

City of Plainwell

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



“The Island City”

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

AGENDA DDA/TIFA/BRA City Hall Council Chambers October 08, 2024, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary –09/10/2024**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Accounts Payable for September of \$ 598.43
8. **DDA Action Items**
 - A. Revolving Loan Report
 - B. Downtown Clock discussion
 - C. Accounts Payable for September of \$ 1,217.00

9. **TIFA Action Items**
 - A. Accounts Payable for September of \$ 326.88

10. **Communications:** The 08/12/24; 09/09/24 Council Meeting Minutes and the Financial Report/Summary as of 8/31/2024
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

Minutes
Plainwell DDA, BRA, and TIFA
September 10, 2024

1. Call to Order: Meeting was called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Kevin Seckel, Nick Larabel , Jim Turley, Adam Hopkins
Excused: Cathy Green, , Paul Rizzo, Justin Lakamper
4. Approval of Minutes from 08/13/24: **A motion was made by Turley to approve the minutes and place on file, seconded by Hopkins.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items
 - A. Discussion and information provided by Larabel and Siegel about the AD Hoc Committee for the Mill Site
 - B. **Motion to accept accounts payable for August of \$17,790.67 was made by Seckel and seconded by Turley. All in favor vote. Motion passed.**
8. DDA Action Items
 - A. **Discussion regarding repair or replacement of Clock. Siegel will bring back more information regarding a warranty if repaired or if the purchase of a new clock would be more cost-efficient in the long run.**
 - B. **Motion to accept accounts payable for August of \$2,866.59 was made by Larabel and seconded by Turley. All in favor vote.**
9. TIFA Action Items
 - A. **Siegel provided detailed information on the Dedication Ceremony.**
 - B. **Motion to accept accounts payable for August of \$2,360.84 was made by Larabel and seconded by Seckel. All in favor vote. Motion carried.**
9. Communications: 07/22/24; 08/12/24 Council Minutes and the Financial Report/Summary as of 8/31/2024
10. Public Comments: None
11. Staff Comments: Updates were given by Siegel, Community Development Manager development of DDA properties, TIFA properties and Commercial Development (Holiday Inn Express) on 12th St.; T-Mobile Grant for Fire Pit was not successful; Update on upcoming events.
12. Member Comments: None
13. Adjournment: **A Motion to adjourn the meeting was made by Wisnaski and seconded by Hopkins at 8:07 a.m.**

Submitted by Denise Siegel, Community Development Manager

10/01/2024 03:12 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2024 - 09/30/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	SEPTEMEBER 2024 DENTAL/VIS	22.99	27821
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2024 HEALTH INSU	223.49	27823
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	SEPTEMBER 2024 LIFE INSURA	3.87	27822
243-443-775.000	Supplies - Repairs and Mai	BELDEN SAND & GRAVEL	DPW - 13.52T SAND BEHIND	54.08	27876
243-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	AUGUST 2024 PROFESSIONAL S	294.00	27885
Total For Dept 443 PUBLIC				598.43	
Total For Fund 243 BROWNF				598.43	

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Fund Totals:

Fund 243 BROWNFIELD REDEVE	598.43
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	598.43

