

City of Plainwell

Nick Larabel
Paul Rizzo
Adam Hopkins
Jim Turley
Cathy Green
David Steffen
Vacant
Justin Lakamper
Randy Wisnaski



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

AGENDA

Joint Meeting of DDA/TIFA/BRA and Planning Commission Tuesday, August 12, 2025 - 7:30AM Plainwell City Hall Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes – 07/08/2025
5. Public Comment
6. Presentation – Classic Auto Factory
7. Chairman's Report
8. Recommendations and Reports:

A. BRA - Accounts Payable for May - \$5,053.33

The Board will consider confirming BRA payables for May 2025 in the amount of \$1,004.95.

B. DDA - Accounts Payable for May - \$1,795.12

The Board will consider confirming DDA payables for May 2025 in the amount of \$995.89.

C. TIFA - Accounts Payable for May - \$293.62

The Board will consider confirming TIFA payables for May 2025 in the amount of \$492.17.

9. **Communications:** The July 2025 Summary and Detail Financial Reports, and City Council Meeting minutes from 6/23/2025 and 7/14/2025.
10. Public Comment
11. Staff Comments
12. Board Comments
13. 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
July 08, 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: Nick Larabel, Adam Hopkins, Paul Rizzo, Cathy Green, Jim Turley, David Steffen, Randy Wisnaski, and Justin Lakamper
Excused: None
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 6/10/2025 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 Wisnaski, seconded by Rizzo, confirming BRA payables for June 2025 in the amount of \$1,004.95. On a voice vote, all in favor. Motion passed.**
 - B. **A motion by Larabel, seconded by Wisnaski, confirming DDA payables for June 2025 in the amount of \$1,795.12. On a voice vote, all in favor. Motion passed.**
 - C. **A motion by Turley, seconded by Hopkins, confirming TIFA payables for June 2025 in the amount of \$293.62. On a voice vote, all in favor. Motion passed.**
8. Communications:
The June 2025 Summary and Detail Financial Reports, the quarterly revolving loan report, and City Council Meeting minutes from 5/27/2025 and 6/09/2025 were reviewed.
9. Public Comment: None.
10. Staff Comment: City Manager Lakamper stated that he met with Dan Leonard from MEDC to discuss the Mill property development plan. The discussion included land value and TIF, as well as potential funding options for a Riverwalk.
He met with a person interested in the Mill buildings as a location for a classic car storage, public display and repair. He asked for a business concept presentation to share with Council and other boards.
The insurance company is in favor of demolition of Building #2. During demolition, it may be possible to remediate the last few areas of contamination in conjunction with GHD. Of concern is a cement cap under building #2 which will need to be replaced, or remediated. Larabel shared that remediation may be the most cost-effective option.
There has been no interest in the Community Development Manager position.
He stated that Island Fest will be held on Saturday, July 26.
11. Board Member Comment:
Hopkins asked for an update on Hick's park development. Lakamper replied that no real progress had been made due to staffing shortages.
Larabel asked about Brian Kelley's employment with the City. Lakamper replied that Kelley has been working as a consultant for the City since December, and that filling the Finance Director position is proving to be difficult. Larabel also noted that construction in Industrial Park seems to have slowed.

MINUTES
Plainwell BRA DDA TIFA
July 08, 2025

Hopkins asked about the burned home by Dean's. Lakamper replied that the owner has stated a desire to rebuild, however City is moving toward remediation, as the process can take over a year in case the home needs to be demolished. The property has been cited for blight and lawn violations.

Green mentioned a house near Sherwood with a lawn violation that appears vacant, and has paperwork on the door. Lakamper will pass this information along to the City's ordinance officer.

12. Adjournment:

A motion by Rizzo, seconded by Hopkins, to adjourn the meeting at 7:51am. On a voice vote, all voted in favor. Motion passed.

