

# City of Plainwell

Richard Brooks, Mayor  
Zelda Schippers  
EJ Hart  
Tracee Dunlop  
Adam Hopkins  
Nick Larabel  
Paul Rizzo  
Jim Turley  
Erik Wilson



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“The Island City”

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## AGENDA DDA/TIFA/BRA City Hall Conference Room June 12, 2017 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary** – 05/08/18 Meeting Minutes and 06/06/18 Budget Workshop Minutes
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
  - A. BRA 2018-2019 Budget accepted
  - B. Accounts Payable for April of \$15,712.04
8. **DDA Action Items**
  - A. DDA 2018-2019 Budget accepted
  - B. Accounts Payable for April of \$7,059.15
  - C. Community Electronic Information Sign
9. **TIFA Action Items**
  - A. TIFA 2018-2018 Budget accepted
  - B. Accounts Payable for April of \$30,972.82
10. **Communications:** 05/14/18 Council Minutes. Also the Financial Report/ Summary as of 05/31/18
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

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

***The Island City***

## AGENDA ITEMS

7. **BRA Action Items:**

A. BRA 2018-2019 budget confirmed to move forward to City Council for final approval

B. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for April in the amount of \$15,712.04

8. **DDA Action Items:**

A. DDA 2018-2019 budget confirmed to move forward to City Council for final approval

B. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for April in the amount of \$7,059.15

9. **TIFA Action Items:**

A. TIFA 2018-2019 budget confirmed to move forward to City Council for final approval

B. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for April in the amount of \$30,972.82

Minutes  
Plainwell DDA, BRA and TIFA:  
May 8, 2018

1. Call to Order - Meeting called to order at 7:33 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
Members Present: Jim Turley, Zelda Schippers, EJ Hart, Adam Hopkins, Tracee Dunlop and Erik Wilson, Nick Larabel Mayor Rick Brooks  
Excused: Paul Rizzo
4. Approval of Minutes of **Motion by Turley, seconded by Dunlop to approve 4-10-18 minutes. Motion carried.**
5. General Public: Thomas Holmes, Modern Woodmen
6. Chairman's Report: None
7. BRA Action Items
  - A. **Motion to accept accounts payable for April of \$1066.61 was made by Hart and seconded by Schippers. Motion carried.**
8. DDA Action Items
  - A. **Motion to accept accounts payable for April of \$943.50 was made by Larabel and seconded by Dunlop. Motion carried.**
  - B. City Engineer, Tim Woodhams, Civica Engineering PLLC presented alternatives to the parking. Discussion topics included Conceptual plans; Renovation/Restoration; Parking Habits; Next Steps. Four designs were shown and with input from the Board, a new design will be drawn up and presented at the next DDA BRA TIFA Meeting.
9. TIFA Action Items
  - A. **Motion to accept accounts payable for April of \$40.54 was made by Hart and seconded by Schippers. Motion carried.**
10. Communications:

03/26/18 and 04/08/18 Council Minutes. Also the Financial Report/Summary for 04/30/18 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments:

Dog Park Updates – Community Development Manager reported out on the timeline for the Dog Park, stating the fencing going up this week, along with the drinking fountain. Sculpture Dedication by the Arts Council, is 05/16/18 at 6 p.m. in Fannie Pell Park  
Flower Planting Day –Saturday, May 19 at 9 a.m. volunteers meet in Fannie Pell Park.  
New business –Bennett Family Agency to 133 N. Main St.
13. Member Comments: None
14. Adjournment: **A Motion by Larabel supported by Hart to adjourn the meeting at 8:52 a.m. was made and passed.**

Submitted by Denise Siegel, Community Development Manager

Minutes  
Plainwell DDA, BRA and TIFA  
Budget Workshop  
**June 6, 2018**

1. Call to Order - Meeting called to order at 7:35 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
Members Present: Jim Turley, Paul Rizzo, Nick Larabel, EJ Hart, Mayor Rick Brooks, Zelda Schippers  
Excused: Adam Hopkins, Tracee Dunlop
4. DDA, BRA, TIFA Budget Workshop:

Discussion and revisions of the DDA, BRA, TIFA budgets for the 2018-2019 year. The purpose of the meeting was to present and approve the draft budgets to move forward to City Council for a final draft approval.

- A. A motion by Hart and seconded by Schippers to mover the draft BRA budget forward was made and passed. Motion Carried
  - B. A motion by Hart and seconded by Turley to move the draft TIFA budget forward, was made and passed. Motion Carried.
  - C. A motion by Larabel and seconded by Rizzo to move the draft DDA budget forward was made and passed. Motion Carried
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5. Adjournment: **A Motion by Wilson supported by Rizzo to adjourn the meeting at 8:39 a.m. was made and passed.**

Submitted by Denise Siegel, Community Development Manager

Fund 443 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**  
06/06/2018

OLD GL NUMBER	DESCRIPTION	14-15 ACTUAL AMOUNTS	15-16 ACTUAL AMOUNTS	16-17 ACTUAL AMOUNTS	17-18 AMENDED BUDGET	17-18 ACTUAL TO 05/31	17-18 PROJECTED TOTALS	18-19 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>								
<b>Dept 002 - TAX REVENUES</b>								
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,148	2,179	2,185	2,205	2,192	2,192	4,609
443-000-402.041	Captured Tax - AdVal Real - Library	156	261	261	264	263	263	556
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	169	172	172	174	174	174	368
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	169	172	172	174	174	174	368
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	220	224	224	226	226	226	478
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,033	1,048	1,049	1,059	1,051	1,051	2,223
443-000-402.047	Captured DDA-SCHOOL	4,758	4,784	4,751	4,732	4,733	4,733	9,359
443-000-402.060	Captured Tax - AdVal Pers - City	755	694	646	588	585	585	549
443-000-402.061	Captured Tax - AdVal Pers - Library	55	83	77	70	70	70	66
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	60	55	51	46	46	46	44
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	60	55	51	46	46	46	44
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	77	71	66	60	60	60	57
443-000-402.065	Captured Tax - AdVal Pers - County (All)	363	334	310	282	280	280	265
443-000-402-069	Property Tax - PPT State Reimb PA86	208	0	0	0	0	0	0
<b>Totals for dept 002 - TAX REVENUES</b>		<b>10,231</b>	<b>10,132</b>	<b>10,015</b>	<b>9,926</b>	<b>9,900</b>	<b>9,900</b>	<b>18,986</b>
<b>Dept 004 - INTERGOVERNMENTAL REVENUE - FEDERAL</b>								
443-000-505.000	Federal Grant	0	0	0	65,000	0	65,000	0
<b>Totals for dept 004 - INTERGOVERNMENTAL REVENUE - FEDERAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>65,000</b>	<b>0</b>
<b>Dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>								
443-000-545.000	State Grant	0	0	0	0	0	0	0
<b>Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 009 - INTEREST AND RENTS</b>								
443-000-664.020	Interest Earned - Investments	103	10	54	0	510	514	95
<b>Totals for dept 009 - INTEREST AND RENTS</b>		<b>103</b>	<b>10</b>	<b>54</b>	<b>0</b>	<b>510</b>	<b>514</b>	<b>95</b>
<b>Dept 010 - OTHER REVENUES</b>								
443-000-673.000	Sale of Fixed Assets - Land	0	0	0	106,000	122,251	122,251	0
443-000-673.020	Sale of Fixed Assets - Miscellaneous	0	0	0	0	0	0	0

