

City of Plainwell

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



Department of Administration Services
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“The Island City”

AGENDA DDA/TIFA/BRA City Hall Council Chambers July 11, 2017 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary** – 06/13/17 Meeting Minutes
5. **General Public**
6. **Chairman’s Reports**

7. **BRA Action Items**
 - A. Accounts Payable for May of \$ 8,325.15

8. **DDA Action Items**
 - A. Accounts Payable for May of \$ 1,509.67

9. **TIFA Action Items**
 - A. Accounts Payable May of \$ 111.88

10. **Communications:** 06/12/17, and 06/26/17 Council Minutes. Also the Financial Report/ Summary as of 06/30/17.
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

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

The City of Plainwell is an equal opportunity provider and employer

The Island City

Minutes
Plainwell DDA, BRA and TIFA:
June 13, 2017

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Paul Rizzo, Zelda Schippers, & Tracee Dunlop, Mayor
Rick Brooks, Adam Hopkins, Nick Larabel
Excused: Erik Wilson, EJ Hart,
4. Approval of Minutes of 05/09/2017 minutes
5. General Public: Richard Graff, HyTech
6. Chairman's Report: Update on the Environmental Review process and the company hired to help look at the key points of the review on behalf of the City.
7. BRA Action Items
 - A. **Motion to accept accounts payable for May of \$853.45 was made by Schippers and seconded by Dunlop. Motion carried.**
 - B. **Motion to recommend the final 2017-2018 BRA budget to move forward for final approval by City Council was made by Larabel and seconded by Rizzo. Motion Carried.**
8. DDA Action Items
 - A. **Motion to accept accounts payable for the month of May of \$641.91 was made by Larabel and seconded by Turley. Motion carried.**
 - B. **Motion to recommend the final 2017-2018 DDA budget to move forward for final approval by City Council was made by Larabel and seconded by Dunlop. Motion Carried.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for the month of May of \$526.11 was made by Schippers and seconded by Turley. Motion carried.**
 - B. **Motion to recommend the final 2017-2018 TIFA budget to move forward for final approval by City Council was made by Rizzo and seconded by Turley. Motion Carried.**
 - C. Guest Richard Graff, from HyTech made a request to have a hiring now sign placed at the entrance of the Industrial Park. Turley and Rizzo both agreed and suggested a stainless steel sign; Schippers suggested a T shape stand with signs hanging on both sides. **A motion to allow Siegel, Community Development Manager to spend up to \$250 for the sign was made by Rizzo and seconded by Larabel. Motion Carried.**
10. Communications:
5/08/17 and 05/22/17 Council Minutes and Financial Report/summary as of 05/31/17 was approved and placed on file.
11. Public Comments: None
12. Staff Comments: Farmers Market update, Ace Hardware & SweetWater updates
Member Comments:

13. Adjournment: **A Motion by Rizzo supported by Larabel to adjourn the meeting at 8:07 a.m. was made and passed.**

Submitted by Denise Siegel, Community Development Manager

07/06/2017

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 06/01/2017 - 06/30/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	JUNE 2017 HEALTH INS	112.07	10964
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	JUNE 2017 LIFE INSURANCE	0.80	10979
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES INC	2017-05 DPW RUGS/UNIFORMS/MISC	3.80	10969
443-000-801.000	Prof Services - Engrng	SKEO SOLUTIONS, INC.	ENGINEERING & PLANNING ASSISTANCE - BROWNFIELD	7,000.00	11042
443-000-930.000	R/M Outside Services	ALLEGAN COUNTY SHERIFFS DEPT	APRIL 2017 WORK CREW	24.00	10947
443-000-930.000	R/M Outside Services	HOEKSTRA ROOFING COMPANY	IN FALL 2016 ROOF INSPECTION FOR CITY HALL	1,152.00	10978
443-000-930.000	R/M Outside Services	ALLEGAN COUNTY SHERIFFS DEPT	MAY 2017 WORK CREW	30.00	11006
443-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	MAY 2017 COMPUTER SUPPORT	2.48	11022
Total For Dept 000 OPERATIONS				<u>8,325.15</u>	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA				<u>8,325.15</u>	
Fund Totals:					
				Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY	8,325.15
Total For All Funds:				<u>8,325.15</u>	

07/06/2017

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 06/01/2017 - 06/30/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-010.494	Receivables - SNAP/Worldpay Farm	PETTY CASH	PETTY CASH REIMBURSEMENT JUNE 2017	1.00	11055
494-000-202.494	Accounts Payable - 2014 Downtow	HART'S JEWELRY	GOLDEN TICKET PAYOUT MAY 2017	100.00	10973
494-000-202.494	Accounts Payable - 2014 Downtow	ENVY OF PLAINWELL	GOLDEN TICKET JUNE 2017	50.00	10982
494-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	JUNE 2017 HEALTH INS	21.56	10964
494-000-801.013	Prof Services/Attorney	DICKINSON WRIGHT PLLC	APRIL 2017 LEGAL SERVICES	370.50	10975
494-000-900.000	Printing & Publishing	SHOPPERS GUIDE INC	MAY 2017 FARMERS MKT/DOG PARK/FLOWERS	152.00	10924
494-000-900.000	Printing & Publishing	KAECHELE PUBLICATIONS INC	DDA ADS	35.00	10929
494-000-930.000	R/M Outside Services	PLUMMER'S PORTABLE TOILETS	4/25/17 - 5/23/17 PARTIAL MONTH 5/18/17 DE	20.00	10961
494-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	MAY 2017 COMPUTER SUPPORT	2.48	11022
494-000-957.022	DDA Farmers Market Expense	WORLDPAY	WORLDPAY MONTHLY CHARGES	1.25	445
494-000-957.022	DDA Farmers Market Expense	PNC BANK (CREDIT CARD)	MAY 2017 STATEMENT	130.88	1095
494-000-962.000	Association Memberships	OTSEGO-PLAINWELL CHAMBER OF PYT	3 OF 4 2017	625.00	10981
		Total For Dept 000 OPERATIONS		<u>1,509.67</u>	
		Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA		<u><u>1,509.67</u></u>	
		Fund Totals:			
			Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY	1,509.67	
			Total For All Funds:	<u><u>1,509.67</u></u>	

