

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Vacant
Cathy Green
Kevin Seckel
Justin Lakamper
Randy Wisnaski



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

“The Island City”

AGENDA

DDA/TIFA/BRA

City Hall Council Chambers

September 10, 2024, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –08/13/2024**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. AD Hoc Committee Mill Site/Design Standards
 - B. Accounts Payable for August of \$ 17,790.67
8. **DDA Action Items**
 - A. Clock discussion – repair or purchase new
 - B. Accounts Payable for August of \$ 2,866.59
9. **TIFA Action Items**
 - A. New Signs at entrances – James R Higgs Dedication
 - B. Accounts Payable for August of \$ 2,360.84

10. **Communications:** The 07/22/24; 08/12/24; Council Meeting Minutes and the Financial Report/Summary as of 8/31/2024
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

Minutes
Plainwell DDA, BRA, and TIFA
August 13, 2024

1. Call to Order: Meeting was called to order at 7:30 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Cathy Green, Jim Turley, Adam Hopkins, Paul Rizzo, Justin Lakamper
Excused: Kevin Seckel, Nick Larabel
Guests: Mayor Brad Keeler; DPW Superintendent Robert Niewenhuis
4. Approval of Minutes from 07/09/24: **A motion was made by Turley to approve the minutes and place on file, seconded by Wisnaski.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for July of \$5,333.24 was made by Turley and seconded by Hopkins. All in favor vote. Motion passed.**
8. DDA Action Items
 - A. **Motion to accept accounts payable for July of \$1,816.01 was made by Rizzo and seconded by Wisnaski. All in favor vote.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for July of \$965.50 was made by Green and seconded by Hopkins. All in favor vote. Motion carried.**
9. Communications: 06/24/24; 07/08/24 Council Minutes and the Financial Report/Summary as of 7/31/2024
10. Public Comments: None
11. Staff Comments: Updates were given by Siegel, Community Development Manager on the Chris Haas Volunteer of the Year Award; the Signage at the Industrial Park updates, and the work being completed in the Alleyway behind Campbell's.
Lakamper, City Manager provided updates on the development of the Mill Property
12. Member Comments: None
13. Adjournment: **A Motion to adjourn the meeting at 8:02 a.m.**

Submitted by Denise Siegel, Community Development Manager

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User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 08/01/2024 - 08/31/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	AUGUST 2024 DENTAL/VISION	22.99	27677
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2024 HEALTH INSURAN	278.45	27679
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	AUGUST 2024 LIFE INSURANCE	3.87	27678
243-443-830.000	Contractual Reimbursement	CRA 200 ALLEGAN STREET LLC	ADMIN - 2024 SUMMER TAX CP	17,478.02	27790
243-443-948.000	Computer Services	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	7.34	27743
Total For Dept 443 PUBLIC				17,790.67	
Total For Fund 243 BROWNFI				17,790.67	

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

Fund 243 BROWNFIELD REDEVE	17,790.67
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17,790.67

09/03/2024 01:29 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 08/01/2024 - 08/31/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	AUGUST 2024 DENTAL/VISION	32.21	27677
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2024 HEALTH INSURAN	333.18	27679
248-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	AUGUST 2024 LIFE INSURANCE	1.65	27678
248-443-775.000	CAROUSEL DISPLAY LIGHTS (L	BRONNER'S	DPW - CAROUSEL DISPLAY LIC	1,716.87	27761
248-443-775.000	Supplies - Repairs and Mai	PLAINWELL ACE HARDWARE	DPW - PAINT BRUSH (4) POI	34.36	27769
248-443-900.000	Printing and Publishing	GREENSTREET MARKETING & DEDDA	- DIRECTORY MAP WORK	75.00	27793
248-443-948.000	COMPUTER SERVICES	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	14.68	27743
248-443-955.000	Unreceipted charge - dispu	OPENROAD BREWERY	Unreceipted charge - dispu	47.75	2885
248-443-955.000	DDA Directors lunch	OLD MILL BREWPUB	DDA Directors lunch	19.39	2885
Total For Dept 443 PUBLIC				2,275.09	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Pop up canopy	WALMART	Pop up canopy	0.00	2885
248-775-880.021	Ladies Night canvas bags	COMPLETE TEAM OUTFITTER IN	Ladies Night canvas bags	312.50	2885
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILETS	DDA - PORTABLE TOILET FAF	135.00	27727
248-775-881.022	Farmers Market Costs - DD	AWQXC FM - FORUM COMMUNICA	DDA - RADIO ADS FARMERS M	144.00	27735
Total For Dept 775 SPECIAL				591.50	
Total For Fund 248 DOWNTOW				2,866.59	