CITY OF PLAINWELL
 OUTSTANDING REVOLVING LOANS
 AS OF September 30, 2024

RECIPIENT	ORIGINAL LOAN	ORIGINAL LOAN DATE	STATUS	LAST PAYMENT DATE	PRINCIPAL PAID TO DATE	INTEREST PAID TO DATE	DELQ AMOUNT	DELQ DAYS	LOAN BALANCE	PAYOFF DATE	
Elliott's Remodeling	9,000.00	25-Sep-2008	Paid in Full	5/20/2016	9,000.00	389.75	-	-	-	5/20/2016	- Property sold - paid by Title Company at closing
Joe's Pizza	10,000.00	14-Jan-2009	Paid in Full	9/30/2013	10,000.00	250.18	-	-	-	9/30/2013	
CPR Properties 2009	2,916.00	3-Feb-2009	Paid in Full	3/18/2013	2,916.00	70.93	-	-	-	3/18/2013	
Fran Bradshaw	3,084.00	6-Feb-2009	Paid in Full	10/25/2010	3,084.00	36.04	-	-	-	10/25/2010	
Island City Tea & Spice	5,000.00	9-Jul-2009	Paid in Full	5/1/2012	5,000.00	83.45	-	-	-	5/1/2012	
Heaven's Petals	2,294.00	1-Apr-2010	Paid in Full	1/3/2011	2,294.00	15.76	-	-	-	1/3/2011	
Island City Computers	5,000.00	3-Jun-2012	Written Off	9/11/2019	2,306.95	142.98	2,693.05	1,753	-	9/11/2019	- Business folded - small assets retained sold 09/11/2019 - wrote off remaining balance
CPR Properties 2013	10,000.00	30-May-2013	Paid in Full	9/13/2017	10,000.00	238.14	-	-	-	9/13/2017	
H&H Auto Body LLC	3,500.00	22-Oct-2014	Paid in Full	7/30/2015	3,500.00	14.09	-	-	-	7/30/2015	
Hart's Jewelry	2,550.00	27-Sep-2013	Paid in Full	7/27/2015	2,550.00	25.56	-	-	-	7/27/2015	
London Grill-Plainwell, Inc.	10,000.00	2-Aug-2013	Paid in Full	2/4/2016	10,000.00	188.66	-	-	-	2/4/2016	
Plainwell Flowers	8,000.00	22-Sep-2014	Paid in Full	10/5/2016	8,000.00	109.62	-	-	-	10/5/2016	
Thomas Holmes	7,000.00	23-Jun-2014	Paid in Full	12/5/2018	7,000.00	177.90	-	-	-	12/5/2018	
Total Property Management	10,000.00	7-Jun-2013	Paid in Full	6/4/2018	10,000.00	254.73	-	-	-	6/4/2018	
101 S. Main St.	10,000.00	1-Oct-2013	Paid in Full	3/24/2021	10,000.00	308.06	-	-	-	3/24/2021	
Onalee Boettcher	8,452.37	14-Oct-2015	Paid in Full	1/7/2019	8,452.37	185.02	-	-	-	1/7/2019	
H&H Auto Body 2015	4,350.00	23-Nov-2015	Paid in Full	10/24/2016	4,350.00	21.54	-	-	-	10/24/2016	
Turley Properties LLC	8,000.00	23-Nov-2015	Paid in Full	4/13/2018	8,000.00	147.18	-	-	-	4/13/2018	
RWEats Healthy Living LLC	10,000.00	19-May-2016	Paid in Full	4/13/2018	10,000.00	153.15	-	-	-	4/13/2018	
Barbara Taylor Bechtel	10,000.00	12-Jan-2017	Paid in Full	7/27/2020	10,000.00	232.53	-	-	-	7/27/2020	
John Roggow	10,000.00	12-Dec-2017	Paid in Full	11/2/2022	10,000.00	251.60	-	-	-	11/2/2022	
James Turley	10,000.00	1-Jun-2018	Paid in Full	7/8/2020	10,000.00	170.55	-	-	-	7/8/2020	
Plainwell Bridge & Main LLC	10,000.00	23-Aug-2019	Paid in Full	10/23/2023	10,000.00	245.03	-	-	-	10/23/2023	
Adam & Rachel Hopkins	10,000.00	10-Sep-2020	Current	9/10/2024	7,963.67	244.43	-	-	2,036.33		
Eric & Susan Luthy	15,000.00	28-Apr-2022	Paid in Full	9/25/2023	15,000.00	191.82	-	-	-	9/25/2023	
Barbed Wire Café	10,000.00	13-May-2022	Paid in Full	2/6/2023	10,000.00	56.65	-	-	-	2/6/2023	
Jennifer DeYoung	14,000.00	7-Jun-2022	Paid in Full	3/15/2024	14,000.00	226.69	-	-	-	5/16/2024	
River Road Foods LLC	10,000.00	11-Mar-2024	Current	9/5/2024	1,151.94	48.06	-	-	8,848.06		
									10,884.39		
Loans from G01 Grant									52,750.32		= Cash on hand at 09/30/2024
All others in G03 Grant									63,634.71		

