

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821 Fax: 269-685-7282
Web Page Address: www.plainwell.org

“The Island City”

AGENDA City Council Monday, January 27, 2020 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – January 13, 2020 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**

A. DPS – Patrol Vehicle Purchase

Council will consider approving the purchase of a 2020 Ford Utility vehicle from Signature Ford for \$36,389.00 through the Macomb County State of Michigan Commodities Contract.

B. Annual Audit Presentation

Dan Veldhuizen from Siegfried Crandall PC will present the city’s financial statement audit.

11. **Communications:** The December 2019 Public Safety Report and the December 2019 Water Renewal Report.
12. **Accounts Payable - \$257,593.38**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

MINUTES
Plainwell City Council
January 13, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur 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 12/23/2019 regular and special meetings. 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:
On behalf of the City, the Council and the Staff, Mayor Keeler offered condolences to the family and friends of the Post Office employee from last week's accident on 10th Street.
10. Recommendations and Reports:
 - A. Clerk Kelley reported the city currently does not have a set fee for members of the public who request absent voter listings. Various groups use such listings for various purposes and the generation of the listing requires some customization of the data so as to protect the private parts of the voter records. The County provides such listings for a fee and recommends the local units adopt a policy to charge for these requests, which are expected to increase over time.
A motion by Overhuel, seconded by Steele, to adopt Resolution 2020-06 establishing a \$25.00 fee per request for an absent voter listing. On a voice vote, all in favor. Motion passed.
 - B. Director Bomar reported having identified two (2) sets of fire turn-out gear and firefighter boots in need of repair, as identified during the department's annual inspection. The purchase is included in the budget and bids were received from vendors authorized to sell the equipment.
A motion by Wisnaski, seconded by Keeney, to approve the purchase of two (2) sets of fire turn-out gear and firefighter boots from West Shore Fire Inc. in the amount of \$5,972.00. On a roll call vote, all in favor. Motion passed.
 - C. WR Superintendent Pond reported having to replace a chlorine pump, used to disinfect effluent water. The department routinely keeps a spare on hand for such replacements and, accordingly, needs to purchase a new spare pump.

A motion by Keeney, seconded by Overhuel, to approve the purchase of a spare chlorine pump from Kerr Pump Inc. in the amount of \$4,555.00. On a roll call vote, all in favor. Motion passed.

- D.** Personnel Manager Lamorandier, City Manager Wilson and Director Bomar reported an agreement between the City and Clark Technical Services for ongoing computer maintenance, formalizing the service levels already provided. The agreement is a requirement from the recent LEIN audit due to Clark Technical's access to the Criminal Justice Information Network, and the related restrictions.

A motion by Overhuel, seconded by Steele, to approve a one-year contract with Clark Technical Services for information technology services and authorize the City Manager to execute all documents related to the approved action. On a roll call vote, all in favor. Motion passed.

11. Communications:

- A.** A motion by Steele, seconded by Overhuel, to accept and place on file the December 2019 Investment and Fund Balance Reports and the December 5, 2019 Inter-Municipal Sewer Meeting Minutes. 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 \$792,090.53 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Personnel Manager Lamorandier reported completion of year-end payroll reports and ongoing implementation of training software.

Superintendent Nieuwenhuis warned about the upcoming pothole season being a challenge due to the recent freezing and thawing, which makes potholes worse.

Community Development Manager Siegel reported that she's updating the website and that Abundant Living recently celebrated their grand opening. She also briefed Council on the city's certification as a Redevelopment Ready Community, giving an overview of the process involved and how it will benefit the economic development within the city.

Superintendent Pond gave a detailed report about tank cleanings and biosolids removal.

Director Bomar noted that a received inspection by the Insurance Service Office for ISO Certification resulted in improved ratings for all four (4) categories. The city's Public Protection Classification had been a "5" and is now a "4" as a result of the improved ratings, which should result in slightly lower property insurance for homeowners and businesses as those policies renew. Director Bomar thanked his staff for their hard work on that inspection.

Clerk/Treasurer Kelley reported processing Absent Voter applications for the March 10, 2020 election and drafting the budget documents.

City Manager Wilson thanked the Department of Public Safety for the great work on the ISO inspection.

15. Council Comments:

Council thanked DPS for their hard work.

Council Member Wisnaski also thanked the Department of Public Works for their professionalism and hard work on a December 24, 2019 water leak.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:39PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
January 27, 2020

Brian Kelley, City Clerk

SUMMARY
Plainwell City Council
January 13, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Don Mejeur from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeler, Steele, Overhuel, Keeney and Wisnaski. Absent: None.
5. Approved Minutes/Summary of the 12/23/2019 regular and special meetings.
6. Mayor Keeler offered condolences to the friends and family of the postal carrier victim of the January 6, 2020 accident on 10th Street.
7. Adopted Resolution 2020-06 establishing a \$25.00 fee for each request for an absent voter list.
8. Approved the purchase of two (2) sets of fire turn-out gear and firefighter boots from West Shore Fire, Inc. in the amount of \$5,972.00.
9. Approved the purchase of a spare chlorine pump from Kerr Pump Inc. in the amount of \$4,555.00.
10. Approved a one-year contract with Clark Technical Services for information technology services.
11. Accepted and placed on file the December 2019 Investment and Fund Balance Reports and the December 5, 2019 Inter-Municipal Sewer Meeting Minutes.
12. Approved Accounts Payable for \$792,090.53.
13. Adjourned the meeting at 7:39 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

MEMORANDUM

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org



"The Island City"

To: Erik J. Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Clerk/Treasurer
Subject: Patrol Vehicle Purchase Request
Date: January 20, 2020

The Plainwell Department of Public Safety is requesting the purchase of a new patrol vehicle. This vehicle will be a 2020 Ford Utility Police Service package. During the 2019-2020 budget process, council appropriated funds for an anticipated purchase of a police patrol vehicle for \$46,000, and it will expense to the City "Equipment Fund" #661-970-971-000. The "Equipment Fund" will also cover additional patrol-car accessories to make it a functional police service vehicle. Changeover cost will be separate from the actual vehicle purchase price, and this includes additional items that will have to be purchased. These items are accessories such as radios, emergency lighting, partitions, prisoner seat and console box. If the purchase is approved, this new patrol vehicle will be the fourth Ford Utility in service for the Department.

The purchase of a 2020 Ford Utility will be addition to our current patrol fleet; it will replace the oldest patrol vehicle, a 2014 model, which will have approximately 105,000 miles on it by the time the new car is put into service. The 2014 patrol vehicle will be used as a backup in case a fleet vehicle goes out of service, and for general transportation needs such as out-of-town training, transportation to court and special assignments.

This will be an all-wheel-drive vehicle. The engine is a 3.3 liter V-6, which has estimated 17 mpg in-city / 22 mpg highway fuel rating. Many public safety agencies throughout the state are making use of the police service Ford Utility due to the fact it complements the public safety concept for equipment storage. The sedan-type patrol vehicles of today do not have the trunk storage necessary for public safety equipment needs. The estimated delivery time of this vehicle will be approximately four months, plus approximately two weeks for up-fitting through a private vendor.

I will be requesting that this purchase be made according to City ordinance (3-9) "Cooperative Purchasing," exempting the Department from the normal bidding process. The purchase will be made through the Macomb County, State of Michigan Commodities Contract.

The Department will seek competitive bids from area vendors for installation of new and existing equipment.

I'm recommending that the City Council approve the purchase of a 2020 Ford Utility for \$36,389.00 from Signature Ford of Owosso, Michigan.

City of Plainwell
Allegan County, Michigan

FINANCIAL STATEMENTS

Year ended June 30, 2019

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INDEPENDENT AUDITOR'S REPORT

City Council
City of Plainwell, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Plainwell, Michigan, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Plainwell, Michigan, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required supplementary information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the OPEB schedules, as listed in the contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Plainwell, Michigan's basic financial statements. The combining nonmajor governmental funds financial statements, the component unit fund financial statements and individual component unit fund budgetary schedules, and the schedules of bond retirement and annual interest requirements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor governmental funds financial statements, the component unit fund financial statements and budgetary comparison schedules, and the schedules of bond retirement and annual interest requirements (supplementary information) are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Siegfried Crandall P.C.

December 18, 2019

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the City of Plainwell's (the City) financial performance provides a narrative overview of the City's financial activities for the fiscal year ended June 30, 2019. Please read it in conjunction with the City's financial statements.

FINANCIAL HIGHLIGHTS

- The City's total net position decreased by \$167,081 as a result of this year's activities. The net position of the governmental activities decreased by \$127,325 and the net position of the business-type activities decreased by \$39,756.
- Of the \$12,185,135 total net position reported, \$535,054 (4.4 percent) is unrestricted, or available to be used at the Council's discretion, without constraints established by debt covenants, enabling legislation, or other legal requirements.
- The General Fund's unassigned fund balance at the end of the fiscal year was \$399,315, which represents 18.6 percent of the actual total General Fund expenditures for the current fiscal year.

Overview of the financial statements

The City's annual report is comprised of four parts: management's discussion and analysis, the basic financial statements, required supplementary information, and an optional section that presents additional information. The basic financial statements include two kinds of statements that present different views of the City:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the City's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the City government, reporting the City's operations in more detail than the government-wide financial statements.
 - Governmental fund statements explain how general government services, like public safety, were financed in the short-term, as well as what remains for future spending.
 - Proprietary funds statements offer short-term and long-term financial information about the activities the government operates like a business, such as the sewer and water systems.
 - Agency funds statements provide information about the financial relationships in which the City acts solely as an agent for the benefit of others to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by sections of required supplementary information and other supplementary information that further explain and support the information in the financial statements.

A comparative analysis of the government-wide financial statements for 2019 and 2018 is also presented.

Government-wide financial statements

The government-wide financial statements report information about the City as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide statements report the City's net position and how it has changed. Net position (the difference between the City's assets and deferred outflows of resources, and liabilities and deferred inflows of resources) is one way to measure the City's financial health, or position.

- Over time, increases or decreases in the City's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall financial health of the City, you need to consider additional nonfinancial factors, such as changes in the City's property tax base and the condition of the City's capital assets.

The government-wide financial statements are divided into three categories:

- *Governmental activities* - Most of the City's basic services are included here, such as public safety services and general government. Property taxes and state grants finance most of these activities.
- *Business-type activities* - The City charges fees to customers to help it cover the costs of certain services it provides. The City's sewer and water systems and airport operations are reported here.
- *Component units* - The City includes other entities in its report - the Plainwell Tax Increment Finance Authority, the Plainwell Brownfield Redevelopment Authority, and the Plainwell Downtown Development Authority. Although legally separate, these "component units" are important because the City is financially accountable for them.

Fund financial statements

The fund financial statements provide more detailed information about the City's most significant funds - not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law and bond agreements.
- The City Council establishes other funds to control and manage money for particular purposes (like the Fire Reserve and Capital Improvement funds) or to show that it is properly using certain taxes and other revenues (like property taxes collected for solid waste and motor fuel taxes collected for the street funds).

The City has three types of funds:

- *Governmental funds*. Most of the City's basic services are included in its governmental funds, which focus on (1) how cash, and other financial assets that can be readily converted to cash, flows in and out, and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information that explains the relationship between them.
- *Proprietary funds*. Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds statements, like the government-wide statements, provide both long-term and short-term financial information.
 - In fact, the City's enterprise funds (one type of proprietary fund) are the same as its business-type activities but provide more detail and additional information, such as cash flows.
 - The City uses an internal service fund (the other type of proprietary fund) to report activities that provide services for the City's other programs and activities. The City's internal service fund is its Equipment Fund that manages the City's fleet of vehicles and equipment.
- *Agency funds*. These funds are used to account for the collection and disbursement of resources, primarily taxes, for the benefit of parties outside the City. The City is responsible for ensuring that the assets reported in the agency funds are used for their intended purposes. The City's agency balances are reported in a separate Statement of Assets and Liabilities. We exclude these activities from the City's government-wide financial statements because the City cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

Net position

Total net position at the end of the fiscal year was \$12,185,135 compared to \$12,352,216 at the end of the prior year. Of this total, \$11,356,609 represents a net investment in capital assets and \$293,472 is restricted for various purposes. Consequently, unrestricted net position was \$535,054, or 4.4 percent of the total.

*Condensed financial information
Net position*

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Current and other assets	\$ 1,124,993	\$ 1,115,387	\$ 1,279,671	\$ 1,261,024	\$ 2,404,664	\$ 2,376,411
Capital assets	<u>5,602,207</u>	<u>5,752,479</u>	<u>9,119,447</u>	<u>9,249,501</u>	<u>14,721,654</u>	<u>15,001,980</u>
Total assets	<u>6,727,200</u>	<u>6,867,866</u>	<u>10,399,118</u>	<u>10,510,525</u>	<u>17,126,318</u>	<u>17,378,391</u>
Deferred outflows of resources	<u>22,458</u>	<u>34,280</u>	<u>5,268</u>	-	<u>27,726</u>	<u>34,280</u>
Current and other liabilities	<u>1,105,218</u>	<u>1,125,620</u>	<u>430,082</u>	<u>304,492</u>	<u>1,535,300</u>	<u>1,430,112</u>
Long-term debt	<u>1,150,045</u>	<u>1,171,829</u>	<u>2,215,000</u>	<u>2,420,000</u>	<u>3,365,045</u>	<u>3,591,829</u>
Total liabilities	<u>2,255,263</u>	<u>2,297,449</u>	<u>2,645,082</u>	<u>2,724,492</u>	<u>4,900,345</u>	<u>5,021,941</u>
Deferred inflows of resources	<u>55,537</u>	<u>38,514</u>	<u>13,027</u>	-	<u>68,564</u>	<u>38,514</u>
Net position:						
Net investment in capital assets	<u>4,452,162</u>	<u>4,580,650</u>	<u>6,904,447</u>	<u>6,829,501</u>	<u>11,356,609</u>	<u>11,410,151</u>
Restricted	<u>293,472</u>	<u>241,928</u>	-	-	<u>293,472</u>	<u>241,928</u>
Unrestricted (deficit)	<u>(306,776)</u>	<u>(256,395)</u>	<u>841,830</u>	<u>956,532</u>	<u>535,054</u>	<u>700,137</u>
Total net position	<u>\$ 4,438,858</u>	<u>\$ 4,566,183</u>	<u>\$ 7,746,277</u>	<u>\$ 7,786,033</u>	<u>\$ 12,185,135</u>	<u>\$ 12,352,216</u>

Changes in net position

The City's total revenues were \$4,976,389. Approximately 50 percent of the City's revenue comes from utility charges, 27 percent from property taxes, and another 12 percent was from operating grants and contributions. Approximately 8 percent of the City's total revenue comes from state shared revenue.

The total cost of the City's programs, covering a wide range of services, totaled \$5,148,501. 38 percent of the City's costs relates to the provision of utility services. Public safety costs account for 26 percent and public works costs account for 15 percent of the City's total expenses.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Condensed financial information
Changes in net position

	Governmental		Business-type		Totals	
	activities		activities			
	2019	2018	2019	2018	2019	2018
Program revenues:						
Charges for services	\$ 144,066	\$ 161,889	\$ 2,360,887	\$ 1,939,343	\$ 2,504,953	\$ 2,101,232
Grants and contributions:						
Operating	600,781	516,917	-	-	600,781	516,917
Capital	-	20,319	-	-	-	20,319
General revenues:						
Property taxes	1,343,510	1,316,354	-	-	1,343,510	1,316,354
State shared revenue	421,884	400,695	-	-	421,884	400,695
Franchise fees	48,224	48,630	-	-	48,224	48,630
Unrestricted interest income	29,616	19,581	12,709	7,586	42,325	27,167
Other	14,712	72,046	-	-	14,712	72,046
Total revenues	<u>2,602,793</u>	<u>2,556,431</u>	<u>2,373,596</u>	<u>1,946,929</u>	<u>4,976,389</u>	<u>4,503,360</u>
Expenses:						
General government	690,103	623,912	-	-	690,103	623,912
Public safety	1,325,117	1,138,406	-	-	1,325,117	1,138,406
Public works	786,158	587,133	-	-	786,158	587,133
Community and economic development	45,944	54,232	-	-	45,944	54,232
Health and welfare	8,459	8,285	-	-	8,459	8,285
Recreation and culture	226,839	259,414	-	-	226,839	259,414
Interest on long-term debt	43,645	44,494	-	-	43,645	44,494
Sewer	-	-	1,533,852	1,106,053	1,533,852	1,106,053
Water	-	-	435,775	426,738	435,775	426,738
Airport	-	-	52,609	46,882	52,609	46,882
Total expenses	<u>3,126,265</u>	<u>2,715,876</u>	<u>2,022,236</u>	<u>1,579,673</u>	<u>5,148,501</u>	<u>4,295,549</u>
Transfers	<u>391,616</u>	<u>403,208</u>	<u>(391,616)</u>	<u>(403,208)</u>	<u>-</u>	<u>-</u>
Gain on sale of capital assets	<u>4,531</u>	<u>24,623</u>	<u>500</u>	<u>-</u>	<u>5,031</u>	<u>24,623</u>
Changes in net position	<u>\$ (127,325)</u>	<u>\$ 268,386</u>	<u>\$ (39,756)</u>	<u>\$ (35,952)</u>	<u>\$ (167,081)</u>	<u>\$ 232,434</u>
Net position, end of year	<u>\$ 4,438,858</u>	<u>\$ 4,566,183</u>	<u>\$ 7,746,277</u>	<u>\$ 7,786,033</u>	<u>\$ 12,185,135</u>	<u>\$ 12,352,216</u>

The City adopted the provisions of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* during fiscal year 2018. In connection with the adoption of this statement, the City recorded a cumulative effect of a change in an accounting principle which reduced unrestricted net position of the governmental and business-type activities by \$370,691 and \$124,168, respectively, during fiscal year 2018.

Governmental activities

Governmental activities decreased the City's net position by \$127,325 in the current year compared to a \$268,386 increase in the prior year. Net position decreased in the current year because of an overall increase in revenues of \$46,362, coupled with a \$410,389 increase in expenses, a \$20,092 decrease in gains related to sales of capital assets, and an \$11,592 reduction in transfers from the business-type activities. Revenues increased primarily due to an \$46,837 increase in operating grants as distributions from the state increased. The increase in expenses was primarily related to a \$199,025 increase in public works costs due to changes in solid waste processing and cleanup, and additional costs for street maintenance.

The total cost of governmental activities this year was \$3,126,265. After subtracting the direct charges to those who directly benefited from the programs (\$144,066) and operating grants and contributions (\$600,781), the "public benefit" portion covered by property taxes, state revenue sharing, and other general revenues was \$2,381,418.

Business-type activities

Business-type activities decreased the City's net position by \$39,756 in the current fiscal year compared to a decrease of \$35,952 in the prior year. Net position has decreased as rates are not set to cover the full costs of services, which includes depreciation, which amounted to \$467,109 in the current year.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

Governmental funds

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$883,775, an increase of \$26,474 in comparison with the prior year. Of the total fund balances, \$293,472 is restricted for various purposes, and \$190,988 is assigned. The remaining fund balance, in the amount of \$399,315, is unassigned, meaning that it is available for spending at the Council's discretion.

