

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
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Plainwell, Michigan 49080
Phone: 269-685-6821 Fax: 269-685-7282
Web Page Address: www.plainwell.org

“The Island City”

AGENDA

Plainwell City Council
Monday, January 25, 2021 - 7:00PM

MEETING HELD VIRTUALLY ON ZOOM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance** – *recited by Mayor Keeler*
4. **Roll Call**
5. **Approval of Minutes** – January 11, 2021 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**

A. Annual Financial Statement Audit Presentation

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

B. DPS – Fire Turn-Out Gear Purchase

Council will consider approving a purchase of two (2) sets of fire turn-out gear and two sets of firefighting boots from West Shore Fire Inc. for \$6,148.00.

C. DPS – Inter-governmental Agreement – Allegan County Emergency Management

Council will consider extending an agreement with the County's Emergency Operations Center to use the Public Safety Building as an alternative EOC site.

D. WR Emergency Purchase – West Chopper Pump VFD

Council will consider confirming an emergency purchase of a Variable Frequency Drive to run the digester mixing pump from Esper Electric at a cost of \$4,600.00.

E. WR Emergency Purchase – Recirculation Chopper Pump Mechanical Seals

Council will consider confirming an emergency purchase of two mechanical seals for the centrifugal pump shaft from JGM Valve Corporation at a cost of \$4,979.11

F. DPW – Self-Watering Hanging Flower Baskets

Council will consider approving the purchase of 35 self-watering hanging flower baskets from EarthPlanter LLC at a cost of \$4,779.00.

To join this Zoom Meeting:

Online:

<https://us02web.zoom.us/j/84037297957?pwd=WVNVQzJSREdlK0NYSlZMSW94bk1Bdz09>

Meeting ID: 840 3729 7957

Passcode: Bbe6ZC

By phone: 1+(312) 626-6799

Passcode 478574

The Island City

Plainwell is an equal opportunity provider and employer

G. Plainwell Diversion Dam and Mill Race Dam Removal and Channel Restoration Project

Council will consider providing comments on a potential project involving the mill raceway.

H. Option for Potential Land Purchase – Resolution 2021-06

Council will consider adopting Resolution 2021-06 authorizing the Mayor to execute an option on property located in Gun Plain Township.

11. **Communications:** None.
12. **Accounts Payable - \$241,856.21**
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

Reminder of Upcoming Meetings

- January 28, 2021 – Allegan County Board of Commissioners – 4:00pm
- February 3, 2021 – Plainwell Planning Commission – 7:00pm
- **February 8, 2021 – Plainwell City Council – 7:00pm**
- February 9, 2021 – Plainwell DDA/BRA/TIFA Board– 7:30am
- February 11, 2021 – Plainwell Parks & Trees Commission – 5:00pm

Non-Agenda Items / Materials Transmitted

- Notice of Public Hearing – Michigan Gas Utilities – February 10, 2021 9am
- DOJ Use-Of-Force Policy Certification Letter
- M-40/M-89 Corridor Committee Meeting Agenda – January 26, 2021 10am

MINUTES
Plainwell City Council
January 11, 2021

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom Meeting Application as per Senate Bill 1108.
2. Pledge of Allegiance was recited.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski, all attending virtually from Plainwell, Michigan. Absent: None.
4. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/28/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. County Commissioner Report: None
7. Agenda Amendments: None
8. Mayor's Report: None
9. Recommendations and Reports:
 - A. City Manager Wilson provided an update on the mill demolition, noting the Building 9 asbestos abatement is complete and that demolition of Building 7 will begin Tuesday January 12. The project is approximately seven (7) weeks behind schedule with a meeting to discuss the project scheduled for January 12. We are waiting on estimates for Building 3 for the new wall to be built, which will come out of the Contingency Fund, which has been tapped for approximately \$115,000 of the available \$500,000. The city's planner is working on a Request For Qualification (RFQ) document to search for a developer for the site upon the project's completion. He also noted that he is working on cost plans to be included in the final EGLE loan request. Councilmember Overhuel asked about the dirt being brought in and Manager Wilson noted that the dirt will be used as fill upon demolition, to be mixed with crushed concrete and graded appropriately.
Report for information only. No action needed.
10. Communications:
 - A. **A motion by Keeney, seconded by Wisnaski, to accept and place on file the November and December 2020 Public Safety Reports and the December 2020 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**
11. Accounts Payable:
A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$1,423,791.38 for payment of same. On a roll call vote, all in favor. Motion passed.
12. Public Comments: None

13. Staff Comments:

Superintendent Nieuwenhuis reported staff is removing the Christmas decorations and preparing for pending snow events.

Superintendent Pond reported the annual removal of biosolids is underway.

Community Development Manager Siegel reported the Champion Law Office building on East Bridge is being sold and a new business will be going in there and she is excited to share the details when she can.

Director Bomar reported having received notification from the Michigan Association of Chiefs of Police that the city has met the requirements to be certified for its Department of Justice Use-of-Force Policy under the Presidential "Executive Order of Sale Policing" from 2020. This certification allows the city to be included in possible law enforcement agency grant funding opportunities.

Clerk/Treasurer Kelley reminded Council the final June 30, 2020 audited financials will be presented at the next Council meeting.

14. Council Comments: None

15. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:22 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
January 25, 2021

Brian Kelley, City Clerk

City of Plainwell
Allegan County, Michigan

FINANCIAL STATEMENTS

Year ended June 30, 2020

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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, 2020, 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, 2020, 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.

Change in Accounting Principle

As discussed in Note 18 to the basic financial statements, the City adopted GASB Statement No. 84 *Fiduciary Activities* in fiscal year 2020, which represents a change in its policy for reporting fiduciary activities. Our opinions are not modified with respect to this matter.

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 schedules of funding progress of the postemployment healthcare plan, 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.

Sigfried Crandall P.C.

December 16, 2020

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, 2020. Please read it in conjunction with the City's financial statements.

FINANCIAL HIGHLIGHTS

- The City's total net position increased by \$380,045 as a result of this year's activities. The net position of the governmental activities increased by \$204,867 and the net position of the business-type activities increased by \$175,178.
- Of the \$12,565,180 total net position reported, \$353,979 (2.82 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 \$259,396, which represents 11.28 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 government services, like public safety and general government, 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.
 - Fiduciary funds statements provide information about the financial relationships in which the City acts solely as a custodian 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 basic financial statements for 2020 and 2019 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.
 - 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.
- *Fiduciary 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 fiduciary funds are used for their intended purposes. The City's fiduciary balances and activities are reported in the Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position. 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 \$12,565,180 compared to \$12,185,135 at the end of the prior year. Of this total, \$12,022,636 represents a net investment in capital assets and \$188,565 is restricted for various purposes. Consequently, unrestricted net position was \$353,979, or 2.82 percent of the total.

Condensed financial information
Net position

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Current and other assets	\$ 1,116,249	\$ 1,124,993	\$ 1,195,561	\$ 1,279,671	\$ 2,311,810	\$ 2,404,664
Capital assets	<u>6,001,828</u>	<u>5,602,207</u>	<u>9,153,123</u>	<u>9,119,447</u>	<u>15,154,951</u>	<u>14,721,654</u>
Total assets	<u>7,118,077</u>	<u>6,727,200</u>	<u>10,348,684</u>	<u>10,399,118</u>	<u>17,466,761</u>	<u>17,126,318</u>
Deferred outflows of resources	<u>72,512</u>	<u>22,458</u>	<u>17,009</u>	<u>5,268</u>	<u>89,521</u>	<u>27,726</u>
Current and other liabilities	<u>1,256,920</u>	<u>1,105,218</u>	<u>401,091</u>	<u>430,082</u>	<u>1,658,011</u>	<u>1,535,300</u>
Long-term debt	<u>1,127,315</u>	<u>1,150,045</u>	<u>2,005,000</u>	<u>2,215,000</u>	<u>3,132,315</u>	<u>3,365,045</u>
Total liabilities	<u>2,384,235</u>	<u>2,255,263</u>	<u>2,406,091</u>	<u>2,645,082</u>	<u>4,790,326</u>	<u>4,900,345</u>
Deferred inflows of resources	<u>162,629</u>	<u>55,537</u>	<u>38,147</u>	<u>13,027</u>	<u>200,776</u>	<u>68,564</u>
Net position:						
Net investment in capital assets	<u>4,874,513</u>	<u>4,452,162</u>	<u>7,148,123</u>	<u>6,904,447</u>	<u>12,022,636</u>	<u>11,356,609</u>
Restricted	<u>188,565</u>	<u>293,472</u>	<u>-</u>	<u>-</u>	<u>188,565</u>	<u>293,472</u>
Unrestricted (deficit)	<u>(419,353)</u>	<u>(306,776)</u>	<u>773,332</u>	<u>841,830</u>	<u>353,979</u>	<u>535,054</u>
Total net position	<u>\$ 4,643,725</u>	<u>\$ 4,438,858</u>	<u>\$ 7,921,455</u>	<u>\$ 7,746,277</u>	<u>\$ 12,565,180</u>	<u>\$ 12,185,135</u>

Changes in net position

The City's total revenues were \$5,381,677. Approximately 40 percent of the City's revenue comes from utility charges, 26 percent from property taxes, and another 18 percent was from operating grants and contributions. Approximately 7 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 \$5,001,632. Nearly 37 percent of the City's costs relates to the provision of utility services. Public safety and public works costs account for 26 and 16 percent of the City's total expenses, respectively.

*Condensed financial information
Changes in net position*

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Program revenues:						
Charges for services	\$ 192,623	\$ 144,066	\$ 1,937,796	\$ 2,360,887	\$ 2,130,419	\$ 2,504,953
Grants and contributions:						
Operating	623,913	600,781	354,001	-	977,914	600,781
Capital	229,914	-	144,669	-	374,583	-
General revenues:						
Property taxes	1,374,058	1,343,510	-	-	1,374,058	1,343,510
State shared revenue	401,960	421,884	-	-	401,960	421,884
Franchise fees	48,308	48,224	-	-	48,308	48,224
Unrestricted interest income	27,446	29,616	16,606	12,709	44,052	42,325
Other	30,383	14,712	-	-	30,383	14,712
Total revenues	<u>2,928,605</u>	<u>2,602,793</u>	<u>2,453,072</u>	<u>2,373,596</u>	<u>5,381,677</u>	<u>4,976,389</u>
Expenses:						
General government	699,975	690,103	-	-	699,975	690,103
Public safety	1,280,122	1,325,117	-	-	1,280,122	1,325,117
Public works	798,064	786,158	-	-	798,064	786,158
Community and economic development	72,093	45,944	-	-	72,093	45,944
Health and welfare	8,611	8,459	-	-	8,611	8,459
Recreation and culture	211,388	226,839	-	-	211,388	226,839
Interest on long-term debt	42,787	43,645	-	-	42,787	43,645
Sewer	-	-	1,459,262	1,533,852	1,459,262	1,533,852
Water	-	-	388,507	435,775	388,507	435,775
Airport	-	-	40,823	52,609	40,823	52,609
Total expenses	<u>3,113,040</u>	<u>3,126,265</u>	<u>1,888,592</u>	<u>2,022,236</u>	<u>5,001,632</u>	<u>5,148,501</u>
Transfers	<u>389,302</u>	<u>391,616</u>	<u>(389,302)</u>	<u>(391,616)</u>	<u>-</u>	<u>-</u>
Gain on sale of capital assets	<u>-</u>	<u>4,531</u>	<u>-</u>	<u>500</u>	<u>-</u>	<u>5,031</u>
Changes in net position	<u>\$ 204,867</u>	<u>\$ (127,325)</u>	<u>\$ 175,178</u>	<u>\$ (39,756)</u>	<u>\$ 380,045</u>	<u>\$ (167,081)</u>
Net position, end of year	<u>\$ 4,643,725</u>	<u>\$ 4,438,858</u>	<u>\$ 7,921,455</u>	<u>\$ 7,746,277</u>	<u>\$ 12,565,180</u>	<u>\$ 12,185,135</u>

Governmental activities

Governmental activities increased the City's net position by \$204,867 in the current year compared to a \$127,325 decrease in the prior year. Net position increased in the current year because of an overall increase in revenues of \$325,812, coupled with a \$13,225 decrease in expenses, and a \$4,531 decrease in gains related to sales of capital assets. Revenues increased primarily due to a \$229,914 capital grant related to a street improvement project. The decrease in expenses was primarily due to a reduction in public safety costs.

The total cost of governmental activities this year was \$3,113,040. After subtracting the direct charges to those who directly benefited from the programs (\$192,623) and operating and capital grants and contributions (\$853,827), the "public benefit" portion covered by property taxes, state revenue sharing, and other general revenues was \$2,066,590.

Business-type activities

Business-type activities increased the City's net position by \$175,178 in the current fiscal year compared to a decrease of \$39,756 in the prior year. Net position increased due to the recognition of capital grants, in the amount of \$144,669, related to a utility system improvement project.

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 \$627,123, a decrease of \$256,652 in comparison with the prior year. Of the total fund balances, \$188,540 is restricted for various purposes, \$178,932 is assigned, and \$255 is nonspendable. The remaining fund balance, in the amount of \$259,396, 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 \$347,978, a decrease of \$123,083 during the fiscal year. Planned usage of some prior year fund balance was the primary reason for the decrease in fund balance.

The Major Street Fund experienced a decrease in fund balance of \$110,693, as the fund's expenditures exceeded revenues in the current year, due to a substantial street improvement project. The fund balance at the end of the fiscal year was \$49,739 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 \$41,083. The Sewer Fund typically experiences a decrease because customer charges usually do not cover all operating expenses, including depreciation, which amounted to \$333,287 in the current year. However, the recognition of a capital grant allowed the increase in equity. Total net position is \$5,049,726 at year end of which \$786,009 is unrestricted.

The Water Fund experienced an increase in net position of \$126,233. The Water Fund typically experiences a decrease because customer charges do not cover all operating expenses, including depreciation, which amounted to \$136,107 in the current year. However, the recognition of a capital grant allowed the increase in equity. Total net position is \$2,753,731 at year end, and unrestricted net position is a deficit of \$51,067, though the fund has positive working capital of \$40,760.

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 \$71,620 to reflect unanticipated revenue sources. Total expenditures were increased by \$188,650, primarily for unanticipated expenditures related to mill demolition.

Total revenues were lower than the final budgeted amounts, by \$18,364, primarily due to a change in the timing of state grant funding. Total expenditures were \$26,963 less than the final appropriated amount, primarily due to public safety cost reductions. These variances resulted in a \$8,599 positive budget variance due to a \$123,083 decrease in fund balance compared to a budgeted decrease of \$131,682.

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, 2020, amounts to \$15,154,951, net of accumulated depreciation. This investment includes a broad range of assets, including land, buildings, equipment, and sewer and water facilities.

	<i>Governmental activities</i>	<i>Business-type activities</i>	<i>Totals</i>
Land	\$ 344,680	\$ 48,196	\$ 392,876
Infrastructure	3,387,044	9,104,927	12,491,971
Buildings and improvements	1,703,311	-	1,703,311
Equipment and vehicles	566,793	-	566,793
Totals	<u>\$ 6,001,828</u>	<u>\$ 9,153,123</u>	<u>\$ 15,154,951</u>

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

- Paving projects, with a total cost of \$618,706, were completed.
- The City's sewer utility replaced some major components, totaling \$506,696.

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 long-term debt outstanding in the amount of \$3,132,315, as follows:

	<i>Governmental activities</i>		<i>Business-type activities</i>		<i>Totals</i>	
	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>
General obligation bonds (backed by the City)	\$ 1,126,760	\$ 1,146,754	\$ -	\$ -	\$ 1,126,760	\$ 1,146,754
Note payable (backed by the City)	555	3,291	-	-	555	3,291
Revenue bonds (backed by the City)	-	-	2,005,000	2,215,000	2,005,000	2,215,000
Totals	<u>\$ 1,127,315</u>	<u>\$ 1,150,045</u>	<u>\$ 2,005,000</u>	<u>\$ 2,215,000</u>	<u>\$ 3,132,315</u>	<u>\$ 3,365,045</u>

The reduction in debt amounted to \$232,730, 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 \$109,483 and \$1,115,225, 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 2008-2020						
Year	2009	2010	2011	2012	2013	2014
Assessed value	\$ 99,581,500	\$ 90,622,900	\$ 82,639,050	\$ 76,687,800	\$ 72,845,900	\$ 75,050,100
Taxable value	\$ 85,287,515	\$ 79,451,659	\$ 78,320,323	\$ 74,222,870	\$ 71,113,548	\$ 71,751,138
Difference	\$ 14,293,985	\$ 11,171,241	\$ 4,318,727	\$ 2,464,930	\$ 1,732,352	\$ 3,298,962
Percent difference	14.35%	12.33%	5.23%	3.21%	2.38%	4.40%
Inflation rate multiplier	4.4%	-0.3%	1.7%	2.7%	2.4%	1.6%
Year	2015	2016	2017	2018	2019	2020*
Assessed value	\$ 79,871,200	\$ 89,124,700	\$ 92,829,700	\$ 95,227,900	\$ 100,002,500	\$ 104,073,500
Taxable value	\$ 71,774,722	\$ 73,638,624	\$ 75,248,381	\$ 77,379,288	\$ 81,013,112	\$ 83,156,645
Difference	\$ 8,096,478	\$ 15,486,076	\$ 17,581,319	\$ 17,848,612	\$ 18,989,388	\$ 20,916,855
Percent difference	10.14%	17.38%	18.94%	18.74%	18.99%	20.10%
Inflation rate multiplier	1.6%	0.3%	0.9%	2.1%	2.4%	1.9%

* Original values as of May 1, 2020 - 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 21% in 2021, based on preliminary estimates.

The City continues to counter stagnant growth with cost cutting measures, when possible. The City adopted a policy that all 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, privatization of some services, as well as reductions in labor costs through attrition. The City continues 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	2016	2017	2018	2019	2020
General Fund Operating	12.6729	12.5995	12.5250	12.5250	12.5162
Capital Improvement	1.0000	1.0000	1.0000	1.0000	1.0000
Fire Reserve	1.0000	1.0000	1.0000	1.0000	1.0000
Solid Waste	1.3000	1.3000	1.3000	1.3000	1.3000
	<u>15.9729</u>	<u>15.8995</u>	<u>15.8250</u>	<u>15.8250</u>	<u>15.8162</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 expired freeing up almost \$100,000 that has been used for debt service. The City has partnered with engineers to plan additional upgrades to the water system which will require new bonding. The upgrades include replacement water meters which will allow more frequent actual readings and provide better overall services to our 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. In 2020 the City obtained a \$5.1 million-dollar Community Development Block Grant that will substantially advance the redevelopment efforts moving forward. The project will result in the demolition of buildings and final clean up, allowing potential developers to implement the community's concept plan for 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. Currently our downtown is virtually free from vacancies.

For budget year 2020/2021, the City minimized capital projects to cover contingencies related to the effects of COVID-19. 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. Of additional financial concern that every municipality is grappling with is the effects COVID-19 will have on our budget. However, the business community (both industrial and commercial) is thriving, and several industrial expansions are underway.