NEW LOAN INFORMATION

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATION DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	SEPTEMBER 2024 DENTAL/VIS	32.21	27821
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2024 HEALTH INSU	384.34	27823
248-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	SEPTEMBER 2024 LIFE INSURA	1.65	27822
248-443-955.000	Dispute refund	OPENROAD BREWERY	Dispute refund	(26.20)	2922
248-443-955.000	Unreceipted charge	PERRY HOTEL	Unreceipted charge	500.00	2922
Total For Dept 443 PUBLIC				892.00	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Lip balm for ladies night	VISTAPRINT	Lip balm for ladies night	190.00	2922
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILETS	DDA - PORTABLE TOILET FAF	135.00	27839
Total For Dept 775 SPECIAI				325.00	
Total For Fund 248 DOWNTOW				1,217.00	

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

Fund 248 DOWNTOWN DEVELOPM	1,217.00
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1,217.00

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247	TAX INCREMENT	FINANCE AUTHORITY FUND			
Dept 443	PUBLIC WORKS				
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	SEPTEMEBER 2024 DENTAL/VIS	28.09	27821
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2024 HEALTH INSU	296.83	27823
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	SEPTEMBER 2024 LIFE INSURA	1.96	27822
		Total For Dept 443	PUBLIC	326.88	
		Total For Fund 247	TAX INC	326.88	

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

Fund 247 TAX INCREMENT FIN	326.88
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	326.88

MINUTES
Plainwell City Council
August 26, 2024

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: given by Ken Fritz from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, and Councilmember Wisnaski.
Absent: Councilmember Keeney
A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from tonight's proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 08/12/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: Commissioner Dugan gave an update on happenings throughout Allegan County.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the August 26, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler discussed a new committee that would be focused on the Old Mill property. The committee will consist of the City Manager, a member of City Council, two representatives from the Planning Commission, and one representative from the Downtown Development Authority. Details still need to be worked out, such as how often meetings will be held and when.
10. Recommendations and Reports:
 - A. Clerk Leonard discussed Resolution 2024-19 that recognizes Allegan County Homeless Solutions as a nonprofit organization operating in the Plainwell Community.
A motion by Steele, seconded by Overhuel, to adopt Resolution 2024-19, approving the request by Allegan County Homeless Solutions of Plainwell that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed a final payment to Young's Environmental Cleanup for lead abatement work on the Mill Buildings.
A motion by Overhuel, seconded by Wisnaski, approving the final and total payment of \$58,588.00 to Young's Environmental Cleanup for lead abatement work performed on the Mill Buildings. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed renting or purchasing a compactor truck for loose leaf pick up.
A motion by Wisnaski, seconded by Steele, approving the purchase or rental of a solid waste compactor truck for loose leaf pickup for \$12,000.00. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the July 2024 Department of Public Safety and Water Renewal Reports, the draft 8/13/2024 DDA/BRA/TIFA meeting minutes and the draft 8/21/2024 Planning

MINUTES
Plainwell City Council
August 26, 2024

Commission meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$1,096,758.72 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley shared that he is 80% done with audit papers, and is working on creating and updating procedures and policies.

Community Development Manager Siegel stated that she is working with Taplin to wrap up the lead abatement project. She has a meeting scheduled with MEDC and Mosaic Distillery. She is preparing for Ladies, Leaves and Laughter Night, and finishing up the rental rehab project in collaboration with Finance Director/Treasurer Kelley.

Director Callahan reminded everyone that school has started, and to be on the lookout for kids and expect more traffic.

Clerk Leonard will be attending training this Wednesday in Mount Pleasant.

City Manager Lakamper provided an update the Old Orchard project. There are some water lines that still need to be run. Building has begun on Washington Street in preparation for paving. The City continues to have regular progress meetings about the Old Orchard project. The Planning Commission has approved a zoning ordinance amendment that would allow single family residences to have three chickens that will be presented for consideration to City Council next month. He provided further information on the new committee focused on the Old Mill property, stating that the committee would assist with zoning ordinance amendments, if needed.

15. Council Comments:

Councilmember Wisnaski stated it is difficult to hear in the Council Chamber as a member of the audience.