443-000-694.000	Miscellaneous Revenue	0	4,930	0	0	650	650	0
<b>Totals for dept 010 - OTHER REVENUES</b>		<b>0</b>	<b>4,930</b>	<b>0</b>	<b>106,000</b>	<b>122,901</b>	<b>122,901</b>	<b>0</b>

Dept 093 - **TRANSFERS FROM OTHER FUNDS**

443-000-676.080	Interfund Transfer In - Capital Improve	29,000	69,000	60,000	67,500	61,875	67,500	75,000
<b>Totals for dept 093 - TRANSFERS FROM OTHER FUNDS</b>		<b>29,000</b>	<b>69,000</b>	<b>60,000</b>	<b>67,500</b>	<b>61,875</b>	<b>67,500</b>	<b>75,000</b>

<b>TOTAL ESTIMATED REVENUES</b>	<b>39,334</b>	<b>84,072</b>	<b>70,069</b>	<b>248,426</b>	<b>195,186</b>	<b>265,815</b>	<b>94,081</b>
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APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

443-000-703.000	Salaries/Wages - Full Time Employees	37,988	30,772	28,541	33,204	25,770	29,011	33,980
443-000-706.000	Wages - Part Time Employees	451	1,986	231	1,068	207	307	272
443-000-710.000	Overtime Pay	147	0	0	0	0	0	0
443-000-713.000	Other Post Employment Benefits	864	995	762	657	602	657	300
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,756	2,354	2,073	2,483	1,868	2,243	2,484
443-000-715.010	Health Insurance Premiums	8,732	8,430	8,088	5,730	5,805	5,798	5,249
443-000-715.012	Health Insurance - FSA - Employer Paid	0	0	14	25	22	25	25
443-000-715.013	Health Insurance - HSA - Employer Paid	0	0	0	1,920	1,920	1,920	2,537
443-000-715.015	Life Insurance	67	30	32	34	34	34	34
443-000-718.000	Retirement Benefits	3,342	2,453	2,414	2,873	2,280	2,901	2,941
443-000-724.000	Medical Insurance Opt Out	17	82	109	108	95	108	175
443-000-730.000	Postage	12	0	0	0	0	0	0
443-000-743.000	Uniforms	42	56	56	50	57	64	65
443-000-775.000	Supplies - Repairs and Maintenance	2,619	238	23	100	161	161	100
443-000-801.000	Engineering Services	0	490	8,400	0	1,109	1,109	2,000
443-000-801.013	Professional Services - Attorney	7,075	8,649	1,411	5,000	15,514	17,514	8,000
443-000-801.030	Professional Services - Audit	507	353	488	488	353	353	488
443-000-830.000	Contractual Reimbursement CRA Activities	7,517	7,598	7,513	7,445	7,426	7,426	14,240
443-000-850.000	Communications - Land Line Phones	2	3	21	0	0	0	0
443-000-900.000	Printing and Publishing	40	30	0	0	0	0	0
443-000-910.000	Liability Insurance	4,025	4,178	4,475	4,679	4,556	4,556	4,679
443-000-910.010	Workers Comp Insurance	316	329	286	399	357	357	399
443-000-930.000	Repairs and Maintenance - Equipment	10,985	5,856	2,357	14,850	9,227	9,777	15,000
443-000-930.015	Administrative Services - Accounting	845	132	0	0	116	116	0
443-000-930.050	Computer Services	0	106	58	50	30	30	50
443-000-940.000	Rentals - Equipment	2,211	1,608	1,131	450	1,510	1,859	1,500
443-000-956.000	Miscellaneous	437	0	346	0	42	42	0
<b>Totals for dept 443 - PUBLIC WORKS</b>		<b>90,997</b>	<b>76,728</b>	<b>68,829</b>	<b>81,613</b>	<b>79,061</b>	<b>86,368</b>	<b>94,518</b>

Dept 900 - **CAPITAL OUTLAY**

443-970-972.000	Contracted Services	2,721	892	0	171,000	109,682	156,603	0
<b>Totals for dept 900 - CAPITAL OUTLAY</b>		<b>2,721</b>	<b>892</b>	<b>0</b>	<b>171,000</b>	<b>109,682</b>	<b>156,603</b>	<b>0</b>

Dept 905 - **DEBT SERVICE**

443-908-991.000	Principal Payment - Interfund Loans	32,857	14,037	0	14,636	13,416	14,636	14,782
443-908-995.000	Interest Payment - Interfund Loans	2,726	2,587	0	1,939	1,777	1,939	1,843
<b>Totals for dept 905 - DEBT SERVICE</b>		<b>35,583</b>	<b>16,624</b>	<b>0</b>	<b>16,575</b>	<b>15,193</b>	<b>16,575</b>	<b>16,625</b>

