

City of Plainwell

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



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

"The Island City"

AGENDA DDA/TIFA/BRA Public Safety Training Room March 10, 2020, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 2/11/2020 Meeting Minutes**
5. **General Public**
6. **Chairman's Report**
7. **BRA Action Items**
 - A. Accounts Payable for February of \$14,885.54
 - B. Power Poles along the River
8. **DDA Action Items**
 - A. Accounts Payable for February of \$588.81
 - B. Parking Spots by Warnaments
9. **TIFA Action Items**
 - A. Accounts Payable for February of \$582.83
10. **Communications:** 01/27/20, 02/10/20 Council Minutes. Also the Financial Report/Summary as of 02/29/2020
11. **Public Comments**
12. **Staff Comments:**
Community Updates:
 - Business Updates** – Purple Awning is on the Market, 220 S. Main St.
 - RRC** – Certification Ceremony April 13 at 6:30 p.m.
 - Events** – Art Hop, Friday March 13
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

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for February in the amount of \$14,885.54

8. **DDA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for February in the amount of \$588.81

9. **TIFA Action Items:**

A. Accounts Payable:

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

Reminder of Upcoming Meetings

- March 12 – Parks and Trees Meeting at 5:00pm
- March 23 – City Council Meeting at 7:00pm
- March 26 – OP Chamber Recognition Dinner 5:00 pm

Next Meeting is scheduled for April 14 will be held at City Hall Council Chambers

Minutes
Plainwell DDA, BRA and TIFA:
February 11, 2020

1. Call to Order - Meeting called to order at 7:30 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Zelda Schippers, David O'Bryant; Paul Rizzo, Adam Hopkins, EJ Hart, Randy Wisnaski, Erik Wilson
Absent: Nick Larabel
4. Approval of Minutes of Motion by Rizzo seconded by Schippers to approve 01/14/2020 minutes. Motion carried.
5. General Public: Grant Southwick, Perfect Image Salon new owner of 112 N. Main St.
6. Chairman's Report: Hart reported out on the dumpster's location, asking Donnie's Auto if the corral can remain on his property.
7. BRA Action Items
A. Motion to accept accounts payable for January of \$2,909.52 was made by Hopkins and seconded by Rizzo. Motion carried.
8. DDA Action Items
A. Motion to accept accounts payable for January of \$346.29 was made by Hart and seconded by Hopkins. Motion carried.
9. TIFA Action Items
A. Motion to accept accounts payable for January of \$603.15 was made by Schippers and seconded by Wisnaski. Motion carried.
10. Communications:
12/23/19, 1/03/20 Council Minutes. Also Financial Report/Summary as of 1/31/20 were accepted and placed on file.
11. Public Comments: Grant Southwick, asked about snow removal for his 3 parking spaces and his front walk. He also asked about trash and recycling, EJ will work with him on this. He plans to remodel the entire building including the façade. Create 3 Executive apartments upstairs. Plans on being open for business in July.
12. Staff Comments: Community Development Manager reported on:
Event updates: Art Hop, March 13 5-7:30 p.m.
Business Updates: 112 N. Main St. Sold (Perfect Image)
RRC Certification: Ceremony is being planned for April 13 at 6:30 p.m.
City Manager, Erik Wilson reported on:
Barbed Wire Café – Issue with the door and abundance of décor has been forwarded to the City Attorney to determine next steps.
Eric Mills Building – grease or sewer back up claim has been denied by city insurance company due to no fault of the City. There is constant communication with Eric Mills.
Mill Demolition – a pre mandatory walk through for all contractors wishing to submit bill took place on Tuesday, Feb. 11 at 1 p.m. bids are due March 12, 2020 City Manager goes before the MEDC Board re: the demolition grant on Feb. 25.

Shared with the board the route for the relocating the poles along the south side of the mill and that he is working closely with Consumers to make this happen.

