

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Angela Ridgway
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 10, 2023 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 09/12/2023 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**

7. **BRA Action Items**
 - A. Mill Updates
 - B. Accounts Payable for September of \$2,970.82
8. **DDA Action Items**
 - A. Public Hearing set for Rehabilitation Zone Tax Certificate, Oct. 23
 - B. Revolving Loan quarterly report
 - C. Dumpster Enclosure expansion/ Tree removal
 - D. Accounts Payable for September of \$1,140.12
9. **TIFA Action Items**
 - A. Update on Property Closing
 - B. Accounts Payable for September of \$493.24
10. **Communications:** 08/28/23 and 09/11/2023 Council Meeting Minutes. Also, the Financial Report/ Summary as of 09/30/2023
11. **Public Comments**
12. **Staff Comments:**

Events: Pumpkins in the Park - 10/14/23; Arts & Eats - 10/21/23; Planning for Ladies Night

Businesses coming soon: Bloom; MI Grounds

RFQ Paper Mill Site: Launch on Nov. 2 at 12 noon
13. **Member Comments**
14. **Adjournment**

The Island City

Note: All public comment’s limited to two minutes, when recognized please rise and give your name and address.
The City of Plainwell equal-opportunity provider and employer

Minutes
Plainwell DDA, BRA, and TIFA:
September 12, 2023

1. Call to Order - Meeting called to order at 7:30 a.m. by Larabel

2. Pledge of Allegiance

3. Roll Call

Members Present: Randy Wisnaski, Adam Hopkins, Justin Lakamper, Jim Turley
Angela Ridgway, Nick Larabel, Paul Rizzo, Cathy Green, Kevin Seckel

Approval of Minutes of 08/08/23: Minutes were approved with edits to place on file.

4. General Public-None

5. Chairman's Report: None

6. BRA Action Items

A. Mill Updates were given by Lakamper and Siegel regarding hiring a new company to finish the Lead Abatement project and request an additional \$90,000 from EGLE for the completion of the project.

B. Motion to accept accounts payable for August of \$18,678.72 was made by Hopkins and seconded by Turley. All in favor vote. Motion carried.

7. DDA Action Items

A. Wayfinding Signs were presented and discussed. Siegel asked for any recommendations to be sent to her by the end of the week (9/15/23).

B. Motion to accept accounts payable for August of \$721.55 was made by Larabel and seconded by Turley. All in favor vote. Motion carried.

8. TIFA Action Items

A. Update on property – wrapping up environmental and survey should be closing with Nobis soon.

B. Motion to accept accounts payable for August of \$497.01 was made by Wisnaski and seconded by Hopkins. All in favor vote. Motion carried.

9. Communications: 07/24/23 and 08/14/2023 Council Minutes. Also, the Financial Report/Summary as of 08/31/2023 was approved and placed on file.

10. Public Comments: None

11. Staff Comments: Community Development Manager, Siegel reported:

Events: Updates for Farmers' Market, Pumpkins in the Park, date change; and Arts & Eats

Businesses: Smoke Shop opened; Bronson Lab (6-8 months for remodel); Holiday Inn

Site plans – Mosaic Distillery received building permits from PCI

Member Comments: None

12. Adjournment: **A Motion to adjourn the meeting at 8:02 a.m. was made by Rizzo and seconded by Turley.**

Submitted by Denise Siegel, Community Development Manager

10/02/2023 02:18 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2023 - 09/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/2

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		SEPTEMBER 2023 DENTAL/VISI	19.44	26391
243-443-718.001	Health Insurance Premiums PRIORITY HEALTH		SEPTEMBER 2023 HEALTH INSU	187.95	26398
243-443-725.001	Fringe Benefit - Life InsuMADISON NATIONAL LIFE INSU		SEPTEMBER 2023 LIFE INSURA	9.50	26395
243-443-775.000	Supplies - Repairs and MaiPLAINWELL ACE HARDWARE		DPW - MILL ROOF DRAINS AE	96.95	26455
243-443-775.000	Supplies - Repairs and MaiPLAINWELL ACE HARDWARE		DPW - MILL ROOF DRAIN AB	35.98	26455
243-443-801.013	Professional Services - AtBLOOM SLUGGETT PC		AUGUST 2023 PROFESSIONAL S	861.00	26458
243-443-931.000	Outside Services (RMLB) ERIK WILSON		AUGUST 2023 CONSULTING WI	1,760.00	2431
Total For Dept 443 PUBLIC				2,970.82	
Total For Fund 243 BROWNFI				2,970.82	

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User: BKELLEY
DB: Plainwell

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

Fund 243 BROWNFIELD REDEVE	2,970.82
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	2,970.82

City of Plainwell
Commercial Rehabilitation Exemption Certificate

Public Act 210 of 2005: Commercial Rehabilitation Act as amended, encourages the rehabilitation of commercial property by abating the property taxes generated from new investment for a period of up to 10 years. The following guidelines shall govern the Council's decision on the length of the Commercial Rehabilitation tax exemption.

1. Number of full-time jobs or full-time equivalent jobs created by and /or retained by the project:

<u>Number of Jobs</u>	<u>Retained</u> and/or	<u>Created</u>
1-5	10 pts	20 pts
6-10	20 pts	40 pts
11-20	30 pts	60 pts
21 over	40 pts	80 pts

2. Cost of construction / remodel

Up to \$150,000	5 pts
\$150,000-\$300,000	10 pts
\$300,000 - \$450,000	15 pts
\$450,000-\$600,000	20 pts
\$600,000 - \$750,000	25 pts
\$750,000 - \$1,000,000	35 pts
Over \$1,000,000.00	50 pts

3. Installation of automatic fire sprinkler system in all new or rehabilitated areas:

10 pts

4. Rehabilitation covers the interior and exterior appearance of buildings and other physical changes to restore or change the property to an economically efficient condition.

50 pts

5. The project creates second-story housing units in the downtown at a market-based rental level.

1-2 Units	10 pts
3-4 Units	15 pts
5 or more	20 pts

Total possible Points 210

Terms of Abatement:

The following point totals all for abatement for the indicated number of years:

<u>Points</u>	<u>Years of Abatement</u>
Less than 50	1 year
50-74	6 years
75-100	8 years
101 or more	10 years

CITY OF PLAINWELL
OUTSTANDING REVOLVING LOANS
AS OF September 30, 2023

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	Ahead	9/29/2023	8,537.09	243.95	-	-	1,462.91		
Adam & Rachel Hopkins	10,000.00	10-Sep-2020	Current	9/1/2023	5,944.04	211.96	-	-	4,055.96		
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	Late	9/18/2023	3,189.75	160.59	239.31	30	10,810.25		
									16,329.12		
Loans from G01 Grant									45,646.16		= Cash on hand at 09/30/2023
All others in G03 Grant									61,975.28		

NEW LOAN INFORMATION

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATIO N DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
No new loans this quarter																			





10/02/2023 02:18 PM
User: BKELLEY
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Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums COPS HEALTH TRUST		SEPTEMBER 2023 DENTAL/VISI	25.93	26391
248-443-718.001	Health Insurance Premiums PRIORITY HEALTH		SEPTEMBER 2023 HEALTH INSU	330.52	26398
248-443-775.000	DDA - New business certifi	AMAZON	DDA - Ladies night	75.96	2463
248-443-775.000	Supplies - Repairs and Mai	PLAINWELL ACE HARDWARE	DPW - OUTDOOR TIMER PLAZA	38.17	26508
248-443-962.000	DDA - String lights/suppli	AMAZON	DDA - Ladies night	217.09	2463
Total For Dept 443 PUBLIC				687.67	
Dept 775 SPECIAL EVENTS					
248-775-880.021	DDA - Ladies night	AMAZON	DDA - Ladies night	332.45	2463
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILETS	DDA - FARMERS MARKET PORTA	120.00	26446
Total For Dept 775 SPECIAI				452.45	
Total For Fund 248 DOWNTOW				1,140.12	

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Fund Totals:

Fund 248 DOWNTOWN DEVELOPM	1,140.12
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	1,140.12

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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		SEPTEMBER 2023 DENTAL/VISI	50.69	26391
247-443-718.001	Health Insurance Premiums PRIORITY HEALTH		SEPTEMBER 2023 HEALTH INSU	438.69	26398
247-443-725.001	Fringe Benefit - Life InsuMADISON NATIONAL LIFE INSUSP		SEPTEMBER 2023 LIFE INSURA	3.86	26395
Total For Dept 443 PUBLIC				493.24	
Total For Fund 247 TAX INC				493.24	

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Fund Totals:

Fund 247 TAX INCREMENT FIN	493.24
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	493.24

MINUTES
Plainwell City Council
August 28, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro-Tem Steele, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the August 14, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment:
 1. Rob Ruimveld of 220 E Chart St. discussed the need for a designated student crossing at Hill St.
 2. Todd Smith, a city resident, discussed putting in a splash pad by the basketball courts at Dean's Park. He also noted an ordinance issue with a property near his residence.
7. County Commissioner Report: Gale Dugan gave an update on the remodeling of the Allegan County Courthouse, and noted some staff would be shifted to the Dumont Lake location. He stated that he spoke with Allegan County Clerk Bob Genetski concerning the nine days of early voting, and grant money that may be available to municipalities to offset some of the costs associated with implementation. He stated that Allegan County had set it's 2024 budget.
8. **A motion by Steele, seconded by Overhuel, to approve the Agenda for the August 28, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler offered condolences to the Harrington/Buxton families.
10. Recommendations and Reports:
 - A. Water Renewal Superintendent Pond discussed the need for three new check valves at the Cushman Lift Station.
A motion by Keeney, seconded by Wisnaski, to approve the purchase of three valves from JGM Valve GA Industries for the Cushman Street Lift Station for \$8,589.00. On a roll call vote, all in favor. Motion passed.
 - B. Mayor Pro-Tem Steele asked Council to consider accepting photographs from The Foundation for the Preservation of the Plainwell High School Pictures for the years 1926-1968, as the Foundation had been dissolved.
A motion by Keeney, seconded by Wisnaski, agreeing to retain, store and display the photographs from the Foundation. On a roll call vote, all voted in favor. Motion passed.

C. Superintendent Nieuwenhuis informed Council of three pieces of equipment no longer in use, and asked permission to sell these items.

A motion by Overhuel, seconded by Keeney, to approve the sale of three pieces of unused equipment. On a roll call vote, all voted in favor. Motion passed.

D. City Manager Lakamper discussed the need for a new vendor to complete the Paper Mill lead abatement project. The current company has stopped work, and quotes were solicited from two other companies.

A motion by Wisnaski, seconded by Keeney, to approve the contract with Taplin Group LLC to complete the lead abatement work on the mill buildings for \$116,264. 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 draft August 16, 2023 Planning Commission Meeting Minutes, and the draft August 17, 2023 Parks & Trees Meeting Minutes. 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 \$881,893.43 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

1. Rob Ruimveld thanked Community Development Manager Siegel for moving the Farmer's Market back to the parking lot in front of the old Paper Mill. He stated that attendance is up, and that he enjoys the food trucks being onsite.

