

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Cathy Green
David Steffen
Vacant
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** **Tuesday, November 11, 2025 - 7:30AM** **Plainwell City Hall Council Chambers**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes – 10/14/2025**
- 5. Public Comment**
- 6. Chairman's Report**
- 7. Recommendations and Reports:**
 - A. BRA - Accounts Payable for October - \$16,348.46**
The Board will consider confirming BRA payables for October 2025 in the amount of \$16,348.46.
 - B. DDA - Accounts Payable for October - \$690.49**
The Board will consider confirming DDA payables for October 2025 in the amount of \$690.49.
 - C. TIFA - Accounts Payable for October - \$24.90**
The Board will consider confirming TIFA payables for October 2025 in the amount of \$24.90.
 - D. City – Plainwell Auto Discussion**
The Board will discuss the sale of Mill property to Plainwell Auto.
- 8. Communications:** The October 2025 Summary and Detail Financial Reports, City Council Meeting minutes from 9/22/2025, 10/13/2025 and the 10/08/2025 Mill Development Workshop minutes.
- 9. Public Comment**
- 10. Staff Comments**
- 11. Board Comments**
- 12. Adjournment**

Agenda Subject to Change

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

MINUTES
Plainwell BRA DDA TIFA
October 14, 2025

1. Chairman Larabel called the meeting to order at 7:30am in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Paul Rizzo, Nick Larabel, Adam Hopkins, Cathy Green, David Steffen, Jim Turley and Randy Wisnaski
Excused: Justin Lakamper
4. Approval of Minutes:
A motion by Green, seconded by Turley, to accept and place on file the BRA DDA TIFA Meeting Minutes of the 9/09/2025 meeting. On a voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. Chairman's Report: None.
7. Recommendations and Reports:
 - A. **A motion by Green, seconded by Turley, confirming BRA payables for September 2025 in the amount of \$16,348.46. On a voice vote, all in favor. Motion passed.**
 - B. **A motion by Rizzo, seconded by Wisnaski, confirming DDA payables for September 2025 in the amount of \$690.49. On a voice vote, all in favor. Motion passed.**
 - C. **A motion by Larabel, seconded by Turley, confirming TIFA payables for September 2025 in the amount of \$24.90. On a voice vote, all in favor. Motion passed.**
 - D. Clerk Leonard gave an overview of the Mill Development proposals from both BizEx and Classic Auto Factory to the Board. She discussed parking strategies for both businesses, the possibility of green space and accessory buildings on the lot, and how these proposals fit in with the residential development proposed by Watts Homes.
8. Communications:
The September 2025 Summary and Detail Financial Reports, the quarterly revolving loan report and City Council Meeting minutes from 8/25/2025 and 9/08/2025 were reviewed.
9. Public Comment: None.
10. Staff Comment: None.
11. Board Member Comments:
Turley shared that the Industrial Park businesses signs has started peeling and should be replaced. These signs are only 2 years old, and if possible, the City should look into some way to protect the signs from UV damage and premature deterioration.
12. Adjournment:
A motion by Rizzo, seconded by Turley, to adjourn the meeting at 8:20am. On a voice vote, all voted in favor. Motion passed.

Submitted by,
JoAnn Leonard, City Clerk

11/03/2025 01:08 PM		INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL			Page: 1/2	
User: ROXANNE		POST DATES 09/01/2025 - 09/30/2025				
DB: Plainwell		BOTH JOURNALIZED AND UNJOURNALIZED				
		BOTH OPEN AND PAID				
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #	
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Dept 443 PUBLIC WORKS						
243-443-718.001	Health Insurance Premiums - Curr COPS HEALTH TRUST		SEPTEMBER 2025 DENTAL/VISION PREMIUMS	8.71	29177	
243-443-718.001	Health Insurance Premiums - Curr BLUE CARE NETWORK OF MICH		SEPTEMBER 2025 HEALTH INSURANCE PREMIUM	41.81	29180	
243-443-725.001	Fringe Benefit - Life Insurance MADISON NATIONAL LIFE INS		SEPTEMBER 2025 LIFE INSURANCE PREMIUMS	3.67	29178	
243-443-830.000	Contractual Reimbursement CRA Ac CRA 200 ALLEGAN STREET LLC		2025 SUMMER TAX CAPTURE FOR 2012 BROWNE	16,294.27	29196	
Total For Dept 443 PUBLIC WORKS				16,348.46		
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY I				16,348.46		

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DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2025 - 09/30/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 243 BROWNFIELD REDI	16,348.46	
			Total For All Funds:	<u>16,348.46</u>	

11/03/2025 01:06 PM		INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL			Page: 1/2	
User: ROXANNE		POST DATES 09/01/2025 - 09/30/2025				
DB: Plainwell		BOTH JOURNALIZED AND UNJOURNALIZED				
		BOTH OPEN AND PAID				
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Dept 443 PUBLIC WORKS						
248-443-718.001	Health Insurance Premiums - Curr	COPS HEALTH TRUST	SEPTEMBER 2025 DENTAL/VISION PREMIUMS	3.42	29177	
248-443-718.001	Health Insurance Premiums - Curr	BLUE CARE NETWORK OF MICH	SEPTEMBER 2025 HEALTH INSURANCE PREMIUM	21.30	29180	
248-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INS	SEPTEMBER 2025 LIFE INSURANCE PREMIUMS	1.29	29178	
248-443-931.000	DDA DOWNTOWN WEED CONTROL	AAA LAWN CARE INC	DPW - FALL VEGETATION CONTROL CP	524.50	29222	
Total For Dept 443 PUBLIC WORKS				550.51		
Dept 775 SPECIAL EVENTS						
248-775-881.022	Farmers Market Costs - DDA	PLAINWELL ACE HARDWARE	DDA - MARKINGPAINT FARMERS MARKET PS	4.98	29197	
248-775-881.022	Farmers Market Costs - DDA	PLUMBER'S PORTABLE TOILETS	DDA - PORTABLE TOILET FARMERS MARKET 8/	135.00	29211	
Total For Dept 775 SPECIAL EVENTS				139.98		
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				690.49		

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2025 - 09/30/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
Fund 248 DOWNTOWN DEVELC				690.49	
Total For All Funds:				<u>690.49</u>	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2025 - 09/30/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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 - CURR COPS HEALTH TRUST		SEPTEMBER 2025 DENTAL/VISION PREMIUMS	8.55	29177
247-443-718.001	Health Insurance Premiums - Curr BLUE CARE NETWORK OF MICH		SEPTEMBER 2025 HEALTH INSURANCE PREMIUM	14.53	29180
247-443-725.001	Fringe Benefit - Life Insurance	MADISON NATIONAL LIFE INS	SEPTEMBER 2025 LIFE INSURANCE PREMIUMS	1.82	29178
Total For Dept 443 PUBLIC WORKS				24.90	
Total For Fund 247 TAX INCREMENT FINANCE AUTHORITY FUNI				24.90	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 09/01/2025 - 09/30/2025
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BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
Fund 247 TAX INCREMENT I				24.90	
Total For All Funds:				<u>24.90</u>	



"The Island City"

MEMORANDUM

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

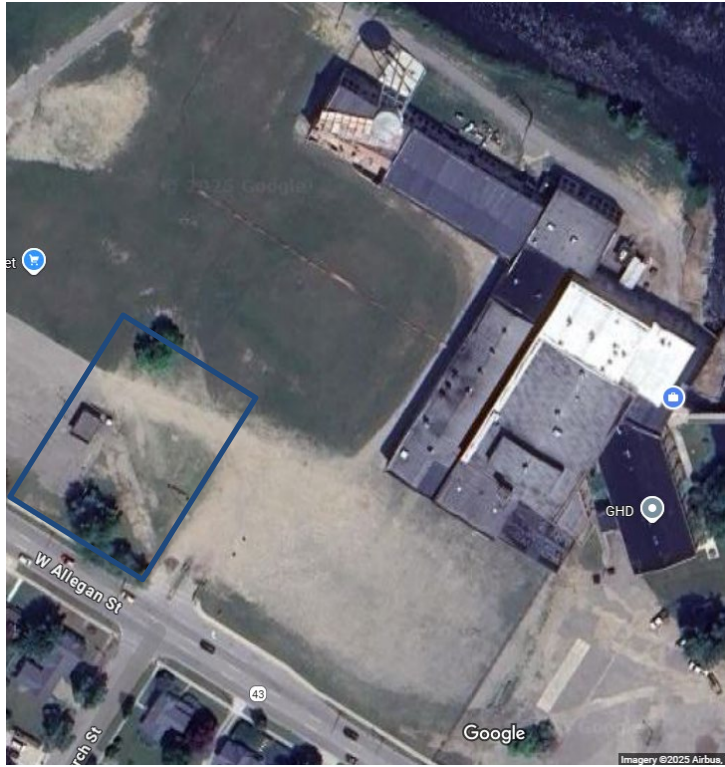
TO: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: November 10, 2025
SUBJECT: Discussion Sale of Mill Property to Plainwell Auto

SUGGESTED MOTION: None

BACKGROUND INFORMATION: The City has been working with local business owner, David Steffen, for the past year and a half to find approximately one acre of land on M-89 for him to build a new building for his business, Plainwell Auto.

