

MINUTES
Plainwell BRA DDA TIFA
June 10, 2025

1. Chairman Larabel called the meeting to order at 7:30am in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Randy Wisnaski, Nick Larabel, Adam Hopkins, Cathy Green, Justin Lakamper, Paul Rizzo, and David Steffen Excused: Jim Turley
4. Approval of Minutes:
A motion by Rizzo, seconded by Green, to accept and place on file the BRA DDA TIFA Meeting Minutes of the 5/13/2025 meeting. On a voice vote, all voted in favor. Motion passed.
5. Public Comment: JJ Hayka from Representative Matt Hall's office introduced himself to the Board.
6. Chairman's Report: None.
7. Recommendations and Reports:
 - A. **A motion by Hopkins, seconded by Green, confirming BRA payables for May 2025 in the amount of \$225.83. On a voice vote, all in favor. Motion passed.**
 - B. **A motion by Larabel, seconded by Hopkins, approving the BRA 2025/2026 Budget. On a voice vote, all in favor. Motion passed.**
 - C. **A motion by Larabel, seconded by Rizzo, confirming DDA payables for May 2025 in the amount of \$2,480.28. On a voice vote, all in favor. Motion passed.**
 - D. **A motion by Hopkins, seconded by Larabel, approving the DDA 2025/2026 Budget. On a voice vote, all in favor. Motion passed.**
 - E. **A motion by Larabel, seconded by Wisnaski, confirming TIFA payables for May 2025 in the amount of \$313.27. On a voice vote, all in favor. Motion passed.**
 - F. **A motion by Rizzo, seconded by Hopkins, approving the TIFA 2025/2026 Budget. On a voice vote, all in favor. Motion passed.**
8. Communications:
The May 2025 Summary and Detail Financial Reports and City Council Meeting minutes from 4/28/2025 and 5/12/2025 were reviewed.
9. Public Comment: None.
10. Staff Comment: City Manager Lakamper provided an update on building #2, sharing that the insurance company wanted to inspect the roof. He stated that the City had offered the Downtown Development Manger job to an applicant who turned it down. Justin discussed the current revolving loan fund process, sharing concerns with the Board about the application and approval process. He stated that since the loans funds are located within the General Fund, final approval should from City Council. He recommends the DDA BRA TIFA Board review revolving loan applications, and provide their recommendations to Council for the final decision. He is meeting with a bank loan officer to discuss the process.
11. Board Member Comment: Larabel shared that City Council had chosen Watts Home & Construction for the Mill property development. He asked Justin for an update on the Mill building 2. Both Larabel and Hopkins want to be sure that the revolving loan application process follows USDA guidelines and remains as simple and accessible as possible for small business owners. Rizzo stated that funds tend to be available sooner through a revolving loan. Newly appointed DDA member David Steffen introduced himself to the Board.
12. Adjournment:
A motion by Rizzo, seconded by Hopkins, to adjourn the meeting at 8:01am. On a voice vote, all voted in favor. Motion passed.

Submitted by,
JoAnn Leonard, City Clerk