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, 2020

	<i>Primary government</i>		
	<i>Governmental activities</i>	<i>Business-type activities</i>	<i>Totals</i>
ASSETS			
Current assets:			
Cash	\$ 706,753	\$ 882,684	\$ 1,589,437
Investments	99,480	-	99,480
Receivables	345,697	257,318	603,015
Prepays	255	1,852	2,107
Inventory	-	3,613	3,613
Internal balances	(50,094)	50,094	-
Total current assets	<u>1,102,091</u>	<u>1,195,561</u>	<u>2,297,652</u>
Noncurrent assets:			
Receivables	14,158	-	14,158
Assets held for resale - redevelopment property	-	-	-
Capital assets not being depreciated	344,680	48,196	392,876
Capital assets, net of depreciation	<u>5,657,148</u>	<u>9,104,927</u>	<u>14,762,075</u>
Total noncurrent assets	<u>6,015,986</u>	<u>9,153,123</u>	<u>15,169,109</u>
Total assets	<u>7,118,077</u>	<u>10,348,684</u>	<u>17,466,761</u>
DEFERRED OUTFLOWS OF RESOURCES - OPEB	<u>72,512</u>	<u>17,009</u>	<u>89,521</u>
LIABILITIES			
Current liabilities:			
Payables	99,229	152,169	251,398
Unearned revenue	181,905	-	181,905
Bonds and notes payable	<u>20,555</u>	<u>120,000</u>	<u>140,555</u>
Total current liabilities	<u>301,689</u>	<u>272,169</u>	<u>573,858</u>
Noncurrent liabilities:			
Compensated absences	82,483	27,000	109,483
Net other postemployment benefits liability	893,303	221,922	1,115,225
Bonds and notes payable	<u>1,106,760</u>	<u>1,885,000</u>	<u>2,991,760</u>
Total noncurrent liabilities	<u>2,082,546</u>	<u>2,133,922</u>	<u>4,216,468</u>
Total liabilities	<u>2,384,235</u>	<u>2,406,091</u>	<u>4,790,326</u>
DEFERRED INFLOWS OF RESOURCES - OPEB	<u>162,629</u>	<u>38,147</u>	<u>200,776</u>
NET POSITION			
Net investment in capital assets	4,874,513	7,148,123	12,022,636
Restricted for:			
Public safety	7,244	-	7,244
Public works	109,938	-	109,938
Community and economic development	60,633	-	60,633
Recreation and culture	10,750	-	10,750
Unrestricted (deficit)	<u>(419,353)</u>	<u>773,332</u>	<u>353,979</u>
Total net position	<u>\$ 4,643,725</u>	<u>\$ 7,921,455</u>	<u>\$ 12,565,180</u>



<i>Component units</i>		
<i>Tax Increment Finance Authority</i>	<i>Brownfield Redevelopment Authority</i>	<i>Downtown Development Authority</i>
\$ 89,174	\$ 75,583	\$ 45,669
-	-	-
117	-	12
-	-	-
-	-	-
-	-	-
89,291	75,583	45,681
-	-	-
-	656,666	-
-	-	-
-	-	-
-	656,666	-
89,291	732,249	45,681
-	-	-
1,358	75,108	1,573
-	-	-
-	-	-
1,358	75,108	1,573
1,700	2,100	600
-	-	-
-	-	-
1,700	2,100	600
3,058	77,208	2,173
-	-	-
-	656,666	-
-	-	-
-	-	-
-	-	-
-	-	-
86,233	(1,625)	43,508
\$ 86,233	\$ 655,041	\$ 43,508

See notes to financial statements

STATEMENT OF ACTIVITIES

Year ended June 30, 2020

Functions/Programs	Expenses	Program revenues		
		Charges for services	Operating grants and contributions	Capital grants and contributions
Primary government				
Governmental activities:				
General government	\$ 699,975	\$ 50,626	\$ 5,505	\$ -
Public safety	1,280,122	83,292	6,763	-
Public works	798,064	58,705	552,729	229,914
Community and economic development	72,093	-	-	-
Health and welfare	8,611	-	-	-
Recreation and culture	211,388	-	58,916	-
Interest on long-term debt	42,787	-	-	-
Total governmental activities	<u>3,113,040</u>	<u>192,623</u>	<u>623,913</u>	<u>229,914</u>
Business-type activities:				
Sewer	1,459,262	1,370,060	349,876	33,742
Water	388,507	513,723	4,125	110,927
Airport	40,823	54,013	-	-
Total business-type activities	<u>1,888,592</u>	<u>1,937,796</u>	<u>354,001</u>	<u>144,669</u>
Total primary government	<u>\$ 5,001,632</u>	<u>\$ 2,130,419</u>	<u>\$ 977,914</u>	<u>\$ 374,583</u>
Component units				
Tax Increment Finance Authority	\$ 59,983	\$ -	\$ -	\$ -
Brownfield Redevelopment Authority	270,794	-	215,000	-
Downtown Development Authority	43,758	-	-	-
Total component units	<u>\$ 374,535</u>	<u>\$ -</u>	<u>\$ 215,000</u>	<u>\$ -</u>
General revenues:				
Property taxes				
State shared revenue				
Local community stabilization revenue				
Cable television franchise fees				
Unrestricted interest income				
Miscellaneous				
Transfers				
Totals				
Changes in net position				
Net position - beginning				
Net position - ending				

Net (expenses) revenues and changes in net position

Primary government			Component units		
Governmental activities	Business-type activities	Totals	Tax Increment Finance Authority	Brownfield Redevelopment Authority	Downtown Development Authority
\$ (643,844)		\$ (643,844)			
(1,190,067)		(1,190,067)			
43,284		43,284			
(72,093)		(72,093)			
(8,611)		(8,611)			
(152,472)		(152,472)			
(42,787)		(42,787)			
<u>(2,066,590)</u>		<u>(2,066,590)</u>			
	\$ 294,416	294,416			
	240,268	240,268			
	<u>13,190</u>	<u>13,190</u>			
	<u>547,874</u>	<u>547,874</u>			
<u>(2,066,590)</u>	<u>547,874</u>	<u>(1,518,716)</u>			
			\$ (59,983)	\$ -	\$ -
			-	(55,794)	-
			<u>-</u>	<u>-</u>	<u>(43,758)</u>
			<u>(59,983)</u>	<u>(55,794)</u>	<u>(43,758)</u>
1,374,058	-	1,374,058	-	25,068	51,833
401,960	-	401,960	-	-	-
-	-	-	75,521	-	5,894
48,308	-	48,308	-	-	-
27,446	16,606	44,052	1,617	168	1,028
30,383	-	30,383	-	-	5,986
389,302	(389,302)	-	-	-	-
<u>2,271,457</u>	<u>(372,696)</u>	<u>1,898,761</u>	<u>77,138</u>	<u>25,236</u>	<u>64,741</u>
204,867	175,178	380,045	17,155	(30,558)	20,983
<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>
<u>\$ 4,643,725</u>	<u>\$ 7,921,455</u>	<u>\$ 12,565,180</u>	<u>\$ 86,233</u>	<u>\$ 655,041</u>	<u>\$ 43,508</u>

See notes to financial statements

BALANCE SHEET - governmental funds

June 30, 2020

		<i>Special revenue fund</i>		
	<i>General</i>	<i>Major Streets</i>	<i>Nonmajor funds</i>	<i>Total governmental funds</i>
ASSETS				
Cash	\$ 237,082	\$ 24,285	\$ 213,318	\$ 474,685
Investments	82,228	-	17,252	99,480
Receivables	273,672	45,137	38,941	357,750
Prepays	230	-	25	255
Total assets	<u>\$ 593,212</u>	<u>\$ 69,422</u>	<u>\$ 269,536</u>	<u>\$ 932,170</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Payables	\$ 63,329	\$ 3,841	\$ 5,878	\$ 73,048
Due to other funds	-	15,842	34,252	50,094
Unearned revenue	181,905	-	-	181,905
Total liabilities	<u>245,234</u>	<u>19,683</u>	<u>40,130</u>	<u>305,047</u>
Fund balances:				
Nonspendable	230	-	25	255
Restricted for:				
Public safety - drug forfeitures	7,244	-	-	7,244
Public works - street improvements and maintenance	-	49,739	60,174	109,913
Community and economic development - revolving loans	-	-	60,633	60,633
Recreation and culture - pickleball courts	10,750	-	-	10,750
Assigned for:				
Employee benefits	70,358	-	-	70,358
Capital acquisitions	-	-	108,574	108,574
Unassigned	259,396	-	-	259,396
Total fund balances	<u>347,978</u>	<u>49,739</u>	<u>229,406</u>	<u>627,123</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 593,212</u>	<u>\$ 69,422</u>	<u>\$ 269,536</u>	<u>\$ 932,170</u>
Reconciliation of the balance sheet to the statement of net position:				
Total fund balance - total governmental funds				\$ 627,123
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.				5,707,036
Deferred outflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.				72,512
Noncurrent liabilities are not due and payable in the current period and, therefore, are not reported in the funds:				
Compensated absences				(80,083)
Other postemployment benefit obligation, net				(893,303)
Interest payable				(17,606)
Long-term debt, including bonds and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds.				(1,127,315)
Deferred inflows of resources, related to the OPEB plan, relate to future years, and are not reported in the funds.				(162,629)
The assets and liabilities of the internal service fund are included in the <i>governmental activities</i> in the statement of net position.				<u>517,990</u>
Net position of <i>governmental activities</i>				<u>\$ 4,643,725</u>

See notes to financial statements

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

Year ended June 30, 2020

	General	Special revenue fund Major Streets	Nonmajor funds	Total governmental funds
REVENUES				
Property taxes	\$ 1,132,161	\$ -	\$ 285,151	\$ 1,417,312
Licenses and permits	101,503	-	-	101,503
Federal grants	1,102	-	-	1,102
State grants	412,463	326,229	166,774	905,466
Intergovernmental	-	78,793	-	78,793
Charges for services	29,364	-	-	29,364
Fines and forfeitures	8,065	-	-	8,065
Interest and rentals	18,809	578	6,477	25,864
Other:				
Contributions	12,399	-	-	12,399
Miscellaneous	31,227	1,751	82,706	115,684
Total revenues	<u>1,747,093</u>	<u>407,351</u>	<u>541,108</u>	<u>2,695,552</u>
EXPENDITURES				
Current:				
General government	640,041	-	5,467	645,508
Public safety	1,181,373	-	-	1,181,373
Public works	192,505	518,044	387,963	1,098,512
Community and economic development	71,949	-	-	71,949
Health and welfare	8,611	-	-	8,611
Recreation and culture	199,424	-	-	199,424
Capital outlay	2,012	-	92,551	94,563
Debt service:				
Principal	2,730	-	20,000	22,730
Interest	96	-	43,003	43,099
Total expenditures	<u>2,298,741</u>	<u>518,044</u>	<u>548,984</u>	<u>3,365,769</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(551,648)</u>	<u>(110,693)</u>	<u>(7,876)</u>	<u>(670,217)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	428,565	-	-	428,565
Transfers out	-	-	(15,000)	(15,000)
Net other financing sources (uses)	<u>428,565</u>	<u>-</u>	<u>(15,000)</u>	<u>413,565</u>
NET CHANGES IN FUND BALANCES	<u>(123,083)</u>	<u>(110,693)</u>	<u>(22,876)</u>	<u>(256,652)</u>
FUND BALANCES - BEGINNING	<u>471,061</u>	<u>160,432</u>	<u>252,282</u>	<u>883,775</u>
FUND BALANCES - ENDING	<u>\$ 347,978</u>	<u>\$ 49,739</u>	<u>\$ 229,406</u>	<u>\$ 627,123</u>

See notes to financial statements

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

Year ended June 30, 2020

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) \$ (256,652)

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

Capital assets:

Assets acquired	711,846
Provision for depreciation	(259,090)

Long-term debt - retirements	22,730
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Changes in other assets/liabilities:

Net increase in compensated absences	(24,044)
Net decrease in other postemployment benefit obligation, net	40,606
Net decrease in interest payable	312

Changes in deferred outflows of resources and deferred inflows of resources related to OPEB obligation:

Net increase in deferred outflows of resources	50,054
Net increase in deferred inflows of resources	(107,092)

The net revenues of the internal service fund are reported with <i>governmental activities</i> .	<u>26,197</u>
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Change in net position of <i>governmental activities</i>	<u>\$ 204,867</u>
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STATEMENT OF NET POSITION - proprietary funds

June 30, 2020

	<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	\$ 851,957	\$ 5,627	\$ 25,100	\$ 882,684	\$ 232,068
Receivables	204,747	42,225	10,346	257,318	2,105
Prepays	858	858	136	1,852	-
Inventory	-	-	3,613	3,613	-
Total current assets	<u>1,057,562</u>	<u>48,710</u>	<u>39,195</u>	<u>1,145,467</u>	<u>234,173</u>
Noncurrent assets:					
Advances to other funds	34,252	15,842	-	50,094	-
Capital assets not being depreciated - land	400	17,346	30,450	48,196	-
Capital assets, net of depreciation	<u>6,268,317</u>	<u>2,787,452</u>	<u>49,158</u>	<u>9,104,927</u>	<u>294,792</u>
Total noncurrent assets	<u>6,302,969</u>	<u>2,820,640</u>	<u>79,608</u>	<u>9,203,217</u>	<u>294,792</u>
Total assets	<u>7,360,531</u>	<u>2,869,350</u>	<u>118,803</u>	<u>10,348,684</u>	<u>528,965</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>9,847</u>	<u>7,162</u>	<u>-</u>	<u>17,009</u>	<u>-</u>
LIABILITIES					
Current liabilities:					
Payables	143,414	7,950	805	152,169	8,575
Bonds payable	<u>120,000</u>	<u>-</u>	<u>-</u>	<u>120,000</u>	<u>-</u>
Total current liabilities	<u>263,414</u>	<u>7,950</u>	<u>805</u>	<u>272,169</u>	<u>8,575</u>
Noncurrent liabilities:					
Compensated absences	18,900	8,100	-	27,000	2,400
Net other postemployment benefits liability	131,253	90,669	-	221,922	-
Bonds payable	<u>1,885,000</u>	<u>-</u>	<u>-</u>	<u>1,885,000</u>	<u>-</u>
Total noncurrent liabilities	<u>2,035,153</u>	<u>98,769</u>	<u>-</u>	<u>2,133,922</u>	<u>2,400</u>
Total liabilities	<u>2,298,567</u>	<u>106,719</u>	<u>805</u>	<u>2,406,091</u>	<u>10,975</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred OPEB amounts	<u>22,085</u>	<u>16,062</u>	<u>-</u>	<u>38,147</u>	<u>-</u>
NET POSITION					
Net investment in capital assets	4,263,717	2,804,798	79,608	7,148,123	294,792
Unrestricted (deficit)	<u>786,009</u>	<u>(51,067)</u>	<u>38,390</u>	<u>773,332</u>	<u>223,198</u>
Total net position	<u>\$ 5,049,726</u>	<u>\$ 2,753,731</u>	<u>\$ 117,998</u>	<u>\$ 7,921,455</u>	<u>\$ 517,990</u>

See notes to financial statements

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

Year ended June 30, 2020

	Business-type activities				Governmental activities
	Enterprise funds				Internal service
	Sewer	Water	Nonmajor	Totals	
OPERATING REVENUES					
Charges for services	\$ 1,343,066	\$ 494,618	\$ 46,013	\$ 1,883,697	\$ 212,693
Other	26,994	19,105	8,000	54,099	104
	18,553				26,319
Total operating revenues	1,370,060	513,723	54,013	1,937,796	212,797
OPERATING EXPENSES					
Administration	141,083	37,432	37,197	215,712	-
Treatment	723,894	140,229	-	864,123	-
Collection	210,130	74,177	-	284,307	-
Costs of interfund services	-	-	-	-	112,341
Depreciation	333,287	136,107	3,626	473,020	53,135
Total operating expenses	1,408,394	387,945	40,823	1,837,162	165,476
OPERATING INCOME (LOSS)	(38,334)	125,778	13,190	100,634	47,321
NONOPERATING REVENUE (EXPENSES)					
Federal grant	33,742	110,927	-	144,669	-
State grant	349,876	4,125	-	354,001	-
Interest revenue	15,488	749	369	16,606	3,139
Interest expense	(50,868)	(562)	-	(51,430)	-
Net nonoperating revenue (expenses)	348,238	115,239	369	463,846	3,139
INCOME (LOSS) BEFORE TRANSFERS	309,904	241,017	13,559	564,480	50,460
TRANSFERS OUT	(268,821)	(114,784)	(5,697)	(389,302)	(24,263)
CHANGES IN NET POSITION	41,083	126,233	7,862	175,178	26,197
NET POSITION - BEGINNING	5,008,643	2,627,498	110,136	7,746,277	491,793
NET POSITION - ENDING	\$ 5,049,726	\$ 2,753,731	\$ 117,998	\$ 7,921,455	\$ 517,990

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds

Year ended June 30, 2020

	Business-type activities				Governmental activities
	Enterprise funds				Internal service
	Sewer	Water	Nonmajor	Totals	
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers	\$ 1,365,240	\$ 507,588	\$ 46,026	\$ 1,918,854	\$ -
Receipts from interfund services provided	-	-	-	-	211,106
Payments to suppliers	(864,563)	(134,065)	(36,804)	(1,035,432)	(65,707)
Payments to employees	(229,696)	(93,373)	(1,647)	(324,716)	(40,861)
Internal activity - payments to other funds	(4,412)	(17,314)	(841)	(22,567)	-
Net cash provided by (used in) operating activities	266,569	262,836	6,734	536,139	104,538
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
State grants	349,876	4,125	-	354,001	-
Collections on advances to other funds	3,620	2,549	-	6,169	-
Transfers out	(268,821)	(114,784)	(5,697)	(389,302)	(24,263)
Net cash used in noncapital financing activities	84,675	(108,110)	(5,697)	(29,132)	(24,263)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Capital contributions	33,742	110,927	-	144,669	-
Acquisition of capital assets	(192,941)	(313,755)	-	(506,696)	-
Principal paid on capital debt	(120,000)	(90,000)	-	(210,000)	-
Interest paid on capital debt	(51,618)	(1,124)	-	(52,742)	-
Net cash used in capital and related financing activities	(330,817)	(293,952)	-	(624,769)	-
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received	15,488	749	369	16,606	3,139
NET CHANGE IN CASH	35,915	(138,477)	1,406	(101,156)	83,414
CASH - BEGINNING	816,042	144,104	23,694	983,840	148,654
CASH - ENDING	<u>\$ 851,957</u>	<u>\$ 5,627</u>	<u>\$ 25,100</u>	<u>\$ 882,684</u>	<u>\$ 232,068</u>

See notes to financial statements

STATEMENT OF CASH FLOWS - proprietary funds (Continued)

Year ended June 30, 2020

	<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 (used in) operating activities:					
Operating income	\$ (38,334)	\$ 125,778	\$ 13,190	\$ 100,634	\$ 47,321
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation expense	333,287	136,107	3,626	473,020	53,135
Changes in assets and liabilities:					
Receivables	(4,820)	(6,135)	(7,987)	(18,942)	(1,691)
Prepays	(858)	(858)	(71)	(1,787)	-
Inventory	-	-	(2,486)	(2,486)	-
Payables	(34,099)	1,844	462	(31,793)	4,673
Compensated absences	2,800	(1,100)	-	1,700	1,100
Other postemployment obligation, net	847	1,567	-	2,414	-
Increase in deferred outflows	(6,797)	(4,944)	-	(11,741)	-
Increase in deferred inflows	14,543	10,577	-	25,120	-
Net cash provided by (used in) operating activities	<u>\$ 266,569</u>	<u>\$ 262,836</u>	<u>\$ 6,734</u>	<u>\$ 536,139</u>	<u>\$ 104,538</u>

See notes to financial statements

STATEMENT OF FIDUCIARY NET POSITION - *custodial funds**June 30, 2020*

	<i>Tax Collection</i>	<i>General Custodial</i>
ASSETS		
Cash	\$ -	\$ 30,706
LIABILITIES		
Due to other governments	-	-
Due to others	-	30,706
Total liabilities	-	30,706
NET POSITION		
Restricted for individuals and other governments	\$ -	\$ -

See notes to financial statements

STATEMENT OF CHANGES IN FIDUCIARY NET POSTION - *custodial funds**Year ended June 30, 2020*

	<u><i>Tax Collection</i></u>	<u><i>General Custodial</i></u>
ADDITIONS		
Property taxes collected for other governments	\$ 2,878,790	\$ -
DEDUCTIONS		
Property taxes distributed to other governments	<u>2,878,790</u>	<u>-</u>
NET CHANGE IN FIDUCIARY NET POSITION	-	-
NET POSITION - BEGINNING	<u>-</u>	<u>-</u>
NET POSTION - ENDING	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

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 fiduciary funds, even though the latter are excluded from the 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, expenditures relating 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 funds are 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 custodial funds which account for assets held by the City in a fiduciary capacity for other governments and organizations.

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 property 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 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 which holds investments. 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."

Prepaids - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in the government-wide financial statements and the fund 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 land, buildings, equipment, and infrastructure assets (e.g., streets and sewer and water systems), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets, other than infrastructure assets, 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 will capitalize 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 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 an 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 an 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 - In the fund financial statements, governmental funds report nonspendable fund balance for amounts that cannot be spent because they are not in spendable form (prepaids). Restricted fund balance is reported 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.

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.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

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. Accordingly, actual results could differ from those estimates.

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.

Excess of expenditures over appropriations - The following schedule sets forth reportable budget variances:

<u>Fund</u>	<u>Function</u>	<u>Final budget</u>	<u>Actual</u>	<u>Variance</u>
Primary government:				
General	Public works	\$ 142,200	\$ 192,505	\$ 50,305
Component units:				
Brownfield Redevelopment Authority	Public works	209,101	270,394	61,293

NOTE 3 - CASH AND INVESTMENTS

Cash and investments, as of June 30, 2020, are classified in the accompanying financial statements as follows:

	<u>Governmental activities</u>	<u>Business- type activities</u>	<u>Total primary government</u>	<u>Custodial funds</u>	<u>Total component units</u>	<u>Totals</u>
Cash	\$ 706,753	\$ 882,684	\$ 1,589,437	\$ 30,706	\$ 210,426	\$ 1,830,569
Investments	99,480	-	99,480	-	-	99,480
Totals	<u>\$ 806,233</u>	<u>\$ 882,684</u>	<u>\$ 1,688,917</u>	<u>\$ 30,706</u>	<u>\$ 210,426</u>	<u>\$ 1,930,049</u>

Cash and investments as of June 30, 2020, consist of the following:

Cash on hand	\$ 1,070
Deposits with financial institutions	1,829,499
Investments	<u>99,480</u>
Total	<u>\$ 1,930,049</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, 2020, \$969,857 of the City's bank balances of \$2,046,235, 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.