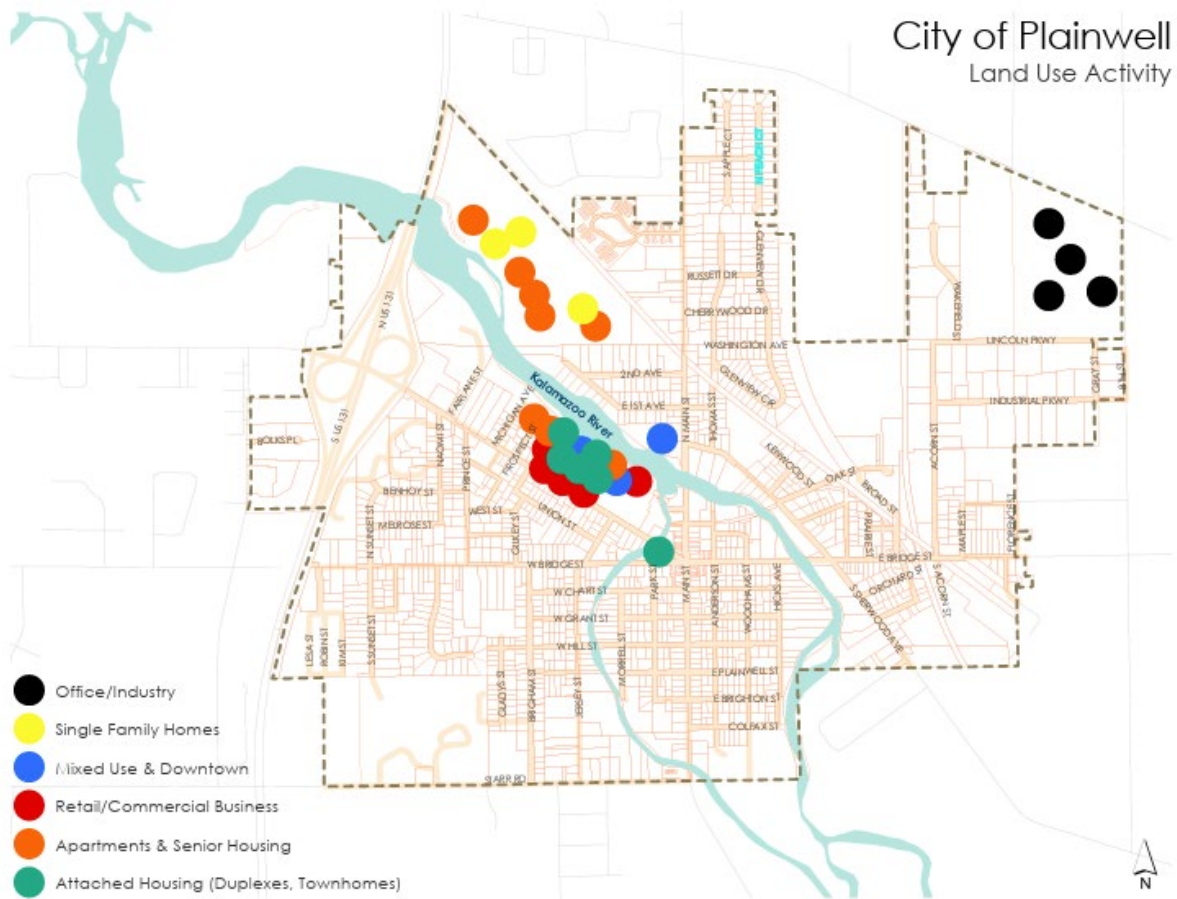
Originally, the City entered into a purchase agreement with him to buy the one-acre corner lot of the mill property along M-89 and Island Avenue. For a number of reasons, including concern over the type of business being proposed, concerns over the type of building that would be built, and the existing concrete relics on the parcel which would escalate building costs, this sale did not go through.

Since then David has been working with the City to find a more suitable location for his new building. The City considered moving his building along M-89 in front of building 16 on the Mill site. Since the original purchase agreement multiple developments are in the works on the mill site. These include a housing development, and businesses looking to move into the mill buildings. The businesses looking to occupy the mill buildings asked that no building be built in front of buildings 15 and 16. Given the concerns over the placement, and building style and look, we have brought in MEDC financed architects to design a site plan and the building exterior. The goal with the architects was to create a design that will fit into the overall aesthetic of the complex and could be used by another party in the future. The intention is that the building that compliments the mill. That design work is now complete and included as an attachment. The intention would be to include these designs as exhibits in any purchase agreement as a build requirement. The newest location (depicted below) is located on land that has a commercial designation from the EPA, meaning it cannot be used for anything other than commercial purposes, and is satisfactory to the other parties working on developments on the mill property.



David is asking that the City consider selling him approximately 1 acre of land for a sum of \$40,000 and asking that the City pay for the required boundary survey to create the parcel, as was agreed to in the original purchase agreement. The price derives from an assessment that another potential buyer had conducted and offered in 2023. It also contemplates the fact that this is a superfund site that includes additional consideration and implications for development.

ANALYSIS: This project has been long in the making. Throughout the project we have heard from members from all boards (Council, DDA/BRA/TIFFA, and Planning Commission) at a number of meetings. There has been support expressed for the project, as well as concerns. Some of the most prominent concerns have been the building aesthetic, whether or not it fits into the overall vision of the site, and that at a listening session in the past residents present expressed that they do not want any “chain or franchise” type of development on the mill. However, during a 2022 master plan engagement event those present were asked to what they would like to see with future land use and expressed that they would like to see retail and commercial business along M-89 on the mill site, as depicted in the graphic below.



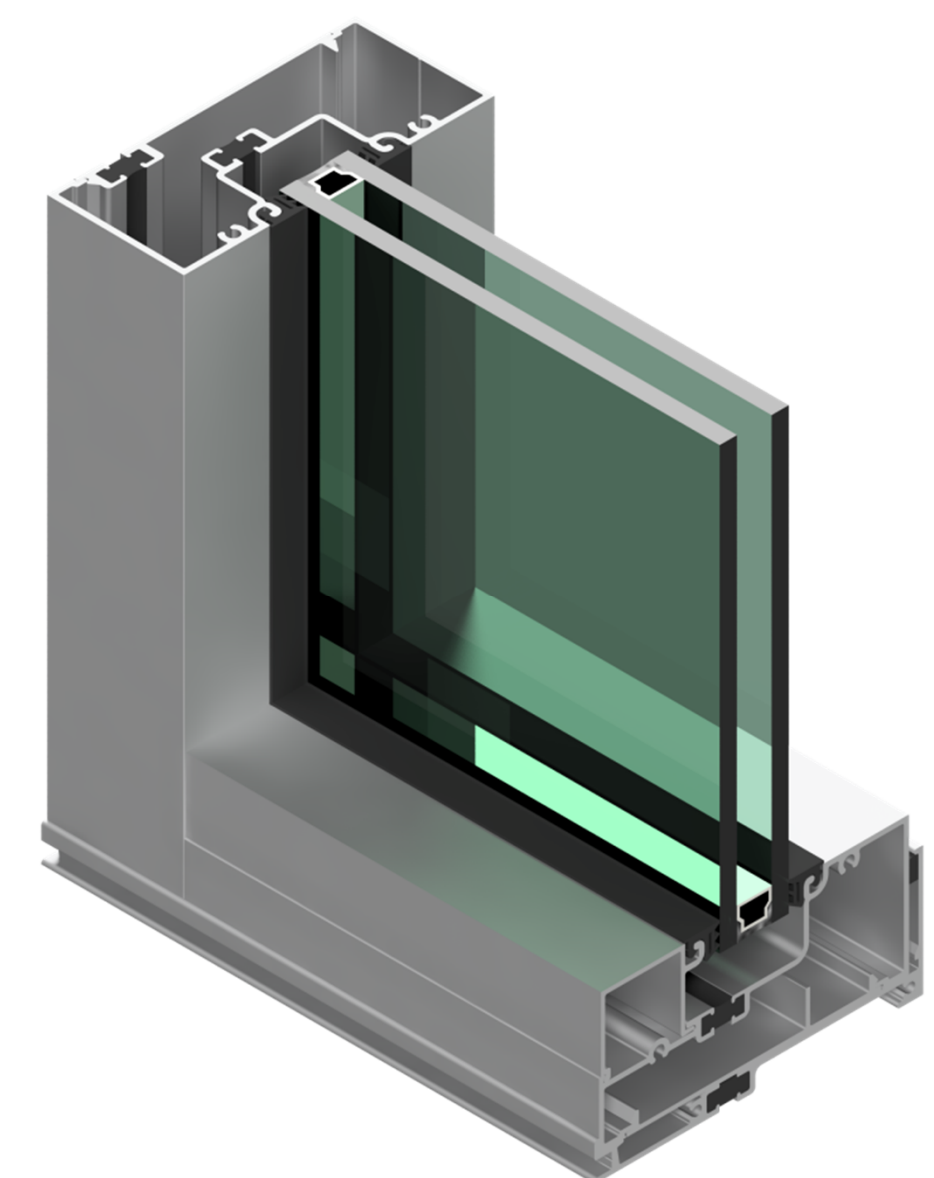
In alignment with this engagement session, some members of our boards and the community have welcomed the idea of expanding a new business onto the new site. Particularly given the fact that it is a local business person who has already committed himself to the community and would allow his business to grow.