Mayor Pro-Tem Steele thanked Kevin and the first responders for helping her in her moment of need. She asked the community for patience with school bus drivers while routes and schedules are figured out, and stated that the Allegan County Fair begins September 6th.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:37pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
September 09, 2024


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
September 09, 2024

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: None.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 08/26/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the September 9, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. City Manager Lakamper discussed Pay Application #5 from USA Earthworks LLC for work performed on the Old Orchard project.
A motion by Wisnaski, seconded by Keeney, approving USA Earthworks LLC Pay Application #5 in the amount of \$357,824.70. On a roll call vote, all voted in favor. Motion passed.
 - B. Community Development Manager Siegel discussed Ordinance 398, which would amend the Code of Ordinances to allow for the keeping of backyard chickens.
A motion by Steele, seconded by Wisnaski, to adopt Ordinance 398, amending Chapter 53 'Zoning' and Article XVI 'General Provisions' by adding Sec. 53-132D to the City of Plainwell's Code of Ordinances as presented. On a roll call vote, Steele, Wisnaski and Keeler were in favor. Keeney and Overhuel abstained. Motion passed.
 - C. Finance Director/Treasurer Kelley discussed the 2024-2025 budget encumbrance rollover.
A motion by Keeney, seconded by Wisnaski, to approve the 2023/2024 budget amendment, as presented, in order to appropriate prior year encumbrances into the current fiscal year. On a roll call vote, all voted in favor. Motion passed.
 - D. Superintendent Nieuwenhuis discussed the purchase and installation of six large water meters- three for use in Plainwell Community Schools, one for use at Preferred Plastics and two for use at Ascension Borgess Hospital.
A motion by Keeney, seconded by Wisnaski, to approve the purchase and installation of six large water meters by Matt Rodgers Plumbing for \$10,800.00. On a roll call vote, all voted in favor. Motion passed.
 - E. Superintendent Nieuwenhuis discussed the emergency purchase and installation of two line stops in the Old Orchard.
A motion by Overhuel, seconded by Steele, to approve the emergency purchase and installation of two line stops by City Services for \$9,600.00. On a roll call vote, all voted in favor. Motion passed.
11. Communications:

MINUTES
Plainwell City Council
September 09, 2024

A motion by Steele, seconded by Overhuel, to accept and place on file the August 2024 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$445,648.01 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley stated that he continues to work on audit papers, and that the auditors will be here October 7, 2024.

Personnel Coordinator Kersten wished Councilmember Steele and Finance Director/Treasurer Kelley happy birthdays. She is working on policy and procedures, and thanked Plainwell staff Joe Culver and Denise Siegel for 10 years of service, and Jeff Gilliland for 25 years of service to the City.

Superintendent Nieuwenhuis gave a brief update on the Old Orchard project. He reminded everyone that hydrant flushing will take place on September 20th.

Community Development Manager Siegel reminded everyone about the All Board meeting happening September 23rd at 6:30pm, prior to the Council Meeting. She shared that there are only three Farmer's Markets left before the season ends. She stated that the Jim Higgs Industrial Park dedication ceremony is next Wednesday, September 18th at 7pm at the corner of Acorn and M89 and encouraged all to attend.

Assistant Superintendent Keyser shared that he has been performing industrial pretreatment inspections and fats, oil and grease inspections with Superintendent Pond.

Superintendent Pond shared that the plant has experienced higher than normal zinc levels, and he is looking into the cause.

Director Callahan shared that both Gilkey and Starr have arranged to bring students to tour the Department of Public Safety building. He continues to work toward accreditation, which is a six-month process.

Clerk Leonard shared that absentee ballot applications for the November election have been mailed.

City Manager Lakamper provided an update the Old Orchard project, sharing that paving will begin soon. The Mill Committee membership has been established, though no meeting dates have been set yet. Young's Environmental cashed the lead abatement check from the City. GHD is unsure whether they will sell the building. There is a developer interested in potentially building condos along the riverfront.

15. Council Comments:

Mayor Pro Tem Steele thanked staff for the birthday well wishes, and expressed concern about the bus stop at Russet in the Old Orchard.