Investments in entities that calculate net asset value per share - The City holds shares in an investment pool where the fair value of the investment is measured on a recurring basis using net asset value per share of the investment pool as a practical expedient. At June 30, 2020, the fair value, unfunded commitments, and redemption rules of that investment are as follows:

	<u>Michigan CLASS Pool</u>
Fair value at June 30, 2020	\$ 99,480
Unfunded commitments	none
Redemption frequency	n/a
Notice period	none

The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated 'A-1' or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by treasury agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. The pool purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

NOTE 4 - RECEIVABLES

Receivables as of June 30, 2020, for the City's individual major funds and nonmajor funds, in the aggregate, were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Inter- governmental</u>	<u>Loans</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 221,966	\$ 51,706	\$ -	\$ 273,672
Major Street	673	44,464	-	45,137
Nonmajor	<u>-</u>	<u>15,837</u>	<u>23,104</u>	<u>38,941</u>
Total governmental	<u>\$ 222,639</u>	<u>\$ 112,007</u>	<u>\$ 23,104</u>	<u>\$ 357,750</u>
Noncurrent portion	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,158</u>	<u>\$ 14,158</u>
Proprietary:				
Sewer	\$ 109,031	\$ 95,716	\$ -	\$ 204,747
Water	42,225	-	-	42,225
Nonmajor	<u>3,076</u>	<u>7,270</u>	<u>-</u>	<u>10,346</u>
Total proprietary	<u>\$ 154,332</u>	<u>\$ 102,986</u>	<u>\$ -</u>	<u>\$ 257,318</u>
Internal service	<u>\$ 2,105</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,105</u>

The General Fund accounts receivable balance includes an allowance for uncollectible accounts of \$8,886 due to the aging of invoices that have not been collected.

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, 2020, was as follows:

	<i>Beginning balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Ending balance</i>
Governmental activities:				
Capital assets not being depreciated - land	\$ 344,680	\$ -	\$ -	\$ 344,680
Capital assets being depreciated:				
Streets and sidewalks	2,452,829	618,706	-	3,071,535
Land improvements	2,292,636	-	-	2,292,636
Buildings and improvements	2,381,721	53,494	-	2,435,215
Equipment and vehicles	2,513,579	39,646	-	2,553,225
Subtotal	9,640,765	711,846	-	10,352,611
Less accumulated depreciation for:				
Streets and sidewalks	(620,067)	(88,854)	-	(708,921)
Land improvements	(1,202,652)	(65,560)	-	(1,268,212)
Buildings and improvements	(673,768)	(58,133)	-	(731,901)
Equipment and vehicles	(1,886,751)	(99,678)	-	(1,986,429)
Subtotal	(4,383,238)	(312,225)	-	(4,695,463)
Total capital assets being depreciated, net	5,257,527	399,621	-	5,657,148
Governmental activities capital assets, net	\$ 5,602,207	\$ 399,621	\$ -	\$ 6,001,828

From time to time, the City records capitalizable costs as part of current expenditure functions, for purposes of administrative control. In the fiscal year 2020, capitalizable costs of \$388,792 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	\$ 41,932
Public safety	91,662
Public works	114,728
Recreation and culture	10,768
Depreciation on internal service fund assets	53,135
Total governmental activities	\$ 312,225

NOTE 6 - CAPITAL ASSETS (Continued)

	<i>Beginning balance</i>	<i>Increases</i>	<i>Decreases</i>	<i>Ending balance</i>
Business-type activities:				
Capital assets not being depreciated - land	\$ 48,196	\$ -	\$ -	\$ 48,196
Capital assets being depreciated:				
Sewer system	14,424,501	192,941	-	14,617,442
Water system	5,886,761	313,755	-	6,200,516
Airport	208,886	-	-	208,886
Subtotal	20,520,148	506,696	-	21,026,844
Less accumulated depreciation for:				
Sewer system	(8,015,838)	(333,287)	-	(8,349,125)
Water system	(3,276,957)	(136,107)	-	(3,413,064)
Airport	(156,102)	(3,626)	-	(159,728)
Subtotal	(11,448,897)	(473,020)	-	(11,921,917)
Total capital assets being depreciated	9,071,251	33,676	-	9,104,927
Business-type activities capital assets, net	\$ 9,119,447	\$ 33,676	\$ -	\$ 9,153,123

NOTE 7 - PAYABLES

Payables as of June 30, 2020, for the City's individual major funds and nonmajor funds, in the aggregate, were as follows:

<u>Fund</u>	<u>Accounts</u>	<u>Payroll and fringes</u>	<u>Interest</u>	<u>Totals</u>
Primary government:				
Governmental:				
General	\$ 27,031	\$ 36,298	\$ -	\$ 63,329
Major Streets	2,076	1,765	-	3,841
Nonmajor	<u>3,447</u>	<u>2,431</u>	<u>-</u>	<u>5,878</u>
Total governmental	<u>\$ 32,554</u>	<u>\$ 40,494</u>	<u>\$ -</u>	<u>\$ 73,048</u>
Proprietary:				
Sewer	\$ 123,543	\$ 7,341	\$ 12,530	\$ 143,414
Water	5,144	2,806	-	7,950
Nonmajor	<u>543</u>	<u>262</u>	<u>-</u>	<u>805</u>
Total proprietary	<u>\$ 129,230</u>	<u>\$ 10,409</u>	<u>\$ 12,530</u>	<u>\$ 152,169</u>
Internal service	<u>\$ 7,887</u>	<u>\$ 688</u>	<u>\$ -</u>	<u>\$ 8,575</u>
Component units:				
Tax Increment Finance Authority	<u>\$ -</u>	<u>\$ 1,358</u>	<u>\$ -</u>	<u>\$ 1,358</u>
Brownfield Redevelopment Authority	<u>\$ 74,103</u>	<u>\$ 1,005</u>	<u>\$ -</u>	<u>\$ 75,108</u>
Downtown Development Authority	<u>\$ 1,130</u>	<u>\$ 443</u>	<u>\$ -</u>	<u>\$ 1,573</u>

NOTE 8 - INTERFUND BALANCES AND TRANSFERS

At June 30, 2020, the composition of interfund balances was as follows:

<u>Fund</u>	<u>Receivable</u>	<u>Fund</u>	<u>Payable</u>
Sewer	\$ 34,252	Nonmajor governmental	\$ 34,252
Water	<u>15,842</u>	Major Street	<u>15,842</u>
	<u>\$ 50,094</u>		<u>\$ 50,094</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, 2020, is as follows:

<u>Fund</u>	<u>Transfers in</u>	<u>Fund</u>	<u>Transfers out</u>
		Sewer	\$ 268,821
		Water	114,784
		Airport	5,697
		Equipment	<u>24,263</u>
General	\$ 413,565		413,565
General	<u>15,000</u>	Nonmajor governmental	<u>15,000</u>
Total	<u>\$ 428,565</u>	Total	<u>\$ 428,565</u>

The proprietary funds transferred \$413,565 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 Fire Reserve Fund, a nonmajor governmental fund, transferred \$15,000 to the General Fund to fund fire equipment purchases recorded in the General Fund.

NOTE 9 - LONG-TERM LIABILITIES

Long-term liabilities at June 30, 2020, are comprised of the following:

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	\$ 1,126,760
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Note payable:

\$6,011 2015 installment purchase agreement - payable in monthly installments of \$113, including interest at 4.844%; final payment due October 2020	<u>555</u>
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Total bonds and notes payable	1,127,315
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Compensated absences	<u>82,483</u>
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Total governmental activities	<u><u>\$ 1,209,798</u></u>
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Business-type activities:

Bonds payable:

\$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	\$ 2,005,000
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Compensated absences	<u>27,000</u>
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Total business-type activities	<u><u>\$ 2,032,000</u></u>
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Component units:

Compensated absences:

Tax Increment Finance Authority	\$ 1,700
Brownfield Redevelopment Authority	2,100
Downtown Development Authority	<u>600</u>

Total component units	<u><u>\$ 4,400</u></u>
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NOTE 9 - LONG-TERM OBLIGATIONS (Continued)

Long-term liability activity for the year ended June 30, 2020, was as follows:

	<i>Beginning balance</i>	<i>Additions</i>	<i>Reductions</i>	<i>Ending balance</i>	<i>Amounts due within one year</i>
Primary government:					
Governmental activities:					
2012 Capital improvement bonds	\$ 1,146,760	\$ -	\$ (20,000)	\$ 1,126,760	\$ 20,000
2015 Installment purchase agreement	1,432	-	(1,432)	-	-
2016 Installment purchase agreement	1,853	-	(1,298)	555	555
Total bonds and notes	1,150,045	-	(22,730)	1,127,315	20,555
Compensated absences	57,339	93,501	(68,357)	82,483	-
	<u>\$ 1,207,384</u>	<u>\$ 93,501</u>	<u>\$ (91,087)</u>	<u>\$ 1,209,798</u>	<u>\$ 20,555</u>
Business-type activities:					
1999 Water revenue bonds	\$ 90,000	\$ -	\$ (90,000)	\$ -	\$ -
2012 Sewer revenue bonds	2,125,000	-	(120,000)	2,005,000	120,000
Total bonds	2,215,000	-	(210,000)	2,005,000	120,000
Compensated absences	25,300	28,091	(26,391)	27,000	-
	<u>\$ 2,240,300</u>	<u>\$ 28,091</u>	<u>\$ (236,391)</u>	<u>\$ 2,032,000</u>	<u>\$ 120,000</u>
Component units:					
Compensated absences:					
Tax Increment Finance Authority	\$ 600	\$ 3,167	\$ (2,067)	\$ 1,700	\$ -
Brownfield Redevelopment Authority	\$ 1,700	\$ 2,954	\$ (2,554)	\$ 2,100	\$ -
Downtown Development Authority	\$ 100	\$ 1,230	\$ (730)	\$ 600	\$ -

NOTE 9 - LONG-TERM LIABILITIES (Continued)

Debt service requirements at June 30, 2020, with the exception of compensated absences and other postemployment benefits, are as follows:

	<i>Governmental activities</i>		<i>Business-type activities</i>	
	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>
Year ended June 30:				
2021	\$ 20,555	\$ 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	23,000	39,029	135,000	35,789
2026 - 2030	130,000	181,456	720,000	126,508
2031 - 2035	157,000	155,168	650,000	32,605
2036 - 2040	189,000	123,408	-	-
2041 - 2045	227,000	85,196	-	-
2046 - 2050	275,000	39,146	-	-
2051	39,760	1,492	-	-
Totals	<u>\$ 1,127,315</u>	<u>\$ 789,268</u>	<u>\$ 2,005,000</u>	<u>\$ 370,182</u>

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, 2020, the City recognized pension expense of \$152,730.

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, 2020, there were no forfeitures.

As of June 30, 2020, the City reported a \$3,893 accrued liability as part of the contributions to the Plan.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS*Plan description:*

The City of Plainwell Retiree Healthcare 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, 2020, Plan membership Plan consisted of the following:

Inactive participants receiving benefits	5
Active participants	<u>14</u>
Total participants	<u>19</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, 2020 using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	Not applicable
Payroll increases	2.00%
Investment rate of return	5.31%
20-year Aa Municipal bond rate	2.66%
Mortality	2010 General and Public Safety employees and healthy retirees, headcount weighted with 2019 mortality improvement

The discount rate used to measure the total OPEB liability was 2.66%. 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, 2019 liability was 3.0%.

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, 2019	\$ 1,151,995	\$ -	\$ 1,151,995
Changes for the year:			
Service cost	33,085	-	33,085
Interest	35,371	-	35,371
Experience (Gains)/Losses	(169,289)	-	(169,289)
Change in assumptions	78,141	-	78,141
Contributions to OPEB trust	-	1,959	(1,959)
Contributions - employer	-	12,116	(12,116)
Net investment income	-	5	(5)
Benefit payments	(12,116)	(12,116)	-
Administrative expenses	-	(2)	2
Net changes	(34,808)	1,962	(36,770)
Balances at June 30, 2020	\$ 1,117,187	\$ 1,962	\$ 1,115,225

Plan fiduciary net position as a percentage of total OPEB liability 0.2%

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	\$ 1,238,183	\$ 1,115,225	\$ 1,009,927

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	\$ 1,069,278	\$ 1,115,225	\$ 1,167,043

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, 2020, the City recognized OPEB expense of \$47,722. At June 30, 2020, 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	\$ -	\$ 200,776
Change in assumptions	<u>89,521</u>	<u>-</u>
Total	<u>\$ 89,521</u>	<u>\$ 200,776</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>
2021	\$ (20,736)
2022	(20,736)
2023	(20,736)
2024	(15,009)
2025	(11,422)
Thereafter	(22,616)

Net OPEB liability by participant status:

	<u>Police</u>	<u>SEIU</u>	<u>Net OPEB Liability</u>
Active participants	\$ 586,469	\$ 183,810	\$ 770,279
Inactive participants receiving benefits	<u>235,537</u>	<u>109,409</u>	<u>344,946</u>
Total	<u>\$ 822,006</u>	<u>\$ 293,219</u>	<u>\$ 1,115,225</u>

NOTE 12 - PROPERTY TAX REVENUE

The 2019 taxable valuation of the City was \$87,010,266 on which ad valorem taxes levied consisted of 14.5250 mills for operating purposes and 1.3000 mills for solid waste removal, raising \$1,262,638 for operating purposes and \$113,003 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, 2020, is as follows:

Cumulative excess of revenues, beginning of year	\$ -
Revenues	\$ 52,395
Expenses	<u>52,395</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 \$188,565. Of this amount, \$109,938 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, 2020, the Authority's fund balance was \$86,233. 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, 2020, the City is contingently liable for payments to the developer in the amount of \$198,574.

NOTE 17 - COMMITMENTS

At June 30, 2020, the City had several contractual commitments, in the amount of \$4,350,030, related to the demolition of buildings and final clean up of a property owned by the City. These costs are being funded by a federal grant.

NOTE 18 - CHANGE IN ACCOUNTING PRINCIPLE

Effective July 1, 2019, the City adopted the provisions of GASB Statement No. 84, *Fiduciary Activities*. As a result, a statement of fiduciary net position and a statement of changes in fiduciary net position have been presented. The statement of fiduciary net position reports all assets, liabilities, and net position of fiduciary funds, as in the past. However, liabilities are now only recognized when an event occurs that compels the government to disburse fiduciary resources. The statement of changes in fiduciary net position reports the additions and deductions from fiduciary net position, which is a new requirement for custodial funds, which replace agency funds.

NOTE 19 - PENDING ACCOUNTING PRONOUNCEMENT

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 June 15, 2021. 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, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Property taxes	\$ 1,142,778	\$ 1,142,403	\$ 1,132,161	\$ (10,242)
Licenses and permits	72,400	99,400	101,503	2,103
Federal grant	325	325	1,102	777
State grants	420,350	426,900	412,463	(14,437)
Charges for services	1,000	22,196	29,364	7,168
Fines and forfeitures	9,700	9,700	8,065	(1,635)
Interest and rents	12,238	18,238	18,809	571
Other:				
Contributions	3,000	14,249	12,399	(1,850)
Miscellaneous	32,046	32,046	31,227	(819)
Total revenues	<u>1,693,837</u>	<u>1,765,457</u>	<u>1,747,093</u>	<u>(18,364)</u>
EXPENDITURES				
General government:				
Legislative - City Council	10,765	10,765	10,603	162
Elections	28,845	32,615	31,195	1,420
Administration	364,247	366,622	359,693	6,929
Assessor	22,435	22,435	21,314	1,121
Building and grounds	181,136	223,145	216,474	6,671
Community promotion	600	600	762	(162)
Total general government	<u>608,028</u>	<u>656,182</u>	<u>640,041</u>	<u>16,141</u>
Public safety:				
Department of Public Safety:				
Police protection	1,046,342	1,067,538	1,052,028	15,510
Fire protection	168,011	168,011	129,345	38,666
Total public safety	<u>1,214,353</u>	<u>1,235,549</u>	<u>1,181,373</u>	<u>54,176</u>
Public works:				
Street lighting	42,200	42,200	42,505	(305)
Mill demolition	-	100,000	150,000	(50,000)
Total public works	<u>42,200</u>	<u>142,200</u>	<u>192,505</u>	<u>(50,305)</u>
Community and economic development - community development	<u>45,343</u>	<u>72,343</u>	<u>71,949</u>	<u>394</u>
Health and welfare - ambulance	<u>8,637</u>	<u>8,637</u>	<u>8,611</u>	<u>26</u>

BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

Year ended June 30, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
EXPENDITURES (Continued)				
Recreation and culture:				
Parks	\$ 139,945	\$ 139,145	\$ 143,595	\$ (4,450)
Flowers and beautification	52,786	47,436	40,988	6,448
Special events	11,078	11,078	8,128	2,950
Forestry	8,006	8,006	6,713	1,293
Total recreation and culture	211,815	205,665	199,424	6,241
Capital outlay	4,000	2,150	2,012	138
Debt service - principal	2,596	2,796	2,730	66
Debt service - interest	82	182	96	86
Total expenditures	2,137,054	2,325,704	2,298,741	26,963
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(443,217)	(560,247)	(551,648)	8,599
OTHER FINANCING SOURCES				
Transfers in:				
Sewer Fund	248,821	248,821	248,821	-
Water Fund	134,784	134,784	134,784	-
Airport Fund	5,697	5,697	5,697	-
Equipment Fund	24,263	24,263	24,263	-
Fire Reserve Fund	15,000	15,000	15,000	-
Total other financing sources	428,565	428,565	428,565	-
NET CHANGES IN FUND BALANCES	(14,652)	(131,682)	(123,083)	8,599
FUND BALANCES - BEGINNING	471,061	471,061	471,061	-
FUND BALANCES - ENDING	\$ 456,409	\$ 339,379	\$ 347,978	\$ 8,599

BUDGETARY COMPARISON SCHEDULE - Major Street Fund

Year ended June 30, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
State grants	\$ 698,596	\$ 700,196	\$ 326,229	\$ (373,967)
Intergovernmental	12,000	78,700	78,793	93
Interest	800	500	578	78
Other	-	1,200	1,751	551
	<u>711,396</u>	<u>780,596</u>	<u>407,351</u>	<u>(373,245)</u>
Total revenues				
	<u>711,396</u>	<u>780,596</u>	<u>407,351</u>	<u>(373,245)</u>
EXPENDITURES				
Public works:				
Preservation	756,016	863,161	474,834	388,327
Traffic services	24,731	9,531	6,851	2,680
Winter maintenance	46,396	28,996	28,523	473
Administration	8,240	8,240	7,836	404
	<u>835,383</u>	<u>909,928</u>	<u>518,044</u>	<u>391,884</u>
Total expenditures				
	<u>835,383</u>	<u>909,928</u>	<u>518,044</u>	<u>391,884</u>
DEFICIENCY OF REVENUES OVER EXPENDITURES	(123,987)	(129,332)	(110,693)	18,639
FUND BALANCES - BEGINNING	160,432	160,432	160,432	-
FUND BALANCES - ENDING	<u>\$ 36,445</u>	<u>\$ 31,100</u>	<u>\$ 49,739</u>	<u>\$ 18,639</u>

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

June 30, 2020

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability:			
Service cost	\$ 33,085	\$ 32,504	\$ 30,001
Interest	35,371	34,974	33,311
Difference between expected and actual experience	(169,289)	(45,916)	(45,878)
Changes in assumptions	78,141	-	40,834
Benefit payments, including refunds	<u>(12,116)</u>	<u>(5,730)</u>	<u>(4,957)</u>
Net change in total OPEB liability	(34,808)	15,832	53,311
Total OPEB liability, beginning of year	<u>1,151,995</u>	<u>1,136,163</u>	<u>1,082,852</u>
Total OPEB liability, end of year	<u>\$ 1,117,187</u>	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position:			
Contributions to OPEB trust	\$ 1,959	\$ -	\$ -
Contributions - employer	12,116	5,730	4,957
Net investment income	5	-	-
Benefit payments, including refunds	(12,116)	(5,730)	(4,957)
Administrative expenses	<u>(2)</u>	<u>-</u>	<u>-</u>
Net change in plan fiduciary net position	1,962	-	-
Plan fiduciary net position, beginning of year	<u>-</u>	<u>-</u>	<u>-</u>
Plan fiduciary net position, end of year	<u>\$ 1,962</u>	<u>\$ -</u>	<u>\$ -</u>
City's net OPEB liability, end of year	<u>\$ 1,115,225</u>	<u>\$ 1,151,995</u>	<u>\$ 1,136,163</u>
Plan fiduciary net position as a percent of total OPEB liability	0.18%	0.00%	0.00%
Covered payroll	\$ 915,725	\$ 961,353	\$ 939,692
City's net OPEB liability as a percentage of covered payroll	122%	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

Year Ended June 30, 2020 (schedule is built prospectively upon implementation of GASB 75)

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Actuarially determined employer contributions:			
Service cost (with interest)	\$ 37,688	\$ 33,479	\$ 30,901
Amortization of unfunded liability	<u>120,322</u>	<u>151,325</u>	<u>128,817</u>
Actuarially determined employer contribution	158,010	184,804	159,718
Employer contributions	<u>14,075</u>	<u>5,730</u>	<u>4,957</u>
Contribution deficiency	<u>\$ 143,935</u>	<u>\$ 179,074</u>	<u>\$ 154,761</u>
Covered payroll	<u>\$ 915,725</u>	<u>\$ 961,353</u>	<u>\$ 939,692</u>
Contributions as a percentage of covered payroll	1.5%	0.6%	0.5%