This agenda item is intended as a first discussion over the next two months, to offer all boards and the community multiple opportunities to express their opinion on the potential development. At our next meeting we will purposefully advertise the discussion and welcome the community to attend and offer feedback.

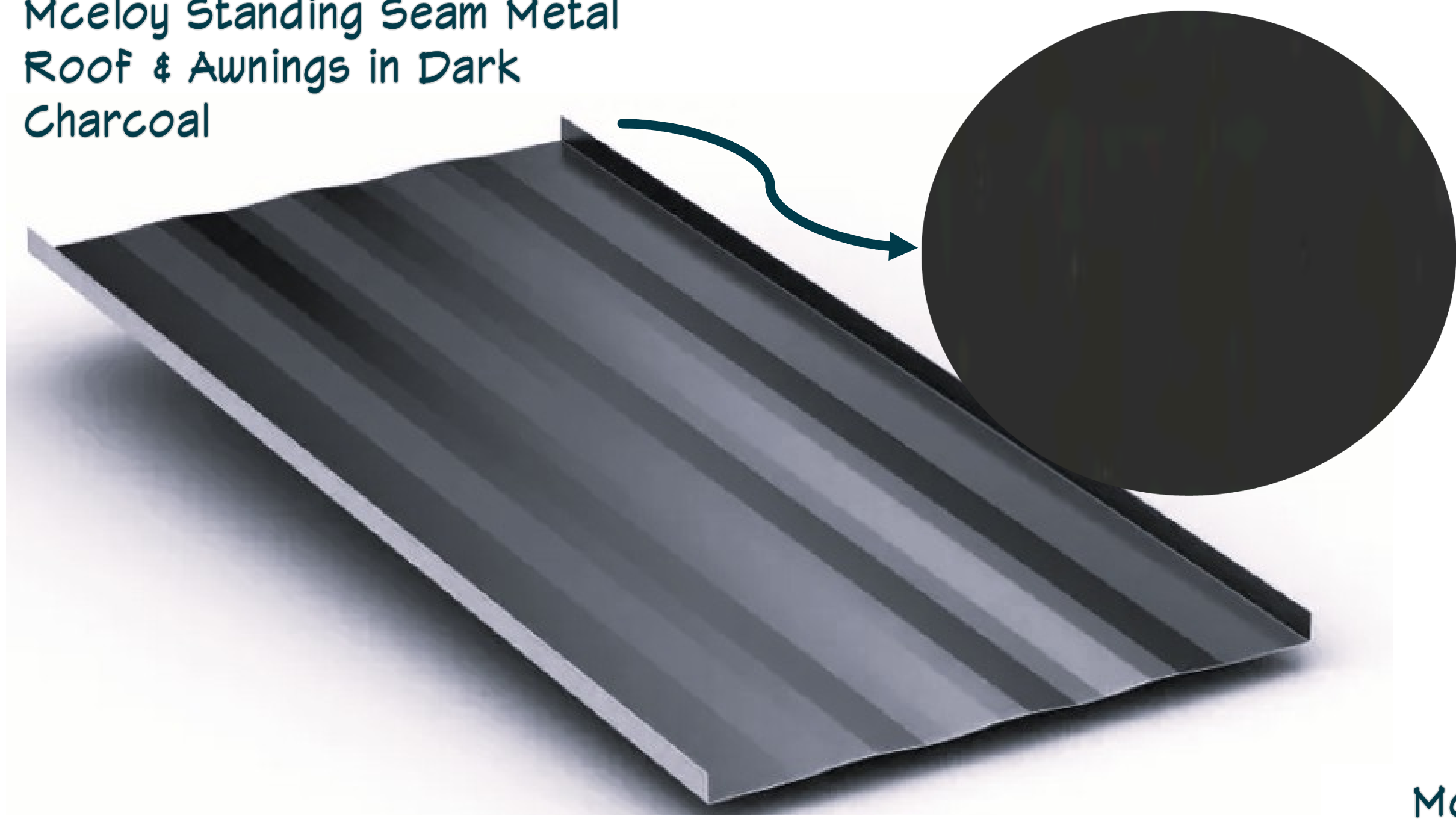
BUDGET IMPACT: None

ATTACHMENTS: Pre-Development Designs

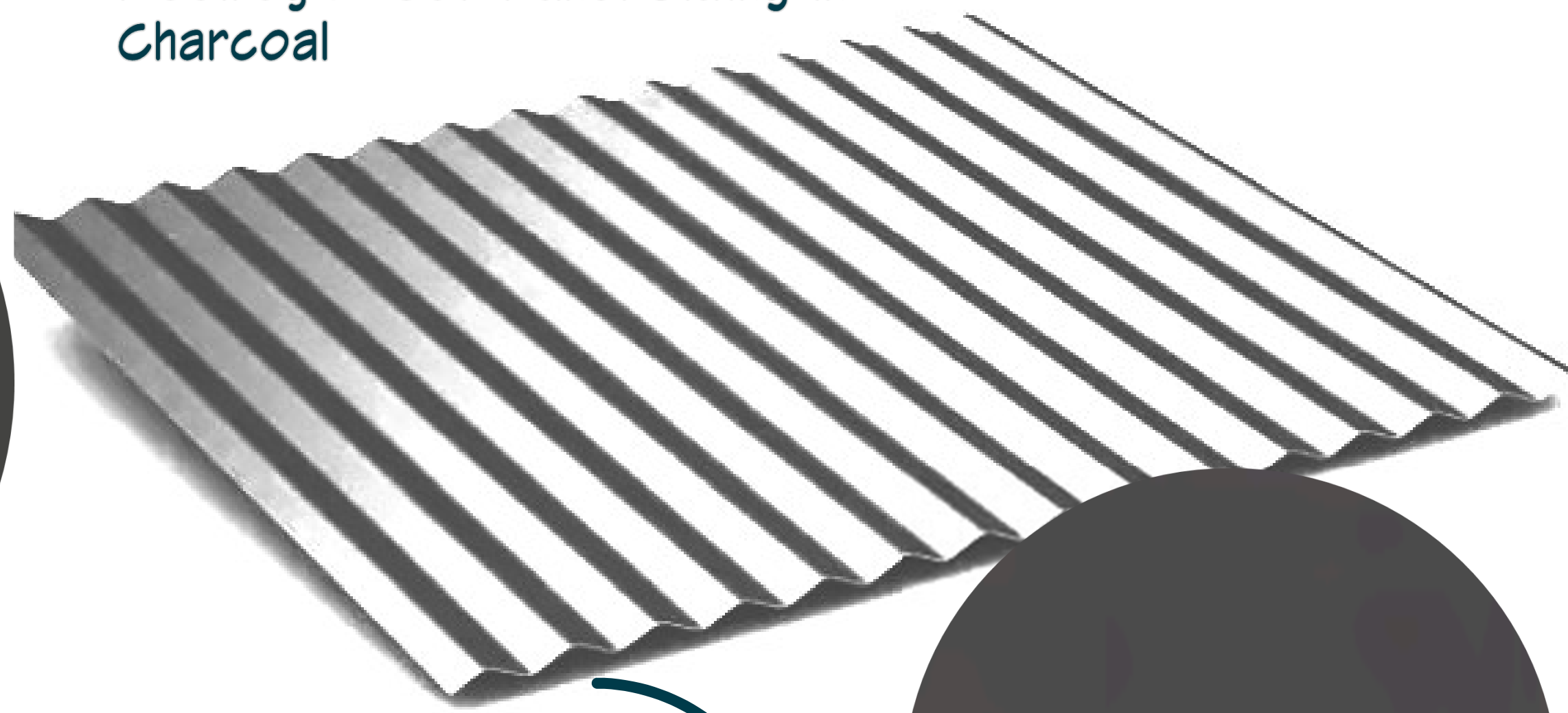
Storefront System in Clear Anodized Finish