07/06/2017

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 06/01/2017 - 06/30/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	JUNE 2017 HEALTH INS	109.40	10964
450-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	MAY 2017 COMPUTER SUPPORT	2.48	11022
Total For Dept 000 OPERATIONS				111.88	
Total For Fund 450 INDUSTRIAL PARK TIFA				111.88	
Fund Totals:					
Fund 450 INDUSTRIAL PARK TIFA				111.88	
Total For All Funds:				111.88	

MINUTES
Plainwell City Council
June 12, 2017

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: None.
4. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 05/22/2017 regular meeting. On voice vote, all voted in favor. Motion passed.
5. General Public Comments: None.
6. Presentations / County Commissioner Report: None.
7. Agenda Amendments: None.
8. Mayor's Report: None.
9. Recommendations and Reports:
 - A. Steve Tyre representing Ace Hardware gave a brief history of his ties to the community and his relationship with the Dorgans. He noted using 14,000 square feet of space in the building, 12,000 of that for retail space, with the main entrance off Anderson Street. He plans to sell fishing and other outdoor supplies. The Phase 2 Environmental study will commence June 13 and once the sale is closed, construction may take four (4) months for a late-summer/early-fall opening with up to 10 mostly part-time employees in the Downtown area. The Planning Commission has reviewed the site plan and is recommending approval.
A motion by Keeler, supported by Keeney, to approve the site plan for the Ace Hardware building as presented. On a voice vote, all in favor. Motion passed.
 - B. Council was briefed on the new Ambulance Agreement between several municipalities in the area, which is essentially an extension of previous agreements. Ryan Cronk from Plainwell Area EMS was in attendance in support of the agreement.
A motion by Steele, supported by Keeney, to approve the Ambulance Service Agreement through June 30, 2020 authorizing the City Manager to execute all documents on behalf of the city. On a roll-call vote, all in favor. Motion passed.
 - C. Superintendent Updike reporting on a pavement marking project to update Main and Prince Streets. It's been some time since they were last done. Bids were solicited and the low-bidder is recommended.
A motion by Overhuel, supported by Steele, to approve the pavement marking project with Ace Parking Lot Striping for \$9,122.40. On a roll-call vote, all in favor. Motion passed.
 - D. Superintendent Updike reported problems with pavement at the Airport, primarily on the approaches, where the loose stone affects the plane's propeller. Accordingly, the pavement needs to be redone. Bids were solicited to repair the ramp and taxiway pavement at the Airport. Of the six bids received, two identical and they happened to be the low-bids. There being no guidance in the Purchasing Policy regarding a tie-bid, While the city is not bound by federal guidance in this case (no federal fund are being used), the bid could be awarded to a local vendor, or done by lottery. One of

the bidders has a Plainwell mailing address, while not located inside the city limits. Either company is qualified to do the work. Council considered a few options.

A motion by Keeney, supported by Keeler, to award the contract for Airport ramp & taxiway pavement repairs to Wyoming Asphalt in the amount of \$25,950. On a roll-call vote, all in favor. Motion passed.

E. Community Development Manager Siegel reported that the current website designer has chosen to close her doors, leaving the city to seek a new provider for website development and hosting. Currently the development and hosting are being done by several providers. Muniweb will re-develop the city's website, with an focus on trying to restore some of the lost functionality (e-services & calendars), and will provide the hosting functions, bringing the entire website under one provider.
A motion by Steele, supported by Overhuel, to approve the project with Muniweb for website development and related services for a one-time cost of \$6,800 and a monthly charge of \$200. On a roll-call vote, all in favor. Motion passed.

F. Personnel Manager Lamorandier reported that the Plan Document for employee benefits needed its annual update for current year limitations, plus adding allowances for distributing the Summary Plan Description.

A motion by Steele, supported by Keeler, to adopt Resolution 17-15 to amend and restate the City of Plainwell Flexible Benefits Plan 501. On a voice vote, all in favor. Motion passed.

G. City Manager Wilson and Clerk/Treasurer Kelley reviewed the BRA, TIFA and DDA draft budgets, which are being recommended for approval by the BRA-TIFA-DDA Board. The revenues and expenditures were reviewed for each fund.

A motion by Overhuel, supported by Keeler, to approve the draft BRA budget.

A motion by Keeler, supported by Steele, to approve the draft TIFA budget.

A motion by Keeney, supported by Keeler, to approve the draft DDA budget.