The General Fund is the primary operating fund of the City. At the end of the fiscal year, its fund balance was \$471,061, a decrease of \$14,324 during the fiscal year. Planned usage of some prior year balances was the primary reason for the decrease in fund balance.

The Major Street Fund experienced an increase in fund balance of \$25,753, as the fund's revenues exceeded expenditures in the current year. The fund balance at the end of the fiscal year was \$160,432 and is restricted for future street preservation costs of the City's major streets.

Proprietary funds

The Sewer Fund experienced an increase in net position of \$32,226. The Sewer Fund typically experiences a decrease because customer charges usually do not cover all operating expenses, including depreciation, which amounted to \$327,250 in the current year. Total net position is \$5,008,643 at year end of which \$724,580 is unrestricted.

The Water Fund experienced a decrease in net position of \$68,180. The Water Fund typically experiences a decrease because customer charges do not cover all operating expenses, including depreciation, which amounted to \$136,148 in the current year. Total net position is \$2,627,498 at year end, of which \$90,348 is unrestricted.

General Fund budgetary highlights

The City amended both the revenue and expenditure portions of the budget to reflect anticipated changes in the nature and extent of revenues and expenditures. Total revenues were increased by \$25,613 to reflect unanticipated revenue sources. Total expenditures were increased by \$110,226, primarily for unanticipated expenditures related to buildings and grounds.

Total revenues were higher than the final budgeted amounts, by \$6,695, primarily due to additional grant funding. Total expenditures were \$64,355 less than the final appropriated amount, primarily due to buildings and grounds projects ending after year end. These variances resulted in a \$69,890 positive budget variance due to a \$14,324 decrease in fund balance compared to a budgeted decrease of \$84,214.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2019, amounts to \$14,721,654, net of accumulated depreciation. This investment includes a broad range of assets, including land, buildings, equipment, and sewer and water facilities.

	<u>Governmental activities</u>	<u>Business-type activities</u>	<u>Totals</u>
Land	\$ 344,680	\$ 48,196	\$ 392,876
Infrastructure	-	9,071,251	9,071,251
Buildings and improvements	4,909,600	-	4,909,600
Equipment and vehicles	<u>347,927</u>	<u>-</u>	<u>347,927</u>
Totals	<u>\$ 5,602,207</u>	<u>\$ 9,119,447</u>	<u>\$ 14,721,654</u>

Major capital asset events during the current fiscal year included the following:

- Paving projects, with a total cost of \$116,900, were completed.
- The City's sewer utility replaced some major components, totaling \$336,531.

More detailed information about the City's capital assets is presented in Note 6 of the notes to the basic financial statements.

Debt administration

At the end of the fiscal year, the City had debt outstanding in the amount of \$3,365,045, as follows:

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Totals</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
General obligation bonds (backed by the City)	\$ 1,146,754	\$ 1,165,754	\$ -	\$ -	\$ 1,146,754	\$ 1,165,754
Note payable (backed by the City)	3,291	6,075	-	-	3,291	6,075
Revenue bonds (backed by the City)	<u>-</u>	<u>-</u>	<u>2,215,000</u>	<u>2,420,000</u>	<u>2,215,000</u>	<u>2,420,000</u>
Totals	<u>\$ 1,150,045</u>	<u>\$ 1,171,829</u>	<u>\$ 2,215,000</u>	<u>\$ 2,420,000</u>	<u>\$ 3,365,045</u>	<u>\$ 3,591,829</u>

The reduction in debt amounted to \$226,784, resulting from the timely payment of principal for all obligations. Other long-term obligations represent accrued compensated absences and the net OPEB liability in the amounts of \$82,639 and \$1,151,995, respectively. More detailed information about the City's long-term liabilities is presented in Note 9 of the notes to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND RATES

Property taxes continue to be the main source of revenue for the City. Over the past several years, Plainwell has grappled with a loss in revenue due to changes to Personal Property Tax (PPT) collection and declining property values. Since 2017, much of the uncertainty regarding the elimination of business personal property tax revenue has subsided, and the City’s taxable values have begun to increase. The City Administration reviews the properties to make sure values are appropriately assessed and taxed.

The City continues to navigate changes to the personal property tax revenue, which was historically approximately 12 percent of the City’s General Fund revenue. The replacement Statewide Essential Services Assessment has reduced revenues to the General Fund, requiring minor adjustments to certain services in the General Fund. Looking forward, the revenue reductions should continue to be minor.

In regards to our overall property values, from 2009 to 2015 the City experienced a negative trend relative to taxable value (see table below). Additionally, the gap between Assessed Value and Taxable Value decreased every year from 2006 to 2013. This is an important fiscal indicator because if the assessed value of the City “sets” to what the taxable value is, any loss in property valuations will result in a loss of tax revenue. The larger the gap, the less susceptible we are to dramatic property fluctuations.

REAL PROPERTY VALUATION 2008-2019						
Year	2008	2009	2010	2011	2012	2013
Assessed value	\$ 100,088,900	\$ 99,581,500	\$ 90,622,900	\$ 82,639,050	\$ 76,687,800	\$ 72,845,900
Taxable value	\$ 83,223,795	\$ 85,287,515	\$ 79,451,659	\$ 78,320,323	\$ 74,222,870	\$ 71,113,548
Difference	\$ 16,865,105	\$ 14,293,985	\$ 11,171,241	\$ 4,318,727	\$ 2,464,930	\$ 1,732,352
Percent difference	16.85%	14.35%	12.33%	5.23%	3.21%	2.38%
Inflation rate multiplier	2.3%	4.4%	-0.3%	1.7%	2.7%	2.4%
Year	2014	2015	2016	2017	2018	2019*
Assessed value	\$ 75,050,100	\$ 79,871,200	\$ 89,124,700	\$ 92,829,700	\$ 95,227,900	\$ 100,002,500
Taxable value	\$ 71,751,138	\$ 71,774,722	\$ 73,638,624	\$ 75,248,381	\$ 77,379,288	\$ 81,013,112
Difference	\$ 3,298,962	\$ 8,096,478	\$ 15,486,076	\$ 17,581,319	\$ 17,848,612	\$ 18,989,388
Percent difference	4.40%	10.14%	17.38%	18.94%	18.74%	18.99%
Inflation rate multiplier	1.6%	1.6%	0.3%	0.9%	2.1%	2.4%

* Original Values as of May 1, 2019 - no adjustments for Board of Review entered yet

In a positive development, the City’s gap between assessed and taxable value has seemingly stabilized. In 2014, this gap increased for the first time in a decade, from 2.38 percent to 4.40 percent. We anticipate this gap to be in excess of 20% in 2020, based on preliminary estimates.

The City continues to counter stagnant growth with cost cutting measures when possible. The City incorporated into all labor contracts a requirement that employees pay a 20 percent match on health care premium costs. Additionally, cost-cutting measures have been instituted, including contribution caps from the City regarding retirement and privatization of some services as well as reductions in labor costs through attrition. The City will continue to evaluate labor needs as more employees become eligible for retirement.

Additionally, the City continues to closely monitor its health care insurance providers to ensure affordability. Each year, the available plans are reviewed to minimize increased costs to the city and to the employees. The City most recently changed providers in 2016 and holds as a priority to maintain quality coverage for the staff and their families.

In recent years, it has been the City Council’s decision that property taxes will not be raised to deal with fluctuations in revenues or expenditures; we do not foresee a change in this position. Due to the Headlee Rollback, the City’s total millage rate has been slightly reduced beginning in 2017.

Millage	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
General Fund Operating	12.6729	12.5995	12.5250	12.5250
Capital Improvement	1.0000	1.0000	1.0000	1.0000
Fire Reserve	1.0000	1.0000	1.0000	1.0000
Solid Waste	<u>1.3000</u>	<u>1.3000</u>	<u>1.3000</u>	<u>1.3000</u>
	<u>15.9729</u>	<u>15.8995</u>	<u>15.8250</u>	<u>15.8250</u>

The City Council instituted a yearly cost of living increase to be applied to both water and sewer utility charges. This change has provided adequate funding for both utility funds and it is the intention of the City Council to ensure both funds keep up with inflation and avoid large step increases to “catch up.” Additionally, in 2019, the City’s water bonds will expire freeing up almost \$100,000 that has been used for debt service. The City has partnered with engineers to plan significant upgrades to the water system after our bonds expire, which will require new bonding. The upgrades include replacement water meters which will allow more frequent actual readings, which will provide better overall services to the customers.

A large part of the City’s economic plan revolves on the redevelopment of the former Plainwell Paper Mill. In 2018, the EPA and the responsible party began clean-up of contaminated soil on the property. Additionally, the City did sell a portion of the property to Sweetwater’s Donut Mill, on which their corporate headquarters and training facility was constructed. This represents the first ground-up development on the mill site in over 40 years. The City is working on grant funding which could substantially advance the redevelopment efforts in 2020 and 2021. This project could result in the demolition of buildings and final clean up, allowing developers to building retail and residential property on the site.

The City’s Downtown area continues to thrive with the 2018 addition of Ace Hardware and several new and emerging businesses. Downtown development projects include electrical and parking lot upgrades to the Southeast Corner businesses and parking lot repaving and reconfiguration to the Northeast Corner businesses.

For Budget Year 2019/2020, the City is funding a large paving and infrastructure project on one major street. Each of the capital projects included in the 2019/2020 budget is funded with cash and grant funds, so the City will not incur additional debt. The City continues to devote substantial time to streamline processes to increase efficiencies in workloads, thereby minimizing cost increases.

Moving forward, a large part of the City’s redevelopment efforts will continue to center around the former Plainwell Paper Mill. This parcel remains the single largest non-residential property in the City. Because the bulk of the City is already developed, marketing this property will be essential to grow our economy and help fulfill service expectations set forth by our community. It is the City’s hope that once remediation efforts are concluded, securing a development partner will spur significant investment into our community.

The City recognizes the challenges it faces including road funding, solid waste management, staff turnovers, and health care costs. However, with the business community thriving (both industrial and commercial) with projects including several industrial expansions, the future looks bright.

Contacting the City's financial management

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Erik Wilson, City Manager
211 North Main Street
Plainwell, MI 49080

Phone: (269) 685-6821

BASIC FINANCIAL STATEMENTS

STATEMENT OF NET POSITION

June 30, 2019

	Primary government		
	Governmental activities	Business-type activities	Totals
ASSETS			
Current assets:			
Cash	\$ 846,821	\$ 983,840	\$ 1,830,661
Investments	132,938	-	132,938
Receivables	182,778	238,376	421,154
Prepays	-	65	65
Inventory	-	1,127	1,127
Internal balances	(56,263)	56,263	-
Total current assets	1,106,274	1,279,671	2,385,945
Noncurrent assets:			
Receivables	18,719	-	18,719
Assets held for resale - redevelopment property	-	-	-
Capital assets not being depreciated	344,680	48,196	392,876
Capital assets, net of depreciation	5,257,527	9,071,251	14,328,778
Total noncurrent assets	5,620,926	9,119,447	14,740,373
Total assets	6,727,200	10,399,118	17,126,318
DEFERRED OUTFLOWS OF RESOURCES - OPEB amounts			
	22,458	5,268	27,726
LIABILITIES			
Current liabilities:			
Payables	113,631	186,696	300,327
Unearned revenue	339	-	339
Deposits	-	-	-
Bonds and notes payable - current portion	22,733	210,000	232,733
Total current liabilities	136,703	396,696	533,399
Noncurrent liabilities:			
Compensated absences	57,339	25,300	82,639
Net other postemployment benefits liability	933,909	218,086	1,151,995
Bonds and notes payable	1,127,312	2,005,000	3,132,312
Total noncurrent liabilities	2,118,560	2,248,386	4,366,946
Total liabilities	2,255,263	2,645,082	4,900,345
DEFERRED INFLOWS OF RESOURCES - OPEB amounts			
	55,537	13,027	68,564
NET POSITION			
Net investment in capital assets	4,452,162	6,904,447	11,356,609
Restricted for:			
Public safety	7,244	-	7,244
Public works	223,711	-	223,711
Community and economic development	62,517	-	62,517
Unrestricted (deficit)	(306,776)	841,830	535,054
Total net position	\$ 4,438,858	\$ 7,746,277	\$ 12,185,135

<i>Component units</i>		
<i>Tax Increment Finance Authority</i>	<i>Brownfield Redevelopment Authority</i>	<i>Downtown Development Authority</i>
\$ 70,235	\$ 31,460	\$ 24,623
-	-	-
414	-	-
-	-	-
-	-	-
<u>70,649</u>	<u>31,460</u>	<u>24,623</u>
-	-	-
-	656,666	-
-	-	-
-	-	-
<u>-</u>	<u>656,666</u>	<u>-</u>
<u>70,649</u>	<u>688,126</u>	<u>24,623</u>
-	-	-
971	827	1,998
-	-	-
-	-	-
-	-	-
<u>971</u>	<u>827</u>	<u>1,998</u>
600	1,700	100
-	-	-
-	-	-
<u>600</u>	<u>1,700</u>	<u>100</u>
<u>1,571</u>	<u>2,527</u>	<u>2,098</u>
-	-	-
-	656,666	-
-	-	-
-	-	-
-	-	-
<u>69,078</u>	<u>28,933</u>	<u>22,525</u>
<u>\$ 69,078</u>	<u>\$ 685,599</u>	<u>\$ 22,525</u>

See notes to financial statements

STATEMENT OF ACTIVITIES

Year ended June 30, 2019

Functions/Programs	Program revenues			Net (expenses) revenues and changes in net position						
	Expenses	Charges for services	Operating grants and contributions	Primary government			Component units			
				Governmental activities	Business-type activities	Totals	Tax Increment Finance Authority	Brownfield Redevelopment Authority	Downtown Development Authority	
Primary government										
Governmental activities:										
General government	\$ 690,103	\$ 42,327	\$ 26,332	\$ (621,444)		\$ (621,444)				
Public safety	1,325,117	43,268	900	(1,280,949)		(1,280,949)				
Public works	786,158	58,471	554,552	(173,135)		(173,135)				
Community and economic development	45,944	-	-	(45,944)		(45,944)				
Health and welfare	8,459	-	-	(8,459)		(8,459)				
Recreation and culture	226,839	-	18,997	(207,842)		(207,842)				
Interest on long-term debt	43,645	-	-	(43,645)		(43,645)				
Total governmental activities	<u>3,126,265</u>	<u>144,066</u>	<u>600,781</u>	<u>(2,381,418)</u>		<u>(2,381,418)</u>				
Business-type activities:										
Sewer	1,533,852	1,802,873	-		\$ 269,021	269,021				
Water	435,775	503,971	-		68,196	68,196				
Airport	52,609	54,043	-		1,434	1,434				
Total business-type activities	<u>2,022,236</u>	<u>2,360,887</u>	<u>-</u>		<u>338,651</u>	<u>338,651</u>				
Total primary government	<u>\$ 5,148,501</u>	<u>\$ 2,504,953</u>	<u>\$ 600,781</u>	<u>(2,381,418)</u>	<u>338,651</u>	<u>(2,042,767)</u>				
Component units										
Tax Increment Finance Authority	\$ 56,616	\$ -	\$ -				\$ (56,616)	\$ -	\$ -	
Brownfield Redevelopment Authority	90,246	-	75,000				-	(15,246)	-	
Downtown Development Authority	42,991	-	-				-	-	(42,991)	
Total component units	<u>\$ 189,853</u>	<u>\$ -</u>	<u>\$ 75,000</u>				<u>(56,616)</u>	<u>(15,246)</u>	<u>(42,991)</u>	
General revenues:										
Property taxes				1,343,510	-	1,343,510	-	19,347	44,315	
State shared revenue				421,884	-	421,884	-	-	-	
Local community stabilization revenue				-	-	-	59,572	-	5,668	
Cable television franchise fees				48,224	-	48,224	-	-	-	
Unrestricted interest income				29,616	12,709	42,325	1,298	273	460	
Miscellaneous				14,712	-	14,712	-	-	5,026	
Transfers				391,616	(391,616)	-	-	-	-	
Gain on sales of capital assets				4,531	500	5,031	-	-	-	
Totals				<u>2,254,093</u>	<u>(378,407)</u>	<u>1,875,686</u>	<u>60,870</u>	<u>19,620</u>	<u>55,469</u>	
Changes in net position				(127,325)	(39,756)	(167,081)	4,254	4,374	12,478	
Net position - beginning				4,566,183	7,786,033	12,352,216	64,824	681,225	10,047	
Net position - ending				<u>\$ 4,438,858</u>	<u>\$ 7,746,277</u>	<u>\$ 12,185,135</u>	<u>\$ 69,078</u>	<u>\$ 685,599</u>	<u>\$ 22,525</u>	

See notes to financial statements

BALANCE SHEET - governmental funds

June 30, 2019

	General	Special revenue fund		Total governmental funds
		Major Streets	Nonmajor funds	
ASSETS				
Cash	\$ 306,083	\$ 134,537	\$ 257,547	\$ 698,167
Investments	115,966	-	16,972	132,938
Receivables	102,849	53,306	44,928	201,083
Total assets	<u>\$ 524,898</u>	<u>\$ 187,843</u>	<u>\$ 319,447</u>	<u>\$ 1,032,188</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Payables	\$ 53,498	\$ 9,020	\$ 29,293	\$ 91,811
Due to other funds	-	18,391	37,872	56,263
Unearned revenue	339	-	-	339
Total liabilities	<u>53,837</u>	<u>27,411</u>	<u>67,165</u>	<u>148,413</u>
Fund balances:				
Restricted for:				
Public safety - drug forfeitures	7,244	-	-	7,244
Public works - street improvements and maintenance	-	160,432	63,279	223,711
Community and economic development - revolving loans	-	-	62,517	62,517
Assigned for:				
Employee benefits	64,502	-	-	64,502
Public works	-	-	897	897
Capital acquisitions	-	-	125,589	125,589
Unassigned	399,315	-	-	399,315
Total fund balances	<u>471,061</u>	<u>160,432</u>	<u>252,282</u>	<u>883,775</u>
Total liabilities and fund balances	<u>\$ 524,898</u>	<u>\$ 187,843</u>	<u>\$ 319,447</u>	<u>\$ 1,032,188</u>

Reconciliation of the balance sheet to the statement of net position:

Total fund balance - total governmental funds	\$ 883,775
Amounts reported for <i>governmental activities</i> in the statement of net position (page 14) are different because:	
Capital assets used in <i>governmental activities</i> are not financial resources and, therefore, are not reported in the funds.	5,254,280
Deferred outflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.	22,458
Noncurrent liabilities are not due and payable in the current period and, therefore, are not reported in the funds:	
Compensated absences	(56,039)
Other postemployment benefit obligation, net	(933,909)
Interest payable	(17,918)
Long-term liabilities, including bonds and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds.	(1,150,045)
Deferred inflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.	(55,537)
The assets and liabilities of the internal service fund are included in the <i>governmental activities</i> in the statement of net position.	<u>491,793</u>
Net position of <i>governmental activities</i>	<u>\$ 4,438,858</u>

See notes to financial statements

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND

BALANCES - governmental funds

Year ended June 30, 2019

	General	Special revenue fund		Total governmental funds
		Major Streets	Nonmajor funds	
REVENUES				
Property taxes	\$ 1,107,131	\$ -	\$ 278,666	\$ 1,385,797
Licenses and permits	74,562	-	-	74,562
Federal grants	900	-	-	900
State grants	426,246	360,440	116,996	903,682
Intergovernmental	-	13,145	65,403	78,548
Fines and forfeitures	11,136	-	-	11,136
Interest and rentals	19,973	1,587	5,907	27,467
Other:				
Contributions	9,747	-	-	9,747
Miscellaneous	42,504	1,150	58,472	102,126
Total revenues	1,692,199	376,322	525,444	2,593,965
EXPENDITURES				
Current:				
General government	646,488	-	10,475	656,963
Public safety	1,179,800	-	-	1,179,800
Public works	42,704	275,569	493,608	811,881
Community and economic development	46,020	-	-	46,020
Health and welfare	8,459	-	-	8,459
Recreation and culture	218,044	-	-	218,044
Debt service:				
Principal	2,784	-	19,000	21,784
Interest	226	-	43,716	43,942
Total expenditures	2,144,525	275,569	566,799	2,986,893
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(452,326)	100,753	(41,355)	(392,928)
OTHER FINANCING SOURCES (USES)				
Proceeds from sales of capital assets	4,531	-	-	4,531
Transfers in	433,471	-	75,000	508,471
Transfers out	-	(75,000)	(18,600)	(93,600)
Net other financing sources (uses)	438,002	(75,000)	56,400	419,402
NET CHANGES IN FUND BALANCES	(14,324)	25,753	15,045	26,474
FUND BALANCES - BEGINNING	485,385	134,679	237,237	857,301
FUND BALANCES - ENDING	\$ 471,061	\$ 160,432	\$ 252,282	\$ 883,775

See notes to financial statements

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCES - governmental funds (Continued)**

Year ended June 30, 2019

Reconciliation of the statement of revenues, expenditures, and changes in fund balances to the statement of activities:

Net change in fund balance - total governmental funds (page 17) \$ 26,474

Amounts reported for *governmental activities* in the statement of activities (page 15) are different because:

Capital assets:

Assets acquired 127,700
Provision for depreciation (266,561)

Long-term debt:

Retirements 21,784

Changes in other assets/liabilities:

Net decrease in compensated absences 9,267
Net increase in other postemployment benefit obligation, net (23,984)
Net decrease in interest payable 297

Changes in deferred outflows of resources and deferred inflows of resources:

Net decrease in deferred outflows of resources related to the OPEB obligation (11,822)
Net increase in deferred inflows of resources related to the OPEB obligation (17,023)

The net expenses of the internal service fund are reported with *governmental activities*.