Mcelroy Standing Seam Metal Roof & Awnings in Dark Charcoal



Mcelroy M-Cor Panel Siding in Charcoal



James Hardie Smooth Lap Siding Primed/Unfinished - Painted in SW 9177 Salty Dog



SW 9177 Salty Dog - Front Entry Columns + Exterior Door Paint Color

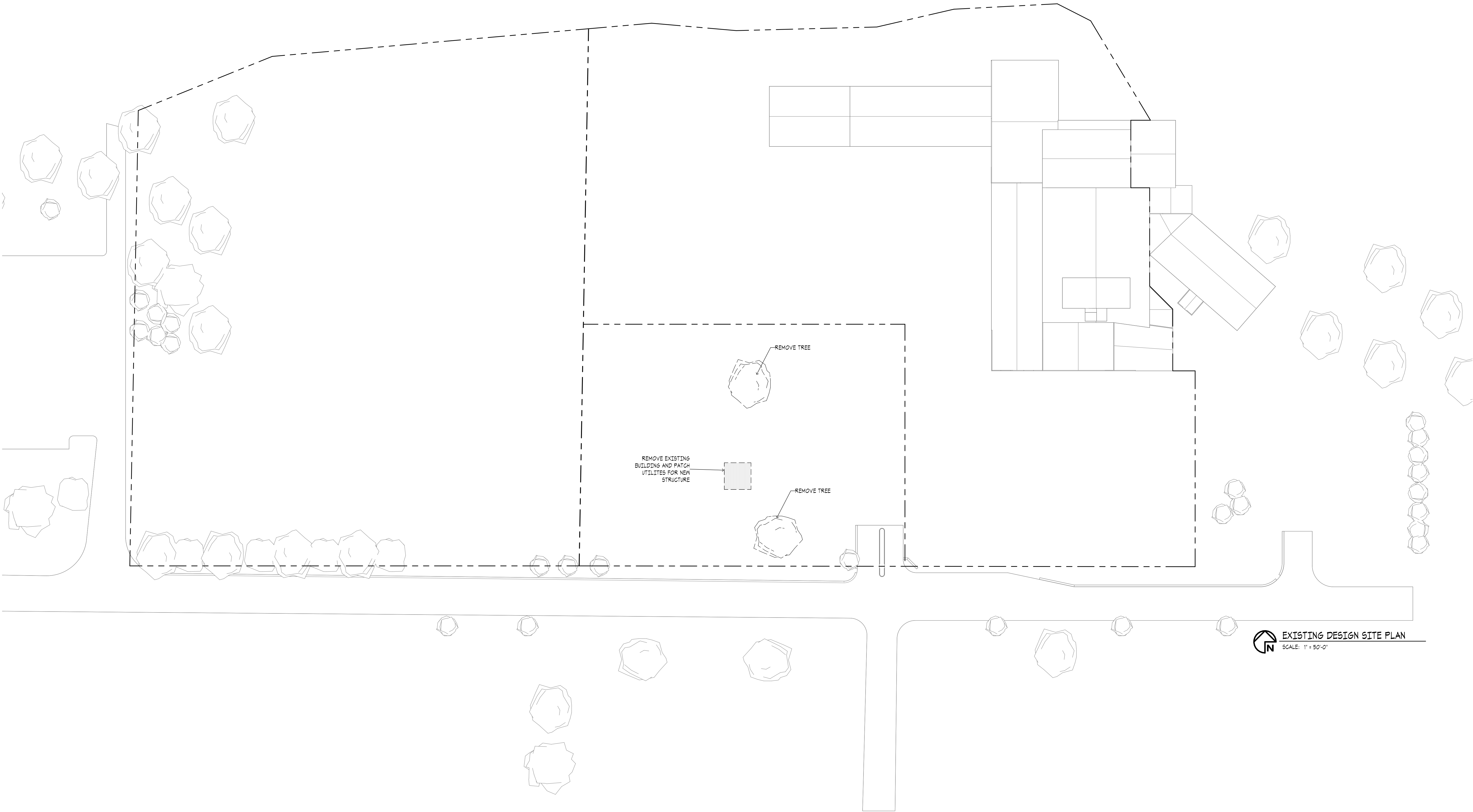
SW 7069 Iron Ore - Columns @ Backside of Bldg