On voice votes for each, all in favor. Motions passed.

H. **A motion by Keeney, supported by Keeler, to set a Public Hearing on June 16, 2017 at 7pm for the adoption of the 2017/2018 Plainwell City Budget. On a voice vote, all in favor. Motion passed.**

10. Communications:

A. **A motion by Steele, seconded by Overhuel, to accept and place on file the April 2017 DPS Report, the May 2017 Fund Balance and Investment Reports, the DRAFT 05/09/2017 DDA-BRA-TIFA Minutes and the DRAFT 05/17/2017 and 06/07/2017 Planning Minutes.. On a voice vote, all in favor. Motion passed.**

11. Accounts Payable:

A motion by Keeler, supported by Steele, that the bills be allowed and orders drawn in the amount of \$98,547.24 for payment of same. On a roll call vote, all in favor. Motion passed.

12. Public Comments

None.

13. Staff Comments

Personnel Manager Lamorandier reported working on insurance open enrollment.

Director Bomar reported successful festival work over the past several weeks. He noted promotions of staff – the new Deputy Director is John Varley, the new Fire Captain is Dave Rantz, and the new Fire Lieutenant is Jeff Welcher.

Superintendent Updike confirmed good festival work over the past few weeks as well as pavement work.

Superintendent Pond reported completion and near-completion of several capital projects.

Community Development Manager Siegel reported continued fundraising efforts for the Dog Park, including a June 19, 2017 go-live of the Patronicity Crowd Funding Campaign. This site will be live for 60 days and if the city can raise \$20,000, the Michigan Economic Development Corporation will match the funds. She also reported a new Chamber Director has been hired and reminded Council of a July 14 golf outing for the Chamber. Finally, she noted a June 23 ribbon cutting ceremony for the Plainwell Kayak Company.

Clerk/Treasurer Kelley reported finalizing the budget and preparing for the audit.

City Manager Wilson discussed with Council their availability for a workshop to discuss the budget. A quorum of Council members decided on Wednesday June 24, 2016 at 7pm for the budget workshop in Council Chambers.

14. Council Comments:

Councilman Overhuel thanked everyone for a good job at the Plainwell Festival Days.

Mayor Pro-Tem Steele requested and received an update about the recent graffiti on city buildings.

15. Adjournment:

A motion by Steele, supported by Overhuel, to adjourn the meeting at 7:51 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
June 26, 2017

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Peter Dams of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele and Councilman Overhuel. Absent: Councilman Keeler and Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 06/12/2017 regular meeting and the Minutes of the 06/14/2017 Budget Workshop. On voice vote, all voted in favor. Motion passed.
6. General Public Comments:
State Representative Mary Whiteford gave the Council an update on legislative matters including the State Budget (which includes revenue sharing increases for the city), school pensions and a county-wide recreation study. She also reported working on broadband access and auto insurance reforms. City Council thanked Representative Whiteford for the update. City Manager Wilson asked about state funding for the Department of Environmental Quality (DEQ) to which Representative Whiteford noted there have been ongoing discussions in Lansing.
7. County Commissioner Report:
Commissioner Don Black reported to Council that he will not be seeking re-election when his term expires in 2018 and is looking forward to retirement.
8. Presentations:
Public Works Superintendent Updike presented Sheryl Gluchowski with a plaque and gift for her 25 years of full-time service to the City of Plainwell. Superintendent Updike noted several of Sheryl's accomplishments including her proficiency with the department's software and her work in tracking labor and equipment, as well as procurement and preventative maintenance. Sheryl commented that she appreciates all the people with whom she works for keeping her job fun.

Superintendent Updike also reported that Laborer Don Reeves has reached his 20 years of service and noted that Don is very versatile and willing to step in wherever needed around the department.
9. Agenda Amendments: None.
10. Mayor's Report: None.
11. Recommendations and Reports:
 - A. Superintendent Updike presented City Council with a bid tabulation for the 2017 Local Streets Paving program. He noted that a requirement of the city for paving projects is that the bidders provide a "Bid Bond", which demonstrates the company's commitment to do satisfactory work for the project. Upon the opening of bids for this project, two firms, including the low bidder, did not submit a bid bond, which the city considers a material omission so those bids were not considered. It was also noted that the bids were lower because of having received favorable pricing due to bidding the project earlier. The city's recommendation is the lowest compliant bidder, Michigan Paving.
A motion by Steele, supported by Overhuel, to award the 2017 Local Street Paving project to Michigan Paving for \$102,425.00 as presented. On a roll-call vote, all in favor. Motion

passed.