Methods and assumptions used to determine actuarial determined contribution:

Valuation date June 30, 2020

Actuarial methods:

Cost method Entry age normal (level percent of compensation)
 Asset valuation method Market value

Actuarial assumptions:

Discount rate 3.00% for June 30, 2020 contribution, 2.66% for June 30, 2020 liability and 2021 contribution
 Payroll inflation 2.00%
 Return on plan assets 5.31%
 Mortality rates 2010 Public General and Public Safety Employees and healthy retirees, Headcount weighted with 2019 Mortality Improvement
 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 \$215.49 supplemental premium with \$30.20 prescription plan rationale
 Medical trend rates 8.25% in 2020 graded down 0.25% per year to an ultimate rate of 4.5% for pre-65 costs; 6.5% graded down by 4.5% for post-65 costs
 Monthly per-capita costs valued See rates in table below:

<u>Age</u>	<u>Rate</u>
55	687.29
56	719.03
57	751.08
58	785.29
59	802.24
60	836.45
61	866.04
62	885.46
63	909.81
64	924.60

Assumption changes since prior valuation:

Mortality improvement scale updated from MP-2018 to MP-2019
 Trend rates changed from 8.5% in 2018 graded down 0.25% per year to an ultimate rate of 4.5%
 The Cadillac Tax added to medical costs has been removed as the tax no longer applies due to the repeal of the ACA
 Discount rate changed from 3.00%

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, 2020

	<i>Special revenue funds</i>			<i>Capital projects funds</i>		
	<i>Local Street</i>	<i>Solid Waste</i>	<i>Revolving Loan</i>	<i>Fire Reserve</i>	<i>Capital Improvements</i>	<i>Totals</i>
ASSETS						
Cash and investments	\$ 65,210	\$ 10,761	\$ 37,529	\$ 69,033	\$ 30,785	\$ 213,318
Investments	-	6,796	-	5,228	5,228	17,252
Receivables	15,837	-	23,104	-	-	38,941
Prepays	-	25	-	-	-	25
Total assets	<u>\$ 81,047</u>	<u>\$ 17,582</u>	<u>\$ 60,633</u>	<u>\$ 74,261</u>	<u>\$ 36,013</u>	<u>\$ 269,536</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Payables	\$ 3,042	\$ 1,136	\$ -	\$ -	\$ 1,700	\$ 5,878
Due to other funds	34,252	-	-	-	-	34,252
Total liabilities	<u>37,294</u>	<u>1,136</u>	<u>-</u>	<u>-</u>	<u>1,700</u>	<u>40,130</u>
Fund balances:						
Nonspendable	-	25	-	-	-	25
Restricted for:						
Public works	43,753	16,421	-	-	-	60,174
Community and economic development	-	-	60,633	-	-	60,633
Assigned for capital acquisitions	-	-	-	74,261	34,313	108,574
Total fund balances	<u>43,753</u>	<u>16,446</u>	<u>60,633</u>	<u>74,261</u>	<u>34,313</u>	<u>229,406</u>
Total liabilities and fund balances	<u>\$ 81,047</u>	<u>\$ 17,582</u>	<u>\$ 60,633</u>	<u>\$ 74,261</u>	<u>\$ 36,013</u>	<u>\$ 269,536</u>

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN

FUND BALANCES - *nonmajor governmental funds*

Year ended June 30, 2020

	<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	\$ -	\$ 112,333	\$ -	\$ 86,409	\$ 86,409	\$ 285,151
State grants	121,111	261	-	201	45,201	166,774
Interest	1,393	1,182	809	1,786	1,307	6,477
Other	-	82,706	-	-	-	82,706
Total revenues	122,504	196,482	809	88,396	132,917	541,108
EXPENDITURES						
Current:						
General government	-	-	2,693	2,677	97	5,467
Public works	142,030	180,933	-	-	65,000	387,963
Capital outlay	-	-	-	-	92,551	92,551
Debt service:						
Principal	-	-	-	20,000	-	20,000
Interest	-	-	-	43,003	-	43,003
Total expenditures	142,030	180,933	2,693	65,680	157,648	548,984
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(19,526)	15,549	(1,884)	22,716	(24,731)	(7,876)
OTHER FINANCING USES						
Transfers out	-	-	-	(15,000)	-	(15,000)
NET CHANGES IN FUND BALANCES	(19,526)	15,549	(1,884)	7,716	(24,731)	(22,876)
FUND BALANCES - BEGINNING	63,279	897	62,517	66,545	59,044	252,282
FUND BALANCES - ENDING	<u>\$ 43,753</u>	<u>\$ 16,446</u>	<u>\$ 60,633</u>	<u>\$ 74,261</u>	<u>\$ 34,313</u>	<u>\$ 229,406</u>

BALANCE SHEET - component units

June 30, 2020

	<i>Tax Increment Finance Authority</i>	<i>Brownfield Redevelopment Authority</i>	<i>Downtown Development Authority</i>
ASSETS			
Cash	\$ 89,174	\$ 75,583	\$ 45,669
Prepays	<u>117</u>	<u>-</u>	<u>12</u>
Total assets	<u>\$ 89,291</u>	<u>\$ 75,583</u>	<u>\$ 45,681</u>
LIABILITIES AND FUND BALANCES			
Liabilities - payables	\$ 1,358	\$ 75,108	\$ 1,573
Fund balances - unassigned	<u>87,933</u>	<u>475</u>	<u>44,108</u>
Total liabilities and fund balances	<u>\$ 89,291</u>	<u>\$ 75,583</u>	<u>\$ 45,681</u>
Reconciliation of the balance sheet to the statement of net position:			
Total fund balances	\$ 87,933	\$ 475	\$ 44,108
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>(1,700)</u>	<u>(2,100)</u>	<u>(600)</u>
Net position of the <i>component units</i>	<u>\$ 86,233</u>	<u>\$ 655,041</u>	<u>\$ 43,508</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND**BALANCES - component units**

Year ended June 30, 2020

	<i>Tax Increment Finance Authority</i>	<i>Brownfield Redevelopment Authority</i>	<i>Downtown Development Authority</i>
REVENUES			
Property taxes	\$ -	\$ 25,068	\$ 51,833
State grant	75,521	-	5,894
Intergovernmental	-	215,000	-
Interest	1,617	168	1,028
Other	-	-	5,986
Total revenues	<u>77,138</u>	<u>240,236</u>	<u>64,741</u>
EXPENDITURES			
Current - Public works	58,883	253,769	43,258
Capital contributions to City	-	16,625	-
Total expenditures	<u>58,883</u>	<u>270,394</u>	<u>43,258</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	18,255	(30,158)	21,483
FUND BALANCES - BEGINNING	<u>69,678</u>	<u>30,633</u>	<u>22,625</u>
FUND BALANCES - ENDING	<u>\$ 87,933</u>	<u>\$ 475</u>	<u>\$ 44,108</u>
Net change in fund balance	\$ 18,255	\$ (30,158)	\$ 21,483
Amounts reported for <i>component units</i> in the statement of activities (page 15) are different because:			
Net (increase) decrease in compensated absences	<u>(1,100)</u>	<u>(400)</u>	<u>(500)</u>
Change in net position of <i>component units</i>	<u>\$ 17,155</u>	<u>\$ (30,558)</u>	<u>\$ 20,983</u>

BUDGETARY COMPARISON SCHEDULE - Tax Increment Finance Authority

Year ended June 30, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
State grant	\$ 71,700	\$ 71,700	\$ 75,521	\$ 3,821
Interest	<u>600</u>	<u>600</u>	<u>1,617</u>	<u>1,017</u>
Total revenues	72,300	72,300	77,138	4,838
EXPENDITURES				
Public works	<u>59,830</u>	<u>59,830</u>	<u>58,883</u>	<u>947</u>
NET CHANGES IN FUND BALANCES	12,470	12,470	18,255	5,785
FUND BALANCES - BEGINNING	<u>69,678</u>	<u>69,678</u>	<u>69,678</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 82,148</u>	<u>\$ 82,148</u>	<u>\$ 87,933</u>	<u>\$ 5,785</u>

BUDGETARY COMPARISON SCHEDULE - Brownfield Redevelopment Authority

Year ended June 30, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Property taxes	\$ 25,142	\$ 25,142	\$ 25,068	\$ (74)
Intergovernmental	165,000	165,000	215,000	50,000
Interest	200	200	168	(32)
Total revenues	<u>190,342</u>	<u>190,342</u>	<u>240,236</u>	<u>49,894</u>
EXPENDITURES				
Public works	192,476	192,476	253,769	(61,293)
Capital contributions to City	<u>16,625</u>	<u>16,625</u>	<u>16,625</u>	<u>-</u>
Total expenditures	<u>209,101</u>	<u>209,101</u>	<u>270,394</u>	<u>(61,293)</u>
DEFICIENCY OF REVENUES OVER EXPENDITURES	(18,759)	(18,759)	(30,158)	(11,399)
FUND BALANCES - BEGINNING	<u>30,633</u>	<u>30,633</u>	<u>30,633</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 11,874</u>	<u>\$ 11,874</u>	<u>\$ 475</u>	<u>\$ (11,399)</u>

BUDGETARY COMPARISON SCHEDULE - Downtown Development Authority

Year ended June 30, 2020

	<i>Original budget</i>	<i>Final budget</i>	<i>Actual</i>	<i>Variance with final budget positive (negative)</i>
REVENUES				
Property taxes	\$ 52,488	\$ 52,488	\$ 51,833	\$ (655)
State grant	5,599	5,599	5,894	295
Interest	200	200	1,028	828
Other	<u>4,700</u>	<u>4,700</u>	<u>5,986</u>	<u>1,286</u>
Total revenues	<u>62,987</u>	<u>62,987</u>	<u>64,741</u>	<u>1,754</u>
EXPENDITURES				
Public works	<u>54,413</u>	<u>54,413</u>	<u>43,258</u>	<u>11,155</u>
NET CHANGES IN FUND BALANCES	8,574	8,574	21,483	12,909
FUND BALANCES - BEGINNING	<u>22,625</u>	<u>22,625</u>	<u>22,625</u>	<u>-</u>
FUND BALANCES - ENDING	<u>\$ 31,199</u>	<u>\$ 31,199</u>	<u>\$ 44,108</u>	<u>\$ 12,909</u>

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

June 30, 2020

<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>			
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>\$ 394,628</u>	<u>\$ 394,628</u>		<u>\$ 1,126,760</u>	<u>\$ 1,916,016</u>

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

June 30, 2020

<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>			
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>\$ 197,585</u>	<u>\$ 172,597</u>		<u>\$ 2,005,000</u>	<u>\$ 2,375,182</u>



"The Island City"

MEMORANDUM

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

To: Erik Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Clerk/Treasurer
Subject: Fire Turn-Out Gear Purchase
Date: January 20, 2021

As part of the 2020-2021 approved Fire-DPS budget, the department is requesting to purchase (2) sets of fire turn-out gear and two sets of firefighting boots. This purchase will replace gear that is 15 years old, that is worn, ill-fitting and beyond-its-useful-life. Annually, gear is inspected by fire command staff to ensure our firefighters are in safe and reliable gear. Any gear that is identified needing replacement will be addressed in the next budget year.

This fire turn-out gear will be tailor fitted to the firefighter's size requirements for better protection while operating on the fire scene.

This is a preferred vendor purchase. It is due to two reasons: Fire Dex Manufacturing has our department specifications for our current turn-out gear, and our department has to deal the local West Michigan sales representative.

West Shore Fire Equipment of Allendale, Michigan which represents the West Michigan sales territory for Fire Dex Manufacturing is DPS preferred vendor. The quote for the turn-out gear is listed below

West Shore Fire Inc. Allendale, MI		
(2) Fire-Dex Custom FX-R	Turn-out Coats	\$3,094.00
(2) Fire-Dex Custom FX-R	Turn-out Pants	\$2,444.00
(2) Fire-Dex Leather Structural FF	Turn-out Boots	\$610.00
	Total	\$6,148.00

I'm recommending approval of the West Shore Fire Inc. quote for (2) sets of structural firefighting turn-out gear and boots for \$6,148.00 from account 101-336-743-000 Uniforms; this account currently has an \$6,600.00 balance, after purchase the remaining balance is approximately \$452.00 which will be sufficient until the end of this budget year.

This department in the past has used West Shore Fire Inc. for previous fire equipment purchases.

AMENDMENT #1

Lease for Use of City of Plainwell Public Safety Training Center

Services Agreement

**Between the City of Plainwell (“Contractor”)
and the County of Allegan (“County”)**

Contractor and the County mutually agree to amend the above-referenced Agreement, as detailed herein.

1. **Section 2. Term (a).** The language in this section is deleted in its entirety and replaced with the following:

The term of this Lease commences January 1, 2016 and remains in effect through December 31, 2026 unless terminated earlier in accordance with the provisions of this Lease. This Lease may be extended beyond this term through mutual agreement between both parties in writing.

It is understood and agreed by both parties that all other terms and conditions of the original Agreement and any preceding amendments, not modified by the change(s) above, remain in effect.

The individual or officer signing below certifies that they are authorized to sign this Amendment.

Contractor:

County:

Sign: _____

Sign: _____

Name: _____

Name: Robert J. Sarro

Title: _____

Title Allegan County Administrator

Date: _____

Date: _____

Lease for Use of City of Plainwell Public Safety Training Center
Services Agreement

This Agreement is made by and between Allegan County, 3283 122od Avenue, Allegan, Michigan 49010 (the "County") and the City of Plainwell, 211 North Main, Plainwell Michigan 49080 (the "City").

RECITALS

- A. Act 35 of the Public Acts of 1951, as amended (MCL 124.1 *et seq.*) ("Act 35"), authorizes a municipal corporation to perform services for another municipal corporation by agreement where such services could be performed separately by each municipal corporation.
- B. The County and the City are recognized as municipal corporations under Act 35.
- C. The County needs office space to facilitate its Emergency Operations Center ("EOC") training and to provide for a back-up to its primary EOC.
- D. Once established, the County desires assistance in providing equipment and telephone services to the back-up EOC.
- E. The City has available office space in a portion of its Public Safety Building and is willing to lease the space to the County for its use.
- F. The City is willing to assist the County in equipping and providing telephone services to the back-up EOC established in the Public Safety Building.
- G. The County and the City wish to clarify the responsibilities and obligations associated with the County's occupation and use of a portion of the City's Public Safety Building in accordance with the terms and conditions of this Lease.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Lease, the parties agree as follows:

1. **Leased Premises.** The City leases to the County, and the County leases from the City, a portion of the City's Public Safety Building, 119 Island Avenue, Plainwell, MI 49080, as depicted on the attached Exhibit B (the "Premises").

(a) The County shall have the right to use the common entrances, hallways, stairways, elevators and restrooms of the Public Safety Building and the driveways, walkways and outside parking areas (collectively "Common Areas") in common with the City and any other occupants of the building.

2. **Term.**

(a) The term of this Lease is from January 1, 2016 through January 1, 2021, unless terminated earlier in accordance with the provisions of this Lease.

(b) This Lease may be terminated by the County or the City at will upon 30 days prior written notice given by either party to the other.

(c) Upon termination of this Lease, except in accordance with another term lease agreement entered into by the parties, the County shall immediately vacate and surrender the Premises to the City.

3. Rent. In exchange for the services provided by the County through its use of the Premises, the County will pay \$0 as rent for use of the Premise during the term of this Lease. The City shall be responsible for paying all utilities associated with the Premises except the County shall reimburse the City for telephone services and its proportionate share of the initial shared equipment purchased as specified in Exhibit A.
4. Use. The County shall use and maintain the Premises for EOC training and as a back-up EOC as specified in Exhibit A, which is attached and incorporated by reference, and for no other purpose without the consent of the City, which consent shall not be unreasonably withheld, conditioned or delayed.

5. Maintenance.

(a) The City's obligations during the term of this Lease are as follows:

1. The City shall be responsible, without cost to the County, for maintaining the City Public safety Building in good condition and repair.
2. Except as otherwise provided in paragraph 3 above, the City shall be responsible, without cost to the County, for supplying electricity, gas, sewer, water and refuse removal to the Premises. However, the County acknowledges that the City does not guarantee uninterrupted electricity, gas, sewer, water and refuse removal services.
3. The City will provide to the County the services, and products and supplies relating to the services, described in Exhibit A.
4. The City will maintain at its own expense during the term of this Lease adequate insurance coverage, including but not limited to, public liability and property damage insurance on its Public Safety Building in accordance with its policies and procedures and applicable laws and regulations.
 - i. Each policy of insurance authorized or required of either party under this lease shall contain a clause or endorsement under which the insurer waives all right of subrogation against the other party, its agents, and employees with respect to losses payable under such policy, and each party hereby waives all right of recovery it might otherwise have against the other party, its agents and employees for an loss or injury which is covered by such a policy of insurance, notwithstanding that such loss or injury may result from the negligence or fault of such other party, its agents and employees.

(b) The County's obligations during the term of this Lease are as follows:

1. The County shall comply with all applicable City ordinances, codes and regulations, and all state and federal laws that apply to the Premises or to any part or use of the Premises provided; however, the City, at its expense, shall be responsible for complying with the Americans with Disabilities Act.
2. The County shall not create or permit to be created any lien, encumbrance or charge upon the Premises or any part of the Premises.
3. The County shall require the Premises to be a smoke free environment.
4. The County shall immediately notify the City by telephone of any defects with the Premises that require repair, including, but not limited to, gas leaks, electrical problems, water damage, broken appliances, plumbing or fixtures, or structural damage.
5. The County shall make reasonable efforts to conserve utility usage, including, but not limited to,

turning off lights and appliances when not in use and keeping doors and windows securely closed. The City reserves the right to impose utility charges, in addition to the rent required by paragraph 3 above, for excessive use of electricity, gas, sewer, water and refuse removal services.

6. The County shall maintain the Premises in a clean and sanitary condition, without cost to the City, and shall deliver the Premises to the City upon the termination of this Lease in as good condition as when taken, with the exception of reasonable wear and tear and damages covered under Paragraph 5 (a)(4) and 5 (a)(4)(i). The City understands the space leased is considered "shared" and as such the County shall only be held responsible for damages resulting from County use.
 6. Indemnity. Except where caused by the negligent acts, errors or omissions of the City or its agents, representatives and employees, the County agrees to indemnify, defend, and hold harmless the City, its officers, agents and employees, against and from any liability or claim (including, but not limited to, actual attorney fees and costs) whether for injury to persons, including death, or damage to property: (i) occurring on or arising out of the County's use of the Premises during the term of this Lease; (ii) arising out of any default by the County under this Lease. Except where caused by the negligent acts, errors or omissions of the County or its agents, representatives and employees, the City agrees to indemnify, defend, and hold harmless the County against and from any liability or claim arising out of the willful acts or gross negligence of the City, its agents, representatives, or employees during the lease.
 7. Alterations. No structural changes shall be made to the Premises by the County without the written consent of the City. The County shall have the right to install within the Premises necessary office equipment and furniture.
 8. Assignment and Subletting. The County shall not assign this Lease, in whole or in part, or sublet all or any part of the Premises without the City's prior written consent, which consent the City may withhold or condition in the City's sole discretion.
 9. City Right of Entry. The City and its authorized representatives shall have the right to enter the Premises at all reasonable times for any of the following purposes:
 - (a) To determine whether the Premises are in good condition and whether the County is complying with its obligations under this Lease;
 - (b) To do any necessary maintenance and to make any repairs to the Premises;
 - (c) To serve, post, or keep posted any notice required or allowed under the provisions of this Lease.
- The City and County shall use its best efforts to conduct its activities on the Premises in a manner that will cause the least possible inconvenience, annoyance, or disturbance to the other party.
10. Interpretation. This is the entire agreement between the parties as to its subject matter. This Lease may not be modified except in writing signed by the parties (in the case of the City, such modification shall require City Council approval). Its interpretation shall not be affected by any course of dealing. The captions are for convenience and form no part of this Lease, but the recitals are an integral part of this Lease. This Lease shall be construed as if it were mutually drafted.
 11. County Employees. The City will not hire any County employee to perform any of the services covered by this Lease without written authorization from the County.
 12. Compliance with Laws. The City will comply with all federal, state and local laws, including, but not limited to, all applicable OSHA/MIOSHA requirements, copyright and patent laws, and the Americans with Disabilities Act.
 13. Conflicts of Interest. The City promises that it has no interest which would conflict with the performance of services required by this Lease. If a possible conflict of interest arises, the City will immediately inform the County regarding same.