6,543

Change in net position of *governmental activities*

\$ (127,325)

STATEMENT OF NET POSITION - proprietary funds

June 30, 2019

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
ASSETS					
Current assets:					
Cash	\$ 816,042	\$ 144,104	\$ 23,694	\$ 983,840	\$ 148,654
Receivables	199,927	36,090	2,359	238,376	414
Prepays	-	-	65	65	-
Inventory	-	-	1,127	1,127	-
Total current assets	<u>1,015,969</u>	<u>180,194</u>	<u>27,245</u>	<u>1,223,408</u>	<u>149,068</u>
Noncurrent assets:					
Advances to other funds	37,872	18,391	-	56,263	-
Capital assets not being depreciated - land	400	17,346	30,450	48,196	-
Capital assets, net of depreciation	<u>6,408,663</u>	<u>2,609,804</u>	<u>52,784</u>	<u>9,071,251</u>	<u>347,927</u>
Total noncurrent assets	<u>6,446,935</u>	<u>2,645,541</u>	<u>83,234</u>	<u>9,175,710</u>	<u>347,927</u>
Total assets	<u>7,462,904</u>	<u>2,825,735</u>	<u>110,479</u>	<u>10,399,118</u>	<u>496,995</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>3,050</u>	<u>2,218</u>	<u>-</u>	<u>5,268</u>	<u>-</u>
LIABILITIES					
Current liabilities:					
Payables	179,685	6,668	343	186,696	3,902
Bonds payable - current portion	<u>120,000</u>	<u>90,000</u>	<u>-</u>	<u>210,000</u>	<u>-</u>
Total current liabilities	<u>299,685</u>	<u>96,668</u>	<u>343</u>	<u>396,696</u>	<u>3,902</u>
Noncurrent liabilities:					
Compensated absences	16,100	9,200	-	25,300	1,300
Net other postemployment benefits liability	128,984	89,102	-	218,086	-
Bonds payable	<u>2,005,000</u>	<u>-</u>	<u>-</u>	<u>2,005,000</u>	<u>-</u>
Total noncurrent liabilities	<u>2,150,084</u>	<u>98,302</u>	<u>-</u>	<u>2,248,386</u>	<u>1,300</u>
Total liabilities	<u>2,449,769</u>	<u>194,970</u>	<u>343</u>	<u>2,645,082</u>	<u>5,202</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>7,542</u>	<u>5,485</u>	<u>-</u>	<u>13,027</u>	<u>-</u>
NET POSITION					
Net investment in capital assets	4,284,063	2,537,150	83,234	6,904,447	347,927
Unrestricted	<u>724,580</u>	<u>90,348</u>	<u>26,902</u>	<u>841,830</u>	<u>143,866</u>
Total net position	<u>\$ 5,008,643</u>	<u>\$ 2,627,498</u>	<u>\$ 110,136</u>	<u>\$ 7,746,277</u>	<u>\$ 491,793</u>

See notes to financial statements

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION -

proprietary funds

Year ended June 30, 2019

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
OPERATING REVENUES					
Charges for services	\$ 1,378,429	\$ 475,465	\$ 44,672	\$ 1,898,566	\$ 247,543
State grant	414,788	3,750	-	418,538	-
Other	9,656	24,756	9,371	43,783	8,404
Total operating revenues	<u>1,802,873</u>	<u>503,971</u>	<u>54,043</u>	<u>2,360,887</u>	<u>255,947</u>
OPERATING EXPENSES					
Administration	134,140	53,946	48,898	236,984	-
Treatment	790,535	161,569	-	952,104	-
Collection	228,090	81,299	-	309,389	-
Costs of interfund services	-	-	-	-	177,030
Depreciation	327,250	136,148	3,711	467,109	57,947
Total operating expenses	<u>1,480,015</u>	<u>432,962</u>	<u>52,609</u>	<u>1,965,586</u>	<u>234,977</u>
OPERATING INCOME	<u>322,858</u>	<u>71,009</u>	<u>1,434</u>	<u>395,301</u>	<u>20,970</u>
NONOPERATING REVENUE (EXPENSES)					
Gain on sales of capital assets	500	-	-	500	6,639
Interest revenue	10,014	2,473	222	12,709	2,189
Interest expense	(53,837)	(2,813)	-	(56,650)	-
Net nonoperating revenue (expenses)	<u>(43,323)</u>	<u>(340)</u>	<u>222</u>	<u>(43,441)</u>	<u>8,828</u>
INCOME BEFORE TRANSFERS	279,535	70,669	1,656	351,860	29,798
TRANSFERS OUT	<u>(247,309)</u>	<u>(138,849)</u>	<u>(5,458)</u>	<u>(391,616)</u>	<u>(23,255)</u>
CHANGES IN NET POSITION	32,226	(68,180)	(3,802)	(39,756)	6,543
NET POSITION - BEGINNING	<u>4,976,417</u>	<u>2,695,678</u>	<u>113,938</u>	<u>7,786,033</u>	<u>485,250</u>
NET POSITION - ENDING	<u>\$ 5,008,643</u>	<u>\$ 2,627,498</u>	<u>\$ 110,136</u>	<u>\$ 7,746,277</u>	<u>\$ 491,793</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds

Year ended June 30, 2019

	<i>Business-type activities</i>			<i>Governmental activities</i>	
	<i>Enterprise funds</i>			<i>Internal service</i>	
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers	\$ 1,733,428	\$ 505,585	\$ 53,710	\$ 2,292,723	\$ -
Receipts from interfund services provided	-	-	-	-	255,787
Payments to suppliers	(765,619)	(192,053)	(46,445)	(1,004,117)	(156,106)
Payments to employees	(236,178)	(93,373)	(1,647)	(331,198)	(40,861)
Internal activity - payments to other funds	(10,007)	(17,314)	(841)	(28,162)	-
Net cash provided by operating activities	<u>721,624</u>	<u>202,845</u>	<u>4,777</u>	<u>929,246</u>	<u>58,820</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Collections on advances to other funds	3,584	2,525	-	6,109	-
Transfers out	(247,309)	(138,849)	(5,458)	(391,616)	(23,255)
Net cash used in noncapital financing activities	<u>(243,725)</u>	<u>(136,324)</u>	<u>(5,458)</u>	<u>(385,507)</u>	<u>(23,255)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Proceeds from sales of capital assets	500	-	-	500	6,639
Acquisition of capital assets	(312,816)	(24,239)	-	(337,055)	(46,536)
Principal paid on capital debt	(115,000)	(90,000)	-	(205,000)	-
Interest paid on capital debt	(54,555)	(3,376)	-	(57,931)	-
Net cash used in capital and related financing activities	<u>(481,871)</u>	<u>(117,615)</u>	<u>-</u>	<u>(599,486)</u>	<u>(39,897)</u>
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received	<u>10,014</u>	<u>2,473</u>	<u>222</u>	<u>12,709</u>	<u>2,189</u>
NET CHANGE IN CASH	<u>6,042</u>	<u>(48,621)</u>	<u>(459)</u>	<u>(43,038)</u>	<u>(2,143)</u>
CASH - BEGINNING	<u>810,000</u>	<u>192,725</u>	<u>24,153</u>	<u>1,026,878</u>	<u>150,797</u>
CASH - ENDING	<u>\$ 816,042</u>	<u>\$ 144,104</u>	<u>\$ 23,694</u>	<u>\$ 983,840</u>	<u>\$ 148,654</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds (Continued)

Year ended June 30, 2019

	<i>Business-type activities</i>				<i>Governmental activities</i>
	<i>Enterprise funds</i>				<i>Internal service</i>
	<i>Sewer</i>	<i>Water</i>	<i>Nonmajor</i>	<i>Totals</i>	
Reconciliation of operating income to net cash provided by operating activities:					
Operating income	\$ 322,858	\$ 71,009	\$ 1,434	\$ 395,301	\$ 20,970
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation expense	327,250	136,148	3,711	467,109	57,947
Changes in assets and liabilities:					
Receivables	(69,445)	1,614	(333)	(68,164)	(160)
Prepays	-	-	115	115	-
Inventory	-	-	255	255	-
Payables	145,391	(6,063)	(405)	138,923	(19,937)
Compensated absences	(4,100)	200	-	(3,900)	-
Other postemployment obligation, net	(4,822)	(3,330)	-	(8,152)	-
Increase in deferred outflows	(3,050)	(2,218)	-	(5,268)	-
Increase in deferred inflows	7,542	5,485	-	13,027	-
Net cash provided by operating activities	<u>\$ 721,624</u>	<u>\$ 202,845</u>	<u>\$ 4,777</u>	<u>\$ 929,246</u>	<u>\$ 58,820</u>

See notes to financial statements

City of Plainwell

STATEMENT OF ASSETS AND LIABILITIES - agency funds

June 30, 2019

ASSETS

Cash \$ 30,711

LIABILITIES

Due to other governmental units \$ 5

Due to others 30,706

Total liabilities \$ 30,711

See notes to financial statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the City of Plainwell, Michigan (the City), conform to accounting principles generally accepted in the United States of America (hereinafter referred to as generally accepted accounting principles) as applicable to governmental units. The following is a summary of the more significant accounting policies.

Reporting entity:

As required by generally accepted accounting principles, these financial statements present the City (the primary government), located in Allegan County, and its component units described below, for which the City is financially accountable. The discretely presented component units are reported in separate columns in the government-wide financial statements to emphasize that they are legally separate from the primary government. Separate financial statements for the component units have not been issued, as management believes that these financial statements, including disclosures, contain complete information so as to constitute a fair presentation of the component units.

Discretely presented component units:

Tax Increment Financing Authority - The Authority was established pursuant to Public Act 450 of 1980, as amended, to finance infrastructure improvements within the City's industrial park.

Brownfield Redevelopment Authority - The Authority was established pursuant to Public Act 381 of 1996, as amended, to promote the revitalization of environmentally distressed areas within the City.

Downtown Development Authority - The Authority was established pursuant to Public Act 197 of 1975, as amended, to correct and prevent deterioration and promote economic growth within the downtown district.

Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the City. The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and agency funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

Governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period, or soon enough thereafter, to pay liabilities of the current period. For this purpose, the City generally considers revenues to be available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims and judgments, and other postemployment benefits are recorded only when payment is due.

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the City.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund. Revenues are primarily derived from property taxes and state shared revenue.

The Major Street Fund, a special revenue fund, accounts for state gas and weight tax revenues that are restricted for expenditures related to maintaining and improving the City's major streets.

The City reports the following major enterprise funds:

The Sewer Fund accounts for activities of the City's sewage collection systems and treatment plant.

The Water Fund accounts for activities of the City's water distribution system.

Additionally, the City reports the following nonmajor governmental funds:

The special revenue funds are used to account for the specific revenue sources (other than permanent trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

The capital projects fund is used to account for the accumulation and disbursement of resources for the construction of governmental fund capital assets.

The nonmajor enterprise fund is used to account for certain operations of the City that are financed by charges for the services provided.

The internal service fund, a proprietary fund, is used to account for vehicle and equipment management services provided to other departments of the City on a cost-reimbursement basis.

The City also reports agency funds which account for assets held by the City as an agent for individuals, private organizations, and other governments. The City currently reports two agency funds (Agency and Tax Collection). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement focus, basis of accounting, and financial statement presentation (continued):

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the proprietary funds relate to charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity:

Cash and investments - Cash is considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value, with changes in value recognized in the operating statement of each fund. Realized and unrealized gains and losses are included in investment income. Pooled investment income is allocated proportionately to all funds and component units.

Receivables - In general, outstanding balances between funds are reported as “advances from/to other funds.” Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “internal balances.” No allowance for uncollectible accounts has been recorded as the City considers all receivables to be fully collectible.

Prepays - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in the government-wide financial statements.

Inventories - The costs of inventories are recorded as assets when purchased and charged to expenses when used. Inventories, reported in the proprietary funds, are valued at the lower of cost or market. Cost is determined under the first-in, first-out method.

Capital assets - Capital assets, which include property, equipment, and infrastructure assets (e.g., streets and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets, other than infrastructure, are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value as of the date received. The City has elected to use the prospective method of accounting for infrastructure assets, whereby it started capitalizing its infrastructure assets beginning July 1, 2003.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	10 - 50 years
Equipment	3 - 25 years
Vehicles	4 - 20 years
Sewer and water systems	50 years
Streets	20 - 40 years

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity (continued):

Deferred outflows of resources - The statement of net position and the proprietary funds statement of net position include a separate section for deferred outflows of resources. This separate financial statement element reflects a decrease in net position that applies to a future period. The related expense will not be recognized until a future event occurs. The City has one item that is included in this category, relating to the OPEB liability, that is discussed in Note 11. No deferred outflows of resources affect the governmental funds financial statements.

Compensated absences (vacation and sick leave) - It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. A liability for unpaid accumulated vacation and sick leave has been recorded for the portion due to employees upon separation from service with the City. Vested compensated absences are accrued when earned in the government-wide and proprietary funds financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year-end.

Unearned revenue - Unearned revenue is reported in connection with resources that have been received but not yet earned.

Deferred inflows of resources - The statement of net position and the proprietary funds statement of net position include a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period. The related revenues will not be recognized until a future event occurs. The City has one item that is included in this category, relating to the OPEB liability, that is discussed in Note 11. No deferred inflows of resources affect the governmental funds financial statements.

Net position - Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. The City reports three categories of net position, as follows: (1) *Net investment in capital assets* consists of net capital assets reduced by outstanding balances of any related debt obligations attributable to the acquisition, construction, or improvement of those assets; (2) *Restricted net position* is considered restricted if its use is constrained to a particular purpose. Restrictions are imposed by external organizations, such as federal or state laws or buyers of the City's debt. Restricted net position is reduced by liabilities related to the restricted assets; (3) *Unrestricted net position* consists of all other net position that does not meet the definition of the above components and is available for general use by the City.

Net position flow assumption - Sometimes, the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary funds financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

Fund equity - Governmental funds report restricted fund balance when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws and regulations of other governments. The City Council has delegated the authority to assign fund balance to the City Manager. Unassigned fund balance is the residual classification for the General Fund. When the City incurs an expenditure for purposes for which various fund balance classifications can be used, it is the City's policy to use the restricted fund balance first, followed by assigned fund balance, and, finally, unassigned fund balance.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position or equity (continued):

Property tax revenue recognition - Property taxes are levied as of July 1 on property values assessed as of December 31 of the prior year. The billings are due on or before August 15, at which time the bill becomes delinquent and penalties and interest may be assessed by the City. Property tax revenue is recognized in the year for which taxes have been levied and become available. The City levy date is July 1, and, accordingly, the total levy is recognized as revenue in the current year.

Use of estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for governmental funds. The budget document presents information by fund, function, department, and line-item. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year. The City experienced no reportable budget variances during the current fiscal year.

NOTE 3 - CASH AND INVESTMENTS

Cash and investments, as of June 30, 2019, are classified in the accompanying financial statements as follows:

	<i>Governmental activities</i>	<i>Business- type activities</i>	<i>Total primary government</i>	<i>Agency funds</i>	<i>Total component units</i>	<i>Totals</i>
Cash	\$ 846,821	\$ 983,840	\$ 1,830,661	\$ 30,711	\$ 126,318	\$ 1,987,690
Investments	<u>132,938</u>	-	<u>132,938</u>	-	-	<u>132,938</u>
Totals	<u>\$ 979,759</u>	<u>\$ 983,840</u>	<u>\$ 1,963,599</u>	<u>\$ 30,711</u>	<u>\$ 126,318</u>	<u>\$ 2,120,628</u>

Cash and investments as of June 30, 2019, consist of the following:

Cash on hand	\$ 1,270
Deposits with financial institutions	1,986,420
Investments	<u>132,938</u>
Total	<u>\$ 2,120,628</u>

NOTE 3 - CASH AND INVESTMENTS (Continued)

Deposits - Michigan Compiled Laws, Section 129.91 (Public Act 20 of 1943, as amended) and the City's investment policy authorize the City to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations that have an office in Michigan. The City's deposits are in accordance with statutory authority.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the City will not be able to recover its deposits. The City's investment policy does not specifically address custodial credit risk for deposits. As of June 30, 2019, \$923,156 of the City's bank balances of \$2,043,281, including those of the component units, was exposed to custodial credit risk because it was uninsured and uncollateralized. Due to the use of pooled accounts, it is not practicable to allocate custodial credit risk between the primary government and its component units.

Investments - State statutes and the City's investment policy authorize the City to invest in a) obligations of the U.S. Treasury, agencies, and instrumentalities; b) commercial paper rated within the two highest rate classifications, which mature not more than 270 days after the date of purchase; c) repurchase agreements, collateralized by U.S. governmental securities; d) bankers' acceptances; e) mutual funds composed of otherwise legal investments, and f) investment pools organized under the local government investment pool act.