- B.** Clerk/Treasurer Kelley reminded Council that the current contract for citywide curbside recycling and bulk trash services expires on June 30. On June 15, 2017, the city received proposals from two firms for this service. Upon review of the proposal, the administration recommends the low-bidder, Chef Container, to provide these services for the next five years.
A motion by Overhuel, supported by Steele, to accept the low-bid from Chef Container LLC to provide city-wide monthly curbside recycling & semi-annual bulk-trash pickup services for a 5-year period beginning July 1, 2017, pursuant to the Contractor's Proposal and to authorize the City Manager to execute all documents on behalf of the city. On a roll-call vote, all in favor. Motion passed.
- C.** Clerk/Treasurer reported an application to renew eligibility for participation in a Federal Surplus Assistance Program is due to the State of Michigan. This related to the static display of a T-38 aircraft at the Airport. The newest application requires the governing board to designate an authorized coordinator for this program and it's being recommended to designate the City Manager as that coordinator.
A motion by Steele, supported by Overhuel, to adopt Resolution 17-16 designating the City Manager as the city's authorized coordinator for the Federal Surplus Assistance Program. On a voice vote, all in favor. Motion passed.
- D.** Clerk/Treasurer Kelley reported that four members of various board and commissions have terms that expire on June 30, 2017. Each has confirmed their willingness to continue serving and, accordingly, are being recommended for re-appointment.
A motion by Overhuel, supported by Steele, to confirm the Mayor's re-appointment of William Parsons to the Library Board, Adam Hopkins to the DDA-BRA-TIFA Board, Jennifer Loftus to the Board of Review and Matthew Bradley to the Parks & Trees Commission. On a voice vote, all in favor. Motion passed.
- E.** Clerk/Treasurer Kelley presented Council with budget amendments for the 2016/2017 budget year to capture re-allocations of appropriations and to capture several known projects affecting use of fund balance.
A motion by Steele, supported by Overhuel, to approve the budget amendments as presented. On a voice vote, all in favor. Motion passed.
- F.** Clerk/Treasurer Kelley presented Council with an updated schedule of fines & fees for the upcoming fiscal year. The only changes noted were the frequency of one fee in the police department, the name of the returned check fee and the changing of meter fees to the actual costs at the time of purchase.
A motion by Steele, supported by Overhuel, to adopt Resolution 17-17 Fines & Fees as presented. On a voice vote, all in favor. Motion passed.
- G.** **A motion by Steel, supported by Overhuel, to open a public hearing for the 2017/2018 Budget at 7:41pm. On a voice vote, all in favor. Motion passed.**
City Manager Wilson presented Council and the public an overview of the 2017/2018, including capital projects.

No public comment.

A motion by Steele, supported by Overhuel, to close the public hearing at 8:09pm. On a voice vote, all in favor. Motion approved.

A motion by Steele, supported by Overhuel, to adopt Resolution 17-18, General Appropriations Act for Fiscal Year 2017-2018. On a voice vote, all in favor. Motion passed.

A motion by Steele, supported by Overhuel, to adopt Resolution 17-19, Special & Operating Funds Appropriations Act for Fiscal Year 2017-2018. On a voice vote, all in favor. Motion

passed.

12. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the May 2017 Water Renewal and DPS Reports, and the DRAFT 06/13/2017 DDA-BRA-TIFA Minutes. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Overhuel, supported by Steele, that the bills be allowed and orders drawn in the amount of \$125,489.93 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

None.

15. Staff Comments

Personnel Manager Lamorandier congratulated Sheryl Gluchowski for all her hard work.

Superintendent Updike noted preliminary work on paving projects, mowing grass and finishing up projects.

Superintendent Pond reported completion and near-completion of several capital projects.

Community Development Manager Siegel reported ongoing fundraising efforts for the Dog Park, including a \$750 grant from the Anna Pipp Foundation. She reminded Council of a July 14 golf outing for the Chamber at Shamrock Hills. Finally, she reported a successful ribbon cutting for the Plainwell Kayak Company and construction progress at Barbed Wire Café.

Clerk/Treasurer Kelley reported having attended clerk training last week and preparing for audit work.

City Manager Wilson congratulated Sheryl Gluchowski and Don Reeves for their continued great service.

16. Council Comments:

Councilman Overhuel and Mayor Pro-Tem Steele congratulated Sheryl Gluchowski and Don Reeves.