14. Staff Comments:

Finance Director Kelley spoke about meetings he has attended with the 5 districts of Allegan County to discuss early voting implementation. He shared that Plainwell will need an additional tabulator, and that grant money may be available through Allegan County to help with costs. He shared that a Resolution covering early voting is being drafted. He offered condolences to the family of Nancy Lyons on behalf of the Election Committee of Plainwell.

Superintendent Nieuwenhuis shared that a study had been done several years ago concerning a pedestrian crossing at Hill Street, and offered to share the study results with Rob Ruimveld. He thanked members of the public for attending the meeting and sharing their views.

Community Development Manager Siegel reported working on the lead abatement and dam projects, and waiting on funding for the fitness court.

Public Safety Director Callahan thanked the public for their input at the meeting.

City Clerk Leonard stated that she and Finance Director/Deputy Clerk Kelley are attending an all-day training event focused on early voting in Mount Pleasant on Wednesday, August 30th.

City Manager Lakamper shared that Williams & Works are handling the RFQ, and that it is moving forward. He stated that City Hall regular hours begin Labor Day, hours being Monday through Friday, 8am till 4pm. He noted that DPS received a free generator through a military surplus plan, and that string lights are going to be hung in Brook's Plaza. A downtown Social District is still under consideration.

15. Council Comments:

Councilmember Overhuel said that he is happy that the old jail is being discussed, and that the Frisbee Golf area is overgrown.

Mayor Pro-Tem Steele reminded everyone that school is in session, and reminded all that yellow bus lights mean caution/slow, while red lights mean stop.

16. Adjournment:

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

Minutes respectfully
submitted by,
Ginger J Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
September 11, 2023


Ginger J Leonard, City Clerk

MINUTES
Plainwell City Council
September 11, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Dan Martin of Lighthouse Baptist Church gave the invocation in remembrance of September 11th, 2001.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro-Tem Steele, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the August 28, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report: None
8. **A motion by Steele, seconded by Overhuel, to approve the Agenda as amended for the September 11, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Resolution 2023-28 Early Voting, establishing an early voting precinct for the City of Plainwell and approving the purchase of a tabulator in support of early voting as required by the State of Michigan.
A motion by Keeney, seconded by Wisnaski, to approve Resolution 2023-28 and the purchase of a tabulator for \$6450.00. On a roll call vote, Overhuel, Keeney, Wisnaski and Keeler in favor. Steele opposed. Motion passed.
 - B. Purchase of a new Miele Lab Washer for Water Renewal.
A motion by Wisnaski, seconded by Keeney, to approve the purchase of a new Miele Lab Washer and 2-year supply of detergent and neutralizer for Water Renewal for \$14,412.74. On a roll call vote, all voted in favor. Motion passed.
 - C. Peach Court Lift Station pump purchase.
A motion by Keeney, seconded by Wisnaski, to approve the purchase of a new pump for the Peach Court Lift Station for \$7605.00. On a roll call vote, all voted in favor. Motion passed.
 - D. 2023/2024 Budget Amendment – Encumbrance Rollover
A motion by Keeney, seconded by Steele, to approve the 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.

E. Resolution 2023-29 - Acceptance of Brownfield Redevelopment Loan increase.

A motion by Overhuel, seconded by Steele, to approve Resolution 2023-29 accepting a Brownfield Redevelopment loan of \$690,000.00. 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 draft August 16, 2023 Planning Commission Meeting Minutes, and the draft August 17, 2023 Parks & Trees Meeting Minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$399,190.99 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Finance Director Kelley thanked all Public Service staff for all they do. He stated that he is continuing to prepare for the upcoming audit in October.

Personnel Coordinator Kerstin had nothing to report.

Superintendent Nieuwenhuis shared that both bridge projects are complete, and he is happy with how they turned out. The sealant on the Main St bridge should last 7-10 years.

Community Development Manager Siegel noted that the DDD/BRA/TIFA Board would be discussing Wayfinding signs at the next meeting. She stated that \$118,000.00 had been received from the dam grant, and that all payments are up to date. The lead abatement test patch is scheduled for late this week. Mosaic Distillery was issued a building permit by PCI. She outlined several popular community events coming up, and noted that the date for Pumpkins in the Park had been changed from 10/21/23 to 10/14/2023.

Superintendent Pond said that he had visited the Mill this morning, and noted problems with the roof leaking in several areas, with water running down a wall in one location. He is concerned at the lack of disrepair and remaining equipment and miscellaneous items on site.

Public Safety Director Callahan started that Don McGehee has joined DPS as a part time officer. He said that the department had received a grant from the State of Michigan to purchase fire gear. Another grant is in process that will cover the purchase of an air pack and thermal imaging cameras. He provided an update on an Ordinance violation.

City Clerk Leonard stated that she will attend several training events this month, and will be a fully trained Election Inspector mid- October.

City Manager Lakamper discussed community interest in a Splashpad. He shared some pricing information, and maintenance considerations, noting that proper planning is key. The dam project is still ongoing, and he is working closely with the DNR to find solutions. He is working on getting access to key testing sites, and noted one solution presented was to lower the mill race water levels by 6" to meet required flow rates for fish. The noon whistle has been well received. He noted an upcoming Planning Commission Zoning meeting, and a tax abatement consideration.

15. Council Comments:

Councilmember Overhuel thanked public service members for their service, and thanked Judy Schumaker for attending Council meetings so often.

Mayor Pro-Tem Steele wished Finance Director Kelley a happy birthday, and thanked City Manager Lakamper for working with Mr. Schmitts. She thanks Public Safety Director Callahan and all public service members for their hard work. Councilmembers Wisnaski and Keeney thanked all members of public service, and noted that today, September 11, was day of remembrance.

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:52 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
Ginger J Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
September 25, 2023


Ginger J Leonard, City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 09/30/2023
 % Fiscal Year Completed: 25.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2023 (ABNORMAL)	MONTH 09/30/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,507.00	6,507.18	0.00	(0.18)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,179.00	776.73	0.00	402.27	65.88
243-000-404.042	Captured Tax Real - BR - Capital Impr	529.00	529.49	0.00	(0.49)	100.09
243-000-404.043	Captured Tax Real - BR - Fire Reserve	529.00	529.49	0.00	(0.49)	100.09
243-000-404.044	Captured Tax Real - BR - Solid Waste	688.00	688.34	0.00	(0.34)	100.05
243-000-404.047	Captured Tax Real - DDA - School	16,242.00	4,944.08	0.00	11,297.92	30.44
243-000-404.048	Captured Tax Real - BR - County Taxes	3,679.00	2,733.28	0.00	945.72	74.29
243-000-413.060	Captured Tax Pers - City Tax	3,619.00	3,619.11	0.00	(0.11)	100.00
243-000-413.061	Captured Tax Pers - Library	656.00	432.00	0.00	224.00	65.85
243-000-413.062	Captured Tax Pers - Capital Improvement	295.00	294.50	0.00	0.50	99.83
243-000-413.063	Captured Tax Pers - Fire Reserve	295.00	294.50	0.00	0.50	99.83
243-000-413.064	Captured Tax Pers - Solid Waste	383.00	382.85	0.00	0.15	99.96
243-000-413.065	Captured Tax Pers - County Taxes	2,046.00	1,520.17	0.00	525.83	74.30
243-000-665.000	Interest Earnings - Investments	1,207.00	1,813.27	546.30	(606.27)	150.23
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		117,854.00	45,065.00	7,212.97	72,789.00	38.24
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	43,424.00	10,821.36	3,715.97	32,602.64	24.92
243-443-704.001	Wages - Part Time Employees	2,440.00	1,803.06	352.39	636.94	73.90
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,380.00	971.15	315.75	2,408.85	28.73
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	360.00	299.53	148.78	60.47	83.20
243-443-716.000	Retirement - Defined Contribution 401a	3,969.00	272.43	100.95	3,696.57	6.86
243-443-718.001	Health Insurance Premiums - Current EE	6,020.00	420.63	148.74	5,599.37	6.99
243-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	159.81	62.45	2,000.19	7.40
243-443-723.001	Retiree Health Care - OPEB	29.00	7.14	2.38	21.86	24.62
243-443-725.001	Fringe Benefit - Life Insurance	42.00	10.72	9.50	31.28	25.52
243-443-725.010	Workers Comp Insurance	217.00	162.39	0.00	54.61	74.83
243-443-767.000	Clothing - Uniforms	99.00	0.00	0.00	99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	0.00	132.93	132.93	(132.93)	100.00
243-443-801.000	Professional Services - Engineering	8,000.00	0.00	0.00	8,000.00	0.00
243-443-801.013	Professional Services - Attorney	1,000.00	861.00	861.00	139.00	86.10
243-443-801.030	Professional Services - Auditor	374.00	0.00	0.00	374.00	0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,486.00	17,438.79	0.00	10,047.21	63.45
243-443-931.000	Outside Services (RMLB)	20,310.00	24,519.95	23,494.95	(4,209.95)	120.73
243-443-935.001	Property Liability Insurance	6,958.00	6,428.35	0.00	529.65	92.39
243-443-940.000	Rentals - Equipment	3,600.00	2,837.81	304.68	762.19	78.83
243-443-948.000	Computer Services	0.00	6.93	0.00	(6.93)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,536.00	3,883.98	1,294.66	11,652.02	25.00
243-905-993.001	Debt Service - Interest - Interfund Loan	1,089.00	272.16	90.72	816.84	24.99
TOTAL EXPENDITURES		146,493.00	71,310.12	31,035.85	75,182.88	48.68
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	45,065.00	7,212.97	72,789.00	38.24
TOTAL EXPENDITURES		146,493.00	71,310.12	31,035.85	75,182.88	48.68
NET OF REVENUES & EXPENDITURES		(28,639.00)	(26,245.12)	(23,822.88)	(2,393.88)	91.64