16. Adjournment:

A motion by Overhuel, seconded by Wisnaski, to adjourn the meeting at 7:43pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
September 23, 2024


JoAnn Leonard, City Clerk

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	YTD BALANCE 09/30/2024 (ABNORMAL)	MONTH 09/30/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND								
Revenues								
243-000-404.040	Captured Tax Real - BR - City Tax	6,793.00		6,792.76	0.00		0.24	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,165.00		809.49	0.00	355.51		69.48
243-000-404.042	Captured Tax Real - BR - Capital Impr	556.00		555.96	0.00	0.04		99.99
243-000-404.043	Captured Tax Real - BR - Fire Reserve	556.00		555.96	0.00	0.04		99.99
243-000-404.044	Captured Tax Real - BR - Solid Waste	723.00		722.77	0.00	0.23		99.97
243-000-404.047	Captured Tax Real - DDA - School	16,611.00		4,969.70	0.00	11,641.30		29.92
243-000-404.048	Captured Tax Real - BR - County Taxes	3,871.00		2,869.93	0.00	1,001.07		74.14
243-000-413.060	Captured Tax Pers - City Tax	3,327.00		3,326.82	0.00	0.18		99.99
243-000-413.061	Captured Tax Pers - Library	571.00		396.46	0.00	174.54		69.43
243-000-413.062	Captured Tax Pers - Capital Improvement	272.00		272.30	0.00	(0.30)		100.11
243-000-413.063	Captured Tax Pers - Fire Reserve	272.00		272.30	0.00	(0.30)		100.11
243-000-413.064	Captured Tax Pers - Solid Waste	354.00		353.99	0.00	0.01		100.00
243-000-413.065	Captured Tax Pers - County Taxes	1,896.00		1,405.58	0.00	490.42		74.13
243-000-665.000	Interest Earnings - Investments	0.00		328.98	7.09	(328.98)		100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00		7,500.00	2,500.00	22,500.00		25.00
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		20,000.01	6,666.67	59,999.99		25.00
TOTAL REVENUES		146,967.00		51,133.01	9,173.76	95,833.99		34.79
Expenditures								
243-443-703.000	Salaries/Wages - Full Time Employees	46,328.00		11,130.25	3,760.27	35,197.75		24.02
243-443-704.001	Wages - Part Time Employees	2,485.00		3,516.68	626.20	(1,031.68)		141.52
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,798.00		1,119.52	337.00	2,678.48		29.48
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00		297.48	148.74	1,382.52		17.71
243-443-716.000	Retirement - Defined Contribution 401a	3,681.00		850.98	283.32	2,830.02		23.12
243-443-718.001	Health Insurance Premiums - Current EE	2,602.00		605.17	209.97	1,996.83		23.26
243-443-718.013	Health Insurance - HSA - Employer Paid	744.00		142.14	60.00	601.86		19.10
243-443-723.001	Retiree Health Care - OPEB	31.00		7.80	2.60	23.20		25.16
243-443-725.001	Fringe Benefit - Life Insurance	46.00		10.98	3.87	35.02		23.87
243-443-725.010	Workers Comp Insurance	161.00		161.06	0.00	(0.06)		100.04
243-443-767.000	Clothing - Uniforms - contract provided	99.00		0.00	0.00	99.00		0.00
243-443-775.000	Supplies - Repairs and Maintenance	500.00		54.08	54.08	445.92		10.82
243-443-801.013	Professional Services - Attorney	15,000.00		294.00	294.00	14,706.00		1.96
243-443-801.030	Professional Services - Auditor	400.00		0.00	0.00	400.00		0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,839.00		17,478.02	0.00	10,360.98		62.78
243-443-931.000	Equipment Repair & Maintenance	15,000.00		800.00	0.00	14,200.00		5.33
243-443-935.001	Property Liability Insurance	7,392.00		3,785.17	(320.12)	3,606.83		51.21
243-443-940.000	Rentals - Equipment	6,800.00		3,021.01	1,314.67	3,778.99		44.43
243-443-948.000	Computer Services	0.00		7.34	0.00	(7.34)		100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,691.00		3,922.83	1,307.61	11,768.17		25.00
243-905-993.001	Debt Service - Interest - Interfund Loan	933.00		233.31	77.77	699.69		25.01
TOTAL EXPENDITURES		151,210.00		47,437.82	8,159.98	103,772.18		31.37
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:								
TOTAL REVENUES		146,967.00		51,133.01	9,173.76	95,833.99		34.79
TOTAL EXPENDITURES		151,210.00		47,437.82	8,159.98	103,772.18		31.37
NET OF REVENUES & EXPENDITURES		(4,243.00)		3,695.19	1,013.78	(7,938.19)		87.09