17. Adjournment:

A motion by Steele, supported by Overhuel, to adjourn the meeting at 8:19 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		2015-16 AMENDED BUDGET	07/31/2015 NORMAL (ABNORMAL)	MONTH 07/31/2015 INCREASE (DECREASE)	MONTH 07/31/2015 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA								
Revenues								
443-000-402.040	Captured - City	2,178.00	2,178.79	2,178.79		(0.79)	100.04	
443-000-402.041	Captured - Library	158.00	260.90	260.90		(102.90)	165.13	
443-000-402.042	Captured - Cap Improvement	172.00	171.92	171.92		0.08	99.95	
443-000-402.043	Captured - Fire Reserve	172.00	171.92	171.92		0.08	99.95	
443-000-402.044	Captured - Solid Waste	223.00	223.50	223.50		(0.50)	100.22	
443-000-402.047	Captured DDA-SCHOOL	4,436.00	1,360.35	1,360.35		3,075.65	30.67	
443-000-402.048	Captured - County	1,048.00	800.77	800.77		247.23	76.41	
443-000-402.060	Captured - AV - Personal - CITY	694.00	694.47	694.47		(0.47)	100.07	
443-000-402.061	Captured - AV - Personal - LIBRARY	50.00	83.16	83.16		(33.16)	166.32	
443-000-402.062	Captured - AV - Personal - CAP IMP	55.00	54.80	54.80		0.20	99.64	
443-000-402.063	Captured - AV - Personal - FIRE RES	55.00	54.80	54.80		0.20	99.64	
443-000-402.064	Captured - AV - Personal - S WASTE	71.00	71.24	71.24		(0.24)	100.34	
443-000-402.065	Captured - AV - Personal - COUNTY	334.00	255.24	255.24		78.76	76.42	
443-000-664.020	Interest Inc-Investments	151.00	1.45	1.45		149.55	0.96	
443-000-676.080	Rev-Transfer from Cap Improvement	69,000.00	5,750.00	5,750.00		63,250.00	8.33	
443-000-694.000	Revenue-Miscellaneous	0.00	4,700.00	4,700.00		(4,700.00)	100.00	
TOTAL REVENUES		78,797.00	16,833.31	16,833.31		61,963.69	21.36	
Expenditures								
443-000-703.000	Full Time Wages	32,422.00	2,232.12	2,232.12		30,189.88	6.88	
443-000-706.000	Part Time Wages	973.00	11.80	11.80		961.20	1.21	
443-000-713.000	Other Post Employment Benefits	995.00	82.91	82.91		912.09	8.33	
443-000-715.000	Social Security (FICA)	2,427.00	159.41	159.41		2,267.59	6.57	
443-000-715.010	Health Insurance	6,818.00	1,490.74	1,490.74		5,327.26	21.86	
443-000-715.015	Life Insurance	33.00	0.00	0.00		33.00	0.00	
443-000-718.000	Retirement Benefits	2,588.00	220.86	220.86		2,367.14	8.53	
443-000-724.000	Med Insurance Buyouts	81.00	5.37	5.37		75.63	6.63	
443-000-730.000	Postage	30.00	11.55	11.55		18.45	38.50	
443-000-743.000	Uniforms	50.00	0.00	0.00		50.00	0.00	
443-000-775.000	Rep & Maint Supplies	1,000.00	0.00	0.00		1,000.00	0.00	
443-000-801.000	Prof Services - Engineering	400.00	0.00	0.00		400.00	0.00	
443-000-801.013	Prof Services/Attorney	1,000.00	0.00	0.00		1,000.00	0.00	
443-000-801.030	Profess Service-Audit	353.00	0.00	0.00		353.00	0.00	
443-000-830.000	Contractual Reimbursement CRA Activities	7,300.00	0.00	0.00		7,300.00	0.00	
443-000-850.000	Communications - Land Line Phones	100.00	(0.19)	(0.19)		100.19	(0.19)	
443-000-900.000	Printing & Publishing	100.00	0.00	0.00		100.00	0.00	
443-000-910.000	Liability Insurance	4,488.00	4,823.73	4,823.73		(335.73)	107.48	
443-000-910.010	Workers Comp Insurance	178.00	362.71	362.71		(184.71)	203.77	
443-000-920.000	Utilities - Electric	1,600.00	0.00	0.00		1,600.00	0.00	
443-000-930.000	R/M Outside Services	4,000.00	435.94	435.94		3,564.06	10.90	
443-000-940.000	Equipment Rental	1,200.00	311.82	311.82		888.18	25.99	
443-908-991.000	Principal Payment - Interfund Loans	14,037.00	1,169.79	1,169.79		12,867.21	8.33	
443-908-995.000	Interest Payment - Interfund Loans	2,587.00	215.60	215.60		2,371.40	8.33	
443-970-972.000	Contracted Services	20,000.00	0.00	0.00		20,000.00	0.00	
TOTAL EXPENDITURES		104,760.00	11,534.16	11,534.16		93,225.84	11.01	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:								
TOTAL REVENUES		78,797.00	16,833.31	16,833.31		61,963.69	21.36	

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	07/31/2015 (ABNORMAL)	MONTH 07/31/2015 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
TOTAL EXPENDITURES		104,760.00		11,534.16		11,534.16		93,225.84	11.01
NET OF REVENUES & EXPENDITURES		(25,963.00)		5,299.15		5,299.15		(31,262.15)	20.41