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

Fund 248 DOWNTOWN DEVELOPM	2,866.59
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	2,866.59

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 08/01/2024 - 08/31/2024
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	AUGUST 2024 DENTAL/VISION	28.09	27677
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2024 HEALTH INSURAN	420.45	27679
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	AUGUST 2024 LIFE INSURANCE	1.96	27678
247-443-930.001	4' X 8' JAMES R HIGGS COVE	SIGNWRITER	DDA - HIGGS IND PARK SIGN	1,903.00	27725
247-443-948.000	Computer Services	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	7.34	27743
Total For Dept 443 PUBLIC				2,360.84	
Total For Fund 247 TAX INC				2,360.84	

09/03/2024 01:29 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 08/01/2024 - 08/31/2024
BOTH JOURNALIZED AND UNJOURNALIZED
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 247 TAX INCREMENT FIN	2,360.84
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2,360.84

MINUTES
Plainwell City Council
July 22, 2024

1. Mayor Keeler called the regular meeting to order at 7:07pm in City Hall Council Chambers.
2. Invocation: None.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 07/08/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
Lois Heuchert of 514 Morrell St. asked about the Old Mill property. She inquired how many developers had shown interest in the property, and if feedback had been sought from those developers about challenges developing the property presented to them, and what held them back from moving forward. She asked what made the Old Mill property less appealing to potential developers.

Steven Killick of 628 W. Bridge St. asked if the State of Michigan has restrictions on construction along the river.
7. County Commissioner Report: Commissioner Dugan gave an update on happenings throughout Allegan County.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the July 22, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler and Mayor Pro-Tem Steele discussed the Plainwell All School Reunion being held on August 10th at 1pm at Plainwell High School.
10. Recommendations and Reports:
 - A. Superintendent Pond discussed the purchase and installation of two motor starters at the 12th St. pump station. The starter motors would replace the variable frequency drives currently in use.
A motion by Wisnaski, seconded by Keeney, approving the purchase and installation of two motor starters, required fuses and wiring by Esper Electric for \$10,140.00. On a roll call vote, all voted in favor. Motion passed.
 - B. Assistant Superintendent Keyzer discussed the annual purchase of polymer for water treatment.
A motion by Keeney, seconded by Wisnaski, approving the purchase of nine 55-gallon drums of Solve 137 Polymer from Water Solve LLC for \$10,800.00. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Pond discussed the purchase of a Bobcat 72" Zero-Turn 7000 mower.
A motion by Keeney, seconded by Wisnaski, approving the purchase of a Bobcat 72" Zero-Turn Mower from Bobcat Michiana for \$12,570.00. On a roll call vote, all voted in favor. Motion passed
11. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the June 2024 Department of Public Safety and Water Renewal Reports, the draft 7/9/2024 DDA/BRA/TIFA meeting minutes and the draft 7/11/2024 Parks & Trees meeting. On a voice vote, all voted in favor. Motion passed.
12. Accounts Payable:
A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$482,580.58 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

The City of Plainwell is an equal opportunity employer and provider

13. Public Comments:

David Steffen introduced himself, sharing that he had come to answer questions from the community concerning his purchase of Old Mill property from the City.