PERIOD ENDING 09/30/2023

% Fiscal Year Completed: 25.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2023 (NORMAL (ABNORMAL))	MONTH 09/30/2023 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	8,132.00	8,131.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	1,472.00	970.15	0.00	501.85	65.91
247-000-404.042	Captured Tax Real - BR - Capital Impr	661.00	661.48	0.00	(0.48)	100.07
247-000-404.043	Captured Tax Real - BR - Fire Reserve	661.00	661.48	0.00	(0.48)	100.07
247-000-404.044	Captured Tax Real - BR - Solid Waste	860.00	859.88	0.00	0.12	99.99
247-000-404.048	Captured Tax Real - BR - County Taxes	4,595.00	3,415.34	0.00	1,179.66	74.33
247-000-583.000	Local Grants	104,593.00	0.00	0.00	104,593.00	0.00
247-000-665.000	Interest Earnings - Investments	3,330.00	991.42	539.65	2,338.58	29.77
TOTAL REVENUES		124,304.00	15,691.57	539.65	108,612.43	12.62
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	50,485.00	12,055.61	4,041.41	38,429.39	23.88
247-443-704.001	Wages - Part Time Employees	469.00	77.90	37.67	391.10	16.61
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,791.00	897.95	301.66	2,893.05	23.69
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	224.26	111.24	630.74	26.23
247-443-716.000	Retirement - Defined Contribution 401a	2,732.00	395.43	132.50	2,336.57	14.47
247-443-718.001	Health Insurance Premiums - Current EE	6,847.00	1,061.28	369.07	5,785.72	15.50
247-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	292.94	117.81	1,867.06	13.56
247-443-725.001	Fringe Benefit - Life Insurance	21.00	5.26	3.86	15.74	25.05
247-443-725.010	Workers Comp Insurance	247.00	184.83	0.00	62.17	74.83
247-443-775.000	Supplies - Repairs and Maintenance	3,600.00	5.59	0.00	3,594.41	0.16
247-443-801.013	Professional Services - Attorney	1,000.00	0.00	0.00	1,000.00	0.00
247-443-801.030	Professional Services - Auditor	71.00	0.00	0.00	71.00	0.00
247-443-931.000	Outside Services (RMLB)	500.00	0.00	0.00	500.00	0.00
247-443-935.001	Property Liability Insurance	146.00	134.88	0.00	11.12	92.38
247-443-940.000	Rentals - Equipment	1,500.00	621.12	0.00	878.88	41.41
247-443-948.000	Computer Services	0.00	6.93	0.00	(6.93)	100.00
TOTAL EXPENDITURES		74,424.00	15,963.98	5,115.22	58,460.02	21.45
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	15,691.57	539.65	108,612.43	12.62
TOTAL EXPENDITURES		74,424.00	15,963.98	5,115.22	58,460.02	21.45
NET OF REVENUES & EXPENDITURES		49,880.00	(272.41)	(4,575.57)	50,152.41	0.55

PERIOD ENDING 09/30/2023

% Fiscal Year Completed: 25.14

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

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2023 (ABNORMAL)	MONTH 09/30/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	34,222.00	34,221.56	0.00	0.44	100.00
248-000-404.031	Captured Tax Real - DDA - Library	6,200.00	4,084.53	0.00	2,115.47	65.88
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,784.00	2,784.42	0.00	(0.42)	100.02
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,784.00	2,784.42	0.00	(0.42)	100.02
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,620.00	3,619.78	0.00	0.22	99.99
248-000-404.045	Captured Tax Real - DDA - County Taxes	19,347.00	14,374.21	0.00	4,972.79	74.30
248-000-413.060	Captured Tax Pers - City Tax	1,838.00	1,837.77	0.00	0.23	99.99
248-000-413.061	Captured Tax Pers - Library	333.00	219.30	0.00	113.70	65.86
248-000-413.062	Captured Tax Pers - Capital Improvement	150.00	149.55	0.00	0.45	99.70
248-000-413.063	Captured Tax Pers - Fire Reserve	150.00	149.55	0.00	0.45	99.70
248-000-413.064	Captured Tax Pers - Solid Waste	194.00	194.41	0.00	(0.41)	100.21
248-000-413.065	Captured Tax Pers - County Taxes	1,038.00	771.90	0.00	266.10	74.36
248-000-583.000	Local Grants	7,752.00	0.00	0.00	7,752.00	0.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,225.00	1,585.70	423.73	2,639.30	37.53
248-000-654.102	Special Event Revenues - DDA	1,625.00	450.00	450.00	1,175.00	27.69
248-000-665.000	Interest Earnings - Investments	1,484.00	929.45	457.73	554.55	62.63
TOTAL REVENUES		87,746.00	68,156.55	1,331.46	19,589.45	77.67
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	18,163.00	4,191.33	1,398.27	13,971.67	23.08
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,312.00	289.76	94.70	1,022.24	22.09
248-443-718.001	Health Insurance Premiums - Current EE	3,264.00	791.62	271.96	2,472.38	24.25
248-443-718.013	Health Insurance - HSA - Employer Paid	792.00	151.30	60.31	640.70	19.10
248-443-725.010	Workers Comp Insurance	41.00	30.68	0.00	10.32	74.83
248-443-775.000	Supplies - Repairs and Maintenance	100.00	114.13	114.13	(14.13)	114.13
248-443-801.030	Professional Services - Auditor	71.00	0.00	0.00	71.00	0.00
248-443-851.000	Postage	100.00	2.94	2.94	97.06	2.94
248-443-900.000	Printing and Publishing	1,800.00	0.00	0.00	1,800.00	0.00
248-443-931.000	Outside Services (RMLB)	1,498.00	918.00	0.00	580.00	61.28
248-443-935.001	Property Liability Insurance	225.00	207.87	0.00	17.13	92.39
248-443-948.000	Computer Services	50.00	6.93	0.00	43.07	13.86
248-443-955.000	Miscellaneous Expense	400.00	72.50	0.00	327.50	18.13
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	217.09	217.09	482.91	31.01
248-775-880.021	Community Promotion - Special Events	4,250.00	332.45	332.45	3,917.55	7.82
248-775-881.022	Farmers Market Costs - DDA	1,010.00	483.80	120.00	526.20	47.90
248-900-971.000	Capital Purchase	7,500.00	0.00	0.00	7,500.00	0.00
TOTAL EXPENDITURES		41,476.00	7,810.40	2,611.85	33,665.60	18.83
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		87,746.00	68,156.55	1,331.46	19,589.45	77.67
TOTAL EXPENDITURES		41,476.00	7,810.40	2,611.85	33,665.60	18.83
NET OF REVENUES & EXPENDITURES		46,270.00	60,346.15	(1,280.39)	(14,076.15)	130.42

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

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2023	(ABNORMAL)	MONTH 09/30/2023	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
TOTAL REVENUES - ALL FUNDS		329,904.00		128,913.12		9,084.08		200,990.88		39.08
TOTAL EXPENDITURES - ALL FUNDS		262,393.00		95,084.50		38,762.92		167,308.50		36.24
NET OF REVENUES & EXPENDITURES		67,511.00		33,828.62		(29,678.84)		33,682.38		50.11

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 09/30/2023
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	36,647.00	23,251.72	0.00	13,395.28	63.45
D08	Interest and rentals	1,207.00	1,813.27	546.30	(606.27)	150.23
05	Transfer in	80,000.00	20,000.01	6,666.67	59,999.99	25.00
TOTAL REVENUES		117,854.00	45,065.00	7,212.97	72,789.00	38.24
Expenditures						
443	PUBLIC WORKS	129,868.00	67,153.98	29,650.47	62,714.02	51.71
905	DEBT SERVICE	16,625.00	4,156.14	1,385.38	12,468.86	25.00
TOTAL EXPENDITURES		146,493.00	71,310.12	31,035.85	75,182.88	48.68
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	45,065.00	7,212.97	72,789.00	38.24
TOTAL EXPENDITURES		146,493.00	71,310.12	31,035.85	75,182.88	48.68
NET OF REVENUES & EXPENDITURES		(28,639.00)	(26,245.12)	(23,822.88)	(2,393.88)	91.64

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

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

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D01	Taxes	16,381.00	14,700.15	0.00	1,680.85	89.74
D08	Interest and rentals	3,330.00	991.42	539.65	2,338.58	29.77
D04	State grants	104,593.00	0.00	0.00	104,593.00	0.00
TOTAL REVENUES		124,304.00	15,691.57	539.65	108,612.43	12.62
Expenditures						
443	PUBLIC WORKS	74,424.00	15,963.98	5,115.22	58,460.02	21.45
TOTAL EXPENDITURES		74,424.00	15,963.98	5,115.22	58,460.02	21.45
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	15,691.57	539.65	108,612.43	12.62
TOTAL EXPENDITURES		74,424.00	15,963.98	5,115.22	58,460.02	21.45
NET OF REVENUES & EXPENDITURES		49,880.00	(272.41)	(4,575.57)	50,152.41	0.55

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

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

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	72,660.00	65,191.40	0.00	7,468.60	89.72
D08	Interest and rentals	1,484.00	929.45	457.73	554.55	62.63
D04	State grants	7,752.00	0.00	0.00	7,752.00	0.00
UNCLASSIFIED	Unclassified	5,850.00	2,035.70	873.73	3,814.30	34.80
TOTAL REVENUES		87,746.00	68,156.55	1,331.46	19,589.45	77.67
Expenditures						
443	PUBLIC WORKS	28,716.00	6,994.15	2,159.40	21,721.85	24.36
775	SPECIAL EVENTS	5,260.00	816.25	452.45	4,443.75	15.52
900	CAPITAL OUTLAY	7,500.00	0.00	0.00	7,500.00	0.00
TOTAL EXPENDITURES		41,476.00	7,810.40	2,611.85	33,665.60	18.83
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		87,746.00	68,156.55	1,331.46	19,589.45	77.67
TOTAL EXPENDITURES		41,476.00	7,810.40	2,611.85	33,665.60	18.83
NET OF REVENUES & EXPENDITURES		46,270.00	60,346.15	(1,280.39)	(14,076.15)	130.42
TOTAL REVENUES - ALL FUNDS		329,904.00	128,913.12	9,084.08	200,990.88	39.08
TOTAL EXPENDITURES - ALL FUNDS		262,393.00	95,084.50	38,762.92	167,308.50	36.24
NET OF REVENUES & EXPENDITURES		67,511.00	33,828.62	(29,678.84)	33,682.38	50.11