TOTAL APPROPRIATIONS	129,301	94,244	68,829	269,188	203,936	259,546	111,143
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NET OF REVENUES/APPROPRIATIONS - FUND 443	(89,967)	(10,172)	1,240	(20,762)	(8,750)	6,269	(17,062)
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Estimated Cash <b>beginning of year:</b>							24,499
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Estimated Cash <b>end of year:</b>						24,499	7,437
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 05/01/2018 - 05/31/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED - BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2018 HEALTH INSURANCE PREMIUMS	593.67	12265
443-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	MAY 2018 HEALTH INS	42.01	12329
443-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	JUNE 2018 DENTAL & VISION INSURANCE	33.83	12411
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	JUNE 2018 HEALTH INSURANCE PREMIUMS	544.27	12413
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	MAY 2018 LIFE INSURANCE	2.80	12343
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	JUNE 2018 LIFE INSURANCE PREMIUMS	2.80	12412
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES INC	2018-04 UNIFORMS/RUGS/MISC	3.80	12332
443-000-775.000	Supplies - Repairs and Maint.	PLAINWELL ACE HARDWARE	HISTORIC PLAQUE	9.56	12347
443-000-775.000	Supplies - Repairs and Maint.	PLAINWELL ACE HARDWARE	HISTORIC PLAQUE MISC	22.15	12347
443-000-775.000	Supplies - Repairs and Maint.	PLAINWELL ACE HARDWARE	BROOM	55.98	12347
443-000-775.000	Supplies - Repairs and Maint.	RENEWED EARTH INC	SCULPTURE	68.25	12380
443-000-775.000	Supplies - Repairs and Maint.	PLAINWELL ACE HARDWARE	REN RACE CLEANER	24.99	12398
443-000-801.013	Professional Services - Atty	DICKINSON WRIGHT PLLC	MARCH 2018 GENERAL/MUNICIPAL	969.00	12340
443-000-801.013	Professional Services - Atty	DICKINSON WRIGHT PLLC	APRIL 2018 LEGAL SERVICES	95.00	12390
443-000-930.000	Repairs and Maint.-Land & Bldg	CARLYLE ROOFING CO, INC.	REPAIR MILL ROOFS 10, 11, 11A, 12, 19, 20	6,850.00	12292
443-000-930.000	Repairs and Maint.-Land & Bldg	OTIS ELEVATOR COMPANY	6/1/18 - 8/31/18 SERVICE ELEVATOR IN THE BACK	131.43	12394
		Total For Dept 000 OPERATIONS		9,449.54	
Dept 970 CAPITAL OUTLAY					
443-970-972.000	Contracted Services	J. RANCK ELECTRIC INC	PRINCE STREET SIGNAL IMPROVEMENTS	4,107.50	12348
443-970-972.000	Contracted Services	J. RANCK ELECTRIC INC	PRINCE STREET SIGNAL IMPROVEMENTS	2,155.00	12348
		Total For Dept 970 CAPITAL OUTLAY		6,262.50	
		Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA		15,712.04	
			Fund 443 - BRA	15,712.04	
			Total For All Funds:	15,712.04	

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY - DDA  
06/06/2018

OLD GL NUMBER	DESCRIPTION	14-15 ACTUAL AMOUNTS	15-16 ACTUAL AMOUNTS	16-17 ACTUAL AMOUNTS	17-18 AMENDED BUDGET	17-18 ACTUAL TO 05/31	17-18 PROJECTED TOTALS	18-19 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>								
<b>Dept 002 - TAX REVENUES</b>								
494-000-402.030	Captured Tax - AdVal Real - City Tax	21,319	14,966	13,349	15,041	14954	14,954	20,969
494-000-402.031	Captured Tax - AdVal Real - Library	1,561	1,792	1,595	1,797	1791	1,791	2,526
494-000-402.032	Captured Tax - AdVal Real - Capital Impr	1,690	1,181	1,053	1,187	1187	1,187	1,674
494-000-402.033	Captured Tax - AdVal Real - Fire Reserve	1,690	1,181	1,053	1,187	1187	1,187	1,674
494-000-402.045	Captured Tax - AdVal Real - County (All)	10,294	7,195	6,407	7,219	7170	7,170	10,115
494-000-402.034	Captured Tax - AdVal Real - Solid Waste	2,199	1,535	1,369	1,542	1543	1,543	2,176
494-000-402.060	Captured Tax - AdVal Pers - City	3,146	2,066	2,502	2,653	2616	2,616	2,717
494-000-402.061	Captured Tax - AdVal Pers - Library	228	247	299	317	313	313	327
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	248	163	197	209	208	208	217
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	248	163	197	209	208	208	217
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	323	212	257	272	270	270	282
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,513	993	1,201	1,273	1254	1,254	1,310
494-000-402.069	Property Tax - PPT State Reimb PA86	2,101	0	0	0	0	0	0
<b>Totals for dept 002 - TAX REVENUES</b>		<b>46,560</b>	<b>31,694</b>	<b>29,479</b>	<b>32,906</b>	<b>32,701</b>	<b>32,701</b>	<b>44,204</b>
<b>Dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>								
494-000-545.000	State Grant	900	0	0	0	0	0	0
<b>Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>		<b>900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 006 - INTERGOVERNMENTAL REVENUE - LOCAL</b>								
494-000-569.000	Local Grants	0	0	0	5,600	5,672	5,672	5,500
494-000-569.010	Local Donations	0	3,500	0	0	0	0	0
<b>Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>		<b>0</b>	<b>3,500</b>	<b>0</b>	<b>5,600</b>	<b>5,672</b>	<b>5,672</b>	<b>5,500</b>
<b>Dept 009 - INTEREST AND RENTS</b>								
494-000-664.020	Interest Earned - Investments	33	15	59	15	82	85	162
<b>Totals for dept 009 - INTEREST AND RENTS</b>		<b>33</b>	<b>15</b>	<b>59</b>	<b>15</b>	<b>82</b>	<b>85</b>	<b>162</b>

Dept 010 - **OTHER REVENUES**

494-000-694.000	Miscellaneous Revenue	8,986	2,253	1,497	1,500	323	323	200
494-000-694.022	DDA - Farmers Market Entry Fee	350	3,990	3,452	3,500	3,045	3,105	2,500
494-000-694.025	DDA - Sale of Merchandise	1,454	1,200	915	1,000	1,120	1,120	1,000
494-000-694.026	DDA - Special Event Revenues	0	0	1,626	1,000	1,050	1,050	600
494-000-694.036	DDA Donations - Movies in the Park	0	100	0	400	0	0	400
<b>Totals for dept 010 - OTHER REVENUES</b>		<b>10,790</b>	<b>7,543</b>	<b>7,490</b>	<b>7,400</b>	<b>5,538</b>	<b>5,598</b>	<b>4,700</b>

TOTAL ESTIMATED REVENUES

58,283	42,752	37,028	45,921	43,993	44,056	54,566
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APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