Member Comments:

None

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

Submitted by Denise Siegel, Community Development Manager

DRAFT

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 02/01/2020 - 02/29/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	FEBRUARY 2020 DENTAL & VISION INSURANCE	31.60	15610
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	FEBRUARY 2020 HEALTH INSURANCE PREMIUM	554.27	15612
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	FEBRUARY 2020 LIFE INSURANCE COVERAGE	2.80	15611
443-000-743.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	JANUARY 2020 DPW UNIFORMS/RUGS/MISC.	1.81	15700
443-000-801.000-2020-00001	MILL DEMO PHASE III ENGINEERING	GHD SERVICES INC	PHASE III MILL DEMO - ENGINEERING THROUGH	8,166.44	15722
443-000-900.000	Printing and Publishing	MLIVE MEDIA GROUP	12/7/19 PUBLIC NOTICE - MILL DEMO UPDATES	71.78	15666
443-000-930.000	Repair/Maintenance (Outside)	OTIS ELEVATOR COMPANY	3/01/20 - 5/31/20 SERVICE ELEVATOR IN ELEVATOR	140.22	15785
Total For Dept 000 OPERATIONS				8,968.92	
Dept 970 CAPITAL OUTLAY					
443-970-972.000	STRUCTURAL ENGINEERING SERVICES	ROBERT DARVAS ASSOCIATES INC	STRUCTURAL ENGINEERING - MILL DEMO	1,225.00	15658
443-970-972.000	STRUCTURAL ENGINEERING SERVICES	ROBERT DARVAS ASSOCIATES INC	STRUCTURAL ENGINEERING - MILL DEMO	4,691.62	15658
Total For Dept 970 CAPITAL OUTLAY				5,916.62	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				14,885.54	

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

Fund 443 BROWNFIELD REDI	14,885.54
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Total For All Funds:	<u>14,885.54</u>
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Below is a concept plan of a possible route the poles could be placed. Currently the plan would include a new route on the southern portion of the mill property and collocating the existing poles that sit on the north side of M-89 with the new route. At this time, we do not know if all the poles could be co-located or not.

A final design is not done but it should be completed shortly. This new route will necessitate the removal of some trees and staff is trying to keep these to minimum. The City has sent letters to the adjacent homeowners in addition to the two public meetings we had to discuss this topic.

Proposed Route:





INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 02/01/2020 - 02/29/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-202.494	Accounts Payable - 2014 DOWNTOWN	JOE'S PIZZA	MIDWAY CHEVROLET DOLLARS - GOLDEN TICKE	65.00	15684
494-000-202.494	Accounts Payable - 2014 DOWNTOWN	RHINO'S PUB	MIDWAY CHEVROLET DOLLARS - GOLDEN TICKE	20.00	15699
494-000-202.494	Accounts Payable - 2014 DOWNTOWN	NANCY'S KITCHEN	GOLDEN TICKET - MIDWAY CHEVY DOLLARS	10.00	15695
494-000-228.023	Due to State - Sales Tax	STATE OF MICHIGAN	FEBRUARY 2020 SALES TAX RETURN	0.85	130
494-000-694.025	DDA - Sale of Merchandise	STATE OF MICHIGAN	FEBRUARY 2020 SALES TAX RETURN	(0.10)	130
494-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	FEBRUARY 2020 DENTAL & VISION INSURANCE	26.23	15610
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	FEBRUARY 2020 HEALTH INSURANCE PREMIUM	268.72	15612
494-000-775.000	DDA Supplies	VISTAAPR	DDA Supplies	48.11	1733
494-000-962.000	MIFMA Membership	MIFMA	MIFMA Membership	150.00	1733
Total For Dept 000 OPERATIONS				588.81	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				588.81	

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

Fund 494 DOWNTOWN DEVELC	588.81
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Total For All Funds:	<u>588.81</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 02/01/2020 - 02/29/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	FEBRUARY 2020 DENTAL & VISION INSURANCE	43.66	15610
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	FEBRUARY 2020 HEALTH INSURANCE PREMIUM	537.55	15612
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSU	FEBRUARY 2020 LIFE INSURANCE COVERAGE	1.62	15611
		Total For Dept 000 OPERATIONS		<u>582.83</u>	
		Total For Fund 450 INDUSTRIAL PARK TIFA		<u><u>582.83</u></u>	

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

Fund 450 INDUSTRIAL PARI	582.83
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Total For All Funds:	<u>582.83</u>
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MINUTES
Plainwell City Council
January 27, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Overhuel and Councilmember Wisnaski. Absent: Mayor Pro Tem Steele and Councilmember Keeney.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Wisnaski, to accept and place on file the Council Minutes and Summary of the 01/13/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comments: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Keeler distributed a thank you note received from the family of the fallen postal employee – the city had sent a card of sympathy after the last Council Meeting.