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	07/31/2015 (ABNORMAL)	MONTH 07/31/2015 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA									
Revenues									
450-000-402.040	Captured - City	0.00		3,414.78		3,414.78		(3,414.78)	100.00
450-000-402.041	Captured - Library	0.00		408.62		408.62		(408.62)	100.00
450-000-402.042	Captured - Cap Improvement	0.00		269.22		269.22		(269.22)	100.00
450-000-402.043	Captured - Fire Reserve	0.00		269.22		269.22		(269.22)	100.00
450-000-402.044	Captured - Solid Waste	0.00		350.09		350.09		(350.09)	100.00
450-000-402.048	Captured - County	0.00		1,254.83		1,254.83		(1,254.83)	100.00
450-000-402.060	Captured - AV - Personal - CITY	20,123.00		17,828.09		17,828.09		2,294.91	88.60
450-000-402.061	Captured - AV - Personal - LIBRARY	1,457.00		2,134.81		2,134.81		(677.81)	146.52
450-000-402.062	Captured - AV - Personal - CAP IMP	1,588.00		1,406.80		1,406.80		181.20	88.59
450-000-402.063	Captured - AV - Personal - FIRE RES	1,588.00		1,406.80		1,406.80		181.20	88.59
450-000-402.064	Captured - AV - Personal - S WASTE	2,064.00		1,828.77		1,828.77		235.23	88.60
450-000-402.065	Captured - AV - Personal - COUNTY	9,676.00		6,552.27		6,552.27		3,123.73	67.72
450-000-402.080	Captured - IFT - Personal - CITY	5,254.00		0.00		0.00		5,254.00	0.00
450-000-402.081	Captured - IFT - Personal - LIBRARY	380.00		0.00		0.00		380.00	0.00
450-000-402.082	Captured - IFT - Personal - CAP IMP	415.00		0.00		0.00		415.00	0.00
450-000-402.083	Captured - IFT - Personal - FIRE RES	415.00		0.00		0.00		415.00	0.00
450-000-402.084	Captured - IFT - Personal - S WASTE	539.00		0.00		0.00		539.00	0.00
450-000-402.085	Captured - IFT - Personal - COUNTY	2,527.00		0.00		0.00		2,527.00	0.00
450-000-664.020	Interest Inc-Investments	60.00		2.71		2.71		57.29	4.52
TOTAL REVENUES		46,086.00		37,127.01		37,127.01		8,958.99	80.56
Expenditures									
450-000-703.000	Full Time Wages	20,438.00		1,365.54		1,365.54		19,072.46	6.68
450-000-706.000	Part Time Wages	0.00		121.30		121.30		(121.30)	100.00
450-000-713.000	Other Post Employment Benefits	20.00		1.64		1.64		18.36	8.20
450-000-715.000	Social Security (FICA)	1,509.00		107.88		107.88		1,401.12	7.15
450-000-715.010	Health Insurance	2,818.00		482.79		482.79		2,335.21	17.13
450-000-715.015	Life Insurance	11.00		0.00		0.00		11.00	0.00
450-000-718.000	Retirement Benefits	1,129.00		81.63		81.63		1,047.37	7.23
450-000-724.000	Med Insurance Buyouts	20.00		1.36		1.36		18.64	6.80
450-000-775.000	Rep & Maint Supplies	300.00		0.00		0.00		300.00	0.00
450-000-801.030	Profess Service-Audit	67.00		0.00		0.00		67.00	0.00
450-000-850.000	Communications - Land Line Phones	0.00		(0.19)		(0.19)		0.19	100.00
450-000-910.000	Liability Insurance	357.00		383.71		383.71		(26.71)	107.48
450-000-910.010	Workers Comp Insurance	113.00		124.75		124.75		(11.75)	110.40
450-000-930.000	R/M Outside Services	550.00		0.00		0.00		550.00	0.00
450-000-940.000	Equipment Rental	1,000.00		407.00		407.00		593.00	40.70
450-000-956.000	Miscellaneous	600.00		0.00		0.00		600.00	0.00
450-970-972.000	Contracted Services	5,500.00		0.00		0.00		5,500.00	0.00
TOTAL EXPENDITURES		34,432.00		3,077.41		3,077.41		31,354.59	8.94
Fund 450 - INDUSTRIAL PARK TIFA:									
TOTAL REVENUES		46,086.00		37,127.01		37,127.01		8,958.99	80.56
TOTAL EXPENDITURES		34,432.00		3,077.41		3,077.41		31,354.59	8.94
NET OF REVENUES & EXPENDITURES		11,654.00		34,049.60		34,049.60		(22,395.60)	292.17

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	07/31/2015 (ABNORMAL)	MONTH 07/31/2015	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	14,966.00		14,965.81		14,965.81		0.19	100.00
494-000-402.031	Captured DDA-LIBRARY	1,084.00		1,791.76		1,791.76		(707.76)	165.29
494-000-402.032	Captured DDA-Capital Impr	1,181.00		1,180.85		1,180.85		0.15	99.99
494-000-402.033	Capture DDA-Fire Reserve	1,181.00		1,180.85		1,180.85		0.15	99.99
494-000-402.034	Capture-DDA-Solid Waste	1,535.00		1,535.12		1,535.12		(0.12)	100.01
494-000-402.045	Captured DDA-COUNTY	7,196.00		5,500.12		5,500.12		1,695.88	76.43
494-000-402.060	Captured - AV - Personal - CITY	2,068.00		2,067.47		2,067.47		0.53	99.97
494-000-402.061	Captured - AV - Personal - LIBRARY	150.00		247.50		247.50		(97.50)	165.00
494-000-402.062	Captured - AV - Personal - CAP IMP	163.00		163.15		163.15		(0.15)	100.09
494-000-402.063	Captured - AV - Personal - FIRE RES	163.00		163.15		163.15		(0.15)	100.09
494-000-402.064	Captured - AV - Personal - S WASTE	212.00		212.09		212.09		(0.09)	100.04
494-000-402.065	Captured - AV - Personal - COUNTY	994.00		759.77		759.77		234.23	76.44
494-000-664.020	Interest Inc-Investments	32.00		1.30		1.30		30.70	4.06
494-000-694.000	Revenue-Miscellaneous	7,100.00		763.00		763.00		6,337.00	10.75
494-000-694.022	DDA - Farmers Market Entry Fee	1,600.00		375.00		375.00		1,225.00	23.44
494-000-694.025	DDA - Sale of Merchandise	1,000.00		0.00		0.00		1,000.00	0.00
TOTAL REVENUES		40,625.00		30,906.94		30,906.94		9,718.06	76.08
Expenditures									
494-000-703.000	Full Time Wages	11,571.00		824.97		824.97		10,746.03	7.13
494-000-706.000	Part Time Wages	700.00		0.00		0.00		700.00	0.00
494-000-715.000	Social Security (FICA)	939.00		61.82		61.82		877.18	6.58
494-000-775.000	Rep & Maint Supplies	500.00		116.81		116.81		383.19	23.36
494-000-801.030	Profess Service-Audit	67.00		0.00		0.00		67.00	0.00
494-000-900.000	Printing & Publishing	1,500.00		0.00		0.00		1,500.00	0.00
494-000-910.000	Liability Insurance	459.00		493.34		493.34		(34.34)	107.48
494-000-910.010	Workers Comp Insurance	39.00		71.28		71.28		(32.28)	182.77
494-000-930.000	R/M Outside Services	9,500.00		0.00		0.00		9,500.00	0.00
494-000-930.050	Computer Services	100.00		0.00		0.00		100.00	0.00
494-000-940.000	Equipment Rental	500.00		91.36		91.36		408.64	18.27
494-000-956.000	Miscellaneous	1,000.00		82.90		82.90		917.10	8.29
494-000-956.021	Special Events	5,500.00		1,277.66		1,277.66		4,222.34	23.23
494-908-991.000	Principal Payment - Interfund Loans	11,211.00		934.25		934.25		10,276.75	8.33
494-908-995.000	Interest Payment - Interfund Loans	1,050.00		87.50		87.50		962.50	8.33
TOTAL EXPENDITURES		44,636.00		4,041.89		4,041.89		40,594.11	9.06
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
TOTAL REVENUES		40,625.00		30,906.94		30,906.94		9,718.06	76.08
TOTAL EXPENDITURES		44,636.00		4,041.89		4,041.89		40,594.11	9.06
NET OF REVENUES & EXPENDITURES		(4,011.00)		26,865.05		26,865.05		(30,876.05)	669.78
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		165,508.00		84,867.26		84,867.26		80,640.74	51.28
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		183,828.00		18,653.46		18,653.46		165,174.54	10.15
NET OF REVENUES & EXPENDITURES		(18,320.00)		66,213.80		66,213.80		(84,533.80)	361.43

