
243-000-504.000	Federal Grant	25,000.00		0.00		0.00		25,000.00	0.00
243-000-665.000	Interest Earnings - Investments	100.00		4,715.37		613.02		(4,615.37)	4,715.37
243-000-684.000	Miscellaneous Revenue	0.00		144,000.00		0.00		(144,000.00)	100.00
243-000-696.010	Loan Proceeds	0.00		40,764.00		40,764.00		(40,764.00)	100.00
243-000-699.401	Interfund Transfer In - Cap Improvement	60,000.00		55,000.00		5,000.00		5,000.00	91.67
TOTAL REVENUES		131,101.00		290,500.82		46,377.02		(159,399.82)	221.59
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	41,538.00		34,838.69		1,099.06		6,699.31	83.87
243-443-704.001	Wages - Part Time Employees	3,083.00		3,825.88		685.92		(742.88)	124.10
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,269.00		2,993.07		133.93		275.93	91.56
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	390.00		388.86		39.99		1.14	99.71
243-443-713.001	Overtime Pay	0.00		1,748.42		0.00		(1,748.42)	100.00
243-443-716.000	Retirement - Defined Contribution 401a	3,603.00		2,815.87		72.38		787.13	78.15
243-443-718.001	Health Insurance Premiums - Current EE	7,113.00		4,339.53		83.75		2,773.47	61.01
243-443-718.013	Health Insurance - HSA - Employer Paid	1,992.00		1,045.94		46.88		946.06	52.51
243-443-723.001	Retiree Health Care - OPEB	123.00		113.08		10.28		9.92	91.93
243-443-725.001	Fringe Benefit - Life Insurance	43.00		33.16		(2.53)		9.84	77.12
243-443-725.010	Workers Comp Insurance	240.00		154.80		0.00		85.20	64.50
243-443-767.000	Clothing - Uniforms	65.00		3.75		0.00		61.25	5.77
243-443-775.000	Supplies - Repairs and Maintenance	0.00		2,855.25		0.00		(2,855.25)	100.00
243-443-801.000	Professional Services - Engineering	11,000.00		0.00		0.00		11,000.00	0.00
243-443-801.013	Professional Services - Attorney	3,000.00		1,270.33		0.00		1,729.67	42.34
243-443-801.030	Professional Services - Auditor	2,874.00		373.88		0.00		2,500.12	13.01
243-443-830.000	Contractual Reimbursement CRA Activities	33,891.00		34,516.09		11,519.35		(625.09)	101.84
243-443-851.000	Postage	0.00		40.30		0.00		(40.30)	100.00
243-443-900.000	Printing and Publishing	250.00		0.00		0.00		250.00	0.00
243-443-931.000	Outside Services (RMLB)	1,000.00		28,392.00		1,152.50		(27,392.00)	2,839.20
243-443-935.001	Property Liability Insurance	6,186.00		6,050.44		0.00		135.56	97.81
243-443-940.000	Rentals - Equipment	3,600.00		6,757.95		2,072.25		(3,157.95)	187.72
243-443-948.000	Computer Services	0.00		6.53		0.00		(6.53)	100.00
243-900-972.000	Capital Outlay - Contracted Services	0.00		11,206.76		0.00		(11,206.76)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,382.00		14,100.35		1,281.85		1,281.65	91.67
243-905-993.001	Debt Service - Interest - Interfund Loan	1,242.00		1,138.94		103.54		103.06	91.70
243-965-995.101	Interfund Transfer Out - General Fund	50,000.00		50,000.00		50,000.00		0.00	100.00
TOTAL EXPENDITURES		189,884.00		209,009.87		68,299.15		(19,125.87)	110.07

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2023 (ABNORMAL)	MONTH 05/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
	TOTAL REVENUES	131,101.00		290,500.82		46,377.02		(159,399.82)	221.59
	TOTAL EXPENDITURES	189,884.00		209,009.87		68,299.15		(19,125.87)	110.07
	NET OF REVENUES & EXPENDITURES	(58,783.00)		81,490.95		(21,922.13)		(140,273.95)	138.63