14. Staff Comments:

Treasurer/Finance Director Kelley reminded everyone that summer tax payments are due by August 15th. He continues to prepare for the audit and the August Election.

Superintendent Nieuwenhuis shared that sewer installation for Old Orchard project is complete. He thanked Plainwell's Volunteer Flower Committee, noting that this year's flowers looked great.

Community Development Manager Siegel shared that Mosaic Distillery had been awarded a 25k grant through the MEDC program Match on Main. MEDC is offering a new Central Business District funding program that she is looking into.

Assistant Superintendent Keyser shared that he continues to learn, and is enjoying working for Plainwell.

Superintendent Pond stated that several challenging situations have occurred at Water Renewal, and he is thankful for the opportunity to provide on-site training to Assistant Superintendent Keyser.

Director Callahan discussed Everbridge Emergency Alert System with Gale Dugan as a potential solution to the emergency siren issues.

Clerk Leonard shared that Early Voting begins Saturday, July 27th running through Sunday, August 4th. The polls are open from 8am – 4pm and she hopes to see everyone there.

City Manager Lakamper noted that Plainwell's PFAS Settlement claim has been filed.

15. Council Comments:

Councilmember Wisnaski stated that the City flowers look great.

Councilmember Keeney asked City residents to vote on the Ransom Library mileage, sharing that the library really benefits our community and needs funding.

Mayor Pro-Tem Steele shared her experience attending the ground-breaking ceremony for Holiday Inn Express. She noted she had never used a gold shovel before, and had a great time.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:56pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
August 12, 2024


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
August 12, 2024

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: None.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 07/22/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the August 12, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler shared that the All School Reunion held on August 10th at Plainwell High School was a good time. He hopes to have a better turn out next year.
10. Recommendations and Reports:
 - A. Finance Director/Treasurer Kelley discussed Pay Application #4 from USA Earthworks LLC for work performed on the Old Orchard project.
A motion by Wisnaski, seconded by Keeney, approving USA Earthworks LLC Pay Application #4 in the amount of \$245,109.60. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Pond discussed the annual purchase of water testing supplies to meet permit requirements.
A motion by Keeney, seconded by Wisnaski, approving the purchase of AMR and WET testing supplies from Trace Analytical Labs for \$5,528.50. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Pond discussed the purchase of Bioxide for FY2024-2025.
A motion by Overhuel, seconded by Steele, approving a one-year contract with Evoqua Water Technologies to provide Bioxide for \$63,360.00. On a roll call vote, all voted in favor. Motion passed.
 - D. Superintendent Pond discussed the purchase of a Spectrophotometer.
A motion by Keeney, seconded by Wisnaski, approving the purchase of a new spectrophotometer, reactor and accessories from USA Bluebook for \$9,227.57. On a roll call vote, all voted in favor. Motion passed.
 - E. Finance Director/Treasurer Kelley discussed the purchase of a new access control system.
A motion by Keeney, seconded by Wisnaski, approving the quote from Lockmaster Security to upgrade the Access Control System for City Hall, the Department of Public Works and Water Renewal at a project cost of \$6,443.00 and to amend the FY2025 Buildings and Grounds budget appropriately. On a roll call vote, all voted in favor. Motion passed.
 - F. City Manager Lakamper discussed a METRO Act permit application received from Surf Air Wireless, LLC.
A motion by Wisnaski, seconded by Keeney, approving the bilateral METRO Act Right of Way permit application from Surf Air Wireless, LLC. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the July 2024 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
August 12, 2024

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$794,469.98 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reminded everyone that summer tax payments are due by August 15th. He continues to prepare for the audit and thanked Plainwell's Election Inspectors for a job well done during the August Primary Election.

Superintendent Nieuwenhuis shared that the Old Orchard project is on track with timeline. He shared that a majority of the water and sewer lines are complete. New exercise equipment purchased with granny money from Motan and Michigan Gas Utilities is being installed in Sherwood park.