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2024	MONTH 09/30/2024	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	15,598.00	15,597.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,675.00	1,858.36	0.00	816.64	69.47
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,276.00	1,276.44	0.00	(0.44)	100.03
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,276.00	1,276.44	0.00	(0.44)	100.03
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,659.00	1,659.34	0.00	(0.34)	100.02
247-000-404.048	Captured Tax Real - BR - County Taxes	8,887.00	6,589.71	0.00	2,297.29	74.15
247-000-583.000	Local Grants	89,257.00	0.00	0.00	89,257.00	0.00
247-000-665.000	Interest Earnings - Investments	3,330.00	2,665.31	874.58	664.69	80.04
TOTAL REVENUES		123,958.00	30,923.42	874.58	93,034.58	24.95
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	33,568.00	8,017.80	2,646.40	25,550.20	23.89
247-443-704.001	Wages - Part Time Employees	483.00	29.28	14.64	453.72	6.06
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,620.00	605.90	201.21	2,014.10	23.13
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00	222.55	111.27	932.45	19.27
247-443-716.000	Retirement - Defined Contribution 401a	1,879.00	467.51	151.97	1,411.49	24.88
247-443-718.001	Health Insurance Premiums - Current EE	3,071.00	828.58	259.34	2,242.42	26.98
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00	151.65	62.00	592.35	20.38
247-443-725.001	Fringe Benefit - Life Insurance	22.00	5.11	1.96	16.89	23.23
247-443-725.010	Workers Comp Insurance	154.00	153.72	0.00	0.28	99.82
247-443-775.000	Supplies - Repairs and Maintenance	7,000.00	0.00	0.00	7,000.00	0.00
247-443-801.030	Professional Services - Auditor	74.00	0.00	0.00	74.00	0.00
247-443-930.001	Land & Building Repairs/Maintenance	0.00	1,903.00	0.00	(1,903.00)	100.00
247-443-935.001	Property Liability Insurance	152.00	462.14	(39.09)	(310.14)	304.04
247-443-940.000	Rentals - Equipment	1,500.00	1,250.47	152.37	249.53	83.36
247-443-948.000	Computer Services	0.00	7.34	0.00	(7.34)	100.00
TOTAL EXPENDITURES		52,422.00	14,105.05	3,562.07	38,316.95	26.91
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		123,958.00	30,923.42	874.58	93,034.58	24.95
TOTAL EXPENDITURES		52,422.00	14,105.05	3,562.07	38,316.95	26.91
NET OF REVENUES & EXPENDITURES		71,536.00	16,818.37	(2,687.49)	54,717.63	23.51