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2023 (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
247-000-583.000	Local Grants	82,349.00		86,682.78	0.00		(4,333.78)	105.26
247-000-665.000	Interest Earnings - Investments	150.00		2,008.40	221.35		(1,858.40)	1,338.93
TOTAL REVENUES		82,499.00		88,691.18	221.35		(6,192.18)	107.51
Expenditures								
247-443-703.000	Salaries/Wages - Full Time Employees	48,562.00		42,256.79	2,972.27		6,305.21	87.02
247-443-704.001	Wages - Part Time Employees	166.00		362.98	42.93		(196.98)	218.66
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,627.00		3,074.77	217.86		552.23	84.77
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00		692.08	69.99		162.92	80.95
247-443-716.000	Retirement - Defined Contribution 401a	2,538.00		2,111.15	126.09		426.85	83.18
247-443-718.001	Health Insurance Premiums - Current EE	6,719.00		5,381.51	349.17		1,337.49	80.09
247-443-718.013	Health Insurance - HSA - Employer Paid	1,968.00		1,335.27	103.49		632.73	67.85
247-443-725.001	Fringe Benefit - Life Insurance	22.00		15.77	(0.64)		6.23	71.68
247-443-725.010	Workers Comp Insurance	242.00		167.79	0.00		74.21	69.33
247-443-801.013	Professional Services - Attorney	1,000.00		1,044.50	0.00		(44.50)	104.45
247-443-801.030	Professional Services - Auditor	71.00		70.82	0.00		0.18	99.75
247-443-931.000	Outside Services (RMLB)	500.00		830.00	0.00		(330.00)	166.00
247-443-935.001	Property Liability Insurance	435.00		127.42	0.00		307.58	29.29
247-443-940.000	Rentals - Equipment	1,500.00		971.87	335.69		528.13	64.79
247-443-948.000	Computer Services	0.00		6.53	0.00		(6.53)	100.00
247-443-955.000	Miscellaneous Expense	500.00		0.00	0.00		500.00	0.00
247-443-962.000	Memberships & Dues	300.00		0.00	0.00		300.00	0.00
TOTAL EXPENDITURES		69,005.00		58,449.25	4,216.85		10,555.75	84.70
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		82,499.00		88,691.18	221.35		(6,192.18)	107.51
TOTAL EXPENDITURES		69,005.00		58,449.25	4,216.85		10,555.75	84.70
NET OF REVENUES & EXPENDITURES		13,494.00		30,241.93	(3,995.50)		(16,747.93)	224.11