Mayor Keeler showed Council a concept map plan for moving the power poles off the river through Pell Park to 75' off Allegan Street to the east side of Island Avenue, then northwest to the north side of Short Street behind Public Works. The city has been in discussions with Consumers about the route, saving the maple trees between Allegan Street and the Public Safety Building. The city is awaiting a quote from Esper Electric to bore electric lines from the new power pole locations to City Hall – it is unclear which pole would be the source of the City Hall lines. Consumers will pay for the tree removal and it is unclear who will pay for the electricity to City Hall. The Mayor asked for a motion to approve the Concept Plan and authorize the City Manager to continue finalizing the plan.

A motion by Wisnaski, seconded by Overhuel, to approve the power pole concept plan as presented and to authorize the City Manager to continue negotiations with Consumers and with Esper Electric. On a voice vote, all in favor. Motion passed.

10. Recommendations and Reports:
 - A. Director Bomar reported that a patrol vehicle has been identified for purchase through the Macomb County State of Michigan Commodities Contract. The purchase was appropriated as part of the 2019/2020 budget and the department recommends purchasing a 2020 Ford Utility patrol vehicle from Signature Ford, to be outfitted with updated electronics upon delivery at additional costs. The existing patrol vehicle will be repurposed as a training vehicle and serve as a department backup.
A motion by Overhuel, seconded by Wisnaski, to approve the purchase of a 2020 Ford Utility Patrol

Vehicle from Signature Ford for \$36,389.00 through the Macomb County State of Michigan Commodities Contract. On a roll call vote, all in favor. Motion passed.

- B. Mayor Keeler introduced Dan Veldhuizen from Siegfried Crandall PC who presented the audited financial statements as of and for the year ended June 30, 2019. Mr. Veldhuizen presented the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made during the audit. He reported the city's financial position is sound for communities our size and that the audit revealed no deficiencies in internal controls which could be consider a material weakness. He reported that very few of their audit clients have no deficiencies, and that Plainwell is the only municipality that actually prepares their own financials, saving the city about \$5,000 in audit fees. He did note that the Water Fund available "fund balance" was below the threshold of having six (6) months of expenses in reserve and that the city may need to evaluate its rate structure. A motion by Wisnaski, seconded by Overhuel, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2019. On a voice vote, all in favor. Motion passed.**

11. Communications:

- A. A motion by Overhuel, seconded by Wisnaski, to accept and place on file the December 2019 Public Safety Report and the December 2019 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Wisnaski, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$257,593.38 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis thanked the Department of Public Safety for timely communicating the need for plowing during the recent snow event.

Community Development Manager Siegel reported that the building at 112 N Main Street had sold and will be the new home of Perfect Image Salon, upon renovation.

Superintendent Pond reported that the annual stormwater plan had been submitted to the State and that several maintenance efforts are underway, including cleaning all seven (7) lift stations.

Director Bomar thanked the Department of Public Works for their timely clearing of the Fire Department apron and for quick response to maintenance issues.

Clerk/Treasurer Kelley reported the Absent Voter Ballots for the March 10, 2020 Presidential Primary are now available and anyone needing a ballot can make application with the Office of the City Clerk during normal business hours.

15. Council Comments:

Councilmember Overhuel thanked Treasurer Kelley for his work on the audit.

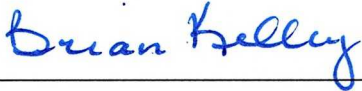
Councilmember Wisnaski shared concerns about complaints from the recent BRA/TIFA/DDA Meeting about landscaping and decorating around 140 S. Main Street. Community Development Manager Siegel suggested that she would check the Ordinances for what is allowed and will report back to Council.