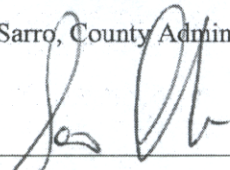
14. Confidentiality. The parties acknowledge that during the performance of services under this Lease, County and City personnel may become aware of or receive confidential information, and therefore the parties agree that all such information will be kept confidential and will not be disclosed without written authorization subpoena or other legal process.
15. Amendment. No provision of this Lease may be modified except by a written document signed by a duly authorized representative of the both parties.
16. Invalid Provisions. If any provision of this Lease is held to be invalid, it will be considered to be deleted, and the remainder of the Lease will not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Lease, this Lease will be considered to have terminated as of the date on which the provision was declared invalid.
17. Choice of Law and Forum. This Lease will be governed by and interpreted according to the laws of the State of Michigan. The parties agree that the proper forum and venue for litigation arising out of this Lease is in Allegan County, Michigan.
18. Entire Agreement. This Lease, which includes and incorporates Exhibits A and B, contains all the terms and conditions agreed upon by the parties, and no other negotiations, representations, understandings or agreements, written, oral or otherwise, regarding the subject matter of this Lease or any part thereof shall have any validity or bind the parties in any way. In the event there is a conflict between the languages contained within this Lease and any of its supporting documentation, this Lease shall prevail.

ALLEGAN COUNTY

By: 

Robert J. Sarro, County Administrator

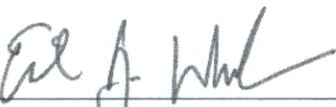
Date: 2-22-16

By: 

Scott Corbin, County Emergency Management Director

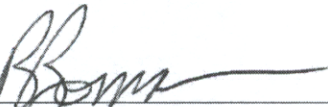
Date: 1-18-16

CITY OF PLAINWELL

By: 

Erik J. Wilson, City Manager

Date: 1/18/16

By: 

Bill Bomar, Public Safety Director

Date: 1/18/16

- EXHIBIT A -

Alternate Emergency Operation Center Inter-governmental Agreement

This agreement between Allegan County (hereby referred to as COUNTY) and City of Plainwell (hereby referred to as CITY) for the use of the Plainwell Public Safety's Training Center at 119 Island Ave. Plainwell, MI 49080. This terms, initiation, termination and renewal dates of this agreement will follow the master agreement to which this agreement is associated.

PURPOSE: This facility will be available to the COUNTY for following purposes.

- 1) Pre-schedule Emergency Operations Center Training (at least 1 per year)
- 2) Pre-scheduled Emergency Operations Center Exercises (at least 1 per year)
- 3) Activation of Alternate Emergency Operations Center in support of a Local, State or Federal emergency/disaster when the Primary Emergency Operations Center is unavailable.
- 4) Plainwell Public Safety will be responsible for proving access to the Training Center for COUNTY personnel.
- 5) Plainwell Public Safety will provide space and access to the Training Center storage closet.

EQUIPMENT

To facilitate the needs identified above, the COUNTY has agreed to share in some of the costs to equip the Training Center to the level needed for a backup EOC. The equipment and cost share listed in ATTACHMENT A identifies the items that will be purchased, supplied and supported by the COUNTY. All repair, replacement and maintenance costs of the equipment provided by the COUNTY will be funded by the COUNTY. All infrastructure items and services (i.e. cabling, telephony, power, etc.) will be maintained by the CITY and all costs associated with their continued working condition will be the responsibility of the CITY.

Installation services of all permanently fixed equipment will be provided by the CITY and compensated by the COUNTY at an approved amount and invoiced directly to the COUNTY by the chosen vendor.

In the event this agreement is severed, the equipment will be returned to the COUNTY or a fair depreciated purchase price will be negotiated with the CITY to compensate the COUNTY for leaving the equipment onsite.

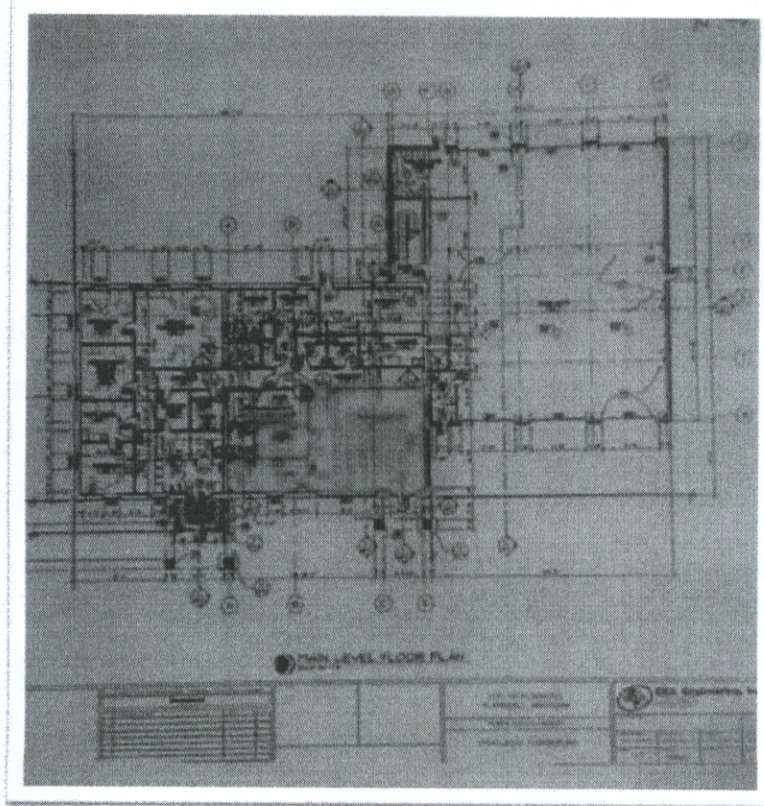
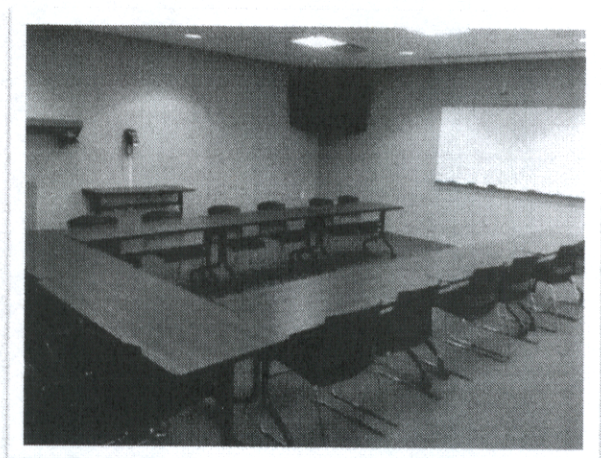
TELEPHONE SERVICES

The CITY will be reimbursed by the COUNTY for the ongoing telephone costs identified in ATTACHMENT A. All telephony lines, services and accounts relating to this agreement will be in the CITY's name and all costs associated with their continued working condition will be the responsibility of the CITY.

Item	Number	Cost per Item	Allegan Share	Plainwell Share	Allegan Cost
Equipment Cost					
Amateur Radio	1	\$0.00	1	0	\$0.00
ESF Computers	14	\$600.00	14	0	\$8,400.00
ESF Computer Software	14	\$250.00	14	0	\$3,500.00
State 800Mhz Radio	1	\$0.00	1	0	\$0.00
County 800Mhz Radio	1	\$0.00	1	0	\$0.00
				Total	\$11,900.00
Monthly Re-occurring Cost					
	Number	Cost per Month	Allegan Share	Plainwell Share	Allegan Monthly Cost
Phones (5 split to create 10)	5	\$30.00	3	2	\$90.00
Fax Lines	2	\$30.00	1	1	\$30.00
				Total	\$120.00

-Attachment A-

-Exhibit B-





Brad Keeler Mayor
Lori Steele Mayor Pro-Tem
Roger Kenney, Council Member
Todd Overhuel, Council Member
Randy Wisnaski, Council Member
www.plainwell.org

Bryan D. Pond, Superintendent
129 Fairlane Street
Plainwell, Michigan 49080
Phone: 269-685-5153
Fax: 269-685-1994
Email: BPond@plainwell.org

1/11/2021

To: Erik Wilson, City Administrator
From: Bryan Pond, Superintendent WR
Cc: Brian Kelley City Treasurer
RE: Emergency purchase request West Chopper Pump VFD

The Variable Frequency Drive (VFD) provides safety and efficiency to start and run the 30 horse power motor which runs the W. digester mixing pump. The VFD was installed in 2005 and is the second of three we have had which have failed.

I have obtained pricing for two models of the same brand which we currently own. The funding is available in line item 590-540-930. We currently use Esper Electric for industrial electrical equipment issues due to their wide proficiency of electrical service capabilities. Their supply company has provided two prices for different models quoted as installed.

Model ATV 212..... \$4,600

New Model ATV660..... \$5,600



ESPER Electric

7775 NORTH 6TH STREET
KALAMAZOO, MI 49009

PHONE: (269) 342-6909 FAX; (269) 342-2140

1/7/2021

Bryan Pond
City of Plainwell
126 Fairlane Street
Plainwell, MI 49080

Dear Bryan,

Square D gave me two options, both of which will work for your applications, I included the email with their explanation of the difference.

We are pleased to submit the following electrical proposal:

Option 1:

~~Replace the VFD with an ATV660 drive.....Price \$ 5,700.00~~

Option 2:

Replace the VFD with an ATV212 S-Flex drive.....Price \$ 4,600.00

Thank you very much for the opportunity to quote this work. If I may be of any further assistance, please do not hesitate to call me at (269) 342-6909.

Sincerely,
Seth Wolthuis

SERVICE · CONTROLS · CABLING · DESIGN-BUILD
CONSTRUCTION · COMMERCIAL · RESIDENTIAL · RENOVATIONS

Brad Keeler Mayor
Lori Steele Mayor Pro-Tem
Roger Kenney, Council Member
Todd Overhuel, Council Member
Randy Wisnaski, Council Member
www.plainwell.org



Bryan D. Pond, Superintendent
129 Fairlane Street
Plainwell, Michigan 49080
Phone: 269-685-5153
Fax: 269-685-1994
Email: BPond@plainwell.org

1/20/2021

To: Erik Wilson, City Administrator
From: Bryan Pond, Superintendent WR
Cc: Brian Kelley City Treasurer
RE: Emergency purchase request two mechanical seals Recirculation Chopper Pumps

The mechanical seals provide a seal on the centrifugal pump shaft as it rotates the pump impeller to move liquids. The seal maintains that the liquids stay in the pump.

The pumps were installed in 2005 and have had some work but not recently. In our situation the seal has failed on the west pump and is leaking sludge onto the floor. The east pump has started a minimal leak and should be changed in the next six months.

I have obtained pricing for two from the manufacturer representative in Michigan as this is Vaughan mechanical seal part "only". The funding is available in line item 590-540-775. The communication is to notify council that it was needed to order the parts from JGM Valve for a cost of \$4,882.00 plus \$97.11 shipping.

**J.G.M. VALVE CORPORATION**

1155 Welch Road
Suite D
Commerce, MI 48390

Phone: 248-926-6200
Fax: 248-926-6290
Email: Contact@jgmvalve.com

Quote

Date	Estimate #
1/19/2021	21-14758

Name / Address
City of Plainwell 211 N Main St Plainwell, MI 49080

Terms	Good Thru	Rep	Account #	FOB	Project	
Net due in 30 days	02/18/2021	Chuck		Factory		
Item		Description		Qty	Rate	Total
Pump SN		76476A-8/04			0.00	0.00
V801-309		Vaughan Pump Part, Mechanical Seal		2	2,441.00	4,882.00
DLV		3 - 5 Days A.R.O. Lead times are "Subject to prior sales" at time of quotation and can not be guaranteed. F.O.B.: Shipping Point ** PLUS FREIGHT **			0.00	0.00
ALL CREDIT CARD ORDERS ARE SUBJECT TO A 5% PROCESSING FEE.				Total \$4,882.00		

City of Plainwell



“The Island City”

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

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

To: Erik Wilson, Brian Kelley
From: Robert Nieuwenhuis
Subject: Plainwell Flower Program
Date: 1/18/2021

I am pleased to inform the City Council that we have received two very generous \$1,000 donations to our City flower program for new hanging baskets from Marsha Keeler and Ann Nieuwenhuis. New hanging baskets will be a safer and more efficient option for the City. We are looking for approval to purchase 35 hanging baskets from Earth Planter for \$4779. The \$2,000 worth of donations will go towards the total, so the cost to the City will be \$2779. I have quotes from Dessert planter and Earth Planter attached.

The parks and trees board, the flower program volunteers and I recommend the Earth planter basket. This basket has a side fill option that will be easier and safer to use than a top fill. These baskets not only will be easier and safer to use but hold water in them. The plants roots are then able to extend to the water, for better watering. Both of the options show a significant savings in labor and equipment time. We are going to be able to water one to two times a week instead of three to four. A picture of the recommended basket is below.

Pro-Series Self-Watering Hanging Baskets



DPW Superintendent
Robert Nieuwenhuis

www.plainwell.org.

The City of Plainwell is an equal opportunity provider, and employer

Brian Kelley

From: Robert Nieuwenhuis
Sent: Friday, January 22, 2021 9:22 AM
To: Brian Kelley; Erik Wilson
Subject: FW: Quote For Your Final Approval: EarthPlanter Quote #(22781) - January 20, 2021

This is the final quote. The PO that was done fully covers this price. If you would like to change the memo amount this is shipping included.

From: EarthPlanter [mailto:sales@earthplanter.com]
Sent: Thursday, January 21, 2021 3:20 PM
To: rbuckley@earthplanter.com; lindsay@earthplanter.com; jburgmaster@earthplanter.com; Robert Nieuwenhuis
Subject: Quote For Your Final Approval: EarthPlanter Quote #(22781) - January 20, 2021

CAUTION: External Email!


Quote: Review For Your Final Confirmation #(22781) - January 20, 2021

Your final quote details are below. **You must accept the quote and select your payment method online.** Note: Unless noted otherwise, shipping is to a commercial location with dock and/or forklift service and open delivery hours. Appointments, limited access locations, lift-gate service, and other special requests will incur additional charges. All orders arrive shrink-wrapped on pallets.

[Accept Offer and Choose Payment Method](#)

Have questions or need assistance processing your payment? Contact EarthPlanter at sales@earthplanter.com or call [877-815-9276](tel:877-815-9276)

Request #22781

Product	Quantity	Unit Cost	Extended Price
 <p>Pro-Series 22 Self Watering Hanging Basket - Black (#EPPS-22)</p>	35	\$129.00	\$4,515.00
Subtotal before Discounts: (subtotal based on List Price)	\$6,965.00		
Discount Applied:	-\$2,450.00		
Shipping:	\$264.00 via Fedex Freight Economy		
Tax:	\$0.00		
Payment method:	Request For Quote		
Total:	\$4,779.00		

Title/Job Position: Public Works Superintendent

commercial-or-residential-address: Commercial

mailchimp_woocommerce_is_subscribed: 1

Shipping Appointment Contact: Bob Nieuwenhuis

Shipping Appointment Phone: 269-207-7320

Shipping Appointment Requested: Yes

Proposal Notes:

- December Sale Extended Pricing Applied - To be approved by 1/26
- Ship FedEx Freight Economy - Order will ship on (2) Pallets
- **Payment:** Customer can pay online by Credit Card via PayPal OR via PO. Checks can be sent to EarthPlanter, 13 Pulaski St. Auburn, NY 13021

Shipping Notes:

Number of Pallets Being Delivered: 2

Emails being CC'ed: None

Billing address




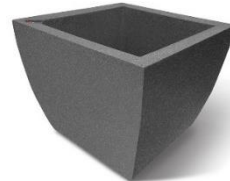

Shipping address



Robert (Bob) Nieuwenhuis
City of Plainwell
126 Fairlane
Plainwell, MI 49080
269-207-7320
Rnieuwenhuis@plainwell.org

Robert (Bob) Nieuwenhuis
City of Plainwell - Public Works
126 Fairlane
Plainwell, MI 49080

An EarthPlanter representative will respond to your inquiry shortly. Thank you.

Order in December, Ship in January Sales Event

Model	Description		Standard Quantity Discount's (*see details below)	LIST	Sales Event (see details below)
EPPS22	Pro-Series Hanging Basket 16 ½" H x 22" TOD Water Capacity: 4 Gallons Soil Capacity: ~1 Cubic Feet	Pro-Series Self-Watering Hanging Basket 	Min. Opening Order 12: \$179 24: \$169 48+: \$159	\$199	Min. (12) \$139 Min. (24) \$129
EPPS16	Pro-Series Hanging Basket 14" H x 16" TOD Water Capacity: 2 Gallons Soil Capacity: ~0.5Cubic Feet			\$179	Min. (12) \$129 Min. (24) \$119
EPBDA20	Double-Arm Bracket	Heavy Duty Hanging Basket Pole Brackets 	No Discounts Available	\$159	No Discounts Available
EPBSA20	Single-Arm Bracket			\$99	
EPBWM20	Single Arm Wall Mount (wall mount hardware not included)			\$89	
EPMTR40	Tapered Rectangle 40" L x 22" W x 24" H Water Capacity: 30 Gallons Soil Capacity: 3.0 Cubic Feet	Metropolitan Tapered Rectangle 	Min. Opening Order: (12): \$449 Additional Volume Discounts Available – Contact Us for Details	\$499	Min. Order (6) \$349 (\$399 No Min.)
EPMTS32	Tapered Square 26" H x 32" TOD Water Capacity: 30 Gallons Soil Capacity: 4.2 Cubic Feet	Metropolitan Tapered Square 	Min. Opening Order: (12): \$449 Additional Volume Discounts Available – Contact Us for Details	\$499	Min. Order (6) \$349 (\$399 No Min.)
EPMV21	18" H x 21" TOD Water Capacity: 7 Gallons Soil Capacity: 1.2 Cubic Feet	Urban Vase 21, 31 & 41 	Min. Opening Order: (12): \$249	\$299	\$149 (No Min.)
EPMV31	25 ¾" H x 31" TOD Water Capacity: 18 Gallons Soil Capacity: 3.2 Cubic Feet		Min. Opening Order: (12): \$359	\$399	Min. Order (6) \$259 (\$299 No Min.)
EPMV41	36" H x 41" TOD Water Capacity: 40 Gallons Soil Capacity: 7.2 Cubic Feet		(12): \$539	\$599	Min. Order (4) \$449 (\$499 No Min.)

EPUR40	40" L x 22" W x 24" H Water Capacity: 23 Gallons Soil Capacity: 3.0 Cubic Feet NOTE: Flat-walled resin planters will expand up to 15%. Metropolitan Rectangle is recommended to avoid side wall changes.	Urban Rectangle 	Min. Opening Order: (12): \$449 Additional Volume Discounts Available – Contact Us for Details	\$499	\$399 (No Min.)
EPRR24	Small Rolled Rim 20" H x 23 1/2" TOD Water Capacity: 16 Gallons Soil Capacity: 1.4 Cubic Feet	Classic Rolled Rim 	Min. Opening Order: (12): \$249	\$299	\$149 Min. Order (6) (\$199 No Min.)
EPRR28	Medium Rolled Rim 24" H x 27 1/2" TOD Water Capacity: 21 Gallons Soil Capacity: 3.0 Cubic Feet		(12): \$299	\$349	\$199 Min. Order (6) (\$249 No Min.)
EPRR32	Large Rolled Rim 28" H x 31 1/2" TOD Water Capacity: 27 Gallons Soil Capacity: 3.6 Cubic Feet		(12): \$359	\$399	\$259 Min. Order (6) (\$299 No Min.)

*** Orders must be received by 12/31/20 to qualify - All orders to ship between 1/4/21 & 1/31/21**
Existing Inventory Only - While Supplies Last

- Minimum order quantities required to receive lowest cost – **Ground Models CAN be combined to meet minimums –**
 - **Ex: (4) Urban Vase 31 & (2) Urban Vase 41 – Total (6) Planters – Pro Series Cannot be Combined**
- Visit EarthPlanter.com for available color options. Standard colors, including stone-effect, offered at no additional charge. Custom Blend Deep Bronze available, Additional charges and lead times apply
 - All shipping FOB EarthPlanter (Customer Expense)
 - Payment Terms: Check, Credit Card or Net 30 days with Purchase Order

* Warranty: LIFETIME Planter Warranty on planters, 5 years on wick. Hanging Baskets included. Contact EarthPlanter for official warranty information

13 Pulaski St., Auburn, NY 13021 / www.EarthPlanter.com

Contact: Bob Buckley
Office: 877.815.9276
Cell: 315.730.3870
Email: rbuckley@earthplanter.com

Contact: Jack Burgmaster
Office: 877.815.9276 Ext. 322
Cell: 315.283.1304
Email: jburgmaster@earthplanter.com



Brian Kelley

From: jburgmaster@earthplanter.com
Sent: Monday, January 18, 2021 10:42 AM
To: Robert Nieuwenhuis
Subject: RE: City of Plainwell (MI) Opening info
Attachments: EarthPlanter 2020 December Sales Event Pricing Sheet.pdf

CAUTION: External Email!

Sure thing, you're going to be thrilled with them. Once we have confirmation of order we will ship within 5-7 business days. If you have a preferred shipping date, let me know and we can adjust accordingly.

And, I know this puts you in a time crunch, but our Year-End sales event was extended until January 19th (Tomorrow).. Features our lowest pricing we have to offer as we are clearing out inventory – Pricing List attached.

Standard Discount, Your Cost \$159. December Sale Extended Pricing, Your Cost \$129 with a minimum of (24). Saves you an additional \$1,050 with your interest of (35).