Community Development Manager Siegel thanked Motan and Michigan Gas Utilities for the exercise equipment grant. She noted that the basketball court has a 7' hoop for younger kids to use. The 1871 Taproom is hoping to open this fall. She mentioned that the Planning Commission is having a Public Hearing on August 21, 2024 at 6:30pm to discuss a chicken ordinance.

Assistant Superintendent Keyser shared that he continues to learn, and is working in the lab. He is focused on completing his required classes over the next several months.

Director Callahan shared that there has been an increase in river rescues, with a group of 25 and several smaller groups requiring assistance. Plainwell's rescue boat has been put to good use, and performed well. He reminded the everyone to use personal flotation devices- it is the law.

Clerk Leonard shared that the August Primary was a success, and thanked the election team and Deputy Clerk Kelley.

City Manager Lakamper provided an update the Old Orchard project, sharing that there will be an ~3-day boil water period next week for residences on Peach and Apple. Letters will be mailed to affected properties. The project remains on time, though the rain has caused some delay. After the water services are complete, paving can begin, with a projected timeline of mid-September. The City continues to have regular progress meetings about the Old Orchard project.

He discussed a project with Williams & Works to create a design standard for Old Mill property development that will support property history while not overly limiting building possibilities. He has a meeting planned with a construction group who may be interested in building an apartment complex on the Mill site. As the Old Mill property is part of the Central Business District (CBD) of Plainwell, there may be a need for zoning ordinance amendments in the future.

City Manager Lakamper, in conjunction with Superintendent Nieuwenhuis, reached out to a precast bridge manufacturer to discuss the replacement of Trestle Bridge.

There is a meeting scheduled to discuss 5 acres of Industrial Park property with and interested party.

Profielnorm still plans on breaking ground this year.

15. Council Comments:

Councilmember Overhuel stated that the exercise equipment looks great, and he is excited for the City.

Mayor Pro-Tem Steele thanked those community members who were able to attend the all school reunion. She offered the reminder that school starts 8/26/24 and that yellow flashing bus lights mean 'SLOW DOWN' while red flashing lights mean 'STOP!'.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:47pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
August 26, 2024