16. Adjournment:

A motion by Wisnaski, seconded by Overhuel, to adjourn the meeting at 7:42PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
February 13, 2020



Brian Kelley

MINUTES
Plainwell City Council
February 10, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Matt Hooper from 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/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 01/27/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comments: None.
7. County Commissioner Report:
County Commissioner Rick Cain reported on the County's current projects including road funding and erosion control along the lakeshore. He reported that the County is tabulating results from a recent survey on resetting the Headlee rollback. He also briefed Council on a Smart 911 application being rolled out to provide 911 dispatchers with pertinent household information provided by the citizen.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Nancy Morehouse discussed a planned Leap of Kindness Day for February 29, 2020 to include coffee and sweets for seniors and a marriage proposal contest at City Hall. The organizers are trying to add activities for youth and some community service.
A motion by Wisnaski, seconded by Keeney, to approve Special Event Permit 2020-002 for a February 29, 2020 Leap of Kindness Day at City Hall and the Bandshell. On a voice vote, all in favor. Motion passed.
 - B. Mayor Keeler discussed an auction on April 4, 2020 on West Bridge that will close the street from Park Street east to the end and will include the alleyway between Campbells and Design Street. The Warnament Building, contents and 4 acres of land in North Plainwell will be sold at the auction. There was discussion of traffic concerns and possible food vendors.
A motion by Overhuel, seconded by Steele, to approved Special Event Permit 2020-003 for an April 4, 2020 auction. On a voice vote, all in favor. Motion passed.

- C. Clerk/Treasurer Kelley 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 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 Overhuel, supported by Steele, to adopt Resolution 2020-07 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. City Manager Wilson showed Council a concept map plan for moving the power poles off the river through Pell Park to between 70' and 80' from the centerline of Allegan Street to the east side of Island Avenue, then northwest to the north side of Short Street behind Public Works. The city has been in discussions with Consumers about the route, saving large trees in front of the Public Safety Building. The city would trade an existing 1926 Easement for a new "no-build" easement where the new poles would be sited. There are ongoing negotiations related to combing the new poles with existing poles on the north side of Allegan Street. Council suggested entering into a Development Agreement with Consumers to frame the timeline and each party's responsibility for supplying power to City Hall.
With no formal motion, Council reviewed the map, discussed the timeline and accepted the plan contingent upon moving the existing poles on the North side of Allegan Street to the new power poles.
- E. City Manager Wilson presented a schedule for advertising for bids for demolition related to the Mill Demolition Grant.
A motion by Overhuel, seconded by Steele, to approve the advertising and schedule for the possible demolition grant. On a voice vote, all in favor. Motion passed.
- F. City Manager Wilson reminded Council that a number of citizens had shown interest in serving on a citizen advisory committee as relates to demolition of the Mill. There was discussion about creating such an advisory board to meet quarterly with no voting power, to provide a tool for City Council to gain citizen input and concerns about the project.
A motion by Steele, seconded by Overhuel, to create a Citizen Advisory Committee for the Mill Demolition. On a voice vote, all in favor. Motion passed.

11. Communications:

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

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$249,299.75 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis discussed work related to the removal of the a power pole near the planned Veterans Memorial addition.

Superintendent Pond reported the removal of bio-solids, benefitting area farmers.

Clerk/Treasurer Kelley reported processing and tracking dozens of Absent Voter Ballot applications/ballots for the March 10, 2020 Presidential Primary. He noted the last day to register by mail is February 24. He also reminded everyone that property tax payments are due Friday, February 14.

15. Council Comments: None

16. Adjournment:

A motion by Wisnaski, seconded by Overhuel, to adjourn the meeting at 8:00PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
February 24, 2020