With this so close to deadline, If you can get approval by the end of this week (1/22) I'll honor the additional discounts for you. I hope this helps.

Any additional questions feel free to keep firing away. Next step is we will need you to fill out a quote request for the Pro Series 22 [here](#) – So we can log you in our system and have Billing/delivery info all set. Note we will need a commercial delivery address in order to ship pallets, preferably with a loading dock and/or forklift.

Jack Burgmaster
Office: 1-877-815-9276 (ext. 322)
Cell: 315-283-1304



- ✓ #1 Selling & Recommended Commercial Brand
- ✓ Proudly Made in the USA
- ✓ Lifetime Warranty
- ✓ Price Match Guarantee*

From: Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>
Sent: Monday, January 18, 2021 9:10 AM
To: jburgmaster@earthplanter.com
Subject: RE: City of Plainwell (MI) Opening info

Thanks, Do you know approximate lead time on an order of 35 Planters. Looking at the 22 self water hanging basket.

From: jburgmaster@earthplanter.com [MailScanner has detected a possible fraud attempt from "earthplanter.com" claiming to be <mailto:jburgmaster@earthplanter.com>]
Sent: Monday, January 18, 2021 8:32 AM
To: Robert Nieuwenhuis
Subject: RE: City of Plainwell (MI) Opening info

CAUTION: External Email!

Bob, Great to hear from you - hope all is well in Plainwell and you're off to a great & healthy start to 2021.

2021 Price list is attached along with our Overview. List at \$199, standard discount \$159.

Best of luck & should you need any additional info don't hesitate to reach out, happy to help.

Jack Burgmaster
Office: 1-877-815-9276 (ext. 322)
Cell: 315-283-1304



- #1 Selling & Recommended Commercial Brand
- Proudly Made in the USA
- Lifetime Warranty
- Price Match Guarantee*

From: Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>
Sent: Monday, January 18, 2021 8:12 AM
To: jburgmaster@earthplanter.com
Subject: RE: City of Plainwell (MI) Opening info

Hello,

I am just checking back to make sure your pricing hasn't changed. I am planning to take all the quotes I have gathered to our next City council meeting for approval. Since it has been a few months since you sent us this quote I just wanted to make sure everything was the same.

Thanks and hope to hear from you soon. Bob

From: jburgmaster@earthplanter.com [MailScanner has detected a possible fraud attempt from "earthplanter.com" claiming to be [MailScanner has detected a possible fraud attempt from "earthplanter.com" claiming to be](mailto:jburgmaster@earthplanter.com) [MailScanner has detected a possible fraud attempt from "earthplanter.com" claiming to be](mailto:jburgmaster@earthplanter.com) <mailto:jburgmaster@earthplanter.com>]
Sent: Monday, August 17, 2020 1:39 PM
To: Robert Nieuwenhuis

Cc: Bob Buckley (Sales Marketing)
Subject: City of Plainwell (MI) Opening info

CAUTION: External Email!

Bob, Thanks a bunch for the call and we look forward to working with you & the City of Plainwell, we have many wonderful customers all throughout Michigan and we'd be honored to have you join the EarthPlanter family. I've copied Bob Buckley, who is the whole mastermind behind EarthPlanter & it's growing success. Our Pro Series Hanging Baskets are our top sellers and you'll be thrilled with the performance combined with lack of maintenance compared to your current Hanging Baskets.

EarthPlanters are the Gold Standard of Self-Watering containers and you'll never consider another planter again after using them. Our national average watering cycle is 2 weeks with ground models & only 2-3x per week with our Hanging Baskets in the hottest of climates, eliminating weekend watering for good. On top of that, an 80% reduction in labor, water usage and other costs connected to normal planter maintenance. And today, we're the #1 selling and recommended brand with over 40,000 installed across commercial applications throughout US and Canada...the support has been tremendous.

For your review, I've attached an overview on EarthPlanter and our 2020 Pricing list. Please note, we do not charge extra for our industry leading stone-effect colors, saving you \$80 or more per planter versus other manufacturers. And all EarthPlanters are 100% Made in the USA (Auburn NY, just outside Syracuse) and they come with our 10 Year Planter Warranty - With some basic care they'll last 20+ years. To learn more you can also visit our YouTube channel;
<https://www.youtube.com/user/EarthPlanter>

Thanks again for reaching out, You can [request a quote online](#) and it will go directly to us, we recommend the [Pro Series 22](#) for Downtown/Commercial applications. We appreciate your interest and we know you and your community will love EarthPlanters. I've listed both mine and Bob's contact info, feel free to reach out at any time. Have a great rest of your day and we look forward to working with you and the City of Plainwell.

Bob Buckley
Cell: 315-730-3870

Jack Burgmaster
Office: 1-877-815-9276 (ext. 322)
Cell: 315-283-1304



DESERT PLANTERS - PROPOSAL

January 6, 2021

Proposal for:

The City of Plainwell

211 N. Main Street, Plainwell, MI 49080

Presented By:

Shannon Carson

Director, Desert Planters, a division of Equinox Environmental, Equinox Industries

401 Chrislind Street, Winnipeg, MB R2C 5G4

Sales@DesertPlanters.com | Shannon@Eqnx.Biz

Cell: 204-688-2649 | CAN: 1-800-665-7487 | USA: 1-800-563-3352



OUR MISSION STATEMENT

Equinox Environmental Products is a leading manufacturer of self-watering planters and in-ground waste/recycling systems. Our mission is environmental sustainability and beautification from Coast to Coast. We believe in meeting the needs of the present without compromising the ability of future generations.

Since 1972, Equinox has constantly strived to deliver new methods and innovative ideas for municipalities, cities, towns and organizations to not only save time and money but to become more environmentally responsible.

Working with communities all across North America has allowed us to help conserve our natural resources such as water along with lower fuel consumption and less pollution.

With our ability to recycle plastic, Equinox Environmental has diverted over 500,000 pounds of plastic from landfills. We continue to promote and encourage recycling with our line of in-ground containers.

We are very proud to support our communities and our environment.



ADVANTAGES OF WORKING WITH EQUINOX ENVIRONMENTAL

As one of the largest suppliers of self-watering planters in North America, we offer the best way municipalities and Business Improvement Area's to save financially while reducing environmental impact and carbon footprint.

We understand our client's requirements and pride ourselves on delivering year-round projects large and small, with quality and efficiency. Proudly, all Desert Planters are designed and manufactured at our on-site facility, which offers more control over our finished product and delivery requirements for our clients.

Desert Planters continues to supply over 65 different styles of planters to Municipalities, Business Improvement Areas, Landscapers, Garden Centres, and personal home owners all over North America. All of our planters have and will continue to be available for long term purchases.

ADVANTAGES OF USING SELF-WATERING DESERT PLANTERS

Self-watering Desert Planters are based on a carefully engineered design which employs water efficiency and allows plants soak up only the water they need.

- Eco-Friendly, Reduce Carbon Footprint
- Save up to 80% on Fuel, Water & Labour
- Have slower and less water evaporation than traditional planters, therefore, they only require watering every 1-4+ weeks
- Promotes extraordinary rapid and lush plant growth by supplying water from below the soil
- Commercial grade, double wall rotational mold for extreme durability
- UV Stabilized and will not fade, crack, chip, or peel;
- Patent Pending HydraFilter™ self-watering Technology
- 10 Year Warranty
- Designed and Manufactured in-house
- Do not require winter storage, and can be used for seasonal decorations
- 17 Available colors to choose from

Solid Colour

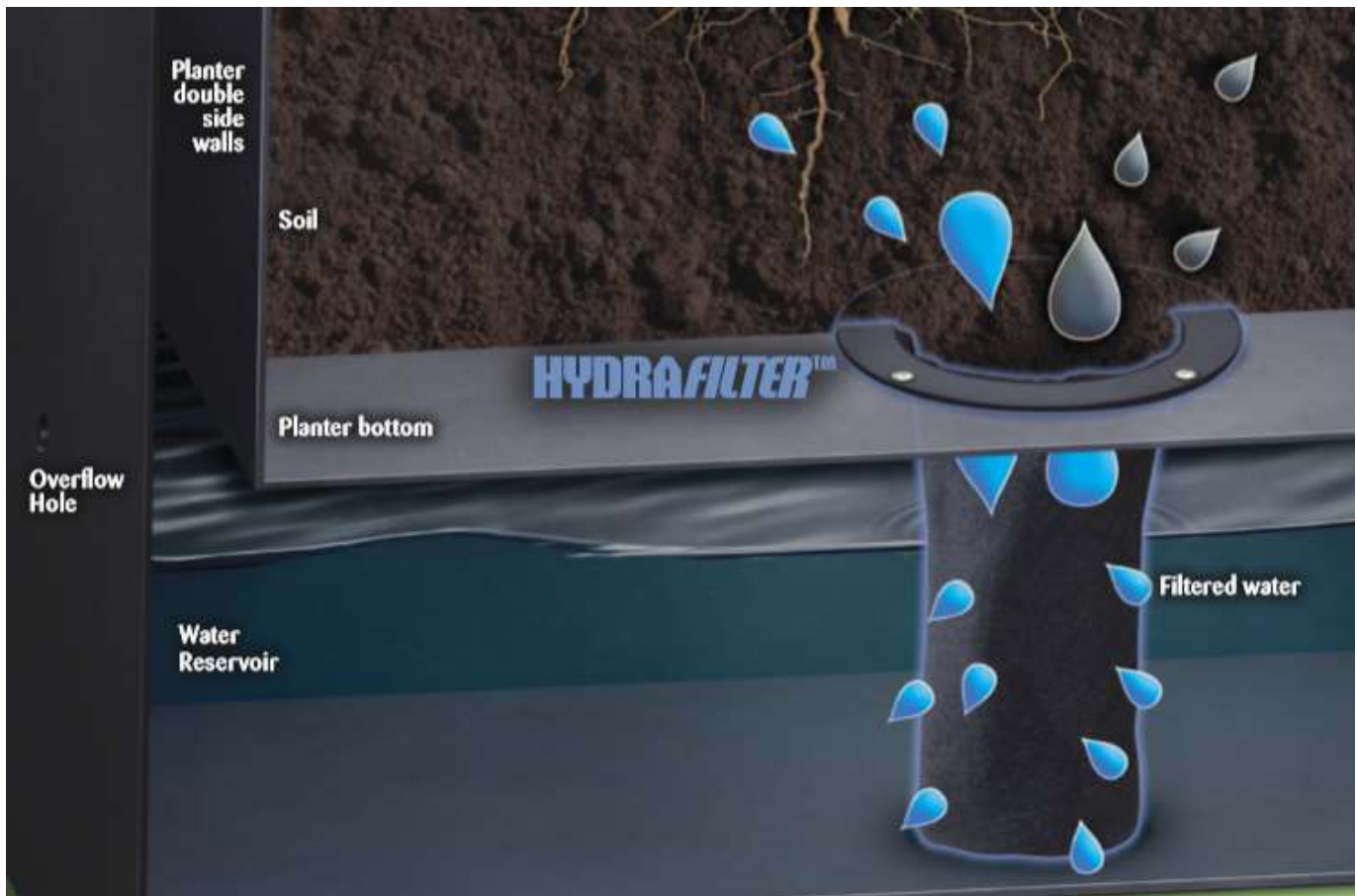


Premium Stone



HYDRAFILTER™ TECHNOLOGY

Desert Planters have a Patent Pending HydraFilter™ self-watering system.



The HydraFilter™ and planter will be filled with potting mix. This filter will allow for water in the water reservoir to pass through to the soil where it will move up to supply the roots of the plant with moisture for healthy growth, and prevent migration of soil into the water reservoir.

Once planting is completed, fill the water reservoir through the fill tube. The reservoir is full when water leaks through the overflow hole located on the outer wall of the planter. Once the reservoir is filled, top-water the plants for the first couple of weeks or until the roots are set in their soil.



Pathway 24 Deep Self-Watering Hanging Basket

Product Specification:

Dimensions: 24" Diameter by 12" Height

Water Capacity: 2 Gal

Soil Capacity: .034 m³ (.045 cubic yards)



Pathway 24 Shallow Self-Watering Hanging Basket

Product Specification:

Dimensions: 24" Diameter by 9" Height

Water Capacity: 1.8 Gal

Soil Capacity: .025 m³ (.033 cubic yards)



Less Time / Labor / Water / Maintenance:

Based on 35 baskets the following savings have been reported:

Estimated Cost Savings within 2 Years - \$5216

Estimated Cost Savings within 4 Years - \$11,171

Estimated Cost Savings within 10 Years - \$28,443

Savings are typically large enough that self-watering baskets can pay for themselves in a single season of usage. Please refer to Cost Savings Guide.



Say "YES" to Saving Money!

Equinox Self-Watering Desert Planters

Save over \$40,000

"Make the wise choice"



Yearly cost comparison - based on 50 baskets*

24" Commercial Wire Baskets

24" Equinox Self-Watering Planters

Year #1

Basket \$8,342.
Labour \$3,934.
Fuel \$330.
Water \$1,688.

Year #2

Labour \$3,934.
Fuel \$330.
Water \$1,688.

Total Cost in 2 Years - \$20,246.

Year #1

Basket \$8,550.
Labour \$1,453.
Fuel \$107.
Water \$562.

Year #2

Labour \$1,453.
Fuel \$107.
Water \$562.

Total Cost in 2 Years - \$12,794.

TOTAL ESTIMATED SAVINGS After 2 years of usage - \$7,452.

Year #3

Labour \$3,934.
Fuel \$330.
Water \$1,688.

Year #4

Labour \$3,934.
Fuel \$330.
Water \$1,688.
Replacement Liners (30) ... \$847.

Total Cost in 4 Years - \$32,997.

Year #3

Labour \$1,453.
Fuel \$107.
Water \$562.

Year #4

Labour \$1,453.
Fuel \$107.
Water \$562.

Total Cost in 4 Years - \$17,038.

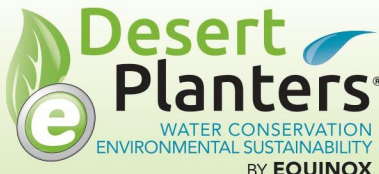
TOTAL ESTIMATED SAVINGS After 4 years of usage - \$15,959.

Total Cost in 10 Years - \$70,403.

Total Cost in 10 Years - \$29,770.

TOTAL ESTIMATED SAVINGS After 10 years of usage - \$40,633.
That's an average annual savings of **\$4,063.** per year.**

Contact us today - It's time for an expert!



View our complete catalogue at www.desertplanters.com.

Toll Free: 1-800-563-3352 (U.S.A.)
Toll Free: 1-800-665-7487 (Canada)
Fax: (204) 694-7133
E-mail: info@eqnx.biz



*Wire basket costs provided by a municipality in Manitoba.
**Self-watering planter costs based on watering 2X per week instead of daily.

www.desertplanters.com



DESERT PLANTERS, a division of Equinox Environmental
 401 Chrislind Street
 Winnipeg, Manitoba, Canada R2C 5G4
 Phone: 1-204-633-7564 Toll Free USA: 1-800-563-3352
 DesertPlanters.com Sales@DesertPlanters.com

Quotation: 2020-900-006 A

Quote Date: Jan 6-2021
 Quote Expiry Date: Feb 6-2021
 Order Date:

Sold To/ Bill To: City of Plainwell 211 N. Main Street Plainwell, MI 49080 Attn: Robert Nieuwenhuis, Public Works Superintendent Phone: 269.685.9363 RNieuwenhuis@plainwell.org https://www.plainwell.org/ CUSTOMER NUMBER:			Consignee / Ship To: EXACT DELIVERY ADDRESS AND CONTACT INFO REQUIRED FOR ORDER PROCESSING			
Sales Code 215	Customer PO#	F.O.B. 49080	ESTIMATED SHIP DATE 2-3 weeks from order confirmation		Payment Terms Net 30	
QTY ORDERED	PRODUCT #	PRODUCT DESCRIPTION			UNIT PRICE USD	AMOUNT USD
35	3750	PATHWAY 24 - SOLID COLOUR 24 Dia x 12" H Self-watering Hanging Desert Planter with 2 Gal water reservoir 10 Year Warranty HydraFilter Technology Commercial Grade, Double Wall Rotational Mold, UV Stabilized, Year-Round Use Based on 35 baskets the following savings have been reported: Estimated Cost Savings within 2 Years - \$5216 Estimated Cost Savings within 4 Years - \$11,171 Estimated Cost Savings within 10 Years - \$28,443 SUB TOTAL VOLUME DISCOUNT - 5% SUB TOTAL FREIGHT INCLUDED - FOB - 49080 SUB TOTAL			\$147.00	\$5,145.00
						\$5,145.00
						-\$257.25
						\$4,887.75
						\$0.00
						\$4,887.75
Comments: Federal ID number:					Sales Tax	N/A
					ORDER TOTAL USD	\$4,887.75
						\$0.00

Quote prepared by: Shannon Carson (Shannon@Eqnx.biz)

Please confirm as order acceptance by email aproval or signature.

CONFIRM AS ORDER: _____

Product Colour Options:

Solid Colour



Premium Stone



Thank you for your business.







Pathway

PATHWAY 24 INCH PLANTERS



PATHWAY 24

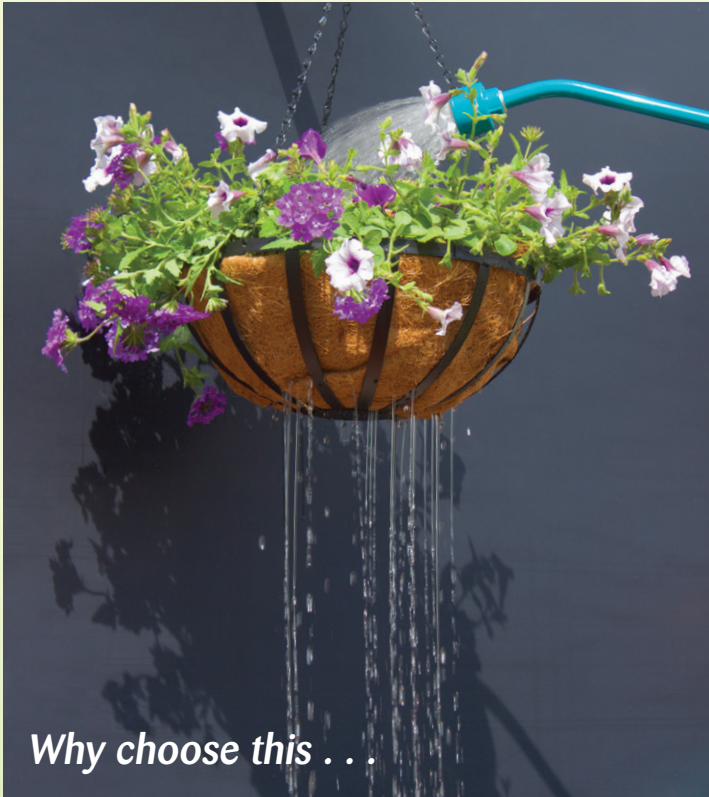
Dimensions: 61 cm Dia x
30.5 cm H
(24" Dia x 12" H)
Water Reservoir: 8 L (2 U.S. Gal)

PATHWAY 24 SHALLOW

Dimensions: 61 cm Dia x 22.9 cm H
(24" Dia x 9" H)
Water Reservoir: 6.8 L (1.8 U.S. Gal)



**START A GREEN INITIATIVE
AND MAKE EVERY DROP
COUNT!**



North America remains one of the largest per capita users of fresh water in the world and managing water demand is a priority for many communities. Decreasing water use helps prevent a wide variety of environmental and economic problems which include water shortages.

Self-Watering Desert Planters provide your community with savings of up to 80% in water usage from traditional wire baskets or non self-watering planters. Reducing watering frequency also provides other green initiatives such as lower fuel usage, fewer greenhouse gases and a smaller carbon footprint.

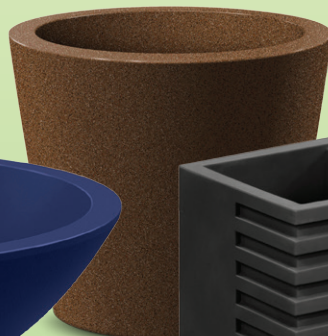
DESERT PLANTERS

"Help reduce environmental impact."