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	29,290.00	29,290.21	0.00	(0.21)	100.00
248-000-404.031	Captured Tax Real - DDA - Library	5,307.00	5,306.83	0.00	0.17	100.00
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,383.00	2,383.18	0.00	(0.18)	100.01
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,383.00	2,383.18	0.00	(0.18)	100.01
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,098.00	3,098.21	0.00	(0.21)	100.01
248-000-404.045	Captured Tax Real - DDA - County Taxes	16,518.00	16,558.67	0.00	(40.67)	100.25
248-000-413.060	Captured Tax Pers - City Tax	1,974.00	1,974.15	0.00	(0.15)	100.01
248-000-413.061	Captured Tax Pers - Library	358.00	357.63	0.00	0.37	99.90
248-000-413.062	Captured Tax Pers - Capital Improvement	161.00	160.65	0.00	0.35	99.78
248-000-413.063	Captured Tax Pers - Fire Reserve	161.00	160.65	0.00	0.35	99.78
248-000-413.064	Captured Tax Pers - Solid Waste	209.00	208.84	0.00	0.16	99.92
248-000-413.065	Captured Tax Pers - County Taxes	1,113.00	1,115.93	0.00	(2.93)	100.26
248-000-583.000	Local Grants	6,835.00	7,194.59	0.00	(359.59)	105.26
248-000-642.001	Sales of Merchandise - DDA	0.00	75.61	0.00	(75.61)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	2,200.00	4,359.66	630.84	(2,159.66)	198.17
248-000-654.102	Special Event Revenues - DDA	300.00	1,625.00	0.00	(1,325.00)	541.67
248-000-654.103	Donations - Movies In the Park - DDA	0.00	1,650.00	0.00	(1,650.00)	100.00
248-000-665.000	Interest Earnings - Investments	156.00	1,850.46	230.29	(1,694.46)	1,186.19
248-000-684.000	Miscellaneous Revenue	0.00	10.00	0.00	(10.00)	100.00
TOTAL REVENUES		72,446.00	79,763.45	861.13	(7,317.45)	110.10
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	18,899.00	15,803.70	1,365.50	3,095.30	83.62
248-443-704.001	Wages - Part Time Employees	458.00	0.00	0.00	458.00	0.00
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,408.00	1,072.04	92.54	335.96	76.14
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	60.00	70.05	7.51	(10.05)	116.75
248-443-716.000	Retirement - Defined Contribution 401a	126.00	12.86	0.74	113.14	10.21
248-443-718.001	Health Insurance Premiums - Current EE	3,160.00	2,898.19	258.83	261.81	91.71
248-443-718.013	Health Insurance - HSA - Employer Paid	864.00	651.44	60.47	212.56	75.40
248-443-723.001	Retiree Health Care - OPEB	79.00	72.71	6.61	6.29	92.04
248-443-725.001	Fringe Benefit - Life Insurance	1.00	0.66	0.05	0.34	66.00
248-443-725.010	Workers Comp Insurance	69.00	47.05	0.00	21.95	68.19
248-443-775.000	Supplies - Repairs and Maintenance	50.00	59.98	0.00	(9.98)	119.96
248-443-801.030	Professional Services - Auditor	71.00	70.82	0.00	0.18	99.75
248-443-851.000	Postage	100.00	44.22	0.00	55.78	44.22
248-443-900.000	Printing and Publishing	1,800.00	999.41	67.68	800.59	55.52
248-443-931.000	Outside Services (RMLB)	200.00	861.50	499.00	(661.50)	430.75
248-443-935.001	Property Liability Insurance	669.00	195.97	0.00	473.03	29.29
248-443-948.000	Computer Services	50.00	13.07	0.00	36.93	26.14
248-443-955.000	Miscellaneous Expense	400.00	450.56	0.00	(50.56)	112.64
248-443-960.000	Education & Training - Professional	200.00	0.00	0.00	200.00	0.00
248-443-962.000	Memberships & Dues	1,930.00	600.00	150.00	1,330.00	31.09
248-775-880.021	Community Promotion - Special Events	2,850.00	3,220.04	0.00	(370.04)	112.98
248-775-881.022	Farmers Market Costs - DDA	850.00	1,172.47	349.03	(322.47)	137.94
248-775-881.036	Movies in the Park Costs - DDA	700.00	0.00	0.00	700.00	0.00
248-900-971.000	Capital Purchase	15,000.00	12,013.91	0.00	2,986.09	80.09
248-905-991.001	Debt Service - Principal -Interfund Loan	24,159.00	22,145.75	2,013.25	2,013.25	91.67
248-905-993.001	Debt Service - Interest - Interfund Loan	242.00	221.87	20.17	20.13	91.68
TOTAL EXPENDITURES		74,395.00	62,698.27	4,891.38	11,696.73	84.28

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
	TOTAL REVENUES	72,446.00	79,763.45	861.13	(7,317.45)	110.10
	TOTAL EXPENDITURES	74,395.00	62,698.27	4,891.38	11,696.73	84.28
	NET OF REVENUES & EXPENDITURES	(1,949.00)	17,065.18	(4,030.25)	(19,014.18)	875.59
	TOTAL REVENUES - ALL FUNDS	286,046.00	458,955.45	47,459.50	(172,909.45)	160.45
	TOTAL EXPENDITURES - ALL FUNDS	333,284.00	330,157.39	77,407.38	3,126.61	99.06
	NET OF REVENUES & EXPENDITURES	(47,238.00)	128,798.06	(29,947.88)	(176,036.06)	272.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	46,001.00	46,021.45	0.00	(20.45)	100.04
D08	Interest and rentals	100.00	4,715.37	613.02	(4,615.37)	4,715.37
D09	Other	0.00	144,000.00	0.00	(144,000.00)	100.00
05	Transfer in	60,000.00	55,000.00	5,000.00	5,000.00	91.67
UNCLASSIFIED	Unclassified	25,000.00	40,764.00	40,764.00	(15,764.00)	163.06
TOTAL REVENUES		131,101.00	290,500.82	46,377.02	(159,399.82)	221.59
Expenditures						
443	PUBLIC WORKS	123,260.00	132,563.82	16,913.76	(9,303.82)	107.55
900	CAPITAL OUTLAY	0.00	11,206.76	0.00	(11,206.76)	100.00
905	DEBT SERVICE	16,624.00	15,239.29	1,385.39	1,384.71	91.67
965	TRANSFERS TO OTHER FUNDS	50,000.00	50,000.00	50,000.00	0.00	100.00
TOTAL EXPENDITURES		189,884.00	209,009.87	68,299.15	(19,125.87)	110.07
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		131,101.00	290,500.82	46,377.02	(159,399.82)	221.59
TOTAL EXPENDITURES		189,884.00	209,009.87	68,299.15	(19,125.87)	110.07
NET OF REVENUES & EXPENDITURES		(58,783.00)	81,490.95	(21,922.13)	(140,273.95)	138.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	05/31/2023 (ABNORMAL)	MONTH 05/31/2023	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND									
Revenues									
D08	Interest and rentals	150.00		2,008.40		221.35		(1,858.40)	1,338.93
D04	State grants	82,349.00		86,682.78		0.00		(4,333.78)	105.26
TOTAL REVENUES		82,499.00		88,691.18		221.35		(6,192.18)	107.51
Expenditures									
443	PUBLIC WORKS	69,005.00		58,449.25		4,216.85		10,555.75	84.70
TOTAL EXPENDITURES		69,005.00		58,449.25		4,216.85		10,555.75	84.70
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:									
TOTAL REVENUES		82,499.00		88,691.18		221.35		(6,192.18)	107.51
TOTAL EXPENDITURES		69,005.00		58,449.25		4,216.85		10,555.75	84.70
NET OF REVENUES & EXPENDITURES		13,494.00		30,241.93		(3,995.50)		(16,747.93)	224.11