494-000-703.000	Salaries/Wages - Full Time Employees	12,995	11,905	13,208	13,833	12,870	14,233	17,867
494-000-706.000	Wages - Part Time Employees	364	707	2,310	750	1,460	1,460	1,500
494-000-710.000	Overtime Pay	0	100	0	0	10	10	0
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	999	942	1,094	1,040	970	1,201	1,411
494-000-715.010	Health Insurance Premiums	(70)	0	3,468	2,556	2,361	2,361	2,558
494-000-715.013	Health Insurance - HSA - Employer Paid	0	0	0	1,392	1,392	1,392	1,321
494-000-715.015	Life Insurance	0	0	0	0		0	2
494-000-718.000	Retirement Benefits	169	14	7	0	6	6	346
494-000-724.000	Medical Insurance Opt Out	0	0	0	0	0	0	47
494-000-727.000	Office Supplies	2	61	0	0	0	0	0
494-000-775.000	Supplies - Repairs and Maintenance	1,988	1,100	18	1,000	830	830	2,000
494-000-801.000	Engineering Services	0	132	0	0	0	0	2,500
494-000-801.013	Professional Services - Attorney	513	0	51	0	133	133	0
494-000-801.030	Professional Services - Audit	96	67	92	92	67	67	92
494-000-900.000	Printing and Publishing	2,192	3,757	3,402	2,500	1,220	1,375	3,000
494-000-910.000	Liability Insurance	412	427	458	479	466	466	479
494-000-910.010	Workers Comp Insurance	65	65	53	84	76	76	84
494-000-930.000	Repairs and Maintenance - Equipment	8,406	3,390	1,819	500	240	320	500
494-000-930.050	Computer Services	0	153	58	50	30	35	50
494-000-940.000	Rentals - Equipment	560	217	0	250	130	130	650
494-000-956.000	Miscellaneous	1,286	878	824	0	582	600	1,850
494-000-956.021	Special Events	5,735	5,138	989	1,200	1,187	1,187	2,000
494-000-957.022	DDA Farmers Market Expense	0	0	879	700	538	700	1,000
494-000-957.025	DDA Christmas Ornament Costs	0	0	779	800	758	758	800
494-000-957.036	DDA Movies in the Park	0	0	2,493	2,200	2,375	2,375	1,500

494-000-960.000	Education & Training - Professional	0	170	275	100	150	150	500
494-000-962.000	Memberships & Dues	0	0	2,155	3,100	2,290	2,925	3,100
<b>Totals for dept 000-OPERATIONS</b>		<b>35,712</b>	<b>29,223</b>	<b>34,432</b>	<b>32,626</b>	<b>30,141</b>	<b>32,790</b>	<b>45,157</b>

Dept 905 - **DEBT SERVICE**

494-908-991.000	Principal Payment - Interfund Loans	11,100	11,211	11,323	9,436	11,323	11,436	11,550
494-908-995.000	Interest Payment - Interfund Loans	1,161	1,050	938	782	938	825	711
<b>Totals for dept 905 - DEBT SERVICE</b>		<b>12,261</b>	<b>12,261</b>	<b>12,261</b>	<b>10,218</b>	<b>12,261</b>	<b>12,261</b>	<b>12,261</b>

TOTAL APPROPRIATIONS	47,973	41,484	46,693	42,844	42,402	45,051	57,418
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NET OF REVENUES/APPROPRIATIONS - FUND 494	10,310	1,268	(9,665)	3,077	1,591	(995)	(2,852)
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Estimated Cash <b>beginning of year:</b>						(2,586)	11,496
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Estimated Cash <b>end of year:</b>						11,496	8,644
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06/08/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 05/01/2018 - 05/31/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-001.003	Cash in Bank - Horizon Bk MM Ckg	HORIZON BANK	MOVE FUNDS TO HORIZON BANK	5,000.00	1309
494-000-202.494	A/P - 2014 Downtown Dollars	PLAINWELL FLOWERS	GOLDEN TICKET PAYOUT APRIL 2018	144.00	12321
494-000-202.494	A/P - 2014 Downtown Dollars	HART'S JEWELRY	GOLDEN TICKET PAYOUT APRIL 2018	75.00	12338
494-000-202.494	A/P - 2014 Downtown Dollars	DANCING DOGS QUILT SHOP	MAY 2018 GOLDEN TICKET PAYOUT	30.00	12389
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2018 HEALTH INS. PREMIUMS	213.02	12265
494-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	MAY 2018 HEALTH INS	21.56	12329
494-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	JUNE 2018 DENTAL & VISION INS.	21.56	12411
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	JUNE 2018 HEALTH INS. PREMIUMS	213.02	12413
494-000-900.000	Printing and Publishing	KAECHELE PUBLICATIONS INC	APRIL 2018 DDA AD	70.00	12280
494-000-956.000	Miscellaneous	STATE UCC ONLINE	UCC filing - Revolving Loan	15.00	1311
494-000-957.022	DDA Farmers Market Expense	PLAINWELL ACE HARDWARE	PADLICK - FARMER'S MARKET	5.99	12415
494-000-962.000	Memberships & Dues	OTSEGO-PLAINWELL CHAMBER OF ECON.	DVLPMT SVCS JAN 2018	625.00	12393
494-000-962.000	Memberships & Dues	OTSEGO-PLAINWELL CHAMBER OF ECON.	DVLPMT SVCS APRIL 2018	625.00	12393
Total For Dept 000 OPERATIONS				7,059.15	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				7,059.15	
Fund Totals:					
				Fund 494 DDA	7,059.15
Total For All Funds:				7,059.15	



PLAINVILLE

SPEED  
LIMIT  
45



Fund 450 - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

06/06/2018

OLD GL NUMBER	DESCRIPTION	14-15 ACTUAL AMOUNTS	15-16 ACTUAL AMOUNTS	16-17 ACTUAL AMOUNTS	17-18 AMENDED BUDGET	17-18 ACTUAL TO 05/31	17-18 PROJECTED TOTALS	18-19 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>								
<b>Dept 002 - TAX REVENUES</b>								
450-000-402.040	Captured Tax - AdVal Real - City Tax	177	3,415	14,863	0	0	0	0
450-000-402.041	Captured Tax - AdVal Real - Library	0	409	1,776	0	0	0	0
450-000-402.042	Captured Tax - AdVal Real - Capital Impr	0	269	1,173	0	0	0	0
450-000-402.043	Captured Tax - AdVal Real - Fire Reserve	0	269	1,173	0	0	0	0
450-000-402.044	Captured Tax - AdVal Real - Solid Waste	0	350	1,524	0	0	0	0
450-000-402.048	Captured Tax - AdVal Real - County (All)	0	1,641	7,136	0	0	0	0
450-000-402.060	Captured Tax - AdVal Pers - City	13,780	13,945	8,038	0	0	0	0
450-000-402.061	Captured Tax - AdVal Pers - Library	1,010	1,670	961	0	0	0	0
450-000-402.062	Captured Tax - AdVal Pers - Capital Impr	1,101	1,100	634	0	0	0	0
450-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	1,101	1,100	634	0	0	0	0
450-000-402.064	Captured Tax - AdVal Pers - Solid Waste	1,431	1,430	825	0	0	0	0
450-000-402.065	Captured Tax - AdVal Pers - County (All)	6,710	6,705	3,857	0	0	0	0
450-000-402.080	Captured Tax - IFT Pers - City	4,228	6,096	0	0	0	0	0
450-000-402.081	Captured Tax - IFT Pers - Library	306	730	0	0	0	0	0
450-000-402.082	Captured Tax - IFT Pers - Capital Impr	334	481	0	0	0	0	0
450-000-402.083	Captured Tax - IFT Pers - Fire Reserve	334	481	0	0	0	0	0
450-000-402.084	Captured Tax - IFT Pers - Solid Waste	434	625	0	0	0	0	0
450-000-402.085	Captured Tax - IFT Pers - County (All)	2,033	2,931	0	0	0	0	0
<b>Totals for dept 002 - TAX REVENUES</b>		<b>32,979</b>	<b>43,647</b>	<b>42,594</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dept 006 - INTEGOVERNMENTAL REVENUE - LOCAL</b>								
450-000-569.000	Local Grants	0	0	0	54,600	54,779	54,779	61,261
<b>Totals for dept 005 - INTEGOVERNMENTAL REVENUE - STATE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>54,600</b>	<b>54,779</b>	<b>54,779</b>	<b>61,261</b>
<b>Dept 009 - INTEREST AND RENTS</b>								
450-000-664.020	Interest Earned - Investments	59	33	330	50	150	177	889
<b>Totals for dept 009 - INTEREST AND RENTS</b>		<b>59</b>	<b>33</b>	<b>330</b>	<b>50</b>	<b>150</b>	<b>177</b>	<b>889</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>33,038</b>	<b>43,680</b>	<b>42,924</b>	<b>54,650</b>	<b>54,929</b>	<b>54,956</b>	<b>62,150</b>

APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

450-000-703.000	Salaries/Wages - Full Time Employees	15,172	20,532	28,251	29,299	26,613	29,335	40,843
450-000-706.000	Wages - Part Time Employees	388	608	914	0	788	729	816
450-000-706.005	Wages - Part Time Seasonal Employees	0	0	0	0	130	156	0
450-000-713.000	Other Post Employment Benefits	0	20	28	158	145	158	14
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,122	1,528	2,041	2,093	1,895	2,312	3,052
450-000-715.010	Health Insurance Premiums	2,669	2,636	7,599	5,480	5,172	5,172	5,549
450-000-715.012	Health Insurance - FSA - Employer Paid	0	0	42	77	68	77	102
450-000-715.013	Health Insurance - HSA - Employer Paid	0	0	0	2,256	2,256	2,256	2,503
450-000-715.015	Life Insurance	14	10	9	11	10	11	20
450-000-718.000	Retirement Benefits	1,129	1,126	1,131	1,143	1,028	1,158	2,123
450-000-724.000	Medical Insurance Opt Out	2	20	20	20	18	20	277
450-000-801.013	Professional Services - Attorney	323	1,425	789	500	0	0	0
450-000-801.030	Professional Services - Audit	96	67	92	92	67	67	92
450-000-850.000	Communications - Land Line Phones	2	3	1	0	0	0	0
450-000-910.000	Liability Insurance	320	332	356	372	362	362	375
450-000-910.010	Workers Comp Insurance	112	113	172	249	223	223	249
450-000-930.000	Repairs and Maintenance - Equipment	0	4,265	950	1,000	1,463	1,756	1,800
450-000-930.015	Administrative Services - Accounting	88	132	0	0	116	116	0
450-000-930.050	Computer Services	0	51	58	50	30	36	50
450-000-940.000	Rentals - Equipment	1,499	2,238	2,275	1,500	2,078	1,628	1,800
450-000-956.000	Miscellaneous	545	820	275	600	147	176	400
<b>Totals for dept 443 - PUBLIC WORKS</b>		<b>23,481</b>	<b>35,926</b>	<b>45,003</b>	<b>44,900</b>	<b>42,609</b>	<b>45,748</b>	<b>60,065</b>

NET OF REVENUES/APPROPRIATIONS - FUND 450

9,557	7,754	(2,079)	9,750	12,320	9,208	2,085
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Estimated Cash **beginning of year:**

(3,112) 66,312

Estimated Cash **end of year:**

66,312 68,397

06/08/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 05/01/2018 - 05/31/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-001.003	Cash in Bank - Horizon Bk MM Ck	HORIZON BANK	MOVE FUNDS TO HORIZON BANK	30,000.00	1309
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2018 HEALTH INS PREMIUMS	504.31	12265
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	MAY 2018 HEALTH INS	39.74	12329
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	JUNE 2018 DENTAL & VISION INS	31.56	12411
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	JUNE 2018 HEALTH INS PREMIUMS	395.61	12413
450-000-715.015	Life Insurance	MADISON NT'L LIFE INS.	MAY 2018 LIFE INSURANCE	0.80	12343
450-000-715.015	Life Insurance	MADISON NT'L LIFE INS.	JUNE 2018 LIFE INS PREMIUMS	0.80	12412
Total For Dept 000 OPERATIONS				<u>30,972.82</u>	
Total For Fund 450 TIFA				<u><u>30,972.82</u></u>	
Fund Totals:					
Fund 450 INDUSTRIAL PARK TIFA				30,972.82	
Total For All Funds:				<u><u>30,972.82</u></u>	

**MINUTES**  
**Plainwell City Council**  
**May 14, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler, and Councilman Overhuel.  
Absent: Councilman Keeney.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/23/2018 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments:  
Nate (Nathaniel) Sherman of Wayland Township addressed the Council announcing his candidacy for the position of County Commissioner for District 7. He would like to continue providing effective communications, help balance the budget and provide a fresh perspective to the Board.
7. County Commissioner Report:  
County Commissioner Don Black reported that the Headlee Rollback issue regarding the County millage is a dead issue.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Brooks encouraged everyone to help plant flowers on Saturday May 19.
10. Recommendations and Reports:
  - A. City Manager Wilson introduced DPW Superintendent Robert (Bob) Nieuwenhuis to the City Council. Bob gave a brief description of his qualifications.  
**A motion by Steele, seconded by Keeler, to confirm Robert (Bob) Nieuwenhuis as the new DPW Superintendent. On a voice vote, all in favor. Motion passed.**
  - B. Community Development Manager Siegel reported a proposed new 6000 square foot storage building at Auto Image in the Industrial Park. The plans were reviewed by the Planning Commission which recommends approval.  
**A motion by Steele, seconded by Overhuel, to approve the site plans for a storage building for Auto Image at its facility at 922 Wakefield St. On a voice call vote, all in favor. Motion passed.**
  - C. Community Development Manager Siegel reported on the annual Memorial Day parade and reviewed the route. Public Safety Director remarked that he obtained the required State permit for the M-89 closure.  
**A motion by Steele, seconded by Keeler, to approve Special Event Permit 18-02 for the Memorial Day Parade on May 28, 2018. On a voice vote, all in favor. Motion passed.**
  - D. City Manager Wilson reported to Council that the city had been approached to once again coordinate a July 4 fireworks celebration. JBS and two local churches offered to fund the event, using the city's airport facility. City Clerk/Treasurer Kelley noted that quotes were received for the cost of the fireworks display and that Council should include that in a motion.  
**A motion by Steele, seconded by Keeler, to approve Special Event Permit 18-03 for the July 4, 2018 Fireworks Celebration and to accept the quote from Night Magic for \$7,000 for the cost of the display, and authorize the City Manager to execute all documents related to the approved**