The City's investments consist of holdings in the Cooperative Liquid Assets Securities System - Michigan (CLASS). CLASS is a local government investment pool established under Michigan state statutes for participating Michigan municipalities. This pool, which is a nonrisk categorized qualifying investment, is carried at fair value. The fair value of the City's position in the pool is the same as the value of its pool shares. The fund operates like a money market fund which each share valued at \$1, and is rated AAAM by Standard and Poor's (credit risk); it is not subject to regulatory oversight; the pool issues a separate report, which is available at 15309 Meadowwood Drive, Grand Haven, Michigan, 49417.

Fair value measurement - The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The CLASS Fund, with a balance of \$132,938 at June 30, 2019, was measured at net asset value (or its equivalent) as a practical expedient, and, accordingly, has not been classified in the fair value hierarchy.

NOTE 4 - RECEIVABLES

Receivables as of June 30, 2019, for the City’s individual major funds, nonmajor funds in the aggregate, and component units were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Inter- governmental</u>	<u>Loans</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 18,612	\$ 84,237	\$ -	\$ 102,849
Major Street	229	53,077	-	53,306
Nonmajor	<u>621</u>	<u>18,904</u>	<u>25,403</u>	<u>44,928</u>
Total governmental	<u>\$ 19,462</u>	<u>\$ 156,218</u>	<u>\$ 25,403</u>	<u>\$ 201,083</u>
Noncurrent portion	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,719</u>	<u>\$ 18,719</u>
Proprietary:				
Sewer	\$ 199,927	\$ -	\$ -	\$ 199,927
Water	36,090	-	-	36,090
Nonmajor	<u>2,359</u>	<u>-</u>	<u>-</u>	<u>2,359</u>
Total proprietary	<u>\$ 238,376</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 238,376</u>
Internal service	<u>\$ 414</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 414</u>
Component units:				
Tax Increment Finance Authority	<u>\$ 414</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 414</u>

Accounts receivable, in the General Fund, includes an allowance for uncollectible accounts of \$3,731 due to the aging of invoices that have not been paid.

NOTE 5 - ASSETS HELD FOR RESALE - REDEVELOPMENT PROPERTY

The Brownfield Redevelopment Authority, a component unit of the City, has acquired property for the purpose of economic development. The assets are reported at historic cost. The Authority intends to resell the property to private-sector developers. The proceeds of the potential sale of the property will be transferred to the City’s General Fund, which principally financed the acquisition.

NOTE 6 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2019, was as follows:

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Governmental activities:				
Capital assets not being depreciated - land	\$ 344,680	\$ -	\$ -	\$ 344,680
Capital assets being depreciated:				
Streets and sidewalks	2,335,929	116,900	-	2,452,829
Land improvements	2,292,636	-	-	2,292,636
Buildings and improvements	2,370,921	10,800	-	2,381,721
Equipment and vehicles	<u>2,567,191</u>	<u>46,536</u>	<u>(100,148)</u>	<u>2,513,579</u>
Subtotal	<u>9,566,677</u>	<u>174,236</u>	<u>(100,148)</u>	<u>9,640,765</u>
Less accumulated depreciation for:				
Streets and sidewalks	(543,368)	(76,699)	-	(620,067)
Land improvements	(1,123,810)	(78,842)	-	(1,202,652)
Buildings and improvements	(616,599)	(57,169)	-	(673,768)
Equipment and vehicles	<u>(1,875,101)</u>	<u>(111,798)</u>	<u>100,148</u>	<u>(1,886,751)</u>
Subtotal	<u>(4,158,878)</u>	<u>(324,508)</u>	<u>100,148</u>	<u>(4,383,238)</u>
Total capital assets being depreciated, net	<u>5,407,799</u>	<u>(150,272)</u>	<u>-</u>	<u>5,257,527</u>
Governmental activities capital assets, net	<u>\$ 5,752,479</u>	<u>\$ (150,272)</u>	<u>\$ -</u>	<u>\$ 5,602,207</u>

From time to time, the City records capitalizable costs as part of current expenditure functions, for purposes of administrative control. In the fiscal year 2019, capitalizable costs of \$116,900 were reported within public works in the statement of revenues, expenditures, and changes in fund balances - governmental funds (page 17).

Depreciation expense was charged to the City's governmental activities as follows:

Governmental activities:	
General government	\$ 40,764
Public safety	99,173
Public works	102,574
Recreation and culture	24,050
Depreciation on internal service fund assets	<u>57,947</u>
Total governmental activities	<u>\$ 324,508</u>

NOTE 6 - CAPITAL ASSETS (Continued)

	<u>Beginning balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Business-type activities:				
Capital assets not being depreciated - land	\$ 48,196	\$ -	\$ -	\$ 48,196
Capital assets being depreciated:				
Sewer system	14,111,685	312,816	-	14,424,501
Water system	5,862,522	24,239	-	5,886,761
Airport	208,886	-	-	208,886
Subtotal	<u>20,183,093</u>	<u>337,055</u>	<u>-</u>	<u>20,520,148</u>
Less accumulated depreciation for:				
Sewer system	(7,688,588)	(327,250)	-	(8,015,838)
Water system	(3,140,809)	(136,148)	-	(3,276,957)
Airport	(152,391)	(3,711)	-	(156,102)
Subtotal	<u>(10,981,788)</u>	<u>(467,109)</u>	<u>-</u>	<u>(11,448,897)</u>
Total capital assets being depreciated	<u>9,201,305</u>	<u>(130,054)</u>	<u>-</u>	<u>9,071,251</u>
Business-type activities capital assets, net	<u>\$ 9,249,501</u>	<u>\$ (130,054)</u>	<u>\$ -</u>	<u>\$ 9,119,447</u>

NOTE 7 - PAYABLES

Payables as of June 30, 2019, for the City's individual major funds, nonmajor funds in the aggregate, and component units, were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Payroll and fringes</u>	<u>Interest</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 27,869	\$ 25,629	\$ -	\$ 53,498
Major Streets	7,342	1,678	-	9,020
Nonmajor	<u>26,711</u>	<u>2,582</u>	-	<u>29,293</u>
Total governmental	<u>\$ 61,922</u>	<u>\$ 29,889</u>	<u>\$ -</u>	<u>\$ 91,811</u>
Proprietary:				
Sewer	\$ 161,421	\$ 4,984	\$ 13,280	\$ 179,685
Water	3,592	2,514	562	6,668
Nonmajor	<u>326</u>	<u>17</u>	-	<u>343</u>
Total proprietary	<u>\$ 165,339</u>	<u>\$ 7,515</u>	<u>\$ 13,842</u>	<u>\$ 186,696</u>
Internal service	<u>\$ 3,222</u>	<u>\$ 680</u>	<u>\$ -</u>	<u>\$ 3,902</u>
Component units:				
Tax Increment Finance Authority	<u>\$ -</u>	<u>\$ 971</u>	<u>\$ -</u>	<u>\$ 971</u>
Brownfield Redevelopment Authority	<u>\$ 70</u>	<u>\$ 757</u>	<u>\$ -</u>	<u>\$ 827</u>
Downtown Development Authority	<u>\$ 1,672</u>	<u>\$ 326</u>	<u>\$ -</u>	<u>\$ 1,998</u>

NOTE 8 - INTERFUND BALANCES AND TRANSFERS

At June 30, 2019, the composition of interfund balances was as follows:

<u>Fund</u>	<u>Receivable</u>	<u>Fund</u>	<u>Payable</u>
Sewer	\$ 37,872	Nonmajor governmental	\$ 37,872
Water	<u>18,391</u>	Major Street	<u>18,391</u>
	<u>\$ 56,263</u>		<u>\$ 56,263</u>

The Sewer and Water funds provided advances to the street funds (governmental funds) to finance a portion of street preservation costs in prior years. The advances are expected to be repaid over time, with interest, at 1%.

NOTE 8 - INTERFUND BALANCES AND TRANSFERS (Continued)

A summary of interfund transfers for the year ended June 30, 2019, is as follows:

<u>Fund</u>	<u>Transfers in</u>	<u>Fund</u>	<u>Transfers out</u>
		Sewer	\$ 247,309
		Water	138,849
		Airport	5,458
		Equipment	<u>23,255</u>
General	\$ 414,871		414,871
General	18,600	Nonmajor governmental	18,600
Nonmajor governmental	<u>75,000</u>	Major Streets	<u>75,000</u>
Total	<u>\$ 508,471</u>	Total	<u>\$ 508,471</u>

The proprietary funds transferred \$414,871 to the General Fund as part of the City’s payment in lieu of taxes (PILOT) program. The payments are classified as transfers as the transaction does not involve an exchange for services.

The Major Streets Fund, a major governmental fund, transferred \$75,000 to the Local Streets Fund, a nonmajor governmental fund, to fund construction projects.

The Fire Reserve Fund, a nonmajor governmental fund, transferred \$18,600 to the General Fund to fund fire equipment purchases recorded in the General Fund.

NOTE 9 - LONG-TERM LIABILITIES

At June 30, 2019, long-term liabilities include the following individual issues:

Governmental activities:

Bonds payable:

\$1,350,000 2012 Public Safety Capital Improvement bonds - payable in annual installments ranging from \$16,000 to \$64,000, plus interest at 3.75%; final payment due February 2051	\$ 1,146,760
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Notes payable:

\$7,819 2015 installment purchase agreement - payable in monthly installments of \$147, including interest at 4.844%; final payment due March 2020	1,432
--	-------

\$6,011 2015 installment purchase agreement - payable in monthly installments of \$113, including interest at 4.844%; final payment due October 2020	<u>1,853</u>
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Total bonds and notes payable	1,150,045
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Compensated absences	<u>57,339</u>
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Total governmental activities	<u>\$ 1,207,384</u>
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Business-type activities:

Bonds payable:

\$1,570,000 1999 Water Supply System Revenue bonds (DWRP) - payable in annual installments ranging from \$65,000 to \$90,000, plus interest at 2.50%; final payment due October 2019	\$ 90,000
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\$3,865,000 2012 Sewer Supply System Revenue bonds (SRF) - payable in annual installments ranging from \$100,000 to \$170,000, plus interest at 2.50%; final payment due October 2033	<u>2,125,000</u>
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Total business-type activities bonds payable	2,215,000
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Compensated absences	<u>25,300</u>
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Total business-type activities	<u>\$ 2,240,300</u>
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Component units:

Compensated absences:

Tax Increment Finance Authority	\$ 600
Brownfield Redevelopment Authority	1,700
Downtown Development Authority	<u>100</u>

Total component units	<u>\$ 2,400</u>
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NOTE 9 - LONG-TERM LIABILITIES (Continued)

Long-term liability activity for the year ended June 30, 2019, is as follows:

	<u>Beginning balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending balance</u>	<u>Amounts due within one year</u>
Primary government:					
Governmental activities:					
2012 Capital improvement bonds	\$ 1,165,760	\$ -	\$ (19,000)	\$ 1,146,760	\$ 20,000
2015 Installment purchase agreement	3,083	-	(1,651)	1,432	1,432
2016 Installment purchase agreement	<u>2,986</u>	<u>-</u>	<u>(1,133)</u>	<u>1,853</u>	<u>1,301</u>
Total bonds and notes	1,171,829	-	(21,784)	1,150,045	22,733
Compensated absences	<u>66,606</u>	<u>93,271</u>	<u>(102,538)</u>	<u>57,339</u>	<u>-</u>
	<u>\$ 1,238,435</u>	<u>\$ 93,271</u>	<u>\$ (124,322)</u>	<u>\$ 1,207,384</u>	<u>\$ 22,733</u>
Business-type activities:					
1999 Water revenue bonds	\$ 180,000	\$ -	\$ (90,000)	\$ 90,000	\$ 90,000
2012 Sewer revenue bonds	<u>2,240,000</u>	<u>-</u>	<u>(115,000)</u>	<u>2,125,000</u>	<u>120,000</u>
Total bonds and notes	2,420,000	-	(205,000)	2,215,000	210,000
Compensated absences	<u>29,200</u>	<u>31,469</u>	<u>(35,369)</u>	<u>25,300</u>	<u>-</u>
	<u>\$ 2,449,200</u>	<u>\$ 31,469</u>	<u>\$ (240,369)</u>	<u>\$ 2,240,300</u>	<u>\$ 210,000</u>
Component units:					
Compensated absences:					
Tax Increment Finance Authority	<u>\$ 700</u>	<u>\$ 1,525</u>	<u>\$ (1,625)</u>	<u>\$ 600</u>	<u>\$ -</u>
Brownfield Redevelopment Authority	<u>\$ 1,600</u>	<u>\$ 4,704</u>	<u>\$ (4,604)</u>	<u>\$ 1,700</u>	<u>\$ -</u>
Downtown Development Authority	<u>\$ 200</u>	<u>\$ 171</u>	<u>\$ (271)</u>	<u>\$ 100</u>	<u>\$ -</u>

NOTE 9 - LONG-TERM LIABILITIES (Continued)

At June 30, 2019, debt service requirements, with the exception of compensated absences and other postemployment benefits, are as follows:

Year ended June 30:	<u>Governmental activities</u>		<u>Business-type activities</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 22,733	\$ 43,097	\$ 210,000	\$ 52,601
2021	20,552	42,261	120,000	48,476
2022	21,000	41,504	125,000	45,414
2023	22,000	40,716	125,000	42,289
2024	23,000	39,892	130,000	39,101
2025 - 2029	125,000	186,142	705,000	144,320
2030 - 2034	151,000	160,832	800,000	50,582
2035 - 2039	182,000	130,230	-	-
2040 - 2044	219,000	93,408	-	-
2045 - 2049	265,000	49,084	-	-
2050 - 2051	<u>98,760</u>	<u>5,194</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 1,150,045</u>	<u>\$ 832,360</u>	<u>\$ 2,215,000</u>	<u>\$ 422,783</u>

All outstanding debt of the City is direct borrowing or direct placement debt.

NOTE 10 - DEFINED CONTRIBUTION PENSION PLAN

The City contributes to the City of Plainwell Group Pension Plan (the Plan), a defined contribution pension plan, for all its full-time employees. The Plan is administered by a third-party administrator.

Benefit terms, including contribution requirements, for the Plan are established and may be amended by the City Council. For each employee in the pension plan, the City is required to contribute 8% to 11% of covered payroll to an individual employee's account. Employees are not required to make contributions to the pension plan. For the year ended June 30, 2019, the City recognized pension expense of \$149,573.

Employees are immediately vested in their own contributions and earnings on those contributions and become vested in City contributions and earnings on City contributions immediately. Nonvested City contributions are forfeited upon termination of employment. Such forfeitures are used to cover a portion of the pension plan's administrative expenses. For the year ended June 30, 2019, there were no forfeitures.

As of June 30, 2019, the City reported a \$2,704 accrued liability as part of the contributions to the Plan.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS

Plan description:

The City of Plainwell Retiree Medical Plan is a single-employer defined benefit healthcare plan administered by the City, which provides medical insurance benefits to eligible retirees. Eligible recipients include retirees with union affiliation who have reached age 55 or 60, depending on their union affiliation, and have worked at least 25 years for the City upon their retirement. The Plan was established by the City and can be amended at its discretion. The plan does not issue a separate stand-alone financial statement, is not advance funded, and is not administered through a trust agreement.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Benefits provided:

Police employees:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible: Support of supplemental insurance cost up to \$500 per month

SEIU members:

Retired prior to 7/1/2007:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible - single medical coverage

Retired after 7/1/2007:

Pre-65: Single medical coverage and an annual HSA contribution to cover out-of-pocket medical costs (currently up to \$3,450); Medicare eligible: None

Retiree contributions:

Police - 20% of medical premium

SEIU member retired prior to 7/1/2007 - None

SEIU member retired after to 7/1/2007 - 20% of medical premium

As of June 30, 2019, Plan membership Plan consisted of the following:

Inactive participants receiving benefits	3
Active participants	<u>14</u>
Total participants	<u><u>17</u></u>

Contributions:

The City of Plainwell Retiree Medical Plan was established and is being funded under the authority of the City and under agreements with the unions representing various classes of employees. The Plan's funding policy is that the employer will fund the plan on a pay-as-you-go basis. That is, benefit payments will be made from general operating funds. There are no long term contracts for contributions to the plan. The plan has no legally required reserves.

Net OPEB liability:

The total OPEB liability was determined by an actuarial valuation as of June 30, 2018, and rolled forward using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	Not applicable
Payroll increases	2.00%
Investment rate of return	N/A; this plan is not pre-funded
20-year Aa Municipal bond rate	3.00%
Mortality	RP 2014 headcount weighted adjusted to 2006 Total Data Set with MP-2017 improvement scale separately for males and females as well as annuitants and non-annuitants

The discount rate used to measure the total OPEB liability was 3.0%. Because the plan does not have a dedicated OPEB trust, there are not assets projected to be sufficient to make projected future benefit payments of current plan members. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted as a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the total OPEB liability. The discount rate used for the June 30, 2018 liability was 3.0% as well.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

Changes in the net OPEB liability:

	<i>Increase (decrease)</i>		
	<i>Total OPEB liability</i>	<i>Plan fiduciary net position</i>	<i>Net OPEB liability (asset)</i>
	<i>(a)</i>	<i>(b)</i>	<i>(a) - (b)</i>
Balances at June 30, 2018	\$ 1,136,163	\$ -	\$ 1,136,163
Changes for the year:			
Service cost	32,504	-	32,504
Interest	34,975	-	34,975
Experience (Gains)/Losses	(45,917)	-	(45,917)
Change in assumptions	-	-	-
Contributions - employer	-	5,730	(5,730)
Benefit payments	(5,730)	(5,730)	-
Net changes	<u>15,832</u>	<u>-</u>	<u>15,832</u>
Balances at June 30, 2019	<u>\$ 1,151,995</u>	<u>\$ -</u>	<u>\$ 1,151,995</u>

Plan fiduciary net position as a percentage of total OPEB liability 0.0%

Sensitivity of the net OPEB liability to changes in the discount rate:

The following schedule presents the net OPEB liability of the City, calculated using the discount rates 1% higher and lower than the current rate:

	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Net OPEB liability	<u>\$ 1,283,094</u>	<u>\$ 1,151,995</u>	<u>\$ 1,041,008</u>

Sensitivity of the net OPEB liability to changes in the trend rate:

The following schedule presents the net OPEB liability of the City, calculated using healthcare cost trend rates 1% higher and lower than the current rate:

	<u>1% decrease</u>	<u>Current rate</u>	<u>1% increase</u>
Net OPEB liability	<u>\$ 1,040,193</u>	<u>\$ 1,151,995</u>	<u>\$ 1,269,915</u>

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS (Continued)

OPEB expense, deferred outflows of resources, and deferred inflows of resources related to OPEB Plan:

For the fiscal year ended June 30, 2019, the City recognized OPEB expense of \$58,165. At June 30, 2019, the City reported the following deferred outflows of resources and deferred inflows of resources related to OPEB:

	<u>Outflows</u>	<u>Inflows</u>
Experience (gains)/losses	\$ -	\$ 68,564
Change in assumptions	<u>27,726</u>	<u>-</u>
Total	<u>\$ 27,726</u>	<u>\$ 68,564</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year Ended June 30,</u>	<u>Amount Recognized</u>
2020	\$ (9,313)
2021	(9,313)
2022	(9,313)
2023	(9,313)
2024	(3,586)

Net OPEB liability by participant status:

	<u>Police</u>	<u>SEIU</u>	<u>Net OPEB Liability</u>
Active participants	\$ 808,396	\$ 189,753	\$ 998,149
Inactive participants receiving benefits	<u>55,448</u>	<u>98,398</u>	<u>153,846</u>
Total	<u>\$ 863,844</u>	<u>\$ 288,151</u>	<u>\$ 1,151,995</u>

NOTE 12 - PROPERTY TAX REVENUE

The 2018 taxable valuation of the City was \$86,878,938, on which ad valorem taxes levied consisted of 14.5995 mills for operating purposes and 1.3000 mills for solid waste removal, raising \$1,226,609 for operating purposes and \$109,778 for solid waste removal. These amounts are recognized in the fund financial statements as property tax revenue.