Submitted by,
JoAnn Leonard, City Clerk

08/03/2025 07:29 PM
User: BKELLEY
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 07/01/2025 - 07/31/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	JULY 2025 DENTAL/VISION PF	7.53	28977
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	JULY 2025 HEALTH INSURANCE	(134.11)	28980
243-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHIAUGUST 2025	HEALTH INSURANCE	41.81	29094
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	JULY 2025 LIFE INSURANCE F	3.56	28979
243-443-725.010	WORKERS COMP 2025/2026	MML WORKERS COMP FUND	2025/2026 WORKER COMPENSAI	255.38	3302
243-443-935.001	LIABILITY INSURANCE	MICHIGAN MUNICIPAL LEAGUE	2025/2026 GENERAL LIABILI	4,879.16	3303
Total For Dept 443 PUBLIC				5,053.33	
Total For Fund 243 BROWNFI				5,053.33	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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BOTH OPEN AND PAID

Page: 2/2

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

Fund 243 BROWNFIELD REDEVE	5,053.33
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 07/01/2025 - 07/31/2025
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BOTH OPEN AND PAID

Page: 1/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	JULY 2025 DENTAL/VISION PF	5.54	28977
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	JULY 2025 HEALTH INSURANCE	(317.43)	28980
248-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHIAUGUST 2025	HEALTH INSURANCE	21.30	29094
248-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	JULY 2025 LIFE INSURANCE F	1.59	28979
248-443-725.010	WORKERS COMP 2025/2026	MML WORKERS COMP FUND	2025/2026 WORKER COMPENSAI	79.74	3302
248-443-930.001	DDA DOWNTOWN WEED CONTROL	AAA LAWN CARE INC	DPW - SUMMER VEGETATION CC	524.50	29070
248-443-935.001	LIABILITY INSURANCE	MICHIGAN MUNICIPAL LEAGUE	2025/2026 GENERAL LIABILI	538.50	3303
Total For Dept 443 PUBLIC				853.74	
Dept 775 SPECIAL EVENTS					
248-775-881.022	Farmers Market Costs - DD	PLAINWELL ACE HARDWARE	ADMIN - CLEANING SUPPLIES/	7.15	29025
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILET	DDA - PORTABLE TOILET ARKE	135.00	29040
Total For Dept 775 SPECIAL				142.15	
Total For Fund 248 DOWNTOW				995.89	

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Page: 2/2

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

Fund 248 DOWNTOWN DEVELOPM	995.89
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
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Page: 1/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS COPS HEALTH TRUST		JULY 2025 DENTAL/VISION PF	6.91	28977
247-443-718.001	Health Insurance Premiums PRIORITY HEALTH		JULY 2025 HEALTH INSURANCE	(261.16)	28980
247-443-718.001	Health Insurance Premiums BLUE CARE NETWORK OF MICHIAUGUST 2025 HEALTH INSURAN			14.53	29094
247-443-725.001	Fringe Benefit - Life InsuMADISON NATIONAL LIFE INSU		JULY 2025 LIFE INSURANCE F	1.83	28979
247-443-725.010	WORKERS COMP 2025/2026 MML WORKERS COMP FUND		2025/2026 WORKER COMPENSAI	194.55	3302
247-443-935.001	LIABILITY INSURANCE MICHIGAN MUNICIPAL LEAGUE		2025/2026 GENERAL LIABILI	535.51	3303
Total For Dept 443 PUBLIC				492.17	
Total For Fund 247 TAX INC				492.17	

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

Fund 247 TAX INCREMENT FIN	492.17
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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 07/31/2025
% Fiscal Year Completed: 8.49

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,248.00	21,725.69	21,725.69	14,522.31	59.94
D08	D08 - Interest and rentals	0.00	15.87	15.87	(15.87)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00	9,166.67	9,166.67	100,833.33	8.33
TOTAL REVENUES		146,248.00	30,908.23	30,908.23	115,339.77	21.13
Expenditures						
443	PUBLIC WORKS	129,280.00	10,090.42	10,090.42	119,189.58	7.81
905	DEBT SERVICE	16,624.00	1,385.39	1,385.39	15,238.61	8.33
TOTAL EXPENDITURES		145,904.00	11,475.81	11,475.81	134,428.19	7.87
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	30,908.23	30,908.23	115,339.77	21.13
TOTAL EXPENDITURES		145,904.00	11,475.81	11,475.81	134,428.19	7.87
NET OF REVENUES & EXPENDITURES		344.00	19,432.42	19,432.42	(19,088.42)	5,648.96

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 07/31/2025
% Fiscal Year Completed: 8.49