DEVELOPER REQUEST FOR QUALIFICATIONS

Paper Mill Site – 200 W. Allegan St. City of Plainwell, Michigan



Plainwell, Michigan

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Acknowledgments

City of Plainwell, MI

Justin Lakamper – City Manager

Brad Keeler – Mayor

Denise Siegel – Community Development Manager



City of Plainwell Mill Steering Committee

Lynn Belco

Craig Gilbert

Cathy Green

Nick Larabel

Ron Lyons

Marsha Mahan

Troy Stefl

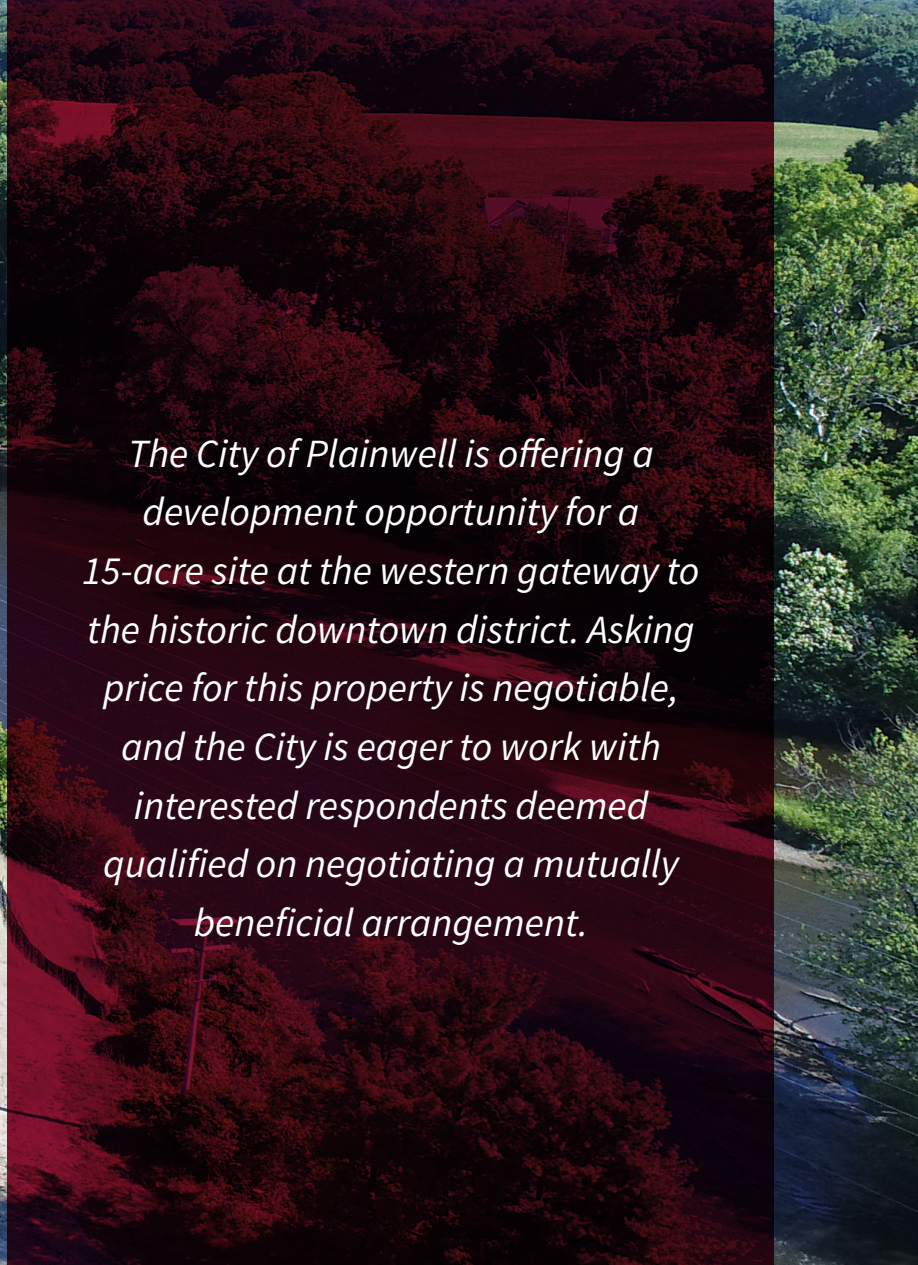
Mary Surine

Rick Updike

Michigan Economic Development Corporation

Nate Scramlin – Manager, Redevelopment Services

Sue DeVries – Community Assistance Team,
West Michigan Region



The City of Plainwell is offering a development opportunity for a 15-acre site at the western gateway to the historic downtown district. Asking price for this property is negotiable, and the City is eager to work with interested respondents deemed qualified on negotiating a mutually beneficial arrangement.

Technical Assistance Team

Seamless Collaborative

Adam Cook, CNU-A – Lead Consultant

McKenna

Michael Campbell, RA – Architecture and Urban Design

Cameron Carley – GIS and Mapping

M. Paul Lippens, AICP – Development Economics

Erin Raine – Graphic Design

LandUseUSA

Sharon Woods, CRE – Market Analyst

Michigan Municipal League

Richard Murphy, AICP – Program Manager

Policy Innovation Labs



Development Opportunity

The City of Plainwell, Michigan seeks interested developers for a property at 200 West Allegan Street. The property consists of two legal parcels comprising a portion of the former Plainwell Paper Mill site. The two parcels on offer total 14.94 acres of developable land fronting the Kalamazoo River, and are located adjacent to Plainwell's City Hall and Public Safety buildings. The property provides an opportunity to bring desirable residential development to the community, including housing in formats that are currently underrepresented in the local market.

The subject site is located at the western gateway to Plainwell's historic downtown district. The portions on offer include over 500 feet of linear frontage on Allegan Street (M-43/89) and extends nearly 2,000 feet along the Kalamazoo River at the rear. The City has reserved a narrow parcel of land extending along the riverbank for future extension of the riverfront trail system. The historically significant portions of the Paper Mill complex—which closed permanently in 2000—have been retained, and are located on a parcel adjacent to those on offer (see Site Overview, p. 14). These buildings have been repurposed as Plainwell's City Hall, Public Safety Headquarters, and private office space.

A successful partnership between the Paper Mill's former owner and City, State, and Federal agencies spanning two decades has resulted in the remediation of the Paper Mill site to the US Environmental Protection Agency (EPA) standard for residential development. This process is detailed on pages 18-19.

Plainwell City staff and municipal stakeholders have been collaboratively developing a vision for future development on the Paper Mill site since the City purchased it in 2006. The overall vision for the site is depicted in a Concept Plan that was originally created in 2007 and has been revised several times, most recently in 2020. A Preferred Development Scenario for the two parcels on offer was then created in 2021, and is based on the Concept Plan. Proposals meeting the goals of this scenario would:

- Create new residential options through attached housing formats including townhomes and lofts;
- Incorporate a block structure consistent with the historic development patterns found in adjacent residential neighborhoods, and street design that includes on-street parking and other contextual design features to facilitate slow vehicular speeds;
- Provide a central gathering place internal to the site, with waterfront views, as an amenity for residents;
- Consider the architectural character of the remaining historic Mill buildings on the site, and ensure new residential buildings are responsive in their design.
- Ensure that the Kalamazoo Riverfront is open to the public, and is fronted with residential buildings.

The City's asking price is negotiable, and it is open to all reasonable offers in support of an optimal development plan. The City has diligently worked with the Michigan Economic Development Corporation (MEDC) and other agency partners over fifteen years to bring the Paper Mill site to a development-ready state, leveraging over \$9 million in outside funding to-date. Furthermore, the City and MEDC have worked collaboratively to develop this RFQ. Preference will be given to projects that creatively incorporate some or all of the provisions described above.

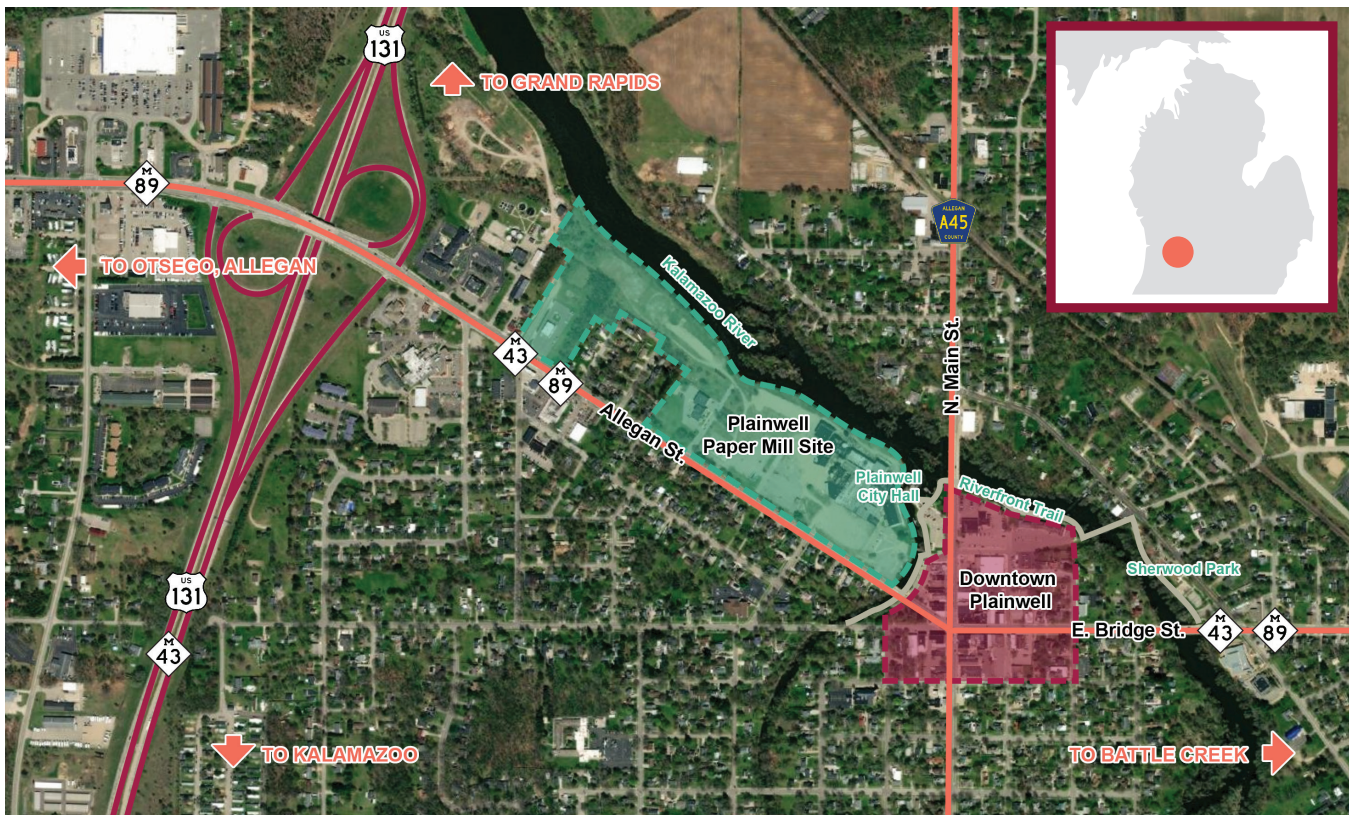


Community Overview

The City of Plainwell is a historic community in southeastern Allegan County, in the southwestern Lower Peninsula of Michigan. Plainwell is situated approximately 35 miles south of Grand Rapids, and 10 miles northwest of Kalamazoo. Plainwell is approximately 2 square miles in size with a stable population of 3,794 residents (2020) that is forecasted to grow to 4,021 by 2028.

Served by the north-south US-131 freeway, state highways M-43 and M-89, and Allegan County route A45, Plainwell is well connected to regional destinations. The major employment centers of Grand Rapids, Kalamazoo, and Battle Creek can be accessed within a 30-minute drive time. Resort communities on the Lake Michigan shore are within an hour's drive.