JoAnn Leonard, City Clerk

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		2024-25 AMENDED BUDGET	08/31/2024 NORMAL (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	MONTH 08/31/2024 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND								
Revenues								
243-000-404.040	Captured Tax Real - BR - City Tax	6,793.00	6,792.76	0.00		0.24		100.00
243-000-404.041	Captured Tax Real - BR - Library	1,165.00	809.49	0.00		355.51		69.48
243-000-404.042	Captured Tax Real - BR - Capital Impr	556.00	555.96	0.00		0.04		99.99
243-000-404.043	Captured Tax Real - BR - Fire Reserve	556.00	555.96	0.00		0.04		99.99
243-000-404.044	Captured Tax Real - BR - Solid Waste	723.00	722.77	0.00		0.23		99.97
243-000-404.047	Captured Tax Real - DDA - School	16,611.00	4,969.70	0.00		11,641.30		29.92
243-000-404.048	Captured Tax Real - BR - County Taxes	3,871.00	2,869.93	0.00		1,001.07		74.14
243-000-413.060	Captured Tax Pers - City Tax	3,327.00	3,326.82	0.00		0.18		99.99
243-000-413.061	Captured Tax Pers - Library	571.00	396.46	0.00		174.54		69.43
243-000-413.062	Captured Tax Pers - Capital Improvement	272.00	272.30	0.00		(0.30)		100.11
243-000-413.063	Captured Tax Pers - Fire Reserve	272.00	272.30	0.00		(0.30)		100.11
243-000-413.064	Captured Tax Pers - Solid Waste	354.00	353.99	0.00		0.01		100.00
243-000-413.065	Captured Tax Pers - County Taxes	1,896.00	1,405.58	0.00		490.42		74.13
243-000-665.000	Interest Earnings - Investments	0.00	321.89	218.24		(321.89)		100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00	5,000.00	2,500.00		25,000.00		16.67
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00	13,333.34	6,666.67		66,666.66		16.67
TOTAL REVENUES		146,967.00	41,959.25	9,384.91		105,007.75		28.55
Expenditures								
243-443-703.000	Salaries/Wages - Full Time Employees	46,328.00	7,369.98	5,605.36		38,958.02		15.91
243-443-704.001	Wages - Part Time Employees	2,485.00	2,890.48	2,350.80		(405.48)		116.32
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,798.00	782.52	610.69		3,015.48		20.60
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00	148.74	148.74		1,531.26		8.85
243-443-716.000	Retirement - Defined Contribution 401a	3,681.00	567.66	420.21		3,113.34		15.42
243-443-718.001	Health Insurance Premiums - Current EE	2,602.00	395.20	188.01		2,206.80		15.19
243-443-718.013	Health Insurance - HSA - Employer Paid	744.00	82.14	49.76		661.86		11.04
243-443-723.001	Retiree Health Care - OPEB	31.00	5.20	2.60		25.80		16.77
243-443-725.001	Fringe Benefit - Life Insurance	46.00	7.11	3.87		38.89		15.46
243-443-725.010	Workers Comp Insurance	161.00	161.06	0.00		(0.06)		100.04
243-443-767.000	Clothing - Uniforms - contract provided	99.00	0.00	0.00		99.00		0.00
243-443-775.000	Supplies - Repairs and Maintenance	500.00	0.00	0.00		500.00		0.00
243-443-801.013	Professional Services - Attorney	15,000.00	0.00	0.00		15,000.00		0.00
243-443-801.030	Professional Services - Auditor	400.00	0.00	0.00		400.00		0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,839.00	17,478.02	17,478.02		10,360.98		62.78
243-443-931.000	Equipment Repair & Maintenance	10,000.00	800.00	0.00		9,200.00		8.00
243-443-935.001	Property Liability Insurance	7,392.00	4,105.29	0.00		3,286.71		55.54
243-443-940.000	Rentals - Equipment	6,800.00	1,706.34	150.06		5,093.66		25.09
243-443-948.000	Computer Services	0.00	7.34	7.34		(7.34)		100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,691.00	2,615.22	1,307.61		13,075.78		16.67
243-905-993.001	Debt Service - Interest - Interfund Loan	933.00	155.54	77.77		777.46		16.67
TOTAL EXPENDITURES		146,210.00	39,277.84	28,400.84		106,932.16		26.86
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:								
TOTAL REVENUES		146,967.00	41,959.25	9,384.91		105,007.75		28.55
TOTAL EXPENDITURES		146,210.00	39,277.84	28,400.84		106,932.16		26.86
NET OF REVENUES & EXPENDITURES		757.00	2,681.41	(19,015.93)		(1,924.41)		354.22