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 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	30,287.45	3,446.55	89.78
D08	D08 - Interest and rentals	5,000.00	1,054.83	1,054.83	3,945.17	21.10
D04	D04 - State grants	88,515.00	0.00	0.00	88,515.00	0.00
TOTAL REVENUES		127,249.00	31,342.28	31,342.28	95,906.72	24.63
Expenditures						
443	PUBLIC WORKS	54,533.00	3,084.45	3,084.45	51,448.55	5.66
TOTAL EXPENDITURES		54,533.00	3,084.45	3,084.45	51,448.55	5.66
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	31,342.28	31,342.28	95,906.72	24.63
TOTAL EXPENDITURES		54,533.00	3,084.45	3,084.45	51,448.55	5.66
NET OF REVENUES & EXPENDITURES		72,716.00	28,257.83	28,257.83	44,458.17	38.86

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 07/31/2025
% Fiscal Year Completed: 8.49

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	95,893.00	86,022.63	86,022.63	9,870.37	89.71
D08	D08 - Interest and rentals	2,000.00	591.01	591.01	1,408.99	29.55
D04	D04 - State grants	7,575.00	0.00	0.00	7,575.00	0.00
D06	D06 - Charges for services	7,375.00	850.82	850.82	6,524.18	11.54
TOTAL REVENUES		112,843.00	87,464.46	87,464.46	25,378.54	77.51
Expenditures						
443	PUBLIC WORKS	62,584.00	2,173.48	2,173.48	60,410.52	3.47
775	SPECIAL EVENTS	10,750.00	142.15	142.15	10,607.85	1.32
900	CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL EXPENDITURES		123,334.00	2,315.63	2,315.63	121,018.37	1.88
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	87,464.46	87,464.46	25,378.54	77.51
TOTAL EXPENDITURES		123,334.00	2,315.63	2,315.63	121,018.37	1.88
NET OF REVENUES & EXPENDITURES		(10,491.00)	85,148.83	85,148.83	(95,639.83)	811.64
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		386,340.00	149,714.97	149,714.97	236,625.03	38.75
TOTAL EXPENDITURES - ALL FUNDS		323,771.00	16,875.89	16,875.89	306,895.11	5.21
NET OF REVENUES & EXPENDITURES		62,569.00	132,839.08	132,839.08	(70,270.08)	212.31