Plainwell is a community known in the region for its historic roots and reputation as a great place to live and visit. Throughout the 20th Century, the Plainwell Paper Mill was the community's largest employer. Since the mill's closure in 2000, Plainwell has increasingly become an attractive community for families with employment in the nearby Grand Rapids and Kalamazoo markets. The City also supports a diverse range of light industrial and manufacturing businesses that are concentrated to the north and east. The Plainwell Industrial Park is home to thirty-seven businesses that employ over 650 people.



Plainwell is known as the “Island City,” and its small-town charm is embodied in a historic downtown sited on an island in the Kalamazoo River. This traditional downtown charm is home to traditional mixed-use buildings, retail, entertainment, restaurants, and office space. Classic main street charm includes active sidewalks, pedestrian crossings, and outdoor gathering spaces, and other pedestrian-scaled amenities.

Bordering the downtown area, Plainwell has walkable, historic neighborhoods of predominantly single-family houses. The City also has shown a commitment to the natural beauty of the area, with plentiful street trees and outdoor recreation opportunities that utilize the scenery of the Kalamazoo River and adjacent woodlands.

The Kalamazoo River is a vital component of Plainwell. The City has developed a Riverfront Trail that encircles the downtown district (see map on p. 8), providing a pedestrian connection from Sherwood Park and the northeastern residential neighborhoods. A western extension of this trail is envisioned to coincide with redevelopment of Parcels 2 and 5 on the Paper Mill site.

The City’s efforts to improve quality-of-life has captured growing demographic markets such as college-educated young professionals and families with young children in the home. These demographic groups are seeking moderately affordable places to live that are near outdoor recreation activity centers, outdoor festivals, and have walkable and bikeable neighborhoods, yet are within a short drive to a larger urban center such as Kalamazoo or Grand Rapids.



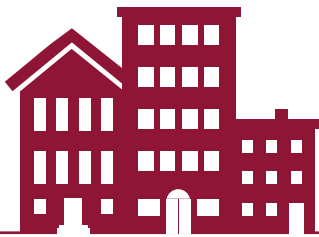
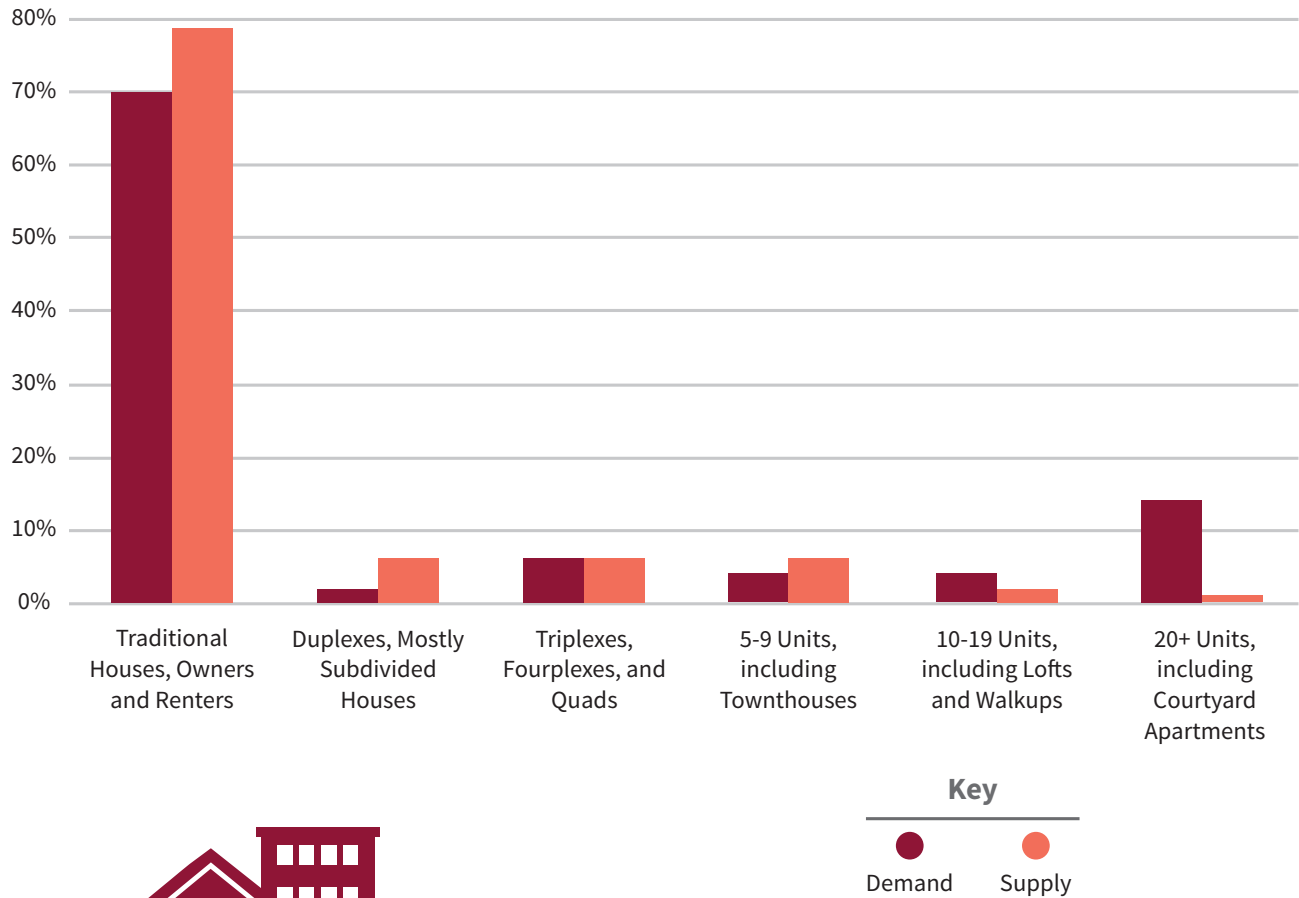
Market Conditions and Opportunities

A Financial and Market Analysis pertaining to the subject site was prepared by LandUseUSA of Laingsburg, MI in February 2021, and is presented as an attachment to this document (Appendix A). This analysis and the conclusions drawn therefrom are summarized in the following text:



- There is a markedly greater demand for attached, non-traditional housing product than traditional detached single-family housing product. The City of Plainwell, is oversupplied with detached housing, a figure that when correlated with demand of those moving into the City is mismatched. Those projected to move into the community will primarily seek single-family housing, however, as mentioned above, the demand will have less impact due to the existing oversupply of detached housing in the City.
- Attached formats are heavily under-represented, comprising only 21% of all housing, and potential residents seeking this product have fewer options. Therefore, the demand impact for attached and non-traditional products outweighs detached product.

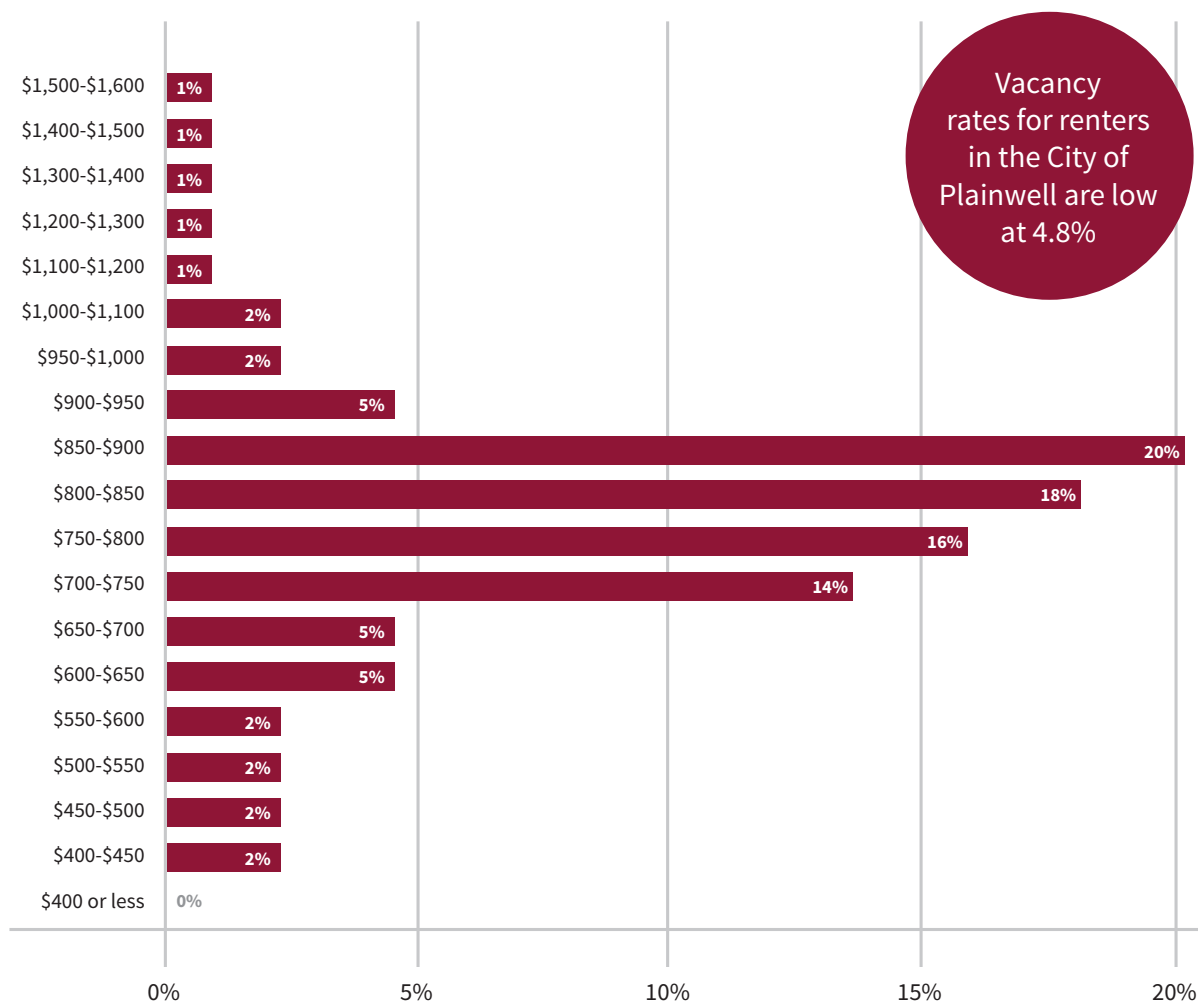
Plainwell In Migration Demand v. Existing Unit Supply 2022