NOTE 13 - CONSTRUCTION CODE ACT

A summary of construction code enforcement transactions for the year ended June 30, 2019, is as follows:

Cumulative excess of revenues, beginning of year	<u>\$ -</u>
Revenues	\$ 25,018
Expenses	<u>25,018</u>
Excess of revenues over expenses	<u>\$ -</u>
Cumulative excess of revenues, end of year	<u>\$ -</u>

NOTE 14 - RESTRICTED NET POSITION

In the government-wide statement of net position, the governmental activities report restricted net position in the amount of \$293,472. Of this amount, \$223,711 is restricted by enabling legislation for public works expenditures and \$7,244 is restricted by enabling legislation for public safety expenditures.

NOTE 15 - RISK MANAGEMENT

The City is exposed to various risks of loss to general liability, property and casualty, workers' compensation, and employee health and medical claims. The risks of loss arising from general liability, building contents, workers' compensation, employee medical, and casualty are managed through purchased commercial insurance. For all risks of loss, there have been no significant reductions in insurance coverage from coverage provided in prior years. Also, in the past three years, settlements did not exceed insurance coverage.

The Tax Increment Finance Authority, a component unit of the City, has adopted a tax increment financing plan (the Plan) that allows the Authority (the Authority) to expend tax increment revenues for purposes of furthering the development program contemplated in the Plan. At June 30, 2019, the Authority's fund balance was \$69,078. The Authority intends to use the available equity to complete the development program. However, any funds remaining after completion of the development program shall revert proportionately to the respective taxing entities, including the City, from which the tax increment revenues were derived.

NOTE 16 - CONTINGENT LIABILITY

The City has a reimbursement agreement with a developer associated with the City's Plainwell Paper Mill redevelopment project. In accordance with the agreement, the City must make annual payments to the developer amounting to 75% of the current year's tax capture for the brownfield redevelopment district. At June 30, 2019, the City is contingently liable for payments to the developer in the amount of \$211,978.

NOTE 17 - PENDING ACCOUNTING PRONOUNCEMENTS

Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*, was issued by the GASB in January 2017 and will be effective for periods beginning after December 15, 2018. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities for all state and local governments. The focus on the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. Governments with activities meeting the criteria should present a statement of fiduciary net position and a statement of changes in fiduciary net position.

Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, was issued by the GASB in June 2017 and will be effective for periods beginning after December 15, 2019. The objective of this Statement is to increase the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use the underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY COMPARISON SCHEDULE - General Fund

Year ended June 30, 2019

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Property taxes	\$ 1,102,104	\$ 1,106,604	\$ 1,107,131	\$ 527
Licenses and permits	74,100	77,600	74,562	(3,038)
Federal grant	325	900	900	-
State grants	409,628	415,066	426,246	11,180
Fines and forfeitures	12,700	13,800	11,136	(2,664)
Interest and rents	12,402	18,902	19,973	1,071
Other:				
Contributions	8,000	12,000	9,747	(2,253)
Miscellaneous	40,632	40,632	42,504	1,872
Total revenues	<u>1,659,891</u>	<u>1,685,504</u>	<u>1,692,199</u>	<u>6,695</u>
EXPENDITURES				
General government:				
Legislative - City Council	10,765	10,765	10,765	-
Elections	28,514	29,314	29,155	159
Administration	353,708	363,658	359,413	4,245
Assessor	20,310	21,410	21,184	226
Building and grounds	164,543	253,693	224,443	29,250
Community promotion	1,200	1,200	1,528	(328)
Total general government	<u>579,040</u>	<u>680,040</u>	<u>646,488</u>	<u>33,552</u>
Public safety:				
Department of Public Safety:				
Police protection	1,032,808	1,040,808	1,034,784	6,024
Fire protection	158,309	152,722	145,016	7,706
Total public safety	<u>1,191,117</u>	<u>1,193,530</u>	<u>1,179,800</u>	<u>13,730</u>
Public works - street lighting	<u>36,250</u>	<u>44,263</u>	<u>42,704</u>	<u>1,559</u>
Community and economic development - community development	<u>46,490</u>	<u>48,790</u>	<u>46,020</u>	<u>2,770</u>
Health and welfare - ambulance	<u>8,459</u>	<u>8,459</u>	<u>8,459</u>	<u>-</u>
Recreation and culture:				
Parks	140,098	150,098	147,400	2,698
Flowers and beautification	58,308	48,308	40,489	7,819
Special events	23,155	23,155	21,647	1,508
Forestry	8,616	5,116	8,508	(3,392)
Total recreation and culture	<u>230,177</u>	<u>226,677</u>	<u>218,044</u>	<u>8,633</u>

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended June 30, 2019

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
EXPENDITURES (Continued)				
Capital outlay	\$ 4,000	\$ 4,000	\$ -	\$ 4,000
Debt service - principal	3,121	2,885	2,784	101
Debt service - interest	-	236	226	10
Total expenditures	<u>2,098,654</u>	<u>2,208,880</u>	<u>2,144,525</u>	<u>64,355</u>
DEFICIENCY OF REVENUES OVER EXPENDITURES	<u>(438,763)</u>	<u>(523,376)</u>	<u>(452,326)</u>	<u>71,050</u>
OTHER FINANCING SOURCES				
Transfers in:				
Sewer Fund	250,675	250,675	247,309	(3,366)
Water Fund	141,174	141,174	138,849	(2,325)
Airport Fund	5,458	5,458	5,458	-
Equipment Fund	23,255	23,255	23,255	-
Fire Reserve Fund	18,600	18,600	18,600	-
Total transfers in	439,162	439,162	433,471	(5,691)
Proceeds from sales of capital assets	-	-	4,531	4,531
Total other financing sources	<u>439,162</u>	<u>439,162</u>	<u>438,002</u>	<u>(1,160)</u>
NET CHANGES IN FUND BALANCES	399	(84,214)	(14,324)	69,890
FUND BALANCES - BEGINNING	<u>485,385</u>	<u>485,385</u>	<u>485,385</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 485,784</u>	<u>\$ 401,171</u>	<u>\$ 471,061</u>	<u>\$ 69,890</u>

BUDGETARY COMPARISON SCHEDULE - Major Street Fund

Year ended June 30, 2019

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
State grants	\$ 289,358	\$ 333,358	\$ 360,440	\$ 27,082
Intergovernmental	12,000	12,000	13,145	1,145
Interest	674	684	1,587	903
Other	-	-	1,150	1,150
Total revenues	<u>302,032</u>	<u>346,042</u>	<u>376,322</u>	<u>30,280</u>
EXPENDITURES				
Public works:				
Preservation	179,877	223,887	207,160	16,727
Traffic services	23,031	23,031	21,013	2,018
Winter maintenance	49,154	49,154	39,626	9,528
Administration	8,088	8,088	7,770	318
Total expenditures	<u>260,150</u>	<u>304,160</u>	<u>275,569</u>	<u>28,591</u>
EXCESS OF REVENUES OVER EXPENDITURES	41,882	41,882	100,753	58,871
OTHER FINANCING USES				
Transfer out - Local Street Fund	<u>(75,000)</u>	<u>(75,000)</u>	<u>(75,000)</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	(33,118)	(33,118)	25,753	58,871
FUND BALANCES - BEGINNING	<u>134,679</u>	<u>134,679</u>	<u>134,679</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 101,561</u>	<u>\$ 101,561</u>	<u>\$ 160,432</u>	<u>\$ 58,871</u>

SCHEDULE OF CHANGES IN THE CITY'S NET OPEB LIABILITY AND RELATED RATIOS

June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
Total OPEB liability:		
Service cost	\$ 32,504	\$ 30,001
Interest	34,974	33,311
Difference between expected and actual experience	(45,916)	(45,878)
Changes in assumptions	-	40,834
Benefit payments, including refunds	<u>(5,730)</u>	<u>(4,957)</u>
Net change in total OPEB liability	15,832	53,311
Total OPEB liability, beginning of year	<u>1,136,163</u>	<u>1,082,852</u>
Total OPEB liability, end of year	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position:		
Contributions - employer	\$ 5,730	\$ 4,957
Benefit payments, including refunds	<u>(5,730)</u>	<u>(4,957)</u>
Net change in plan fiduciary net position	-	-
Plan fiduciary net position, beginning of year	<u>-</u>	<u>-</u>
Plan fiduciary net position, end of year	<u>\$ -</u>	<u>\$ -</u>
City's net OPEB liability, end of year	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position as a percent of total OPEB liability	0.00%	0.00%
Covered employee payroll	\$ 961,353	\$ 939,692
City's net OPEB liability as a percentage of covered employee payroll	120%	121%

Note: This schedule is being built prospectively after the implementation of GASB 75 in fiscal year 2018. Ultimately, ten years of data will be presented.

SCHEDULE OF CITY OPEB CONTRIBUTIONS

Years Ended June 30, 2019 and 2018 (schedule is built prospectively upon implementation of GASB 75)

	<u>2019</u>	<u>2018</u>
Actuarially determined employer contributions:		
Service cost (with interest)	\$ 33,479	\$ 30,901
Amortization of unfunded liability	<u>151,325</u>	<u>128,817</u>
Actuarially determined employer contribution	184,804	159,718
Employer contributions	<u>5,730</u>	<u>4,957</u>
Contribution deficiency	<u>\$ 179,074</u>	<u>\$ 154,761</u>
Covered employee payroll	<u>\$ 961,353</u>	<u>\$ 939,692</u>
Contributions as a percentage of covered employee payroll	19.2%	17.0%

Methods and assumptions used to determine actuarially determined contribution:

Valuation date June 30, 2018 rolled forward to June 30, 2019

Actuarial methods:

 Cost method Entry age normal (level percent of compensation)
 Asset valuation method Not applicable; plan is not pre-funded

Actuarial assumptions:

Discount rate 3.00%
Payroll inflation 2.00%
Return on plan assets Not applicable; plan is not pre-funded
Mortality rates RPH-2014 headcount weighted adjusted to 2006 Total Data Set with MP-2017 improvement scale
Turnover rates None
Retirement rates Employees are assumed to retire when first eligible for plan benefits
Marital assumption Not applicable
Monthly Post-65 Medical Cost \$180.32 supplemental premium with \$29.10 prescription plan
Medical inflation rates 8.0% in 2020 graded down 0.5% per year to an ultimate rate of 5.0% for pre-65 costs; 5% for post-65 costs
40% excise tax on "high cost" group health coverage Premiums are projected to exceed the 2022 thresholds; the thresholds were indexed by CPI plus 1% in 2023 and CPI only beginning in 2024; the CPI is assumed to be 3% in 2023 and following
Monthly per-capita costs valued See rates in table below:

<u>Age</u>	<u>Rate</u>
55	658.56
56	688.98
57	719.69
58	752.48
59	768.72
60	801.50
61	829.85
62	848.45
63	871.78
64	885.96

Changes since prior valuation - none for roll-forward

Note: This schedule is being built prospectively after the implementation of GASB 75 in fiscal year 2018. Ultimately, ten years of data will be presented.

SUPPLEMENTARY INFORMATION

COMBINING BALANCE SHEET - nonmajor governmental funds

June 30, 2019

	<i>Special revenue funds</i>			<i>Capital projects funds</i>		<i>Totals</i>
	<i>Local Street</i>	<i>Solid Waste</i>	<i>Revolving Loan</i>	<i>Fire Reserve</i>	<i>Capital Improvements</i>	
ASSETS						
Cash	\$ 86,069	\$ 19,682	\$ 37,114	\$ 61,402	\$ 53,280	\$ 257,547
Investments	-	6,686	-	5,143	5,143	16,972
Receivables	18,904	-	25,403	-	621	44,928
Total assets	<u>\$ 104,973</u>	<u>\$ 26,368</u>	<u>\$ 62,517</u>	<u>\$ 66,545</u>	<u>\$ 59,044</u>	<u>\$ 319,447</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Payables	\$ 3,822	\$ 25,471	\$ -	\$ -	\$ -	\$ 29,293
Due to other funds	37,872	-	-	-	-	37,872
Total liabilities	<u>41,694</u>	<u>25,471</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,165</u>
Fund balances:						
Restricted for:						
Public works	63,279	-	-	-	-	63,279
Community and economic development	-	-	62,517	-	-	62,517
Assigned for:						
Capital acquisitions	-	-	-	66,545	59,044	125,589
Public works	-	897	-	-	-	897
Total fund balances	<u>63,279</u>	<u>897</u>	<u>62,517</u>	<u>66,545</u>	<u>59,044</u>	<u>252,282</u>
Total liabilities and fund balances	<u>\$ 104,973</u>	<u>\$ 26,368</u>	<u>\$ 62,517</u>	<u>\$ 66,545</u>	<u>\$ 59,044</u>	<u>\$ 319,447</u>

**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - nonmajor governmental funds**

Year ended June 30, 2019

	<i>Special revenue funds</i>			<i>Capital projects funds</i>		<i>Totals</i>
	<i>Local Street</i>	<i>Solid Waste</i>	<i>Revolving Loan</i>	<i>Fire Reserve</i>	<i>Capital Improvements</i>	
REVENUES						
Property taxes	\$ -	\$ 109,778	\$ -	\$ 84,444	\$ 84,444	\$ 278,666
State grants	115,564	564	-	434	434	116,996
Intergovernmental	65,403	-	-	-	-	65,403
Interest	379	1,788	765	1,497	1,478	5,907
Other	-	58,472	-	-	-	58,472
Total revenues	<u>181,346</u>	<u>170,602</u>	<u>765</u>	<u>86,375</u>	<u>86,356</u>	<u>525,444</u>
EXPENDITURES						
Current:						
General government	-	-	30	10,348	97	10,475
Public works	231,290	187,318	-	-	75,000	493,608
Debt service:						
Principal	-	-	-	19,000	-	19,000
Interest	-	-	-	43,716	-	43,716
Total expenditures	<u>231,290</u>	<u>187,318</u>	<u>30</u>	<u>73,064</u>	<u>75,097</u>	<u>566,799</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(49,944)</u>	<u>(16,716)</u>	<u>735</u>	<u>13,311</u>	<u>11,259</u>	<u>(41,355)</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	75,000	-	-	-	-	75,000
Transfers out	-	-	-	(18,600)	-	(18,600)
Total other financing sources (uses)	<u>75,000</u>	<u>-</u>	<u>-</u>	<u>(18,600)</u>	<u>-</u>	<u>56,400</u>
NET CHANGES IN FUND BALANCES	<u>25,056</u>	<u>(16,716)</u>	<u>735</u>	<u>(5,289)</u>	<u>11,259</u>	<u>15,045</u>
FUND BALANCES - BEGINNING	<u>38,223</u>	<u>17,613</u>	<u>61,782</u>	<u>71,834</u>	<u>47,785</u>	<u>237,237</u>
FUND BALANCES - ENDING	<u>\$ 63,279</u>	<u>\$ 897</u>	<u>\$ 62,517</u>	<u>\$ 66,545</u>	<u>\$ 59,044</u>	<u>\$ 252,282</u>

BALANCE SHEET - component units

June 30, 2019

	<u>Tax Increment Finance Authority</u>	<u>Brownfield Redevelopment Authority</u>	<u>Downtown Development Authority</u>
ASSETS			
Cash	\$ 70,235	\$ 31,460	\$ 24,623
Receivables	<u>414</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 70,649</u>	<u>\$ 31,460</u>	<u>\$ 24,623</u>
LIABILITIES AND FUND BALANCES			
Liabilities - payables	\$ 971	\$ 827	\$ 1,998
Fund balances - unassigned	<u>69,678</u>	<u>30,633</u>	<u>22,625</u>
Total liabilities and fund balance	<u>\$ 70,649</u>	<u>\$ 31,460</u>	<u>\$ 24,623</u>
Reconciliation of the balance sheet to the statement of net position:			
Total fund balances	\$ 69,678	\$ 30,633	\$ 22,625
Amounts reported for the <i>component units</i> in the statement of net position (page 14) are different because:			
Certain assets of the <i>component units</i> are not current financial resources and, therefore, are not reported in the funds.			
	-	656,666	-
Some liabilities (compensated absences) are not due and payable in the current period and, therefore, are not reported in the funds.			
	<u>(600)</u>	<u>(1,700)</u>	<u>(100)</u>
Net position of the <i>component units</i>	<u>\$ 69,078</u>	<u>\$ 685,599</u>	<u>\$ 22,525</u>

City of Plainwell

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND

BALANCES - component units

Year ended June 30, 2019

	Tax Increment Finance Authority	Brownfield Redevelopment Authority	Downtown Development Authority
REVENUES			
Property taxes	\$ -	\$ 19,347	\$ 44,315
State grant	59,572	-	5,668
Intergovernmental	-	75,000	-
Interest	1,298	273	460
Other	-	-	5,026
Total revenues	<u>60,870</u>	<u>94,620</u>	<u>55,469</u>
EXPENDITURES			
Current - Public works	56,716	73,521	43,091
Capital contributions to City	-	16,625	-
Total expenditures	<u>56,716</u>	<u>90,146</u>	<u>43,091</u>
NET CHANGES IN FUND BALANCES	4,154	4,474	12,378
FUND BALANCES - BEGINNING	<u>65,524</u>	<u>26,159</u>	<u>10,247</u>
FUND BALANCES - ENDING	<u>\$ 69,678</u>	<u>\$ 30,633</u>	<u>\$ 22,625</u>
Net change in fund balance	\$ 4,154	\$ 4,474	\$ 12,378
Amounts reported for <i>component units</i> in the statement of activities (page 15) are different because:			
Net (increase) decrease in compensated absences	<u>100</u>	<u>(100)</u>	<u>100</u>
Change in net position of <i>component units</i>	<u>\$ 4,254</u>	<u>\$ 4,374</u>	<u>\$ 12,478</u>

BUDGETARY COMPARISON SCHEDULE - Tax Increment Finance Authority

Year ended June 30, 2019

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
State grant	\$ 61,261	\$ 61,261	\$ 59,572	\$ (1,689)
Interest	<u>889</u>	<u>889</u>	<u>1,298</u>	<u>409</u>
Total revenues	62,150	62,150	60,870	(1,280)
EXPENDITURES				
Public works	<u>59,710</u>	<u>59,710</u>	<u>56,716</u>	<u>2,994</u>
NET CHANGES IN FUND BALANCES				
	2,440	2,440	4,154	1,714
FUND BALANCES - BEGINNING				
	<u>65,524</u>	<u>65,524</u>	<u>65,524</u>	<u>-</u>
FUND BALANCES - ENDING				
	<u>\$ 67,964</u>	<u>\$ 67,964</u>	<u>\$ 69,678</u>	<u>\$ 1,714</u>