SKYLINE 30



MANOR 60



TERRACE 27



RIDGE 21



PATHWAY 24

For our complete selection
visit our catalogue at
www.desertplanters.com/catalog/



Toll Free: 1-800-563-3352 (U.S.A.)
Toll Free: 1-800-665-7487 (Canada)
Fax: (204) 694-7133
E-mail: info@eqnx.biz

Beautify the world around you





Quotation: 2020-900-006 B

DESERT PLANTERS, a division of Equinox Environmental

401 Chrislind Street
Winnipeg, Manitoba, Canada R2C 5G4
Phone: 1-204-633-7564 Toll Free USA: 1-800-563-3352
DesertPlanters.com Sales@DesertPlanters.com

Quote Date: Jan 6-2021
Quote Expiry Date: Feb 6-2021
Order Date:

Sold To/ Bill To: City of Plainwell 211 N. Main Street Plainwell, MI 49080 Attn: Robert Nieuwenhuis, Public Works Superintendent Phone: 269.685.9363 RNieuwenhuis@plainwell.org https://www.plainwell.org/ CUSTOMER NUMBER:			Consignee / Ship To: EXACT DELIVERY ADDRESS AND CONTACT INFO REQUIRED FOR ORDER PROCESSING		
Sales Code 215	Customer PO#	F.O.B. 49080	ESTIMATED SHIP DATE 2-3 weeks from order confirmation	Payment Terms Net 30	
QTY ORDERED	PRODUCT #	PRODUCT DESCRIPTION		UNIT PRICE USD	AMOUNT USD
35	3755	PATHWAY 24 - SHALLOW - SOLID COLOUR 24" Dia X 9" H Self-watering Hanging Desert Planter with 1.8 Gal water reservoir 10 Year Warranty HydraFilter Technology Commercial Grade, Double Wall Rotational Mold, UV Stabilized, Year-Round Use <i>Based on 35 baskets the following savings have been reported:</i> Estimated Cost Savings within 2 Years - \$5216 Estimated Cost Savings within 4 Years - \$11,171 Estimated Cost Savings within 10 Years -\$28,443 SUB TOTAL VOLUME DISCOUNT - 5% SUB TOTAL FREIGHT INCLUDED - FOB - 49080 SUB TOTAL		\$142.00	\$4,970.00
					\$4,970.00
					-\$248.50
					\$4,721.50
					\$0.00
					\$4,721.50
Comments: Federal ID number:				Sales Tax	N/A
				ORDER TOTAL USD	\$4,721.50

Quote prepared by: Shannon Carson (Shannon@Eqnx.biz)

Please confirm as order acceptance by email aproval or signature.

CONFIRM AS ORDER: _____

Product Colour Options:

Solid Colour



Premium Stone



Thank you for your business.



Say "YES" to Saving Money!

Equinox Self-Watering Desert Planters

Save over \$40,000

"Make the wise choice"



Yearly cost comparison - based on 50 baskets*

24" Commercial Wire Baskets

Year #1

Basket \$8,342.
Labour \$3,934.
Fuel \$330.
Water \$1,688.

Year #2

Labour \$3,934.
Fuel \$330.
Water \$1,688.

Total Cost in 2 Years - \$20,246.

24" Equinox Self-Watering Planters

Year #1

Basket \$8,550.
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Fuel \$107.
Water \$562.

Year #2

Labour \$1,453.
Fuel \$107.
Water \$562.

Total Cost in 2 Years - \$12,794.

TOTAL ESTIMATED SAVINGS After 2 years of usage - \$7,452.

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Year #4

Labour \$3,934.
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Replacement Liners (30) ... \$847.

Total Cost in 4 Years - \$32,997.

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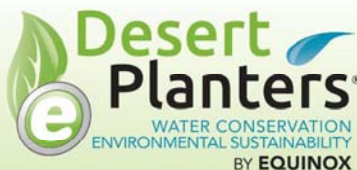
Total Cost in 10 Years - \$70,403.

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TOTAL ESTIMATED SAVINGS After 10 years of usage - \$40,633.

That's an average annual savings of **\$4,063**. per year.**

Contact us today - It's time for an expert!



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E-mail: info@eqnx.biz



*Wire basket costs provided by a municipality in Manitoba.
**Self-watering planter costs based on watering 2X per week instead of daily.

www.desertplanters.com

Brian Kelley

From: shannon@eqnx.biz
Sent: Wednesday, January 6, 2021 1:59 PM
To: Robert Nieuwenhuis
Subject: Proposal - City of Plainwell hanging baskets - Self-Watering Desert Planters
Attachments: 2021-900-006 Proposal -City of Plainwell - MI.pdf; 2021-900-006 A -City of Plainwell - MI.pdf; 2021-900-006 B -City of Plainwell - MI.pdf; Cost Savings Guide.jpg
Importance: High

CAUTION: External Email!

Good Day Robert,

Thank you for the opportunity to provide you with the attached proposal for (35) of either our Pathway 24 or Pathway 24 Shallow, Self-Watering Desert Planters in a solid colour.

I have also included information on our company, the top advantages, HydraFilter Technology, a specification sheets, and the cost savings analysis showing the true savings in switching.

Less Time / Labor / Water / Maintenance:

Based on 35 baskets the following savings have been reported:

Estimated Cost Savings within 2 Years - \$5216

Estimated Cost Savings within 4 Years - \$11,171

Estimated Cost Savings within 10 Years - \$28,443

Within the pricing structure, I have included a volume discount as well as all freight costs associated, to earn your business on this and potential future projects.

If you require anything altered or further information please do not hesitate to connect via email or Shannon Cell: 204-688-2649.

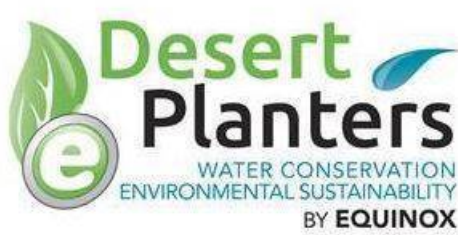
Thank you again for the opportunity.
I look forward to hearing back and assisting further.

My Best,

Shannon Carson
Director: Desert Planters Division, Equinox Environmental
401 Chrislind Street, Winnipeg, MB, R2C 5G4
Cell: 204-688-2649
CAN: 1-800-665-7487 | USA: 1-800-563-3352
Sales@DesertPlanters.com
Shannon@Eqnx.Biz
www.DesertPlanters.com/Catalog



Proudly Communities in Bloom Official Supplier



From: shannon@eqnx.biz <shannon@eqnx.biz>

Sent: January-05-21 1:53 PM

To: 'Robert Nieuwenhuis' <RNieuwenhuis@plainwell.org>

Subject: RE: City of plainwell hanging baskets - Self-Watering Desert Planters

Hi Robert,

Very nice to speak with you today and I look forward to the opportunity.

Please find attached the specification sheet for the Walkway bridge planter.

I will work on a formal proposal for you for 35 Pathway 24 or Pathway 24 Shallow in any solid colour and will have this off to you by tomorrow for review. In the meantime, I have included a few great photos of the Pathway 24 series.

If you need any further information in the meantime, please do not hesitate to connect.

Thank you again,

My Best,

Shannon Carson

Director: Desert Planters Division, Equinox Environmental

Cell: 204-688-2649

CAN: 1-800-665-7487 | USA: 1-800-563-3352

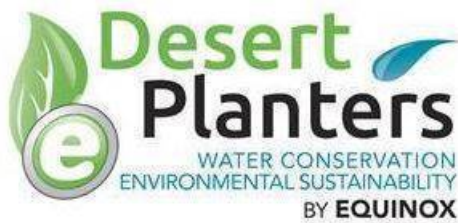
Sales@DesertPlanters.com

Shannon@Eqnx.Biz

www.DesertPlanters.com/Catalog



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From: shannon@eqnx.biz <shannon@eqnx.biz>
Sent: January-05-21 1:23 PM
To: 'Robert Nieuwenhuis' <RNieuwenhuis@plainwell.org>
Subject: RE: City of plainwell hanging baskets

Please see attached

My Best,

Shannon Carson
Director: Desert Planters Division, Equinox Environmental
401 Chrislind Street, Winnipeg, MB, R2C 5G4
Cell: 204-688-2649
CAN: 1-800-665-7487 | USA: 1-800-563-3352
Sales@DesertPlanters.com
Shannon@Eqnx.Biz
www.DesertPlanters.com/Catalog



Proudly Communities in Bloom Official Supplier



From: shannon@eqnx.biz <shannon@eqnx.biz>
Sent: January-05-21 1:14 PM
To: 'Robert Nieuwenhuis' <RNieuwenhuis@plainwell.org>
Subject: RE: City of plainwell hanging baskets

Good Day Robert,

Thank you for your interest in our Self-Watering Desert Planters which are proudly designed and manufactured in North America.

Please find included the specifications for the Pathway 24 and 24 Shallow, as well as the Cost Savings Analysis, showing the huge environmental and financial savings in switching.

May I ask how many baskets you have as I welcome the opportunity to provide a formal quote for your requirements?

I will also connect over the phone to introduce myself and go over any questions you may have. I am available via Shannon Cell: 204-688-2649.

Some Key Benefits of Self-Watering Desert Planters:

- Save up to 80% on Fuel, Water & Labour
- Eco-Friendly, reduce carbon footprint
- Double wall rotational mold, designed and manufactured in-house
- Commercial Grade for year-round beautification
- UV Stabilized and will not fade, crack, chip, or peel;
- Over 60 Varieties of Self-Watering Planters & Hanging Baskets to suit all your requirements
- 10 Year Warranty

Link to the Full Catalogue:

www.DesertPlanters.com/catalog/

Thank you and I look forward to the opportunity.

My Best,

Shannon Carson

Director: Desert Planters Division, Equinox Environmental

Cell: 204-688-2649

CAN: 1-800-665-7487 | USA: 1-800-563-3352

Sales@DesertPlanters.com

Shannon@Eqnx.Biz

www.DesertPlanters.com/Catalog



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From: Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>

Sent: January-05-21 12:45 PM

To: shannon@eqnx.biz

Subject: City of plainwell hanging baskets

Hello,

I was looking through sites with large flower hanging baskets that hold water and saw yours. Can you possible give some more info on the pathway24 and the shallow pathway24. We are looking to change out our current street pots that are wire and coco mat to something that holds some water.

Thanks

*Robert Nieuwenhuis
Public Works Superintendent
City of Plainwell
Phone: 269.685.9363
Fax: 269.685-7278*

CONFIDENTIALITY: Pursuant to the Electronic Communications Privacy Act of 1986, 18 U.S.C. Sec. 2510, et seq. (the "ECPA"), notice is given that the information or documents in this electronic message are legally privileged and confidential information, intended only for the use of the individual or entity to whom it is sent. If you are not the intended recipient, please be aware that any disclosure, distribution, use or copying of the contents of this message is prohibited. If you have received this message in error, notify the sender immediately by return mail. Thank you.

"The City of Plainwell is an equal opportunity provider and employer."

■
■
■
■
■



“The Island City”

MEMORANDUM

211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
Fax: 269-685-7282

To: City Council
From: Erik J. Wilson, City Manager
Subject: Plainwell Diversion Dam and Mill Race Dam Removal and Channel Restoration
Date: January 22, 2021

Last year I submitted a potential project to the Natural Resource Trust Council that would involve restoration efforts of the Mill Race Dam. A copy of the text of the email is as follows:

I'm writing to you today on behalf of the Natural Resource Trustee Council for the Kalamazoo River in response to a project idea that you submitted to our [Restoration Portal](#) last winter. The Trustees have reviewed the project ideas submitted and your project idea was ranked highly using the criteria established in the 2016 Kalamazoo River Programmatic EIS and Restoration Plan. The Trustees plan to incorporate a brief description of your project in a Draft Supplemental Restoration Plan and Environmental Assessment (SRP/EA) as a component of the “Preferred Alternative.” This means, depending on public review and comments, the prioritized projects in the preferred alternative will be considered for funding with the \$2.4 million in available funds and an additional \$10 million expected to be available in 2021 from a 2020 settlement with NCR Corporation. It is not expected that all the projects in the preferred alternative will be funded in the first year; however, we plan to continue to work with project proponents to refine cost estimates and move forward with some of the highest priority projects in a phased approach.

Therefore, we would like to request your review of the brief project description attached for the inclusion in the draft SRP/EA that we plan to release to the public in February. If possible, we would like your review and comments back to us by January 29.

You can send comments directly to me. Give me a call if you have any questions at 616-490-5090.

The Trustee's are looking for comments from us by January 29 and I believe it is more appropriate for Council to weigh in rather than City staff. As indicated in the email above this is a multiple step process and additional public comments and reviews will be forthcoming.

In my opinion I think there are two very important issues of interest for us relative to this project. First, our ability to extend the Riverwalk around City Hall and onto the mill property. Any project must provide us with the ability to make this connection. Secondly, we need to ensure the project will not dramatically affect the mill race flow of water.

I have been told that the mill race flow can be maintained with natural features such as rocks and boulders. Obviously, there is not a design of this project and we will have additional opportunities to comment moving forward (if project is funded).

PROJECT DESCRIPTION:

Plainwell Diversion Dam and Mill Race Dam Removal and Channel Restoration

This project would remove the Plainwell Diversion Dam, the Mill Race Dam and associated infrastructure and would implement natural channel restoration work in-stream grade control riffle structures as needed. The Plainwell raceway, which makes Plainwell “The Island City”, would be maintained. The project would replace the diversion dam at the upstream end of the Plainwell raceway and the failing Mill Race Dam and its spillway at the outflow of the raceway near Plainwell City Hall with a structure similar to a rock ramp that would maintain flow in the raceway while allowing for fish and recreational passage. Project implementation would be coordinated between the DNR and the City of Plainwell.

Initially, the Trustees would fund design, coordination, outreach, baseline data collection, and engineering of the project. Once implementation and monitoring costs were determined, the Trustees would re-evaluate the project’s feasibility as described in Section **Error! Reference source not found.** and fund those activities if still warranted.

Benefits of the project would include improved passage for fish and other aquatic wildlife, the addition of natural in-stream structure for improved habitat for benthic invertebrates, and improved recreational paddling opportunities, including the removal of the safety hazards caused by the existing dams and infrastructure. By utilizing natural structures in-stream to maintain flow and pool elevation, infrastructure maintenance costs to the city would be reduced over time. The project would also contribute to the cumulative total of barrier-free mainstem Kalamazoo River miles.

Photos are included on next page.

Photos:



**CITY COUNCIL
CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

At a regular meeting of the City Council for the City of Plainwell held on January 25, 2021 beginning at 7:00 pm, the following Resolution was offered for adoption by City Council Member _____ and was seconded by City Council Member _____:

RESOLUTION NO. 2021-06

A RESOLUTION AUTHORIZING AN OPTION AGREEMENT FOR CERTAIN REAL PROPERTY

RECITALS

- A. WHEREAS, the City of Plainwell (the “City”) may purchase private property within or without its corporate limits for any public use or purpose.
- B. WHEREAS, the power to authorize the making of contracts on behalf of the City is vested in the City Council.
- C. WHEREAS, the City Council finds that the purchase of the certain real property referenced below to be in the best interest of the City.

NOW, THEREFORE, IT IS RESOLVED that:

- 1. The Mayor and City Clerk are authorized, on behalf of the City, in accordance with the terms of this Resolution, and in consultation with the City Attorney, to execute and enter into an option agreement (the “Agreement”) for the purchase of real property legally described as the E ½ SE ¼ LYG S OF MILLER RD SEC 20 T1N R11W (07) (PPN 08-020-056-00) consisting of +/- 50 acres (the “Property”).
- 2. The execution of the Agreement, and any other action taken pursuant to this Resolution, must be consistent substantively and procedurally with all parts of this Resolution.
- 3. The Agreement must be signed by both the Mayor and the City Clerk.
- 4. The Agreement, and any related documents intended to legally bind the City shall be reviewed by the City Attorney prior to signature.
- 5. The Agreement must be consistent with the following:
 - a. The total purchase price for the Property may not exceed \$480,000.

- b. The total earnest money deposit and consideration for the option may not exceed \$10,000 (to be subtracted from the purchase price at closing, or consistent with the terms of the Agreement, forfeited by the City upon failure to close.)
- c. Closing will be contingent upon the following:
 - i. Environmental review with results satisfactory to the City (minimally phase 1).
 - ii. Survey with results satisfactory to the City.
 - iii. Title work with results satisfactory to the City.
 - iv. Successful authorization of a 425 Agreement or other arrangements satisfactory to the City.
- d. The City will be permitted no less than 180 days following the date of the Agreement in which to exercise its option to purchase the Property.
- 6. The City Manager is authorized to take all actions reasonably necessary to effectuate the Agreement.
- 7. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflicts, repealed.
- 8. This Resolution takes effect immediately.

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION NO. 2021-06 ADOPTED

Brian Kelley
City Clerk

CERTIFICATION

I, Brian Kelley, hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Plainwell City Council at a regular meeting held at the time and date specified above pursuant to the required statutory procedures.

Brian Kelley, City Clerk

OPTION AGREEMENT

THIS OPTION AGREEMENT (the “**Agreement**”) is made as of _____, 2021 (the “**Agreement Date**”) by TOM MEERT, DAVID MEERT, STEVE MEERT, BOB MEERT, AND PEGGY DEATON, individuals who collectively hold title to the below described Property, (the “**Seller**”), and the CITY OF PLAINWELL, a Michigan municipal corporation (“**City**”), whose address is 211 N. Main Street, Plainwell, MI 49080 as follows:

Background

- A. The Seller owns real estate commonly known as 830 Miller Rd. Plainwell, MI 49080, consisting of approximately 53.96 acres of land and more fully described in Exhibit A (the “**Property**”).
- B. The Seller desires to sell the City an exclusive option for the purchase of the Property, and the City desires to purchase an exclusive option for the purchase of the Property from the Seller under the terms and conditions set forth in this Agreement.

Agreement

1. Grant of Option. Seller hereby grants and conveys to the City an exclusive option to purchase the Property according to the terms and conditions set forth in this Agreement (the “**Option**”). This Option shall continue and remain valid for 180 days following the Agreement Date.
2. Exercise of Option. The City may exercise its Option by serving written notice indicating exercise of the Option upon Seller at any time up to and including 5:00 pm on the day 180 days from the Agreement Date. Following the exercise of the Option, the parties will enter into a purchase agreement further detailing the terms of the purchase of the Property. The terms of such purchase agreement will be consistent with the terms of this Agreement.
3. Agreement to Sell. Following the Seller’s receipt of the City’s notice to exercise its Option, the Seller will sell and convey the Property to the City according to the terms and conditions of this Agreement and as set forth in the to be executed purchase agreement.
4. Option Money. The City will pay Seller \$10,000.00 in consideration for the Option (“**Option Money**”). Such amount will be subtracted from the Purchase Price at closing. If the City fails to timely exercise its Option under this Agreement, the Option will terminate, and the Seller may retain the Option Money.
5. Purchase Price. The City will pay Seller \$480,000.00, the (“**Purchase Price**”), for the Property at closing.
6. Contingency. The City’s obligation to proceed to closing under this Agreement and any future purchase agreement will be contingent upon the following being completed in a manner satisfactory to the City:
 - (a) Environmental review with results satisfactory to the City (minimally phase 1).
 - (b) Survey with results satisfactory to the City.
 - (c) Title work with results satisfactory to the City.
 - (d) Successful authorization of a 425 Agreement or other arrangements satisfactory to the City.

4. Termination of the Option. Upon the termination of the Option, the parties will have no further obligation to one another concerning the Property.
5. Binding Effect. All of the terms and provisions in this Agreement shall bind and inure to the benefit of the parties and their respective heirs, personal representatives, successors, and assigns.
8. Seller Warranty. Seller warrants that it has complete and good fee-simple title to the Property. Should it be discovered that this is not the case, the City may terminate this Agreement. In the case of such termination, the Seller will promptly return the Option Money to the City.
9. Construction. This Agreement shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by counsel for one of the parties, it being acknowledged and agreed that this Agreement shall be interpreted in light of the probable intent of the parties.
10. Severability. The invalidity or enforceability of a particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted.
11. Time of Essence. It is understood and agreed that time is deemed of the essence of this Agreement.
12. Entire Agreement. This Agreement contain the complete understanding of the parties with respect to their subject matter and all other agreements and discussions are merged herein.
13. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the state of Michigan law. Venue is in Allegan County, Michigan.
14. Counterparts and Delivery. This Agreement may be executed in counterparts and delivered by any reasonable means (including email); each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute by one agreement.
15. Amendments. No variation, modification, or alteration of this Agreement shall be binding or effective unless in writing and signed by both parties. There will be no oral modification of this Agreement.
16. Notice. Notice under this Agreement will be via by USPS – First Class mail to the respective address. Notice is effective upon receipt or 2 days from posting, whichever is earlier.