Brian Kelley

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	02/29/2020 (ABNORMAL)	MONTH 02/29/2020 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
Revenues									
443-000-402.040	Captured Tax - AdVal Real - City Tax	6,146.00		6,146.08		0.00		(0.08)	100.00
443-000-402.041	Captured Tax - AdVal Real - Library	1,157.00		1,112.40		0.00		44.60	96.15
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	491.00		490.70		0.00		0.30	99.94
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	491.00		490.70		0.00		0.30	99.94
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	638.00		637.91		0.00		0.09	99.99
443-000-402.047	Captured DDA-SCHOOL	12,262.00		12,261.76		0.00		0.24	100.00
443-000-402.048	Captured Tax - AdVal Real - County (All)	2,979.00		2,954.77		0.00		24.23	99.19
443-000-402.060	Captured Tax - AdVal Pers - City	506.00		506.01		0.00		(0.01)	100.00
443-000-402.061	Captured Tax - AdVal Pers - Library	95.00		91.58		0.00		3.42	96.40
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	40.00		40.40		0.00		(0.40)	101.00
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	40.00		40.40		0.00		(0.40)	101.00
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	52.00		52.52		0.00		(0.52)	101.00
443-000-402.065	Captured Tax - AdVal Pers - County (All)	245.00		243.26		0.00		1.74	99.29
443-000-664.020	Interest Earned - Investments	200.00		166.55		2.13		33.45	83.28
443-000-676.080	Interfund Transfer In - Capital Improve	65,000.00		40,000.00		5,000.00		25,000.00	61.54
TOTAL REVENUES		90,342.00		65,235.04		5,002.13		25,106.96	72.21
Expenditures									
443-000-703.000	Salaries/Wages - Full Time Employees	34,609.00		16,950.84		2,074.91		17,658.16	48.98
443-000-706.000	Wages - Part Time Employees	277.00		229.15		0.00		47.85	82.73
443-000-713.000	Other Post Employment Benefits	297.00		198.08		24.76		98.92	66.69
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,534.00		1,211.80		145.45		1,322.20	47.82
443-000-715.010	Health Insurance Premiums	5,319.00		3,473.70		426.39		1,845.30	65.31
443-000-715.012	Health Insurance - FSA - Employer Paid	0.00		1.37		0.00		(1.37)	100.00
443-000-715.013	Health Insurance - HSA - Employer Paid	2,538.00		1,426.15		0.00		1,111.85	56.19
443-000-715.015	Life Insurance	34.00		22.42		2.80		11.58	65.94
443-000-718.000	Retirement Benefits	2,997.00		1,503.29		187.10		1,493.71	50.16
443-000-724.000	Medical Insurance Opt Out	203.00		120.82		16.87		82.18	59.52
443-000-730.000	Postage	0.00		289.65		0.00		(289.65)	100.00
443-000-743.000	Uniforms	65.00		12.55		1.81		52.45	19.31
443-000-775.000	Supplies - Repairs and Maintenance	100.00		0.00		0.00		100.00	0.00
443-000-801.000	Engineering Services	2,000.00		41,438.10		8,166.44		(39,438.10)	2,071.91
443-000-801.013	Professional Services - Attorney	8,000.00		1,140.00		0.00		6,860.00	14.25
443-000-801.030	Professional Services - Audit	488.00		352.52		0.00		135.48	72.24
443-000-830.000	Contractual Reimbursement CRA Activities	18,857.00		18,801.37		0.00		55.63	99.70
443-000-900.000	Printing and Publishing	500.00		301.78		71.78		198.22	60.36
443-000-910.000	Liability Insurance	5,009.00		4,916.58		0.00		92.42	98.15
443-000-910.010	Workers Comp Insurance	399.00		386.72		0.00		12.28	96.92
443-000-930.000	Outside Services (RMLB)	7,000.00		7,342.86		140.22		(342.86)	104.90
443-000-930.050	Computer Services	50.00		10.07		0.00		39.93	20.14
443-000-940.000	Rentals - Equipment	1,200.00		415.27		0.00		784.73	34.61
443-908-991.000	Principal Payment - Interfund Loans	14,930.00		9,953.36		1,244.17		4,976.64	66.67
443-908-995.000	Interest Payment - Interfund Loans	1,695.00		1,130.00		141.25		565.00	66.67
443-970-972.000	Contracted Services	0.00		5,916.62		5,916.62		(5,916.62)	100.00
TOTAL EXPENDITURES		109,101.00		117,545.07		18,560.57		(8,444.07)	108.90
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:									
TOTAL REVENUES		90,342.00		65,235.04		5,002.13		25,106.96	72.21

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	02/29/2020 (ABNORMAL)	MONTH 02/29/2020	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
TOTAL EXPENDITURES		<u>109,101.00</u>		<u>117,545.07</u>		<u>18,560.57</u>		<u>(8,444.07)</u>	<u>108.90</u>
NET OF REVENUES & EXPENDITURES		<u>(18,759.00)</u>		<u>(52,310.03)</u>		<u>(13,558.44)</u>		<u>33,551.03</u>	<u>285.60</u>