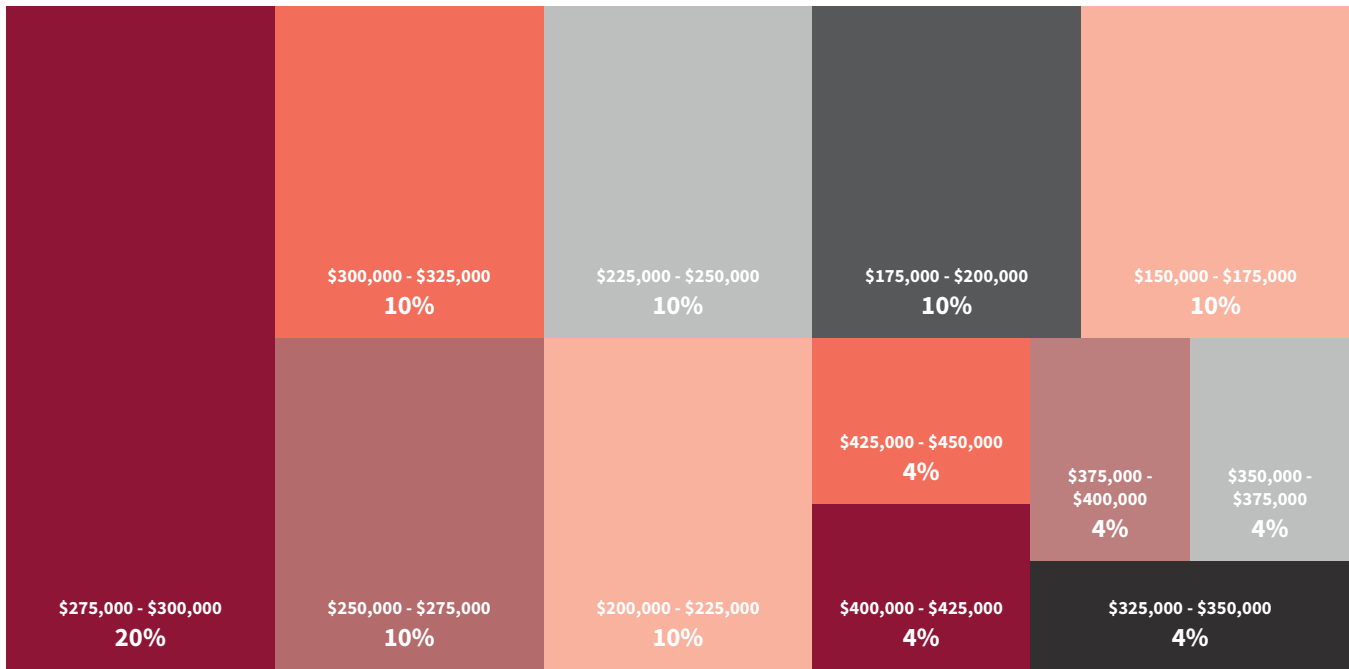
- The subject site provides an opportunity to create new attached housing choices that are currently underserved in the local market. Ideal formats for revenue maximization will consist of a mix of 2-4 story for-lease lofts and 2-3 story for-lease townhomes and/or brownstone units, at market rates. A small number of traditional houses with modern amenities should be offered as for sale units.
- Between 175 and 220 new renter households could move into Plainwell each year, and they are seeking a variety of housing formats. Of these potential renters, eighty are seeking attached housing formats with five or more units.

- Plainwell is forecasted to have roughly four and a half times the amount of new renters moving into the community annually over the next several years than home purchasers. Today most renters are paying between \$550 and \$700 per contract month for remodeled detached single-family homes, therefore, the greatest majority will be seeking monthly contract rents below \$1,000 per month. The demand for new, modern, and attractive alternative formats will be able to capture between \$1.75 and \$2.25 per square foot monthly, while more affordable options around \$1.25 to \$1.50 per square foot would be highly successful as well. Rent roll ranges assume varying degrees of investor risk tolerance.

All Format For-Lease Monthly Rents for New Build Units - 2020



Detached Housing Values for New Build For-Sale Units - 2020



- Over half of the eighty yearly potential new renter households mentioned above are concentrated in two moderate-income Lifestyle Clusters (Bohemian Groove and Family Troopers) with a propensity to seek attached housing formats with five or more units. These are young, up-and-coming singles and couples that may have young children who enjoy small town settings within driving distance to larger cities. These consumers look for outdoor recreation and quality of life amenities to satisfy their active social lives and eclectic natures.
- New attached units in this market should be developed in a range of sizes, with varying levels of fixtures and amenities. Units should be marketed as “For-Lease Lofts” rather than “For Rent Apartments.” The most expensive units should maximize views of the Kalamazoo River and contain porches, terraces and/or balconies that capture these views. The smallest units can have the highest rents per square foot, and the largest units will command the lowest rents per square foot.



- Each year, twenty potential new renter households will have a price tolerance for monthly rents greater than \$950, and an additional fifty-five will tolerate monthly rents between \$850 and \$950.
- While the market demand for non-traditional detached single-family housing is not as strong as traditional detached formats currently in the City of Plainwell, there is strong evidence supporting desire for non-traditional housing development. Data suggests this moderate non-traditional market demand can absorb approximately fifty new market-rate for sale units per year with valuations of \$150 per square foot for units under 1,000 square feet in floor area and up to \$250 per square foot for units up to 2,000 square feet in floor area.

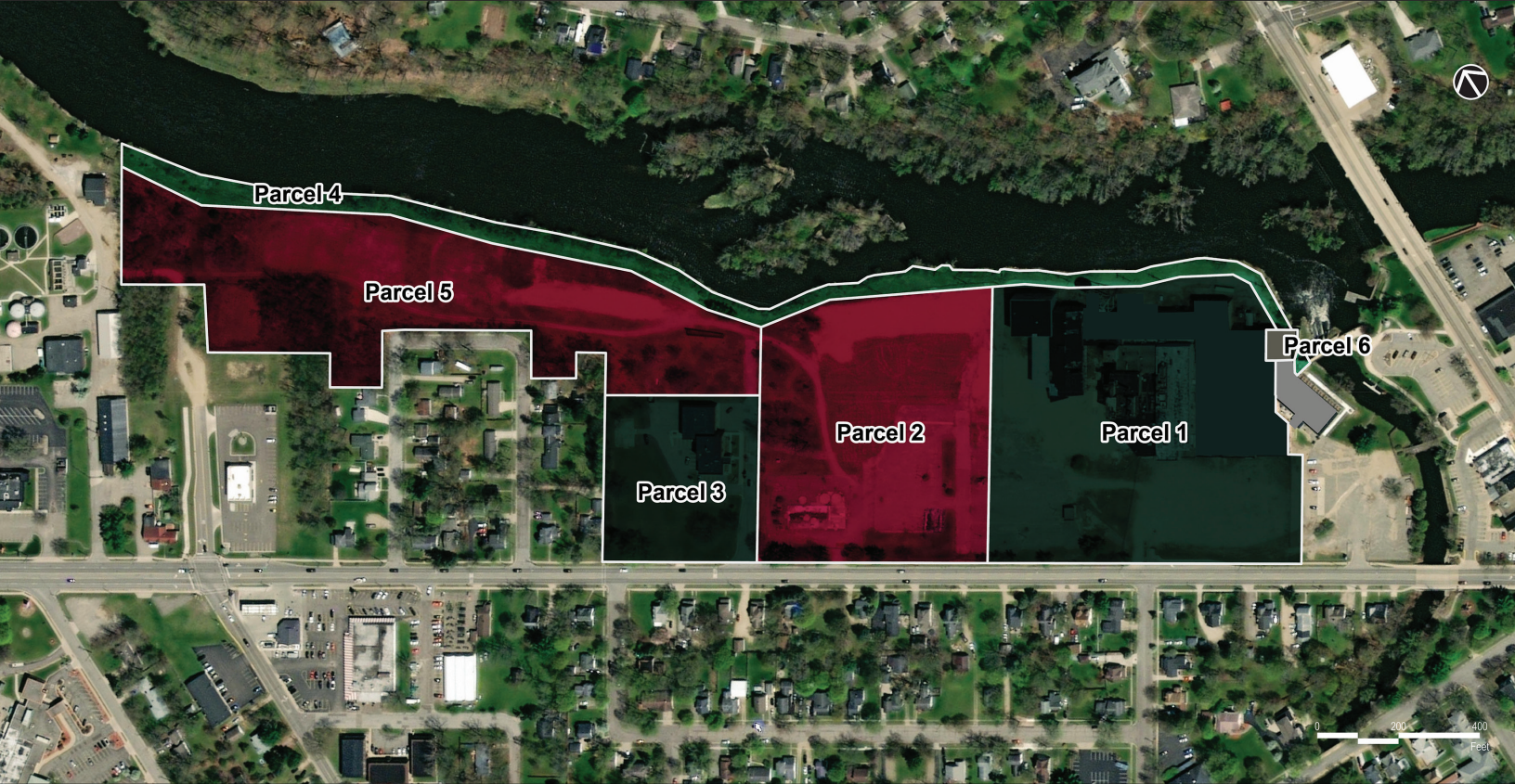


Site Overview

The following exhibits show the location of the two legal parcels on offer in the context of the Mill site and surrounding area. Aerial photography was completed in November 2020 and June 2021, and reflects site conditions present at those times.



This photo of the remaining Paper Mill buildings on Parcel 1, adjacent to the parcels on offer, illustrates the final phase of demolition in June 2021.



Current Property Ownership

The subject site consists of six legal parcels, all of which are owned by the City of Plainwell. The parcels include:

- Parcel 1 (Remaining Mill Buildings): 9.21 acres
- **Parcel 2 (Vacant): 6.77 acres (subject of this RFQ)**
- Parcel 3 (Plainwell Public Safety Building): 2.88 acres
- Parcel 4 (Riverfront Trail extension): 2.64 acres
- **Parcel 5 (Vacant): 8.17 acres (subject of this RFQ)**
- Parcel 6 (Portion of Remaining Mill Buildings in use as Plainwell City Hall): 4,509 square feet

For the purposes of this RFQ, the City is seeking proposals for development of Parcels 2 and 5, which encompass approximately 14.95 acres of vacant land. Parcel 4 is reserved for a future extension of the City's riverfront trail, to be owned and maintained by the City of Plainwell.