Coronado Pro Ledge Stone in Oakbrook

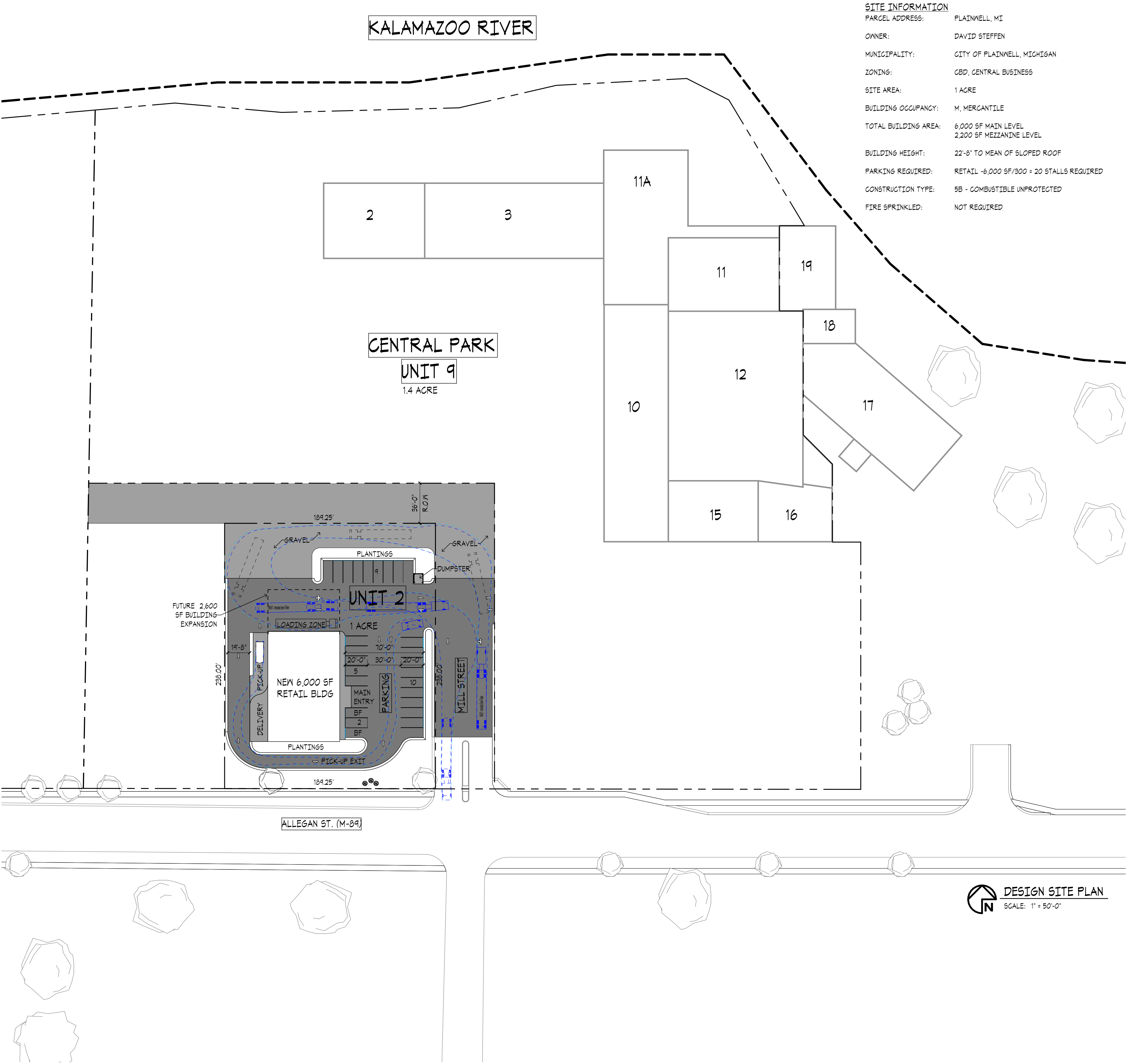


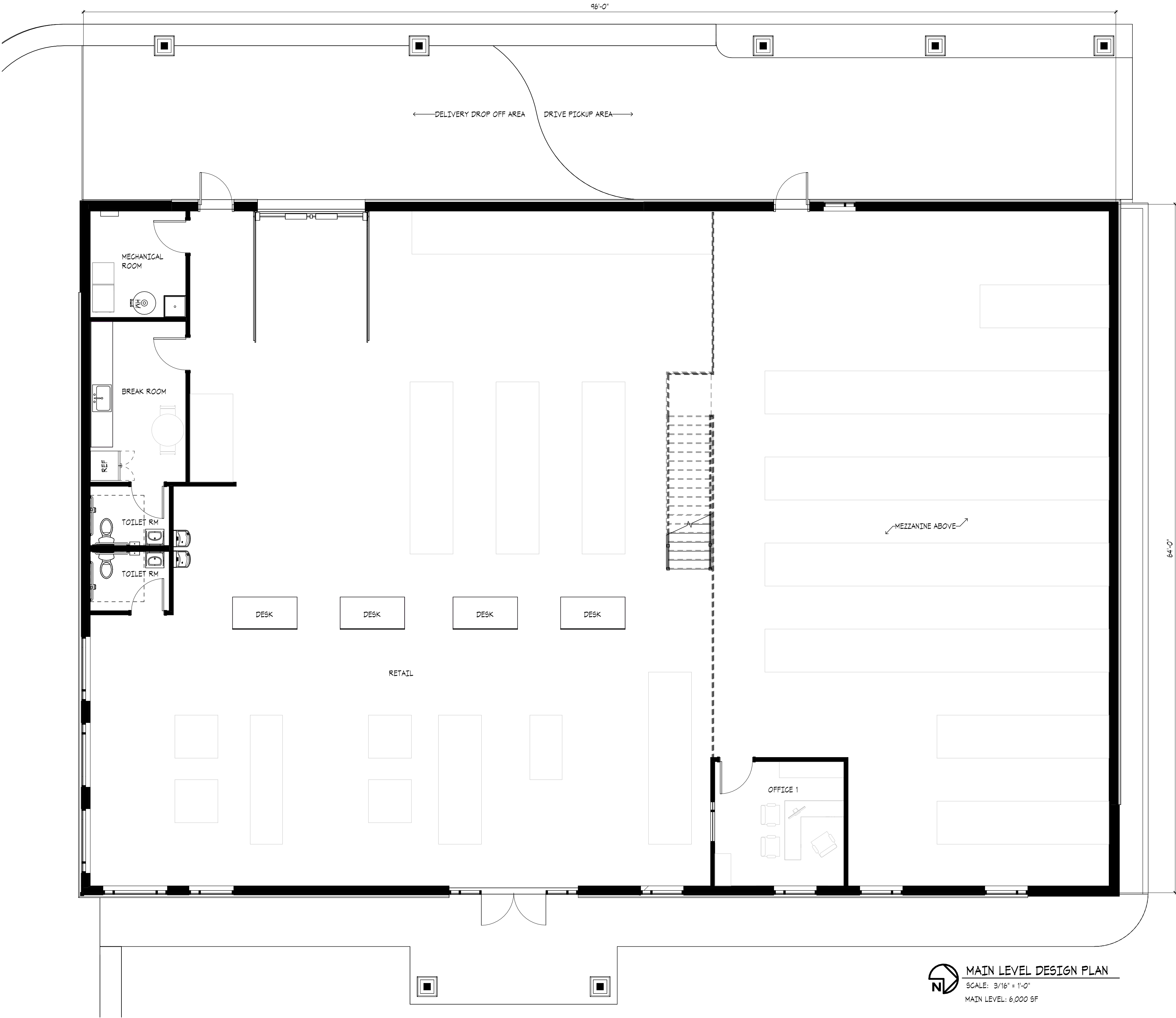


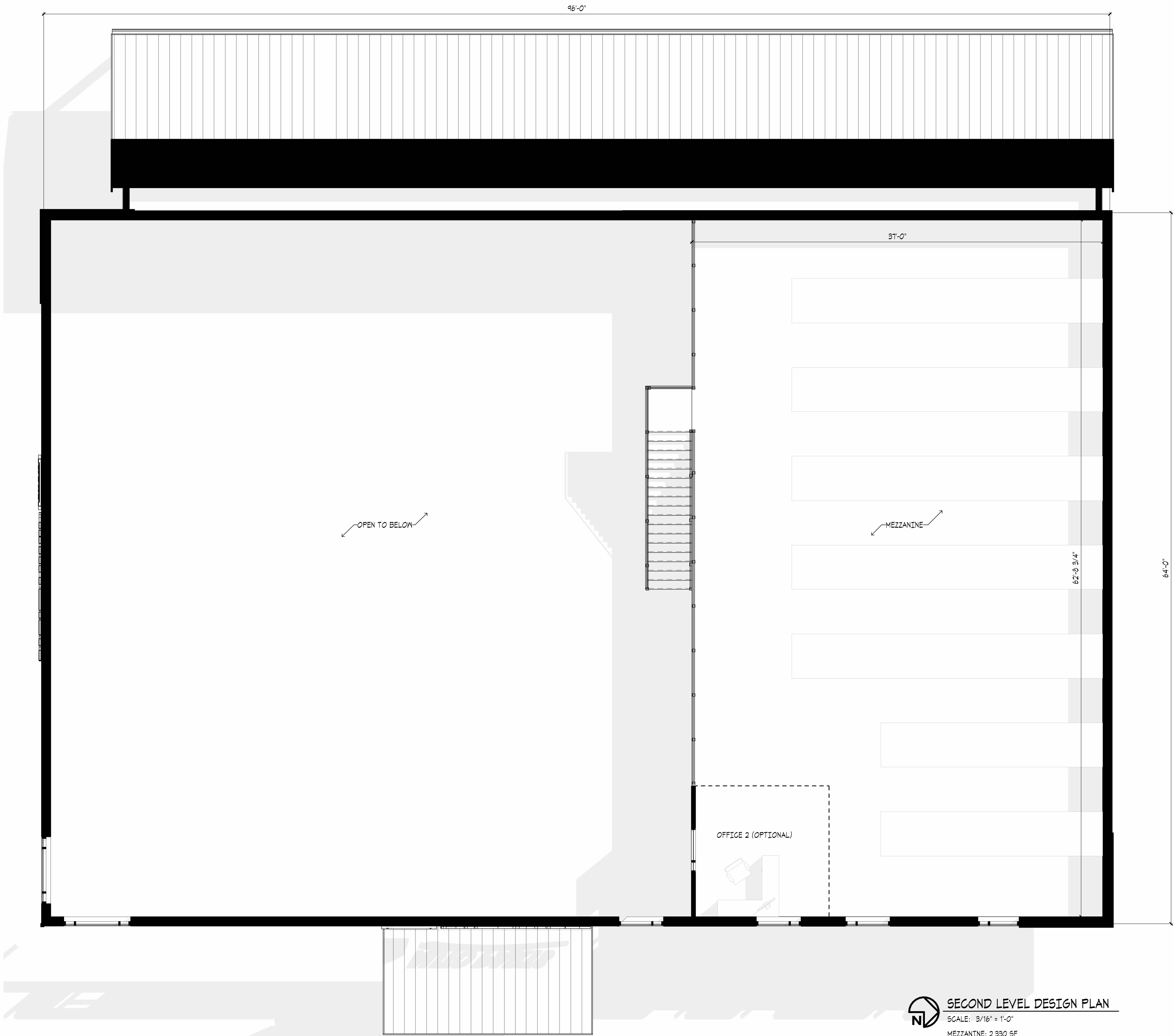




 EXISTING DESIGN SITE PLAN
SCALE: 1" = 50'-0"