**action. On a roll-call vote, all in favor. Motion passed.**

- E.** City Manager Wilson reported ongoing efforts to treat for the Emerald Ash Borer and that the city could use this year's treatment as an opportunity to reaffirm the action plan for this program.  
**A motion by Keeler, seconded by Overhuel, to approve the 2018 Emerald Ash Borer Treatment by Honey Tree Nursery at a cost of \$3,600.00. On a roll-call vote, all in favor. Motion passed.**
- F.** Superintendent Pond reported the next steps necessary to complete the budgeted project to replace the Hill Street Lift Station, which includes site work, mechanical and electrical components. Quotes from different firms were evaluated.  
**A motion by Keeler, seconded by Overhuel, to approve the project to complete the Hill Street Lift Station Replacement with Balkema Excavating and Moore Electric at a project cost of \$52,805.00. On a roll-call vote, all in favor. Motion passed.**
- G.** City Manager Wilson introduced Phil Doorlag from Wightman & Associates who briefed Council that the signal work at Prince Street had been completed and inspected. He also updated Council on the street project, which has a walk-through scheduled for this week to complete that project.  
**A motion by Keeler, seconded by Overhuel, to approve Pay Estimate 2 to J Ranck Electric for the Prince Street Signal Upgrade for \$6,262.50. On a roll-call vote, all in favor. Motion passed.**
- H.** Clerk/Treasurer Kelley reported that the city annually adopts a resolution for the Board of Review to use when evaluating a property owner's application for a poverty or a hardship exemption of property taxes. The guidelines are tied to the federal poverty rates and for 2018 an asset test has been added to provide the Board of Review additional guidance in its evaluation.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 18-10 for the 2018 Poverty Guidelines. On a voice vote, all in favor. Motion passed.**

11. Communications:

- A.** **A motion by Steele, seconded by Overhuel, to accept and place on file the March 2018 Public Safety Report, the April 2018 Investment and Fund Balance Reports, the April 2018 Water Renewal Report and the Draft May 2, 2018 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$172,103.04 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments None.

14. Staff Comments

Personnel Manager Lamorandier noted recent training for Human Resource laws and insurance. She also noted the open enrollment was coming soon for insurance and that interviews had been conducted for the part-time public safety clerk.

Superintendent Nieuwenhuis reported progress with the Dog Park and that concrete and fountain installations were complete and that the fence and agility equipment would be installed very soon.

Superintendent Pond reported a recent DEQ inspection of the industrial pre-treatment process showed no serious deficiencies.

Community Development Manager Siegel reminded Council about an Arts Council dedication in Fannie Pell Park on Wednesday May 16 and that Concerts in the Park start Wednesday May 23 and the Farmers Market starts May 24.

Director Bomar reported continued testing and inter-departmental training drills.

Clerk/Treasurer Kelley reported working on the budget.

City Manager Wilson confirmed testing of Well 5 and the temporary shut-down of this reserve well pending state-wide testing of all municipal wells for PFAS. The city-conducted testing of Well 5 showed PFAS levels below the advisory benchmarks set by the state. He noted that staff would evaluate long-term options for new wells, and that the city is going above and beyond in terms of testing its water. He also reported having met with Plainwell Schools Superintendent Matt Montagne to begin discussions about a School Resource Officer.

15. Council Comments: None.

16. Adjournment:

**A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:43 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	509.85	4.60	(509.85)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	61,875.00	5,625.00	5,625.00	91.67
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	195,186.48	5,629.60	53,239.52	78.57
Expenditures						
443-000-703.000	Salaries/Wages - Full Time Employees	33,204.00	25,700.41	3,797.67	7,503.59	77.40
443-000-706.000	Wages - Part Time Employees	1,068.00	207.05	94.86	860.95	19.39
443-000-713.000	Other Post Employment Benefits	657.00	602.25	54.75	54.75	91.67
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,483.00	1,863.15	285.76	619.85	75.04
443-000-715.010	Health Insurance Premiums	5,730.00	5,798.13	1,050.38	(68.13)	101.19
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00	22.34	2.20	2.66	89.36
443-000-715.013	Health Insurance - HSA - Employer Paid	1,920.00	1,920.00	0.00	0.00	100.00
443-000-715.015	Life Insurance	34.00	33.60	5.60	0.40	98.82
443-000-718.000	Retirement Benefits	2,873.00	2,279.58	339.66	593.42	79.34
443-000-724.000	Medical Insurance Opt Out	108.00	95.24	9.01	12.76	88.19
443-000-743.000	Uniforms	50.00	56.89	3.80	(6.89)	113.78
443-000-775.000	Supplies - Repairs and Maintenance	100.00	161.16	149.22	(61.16)	161.16
443-000-801.000	Engineering Services	0.00	1,108.75	0.00	(1,108.75)	100.00
443-000-801.013	Professional Services - Attorney	5,000.00	15,513.50	1,064.00	(10,513.50)	310.27
443-000-801.030	Professional Services - Audit	488.00	352.52	0.00	135.48	72.24
443-000-830.000	Contractual Reimbursement CRA Activities	7,445.00	7,425.66	0.00	19.34	99.74
443-000-910.000	Liability Insurance	4,679.00	4,555.97	0.00	123.03	97.37
443-000-910.010	Workers Comp Insurance	399.00	356.98	0.00	42.02	89.47
443-000-930.000	Repairs and Maintenance-Land & Building	14,850.00	9,226.54	6,981.43	5,623.46	62.13
443-000-930.015	Administrative Services - Accounting	0.00	116.25	0.00	(116.25)	100.00
443-000-930.050	Computer Services	50.00	29.52	0.00	20.48	59.04
443-000-940.000	Rentals - Equipment	450.00	1,510.33	471.38	(1,060.33)	335.63
443-000-956.000	Miscellaneous	0.00	41.89	0.00	(41.89)	100.00
443-908-991.000	Principal Payment - Interfund Loans	14,636.00	13,416.37	1,219.67	1,219.63	91.67
443-908-995.000	Interest Payment - Interfund Loans	1,939.00	1,777.38	161.58	161.62	91.66
443-970-703.000	Salaries/Wages - Full Time Employees	0.00	69.90	69.90	(69.90)	100.00
443-970-715.000	Payroll Tax - FICA/Medicare (Social Sec)	0.00	5.34	5.34	(5.34)	100.00
443-970-718.000	Retirement Benefits	0.00	6.99	6.99	(6.99)	100.00
443-970-972.000	Contracted Services	171,000.00	109,682.32	6,262.50	61,317.68	64.14