BUDGETARY COMPARISON SCHEDULE - Brownfield Redevelopment Authority

Year ended June 30, 2019

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Property taxes	\$ 18,986	\$ 18,986	\$ 19,347	\$ 361
Intergovernmental	75,000	75,000	75,000	-
Interest	95	95	273	178
Total revenues	<u>94,081</u>	<u>94,081</u>	<u>94,620</u>	<u>539</u>
EXPENDITURES				
Public works	94,346	94,346	73,521	20,825
Capital contributions to City	16,625	16,625	16,625	-
Total expenditures	<u>110,971</u>	<u>110,971</u>	<u>90,146</u>	<u>20,825</u>
NET CHANGES IN FUND BALANCES	(16,890)	(16,890)	4,474	21,364
FUND BALANCES - BEGINNING	<u>26,159</u>	<u>26,159</u>	<u>26,159</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 9,269</u>	<u>\$ 9,269</u>	<u>\$ 30,633</u>	<u>\$ 21,364</u>

BUDGETARY COMPARISON SCHEDULE - Downtown Development Authority

Year ended June 30, 2019

	<u>Original budget</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance with final budget positive (negative)</u>
REVENUES				
Property taxes	\$ 44,204	\$ 44,204	\$ 44,315	\$ 111
State grant	5,500	5,500	5,668	168
Interest	162	162	460	298
Other	<u>4,700</u>	<u>4,700</u>	<u>5,026</u>	<u>326</u>
Total revenues	<u>54,566</u>	<u>54,566</u>	<u>55,469</u>	<u>903</u>
EXPENDITURES				
Public works	<u>60,098</u>	<u>60,098</u>	<u>43,091</u>	<u>17,007</u>
NET CHANGES IN FUND BALANCES	(5,532)	(5,532)	12,378	17,910
FUND BALANCES - BEGINNING	<u>10,247</u>	<u>10,247</u>	<u>10,247</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 4,715</u>	<u>\$ 4,715</u>	<u>\$ 22,625</u>	<u>\$ 17,910</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$1,350,000 2012 CAPITAL IMPROVEMENT BONDS (PUBLIC SAFETY BUILDING)**

June 30, 2019

<i>Fiscal period</i>	<i>Interest requirements</i>		<i>Maturity date</i>	<i>Principal</i>	<i>Total requirements</i>
	<i>August 1</i>	<i>February 1</i>			
2020	\$ 21,502	\$ 21,502	2/01/20	\$ 20,000	\$ 63,004
2021	21,127	21,127	2/01/21	20,000	62,254
2022	20,752	20,752	2/01/22	21,000	62,504
2023	20,358	20,358	2/01/23	22,000	62,716
2024	19,946	19,946	2/01/24	23,000	62,892
2025	19,514	19,514	2/01/25	23,000	62,028
2026	19,083	19,083	2/01/26	24,000	62,166
2027	18,633	18,633	2/01/27	25,000	62,266
2028	18,164	18,164	2/01/28	26,000	62,328
2029	17,677	17,677	2/01/29	27,000	62,354
2030	17,171	17,171	2/01/30	28,000	62,342
2031	16,646	16,646	2/01/31	29,000	62,292
2032	16,102	16,102	2/01/32	30,000	62,204
2033	15,539	15,539	2/01/33	31,000	62,078
2034	14,958	14,958	2/01/34	33,000	62,916
2035	14,339	14,339	2/01/35	34,000	62,678
2036	13,701	13,701	2/01/36	35,000	62,402
2037	13,046	13,046	2/01/37	36,000	62,092
2038	12,371	12,371	2/01/38	38,000	62,742
2039	11,658	11,658	2/01/39	39,000	62,316
2040	10,927	10,927	2/01/40	41,000	62,854
2041	10,158	10,158	2/01/41	42,000	62,316
2042	9,371	9,371	2/01/42	44,000	62,742
2043	8,546	8,546	2/01/43	45,000	62,092
2044	7,702	7,702	2/01/44	47,000	62,404
2045	6,821	6,821	2/01/45	49,000	62,642
2046	5,902	5,902	2/01/46	51,000	62,804
2047	4,946	4,946	2/01/47	53,000	62,892
2048	3,952	3,952	2/01/48	55,000	62,904
2049	2,921	2,921	2/01/49	57,000	62,842
2050	1,852	1,852	2/01/50	59,000	62,704
2051	745	745	2/01/51	39,760	41,250
	<u>\$ 416,130</u>	<u>\$ 416,130</u>		<u>\$ 1,146,760</u>	<u>\$ 1,979,020</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$1,570,000 1999 WATER SUPPLY SYSTEM REVENUE BONDS**

June 30, 2019

<u>Fiscal period</u>	<u>Interest requirements</u>		<u>Maturity date</u>	<u>Principal</u>	<u>Total requirements</u>
	<u>October 1</u>	<u>April 1</u>			
2020	<u>\$ 1,125</u>	<u>\$ -</u>	10/01/19	<u>\$ 90,000</u>	<u>\$ 91,125</u>

**SCHEDULE OF DEBT RETIREMENT AND ANNUAL INTEREST REQUIREMENTS -
\$3,865,000 2012 SEWER SUPPLY SYSTEM REVENUE BONDS**

June 30, 2019

<i>Fiscal period</i>	<i>Interest requirements</i>		<i>Maturity date</i>	<i>Principal</i>	<i>Total requirements</i>
	<i>October 1</i>	<i>April 1</i>			
2020	\$ 26,488	\$ 24,988	10/01/19	\$ 120,000	\$ 171,476
2021	24,988	23,488	10/01/20	120,000	168,476
2022	23,488	21,926	10/01/21	125,000	170,414
2023	21,926	20,363	10/01/22	125,000	167,289
2024	20,363	18,738	10/01/23	130,000	169,101
2025	18,738	17,051	10/01/24	135,000	170,789
2026	17,051	15,363	10/01/25	135,000	167,414
2027	15,363	13,613	10/01/26	140,000	168,976
2028	13,613	11,801	10/01/27	145,000	170,414
2029	11,801	9,926	10/01/28	150,000	171,727
2030	9,926	8,051	10/01/29	150,000	167,977
2031	8,051	6,113	10/01/30	155,000	169,164
2032	6,113	4,113	10/01/31	160,000	170,226
2033	4,113	2,051	10/01/32	165,000	171,164
2034	2,051	-	10/01/33	170,000	172,051
	<u>\$ 224,073</u>	<u>\$ 197,585</u>		<u>\$ 2,125,000</u>	<u>\$ 2,546,658</u>



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT December 2019

Prepared by Director Bill G. Bomar

A handwritten signature in black ink, consisting of the letters "B" and "G" intertwined, representing Bill G. Bomar.

Plainwell Department of Public Safety P

Scheduled Hours By Activity for December 2019

The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.

Total Hours
1,010

Percentage of Total Hours

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

124 12.28%

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

225 22.24%

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

394 38.99%

TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

Examples include: General Preventive Patrol, Building Security Checks, Etc.
Note: This also includes any break time the officers take during their shift.

267 26.48%

TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

743 73.52%

Plainwell Department of Public Safety

Complaints/Activities for December 2019

ARRESTS

CUSTODIAL ARRESTS	14	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	25	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	11	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	36	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	10	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	27	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	84	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	210	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	21	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	231	

OTHER ACTIVITIES

MOTORISTS ASSISTS	19	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	13	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,344	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>
FOOT PATROL	26	<i>Hours on Foot Patrol</i>

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	December	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	7
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	9	74
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	12
2300	Larceny	8	59
2400	Motor Vehicle Theft	1	4
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	3	25
2700	Embezzlement	0	1
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	2	16
3500	Violation of Controlled Substances Act	0	24
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	2	3
3700	Obscenity	0	1
3800	Family Offenses	1	8
4100	Liquor Violations	0	2
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	2
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	2	4
5000	Obstructing Justice	2	33
5200	Weapons Offenses	0	4
5300	Public Peace	7	108
5400	Traffic Investigations - Any Criminal Traffic Complaints	8	64
5500	Health and Safety	3	25
5600	Civil Rights	0	0
5700	Invasion of Privacy	2	23
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	15	217
9400	False Alarm Activation	4	28
9500	Fires (Other than Arson)	2	33
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	28	422
9900	General Assistance (All Except Other Police Agencies)	58	753
9911 & 9912	General Assistance (Other Police Agencies)	47	578
FIRS	Medical First Responder	27	405



December Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 46 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
12/09/19	1155	N/A	766 S. Farmer Street	Structure	Cancelled enroute	E-17	7	3
12/15/19	0414	0415	320 Brigham Street	Medical	Medical	T-63	2	3
12/23/19	1207	1210	157 Allegan Street	Medical	Medical	Patrol, personal	3	3
12/24/19	1728	1729	320 Brigham Street	Alarm	Investigate	E-11	2	3
12/27/19	1607	1711	1081 Wedgewood	Medical	Medical	S-62	3	4

Calls for Service at Plainwell Schools

Plainwell High School: 3
684 Starr Road

Gilkey School: 0
707 S. Woodhams Street

Plainwell Middle School: 2
720 Brigham Street

Starr Elementary: 2
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 1
422 Acorn Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

798 E. Bridge Street: 0
Community Center

Water Renewal

Superintendent: Bryan Pond

December 2019



Significant Department Actions and Results

The annual storm water prevention plan was submitted to the egle as required by January.

The annual inspection of Metal Components was completed along with required sampling, no significant issues were noted.

The seven City lift stations were cleaned as part of biannual maintenance, debris is manifested and handled by Clean Earth.

Staff replaced the north chlorine feed pump with our spare pump, the old pump has a seal failure and will be evaluated, replaced or repaired.

Pending Items (including CIP)

Sherwood street sewer improvements
Replace plant handrails from 1980

Primary Tanks
Final Tanks
W. stair case

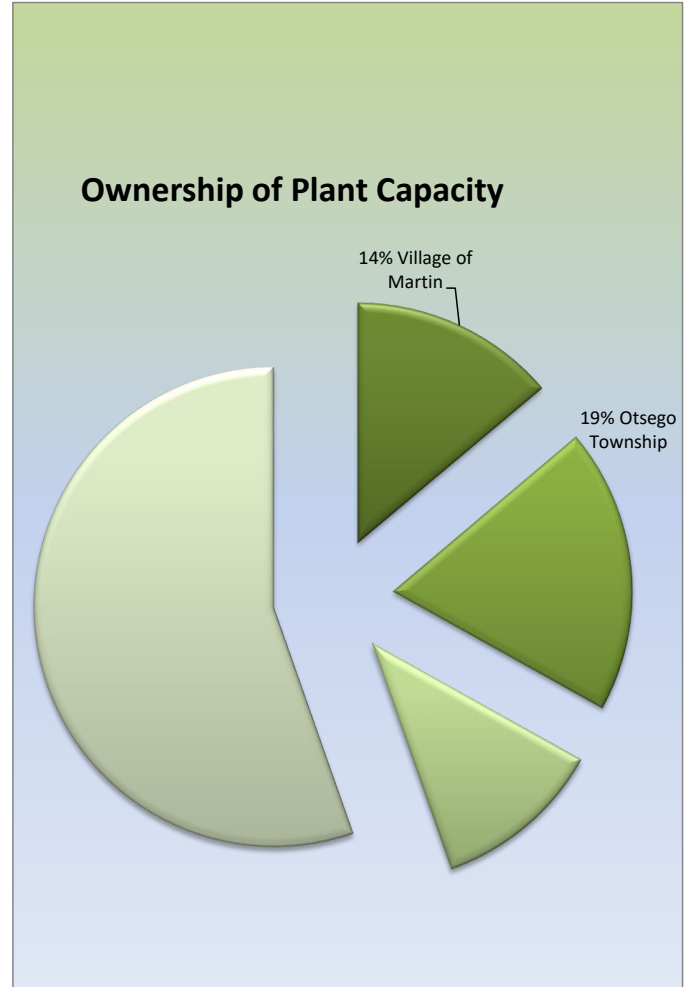
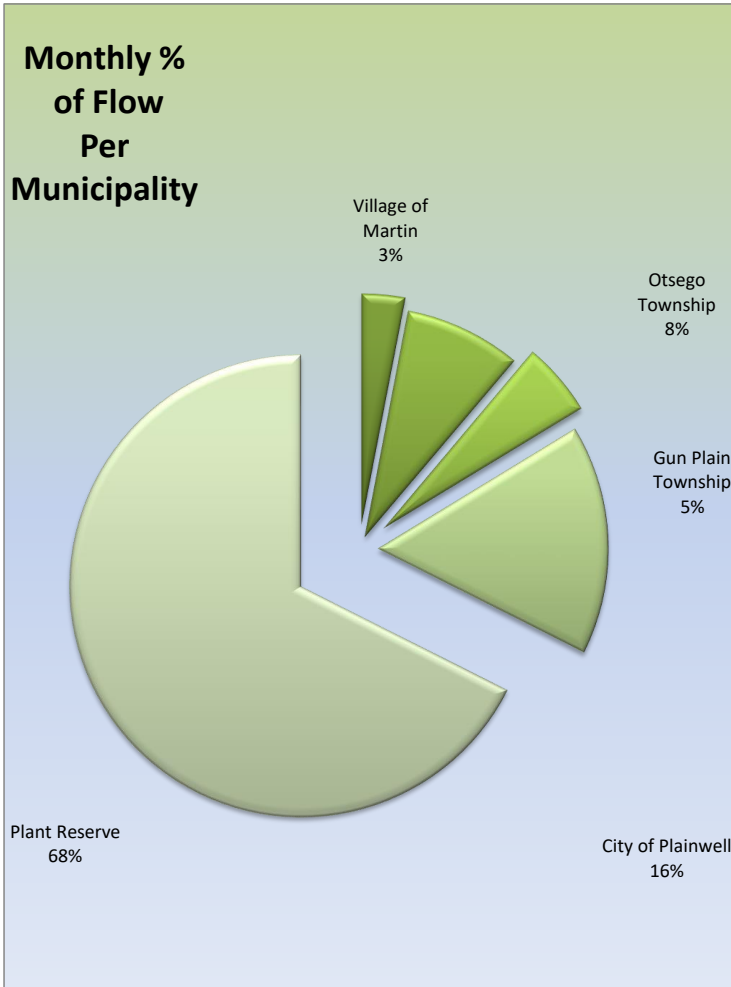
Expenditure Summary/Issues

	<u>(budgeted)</u>	(completed)
	\$277,259	
	\$21,460	
	\$15,985	
	\$8,525	
	\$45,970	
		<u>\$0</u>

Monthly Flow Data

Our permitted volume of treatment is 1,300,000 gallons per day. The table and graph below shows the breakdown of average monthly flow from our customer communities, the percent ownership of our customer communities.

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	877,413			
Gun River MH Park	329,000			
US 131 Motor Sports Park	0			
Total:	1,206,413			
AVG. DAILY:	43,086	180,000	76%	14%
Otsego Township	Total: 3,279,448			
AVG. DAILY:	117,123	250,000	53%	19%
Gun Plain Township	Total: 1,054,000			
North Point Church	2,000			
North 10th Street	263,381			
Gores Addition	769,000			
AVG. DAILY	74,585	150,000	50%	12%
City of Plainwell	Total: 6486505			
AVG. DAILY:	209242.10	720,000	71%	55%
Avg. Daily Plant Flow from entire service district	0.39			



State Required Reporting Compatible Pollutants

MI State Requirement	City Benchmark	Monthly Avg. Reported/MDEQ
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Carbonaceous Biochemical oxygen demand (CBOD-5):

25 mg/l	15	17.21
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	18
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

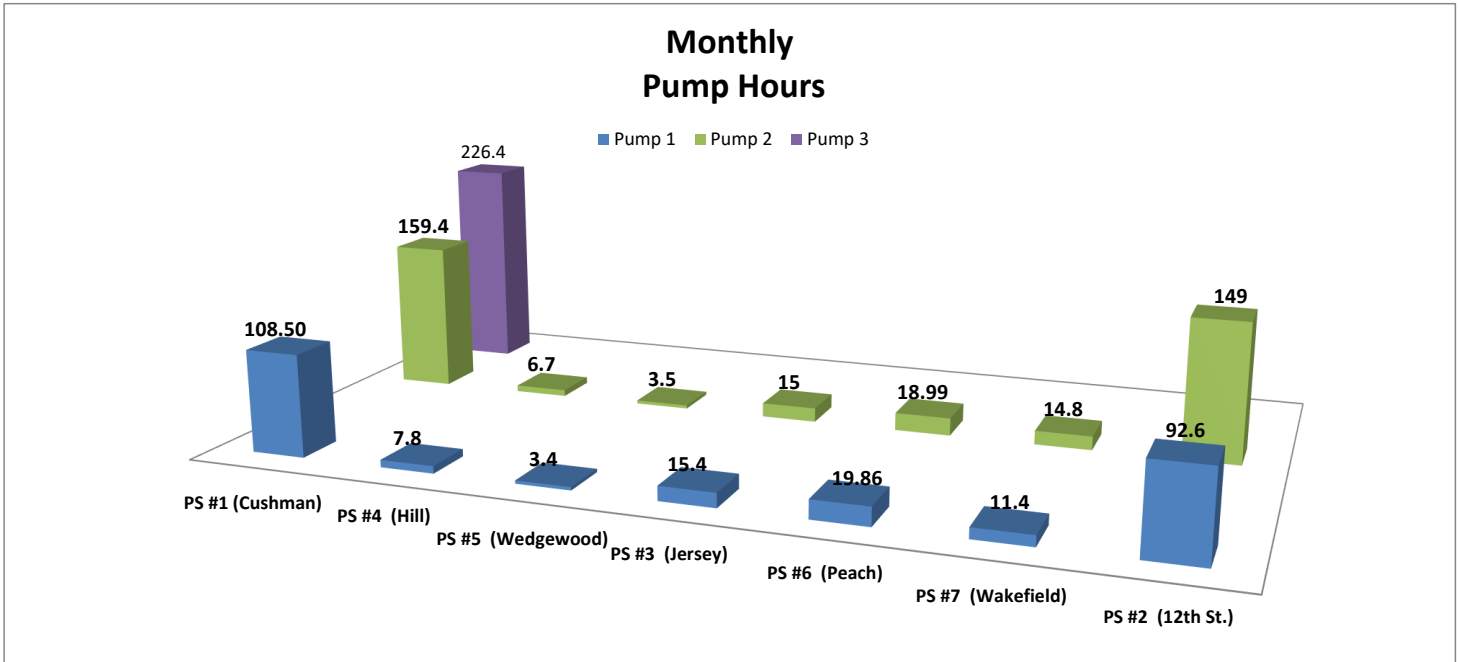
1.0 mg/l	0.45	0.37
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.