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
247-000-404.040	Captured Tax Real - BR - City Tax	15,598.00		15,597.82	0.00		0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,675.00		1,858.36	0.00		816.64	69.47
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,276.00		1,276.44	0.00		(0.44)	100.03
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,276.00		1,276.44	0.00		(0.44)	100.03
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,659.00		1,659.34	0.00		(0.34)	100.02
247-000-404.048	Captured Tax Real - BR - County Taxes	8,887.00		6,589.71	0.00		2,297.29	74.15
247-000-583.000	Local Grants	89,257.00		0.00	0.00		89,257.00	0.00
247-000-665.000	Interest Earnings - Investments	3,330.00		1,790.73	908.21		1,539.27	53.78
TOTAL REVENUES		123,958.00		30,048.84	908.21		93,909.16	24.24
Expenditures								
247-443-703.000	Salaries/Wages - Full Time Employees	33,568.00		5,371.40	3,994.92		28,196.60	16.00
247-443-704.001	Wages - Part Time Employees	483.00		14.64	14.64		468.36	3.03
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,620.00		404.69	304.70		2,215.31	15.45
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00		111.28	111.28		1,043.72	9.63
247-443-716.000	Retirement - Defined Contribution 401a	1,879.00		315.54	232.35		1,563.46	16.79
247-443-718.001	Health Insurance Premiums - Current EE	3,071.00		569.24	249.84		2,501.76	18.54
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00		89.65	57.88		654.35	12.05
247-443-725.001	Fringe Benefit - Life Insurance	22.00		3.15	1.96		18.85	14.32
247-443-725.010	Workers Comp Insurance	154.00		153.72	0.00		0.28	99.82
247-443-775.000	Supplies - Repairs and Maintenance	7,000.00		0.00	0.00		7,000.00	0.00
247-443-801.030	Professional Services - Auditor	74.00		0.00	0.00		74.00	0.00
247-443-930.001	Land & Building Repairs/Maintenance	0.00		1,903.00	1,903.00		(1,903.00)	100.00
247-443-935.001	Property Liability Insurance	152.00		501.23	0.00		(349.23)	329.76
247-443-940.000	Rentals - Equipment	1,500.00		1,098.10	495.17		401.90	73.21
247-443-948.000	Computer Services	0.00		7.34	7.34		(7.34)	100.00
TOTAL EXPENDITURES		52,422.00		10,542.98	7,373.08		41,879.02	20.11
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		123,958.00		30,048.84	908.21		93,909.16	24.24
TOTAL EXPENDITURES		52,422.00		10,542.98	7,373.08		41,879.02	20.11
NET OF REVENUES & EXPENDITURES		71,536.00		19,505.86	(6,464.87)		52,030.14	27.27