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2015	MONTH 07/31/2015	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured - City	2,178.00	2,178.79	2,178.79	(0.79)	100.04
443-000-402.041	Captured - Library	158.00	260.90	260.90	(102.90)	165.13
443-000-402.042	Captured - Cap Improvement	172.00	171.92	171.92	0.08	99.95
443-000-402.043	Captured - Fire Reserve	172.00	171.92	171.92	0.08	99.95
443-000-402.044	Captured - Solid Waste	223.00	223.50	223.50	(0.50)	100.22
443-000-402.047	Captured DDA-SCHOOL	4,436.00	1,360.35	1,360.35	3,075.65	30.67
443-000-402.048	Captured - County	1,048.00	800.77	800.77	247.23	76.41
443-000-402.060	Captured - AV - Personal - CITY	694.00	694.47	694.47	(0.47)	100.07
443-000-402.061	Captured - AV - Personal - LIBRARY	50.00	83.16	83.16	(33.16)	166.32
443-000-402.062	Captured - AV - Personal - CAP IMP	55.00	54.80	54.80	0.20	99.64
443-000-402.063	Captured - AV - Personal - FIRE RES	55.00	54.80	54.80	0.20	99.64
443-000-402.064	Captured - AV - Personal - S WASTE	71.00	71.24	71.24	(0.24)	100.34
443-000-402.065	Captured - AV - Personal - COUNTY	334.00	255.24	255.24	78.76	76.42
443-000-664.020	Interest Inc-Investments	151.00	1.45	1.45	149.55	0.96
443-000-676.080	Rev-Transfer from Cap Improvement	69,000.00	5,750.00	5,750.00	63,250.00	8.33
443-000-694.000	Revenue-Miscellaneous	0.00	4,700.00	4,700.00	(4,700.00)	100.00
TOTAL REVENUES		78,797.00	16,833.31	16,833.31	61,963.69	21.36
Expenditures						
000	OPERATIONS	68,136.00	10,148.77	10,148.77	57,987.23	14.89
908	DEBT SERVICE	16,624.00	1,385.39	1,385.39	15,238.61	8.33
970	CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00
TOTAL EXPENDITURES		104,760.00	11,534.16	11,534.16	93,225.84	11.01
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		78,797.00	16,833.31	16,833.31	61,963.69	21.36
TOTAL EXPENDITURES		104,760.00	11,534.16	11,534.16	93,225.84	11.01
NET OF REVENUES & EXPENDITURES		(25,963.00)	5,299.15	5,299.15	(31,262.15)	20.41