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2018	MONTH 05/31/2018	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Expenditures						
TOTAL EXPENDITURES		269,188.00	203,936.01	22,035.70	65,251.99	75.76
<hr/>						
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		248,426.00	195,186.48	5,629.60	53,239.52	78.57
TOTAL EXPENDITURES		269,188.00	203,936.01	22,035.70	65,251.99	75.76
NET OF REVENUES & EXPENDITURES		(20,762.00)	(8,749.53)	(16,406.10)	(12,012.47)	42.14

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2018 (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA								
Revenues								
450-000-569.000	Local Grants	54,600.00		54,779.33	0.00		(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00		149.87	27.19		(99.87)	299.74
TOTAL REVENUES		54,650.00		54,929.20	27.19		(279.20)	100.51
Expenditures								
450-000-703.000	Salaries/Wages - Full Time Employees	29,299.00		26,613.35	3,442.01		2,685.65	90.83
450-000-706.000	Wages - Part Time Employees	0.00		788.48	180.21		(788.48)	100.00
450-000-706.005	Wages - Part Time Seasonal Employees	0.00		130.00	0.00		(130.00)	100.00
450-000-713.000	Other Post Employment Benefits	158.00		144.87	13.17		13.13	91.69
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,093.00		1,894.72	258.90		198.28	90.53
450-000-715.010	Health Insurance Premiums	5,480.00		5,172.35	830.49		307.65	94.39
450-000-715.012	Health Insurance - FSA - Employer Paid	77.00		68.06	6.49		8.94	88.39
450-000-715.013	Health Insurance - HSA - Employer Paid	2,256.00		2,256.00	0.00		0.00	100.00
450-000-715.015	Life Insurance	11.00		9.60	1.60		1.40	87.27
450-000-718.000	Retirement Benefits	1,143.00		1,028.05	125.85		114.95	89.94
450-000-724.000	Medical Insurance Opt Out	20.00		17.65	1.68		2.35	88.25
450-000-801.013	Professional Services - Attorney	500.00		0.00	0.00		500.00	0.00
450-000-801.030	Professional Services - Audit	92.00		66.78	0.00		25.22	72.59
450-000-910.000	Liability Insurance	372.00		362.21	0.00		9.79	97.37
450-000-910.010	Workers Comp Insurance	249.00		223.40	0.00		25.60	89.72
450-000-930.000	Repairs and Maintenance-Land & Building	1,000.00		1,463.00	0.00		(463.00)	146.30
450-000-930.015	Administrative Services - Accounting	0.00		116.25	0.00		(116.25)	100.00
450-000-930.050	Computer Services	50.00		29.52	0.00		20.48	59.04
450-000-940.000	Rentals - Equipment	1,500.00		2,078.38	721.83		(578.38)	138.56
450-000-956.000	Miscellaneous	600.00		146.89	0.00		453.11	24.48
TOTAL EXPENDITURES		44,900.00		42,609.56	5,582.23		2,290.44	94.90
Fund 450 - INDUSTRIAL PARK TIFA:								
TOTAL REVENUES		54,650.00		54,929.20	27.19		(279.20)	100.51
TOTAL EXPENDITURES		44,900.00		42,609.56	5,582.23		2,290.44	94.90
NET OF REVENUES & EXPENDITURES		9,750.00		12,319.64	(5,555.04)		(2,569.64)	126.36

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2018 (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	15,041.00		14,953.74		0.00		87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00		1,790.76		0.00		6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00		1,542.58		0.00		(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00		7,170.25		0.00		48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00		2,616.18		0.00		36.82	98.61
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00		313.28		0.00		3.72	98.83
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00		207.65		0.00		1.35	99.35
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00		207.65		0.00		1.35	99.35
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00		269.94		0.00		2.06	99.24
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00		1,254.35		0.00		18.65	98.53
494-000-569.000	Local Grants	5,600.00		5,672.00		0.00		(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00		81.65		6.72		(66.65)	544.33
494-000-694.000	Miscellaneous Revenue	1,500.00		323.00		5.00		1,177.00	21.53
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00		3,045.00		45.00		455.00	87.00
494-000-694.025	DDA - Sale of Merchandise	1,000.00		1,120.00		0.00		(120.00)	112.00
494-000-694.026	DDA - Special Event Revenues	1,000.00		1,050.00		0.00		(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00		0.00		400.00	0.00
TOTAL REVENUES		45,921.00		43,991.07		56.72		1,929.93	95.80
Expenditures									
494-000-703.000	Salaries/Wages - Full Time Employees	13,833.00		12,869.96		1,624.34		963.04	93.04
494-000-706.000	Wages - Part Time Employees	750.00		1,459.96		0.00		(709.96)	194.66
494-000-706.005	Wages - Part Time Seasonal Employees	0.00		10.00		0.00		(10.00)	100.00
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,040.00		970.35		113.59		69.65	93.30
494-000-715.010	Health Insurance Premiums	2,556.00		2,361.00		399.04		195.00	92.37
494-000-715.013	Health Insurance - HSA - Employer Paid	1,392.00		1,392.00		0.00		0.00	100.00
494-000-718.000	Retirement Benefits	0.00		5.83		0.00		(5.83)	100.00
494-000-775.000	Supplies - Repairs and Maintenance	1,000.00		830.05		31.71		169.95	83.01
494-000-801.013	Professional Services - Attorney	0.00		133.00		0.00		(133.00)	100.00
494-000-801.030	Professional Services - Audit	92.00		66.78		0.00		25.22	72.59
494-000-900.000	Printing and Publishing	2,500.00		1,219.94		70.00		1,280.06	48.80
494-000-910.000	Liability Insurance	479.00		466.41		0.00		12.59	97.37
494-000-910.010	Workers Comp Insurance	84.00		75.85		0.00		8.15	90.30
494-000-930.000	Repairs and Maintenance-Land & Building	500.00		240.00		0.00		260.00	48.00
494-000-930.050	Computer Services	50.00		30.35		0.00		19.65	60.70
494-000-940.000	Rentals - Equipment	250.00		129.70		0.00		120.30	51.88
494-000-956.000	Miscellaneous	0.00		582.13		15.00		(582.13)	100.00
494-000-956.021	Special Events	1,200.00		1,186.56		0.00		13.44	98.88
494-000-957.022	DDA Farmers Market Expense	700.00		537.82		5.99		162.18	76.83
494-000-957.025	DDA Christmas Ornament Costs	800.00		757.59		0.00		42.41	94.70
494-000-957.036	DDA Movies in the Park	2,200.00		2,374.50		0.00		(174.50)	107.93
494-000-960.000	Education & Training - Professional	100.00		150.00		0.00		(50.00)	150.00
494-000-962.000	Memberships & Dues	3,100.00		2,290.00		1,250.00		810.00	73.87
494-908-991.000	Principal Payment - Interfund Loans	11,436.00		10,483.00		953.00		953.00	91.67
494-908-995.000	Interest Payment - Interfund Loans	825.00		756.25		68.75		68.75	91.67
TOTAL EXPENDITURES		44,887.00		41,379.03		4,531.42		3,507.97	92.18