PERIOD ENDING 05/31/2023

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	62,955.00	62,998.13	0.00	(43.13)	100.07
D08	Interest and rentals	156.00	1,850.46	230.29	(1,694.46)	1,186.19
D09	Other	0.00	10.00	0.00	(10.00)	100.00
D04	State grants	6,835.00	7,194.59	0.00	(359.59)	105.26
UNCLASSIFIED	Unclassified	2,500.00	7,710.27	630.84	(5,210.27)	308.41
TOTAL REVENUES		72,446.00	79,763.45	861.13	(7,317.45)	110.10
Expenditures						
443	PUBLIC WORKS	30,594.00	23,924.23	2,508.93	6,669.77	78.20
775	SPECIAL EVENTS	4,400.00	4,392.51	349.03	7.49	99.83
900	CAPITAL OUTLAY	15,000.00	12,013.91	0.00	2,986.09	80.09
905	DEBT SERVICE	24,401.00	22,367.62	2,033.42	2,033.38	91.67
TOTAL EXPENDITURES		74,395.00	62,698.27	4,891.38	11,696.73	84.28
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		72,446.00	79,763.45	861.13	(7,317.45)	110.10
TOTAL EXPENDITURES		74,395.00	62,698.27	4,891.38	11,696.73	84.28
NET OF REVENUES & EXPENDITURES		(1,949.00)	17,065.18	(4,030.25)	(19,014.18)	875.59
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		286,046.00	458,955.45	47,459.50	(172,909.45)	160.45
TOTAL EXPENDITURES - ALL FUNDS		333,284.00	330,157.39	77,407.38	3,126.61	99.06
NET OF REVENUES & EXPENDITURES		(47,238.00)	128,798.06	(29,947.88)	(176,036.06)	272.66

AGENDA ITEMS

7. **BRA Action Items:**

- A. Recommended Action: A Final review of the BRA budget
- B. Recommended Action: Update given on the Lead Abatement project
- C. Accounts Payable:
Recommended Action: Consider confirming the BRA payables for May in the amount of \$ 12,802.84

8. **DDA Action Items:**

- A. Recommended Action: Final Review of the DDA Budget
- B. Recommended Action: Accept Board Member Resignation
- C. Accounts Payable:
Recommended Action: Consider confirming the DDA payables for May in the amount of \$ 1,709.93

9. **TIFA Action Items:**

- A. Recommend Action: Final Review of the TIFA Budget
- B. Recommended Action: Update given on Industrial Property Sale
- B. Accounts Payable:
Recommended Action: Consider confirming the TIFA payables for May in the amount of \$490.47

A reminder of Upcoming Meetings/Events:

- June 15 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- June 20 – Food Truck Rally 5-7:30 pm/ Fannie Pell Park
- June 21 - Planning Commission – 6:30 p.m. /Council Chambers
- June 26 – City Council Meeting at 7:00 p.m./ Council Chambers