Total Coliform (COLI):

200counts/ml	50	2
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A group of bacteria found in soil, on vegetation and in large numbers in the intestine of warm-blooded animals, including humans. Water is not a natural medium for coliform organisms and their presence in water is indicative of some type of contamination.



Pumps convey the waste where gravity sewers cannot, run times are a indicator of how the station is operating and being maintained.

01/23/2020

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 01/27/2020 - 01/27/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000010	RIDDERMAN & SONS OIL CO INC		
	131168	DPW DIESEL & GAS 01/17/2020	1,093.60
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			1,093.60
000013	RATHCO SAFETY SUPPLY INC		
	167156	REPLACEMENT SIGN & POST - PERCEP CONTROLS LOT	54.00
TOTAL FOR: RATHCO SAFETY SUPPLY INC			54.00
000035	APPLIED IMAGING		
	1478480	DPW/WR COPIER CHARGES TO 01/15/2020	30.98
TOTAL FOR: APPLIED IMAGING			30.98
000059	GOIN POSTAL LLC		
	119276	DPS PFD'S (8)	180.20
TOTAL FOR: GOIN POSTAL LLC			180.20
000077	MCMaster-CARR SUPPLY		
	28120060	WR - TRAFFIC CONE, V-BELT, VALVE WHEEL WRENCH	201.57
TOTAL FOR: MCMaster-CARR SUPPLY			201.57
000095	ONE WAY PRODUCTS INC		
	723240	C-FOLD TOWELS/TOILET PAPER - DPW	130.16
TOTAL FOR: ONE WAY PRODUCTS INC			130.16
000134	HAROLD ZIEGLER FORD		
	297431	T-63 REPLACE BATTERY, FILTER & OIL CHANGE	185.74
TOTAL FOR: HAROLD ZIEGLER FORD			185.74
000153	FLEIS & VANDENBRINK INC		
	54683	INTERMUNICIPAL SEWER AGREEMENT MEETING	937.52
TOTAL FOR: FLEIS & VANDENBRINK INC			937.52
000155	BRAVE INDUST FASTENERS		
	147781	WELD WIRE	26.00
	148117	GAS & ACETYLENE FOR WELDER	182.22
	148267	PARTS TO FIX #82 GREEN TRAILER	77.27
TOTAL FOR: BRAVE INDUST FASTENERS			285.49
000164	ETNA SUPPLY CO INC		
	S103384407.001	WATER PARTS	257.10
TOTAL FOR: ETNA SUPPLY CO INC			257.10
000461	BOB'S HARDWARE		
	65808	FOR DYSTOR BLDG LIGHTS	39.98

TOTAL FOR: BOB'S HARDWARE			39.98
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM 904290338	DECEMBER 2019 ODOR CONTROL	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM			300.00
000991	SAFETY SERVICES INC 62935	GLOVES, EYEWEAR, LIFT TRUCK SAFETY GEAR	624.29
TOTAL FOR: SAFETY SERVICES INC			624.29
001043	BS&A SOFTWARE 127078	WORK ORDER SYSTEM CONVERSION	7,765.00
TOTAL FOR: BS&A SOFTWARE			7,765.00
001215	FLIER'S 124164	DI TANK CHANGE LAB WATER & SOFTENER SALT	598.12
TOTAL FOR: FLIER'S			598.12
001448	PROFESSIONAL CODE INSPECTIONS 6226	DECEMBER 2019 PERMITS	2,483.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			2,483.00
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP 2495	NOVEMBER 2019 DRY CLEANING DPS	51.25
	2539	DECEMBER 2019 DRY CLEANING DPS	52.50
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			103.75
001645	ALEXANDER CHEMICAL CORPORATION 20376	CHLORINE (4) & SULFER DIOXIDE (4)	1,798.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,798.00
001829	PERCEPTIVE CONTROLS INC 14287	WORK FOR SQL DATABASE & PLANT DATA	600.00
	14288	WELL #5 TAKE OFFLINE & OFF SYSTEM	420.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			1,020.00
001854	MODEL FIRST AID,SAFETY & TRAINING 00000124626	FIRE/DPS MEDICAL SUPPLIES	100.31
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			100.31
002054	C & R FIRE EQUIP SALES 1461	HANGING PATCHES (2) - DPS	130.52
TOTAL FOR: C & R FIRE EQUIP SALES			130.52
002286	MICHIGAN ELECTION RESOURCES LLC 10954	COUNCIL NOMINATION PACKETS	34.61
TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC			34.61
002301	JOYFUL CLEANING - LINDA TUBBS 1122	DECEMBER 2019 CLEANING SERVICES	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS			964.00

002347	ALRO STEEL CORPORTATION		
	AAM7661KZ	GREEN TRAILER #82 REPAIR PARTS	171.58
	AAP7521KZ	BANNER HANGER - WELCOME SIGN	62.05
TOTAL FOR: ALRO STEEL CORPORTATION			233.63
002361	CLARK HILL PLC ATTORNEYS AT LAW		
	947119	ATTORNEY FEES DECEMBER 2019	192.50
TOTAL FOR: CLARK HILL PLC ATTORNEYS AT LAW			192.50
002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2019.12	DECEMBER 2019 LEGAL SERVICES	618.75
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			618.75
002402	STEENSMA LAWN & POWER EQUIPMENT		
	674786	CHAINSAB PARTS	47.17
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			47.17
002439	AMERICAN LEGAL PUBLISHING CORPORATI		
	0132352	CITY CODE OF ORDINANCES 2/04/20 - 2/04/21	350.00
	0132466	2019 S-7 FOLIO PDF CODE SUPPLEMENT PAGES	34.50
TOTAL FOR: AMERICAN LEGAL PUBLISHING CORPORATI			384.50
002442	HOPKINS PROPANE COMPANY		
	281587	PROPANE FOR AIRPORT	299.89
TOTAL FOR: HOPKINS PROPANE COMPANY			299.89
002562	CITY OF ALLEGAN		
	000008296	WATER TESTING OCTOBER 2019 - DECEMBER 2019	450.00
TOTAL FOR: CITY OF ALLEGAN			450.00
002673	STATE OF MICHIGAN MDOT		
	SHERWOOD06	SHERWOOD AVE CONSTRUCTION	50,063.03
TOTAL FOR: STATE OF MICHIGAN MDOT			50,063.03
002708	MORGAN BIRGE' & ASSOCIATES		
	53855	JANUARY 2020 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
002813	GORDON WATER SYSTEMS		
	1846023	COOLER RENTAL - CH	8.00
TOTAL FOR: GORDON WATER SYSTEMS			8.00
004200	WIGHTMAN & ASSOCIATES INC		
	65567	CITY HALL BLDG ADDITION	250.00
TOTAL FOR: WIGHTMAN & ASSOCIATES INC			250.00
004220	US BANK EQUIPMENT FINANCE (COPIER)		
	404525610	FEBRUARY 2020 DPW/WR COPIER	113.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)			113.00
004830	RICHMOND, MICHAEL J		
	2020.02	ASSESSING SERVICES 02/01/20 - 02/29/20	1,500.00

TOTAL FOR: RICHMOND, MICHAEL J 1,500.00

004852 PACE ANALYTICAL SERVICES LLC
2050130135 WR PLANT PERMIT SAMPLE 270.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC 270.00

004855 PLAINWELL ACE HARDWARE
004855 AIRPORT - MISC FASTENERS 2.46
4255 ROPE - SALT BARN 78.00
4319 TIDE LAUNDRY SOAP - DPS 9.59
4323 BIT DRILL FOR TRUCK #17 4.59
4330 COUPLING, BUSHING (2) - AIRPORT 12.58
4333 RETURN - DPW OFFICE Credit Already Taken (2.78)
4334 DPW OFFICE - COMM SWITCH (2) 16.98
4335 PARTS FOR DYSTOR BLDG LIGHTS 24.98
4337 WELL #4 21.99
4338 TRUCK #62 PLOW 23.98
4339 WELL #4 - POST EYE LIGHT CONTROL 12.99
4340 RETURN - WALLPLATE & TOGGLE SWITCH Credit Already Taken (2.77)
4341 WALLPLATE SWITCH - DPW OFFICE 1.79
4343 DPW OFFICE - MISC FASTENERS (8) 3.92
4344 DPW OFFICE - RIB ANCHOR 2.39
4355 FASTENERS - AIRPORT WIND SOCK 19.90
4359 WELL #4 - BLEACH, BATTERIES, COMPOUND PASTE 30.16
4361 AIRPORT - CONNECTORS, CLAMP BEAMS, OUTLET 22.28
4368 PAINTING AT WELL #7 10.95
4369 SALT BARN - FENDER WASH 7.79
4370 AIRPORT - CONNECTOR, ELBOW 10.17
4374 AIRPORT - COUPLE COMP 0.99
4377 AIRPORT - LOUNGE LIGHT 47.98
4380 #82 GREEN TRAILER - FLAP DISC 23.98
4381 CLEANING PRODUCTS - SHERWOOD PARK BATHROOM 30.98
4382 AIRPORT - SILICONE 5.59
4384 CITY HALL - FASTENERS 6.53
4385 DPS - BATTERIES 13.99
4392 #82 GREEN TRAILER - MISC FASTENERS 1.20
4396 #82 GREEN TRAILER - BATTERY, MISC FASTENERS 14.16
4397 #82 GREEN TRAILER - RETURN OF BATTERY, MISC FASTENERS 4.98
4398 #82 GREEN TRAILER - TAPE, MISC FASTENERS 13.32
4401 #82 GREEN TRAILER REPAIR 26.99
4407 ELECTRICAL TAPE - SHOP 2.97
4410 DRILL BIT & MISC FASTENERS #15 5.94
4416 PARTS/SUPPLIES #15 14.18
4434 BANNER ARM'S FOR WELCOME SIGN 144.76
4436 SHOVEL - WATER VAN 13.99
4445 PARTS FOR BANNER ARMS 7.60
TOTAL FOR: PLAINWELL ACE HARDWARE 697.62 = 2.78+2.77+ 692.07

004858 FERGUSON WATERWORKS
0093302 HOSE FOR WATER DEPT 42.94
0093303 REPAIR CLAMP FOR WATER DEPT. 238.67
TOTAL FOR: FERGUSON WATERWORKS 281.61

004903	LITES PLUS		
	51143	LED BULBS (2) - DOWNTOWN STREET LIGHTS	379.90
TOTAL FOR: LITES PLUS			379.90

REFUND UB	GORENZ, JACOB		
	01/16/2020	UB refund for account: 03-00041400-08	35.61
TOTAL FOR: GORENZ, JACOB			35.61

TOTAL - ALL VENDORS **75,273.15 = 2.78+2.77+** 75,267.60

INVOICE AUTHORIZATION

Person Compiling Report	Brian Kelley, City Clerk/Treasurer
I verify that to the best of my knowledge the attached invoice listing is accurate and the procedures in place to compile this invoice listing has been followed.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Amanda Kersten</p> </div> <div style="font-size: small;"> <p>Digitally signed by Amanda Kersten DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US Date: 2020.01.23 10:09:22 -05'00'</p> </div> </div>	Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Brian Kelley</p> </div> <div style="font-size: small;"> <p>Digitally signed by Brian Kelley Date: 2020.01.24 14:24:07 -05'00'</p> </div> </div>

Bryan Pond, Water Renewal Plant Supt.	Bill Bomar, Public Safety Director
I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Bryan Pond</p> </div> <div style="font-size: small;"> <p>Digitally signed by Bryan Pond Date: 2020.01.23 12:59:02 -05'00'</p> </div> </div>	Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Bill Bomar</p> </div> <div style="font-size: small;"> <p>Digitally signed by Bill Bomar Date: 2020.01.23 12:21:43 -05'00'</p> </div> </div>

Bob Nieuwenhuis, Public Works Supt.	Erik J. Wilson, City Manager
I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Robert Nieuwenhuis</p> </div> <div style="font-size: small;"> <p>Digitally signed by Robert Nieuwenhuis Date: 2020.01.23 10:18:21 -05'00'</p> </div> </div>	Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Erik Wilson</p> </div> <div style="font-size: small;"> <p>Digitally signed by Erik Wilson Date: 2020.01.24 12:35:14 -05'00'</p> </div> </div>

01/24/2020

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 01/13/2020 - 02/01/2020


Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction - <i>Property Tax Distributions</i>					
01/17/2020	CBGEN	1695(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 WINTER TAX COLLECTIONS W/E 01/11/20	23,227.40
01/17/2020	CBGEN	1696(A)	ALLEGAN COUNTY TREASURER	2019 WINTER TAX COLLECTIONS W/E 01/11/20	7,108.44
01/17/2020	CBGEN	1697(A)	PLAINWELL COMMUNITY SCHOOLS	2019 WINTER TAX COLLECTIONS W/E 01/11/20	63,310.61
01/17/2020	CBGEN	1698(A)	RANSOM DISTRICT LIBRARY	2019 WINTER TAX COLLECTIONS W/E 01/11/20	3,622.44
01/24/2020	CBGEN	1700(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 WINTER TAXES COLLECTED W/E 01/18/20	8,127.15
01/24/2020	CBGEN	1701(A)	ALLEGAN COUNTY TREASURER	2019 SUM/WIN TAX/INT COLLECTED W/E 01/18	3,067.12
01/24/2020	CBGEN	1702(A)	PLAINWELL COMMUNITY SCHOOLS	2019 WINTER TAXES COLLECTED W/E 01/18/20	17,190.27
01/24/2020	CBGEN	1703(A)	RANSOM DISTRICT LIBRARY	2019 SUM/WIN TAX/INT COLLECTED W/E 01/18	1,350.01
Total ACH Transaction:					127,003.44
Check Type: EFT Transfer - <i>Automatic Payments</i>					
01/13/2020	CBGEN	1693(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2020 RETIREE PRESCRIPTION COVERA	30.20
01/13/2020	CBGEN	1694(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2020 RETIREE PRESCRIPTION COVERA	30.20
01/16/2020	CBGEN	1704(E)	CHEMICAL BANK	DECEMBER 2019 CHEMICAL BANK FEES	182.80
01/27/2020	CBGEN	1705(E)	FIRST NATIONAL BANKCARD	CITY CREDIT CARD STATEMENT 01/23/2020	3,053.71
02/01/2020	CBGEN	1699(E)	USDA RURAL DEVELOPMENT	DEBT SERVICE 2019/2020 - USDA LOAN - PUB	41,501.74
Total EFT Transfer:					44,798.65
Bank UBAP United Bank - General Checking					
Check Type: Paper Check - <i>Manual Checks</i>					
01/14/2020	UBAP	15554	PLAINWELL AUTO SUPPLY INC	DECEMBER 2019 PARTS/SUPPLIES	1,376.74
01/14/2020	UBAP	15555	APPLIED IMAGING	CITY HALL COPIER CHARGES TO 1/12/2020	203.26
01/14/2020	UBAP	15556	DETROIT PUMP & MFG CO	HYDRAULIC KIT - #2 PUMP 12TH ST	1,230.68
01/14/2020	UBAP	15557	CHARTER COMMUNICATIONS (SPECTRUM CH PHONES/INTERNET/TV THROUGH 2/04/2020		543.35
01/14/2020	UBAP	15558	AIRNAV.COM LLC	AIRPORT FUEL LISTING THROUGH 01/30/2021	40.00


01/14/2020	UBAP	15559	PLAINWELL ACE HARDWARE	FLAP DISC FOR SHOP	105.20
01/14/2020	UBAP	15560	REPUBLIC SERVICES (RECYCLE)	RECYCLING SERVICES JANUARY 2020	2,593.50
01/22/2020	UBAP	15563	AT&T - SBC	PHONES THROUGH 01/13/2020	777.07
01/22/2020	UBAP	15564	MICHIGAN GAS UTILIITIES CORP.	GAS UTILITY THROUGH 01/09/2020	3,023.94
01/22/2020	UBAP	15565	VERIZON	UTILITY MACHINE CELL SERVICE 12/11/19 -	43.20
01/22/2020	UBAP	15566	VAIRKKO TECHNOLOGIES, LLC	EMPLOYEE TRAINING PLATFORM & COURSE CON	581.20
Total Paper Check:					10,518.14

REPORT TOTALS:

Total of 23 Checks:	182,320.23
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	182,320.23

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer
<p>I verify that I have reviewed the off-cycle payments listed above and to the best of my knowledge the listing is accurate and complies with the City's purchasing policy.</p>
<p>Insert Signature:</p> <div style="text-align: right; margin-top: 20px;">  <p>Brian Kelley <small>Digitally signed by Brian Kelley Date: 2020.01.24 08:40:46 -05'00'</small></p> </div>

Erik J. Wilson, City Manager
<p>I verify that I have reviewed the off-cycle payments listed above and to the best of my knowledge the listing is accurate and complies with the City's purchasing policy.</p>
<p>Insert Signature:</p> <div style="text-align: right; margin-top: 20px;">  <p>Erik Wilson <small>Digitally signed by Erik Wilson Date: 2020.01.24 12:34:26 -05'00'</small></p> </div>

Received

JAN 21 2020

City of Plainwell
Clerk/Treasurer's Office

STATE OF MICHIGAN
ALLEGAN COUNTY BOARD OF COMMISSIONERS

RESOLUTION

WHEREAS, on September 26, 2019, the President of the United States issued Executive Order No. 13888 ("Executive Order"), entitled "Enhancing State and Local Involvement in Refugee Resettlement"; and

WHEREAS, the Executive Order requires the United States Secretary of State and the United States Secretary of Health and Human Services to develop and implement a process to determine, before refugees are resettled within a state or locality, whether the state and locality both consent, in writing, to the resettlement of refugees within the state or locality; and

WHEREAS, on December 10, 2019, Governor Gretchen Whitmer sent a letter to Secretary of State Michael R. Pompeo providing consent to the resettlement of refugees within the State of Michigan; and

WHEREAS, Allegan County is currently home to resettled refugees, and churches and families have supported the arrival and integration of refugee families within Allegan County; and

WHEREAS, the United States extensively vets individuals who apply for refugee status;

RESOLVED, that the Board of Commissioners of Allegan County consents to the continued resettlement of refugees within Allegan County.

BE IT FURTHER RESOLVED, that the Board of Commissioners of Allegan County directs the County Administrator to affirmatively undertake to comply with any process developed by the Secretary of State and/or Secretary of Health and Human Services, if any, to perfect the Board of Commissioners' consent, on behalf of Allegan County, under the terms of the Executive Order.

BE IT FURTHER RESOLVED, that the County Administrator will transmit a letter confirming consent and copy of this resolution by first class mail to:

Secretary Michael R. Pompeo
U.S. Department of State
Bureau of Population, Refugees, and Migration
2201 C Street NW
Washington, DC 20520; and



Public Comment Period – Notice of Extension Allied Paper/Portage Creek/Kalamazoo River Superfund Site

The U.S. Environmental Protection Agency, U.S. Department of Justice, the Kalamazoo River Natural Resource Trustee Council, and Michigan Department of Environment, Great Lakes, and Energy have negotiated a proposed legal agreement with NCR Corp. calling for cleanup activities on the Kalamazoo River and a monetary settlement worth up to \$245 million. The public has an opportunity to comment on the proposed plan and the comment period has been **extended to Feb. 18, 2020**.