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2020 NORMAL (ABNORMAL)	MONTH 02/29/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	71,700.00	75,521.37	0.00	(3,821.37)	105.33
450-000-664.020	Interest Earned - Investments	600.00	1,077.24	157.60	(477.24)	179.54
TOTAL REVENUES		72,300.00	76,598.61	157.60	(4,298.61)	105.95
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	41,883.00	24,200.02	3,131.18	17,682.98	57.78
450-000-706.000	Wages - Part Time Employees	831.00	428.57	0.00	402.43	51.57
450-000-713.000	Other Post Employment Benefits	6.00	3.84	0.48	2.16	64.00
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,144.00	1,732.23	220.70	1,411.77	55.10
450-000-715.010	Health Insurance Premiums	5,483.00	3,395.13	423.29	2,087.87	61.92
450-000-715.012	Health Insurance - FSA - Employer Paid	0.00	4.19	0.00	(4.19)	100.00
450-000-715.013	Health Insurance - HSA - Employer Paid	2,503.00	1,715.97	0.00	787.03	68.56
450-000-715.015	Life Insurance	20.00	13.03	1.62	6.97	65.15
450-000-718.000	Retirement Benefits	2,182.00	1,246.48	165.77	935.52	57.13
450-000-724.000	Medical Insurance Opt Out	385.00	224.77	32.04	160.23	58.38
450-000-801.030	Professional Services - Audit	92.00	66.78	0.00	25.22	72.59
450-000-910.000	Liability Insurance	402.00	393.89	0.00	8.11	97.98
450-000-910.010	Workers Comp Insurance	249.00	241.34	0.00	7.66	96.92
450-000-930.000	Outside Services (RMLB)	0.00	645.00	0.00	(645.00)	100.00
450-000-930.050	Computer Services	50.00	10.07	0.00	39.93	20.14
450-000-940.000	Rentals - Equipment	1,800.00	2,012.78	0.00	(212.78)	111.82
450-000-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00
450-000-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
TOTAL EXPENDITURES		59,830.00	36,334.09	3,975.08	23,495.91	63.88
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		72,300.00	76,598.61	157.60	(4,298.61)	105.95
TOTAL EXPENDITURES		59,830.00	36,334.09	3,975.08	23,495.91	63.88
NET OF REVENUES & EXPENDITURES		12,470.00	40,264.52	(3,817.48)	(27,794.52)	307.77