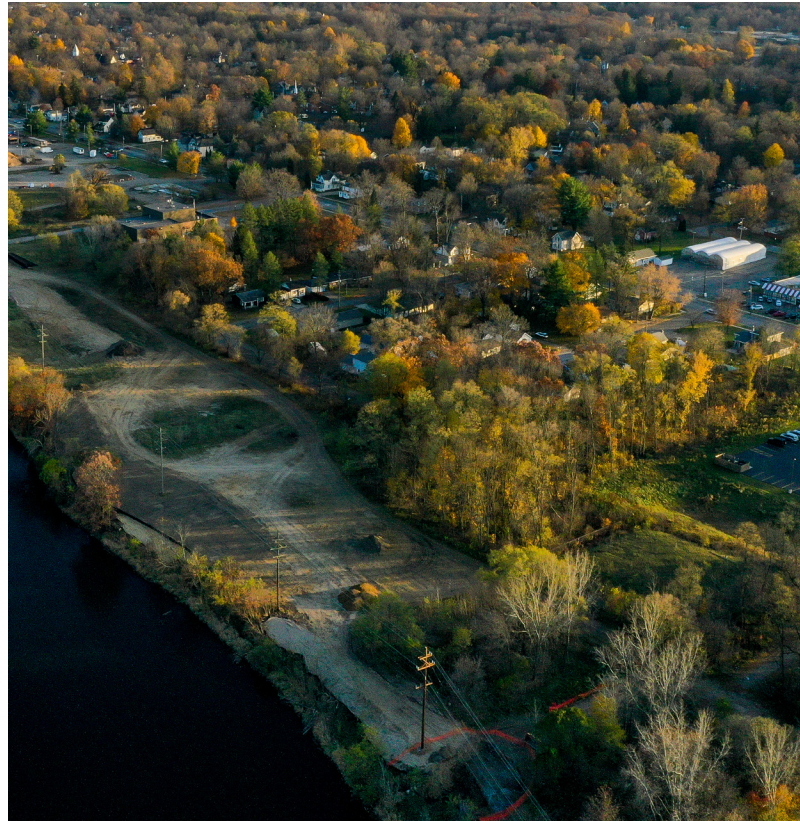
Master Plan and Zoning

Planning Documents: The City of Plainwell adopted its most current master plan in 2023. The Plan includes a section discussing redevelopment of the Paper Mill site (p. 50). Key themes that the Master Plan highlights for the redevelopment of the Paper Mill site include:

- High-quality building and site design with street trees, pedestrian connections, decorative lighting, and other aesthetic amenities;
- Incorporation of a riverfront promenade along the Kalamazoo River;
- Inclusion of “missing middle” housing (e.g., duplex, triplex, townhouse, etc.);

Additionally, the City’s Master Plan also emphasizes inclusion of low-impact development principles and design compatible with existing development in the City. Overall redevelopment of the Paper Mill site shall comply with the City’s overarching planning goals, which include:

- Preservation and protection of the community’s unique riverfront setting;
- Promotion of Plainwell as a vital community where people can comfortably live, raise families and age in place;
- Raising median household incomes and providing access to job opportunities for residents;
- Preservation, protection and enhancement of Plainwell’s residential neighborhoods;
- Enhancing the character of Plainwell’s unique downtown, commercial corridors and waterfront.



Zoning: The subject site is currently zoned as “Central Business District (CBD).” The intent of the CBD District is to, “permit a variety of commercial, administrative, financial, civic, cultural, residential, entertainment and recreational uses in an effort to provide the harmonious mix of activities necessary to further enhance the Central Business District as a commercial and service center.”

Future portions of the Paper Mill site, not subject to this RFQ, are envisioned to incorporate mixed-use and commercial uses. City officials will work with the selected respondent to ensure that a mutually acceptable proposal for development of Parcels 2 and 5 is allowable through modifications to the Zoning Ordinance, if necessary.

Site Utilities

Allegan Street serves the subject site to the south, and full access to utilities is provided from Allegan Street.

The site includes:

- Sanitary sewer access, provided from Allegan Street, Cedar Street, Michigan Avenue, and Fairlane Street;
- Storm Sewer lines existing along Allegan Street, Cedar Street, Short Street, Michigan Avenue, and Fairlane Street;
- Water mains present along Allegan Street, Cedar Street, Prospect Street, Short Street, Michigan Avenue, and Fairlane Street.

Contact information for site utilities noted to the left include the following:

- **Water/Sewer/Streets/Storm Sewer/Right-Of-Way:** City of Plainwell Department of Public Works (DPW), Robert Niewenhuis, Superintendent, (269) 685-9363, DPW@plainwell.org
- **Electric:** Consumer Energy (800) 477-5050
- **Natural Gas:** Michigan Gas Utilities (800) 401-6402
- **Cable, Broadband, Internet, Phone services:** Charter Cable (800) 545-0994; Frontier Communications Corporation
- **Telephone and Broadband:** AT&T (800) 288-2020

Additional Site Information

Constructed in 1887 by the Plainwell Paper Company and expanded many times in the ensuing years, the Plainwell Paper Mill had a longstanding history in its namesake city. The mill complex grew to include facilities for de-inking and recycling of paper materials, paper sludge dewatering, wastewater treatment, waste and raw materials storage, and coal and fuel storage, encompassing nearly 30 acres in total.

Site Demolition: Since the City's purchase of the subject site in 2006, it has undergone substantial change. Beginning in 2010, the City embarked on clearing the majority of the mill complex buildings from the site. This was achieved through several grant awards and positive working relationships with MEDC and other state and national partners. As of late 2020, 24 buildings on the site had been demolished, and the newly vacant land was graded, remediated, and returned to a buildable state. Phase II of site demolition was completed in March 2021.

Those structures that were retained were subsequently renovated, and are now the current sites of Plainwell City Hall, Plainwell Department of Public Safety, and private office space.

Environmental Considerations: During the Paper Mill's existence, companies operating on the subject site used the Kalamazoo River as a discharge area for production waste. In addition, the soil on the mill complex grounds became polluted with arsenic, polychlorinated biphenyl (PCB), and other similar contaminants.

In 1977, the Michigan Department of Natural Resources (MDNR) issued a public health warning regarding PCB contamination in the Kalamazoo River. As a result, the subject site was added to the United States Environmental Protection Agency's (EPA) Superfund National Priorities List (NPL) in 1990.

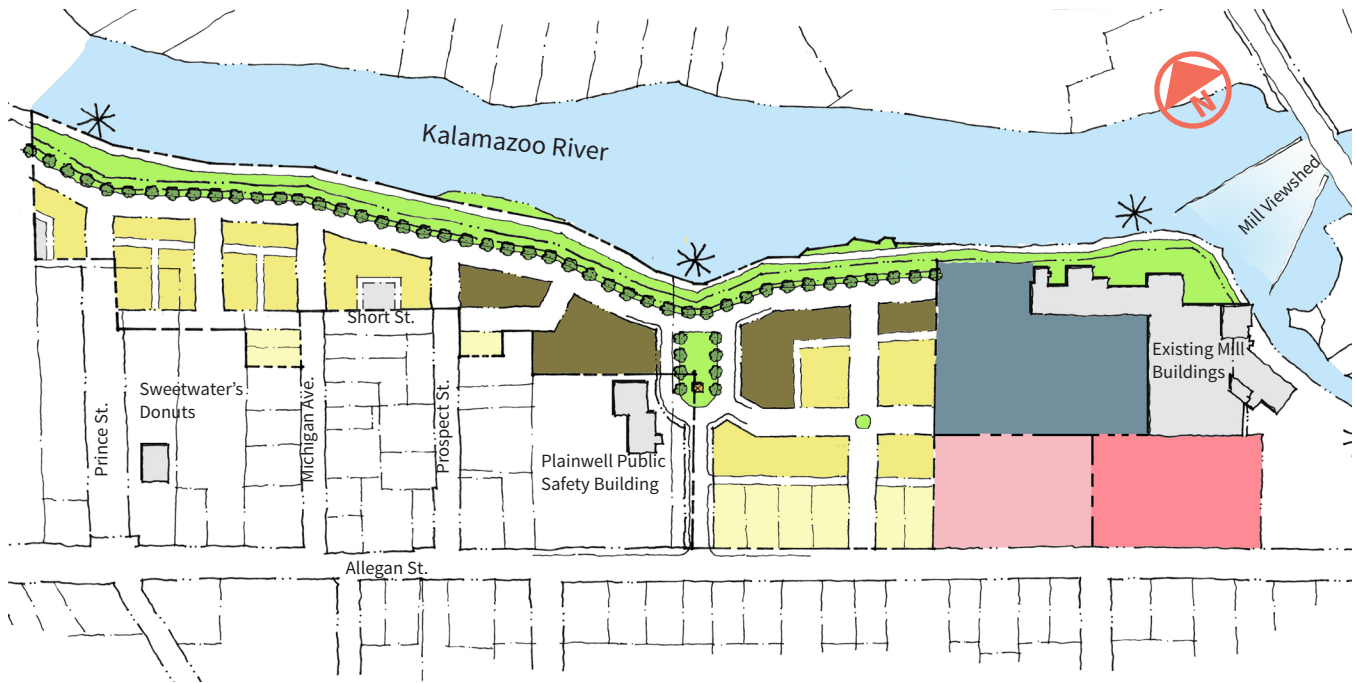
In August 2005, EPA signed a Consent Decree with former mill owner Weyerhaeuser Company, designating it the responsible party for cleanup. PCB contaminants were removed from the site between 2007 and 2009. Additional soil studies conducted in 2015 concluded that further cleanup of the site was needed.

Between 2015 and 2020, EPA, in partnership with City staff and the Michigan Department of Environment, Great Lakes, and Energy (EGLE, formerly known as MDEQ), oversaw remedial action. Per the Remedial Design approved by EPA, Weyerhaeuser removed over 55,000 tons of contaminated soil and debris, and over 2,000 tons of concrete from the site between 2018 and 2020. Impacted areas were backfilled with clean soils and graded. Cleanup was completed to EPA's standard for future residential development, in the event the site is utilized for mixed use or residential purposes.

The Appendices to this RFQ contain a curated selection of the most important information and resources related to site history, cleanup, and other environmental considerations.

A full catalogue of documentation relating to the Paper Mill and its site may be found on the City of Plainwell's website: <https://www.plainwell.org/Government/Plainwell-Paper-Mill-Redevelopment.aspx>





Preferred Development Scenario and Concept Plan

Plainwell City staff and municipal stakeholders have worked collaboratively to envision a Preferred Development Scenario for Parcels 2 and 5 of the subject site. The Preferred Development Scenario is based on a Concept Plan for the entire Paper Mill site, which is depicted below. The Concept Plan, the fundamentals of which date to 2007, shows the desired street network and block pattern around which future development should occur, and the desired sequence of land uses on the entire Paper Mill site.

The design concept illustrated in the Preferred Development Scenario is rooted in stakeholder workshops that were held virtually in early 2021. It is intended to be an illustrative example of the desired level of creativity in design and range of functional elements to be included on Parcels 2 and 5. City staff are nevertheless open to receiving alternative design approaches that fit the site and community context, keeping with the parameters expressed in the illustrations.

In addition, several site precedent images are provided. These images are of projects that embody various aspects of the Preferred Development Scenario.

Again, the rendering of the Preferred Development Scenario is intended to be illustrative, and Plainwell stakeholders are eager to consider an alternative approach that advances equally the goals for the overall site, and fits the community context.



Concept Legend:

- A** Connection to existing streets
- B** Townhome/brownstone
- C** Multi-story lofts
- D** Central public gathering place
- E** Traditional detached homes
- F** Tree-lined Riverside Drive and riverfront trail extension
- G** Existing overhead utilities

Design Rendering Concepts

- The block structure is designed to be consistent with the historic development patterns found in adjacent residential neighborhoods: existing Michigan Avenue, Prospect Street, and Short Street have been extended, and connect directly with new streets (A). A connected “tissue” of streets that serves different generations of development is a feature of quality urban places, large and small. It is imperative that the design of the internal street network integrates with Plainwell’s existing streets, and does not “wall off” new development from existing development.