Comments should be addressed to the Assistant Attorney General, Environment and Natural Resources Division, and should refer to United States of America and the State of Michigan v. NCR Corporation, D.J. Ref. No. 90–11–2–07912/11.

All comments must be submitted **no later than Feb. 18, 2020**. Comments may be submitted either by email or by mail:

- By email: pubcomment-ees.enrd@usdoj.gov.
- By mail: Assistant Attorney General, U.S. DOJ—ENRD, P.O. Box 7611, Washington, DC 20044–7611.

During the public comment period, the proposed Consent Decree may be examined and downloaded at this Justice Department website: <https://www.justice.gov/enrd/consent-decree/us-et-al-vs-ncr-corporation>.



United States
Environmental Protection
Agency

Community Information Office
1300 Bluff St., Suite 140
Flint, MI 48504

Received

JAN 21 2020

City of Plainwell
Clerk/Treasurer's Office

PLAINWELL MI 49080

15 JAN 2020 PM 5:1

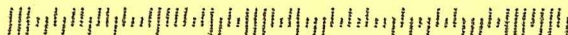


FIRST CLASS

RETURN SERVICE REQUESTED

BRIAN KELLEY-CLERK
CITY OF PLAINWELL
211 N MAIN ST
PLAINWELL MI 49080

49080-197011



M-40/M-89 CORRIDOR COMMITTEE

January 28, 2020

10:00 a.m.

**Allegan County Road Commission
1308 Lincoln Road, Allegan, Michigan 49010.**

AGENDA

1. Welcome and Introductions
2. Review of Minutes (Enclosed)
3. Guest Speaker – Marybeth Owocki, West Michigan Regional Planning Commission – Michigan’s Transportation Asset Management Program
4. MDOT Update
5. Allegan County Road Commission Update
6. West Michigan Regional Planning Commission Update
7. Macatawa Area Coordinating Council
8. Local Businesses – Issues & Concerns
9. Election of Officers for 2020
10. Update Long and Short-Term Goals (Current list enclosed)
11. Round Table/Corridor Issues
12. Future Meeting Dates
 - April 28
 - July 28
 - October 27
13. Future Agenda Items
14. Other Business
15. Adjournment

M-40/M-89 Long and Short Term Issues, Goals, and Actions (July 30, 2019)

Long-Term Issues, Goals, and Actions (Over Five Years into the Future)

#	Issue	Goal	Actions
1.	Access management in commercial area of Otsego Township.	Promote efficient movement of traffic through Otsego Township's commercial corridor.	MDOT, ACRC, Otsego Township, the cities of Otsego and Plainwell, and local businesses have made changes over the years, but continuous evaluation and improvements are necessary.
2.	Economic growth can lead to additional traffic and congestion.	Ensure effects of economic growth are addressed through proper planning.	MDOT and ACRC will work with the area's economic developers and businesses to anticipate the needs of business. Perform traffic studies for larger projects.
3.	Partial Interchange at US-131 & 106th Avenue limits access to and from US-131.	Develop complete interchange.	Determine interest of impacted communities and feasibility of improving interchange. Determine frequency of traffic turning around on US-131. MDOT is monitoring congestion on US-131 and an interstate access justification report is needed to progress. This project is not anticipated to happen anytime soon.

Short-Term Issues, Goals, and Actions (Within Next Five Years)

#	Issue	Goal	Actions
1.	Non-motorized facilities are becoming a more important part of a complete transportation system.	Improve non-motorized facilities. Include shoulders on all new construction. Improve pedestrian facilities in developed areas – such as sidewalks and crosswalks. Include non-motorized facilities when designing new projects.	MDOT and ACRC will include opportunities for non-motorized facilities in planning and development. Currently part of MDOT's Project Development process. Communities should develop non-motorized plans and include specific projects. The City of Allegan will incorporate Complete Streets program into Master Plan. The Joint M-89 Corridor Plan will be used to guide improvements.
2.	The intersection of 48th and M-40 is an angle not compatible with M-40 for cross-traffic.	Realign the intersection at 48th and M-40.	ACRC and MDOT will work together to redesign and fund improvements to 48th and M-40. This task will be performed MDOT Grand Region.
3.	One-way traffic on Trowbridge and Hubbard streets in the City of Allegan create traffic issues.	Convert Trowbridge and Hubbard streets to two-way traffic pattern with proper intersection alignment.	The City of Allegan has met with MDOT to design and construct a set of two-way streets that improve traffic flow along the corridor through the City of Allegan. The City has acquired land necessary to realign intersection of Hubbard & Marshall. Improvements scheduled for 2022.

DRAFT

M-40/M-89 Corridor Committee Minutes

October 29, 2019

10:00 a.m.

Allegan County Road Commission

1308 Lincoln Road

Allegan, Michigan 49010

1. Welcome and Introductions

Craig Atwood welcomed everyone and introductions occurred at 10:00 a.m. People in attendance included:

- Craig Atwood, Allegan County Road Commission
- Larry Brown, Allegan County Road Commission
- Jason Cole, Michigan Department of Transportation
- Linda Evans, Allegan Township
- Dean Kapenga, Allegan County Board of Commissioners
- Greg King, Lakeshore Advantage
- Martin Mendell, Allegan Public Schools
- Suzanne Mulder, Michigan Department of Transportation
- Harry Smith, Valley Township
- Jim Storey, Allegan County Board of Commissioners
- Russ VanDam, Overisel Township
- Michael VanDenBerg, Gun Plain Charter Township
- Dave Bee, West Michigan Regional Planning Commission

2. Review of Minutes

A MOTION WAS MADE BY Michael VanDenBerg to approve the minutes of July 30, 2019. **SUPPORTED BY** Dean Kapenga. **MOTION PASSED.**

3. Guest Speaker – There was no guest speaker.

4. MDOT Update

Suzanne Mulder reported that there is new development around the northern portion of the corridor. Jason Cole reported that the bridge project is wrapping up in the next 2-3 weeks. The project on M-40 south to the County Line is not going to happen this year due to a labor dispute as well as planned improvements at the intersection of M-40 and 102nd. There was some discussion about a letter from the Allegan County Road Commission related to a signal product that is not approved at this time. There was discussion about the possibility of a signal at US-131 and 142nd. Finally, there was a construction project on M-222 near the airport that nobody was really aware of at the meeting.

5. Allegan County Road Commission Update

Craig Atwood told the group the ACRC is wrapping up a couple of projects. He also mentioned erosion on Lakeshore Drive related to wind and water erosion.

6. Allegan County Sheriff's Department Update

J. P. Damveld was at a conference and couldn't attend the meeting.

7. West Michigan Regional Planning Commission Update

D. Bee told that the Rural Task Force process is starting up and that the WMRPC has hired a new full time planner and a part-time planner to administer the RTF process and the Transportation Asset Management program.

8. Macatawa Area Coordinating Council

Tim Burkman has taken another job and the MACC is interviewing potential candidates to fill the role of Director.

9. Local Businesses/Communities/Other Organizations – Updates, Issues, and Concerns

The Committee jumped right to Agenda Item #10 since there were no businesses present.

10. Round Table/ Corridor Issues

- Michael VanDenBerg discussed speeding on 8th Street near the Township Hall. He also said the speed signs are getting packed away for winter and that there is a ditch full of water. He also talked about the new Dollar General and a variance requested near the Chicken Coop. Craig Atwood added to the conversation related to switching the primary and secondary status of 6th and 8th streets.
- Linda Evans discussed the relocation of a local brewery to an existing vacant building.
- Martin Mendell discussed applying for funding for new buses from funds related to the Volkswagen settlement. The school system is also looking at a new routing system. He also discussed the need to trim some branches back that were rubbing on the school buses and there was discussion about signage related to frequent school bus stops on 111th.
- Greg King discussed the need for a sewer extension to serve a local brewery. The Gun Lake Casino is expanding. There was an economic outlook report that detailed a busy couple of years. He also discussed the proposed Lake Michigan Express transit route/study.
- Russ VanDam had a question about the 100th Street interchange on US-131. There will be a whole new diamond interchange with traffic signals. In 2021 the interchange at the Gun Lake Casino exit will be improved.
- Jim Storey detailed a community survey and discussed the impacts of the current State of Michigan budget.

11. Future Meeting Dates and Locations

2020 meetings are scheduled for January 28, April 28, July 28, and October 27 at the Allegan County Road Commission offices at 10:00 a.m.

12. Future Agenda Items

Information about TAMC/PASER ratings, Michigan's Long Range Transportation Plan, Housing/Ryan Kilpatrick, and the Blue Star Trail were all mentioned as potential topics.

13. Other Business

There was no other business

14. Adjournment

The meeting adjourned at 10:55 a.m.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING DISTRICT OFFICE



LIESL EICHLER CLARK
DIRECTOR

December 3, 2019

Mr. Bryan Pond, Superintendent
141 North Main Street
Plainwell, Michigan 49080

Dear IPP Representative:

SUBJECT: IPP PFAS Initiative Status and Continued Efforts

This letter is written to provide participants in the Industrial Pretreatment Program (IPP) Per- and Polyfluoroalkyl Substances (PFAS) Initiative with information about what we have learned so far and how the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD), plans to address PFAS on an ongoing basis.

IPP PFAS Initiative Status

A little over a year after implementation, participants such as your municipality/authority have made significant progress identifying sources of PFAS, specifically perfluorooctane sulfonate (PFOS), to their collection systems and reducing concentrations and/or loadings passed through treatment to Michigan's lakes and streams. Below are some key observations the WRD has made as of October 15, 2019:

- Sixty-eight (68) of 95 Wastewater Treatment Plants (WWTPs) with IPPs (or 72 percent) either have no sources or have sources but the WWTP effluent is at or less than the PFOS Water Quality Standards (WQS).
- Ninety-three (93) out of 95 participating WWTPs were able to complete the initial screening of their industrial users within one year of starting the initiative. Most completed their screening within six months.
- Low levels of PFOS (approximately 3 ppt – 7 ppt) were detected in sanitary sewage even when no significant industrial sources were present. This suggests that anthropogenic “background” levels of PFAS may be found in most communities, but appear to be less than the WQS.
- Significant sources of PFOS discharging to WWTPs and causing or contributing to pass-through of PFOS include chromium platers, contaminated sites, and landfills.
- Source reduction efforts have resulted in substantial drops in PFOS concentrations being discharged by WWTPs (see Table 1). Granular-activated carbon, or GAC, occasionally augmented by ion-exchange resin, has been the primary pretreatment for PFOS implemented at industrial users.
- No WWTPs were found to be passing through PFOA at concentrations exceeding WQS.

Table 1. Substantial PFOS Reduction at WWTPs with Exceedances

Municipal WWTP	PFOS, Effluent (ppt, most recent ^{**})	PFOS Reduction in Effluent (highest to most recent)	Actions Taken to Reduce PFOS
Ionia	<5.53	99%	Treatment (GAC) at source (1)
Lapeer*	15	99%	Treatment (GAC) at source (1)
Wixom*	33	99%	Treatment (GAC) at source (1)
Howell	5.5	95%	Treatment (GAC/resin) at source (1)
Bronson*	18	95%	Treatment (GAC) at source (1)
Kalamazoo	3.1	92%	Treatment (GAC) at sources (2), change water supply
K.I. Sawyer*	12	95%	Eliminated leak PFOS-containing fire-fighting foam
Belding	7.2	49%	Restricted landfill leachate quantity accepted

^{**}as of November 20, 2019

*Effluent exceeds WQS of 12 ng/L or ppt

The above information is available from the newly-revised Michigan PFAS Action Response Team (MPART) Web page at the “Testing” tab under “Wastewater Treatment Plants/Industrial Pretreatment Program,” or via the following link:

https://www.michigan.gov/pfasresponse/0,9038,7-365-88059_91299---,00.html.

Site visitors may scroll down to see updated information on the initiative and click on the interactive map to see information about participating WWTPs, including PFOS results, bin category, and status. As you may know, WWTPs are categorized into bins based on PFAS sources and effluent quality: Bin 1 for no sources found, Bin 2 for sources found but WWTP effluent at or below WQS, and Bin 3 for WWTPs with effluent greater than WQS. Bin 3a includes WWTPs with effluent less than 50 ng/l and Bin 3b includes WWTPs that have had one or more effluent sample results equal to or greater than 50 ng/l PFOS. EGLE, WRD, plans to update this online data each month.

MPART Biosolids Workgroup Efforts

The WRD is also working to better understand the impacts of PFAS on biosolids management. The MPART Biosolids Workgroup was formed to address these issues and efforts so far include the following:

- Conducted a review of the available research to better understand the prevalence of PFAS in biosolids.
- Formed a biosolids stakeholders’ group to review past and ongoing biosolids efforts.
- Conducted a Statewide WWTP Biosolids Study of 41 municipally-owned WWTPs that were distributed across a range of treatment levels.

- Developed a biosolids land application site monitoring program to better understand the fate and transport of PFAS from biosolids in associated soils, groundwater, and surface waters. Elements of the site monitoring program include:
 - Selected eight WWTPs from those included in the Statewide Biosolids Study to evaluate historic biosolids land application sites. Sites believed to have either received industrially-impacted or non-industrially-impacted biosolids were selected for the study.
 - Developed a Site Selection Criteria to formalize the process of researching and prioritizing sites for investigation.
 - Developed a soil sampling methodology approach for collecting soil samples at land application sites.
 - Conducted soils, surface water, and groundwater site investigations of selected land application sites.
- To better understand PFAS uptake in plants in fields where industrially-impacted biosolids were applied, EGLE’s contractor, AECOM, under the direction of the Michigan Department of Agriculture and Rural Development (MDARD), collected plant samples for analysis.
- Finalized the Biosolids and Sludge PFAS Sampling Guidance document, which is available on the MPART Web site under the “Testing” tab, “PFAS Sampling Guidance,” or at the following link: https://www.michigan.gov/documents/pfasresponse/2019-11-27_Biosolids_and_Sludge_PFAS_Sampling_Guidance_+_Quick_Reference_Field_Guide_672545_7.pdf.
- Evaluated various fate and transport modeling methodologies to be used in the development of land application guidance as described below.

Ongoing PFAS Management

As work on these emerging pollutants progresses, EGLE’s approach is evolving and we wanted to update you on developments that affect IPP PFAS Initiative participants.

- **National Pollutant Discharge Elimination System (NPDES) PFAS Permitting Strategy.** EGLE, WRD, published its NPDES permitting strategy for PFAS, which is summarized below in Table 2. This permitting strategy is based on the IPP PFAS Initiative and deals with municipal WWTPs. Industrial WWTPs and stormwater will primarily be addressed through Administrative Consent Orders (ACOs). Please note that NPDES Permits issued after October 1, 2021, may contain limits for PFOS and/or PFOA if a WWTP’s calculated potential effluent quality exceeds WQS.

Table 2: NPDES PFAS Permitting Strategy

PFOS/PFOA monitoring	
Bin 1	4 times/5 years (w/additional monitoring requirements)
Bin 2	2 times/year (semiannually)

PFOS/PFOA monitoring	
Bin 3a	4 times/year (quarterly)
Bin 3b	12 times/year (monthly)
Pollutant Minimization Programs for PFOS/PFOA	
Bin 3	All
Bin 2	Upon written request from the WRD

The complete NPDES PFAS Permitting Strategy for WWTPs may be found on the MPART Web page through the “Testing and Treatment” tab under “Wastewater Treatment Plants/Industrial Pretreatment Program,” or at the following link:
[https://www.michigan.gov/documents/pfasresponse/Municipal NPDES Permitting Strategy for PFOS and PFOA WRD 092019 668823 7.pdf](https://www.michigan.gov/documents/pfasresponse/Municipal_NPDES_Permitting_Strategy_for_PFOS_and_PFOA_WRD_092019_668823_7.pdf)

- **Biosolids Management Guidance.** The WRD intends to establish biosolids concentration levels that can be land applied, based on modeling and data collected in the Statewide WWTP Biosolids Study. These levels can be adjusted periodically as new evaluations are completed. It is our expectation that the first concentration level will be established in 2020.
- **Environmental Protection Agency (EPA), Office of Research and Development (ORD), Study.** The EPA, ORD, Fume Suppressant Study results are being finalized and are expected to be released in early 2020. EGLE, WRD, will inform IPP PFAS Initiative participants and the metal finishing industry of results at that time. The EPA, ORD, is analyzing chemical fume suppressants and associated process wastewater from 11 platers in Michigan to explore whether PFOS or its precursors are present in current fume suppressant products.
- **PFAS Minimum Laboratory Analytes List.** The PFAS Minimum Laboratory Analytes List has been revised to include four additional analytes with the acronyms HFPO-DA, 11CI-PF3OUdS, 9CI-PF3ONS, and ADONA. Complete analyte names and related information may be found at the following link.
[https://www.michigan.gov/documents/pfasresponse/EGLE Minimum Laboratory Analyte List for PFAS 667668 7.pdf](https://www.michigan.gov/documents/pfasresponse/EGLE_Minimum_Laboratory_Analyte_List_for_PFAS_667668_7.pdf)
- **Special Discharge Monitoring Report (DMR) PFAS Coding.** Since laboratory results for PFAS are typically received at least four weeks after samples are collected, a special non-numeric code was created specifically for PFAS results in DMRs. Please use the “*PFAS” non-numeric code in your DMR if your PFAS laboratory results have not been received by the DMR due date and then revise the DMR once you receive the laboratory report. Use of this code will prevent generation of late reporting violations in MiWaters.

Thank you for your continued work to reduce and eliminate PFOS in Michigan's surface waters. If you have questions or comments about this effort, please contact your Regional IPP PFAS Specialist.

Sincerely,



Teresa Seidel, Director
Water Resources Division

cc: City Clerk

Reports & Communications:

A. DPS – Patrol Vehicle Purchase

Included in the budget appropriation for 2019/2020 was \$46,000 in the Motor Pool Fund for a DPS Patrol Vehicle. Through the State of Michigan Commodities Contract (Macomb County), the Department of Public Safety has identified a 2020 Ford Utility vehicle to replace the 2014 patrol vehicle. The 2020 vehicle will accommodate the department's needs and is consistent with industry standards. The 2014 vehicle will be repurposed as a department training and backup vehicle.

Recommended action: Consider approving the purchase of a 2020 Ford Utility vehicle from Signature Ford for \$36,389.00 through the Macomb County State of Michigan Commodities Contract.

B. Annual Audit Presentation:

Dan Veldhuizen from Siegfried Crandall PC will present the city's audited financial statements as of June 30, 2019 to Council.

Recommended action: Consider accepting and placing on file the audited financial statements as of and for the year ended June 30, 2019.

Reminder of Upcoming Meetings

- February 13, 2020 – Allegan County Board of Commissioners – 1:00pm
- February 11, 2020 – Plainwell DDA/BRA/TIFA Board – 7.30am
- February 5, 2020 – Plainwell Planning Commission – 7:00pm
- February 10, 2020 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Allegan County Board of Commissioners Resolution regarding refugees
- EPA Notice of Extension for Public Comment Period for the Allied Paper/Portage Creek/Kalamazoo River Superfund Site
- M-40/M-89 Corridor Committee Agenda for January 28, 2020, Short- and Long-Term Goals from July 2019 and Minutes from October 29, 2019.
- IPP PFAS Initiative Status and Continued Efforts Report from December 3, 2019