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2024 (ABNORMAL)	MONTH 09/30/2024 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Revenues								
248-000-404.030	Captured Tax Real - DDA - City Tax	41,955.00		41,824.63	0.00		130.37	99.69
248-000-404.031	Captured Tax Real - DDA - Library	7,197.00		4,983.98	0.00		2,213.02	69.25
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,434.00		3,423.05	0.00		10.95	99.68
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,434.00		3,423.05	0.00		10.95	99.68
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,464.00		4,449.99	0.00		14.01	99.69
248-000-404.045	Captured Tax Real - DDA - County Taxes	23,909.00		17,670.65	0.00		6,238.35	73.91
248-000-413.060	Captured Tax Pers - City Tax	1,724.00		1,689.01	0.00		34.99	97.97
248-000-413.061	Captured Tax Pers - Library	295.00		201.24	0.00		93.76	68.22
248-000-413.062	Captured Tax Pers - Capital Improvement	141.00		138.25	0.00		2.75	98.05
248-000-413.063	Captured Tax Pers - Fire Reserve	141.00		138.25	0.00		2.75	98.05
248-000-413.064	Captured Tax Pers - Solid Waste	183.00		179.72	0.00		3.28	98.21
248-000-413.065	Captured Tax Pers - County Taxes	982.00		713.58	0.00		268.42	72.67
248-000-583.000	Local Grants	7,536.00		0.00	0.00		7,536.00	0.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,660.00		1,411.91	359.44		3,248.09	30.30
248-000-654.102	Special Event Revenues - DDA	1,625.00		1,700.00	1,700.00		(75.00)	104.62
248-000-665.000	Interest Earnings - Investments	2,000.00		1,768.45	601.74		231.55	88.42
248-000-674.022	Private Donations - Sponsorship FarmersMk	600.00		0.00	0.00		600.00	0.00
TOTAL REVENUES		104,280.00		83,715.76	2,661.18		20,564.24	80.28
Expenditures								
248-443-703.000	Salaries/Wages - Full Time Employees	33,416.00		7,137.80	2,415.28		26,278.20	21.36
248-443-704.001	Wages - Part Time Employees	355.00		60.45	30.13		294.55	17.03
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,578.00		517.02	173.41		2,060.98	20.06
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	660.00		0.00	0.00		660.00	0.00
248-443-713.001	Overtime Pay	513.00		0.00	0.00		513.00	0.00
248-443-716.000	Retirement - Defined Contribution 401a	1,419.00		290.77	95.44		1,128.23	20.49
248-443-718.001	Health Insurance Premiums - Current EE	4,022.00		919.42	353.14		3,102.58	22.86
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00		191.55	84.27		768.45	19.95
248-443-723.001	Retiree Health Care - OPEB	13.00		3.30	1.10		9.70	25.38
248-443-725.001	Fringe Benefit - Life Insurance	18.00		5.73	1.65		12.27	31.83
248-443-725.010	Workers Comp Insurance	90.00		89.62	0.00		0.38	99.58
248-443-767.000	Clothing - Uniforms - contract provided	57.00		0.00	0.00		57.00	0.00
248-443-774.000	Supplies - Planting	2,700.00		0.00	0.00		2,700.00	0.00
248-443-775.000	Supplies - Repairs and Maintenance	4,100.00		1,751.23	0.00		2,348.77	42.71
248-443-801.030	Professional Services - Auditor	74.00		0.00	0.00		74.00	0.00
248-443-851.000	Postage	100.00		0.00	0.00		100.00	0.00
248-443-900.000	Printing and Publishing	1,800.00		175.00	0.00		1,625.00	9.72
248-443-920.000	Utilities - Electric	1,000.00		0.00	0.00		1,000.00	0.00
248-443-930.001	Land & Building Repairs/Maintenance	0.00		514.00	0.00		(514.00)	100.00
248-443-931.000	Equipment Repair & Maintenance	7,028.00		0.00	0.00		7,028.00	0.00
248-443-935.001	Property Liability Insurance	239.00		457.69	(38.71)		(218.69)	191.50
248-443-948.000	Computer Services	50.00		14.68	0.00		35.32	29.36
248-443-955.000	Miscellaneous Expense	200.00		540.94	473.80		(340.94)	270.47
248-443-960.000	Education & Training - Professional	200.00		0.00	0.00		200.00	0.00
248-443-962.000	Memberships & Dues	700.00		0.00	0.00		700.00	0.00
248-775-880.021	Community Promotion - Special Events	4,950.00		601.20	190.00		4,348.80	12.15
248-775-881.022	Farmers Market Costs - DDA	3,100.00		414.00	135.00		2,686.00	13.35
248-900-971.000	Capital Purchase	18,000.00		0.00	0.00		18,000.00	0.00
TOTAL EXPENDITURES		88,342.00		13,684.40	3,914.51		74,657.60	15.49