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	02/29/2020 (ABNORMAL)	MONTH 02/29/2020 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	24,515.00		24,515.53		0.00		(0.53)	100.00
494-000-402.031	Captured DDA-LIBRARY	4,613.00		4,436.43		0.00		176.57	96.17
494-000-402.032	Captured DDA-Capital Impr	1,957.00		1,957.03		0.00		(0.03)	100.00
494-000-402.033	Capture DDA-Fire Reserve	1,957.00		1,957.03		0.00		(0.03)	100.00
494-000-402.034	Capture-DDA-Solid Waste	2,544.00		2,544.16		0.00		(0.16)	100.01
494-000-402.045	Captured DDA-COUNTY	11,881.00		11,785.07		0.00		95.93	99.19
494-000-402.060	Captured Tax - AdVal Pers - City	2,593.00		2,409.13		0.00		183.87	92.91
494-000-402.061	Captured Tax - AdVal Pers - Library	488.00		435.84		0.00		52.16	89.31
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	207.00		192.35		0.00		14.65	92.92
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	207.00		192.35		0.00		14.65	92.92
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	269.00		250.05		0.00		18.95	92.96
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,257.00		1,157.90		0.00		99.10	92.12
494-000-569.000	Local Grants	5,599.00		5,894.37		0.00		(295.37)	105.28
494-000-569.010	Local Donations	0.00		350.00		0.00		(350.00)	100.00
494-000-664.020	Interest Earned - Investments	200.00		714.84		87.85		(514.84)	357.42
494-000-694.000	Miscellaneous Revenue	200.00		1,263.05		0.00		(1,063.05)	631.53
494-000-694.022	DDA - Farmers Market Entry Fee	2,500.00		2,281.75		0.00		218.25	91.27
494-000-694.025	DDA - Sale of Merchandise	1,000.00		978.04		14.25		21.96	97.80
494-000-694.026	DDA - Special Event Revenues	600.00		736.00		0.00		(136.00)	122.67
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00		0.00		400.00	0.00
494-000-694.494	DDA - Farmer's Market SNAP Sales	0.00		82.00		0.00		(82.00)	100.00
TOTAL REVENUES		62,987.00		64,132.92		102.10		(1,145.92)	101.82
Expenditures									
494-000-703.000	Salaries/Wages - Full Time Employees	18,309.00		9,086.43		1,170.99		9,222.57	49.63
494-000-706.000	Wages - Part Time Employees	1,500.00		0.00		0.00		1,500.00	0.00
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,443.00		613.54		79.45		829.46	42.52
494-000-715.010	Health Insurance Premiums	2,636.00		1,744.27		213.93		891.73	66.17
494-000-715.013	Health Insurance - HSA - Employer Paid	1,321.00		722.93		0.00		598.07	54.73
494-000-715.015	Life Insurance	2.00		0.00		0.00		2.00	0.00
494-000-718.000	Retirement Benefits	355.00		28.45		3.39		326.55	8.01
494-000-724.000	Medical Insurance Opt Out	47.00		29.49		3.94		17.51	62.74
494-000-775.000	Supplies - Repairs and Maintenance	100.00		52.10		48.11		47.90	52.10
494-000-801.000	Engineering Services	100.00		0.00		0.00		100.00	0.00
494-000-801.013	Professional Services - Attorney	100.00		0.00		0.00		100.00	0.00
494-000-801.030	Professional Services - Audit	92.00		66.78		0.00		25.22	72.59
494-000-900.000	Printing and Publishing	3,600.00		1,074.95		0.00		2,525.05	29.86
494-000-910.000	Liability Insurance	513.00		502.85		0.00		10.15	98.02
494-000-910.010	Workers Comp Insurance	84.00		81.42		0.00		2.58	96.93
494-000-930.000	Outside Services (RMLB)	500.00		1,726.00		0.00		(1,226.00)	345.20
494-000-930.050	Computer Services	50.00		10.07		0.00		39.93	20.14
494-000-940.000	Rentals - Equipment	650.00		95.00		0.00		555.00	14.62
494-000-956.000	Miscellaneous	1,850.00		395.56		0.00		1,454.44	21.38
494-000-956.021	Special Events	2,000.00		762.52		0.00		1,237.48	38.13
494-000-957.022	DDA Farmers Market Expense	1,000.00		425.31		0.00		574.69	42.53
494-000-957.025	DDA Christmas Ornament Costs	800.00		0.00		0.00		800.00	0.00
494-000-957.036	DDA Movies in the Park	1,500.00		1,163.00		0.00		337.00	77.53
494-000-957.494	DDA - Farmer's Market SNAP Vendor Pymts	0.00		94.00		0.00		(94.00)	100.00
494-000-960.000	Education & Training - Professional	500.00		0.00		0.00		500.00	0.00
494-000-962.000	Memberships & Dues	3,100.00		2,910.00		150.00		190.00	93.87
494-908-991.000	Principal Payment - Interfund Loans	11,666.00		7,777.36		972.17		3,888.64	66.67
494-908-995.000	Interest Payment - Interfund Loans	595.00		396.64		49.58		198.36	66.66

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2020	MONTH 02/29/2020	BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Expenditures						
TOTAL EXPENDITURES		54,413.00	29,758.67	2,691.56	24,654.33	55.93
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		62,987.00	64,132.92	102.10	(1,145.92)	101.82
TOTAL EXPENDITURES		54,413.00	29,758.67	2,691.56	24,654.33	55.93
NET OF REVENUES & EXPENDITURES		8,574.00	34,374.25	(2,589.46)	(25,800.25)	393.02
TOTAL REVENUES - ALL FUNDS		225,629.00	205,966.57	5,261.83	19,662.43	91.29
TOTAL EXPENDITURES - ALL FUNDS		223,344.00	183,637.83	25,227.21	39,706.17	83.94
NET OF REVENUES & EXPENDITURES		2,285.00	22,328.74	(19,965.38)	(20,043.74)	809.62