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Revenues								
248-000-404.030	Captured Tax Real - DDA - City Tax	41,955.00		41,824.63	0.00		130.37	99.69
248-000-404.031	Captured Tax Real - DDA - Library	7,197.00		4,983.98	0.00		2,213.02	69.25
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,434.00		3,423.05	0.00		10.95	99.68
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,434.00		3,423.05	0.00		10.95	99.68
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,464.00		4,449.99	0.00		14.01	99.69
248-000-404.045	Captured Tax Real - DDA - County Taxes	23,909.00		17,670.65	0.00		6,238.35	73.91
248-000-413.060	Captured Tax Pers - City Tax	1,724.00		1,689.01	0.00		34.99	97.97
248-000-413.061	Captured Tax Pers - Library	295.00		201.24	0.00		93.76	68.22
248-000-413.062	Captured Tax Real - DDA - Capital Improvement	141.00		138.25	0.00		2.75	98.05
248-000-413.063	Captured Tax Pers - Fire Reserve	141.00		138.25	0.00		2.75	98.05
248-000-413.064	Captured Tax Pers - Solid Waste	183.00		179.72	0.00		3.28	98.21
248-000-413.065	Captured Tax Pers - County Taxes	982.00		713.58	0.00		268.42	72.67
248-000-583.000	Local Grants	7,536.00		0.00	0.00		7,536.00	0.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,660.00		1,052.47	502.14		3,607.53	22.59
248-000-654.102	Special Event Revenues - DDA	1,625.00		0.00	0.00		1,625.00	0.00
248-000-665.000	Interest Earnings - Investments	2,000.00		1,166.71	632.96		833.29	58.34
248-000-674.022	Private Donations - Sponsorship FarmersMk	600.00		0.00	0.00		600.00	0.00
TOTAL REVENUES		104,280.00		81,054.58	1,135.10		23,225.42	77.73
Expenditures								
248-443-703.000	Salaries/Wages - Full Time Employees	33,416.00		4,722.52	3,519.13		28,693.48	14.13
248-443-704.001	Wages - Part Time Employees	355.00		30.32	29.28		324.68	8.54
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,578.00		343.61	258.08		2,234.39	13.33
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	660.00		0.00	0.00		660.00	0.00
248-443-713.001	Overtime Pay	513.00		0.00	0.00		513.00	0.00
248-443-716.000	Retirement - Defined Contribution 401a	1,419.00		195.33	133.94		1,223.67	13.77
248-443-718.001	Health Insurance Premiums - Current EE	4,022.00		566.28	315.30		3,455.72	14.08
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00		107.28	73.92		852.72	11.18
248-443-723.001	Retiree Health Care - OPEB	13.00		2.20	1.10		10.80	16.92
248-443-725.001	Fringe Benefit - Life Insurance	18.00		4.08	1.65		13.92	22.67
248-443-725.010	Workers Comp Insurance	90.00		89.62	0.00		0.38	99.58
248-443-767.000	Clothing - Uniforms - contract provided	57.00		0.00	0.00		57.00	0.00
248-443-774.000	Supplies - Planting	2,700.00		0.00	0.00		2,700.00	0.00
248-443-775.000	Supplies - Repairs and Maintenance	4,100.00		1,751.23	1,751.23		2,348.77	42.71
248-443-801.030	Professional Services - Auditor	74.00		0.00	0.00		74.00	0.00
248-443-851.000	Postage	100.00		0.00	0.00		100.00	0.00
248-443-900.000	Printing and Publishing	1,800.00		175.00	75.00		1,625.00	9.72
248-443-920.000	Utilities - Electric	1,000.00		0.00	0.00		1,000.00	0.00
248-443-930.001	Land & Building Repairs/Maintenance	0.00		514.00	0.00		(514.00)	100.00
248-443-931.000	Equipment Repair & Maintenance	6,000.00		0.00	0.00		6,000.00	0.00
248-443-935.001	Property Liability Insurance	239.00		496.40	0.00		(257.40)	207.70
248-443-948.000	Computer Services	50.00		14.68	14.68		35.32	29.36
248-443-955.000	Miscellaneous Expense	200.00		67.14	67.14		132.86	33.57
248-443-960.000	Education & Training - Professional	200.00		0.00	0.00		200.00	0.00
248-443-962.000	Memberships & Dues	700.00		0.00	0.00		700.00	0.00
248-775-880.021	Community Promotion - Special Events	4,950.00		411.20	312.50		4,538.80	8.31
248-775-881.022	Farmers Market Costs - DDA	3,100.00		279.00	279.00		2,821.00	9.00
248-900-971.000	Capital Purchase	18,000.00		0.00	0.00		18,000.00	0.00
TOTAL EXPENDITURES		87,314.00		9,769.89	6,831.95		77,544.11	11.19

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
	TOTAL REVENUES	104,280.00		81,054.58		1,135.10		23,225.42	77.73
	TOTAL EXPENDITURES	87,314.00		9,769.89		6,831.95		77,544.11	11.19
	NET OF REVENUES & EXPENDITURES	16,966.00		71,284.69		(5,696.85)		(54,318.69)	420.16
	TOTAL REVENUES - ALL FUNDS	375,205.00		153,062.67		11,428.22		222,142.33	40.79
	TOTAL EXPENDITURES - ALL FUNDS	285,946.00		59,590.71		42,605.87		226,355.29	20.84
	NET OF REVENUES & EXPENDITURES	89,259.00		93,471.96		(31,177.65)		(4,212.96)	104.72

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	36,967.00		23,304.02		0.00		13,662.98	63.04
D08	D08 - Interest and rentals	0.00		321.89		218.24		(321.89)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00		18,333.34		9,166.67		91,666.66	16.67
TOTAL REVENUES		146,967.00		41,959.25		9,384.91		105,007.75	28.55
Expenditures									
443	PUBLIC WORKS	129,586.00		36,507.08		27,015.46		93,078.92	28.17
905	DEBT SERVICE	16,624.00		2,770.76		1,385.38		13,853.24	16.67
TOTAL EXPENDITURES		146,210.00		39,277.84		28,400.84		106,932.16	26.86
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		146,967.00		41,959.25		9,384.91		105,007.75	28.55
TOTAL EXPENDITURES		146,210.00		39,277.84		28,400.84		106,932.16	26.86
NET OF REVENUES & EXPENDITURES		757.00		2,681.41		(19,015.93)		(1,924.41)	354.22