SECOND LEVEL DESIGN PLAN
SCALE: 3/16" = 1'-0"
MEZZANINE: 2,330 SF



NORTH ELEVATION DESIGN
SCALE: 3/16" = 1'-0"



EAST ELEVATION DESIGN
SCALE: 3/16" = 1'-0"



SOUTH ELEVATION DESIGN
SCALE: 3/16" = 1'-0"



WEST ELEVATION DESIGN
SCALE: 3/16" = 1'-0"

11/07/2025 11:42 AM
User: BKELLEY
DB: Plainwell

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 10/31/2025
% Fiscal Year Completed: 33.70

Page: 1/3

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,248.00	21,725.69	0.00	14,522.31	59.94
D08	D08 - Interest and rentals	0.00	54.31	4.05	(54.31)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00	36,666.68	9,166.67	73,333.32	33.33
TOTAL REVENUES		146,248.00	58,446.68	9,170.72	87,801.32	39.96
Expenditures						
443	PUBLIC WORKS	129,280.00	49,502.10	9,696.11	79,777.90	38.29
905	DEBT SERVICE	16,624.00	5,541.56	1,385.39	11,082.44	33.33
TOTAL EXPENDITURES		145,904.00	55,043.66	11,081.50	90,860.34	37.73
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	58,446.68	9,170.72	87,801.32	39.96
TOTAL EXPENDITURES		145,904.00	55,043.66	11,081.50	90,860.34	37.73
NET OF REVENUES & EXPENDITURES		344.00	3,403.02	(1,910.78)	(3,059.02)	989.25

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
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Page: 2/3

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	33,734.00	30,287.45	0.00	3,446.55	89.78
D08	D08 - Interest and rentals	5,000.00	4,263.66	1,112.90	736.34	85.27
D04	D04 - State grants	88,515.00	63,410.09	63,410.09	25,104.91	71.64
TOTAL REVENUES		127,249.00	97,961.20	64,522.99	29,287.80	76.98
Expenditures						
443	PUBLIC WORKS	54,533.00	9,735.63	1,979.37	44,797.37	17.85
TOTAL EXPENDITURES		54,533.00	9,735.63	1,979.37	44,797.37	17.85
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	97,961.20	64,522.99	29,287.80	76.98
TOTAL EXPENDITURES		54,533.00	9,735.63	1,979.37	44,797.37	17.85
NET OF REVENUES & EXPENDITURES		72,716.00	88,225.57	62,543.62	(15,509.57)	121.33

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 10/31/2025
% Fiscal Year Completed: 33.70

Page: 3/3

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	95,893.00	86,022.63	0.00	9,870.37	89.71
D08	D08 - Interest and rentals	2,000.00	2,460.86	599.82	(460.86)	123.04
D04	D04 - State grants	7,575.00	5,353.69	5,353.69	2,221.31	70.68
D06	D06 - Charges for services	7,375.00	6,033.16	3,527.00	1,341.84	81.81
TOTAL REVENUES		112,843.00	99,870.34	9,480.51	12,972.66	88.50
Expenditures						
443	PUBLIC WORKS	62,584.00	6,273.87	1,355.82	56,310.13	10.02
775	SPECIAL EVENTS	10,750.00	890.29	608.16	9,859.71	8.28
900	CAPITAL OUTLAY	55,390.00	0.00	0.00	55,390.00	0.00
TOTAL EXPENDITURES		128,724.00	7,164.16	1,963.98	121,559.84	5.57
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	99,870.34	9,480.51	12,972.66	88.50
TOTAL EXPENDITURES		128,724.00	7,164.16	1,963.98	121,559.84	5.57
NET OF REVENUES & EXPENDITURES		(15,881.00)	92,706.18	7,516.53	(108,587.18)	583.76
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		386,340.00	256,278.22	83,174.22	130,061.78	66.33
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	71,943.45	15,024.85	257,217.55	21.86
NET OF REVENUES & EXPENDITURES		57,179.00	184,334.77	68,149.37	(127,155.77)	322.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 10/31/2025
 % Fiscal Year Completed: 33.70

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2025 (ABNORMAL)	MONTH 10/31/2025 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,864.00	6,863.91	0.00	0.09	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,201.00	822.27	0.00	378.73	68.47
243-000-404.042	Captured Tax Real - BR - Capital Impr	573.00	573.21	0.00	(0.21)	100.04
243-000-404.043	Captured Tax Real - BR - Fire Reserve	573.00	573.21	0.00	(0.21)	100.04
243-000-404.044	Captured Tax Real - BR - Solid Waste	745.00	745.17	0.00	(0.17)	100.02
243-000-404.047	Captured Tax Real - DDA - School	13,757.00	4,677.12	0.00	9,079.88	34.00
243-000-404.048	Captured Tax Real - BR - County Taxes	4,007.00	2,958.90	0.00	1,048.10	73.84
243-000-413.060	Captured Tax Pers - City Tax	2,470.00	2,470.29	0.00	(0.29)	100.01
243-000-413.061	Captured Tax Pers - Library	432.00	295.93	0.00	136.07	68.50
243-000-413.062	Captured Tax Pers - Capital Improvement	206.00	206.30	0.00	(0.30)	100.15
243-000-413.063	Captured Tax Pers - Fire Reserve	206.00	206.30	0.00	(0.30)	100.15
243-000-413.064	Captured Tax Pers - Solid Waste	268.00	268.19	0.00	(0.19)	100.07
243-000-413.065	Captured Tax Pers - County Taxes	4,946.00	1,064.89	0.00	3,881.11	21.53
243-000-665.000	Interest Earnings - Investments	0.00	54.31	4.05	(54.31)	100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00	10,000.00	2,500.00	20,000.00	33.33
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00	26,666.68	6,666.67	53,333.32	33.33
TOTAL REVENUES		146,248.00	58,446.68	9,170.72	87,801.32	39.96
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	49,039.00	11,127.60	2,976.60	37,911.40	22.69
243-443-704.001	Wages - Part Time Employees	2,755.00	4,753.66	490.35	(1,998.66)	172.55
243-443-704.005	Wages - Part Time Seasonal Employees	0.00	152.00	16.00	(152.00)	100.00
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	4,026.00	1,254.91	276.49	2,771.09	31.17
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00	446.36	148.78	1,233.64	26.57
243-443-716.000	Retirement - Defined Contribution 401a	3,851.00	1,075.33	274.11	2,775.67	27.92
243-443-718.001	Health Insurance Premiums - Current EE	2,657.00	212.96	48.79	2,444.04	8.02
243-443-718.013	Health Insurance - HSA - Employer Paid	738.00	63.99	15.22	674.01	8.67
243-443-723.001	Retiree Health Care - OPEB	31.00	9.69	0.00	21.31	31.26
243-443-725.001	Fringe Benefit - Life Insurance	46.00	14.57	3.67	31.43	31.67
243-443-725.010	Workers Comp Insurance	175.00	255.38	0.00	(80.38)	145.93
243-443-767.000	Clothing - Uniforms - contract provided	99.00	0.00	0.00	99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	2,000.00	83.25	7.55	1,916.75	4.16
243-443-801.013	Professional Services - Attorney	10,000.00	3,000.50	3,000.50	6,999.50	30.01
243-443-801.030	Professional Services - Auditor	425.00	0.00	0.00	425.00	0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,186.00	16,294.27	0.00	10,891.73	59.94
243-443-931.000	Equipment Repair & Maintenance	15,000.00	350.00	350.00	14,650.00	2.33
243-443-935.001	Property Liability Insurance	3,972.00	4,575.30	0.00	(603.30)	115.19
243-443-940.000	Rentals - Equipment	5,600.00	5,824.55	2,080.27	(224.55)	104.01
243-443-948.000	Computer Services	0.00	7.78	7.78	(7.78)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,848.00	5,282.76	1,320.69	10,565.24	33.33
243-905-993.001	Debt Service - Interest - Interfund Loan	776.00	258.80	64.70	517.20	33.35
TOTAL EXPENDITURES		145,904.00	55,043.66	11,081.50	90,860.34	37.73
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	58,446.68	9,170.72	87,801.32	39.96
TOTAL EXPENDITURES		145,904.00	55,043.66	11,081.50	90,860.34	37.73
NET OF REVENUES & EXPENDITURES		344.00	3,403.02	(1,910.78)	(3,059.02)	989.25