Design Rendering Concepts Continued:

- Building types are, predominantly, attached housing formats currently undersupplied in the local market (see Market Conditions and Opportunities section). Townhome and/or Brownstone formats (B) are clustered to the western and southern sides of the plan; mixed-use multi-story lofts (C) are clustered around a central public gathering place (D). ESRI consumer behavior and spending data suggests that successful businesses that could support these multi-story mixed-use buildings are family oriented casual dining restaurants, bakeries, specialty markets, cafes, and retail shops.
- Ten lots, shaded in yellow, are shown as traditional detached houses (E). Three of these lots are sited to make use of irregularities in the parcel boundaries; the remaining eight are sited facing Allegan Street, to mirror the context and intensity of the existing residential development found there. Other creative approaches to including a variety of housing products in a contextually appropriate manner would also be considered on these lots. The market study identifies the need for affordable rental options and traditional detached single-family homes are excellent places to fill this necessity by incorporating accessory dwelling unit capabilities into the design scenario.
- A tree-lined Riverside Drive (F) parallels the future riverfront trail extension. This promenade-inspired street has parallel parking and is intended for slow vehicular traffic. Importantly, residential buildings lining Riverside Drive are at a higher elevation and have their front entrances oriented towards the river, overlooking both the street and future trail.
- Following detailed study by the City and Consumers Energy, the existing raised utility lines that occupy the riverfront corridor (G) are anticipated to remain in place. The siting of buildings and streets in this scenario accommodates these lines.
- The progression of buildings from west to east along Riverside Drive becomes more intense and culminates around the central gathering place (D). It is envisioned that loft buildings surrounding the gathering place are three-to-four stories in height—but no taller than the tallest remaining Mill building. The central gathering place is sited to provide residents a signature view of the Kalamazoo River, and is also partially fronted by the existing Public Safety building, giving it civic purpose.
- Parking for Townhome and Brownstone residents is accomplished through rear garages on those units and on-street parking. Loft buildings have access to highly-screened surface parking at the rear of those buildings, internal to the blocks, as well as on-street parking.

Site Precedent Images



Located 60 miles southwest of Plainwell, downtown Mishawaka was the site of a large Uniroyal Tire factory on the St. Joseph River, dating from the 1860s. Upon the factory's closure in 1997, the site was purchased by the City of Mishawaka, and the site was designated an EPA Superfund site. Cleanup and demolition was completed in the early 2000s. The factory site is now the home to an award-winning riverfront park, a 232-unit loft development with a retail component, and a beer garden. Several mixed-use projects are currently in development on the remaining portions of the property.

SOUTH BEND, IN



Site Precedent Images, continued



The images on the previous page depict townhomes and lofts at Eddy Street Commons in South Bend, Indiana. Buildings in this community, adjacent to the University of Notre Dame, are compatible with the architectural character of many historic campus buildings nearby. The above image depicts residential development along Quarton Lake in Birmingham, Michigan. Both the Eddy Street Townhomes (top and lower-right photos on p. 21) and the houses on Quarton Lake front a street, which in turn fronts a body of water; a waterfront trail is also present in the Birmingham example. These design elements are integral to the Concept Plan and Preferred Development Scenario shown on pages 20-22.

Project Incentives

As mentioned previously, City of Plainwell staff and stakeholders have worked diligently with the Michigan Economic Development Corporation (MEDC) and other agency partners over fifteen years to bring the Paper Mill site to a development-ready state, leveraging over \$9 million in outside funding to-date. As a measure of the City's commitment to ensuring high-quality future development occurs on Parcels 2 and 5, it is willing to offer these parcels to the selected developer at a negotiable price.

In addition, the site's particular geographic location and previous use as a mill gives the advantage of further flexibility to utilize existing brownfield incentives in the Brownfield Redevelopment Financing Act (P.A. 381, 1996). These incentives include a Brownfield TIF program administered by the City, which could be used to fund site preparation and infrastructure improvements through reimbursement from state and local property taxes¹. The City offers these incentives with the aim of ensuring the feasibility of high-quality proposals, that meet the parameters and goals of the Concept Plan and Preferred Development Scenario (see pages 20-22).

¹ See reimbursement for "eligible activities" as set forth in Act 381 of the Public Acts of Michigan of 1996, as amended, including, without limitation, those identified in MCL 125.2652(o)(ii); and definition of "former mill" as identified in MCL 125.2652(t).

Selection Process and Criteria

The property owner, in cooperation with City of Plainwell, will review and evaluate all complete proposals in response to this Request for Qualifications (RFQ) to identify and engage with qualified developers. An initial response to this RFQ must include the following information:

- **Letter of interest:** Provide a letter (up to three pages) identifying the development team and providing a brief description of the team's vision for the site.
- **Concept plans or renderings** of a vision for site development if different from the conceptual site plan contained in the RFQ.
- **Development experience/portfolio:** Provide a short description of past projects of a similar nature completed by the development team (up to 10 pages). Include a description of the projects, cost, completion date, and references.
- **Evidence of the development team's fiscal capacity** to undertake the proposed project.
- **Résumé** of the firm and lead team members.

The property owner and/or Plainwell City staff may seek additional information upon receipt of a development proposal. Additionally, these parties reserve the right to refuse or reject any or all proposals, or to abstain from selecting any proposal.

The RFQ and responses should **not** be considered a legally binding agreement. Upon selection of a qualified development team, the property owner and/or City of Plainwell will enter into a predevelopment agreement including purchase price, due diligence period and other terms.

A schedule for the receipt and evaluation of proposals is appended to this document as Attachment A.

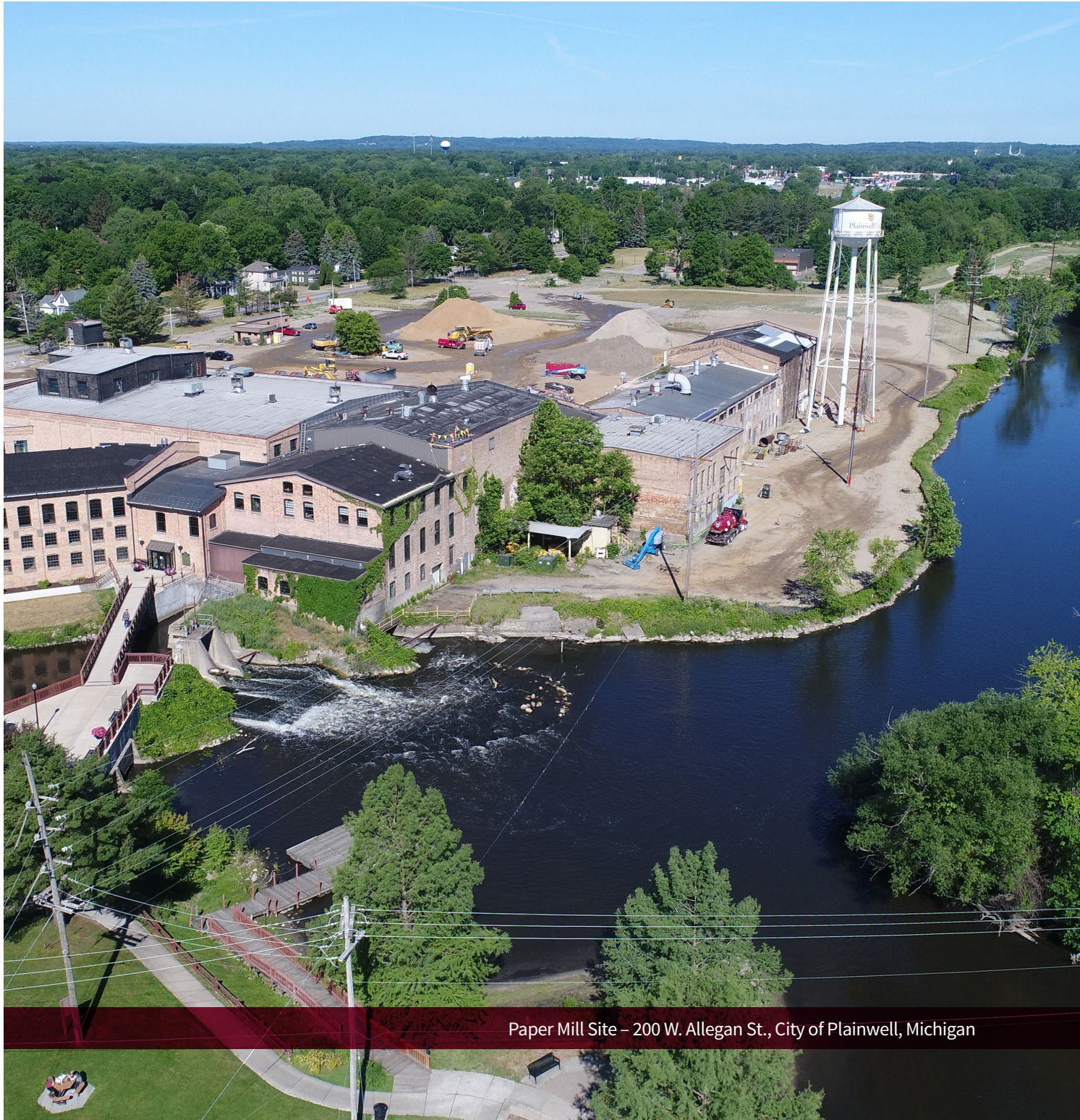
Proposal Format: All proposals should be submitted by email in a PDF format to Jlakamper@plainwell.org

Additionally, either a paper copy or digital copy on a USB drive shall be sent to the address below:

City of Plainwell
Attn: Justin Lakamper, City Manager
211 N. Main Street
Plainwell, MI 49080

Contact/Questions:

Justin Lakamper, City Manager
City of Plainwell
211 N. Main Street, Plainwell, MI 49080
jlakamper@plainwell.org | 269.685.6821





AGENDA ITEMS

7. **BRA Action Items:**

A. Recommended Action: Discussion/Updates on Mill Lead Abatement

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for September in the amount of \$2,970.82

8. **DDA Action Items:**

A. Recommended Action: Discussion / Announcement Public Hearing

B. Recommended Action: Discussion/Review Revolving Loan Quarterly Report

C. Recommended Action: Approval

D. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for September in the amount of \$1,140.12

9. **TIFA Action Items:**

A. Recommended Action: Discussion/Updates on property sales

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for September in the amount of \$493.24

A reminder of Upcoming Meetings/Events:

- October 12, 2023 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- October 14, 2023 – Pumpkins in the Park
- October 18, 2023 – Planning Commission 6:30 p.m. / Council Chambers
- October 21 & 22, 2023 – Arts and Eats Tour
- October 23, 2023 – City Council Meeting at 7:00 p.m./ Council Chambers

The Island City

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

The City of Plainwell equal-opportunity provider and employer