PERIOD ENDING 07/31/2025

% Fiscal Year Completed: 8.49

*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	07/31/2025	MONTH 07/31/2025	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,864.00	6,863.91	6,863.91	0.09	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,201.00	822.27	822.27	378.73	68.47
243-000-404.042	Captured Tax Real - BR - Capital Impr	573.00	573.21	573.21	(0.21)	100.04
243-000-404.043	Captured Tax Real - BR - Fire Reserve	573.00	573.21	573.21	(0.21)	100.04
243-000-404.044	Captured Tax Real - BR - Solid Waste	745.00	745.17	745.17	(0.17)	100.02
243-000-404.047	Captured Tax Real - DDA - School	13,757.00	4,677.12	4,677.12	9,079.88	34.00
243-000-404.048	Captured Tax Real - BR - County Taxes	4,007.00	2,958.90	2,958.90	1,048.10	73.84
243-000-413.060	Captured Tax Pers - City Tax	2,470.00	2,470.29	2,470.29	(0.29)	100.01
243-000-413.061	Captured Tax Pers - Library	432.00	295.93	295.93	136.07	68.50
243-000-413.062	Captured Tax Pers - Capital Improvement	206.00	206.30	206.30	(0.30)	100.15
243-000-413.063	Captured Tax Pers - Fire Reserve	206.00	206.30	206.30	(0.30)	100.15
243-000-413.064	Captured Tax Pers - Solid Waste	268.00	268.19	268.19	(0.19)	100.07
243-000-413.065	Captured Tax Pers - County Taxes	4,946.00	1,064.89	1,064.89	3,881.11	21.53
243-000-665.000	Interest Earnings - Investments	0.00	15.87	15.87	(15.87)	100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00	2,500.00	2,500.00	27,500.00	8.33
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00	6,666.67	6,666.67	73,333.33	8.33
TOTAL REVENUES		146,248.00	30,908.23	30,908.23	115,339.77	21.13
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	49,039.00	2,374.29	2,374.29	46,664.71	4.84
243-443-704.001	Wages - Part Time Employees	2,755.00	1,012.58	1,012.58	1,742.42	36.75
243-443-704.005	Wages - Part Time Seasonal Employees	0.00	88.00	88.00	(88.00)	100.00
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	4,026.00	265.40	265.40	3,760.60	6.59
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00	0.00	0.00	1,680.00	0.00
243-443-716.000	Retirement - Defined Contribution 401a	3,851.00	238.37	238.37	3,612.63	6.19
243-443-718.001	Health Insurance Premiums - Current EE	2,657.00	69.35	69.35	2,587.65	2.61
243-443-718.013	Health Insurance - HSA - Employer Paid	738.00	4.80	4.80	733.20	0.65
243-443-723.001	Retiree Health Care - OPEB	31.00	3.23	3.23	27.77	10.42
243-443-725.001	Fringe Benefit - Life Insurance	46.00	3.56	3.56	42.44	7.74
243-443-725.010	Workers Comp Insurance	175.00	255.38	255.38	(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	0.00	0.00	2,000.00	0.00
243-443-801.013	Professional Services - Attorney	10,000.00	0.00	0.00	10,000.00	0.00
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	0.00	0.00	27,186.00	0.00
243-443-931.000	Equipment Repair & Maintenance	15,000.00	0.00	0.00	15,000.00	0.00
243-443-935.001	Property Liability Insurance	3,972.00	4,879.16	4,879.16	(907.16)	122.84
243-443-940.000	Rentals - Equipment	5,600.00	896.30	896.30	4,703.70	16.01
243-905-991.001	Debt Service - Principal -Interfund Loan	15,848.00	1,320.69	1,320.69	14,527.31	8.33
243-905-993.001	Debt Service - Interest - Interfund Loan	776.00	64.70	64.70	711.30	8.34
TOTAL EXPENDITURES		145,904.00	11,475.81	11,475.81	134,428.19	7.87
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	30,908.23	30,908.23	115,339.77	21.13
TOTAL EXPENDITURES		145,904.00	11,475.81	11,475.81	134,428.19	7.87
NET OF REVENUES & EXPENDITURES		344.00	19,432.42	19,432.42	(19,088.42)	5,648.96

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 07/31/2025

% Fiscal Year Completed: 8.49

*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	07/31/2025 (ABNORMAL)	MONTH 07/31/2025 INCREASE (DECREASE)	BALANCE (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	16,583.49	0.51	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,902.00	1,986.17	1,986.17	915.83	68.44
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,385.00	1,384.64	1,384.64	0.36	99.97
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,385.00	1,384.64	1,384.64	0.36	99.97
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,800.00	1,800.00	1,800.00	0.00	100.00
247-000-404.048	Captured Tax Real - BR - County Taxes	9,678.00	7,148.51	7,148.51	2,529.49	73.86
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	1,054.83	1,054.83	3,945.17	21.10
TOTAL REVENUES		127,249.00	31,342.28	31,342.28	95,906.72	24.63
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	36,287.00	1,357.12	1,357.12	34,929.88	3.74
247-443-704.001	Wages - Part Time Employees	200.00	14.03	14.03	185.97	7.02
247-443-704.005	Wages - Part Time Seasonal Employees	0.00	101.24	101.24	(101.24)	100.00
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,805.00	112.40	112.40	2,692.60	4.01
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00	0.00	0.00	1,155.00	0.00
247-443-716.000	Retirement - Defined Contribution 401a	1,979.00	135.73	135.73	1,843.27	6.86
247-443-718.001	Health Insurance Premiums - Current EE	3,184.00	29.58	29.58	3,154.42	0.93
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00	1.73	1.73	742.27	0.23
247-443-723.001	Retiree Health Care - OPEB	0.00	0.23	0.23	(0.23)	100.00
247-443-725.001	Fringe Benefit - Life Insurance	22.00	1.83	1.83	20.17	8.32
247-443-725.010	Workers Comp Insurance	172.00	194.55	194.55	(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	535.51	(50.51)	110.41
247-443-940.000	Rentals - Equipment	2,400.00	600.50	600.50	1,799.50	25.02
TOTAL EXPENDITURES		54,533.00	3,084.45	3,084.45	51,448.55	5.66
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	31,342.28	31,342.28	95,906.72	24.63
TOTAL EXPENDITURES		54,533.00	3,084.45	3,084.45	51,448.55	5.66
NET OF REVENUES & EXPENDITURES		72,716.00	28,257.83	28,257.83	44,458.17	38.86