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 10/31/2025
% Fiscal Year Completed: 33.70

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			10/31/2025 (ABNORMAL)	MONTH 10/31/2025 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	16,584.00	16,583.49	0.00	0.51	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,902.00	1,986.17	0.00	915.83	68.44
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,385.00	1,384.64	0.00	0.36	99.97
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,385.00	1,384.64	0.00	0.36	99.97
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,800.00	1,800.00	0.00	0.00	100.00
247-000-404.048	Captured Tax Real - BR - County Taxes	9,678.00	7,148.51	0.00	2,529.49	73.86
247-000-573.001	Local Community Stabilization PPT PA86	0.00	63,410.09	63,410.09	(63,410.09)	100.00
247-000-583.000	Local Grants	88,515.00	0.00	0.00	88,515.00	0.00
247-000-665.000	Interest Earnings - Investments	5,000.00	4,263.66	1,112.90	736.34	85.27
TOTAL REVENUES		127,249.00	97,961.20	64,522.99	29,287.80	76.98
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	36,287.00	5,842.57	1,528.56	30,444.43	16.10
247-443-704.001	Wages - Part Time Employees	200.00	62.63	16.20	137.37	31.32
247-443-704.005	Wages - Part Time Seasonal Employees	0.00	261.24	16.00	(261.24)	100.00
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,805.00	494.86	127.15	2,310.14	17.64
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00	333.77	111.24	821.23	28.90
247-443-716.000	Retirement - Defined Contribution 401a	1,979.00	566.33	142.58	1,412.67	28.62
247-443-718.001	Health Insurance Premiums - Current EE	3,184.00	75.58	22.30	3,108.42	2.37
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00	17.21	5.74	726.79	2.31
247-443-723.001	Retiree Health Care - OPEB	0.00	0.69	0.00	(0.69)	100.00
247-443-725.001	Fringe Benefit - Life Insurance	22.00	7.29	1.82	14.71	33.14
247-443-725.010	Workers Comp Insurance	172.00	194.55	0.00	(22.55)	113.11
247-443-801.030	Professional Services - Auditor	100.00	0.00	0.00	100.00	0.00
247-443-930.001	Land & Building Repairs/Maintenance	5,000.00	0.00	0.00	5,000.00	0.00
247-443-935.001	Property Liability Insurance	485.00	535.51	0.00	(50.51)	110.41
247-443-940.000	Rentals - Equipment	2,400.00	1,335.62	0.00	1,064.38	55.65
247-443-948.000	Computer Services	0.00	7.78	7.78	(7.78)	100.00
TOTAL EXPENDITURES		54,533.00	9,735.63	1,979.37	44,797.37	17.85
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	97,961.20	64,522.99	29,287.80	76.98
TOTAL EXPENDITURES		54,533.00	9,735.63	1,979.37	44,797.37	17.85
NET OF REVENUES & EXPENDITURES		72,716.00	88,225.57	62,543.62	(15,509.57)	121.33

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 10/31/2025

% Fiscal Year Completed: 33.70

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

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	10/31/2025	MONTH 10/31/2025	BALANCE	% BDGT
			(ABNORMAL)	(DECREASE)	(ABNORMAL)	USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	45,558.00	45,517.59	0.00	40.41	99.91
248-000-404.031	Captured Tax Real - DDA - Library	7,973.00	5,452.49	0.00	2,520.51	68.39
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,945.00	4,941.27	0.00	3.73	99.92
248-000-404.045	Captured Tax Real - DDA - County Taxes	26,592.00	19,621.50	0.00	6,970.50	73.79
248-000-413.060	Captured Tax Pers - City Tax	1,581.00	1,581.16	0.00	(0.16)	100.01
248-000-413.061	Captured Tax Pers - Library	277.00	189.36	0.00	87.64	68.36
248-000-413.062	Captured Tax Pers - Capital Improvement	132.00	132.05	0.00	(0.05)	100.04
248-000-413.063	Captured Tax Pers - Fire Reserve	132.00	132.05	0.00	(0.05)	100.04
248-000-413.064	Captured Tax Pers - Solid Waste	172.00	171.66	0.00	0.34	99.80
248-000-413.065	Captured Tax Pers - County Taxes	923.00	681.56	0.00	241.44	73.84
248-000-573.001	Local Community Stabilization PPT PA86	0.00	5,353.69	5,353.69	(5,353.69)	100.00
248-000-583.000	Local Grants	7,575.00	0.00	0.00	7,575.00	0.00
248-000-642.001	Sales of Merchandise - DDA	0.00	14.72	0.00	(14.72)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	5,100.00	1,491.44	0.00	3,608.56	29.24
248-000-654.102	Special Event Revenues - DDA	2,275.00	4,527.00	3,527.00	(2,252.00)	198.99
248-000-665.000	Interest Earnings - Investments	2,000.00	2,460.86	599.82	(460.86)	123.04
TOTAL REVENUES		112,843.00	99,870.34	9,480.51	12,972.66	88.50
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	36,290.00	3,519.63	937.25	32,770.37	9.70
248-443-704.001	Wages - Part Time Employees	400.00	125.25	32.40	274.75	31.31
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,799.00	277.43	73.79	2,521.57	9.91
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	660.00	0.00	0.00	660.00	0.00
248-443-713.001	Overtime Pay	518.00	0.00	0.00	518.00	0.00
248-443-716.000	Retirement - Defined Contribution 401a	1,480.00	340.06	84.84	1,139.94	22.98
248-443-718.001	Health Insurance Premiums - Current EE	4,143.00	38.87	10.20	4,104.13	0.94
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00	14.66	3.99	945.34	1.53
248-443-723.001	Retiree Health Care - OPEB	36.00	2.91	0.00	33.09	8.08
248-443-725.001	Fringe Benefit - Life Insurance	18.00	5.46	1.29	12.54	30.33
248-443-725.010	Workers Comp Insurance	93.00	79.74	0.00	13.26	85.74
248-443-767.000	Clothing - Uniforms - contract provided	57.00	0.00	0.00	57.00	0.00
248-443-774.000	Supplies - Planting	2,700.00	0.00	0.00	2,700.00	0.00
248-443-775.000	Supplies - Repairs and Maintenance	4,100.00	0.00	0.00	4,100.00	0.00
248-443-801.030	Professional Services - Auditor	100.00	0.00	0.00	100.00	0.00
248-443-851.000	Postage	100.00	70.30	0.00	29.70	70.30
248-443-900.000	Printing and Publishing	3,500.00	175.00	175.00	3,325.00	5.00
248-443-920.000	Utilities - Electric	1,000.00	0.00	0.00	1,000.00	0.00
248-443-930.001	Land & Building Repairs/Maintenance	2,000.00	524.50	0.00	1,475.50	26.23
248-443-931.000	Equipment Repair & Maintenance	0.00	524.50	0.00	(524.50)	100.00
248-443-935.001	Property Liability Insurance	480.00	538.50	0.00	(58.50)	112.19
248-443-948.000	Computer Services	50.00	15.56	15.56	34.44	31.12
248-443-955.000	Miscellaneous Expense	200.00	21.50	21.50	178.50	10.75
248-443-960.000	Education & Training - Professional	200.00	0.00	0.00	200.00	0.00
248-443-962.000	Memberships & Dues	700.00	0.00	0.00	700.00	0.00
248-775-880.021	Community Promotion - Special Events	7,650.00	398.16	398.16	7,251.84	5.20
248-775-881.022	Farmers Market Costs - DDA	3,100.00	492.13	210.00	2,607.87	15.88
248-900-971.000	Capital Purchase	50,000.00	0.00	0.00	50,000.00	0.00
248-900-972.000	Capital Outlay - Contracted Services	5,390.00	0.00	0.00	5,390.00	0.00

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2025	MONTH 10/31/2025	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
TOTAL EXPENDITURES		128,724.00	7,164.16	1,963.98	121,559.84	5.57
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	99,870.34	9,480.51	12,972.66	88.50
TOTAL EXPENDITURES		128,724.00	7,164.16	1,963.98	121,559.84	5.57
NET OF REVENUES & EXPENDITURES		(15,881.00)	92,706.18	7,516.53	(108,587.18)	583.76
TOTAL REVENUES - ALL FUNDS		386,340.00	256,278.22	83,174.22	130,061.78	66.33
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	71,943.45	15,024.85	257,217.55	21.86
NET OF REVENUES & EXPENDITURES		57,179.00	184,334.77	68,149.37	(127,155.77)	322.38