Seller

City

City of Plainwell
Attn: Erik Wilson
211 N. Main Street
Plainwell, MI 49080

SELLER:

Tom Meert	(Date)
-----------	--------

David Meert	(Date)
-------------	--------

Steve Meert	(Date)
-------------	--------

Bob Meert	(Date)
-----------	--------

Peggy Deaton	(Date)
--------------	--------

THE CITY

By: Brad Keeler Its: Mayor	(Date)
-------------------------------	--------

By: Brian Kelley Its: Clerk	(Date)
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EXHIBIT A

Legal Description: E ½ SE ¼ LYG S OF MILLER RD SEC 20 T1N R11W (07)



01/21/2021

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 01/25/2021 - 01/25/2021
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: UBAP

Vendor Code	Vendor Name	Description	Amount
	Invoice		
000013	RATHCO SAFETY SUPPLY INC		
	170234	ALUMINUM SIGN	78.00
TOTAL FOR: RATHCO SAFETY SUPPLY INC			78.00
000014	MICHIGAN GAS UTILITIES CORP		
	DEC-20	GAS UTILITY THROUGH 01/10/2021	4,321.90
TOTAL FOR: MICHIGAN GAS UTILITIES CORP			4,321.90
000035	APPLIED IMAGING		
	1670349	CITY HALL COPIER CHARGES TO 01/12/2021	170.26
	1671582	DPW/WR COPIER CHARGES TO 01/15/2021	34.94
TOTAL FOR: APPLIED IMAGING			205.20
000056	ALLEGAN COUNTY TREASURER		
	DBOR-2020	DECEMBER 2020 BOR ADJUSTMENTS	33.07
TOTAL FOR: ALLEGAN COUNTY TREASURER			33.07
000100	SIEGFRIED CRANDALL PC		
	104377	AUDITING SERVICES FOR YEAR ENDED JUNE 30, 2020	1,900.00
TOTAL FOR: SIEGFRIED CRANDALL PC			1,900.00
000134	HAROLD ZIEGLER FORD		
	306992	CAR #1 - ELECTRICAL REPAIR	246.46
	307953	CAR #6 - OIL & FILTER CHANGE, MULTI-POINT INSPECTIO	44.61
TOTAL FOR: HAROLD ZIEGLER FORD			291.07
000155	BRAVE INDUSTRIAL FASTENER		
	152510	WELD WIRE - SHOP	26.00
	152515	COMPRESSED AIR - SHOP	71.97
	152528	#11 - PARTS	95.65
TOTAL FOR: BRAVE INDUSTRIAL FASTENER			193.62
000356	LOCK MASTER SECURITY LLC		
	10383	PELL PARK RESTROOM - RESET AUTO UNLOCKING SYSTE	76.25
TOTAL FOR: LOCK MASTER SECURITY LLC			76.25
000674	A-1 ASPHALT INC		
	60494	PATCH WORK ON SECOND DIVISION/HILL ST	1,700.00
TOTAL FOR: A-1 ASPHALT INC			1,700.00
000714	WEBB CHEMICAL SERVICE CORP		
	516821	FERRIC CHLORIDE	4,743.09
TOTAL FOR: WEBB CHEMICAL SERVICE CORP			4,743.09

000991	SAFETY SERVICES INC		
	78142	NITRILE GLOVES	86.14
TOTAL FOR: SAFETY SERVICES INC			86.14
001218	KERR PUMP INC		
	INV204614	WR- NEW CL2 SAMPLE PUMP	1,037.41
TOTAL FOR: KERR PUMP INC			1,037.41
001415	DAN'S TREE SERVICE		
	002156	TREE REMOVAL - FLORENCE/2ND DIVISION	1,800.00
TOTAL FOR: DAN'S TREE SERVICE			1,800.00
001455	MODERNISTIC		
	00259785	HEAT EXCHANGER DRAFT TUBE CLEANING	350.00
TOTAL FOR: MODERNISTIC			350.00
001645	ALEXANDER CHEMICAL CORPORATION		
	32943	WR - RENTAL CHARGE FOR CONTAINERS HELD PAST GRA	147.00
	34061	DPW - RENTAL CHARGE CONTAINER HELD PAST GRACE C	30.00
	34062	WR - RENTAL CHARGE FOR CONTAINERS HELD PAST GRA	87.50
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			264.50
001829	PERCEPTIVE CONTROLS INC		
	14797	WELL #4 SUPPORT & PART	580.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			580.00
002018	CDW-G		
	6104708	SAW GRANT COMPUTER EQUIPMENT PURCHASES	8,829.62
	6161762	SAW GRANT COMPUTER PURCHASES - IPAD (3)	3,559.65
	6218742	WARRANTIES FOR NEW HP LAPTOPS - SAW GRANT EQUI	210.36
TOTAL FOR: CDW-G			12,599.63
002123	H & H AUTO BODY LLC		
	2021.01	NEW CAR BATTERY	145.00
TOTAL FOR: H & H AUTO BODY LLC			145.00
002347	ALRO STEEL CORPORTATION		
	BAN7054KZ	#11 - STEEL PARTS	216.50
TOTAL FOR: ALRO STEEL CORPORTATION			216.50
002371	RENEWED EARTH INC		
	28929	JANUARY 2021 YARD WASTE CONTRACT	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00
002402	STEENSMA LAWN & POWER EQUIPMENT		
	781018	TRUCK # 4 - REPAIR HYDRAULIC PUMP	656.78
	783142	OIL FOR SNOW BLOWERS	29.88
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			686.66
002439	AMERICAN LEGAL PUBLISHING CORPORATI		
	6030	ONLINE CODE OF ORDINANCE 2/04/21 - 2/04/22	350.00
TOTAL FOR: AMERICAN LEGAL PUBLISHING CORPORATI			350.00

002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	113507	DPS FUEL 01/01/21 - 01/15/21	340.51
	TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID		340.51
002703	CONTINENTAL LINEN SERVICES INC		
	2020.12CH	DECEMBER 2020 CH RUGS	47.02
	2020.12DPS	DECEMBER 2020 DPS RUGS	66.54
	2020.12WR	DECEMBER 2020 WR UNIFORMS/RUGS	90.23
	20220.12DPW	DECEMBER 2020 DPW UNIFORMS/RUGS/MISC	223.74
	TOTAL FOR: CONTINENTAL LINEN SERVICES INC		427.53
002743	LERMA INC.		
	2021	LERMA MEMBERSHIP DUES 2021 - SAUSAMAN	60.00
	TOTAL FOR: LERMA INC.		60.00
002787	ESPER ELECTRIC		
	22453	LIGHT POLE REPAIR	369.79
	TOTAL FOR: ESPER ELECTRIC		369.79
002813	GORDON WATER SYSTEMS		
	1942345	COOLER RENTAL	7.65
	TOTAL FOR: GORDON WATER SYSTEMS		7.65
003067	HELPNET (BBC-HELPNET)		
	33007	EAP - 1ST QUARTER 2021	299.88
	TOTAL FOR: HELPNET (BBC-HELPNET)		299.88
003090	BROCK TOWING & RECOVERY		
	33176	#12 DUMP TRUCK - TOWING SERVICES	150.00
	TOTAL FOR: BROCK TOWING & RECOVERY		150.00
004190	WATERSOLVE LLC		
	8836	SOLVE 137 - 465 LB DRUM	975.00
	TOTAL FOR: WATERSOLVE LLC		975.00
004837	MUNICIPAL WEB SERVICES		
	54083	DECEMBER 2020 WEBSITE HOSTING	200.00
	TOTAL FOR: MUNICIPAL WEB SERVICES		200.00
004855	PLAINWELL ACE HARDWARE		
	6874	LIFT STATION - PEACH CT	6.99
	6890	SEWER INSTALL - HILL ST	67.95
	6905	#11 DUMP BOX - REPAIR PART	37.95
	6917	TRASH CAN LID - COOK PARK	5.99
	6932	MISC FASTENERS FOR NAPA LOT	17.88
	6938	TRIM ROLLER - NAPA LOT	5.99
	6941	CHALK POWDER, ZONE MARK - NAPA LOT CROSSWALK	26.38
	6971	12TH ST FIRE HYDRANT - MISC FASTENERS	19.52
	6972	PARTS TO INSTALL STREET SIGNS	43.28
	6977	12TH ST HYDRANT - MISC FASTENERS	16.41
	TOTAL FOR: PLAINWELL ACE HARDWARE		248.34

005015	CHECKALT-KLIK		
	169341	E-LOCKBOX FEES FOR DECEMBER 2020	127.50
TOTAL FOR: CHECKALT-KLIK			127.50
005041	EVOQUA WATER TECHNOLOGIES		
	904738193	DECEMBER 2020 ODOR CONTROL	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			300.00
REFUND UB	WATKINS, RYAN		
	01/11/2021	UB refund for account: 05-00076200-10	191.90
	01/13/2021	UB refund for account: 03-00029915-05	4.70
	01/15/2021	UB refund for account: 04-00053300-03	22.97
TOTAL FOR: WATKINS, HAROLD			219.57
TOTAL - ALL VENDORS			36,633.81

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="text-align: right;"> Amanda Kersten <small>Digitally signed by Amanda Kersten DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US Date: 2021.01.21 13:23:51 -05'00'</small> </div>	Insert Signature: <div style="text-align: right;"> Brian Kelley <small>Digitally signed by Brian Kelley Date: 2021.01.22 14:12:10 -05'00'</small> </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="text-align: right;"> Bryan Pond <small>Digitally signed by Bryan Pond Date: 2021.01.22 09:35:12 -05'00'</small> </div>	Insert Signature: <div style="text-align: right;"> Bill Bomar <small>Digitally signed by Bill Bomar Date: 2021.01.21 15:01:10 -05'00'</small> </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="text-align: right;"> Bob Nieuwenhuis <small>Digitally signed by Bob Nieuwenhuis Date: 2021.01.21 14:25:47 -05'00'</small> </div>	Insert Signature: <div style="text-align: right;"> Erik Wilson <small>Digitally signed by Erik Wilson Date: 2021.01.22 13:02:24 -05'00'</small> </div>

01/21/2021

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 01/12/2021 - 02/01/2021

Check Date	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account				
Check Type: EFT Transfer - Automatic Payments				
01/12/2021	1817(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2021 RETIREE PRESCRIPTION COVERA	26.20
01/12/2021	1818(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2021 RETIREE PRESCRIPTION COVERA	26.20
01/19/2021	1819(E)	CHEMICAL BANK	DECEMBER 2020 TCF BANK SERVICE FEES	140.40
02/01/2021	1820(E)	USDA RURAL DEVELOPMENT	DEBT SERVICE PUBLIC SAFETY BUILDING	41,126.74
Total EFT Transfer:				41,319.54
Bank UBAP United Bank - General Checking				
Check Type: ACH Transaction - Property Tax Distributions				
01/15/2021	274(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2020 WINTER TAX COLLECTED W/E 01/09/202	19,108.46
01/15/2021	275(A)	ALLEGAN COUNTY TREASURER	2020 SUM/WIN TAX/INT COLLECTED W/E 01/09	7,205.23
01/15/2021	276(A)	PLAINWELL COMMUNITY SCHOOLS	2020 WINTER TAX COLLECTED W/E 01/09/202	80,488.15
01/15/2021	277(A)	RANSOM DISTRICT LIBRARY	2020 SUM/WIN TAX/INT COLLECTED W/E 01/09	3,009.47
01/22/2021	279(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2020 WINTER TAX COLLECTED W/E 01/16/2021	8,996.84
01/22/2021	280(A)	ALLEGAN COUNTY TREASURER	2020 SUM/WIN TAX/INT COLLECTED W/E 01/16	3,515.69
01/22/2021	281(A)	PLAINWELL COMMUNITY SCHOOLS	2020 WINTER TAX COLLECTED W/E 01/16/2021	36,599.75
01/22/2021	282(A)	RANSOM DISTRICT LIBRARY	2020 SUM/WIN TAX/INT COLLECTED W/E 01/16	1,433.74
Total ACH Transaction:				160,357.33
Check Type: EFT Transfer - Automatic Payments				
01/13/2021	278(E)	SAFEGUARD BUSINESS SYSTEMS	ACCOUNTS PAYABLE CHECK STOCK - 1000 UNIT	294.99
01/20/2021	283(E)	CENTURYLINK	DECEMBER 2020 LONG DISTANCE	0.19
01/21/2021	284(E)	UNITED BANK	ACH FEES - 2 TAX DISTRBUTIONS & UB PAYME	21.00
Total EFT Transfer:				316.18
Check Type: Paper Check - Manual Checks				
01/13/2021	16910	CHARTER COMMUNICATIONS	CH PHONES/INTERNET/TV THROUGH 02/04/2021	477.75
01/13/2021	16911	REPUBLIC SERVICES	JANUARY 2021 RECYCLE SERVICES	2,667.60
01/18/2021	16913	CHARTER COMMUNICATIONS	AIRPORT INTERNET THROUGH 02/06/2021	84.00
Total Paper Check:				3,229.35

REPORT TOTALS:
Total of 18 Checks:
Less 0 Void Checks:
Total of 18 Disbursements:

205,222.40
0.00
<hr/>
205,222.40
<hr/>

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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.

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2021.01.21 16:29:55 -05'00'

Erik J. Wilson, City Manager

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.

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
Date: 2021.01.22 13:02:01 -05'00'

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-20818**

Received

JAN 18 2021

City of Plainwell
Clerk/Treasurer's Office

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission's approval for authority to implement a gas cost recovery plan and factors for the 12-month period from April 2021 through March 2022, and for related approvals.
- The information below describes how a person may participate in this case.
- You may call or write Michigan Gas Utilities Corporation, 899 S. Telegraph Rd., Monroe, MI 48161, 734-457-6137 for a free copy of its application. Any person may review the documents at the offices of Michigan Gas Utilities Corporation.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, February 10, 2021 at 9:00 AM**

BEFORE: **Administrative Law Judge Sharon Feldman**

LOCATION: **Video/Teleconferencing**

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscdockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Michigan Gas Utilities Corporation's December 30, 2020 application requesting the Commission to: 1) authorize Michigan Gas Utilities Corporation to implement a 12-month Gas Cost Recovery (GCR) plan and GCR factor of \$3.4501 per Mcf and Contingency Factor Matrix for the period from April 1, 2021 through March 31, 2022; 2) authorize Michigan Gas Utilities Corporation to implement a Reservation Charge of \$0.6937 per Mcf to both Gas Cost Recovery and Gas Customer Choice customers; 3) approve the five-year forecast and indicate any cost items in the five-year forecast that cannot be recovered from Michigan Gas Utilities Corporation customers in rates, rate schedules, or gas cost recovery factors established in the future; 4) authorize Michigan Gas Utilities Corporation to treat incurred premiums on financial instruments as part of its booked cost of gas for purposes of the GCR; and 5) grant Michigan Gas Utilities Corporation further relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 3, 2021. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Paul M. Collins, 899 S. Telegraph Rd., Monroe, MI 48161.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-20818**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Michigan Gas Utilities Corporation's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Michigan Gas Utilities Corporation. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.



MICHIGAN ASSOCIATION OF CHIEFS OF POLICE

3474 Alameda Pkwy, Ste 600 ♦ Okemos, MI 48864

Phone: 517.349.9420

www.michiganpolicechiefs.org

ASSOCIATION OFFICERS

President
Chief Ronald L. Wiles
Grand Blanc Township

First Vice President
Chief Larry Weeks
Eaton Rapids

Second Vice President
Chief Corrigan O'Donohue
Royal Oak

Third Vice President
Chief Kyle Knight
Harbor Springs

Secretary-Treasurer
Chief Curtis Caid
Livonia

Immediate Past President
Chief Terrence A. McDonnell
East Jordan

BOARD OF DIRECTORS

Chief Alan Maciag
District 1 - Northville

Director Ronald Moore
District 2 - Wixom

Director Paul Myszenski
District 3 - Center Line

Chief Richard Freeman, Jr.
District 4 - Davison Township

Chief Eric Marshall
District 5 - Paw Paw

Chief Gregory T. Long
District 6 - Walker

Director Kevin Lenkart
District 7 - Owosso

Chief Anthony DeGiusti
District 8 - Ypsilanti

Chief Georgia Andres
District 9 - Newaygo

Chief Donald Mawer
District 10 - Frankenmuth

Chief Kyle Knight
District 11 - Harbor Springs

Chief R. Blake Rieboldt
District 12 - Marquette

Chief James E. Craig
District 13 - Detroit

Col. Joseph M. Gasper
District 14 - Director, MSP

EXECUTIVE STAFF

Robert M. Stevenson
Executive Director

Neal A. Rossow
Director of Professional Development
Accreditation Program Director

Janeice Morrow
Executive Assistant

Briann Banas
Member & Communications Specialist

DOJ Use-of-Force Policy Certification Letter

January 11, 2021

Department: **Plainwell Department of Public Safety**

On behalf of the Michigan Association of Chiefs of Police, this letter confirms we are certifying that the **Plainwell Department of Public Safety** Justice, for discretionary federal grants. The agency is qualified to receive federal grants for three years from the date of this letter.

Pursuant to Section 2 of the Presidential Executive Order on Safe Policing for Safe Communities, dated June 16, 2020, Executive Order No. 13929 (the "Executive Order on Safe Policing"), the U.S. Department of Justice's discretionary grant funding is only available to state, local, and university or college law enforcement agencies that have obtained (or are in the process of seeking) credentials certifying that they meet certain standards on use of force. The Executive Order on Safe Policing empowers the U.S. Attorney General to designate independent credentialing bodies — including the Michigan Association of Chiefs of Police — to certify that a law enforcement agency meets the conditions of eligibility for federal grants.

Following our review, we have determined that the **Plainwell Department of Public Safety** meets the conditions for certification. Accordingly, the Michigan Association of Chiefs of Police will include your agency going forward within our database of certified law enforcement agencies. On or before January 1st each year, we will provide the name of each certified law enforcement agency to the U.S. Department of Justice. The certifications will be valid for a three-year period and will need to be renewed according to that schedule.

If you would like to discuss further, please do not hesitate to contact me either by email at nrossow@michiganpolicechiefs.org or by phone at 810-434-5920. Thanks very much.

Sincerely,

Neal A. Rossow
Director of Professional Development
Accreditation Program Director

M-40/M-89 CORRIDOR COMMITTEE

January 26, 2021

10:00 a.m.

VIA ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/81904639761?pwd=OVNPOGsvYkxqVFR3OXp5bWRQMWEydz09>

Meeting ID: 819 0463 9761

Passcode: 351659

One tap mobile

+13017158592,,81904639761#,,, *351659# US (Washington D.C)

+13126266799,,81904639761#,,, *351659# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

AGENDA

1. Welcome and Introductions
2. Review of Minutes (Enclosed)
3. MDOT Update
4. Allegan County Road Commission Update
5. West Michigan Regional Planning Commission Update
6. Macatawa Area Coordinating Council
7. Local Businesses – Issues & Concerns
8. Election of Officers for 2021
9. Round Table/Corridor Issues
10. Future Meeting Dates
 - April 27, July 27, October 26
11. Future Agenda Items
12. Other Business
13. Adjournment

Reports & Communications:

A. Annual Financial Statement Audit Presentation:

Dan Veldhuizen from Siegfried Crandall PC will present the city's audited financial statements as of June 30, 2020 to Council.

Recommended action: Consider accepting and placing on file the audited financial statements as of and for the year ended June 30, 2020.

B. DPS – Fire Turn-Out Gear Purchase:

As part of departmental policy, turn-out gear is reviewed and replaced as needed. The department needs two (2) sets of turn-out gear and firefighter boots. This is a preferred vendor purchase.

Recommended action: Consider approving a purchase of two (2) sets of fire turn-out gear and two sets of firefighting boots from West Shore Fire Inc. for \$5,972.00.

C. DPS – Inter-governmental Agreement – Allegan County Emergency Management:

At the September 24, 2012 City Council Meeting, an agreement was approved authorizing the Allegan County Emergency Management to use the Public Safety Facility as an alternative Emergency Operations Center (EOC). That agreement was extended in 2016 and County is asking to extend the agreement again through 2026.

Recommended action: Consider extending an agreement with the County's Emergency Operations Center to use the Public Safety Building as an alternative EOC site, authorizing the City Manager to execute all documents.

D. WR Emergency Purchase – West Chopper Pump VFD:

The second of three Variable Frequency Drives (VFD) has failed. A VFD provides safety and efficiency to start and run the 30-horsepower motor that runs the W. digester mixing pump. Due to lead time to receive the hardware, the purchase was deemed an emergency, which now needs Council confirmation.

Recommended action: Consider confirming an emergency purchase of a Variable Frequency Drive to run the digester mixing pump from Esper Electric at a cost of \$4,600.00.

E. WR Emergency Purchase – Recirculation Chopper Pump Mechanical Seals:

The mechanical seals provide a seal on the centrifugal pump shaft as it rotates the pump impeller to move liquids. While maintained, the seals were installed in 2005, but one seal has failed and leaks sludge onto the floor. A second seal has started a leak and needs replacement. Due to lead time to receive the hardware, the purchase was deemed an emergency, which now needs Council confirmation.

Recommended action: Consider confirming an emergency purchase of two mechanical seals for the centrifugal pump shaft from JGM Valve Corporation at a cost of \$4,979.11.

F. DPW – Self-Watering Hanging Flower Baskets:

DPW Staff has researched options for replacing the hanging flower baskets for several years. At the January 14, 2021 Parks & Trees Meeting, the Commission considered two types of self-watering hanging baskets, which would help relieve staff involvement watering the baskets three times per week, and would save on annual materials costs. Upon discussion the Commission recommends the EarthPlanter units, which are being offered at a discount. City staff has received donations to help offset the cost.

Recommended action: Consider approving the purchase of 35 self-watering hanging flower baskets from EarthPlanter LLC at a cost of \$4,779.00.

G. Plainwell Diversion Dam and Mill Race Dam Removal and Channel Restoration Project

Please see memorandum included in this packet describing project.

Recommended action: Consider providing comments on the potential project.

H. Option for Potential Land Purchase Adjacent to Industrial Park – Resolution 2021-06

Council will consider adopting Resolution 2021-06 authorizing the Mayor to execute an option on property located in Gun Plain Township.

Recommended action: Consider approving Resolution authorizing Mayor to execute option agreement.