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
	TOTAL REVENUES	45,921.00	43,991.07	56.72	1,929.93	95.80
	TOTAL EXPENDITURES	44,887.00	41,379.03	4,531.42	3,507.97	92.18
	NET OF REVENUES & EXPENDITURES	1,034.00	2,612.04	(4,474.70)	(1,578.04)	252.62
	TOTAL REVENUES - ALL FUNDS	348,997.00	294,106.75	5,713.51	54,890.25	84.27
	TOTAL EXPENDITURES - ALL FUNDS	358,975.00	287,924.60	32,149.35	71,050.40	80.21
	NET OF REVENUES & EXPENDITURES	(9,978.00)	6,182.15	(26,435.84)	(16,160.15)	61.96

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured Tax - AdVal Real - City Tax	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured Tax - AdVal Real - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	4,732.57	0.00	(0.57)	100.01
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,059.00	1,051.29	0.00	7.71	99.27
443-000-402.060	Captured Tax - AdVal Pers - City	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured Tax - AdVal Pers - Library	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured Tax - AdVal Pers - County (All)	282.00	280.35	0.00	1.65	99.41
443-000-505.000	Federal Grant	65,000.00	0.00	0.00	65,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	509.85	4.60	(509.85)	100.00
443-000-673.000	Sale of Fixed Assets - Land	106,000.00	122,250.75	0.00	(16,250.75)	115.33
443-000-676.080	Interfund Transfer In - Capital Improve	67,500.00	61,875.00	5,625.00	5,625.00	91.67
443-000-694.000	Miscellaneous Revenue	0.00	650.00	0.00	(650.00)	100.00
TOTAL REVENUES		248,426.00	195,186.48	5,629.60	53,239.52	78.57
Expenditures						
000	OPERATIONS	81,613.00	78,977.71	14,309.72	2,635.29	96.77
908	DEBT SERVICE	16,575.00	15,193.75	1,381.25	1,381.25	91.67
970	CAPITAL OUTLAY	171,000.00	109,764.55	6,344.73	61,235.45	64.19
TOTAL EXPENDITURES		269,188.00	203,936.01	22,035.70	65,251.99	75.76
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		248,426.00	195,186.48	5,629.60	53,239.52	78.57
TOTAL EXPENDITURES		269,188.00	203,936.01	22,035.70	65,251.99	75.76
NET OF REVENUES & EXPENDITURES		(20,762.00)	(8,749.53)	(16,406.10)	(12,012.47)	42.14

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	54,600.00	54,779.33	0.00	(179.33)	100.33
450-000-664.020	Interest Earned - Investments	50.00	149.87	27.19	(99.87)	299.74
TOTAL REVENUES		54,650.00	54,929.20	27.19	(279.20)	100.51
Expenditures						
000	OPERATIONS	44,900.00	42,609.56	5,582.23	2,290.44	94.90
TOTAL EXPENDITURES		44,900.00	42,609.56	5,582.23	2,290.44	94.90
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		54,650.00	54,929.20	27.19	(279.20)	100.51
TOTAL EXPENDITURES		44,900.00	42,609.56	5,582.23	2,290.44	94.90
NET OF REVENUES & EXPENDITURES		9,750.00	12,319.64	(5,555.04)	(2,569.64)	126.36

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2018 (ABNORMAL)	MONTH 05/31/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	15,041.00		14,953.74		0.00		87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00		1,790.76		0.00		6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00		1,542.58		0.00		(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00		7,170.25		0.00		48.75	99.32
494-000-402.060	Captured Tax - AdVal Pers - City	2,653.00		2,616.18		0.00		36.82	98.61
494-000-402.061	Captured Tax - AdVal Pers - Library	317.00		313.28		0.00		3.72	98.83
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	209.00		207.65		0.00		1.35	99.35
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	209.00		207.65		0.00		1.35	99.35
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	272.00		269.94		0.00		2.06	99.24
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,273.00		1,254.35		0.00		18.65	98.53
494-000-569.000	Local Grants	5,600.00		5,672.00		0.00		(72.00)	101.29
494-000-664.020	Interest Earned - Investments	15.00		81.65		6.72		(66.65)	544.33
494-000-694.000	Miscellaneous Revenue	1,500.00		323.00		5.00		1,177.00	21.53
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00		3,045.00		45.00		455.00	87.00
494-000-694.025	DDA - Sale of Merchandise	1,000.00		1,120.00		0.00		(120.00)	112.00
494-000-694.026	DDA - Special Event Revenues	1,000.00		1,050.00		0.00		(50.00)	105.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00		0.00		400.00	0.00
TOTAL REVENUES		45,921.00		43,991.07		56.72		1,929.93	95.80
Expenditures									
000	OPERATIONS	32,626.00		30,139.78		3,509.67		2,486.22	92.38
908	DEBT SERVICE	12,261.00		11,239.25		1,021.75		1,021.75	91.67
TOTAL EXPENDITURES		44,887.00		41,379.03		4,531.42		3,507.97	92.18
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
TOTAL REVENUES		45,921.00		43,991.07		56.72		1,929.93	95.80
TOTAL EXPENDITURES		44,887.00		41,379.03		4,531.42		3,507.97	92.18
NET OF REVENUES & EXPENDITURES		1,034.00		2,612.04		(4,474.70)		(1,578.04)	252.62
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		348,997.00		294,106.75		5,713.51		54,890.25	84.27
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		358,975.00		287,924.60		32,149.35		71,050.40	80.21
NET OF REVENUES & EXPENDITURES		(9,978.00)		6,182.15		(26,435.84)		(16,160.15)	61.96