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	07/31/2015 (ABNORMAL)	MONTH	07/31/2015 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA									
Revenues									
450-000-402.040	Captured - City	0.00		3,414.78		3,414.78		(3,414.78)	100.00
450-000-402.041	Captured - Library	0.00		408.62		408.62		(408.62)	100.00
450-000-402.042	Captured - Cap Improvement	0.00		269.22		269.22		(269.22)	100.00
450-000-402.043	Captured - Fire Reserve	0.00		269.22		269.22		(269.22)	100.00
450-000-402.044	Captured - Solid Waste	0.00		350.09		350.09		(350.09)	100.00
450-000-402.048	Captured - County	0.00		1,254.83		1,254.83		(1,254.83)	100.00
450-000-402.060	Captured - AV - Personal - CITY	20,123.00		17,828.09		17,828.09		2,294.91	88.60
450-000-402.061	Captured - AV - Personal - LIBRARY	1,457.00		2,134.81		2,134.81		(677.81)	146.52
450-000-402.062	Captured - AV - Personal - CAP IMP	1,588.00		1,406.80		1,406.80		181.20	88.59
450-000-402.063	Captured - AV - Personal - FIRE RES	1,588.00		1,406.80		1,406.80		181.20	88.59
450-000-402.064	Captured - AV - Personal - S WASTE	2,064.00		1,828.77		1,828.77		235.23	88.60
450-000-402.065	Captured - AV - Personal - COUNTY	9,676.00		6,552.27		6,552.27		3,123.73	67.72
450-000-402.080	Captured - IFT - Personal - CITY	5,254.00		0.00		0.00		5,254.00	0.00
450-000-402.081	Captured - IFT - Personal - LIBRARY	380.00		0.00		0.00		380.00	0.00
450-000-402.082	Captured - IFT - Personal - CAP IMP	415.00		0.00		0.00		415.00	0.00
450-000-402.083	Captured - IFT - Personal - FIRE RES	415.00		0.00		0.00		415.00	0.00
450-000-402.084	Captured - IFT - Personal - S WASTE	539.00		0.00		0.00		539.00	0.00
450-000-402.085	Captured - IFT - Personal - COUNTY	2,527.00		0.00		0.00		2,527.00	0.00
450-000-664.020	Interest Inc-Investments	60.00		2.71		2.71		57.29	4.52
TOTAL REVENUES		46,086.00		37,127.01		37,127.01		8,958.99	80.56
Expenditures									
000	OPERATIONS	28,932.00		3,077.41		3,077.41		25,854.59	10.64
970	CAPITAL OUTLAY	5,500.00		0.00		0.00		5,500.00	0.00
TOTAL EXPENDITURES		34,432.00		3,077.41		3,077.41		31,354.59	8.94
Fund 450 - INDUSTRIAL PARK TIFA:									
TOTAL REVENUES		46,086.00		37,127.01		37,127.01		8,958.99	80.56
TOTAL EXPENDITURES		34,432.00		3,077.41		3,077.41		31,354.59	8.94
NET OF REVENUES & EXPENDITURES		11,654.00		34,049.60		34,049.60		(22,395.60)	292.17

PERIOD ENDING 07/31/2015

% Fiscal Year Completed: 8.47

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

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	07/31/2015 (ABNORMAL)	MONTH	07/31/2015 (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	14,966.00		14,965.81		14,965.81		0.19	100.00
494-000-402.031	Captured DDA-LIBRARY	1,084.00		1,791.76		1,791.76		(707.76)	165.29
494-000-402.032	Captured DDA-Capital Impr	1,181.00		1,180.85		1,180.85		0.15	99.99
494-000-402.033	Capture DDA-Fire Reserve	1,181.00		1,180.85		1,180.85		0.15	99.99
494-000-402.034	Capture-DDA-Solid Waste	1,535.00		1,535.12		1,535.12		(0.12)	100.01
494-000-402.045	Captured DDA-COUNTY	7,196.00		5,500.12		5,500.12		1,695.88	76.43
494-000-402.060	Captured - AV - Personal - CITY	2,068.00		2,067.47		2,067.47		0.53	99.97
494-000-402.061	Captured - AV - Personal - LIBRARY	150.00		247.50		247.50		(97.50)	165.00
494-000-402.062	Captured - AV - Personal - CAP IMP	163.00		163.15		163.15		(0.15)	100.09
494-000-402.063	Captured - AV - Personal - FIRE RES	163.00		163.15		163.15		(0.15)	100.09
494-000-402.064	Captured - AV - Personal - S WASTE	212.00		212.09		212.09		(0.09)	100.04
494-000-402.065	Captured - AV - Personal - COUNTY	994.00		759.77		759.77		234.23	76.44
494-000-664.020	Interest Inc-Investments	32.00		1.30		1.30		30.70	4.06
494-000-694.000	Revenue-Miscellaneous	7,100.00		763.00		763.00		6,337.00	10.75
494-000-694.022	DDA - Farmers Market Entry Fee	1,600.00		375.00		375.00		1,225.00	23.44
494-000-694.025	DDA - Sale of Merchandise	1,000.00		0.00		0.00		1,000.00	0.00
TOTAL REVENUES		40,625.00		30,906.94		30,906.94		9,718.06	76.08
Expenditures									
000	OPERATIONS	32,375.00		3,020.14		3,020.14		29,354.86	9.33
908	DEBT SERVICE	12,261.00		1,021.75		1,021.75		11,239.25	8.33
TOTAL EXPENDITURES		44,636.00		4,041.89		4,041.89		40,594.11	9.06
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
TOTAL REVENUES		40,625.00		30,906.94		30,906.94		9,718.06	76.08
TOTAL EXPENDITURES		44,636.00		4,041.89		4,041.89		40,594.11	9.06
NET OF REVENUES & EXPENDITURES		(4,011.00)		26,865.05		26,865.05		(30,876.05)	669.78
TOTAL REVENUES - ALL FUNDS									
		165,508.00		84,867.26		84,867.26		80,640.74	51.28
TOTAL EXPENDITURES - ALL FUNDS									
		183,828.00		18,653.46		18,653.46		165,174.54	10.15
NET OF REVENUES & EXPENDITURES		(18,320.00)		66,213.80		66,213.80		(84,533.80)	361.43