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
D01	D01 - Taxes	31,371.00		28,258.11		0.00	3,112.89	90.08
D08	D08 - Interest and rentals	3,330.00		1,790.73		908.21	1,539.27	53.78
D04	D04 - State grants	89,257.00		0.00		0.00	89,257.00	0.00
TOTAL REVENUES		123,958.00		30,048.84		908.21	93,909.16	24.24
Expenditures								
443	PUBLIC WORKS	52,422.00		10,542.98		7,373.08	41,879.02	20.11
TOTAL EXPENDITURES		52,422.00		10,542.98		7,373.08	41,879.02	20.11
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		123,958.00		30,048.84		908.21	93,909.16	24.24
TOTAL EXPENDITURES		52,422.00		10,542.98		7,373.08	41,879.02	20.11
NET OF REVENUES & EXPENDITURES		71,536.00		19,505.86		(6,464.87)	52,030.14	27.27

PERIOD ENDING 08/31/2024

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2024 (ABNORMAL)	MONTH 08/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
D01	D01 - Taxes	87,859.00		78,835.40		0.00		9,023.60	89.73
D08	D08 - Interest and rentals	2,000.00		1,166.71		632.96		833.29	58.34
D04	D04 - State grants	7,536.00		0.00		0.00		7,536.00	0.00
D06	D06 - Charges for services	6,285.00		1,052.47		502.14		5,232.53	16.75
UNCLASSIFIED	Unclassified	600.00		0.00		0.00		600.00	0.00
TOTAL REVENUES		104,280.00		81,054.58		1,135.10		23,225.42	77.73
Expenditures									
443	PUBLIC WORKS	61,264.00		9,079.69		6,240.45		52,184.31	14.82
775	SPECIAL EVENTS	8,050.00		690.20		591.50		7,359.80	8.57
900	CAPITAL OUTLAY	18,000.00		0.00		0.00		18,000.00	0.00
TOTAL EXPENDITURES		87,314.00		9,769.89		6,831.95		77,544.11	11.19
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		104,280.00		81,054.58		1,135.10		23,225.42	77.73
TOTAL EXPENDITURES		87,314.00		9,769.89		6,831.95		77,544.11	11.19
NET OF REVENUES & EXPENDITURES		16,966.00		71,284.69		(5,696.85)		(54,318.69)	420.16
TOTAL REVENUES - ALL FUNDS									
		375,205.00		153,062.67		11,428.22		222,142.33	40.79
TOTAL EXPENDITURES - ALL FUNDS									
		285,946.00		59,590.71		42,605.87		226,355.29	20.84
NET OF REVENUES & EXPENDITURES		89,259.00		93,471.96		(31,177.65)		(4,212.96)	104.72

AGENDA ITEMS

7. **BRA Action Items:**

- A. Discussion and information regarding the Ad Hoc Committee
- B. Accounts Payable: Recommended Action: Consider confirming the BRA payables for August for \$ 17,790.67

8. **DDA Action Items:**

- A. Discussion regarding the purchase or repair of the downtown Clock
- B. Accounts Payable:
Recommended Action: Consider confirming the DDA payables for August for \$ 2,866.59

9. **TIFA Action Items:**

- A. Discussion and information on the dedication time and date for the James R Higgs Industrial Park
- B. Accounts Payable: Recommended Action: Consider confirming the TIFA payables for August for \$ 2,360.84

A reminder of Upcoming Meetings/Events:

- Farmers' Market Thursdays 3-6:30 pm
- September 12, 2024 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- September 18, 2024 – Planning Commission Meeting 6:30 pm/Council Chambers
- September 23, 2024 – Annual All Board Meeting 6:30 p.m. / Council Chambers
- September 23, 2024 – City Council Meeting 7:00 p.m. / Council Chambers