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	09/30/2024 (ABNORMAL)	MONTH 09/30/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
	TOTAL REVENUES	104,280.00		83,715.76		2,661.18		20,564.24	80.28
	TOTAL EXPENDITURES	88,342.00		13,684.40		3,914.51		74,657.60	15.49
	NET OF REVENUES & EXPENDITURES	15,938.00		70,031.36		(1,253.33)		(54,093.36)	439.40
	TOTAL REVENUES - ALL FUNDS	375,205.00		165,772.19		12,709.52		209,432.81	44.18
	TOTAL EXPENDITURES - ALL FUNDS	291,974.00		75,227.27		15,636.56		216,746.73	25.77
	NET OF REVENUES & EXPENDITURES	83,231.00		90,544.92		(2,927.04)		(7,313.92)	108.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2024	MONTH 09/30/2024	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,967.00	23,304.02	0.00	13,662.98	63.04
D08	D08 - Interest and rentals	0.00	328.98	7.09	(328.98)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00	27,500.01	9,166.67	82,499.99	25.00
TOTAL REVENUES		146,967.00	51,133.01	9,173.76	95,833.99	34.79
Expenditures						
443	PUBLIC WORKS	134,586.00	43,281.68	6,774.60	91,304.32	32.16
905	DEBT SERVICE	16,624.00	4,156.14	1,385.38	12,467.86	25.00
TOTAL EXPENDITURES		151,210.00	47,437.82	8,159.98	103,772.18	31.37
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,967.00	51,133.01	9,173.76	95,833.99	34.79
TOTAL EXPENDITURES		151,210.00	47,437.82	8,159.98	103,772.18	31.37
NET OF REVENUES & EXPENDITURES		(4,243.00)	3,695.19	1,013.78	(7,938.19)	87.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 09/30/2024
 % Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2024	MONTH 09/30/2024	NORMAL	(ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND								
Revenues								
D01	D01 - Taxes	31,371.00		28,258.11	0.00		3,112.89	90.08
D08	D08 - Interest and rentals	3,330.00		2,665.31	874.58		664.69	80.04
D04	D04 - State grants	89,257.00		0.00	0.00		89,257.00	0.00
TOTAL REVENUES		123,958.00		30,923.42	874.58		93,034.58	24.95
Expenditures								
443	PUBLIC WORKS	52,422.00		14,105.05	3,562.07		38,316.95	26.91
TOTAL EXPENDITURES		52,422.00		14,105.05	3,562.07		38,316.95	26.91
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		123,958.00		30,923.42	874.58		93,034.58	24.95
TOTAL EXPENDITURES		52,422.00		14,105.05	3,562.07		38,316.95	26.91
NET OF REVENUES & EXPENDITURES		71,536.00		16,818.37	(2,687.49)		54,717.63	23.51

PERIOD ENDING 09/30/2024

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2024	MONTH 09/30/2024	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	87,859.00	78,835.40	0.00	9,023.60	89.73
D08	D08 - Interest and rentals	2,000.00	1,768.45	601.74	231.55	88.42
D04	D04 - State grants	7,536.00	0.00	0.00	7,536.00	0.00
D06	D06 - Charges for services	6,285.00	3,111.91	2,059.44	3,173.09	49.51
D09.04	D09.04 - Other, Miscellaneous	600.00	0.00	0.00	600.00	0.00
TOTAL REVENUES		104,280.00	83,715.76	2,661.18	20,564.24	80.28
Expenditures						
443	PUBLIC WORKS	62,292.00	12,669.20	3,589.51	49,622.80	20.34
775	SPECIAL EVENTS	8,050.00	1,015.20	325.00	7,034.80	12.61
900	CAPITAL OUTLAY	18,000.00	0.00	0.00	18,000.00	0.00
TOTAL EXPENDITURES		88,342.00	13,684.40	3,914.51	74,657.60	15.49
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		104,280.00	83,715.76	2,661.18	20,564.24	80.28
TOTAL EXPENDITURES		88,342.00	13,684.40	3,914.51	74,657.60	15.49
NET OF REVENUES & EXPENDITURES		15,938.00	70,031.36	(1,253.33)	(54,093.36)	439.40
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		375,205.00	165,772.19	12,709.52	209,432.81	44.18
TOTAL EXPENDITURES - ALL FUNDS		291,974.00	75,227.27	15,636.56	216,746.73	25.77
NET OF REVENUES & EXPENDITURES		83,231.00	90,544.92	(2,927.04)	(7,313.92)	108.79

AGENDA ITEMS

7. **BRA Action Items:**

- A. Accounts Payable: Recommended Action: Consider confirming the BRA payables for September for \$ 598.43

8. **DDA Action Items:**

- A. Revolving Loan Review
B. Discussion regarding the purchase or repair of the downtown Clock
C. Accounts Payable:
Recommended Action: Consider confirming the DDA payables for September for \$1,217.00

9. **TIFA Action Items:**

- A. Accounts Payable: Recommended Action: Consider confirming the TIFA payables for September for \$ 326.88

A reminder of Upcoming Meetings/Events:

- October 14, 2024 – City Council Meeting 7:00 p.m./Council Chambers
- October 16, 2024 – Planning Commission Meeting 6:30 pm/Council Chambers
- October 17, 2024 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- October 26, 2024 – Early Voting begins / Council Chambers
- October 28, 2024 –City Council Meeting 7:00 p.m. / Public Safety Training Room