MINUTES
Plainwell City Council
September 22, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Scott Fenner of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele, and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.
Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 09/08/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Presentation by Mill 17 Event Center
7. County Commissioners Report: Commissioner Dugan gave an update on happenings throughout Allegan County.
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the September 22, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Clerk Leonard discussed Ordinance 402, which amended Chapter 56: Taxes of the City of Plainwell Code of Ordinances to allow for up to two alternate members for the Board of Review. Appointments are made by the Mayor, and subject to confirmation from Council.
A motion by Keeney, seconded by Steele, confirming the Mayor's appointment of Holly Harrison to the Board of Review as an alternate member. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed Amanda Kersten's resignation from the position of Interim Treasurer. Amanda will remain as Personnel Coordinator and take on the additional role of Deputy Treasurer.
A motion by Steele, seconded by Green, confirming the resignation of Amanda Kersten as Interim Treasurer, effective October 6, 2025. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed the appointment of a new Treasurer. Denise Wilcox has accepted the Treasurer position for the City of Plainwell, with a start date of October 6, 2025. Per section 6.1(b) of the City Charter, the appointment of the Treasurer requires Council approval
A motion by Green, seconded by Keeney, to confirm the appointment of Denise Wilcox as Treasurer for the City of Plainwell effective October 6, 2025, under the condition that outside of the role of the City Treasurer/Finance Director, she shall not hold any elective or appointive office after the expiration of her current term as Alamo Township Treasurer. On a roll call vote, all voted in favor. Motion passed.
 - D. City Manager Lakamper discussed a main server and network switch upgrade.
A motion by Wisnaski, seconded by Steele, approving the purchase and installation of a new server and network switch by Clark Technical at a cost of \$13,085.98. On a roll call vote, all voted in favor. Motion passed.
 - E. City Manager Lakamper discussed USA Earthworks Pay Application #8 for work done on the Old Orchard Project. The contractor has completed the project, and this is the final pay application.
A motion by Keeney, seconded by Green, approving USA Earthworks Pay Application #8 in the amount of \$44,838.90. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Steele, seconded by Wisnaski, to accept and place on file the August 2025 Department of Public Safety Report and the 08/12/2025 DDA/BRA/TIFA 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 \$238,448.16 for payment of the same. On a roll call vote, all voted in favor. Motion passed.
13. Public Comments: Paul Grimm asked for more information on Classic Car Factory.

MINUTES
Plainwell City Council
September 22, 2025

14. Staff Comments:

Personnel Coordinator/Deputy Treasurer Kersten thanked Council and City Manager Lakamper for the opportunity to serve as Interim Treasurer.

Deputy Superintendent Keyzer stated that no news is good news, and he had nothing to report.

Director Callahan discussed the completion of the S. Main paving project, and the DPS Open House being held on October 11, 2025. He shared that DPS is working toward law enforcement accreditation.

Clerk Leonard had nothing to report.

City Manager Lakamper discussed S. Main, sharing that striping and raising the manhole covers will happen shortly. The road will remain open during this process. He reported that currently there are two fiber installation companies in Plainwell working in the Right of Way between the sidewalks and the streets. He provided an update on Classic Auto Factory, stating that the owner, Darius, is adamant about having 99-year lease.

15. Council Comments:

Mayor Pro Tem Steele thanked Amanda for filling in as Treasurer for the City. She mentioned having an appetizer and drinks at Mosaic Distillery, sharing that both were excellent.

Councilmembers Keeney, Green and Wisnaski thanked Amanda for taking on the Treasurer duties.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 8:03pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
October 13, 2025


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
October 13, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Ken Fritz of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.
Absent: Mayor Pro Tem Lori Steele
A motion by Wisnaski, seconded by Green, to excuse Mayor Pro Tem Lori Steele from tonight's proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Green, seconded by Keeney, to accept and place on file the Council Meeting Minutes of the 09/22/2025 regular meeting and the 10/08/2025 Mill Development Workshop. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. Presentation: 10/17/2024 and 04/20/2025 Field Save Awards by Director Callahan
8. Agenda approval:
A motion by Wisnaski, seconded by Green, to approve the Agenda for the October 13, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Dean's is closed for the season, but S. Main is open now.
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis discussed the purchase of a new utility locator for the DPW.
A motion by Keeney, seconded by Wisnaski, to approve the purchase of a utility locator from C&S Solutions, Inc. for \$8,120.00. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis discussed the need for a SCADA system update for the DPW.
A motion by Wisnaski, seconded by Keeney, to approve the purchase of a SCADA system and software support from Windemuller for \$39,351.00. On a roll call vote, all voted in favor. Motion passed.
 - C. Clerk Leonard discussed receiving an Industrial Facilities Tax Exemption application form Profielnorm USA, LLC. A public hearing is required to allow taxpayer, applicant, assessor and taxing unit an opportunity to be heard.
A motion by Green, seconded by Wisnaski, to set a public hearing for November 10, 2025 for consideration of an IFT application received from Profielnorm USA, LLC and to afford the applicant, the City Assessor and a representative of each taxing unit an opportunity to be heard with regard to said application. On a roll call vote, all voted in favor. Motion passed.
 - D. City Manager Lakamper discussed a Social District Permit for Mosaic Distillery.
A motion by Steele, seconded by Green, approving Resolution 2025-18 which recommends the consideration and approval of a Social District Permit for Mosaic Distillery by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Keeney, seconded by Wisnaski, to accept and place on file the September 2025 Investment, Fund Balance and Water Renewal Reports. On a voice vote, all voted in favor. Motion passed.
12. Accounts Payable:
A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$212,087.02 for payment of the same. On a roll call vote, all voted in favor. Motion passed.
13. Public Comments: Dale Burnham of 202 Prairie St. discussed some situations that he'd like the City Ordinance Officer to look into: a Ford Explorer with flat tires on E. Bridge St., an empty lot at the end of Floral St. that is being used to dump trash and as a camping spot, and the next steps concerning the burned house on Marriott St. He also asked about the Mill Development plan.

MINUTES
Plainwell City Council
October 13, 2025

14. Staff Comments:

Superintendent Nieuwenhuis congratulated the Field Save award recipients. He shared that S. Main should be complete by the end of the week. He shared that the two fiber installation companies currently in the City will be here for several more months, and to expect the MISS DIGS to continue. Profielnorm USA plans to begin utility connections soon. Loose leaf pickup began this week. Residents may rake loose leaves (no brush or sticks) into the road near the curb and DPW will pick them up. The damaged trees in Thurlcook Park were removed and will be replaced with playground equipment.

Superintendent Keyzer shared that Water Renewal is working on maintenance for fall.

Director Callahan discussed the Public Safety Open House held October 11th, sharing that it went well with good community attendance.

Clerk Leonard had nothing to report.

City Manager Lakamper shared the Denise Wilcox, the new City Finance Director/Treasurer had started this week. He discussed ongoing negotiations with Classic Auto Factory concerning the lease of the remaining Mill Buildings, with the ultimate goal of transferring ownership.

15. Council Comments:

Councilmember Wisnaski congratulated the Field Save award recipients.

Councilmember Keeney congratulated the Field Save award recipients and wished everyone a happy Indigenous People's Day.

Councilmember Green congratulated the Field Save award recipients.

16. Adjournment:

A motion by Green, seconded by Wisnaski, to adjourn the meeting at 7:44pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
October 27, 2025


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
October 08, 2025

1. Mayor Keeler called the special meeting to order at 9:02AM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brad Keeler, and Councilmembers Cathy Green, Roger Keeney and Randy Wisnaski.
Absent: Mayor Pro Tem Lori Steele.
A motion by Keeney, seconded by Wisnaski, to excuse Mayor Pro Tem Steele from the proceedings. On a voice vote, all in favor. Motion passed.
4. Approval of Agenda:
A motion by Wisnaski, seconded by Keeney, to approve the agenda for the Mill Development Workshop as presented. On a voice vote, all in favor. Motion passed.
5. New Business:
 - A. City Manager Lakamper gave an overview of the Mill Development proposals from both BizEx and Classic Auto Factory to Council. He discussed parking strategies for both businesses, the possibility of green space and accessory buildings on the lot, and how best to provide access to the back of the building in the future.
6. Public Comment: None.
7. Staff Comments: None.
8. Council Comments: None.
9. Adjournment:
A motion by Green, seconded by Keeney, to adjourn the meeting at 10:09AM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
October 13, 2025



JoAnn Leonard, City Clerk