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2020	MONTH 02/29/2020	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	25,142.00	25,068.49	0.00	73.51	99.71
INTEREST	INTEREST & RENTS	200.00	166.55	2.13	33.45	83.28
TRANSFER	FUNDS TRANSFERS	65,000.00	40,000.00	5,000.00	25,000.00	61.54
TOTAL REVENUES		90,342.00	65,235.04	5,002.13	25,106.96	72.21
Expenditures						
000	OPERATIONS	92,476.00	100,545.09	11,258.53	(8,069.09)	110.09
908	DEBT SERVICE	16,625.00	11,083.36	1,385.42	5,541.64	66.67
970	CAPITAL OUTLAY	0.00	5,916.62	5,916.62	(5,916.62)	100.00
TOTAL EXPENDITURES		109,101.00	117,545.07	18,560.57	(8,444.07)	108.90
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		90,342.00	65,235.04	5,002.13	25,106.96	72.21
TOTAL EXPENDITURES		109,101.00	117,545.07	18,560.57	(8,444.07)	108.90
NET OF REVENUES & EXPENDITURES		(18,759.00)	(52,310.03)	(13,558.44)	33,551.03	285.60

PERIOD ENDING 02/29/2020

% Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2020	MONTH 02/29/2020	BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	600.00	1,077.24	157.60	(477.24)	179.54
OTHER	OTHER	71,700.00	75,521.37	0.00	(3,821.37)	105.33
TOTAL REVENUES		72,300.00	76,598.61	157.60	(4,298.61)	105.95
Expenditures						
000	OPERATIONS	59,830.00	36,334.09	3,975.08	23,495.91	63.88
TOTAL EXPENDITURES		59,830.00	36,334.09	3,975.08	23,495.91	63.88
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		72,300.00	76,598.61	157.60	(4,298.61)	105.95
TOTAL EXPENDITURES		59,830.00	36,334.09	3,975.08	23,495.91	63.88
NET OF REVENUES & EXPENDITURES		12,470.00	40,264.52	(3,817.48)	(27,794.52)	307.77

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 02/29/2020
 % Fiscal Year Completed: 66.67

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2020 NORMAL (ABNORMAL)	MONTH 02/29/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	52,488.00	51,832.87	0.00	655.13	98.75
INTEREST	INTEREST & RENTS	200.00	714.84	87.85	(514.84)	357.42
UNCLASSIFIED	Unclassified	0.00	82.00	0.00	(82.00)	100.00
OTHER	OTHER	10,299.00	11,503.21	14.25	(1,204.21)	111.69
TOTAL REVENUES		<u>62,987.00</u>	<u>64,132.92</u>	<u>102.10</u>	<u>(1,145.92)</u>	<u>101.82</u>
Expenditures						
000	OPERATIONS	42,152.00	21,584.67	1,669.81	20,567.33	52.81
908	DEBT SERVICE	12,261.00	8,174.00	1,021.75	4,087.00	66.67
TOTAL EXPENDITURES		<u>54,413.00</u>	<u>29,758.67</u>	<u>2,691.56</u>	<u>24,654.33</u>	<u>55.93</u>
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		62,987.00	64,132.92	102.10	(1,145.92)	101.82
TOTAL EXPENDITURES		54,413.00	29,758.67	2,691.56	24,654.33	55.93
NET OF REVENUES & EXPENDITURES		<u>8,574.00</u>	<u>34,374.25</u>	<u>(2,589.46)</u>	<u>(25,800.25)</u>	<u>393.02</u>
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES		<u>225,629.00</u>	<u>205,966.57</u>	<u>5,261.83</u>	<u>19,662.43</u>	<u>91.29</u>
		<u>223,344.00</u>	<u>183,637.83</u>	<u>25,227.21</u>	<u>39,706.17</u>	<u>83.94</u>
NET OF REVENUES & EXPENDITURES		<u>2,285.00</u>	<u>22,328.74</u>	<u>(19,965.38)</u>	<u>(20,043.74)</u>	<u>809.62</u>