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 07/31/2025

% Fiscal Year Completed: 8.49

*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
			07/31/2025 NORMAL (ABNORMAL)	MONTH 07/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	45,558.00	45,517.59	45,517.59	40.41	99.91
248-000-404.031	Captured Tax Real - DDA - Library	7,973.00	5,452.49	5,452.49	2,520.51	68.39
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,804.00	3,800.97	3,800.97	3.03	99.92
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,804.00	3,800.97	3,800.97	3.03	99.92
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,945.00	4,941.27	4,941.27	3.73	99.92
248-000-404.045	Captured Tax Real - DDA - County Taxes	26,592.00	19,621.50	19,621.50	6,970.50	73.79
248-000-413.060	Captured Tax Pers - City Tax	1,581.00	1,581.16	1,581.16	(0.16)	100.01
248-000-413.061	Captured Tax Pers - Library	277.00	189.36	189.36	87.64	68.36
248-000-413.062	Captured Tax Pers - Capital Improvement	132.00	132.05	132.05	(0.05)	100.04
248-000-413.063	Captured Tax Pers - Fire Reserve	132.00	132.05	132.05	(0.05)	100.04
248-000-413.064	Captured Tax Pers - Solid Waste	172.00	171.66	171.66	0.34	99.80
248-000-413.065	Captured Tax Pers - County Taxes	923.00	681.56	681.56	241.44	73.84
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	10.00	10.00	(10.00)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	5,100.00	840.82	840.82	4,259.18	16.49
248-000-654.102	Special Event Revenues - DDA	2,275.00	0.00	0.00	2,275.00	0.00
248-000-665.000	Interest Earnings - Investments	2,000.00	591.01	591.01	1,408.99	29.55
TOTAL REVENUES		112,843.00	87,464.46	87,464.46	25,378.54	77.51
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	36,290.00	819.73	819.73	35,470.27	2.26
248-443-704.001	Wages - Part Time Employees	400.00	28.05	28.05	371.95	7.01
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,799.00	64.66	64.66	2,734.34	2.31
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	83.80	83.80	1,396.20	5.66
248-443-718.001	Health Insurance Premiums - Current EE	4,143.00	29.25	29.25	4,113.75	0.71
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00	2.69	2.69	957.31	0.28
248-443-723.001	Retiree Health Care - OPEB	36.00	0.97	0.97	35.03	2.69
248-443-725.001	Fringe Benefit - Life Insurance	18.00	1.59	1.59	16.41	8.83
248-443-725.010	Workers Comp Insurance	93.00	79.74	79.74	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	0.00	0.00	100.00	0.00
248-443-900.000	Printing and Publishing	3,500.00	0.00	0.00	3,500.00	0.00
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	524.50	1,475.50	26.23
248-443-935.001	Property Liability Insurance	480.00	538.50	538.50	(58.50)	112.19
248-443-948.000	Computer Services	50.00	0.00	0.00	50.00	0.00
248-443-955.000	Miscellaneous Expense	200.00	0.00	0.00	200.00	0.00
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	0.00	0.00	7,650.00	0.00
248-775-881.022	Farmers Market Costs - DDA	3,100.00	142.15	142.15	2,957.85	4.59
248-900-971.000	Capital Purchase	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL EXPENDITURES		123,334.00	2,315.63	2,315.63	121,018.37	1.88

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 07/31/2025	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:								
TOTAL REVENUES		112,843.00	87,464.46	87,464.46		25,378.54	77.51	
TOTAL EXPENDITURES		123,334.00	2,315.63	2,315.63		121,018.37	1.88	
NET OF REVENUES & EXPENDITURES		(10,491.00)	85,148.83	85,148.83		(95,639.83)	811.64	
TOTAL REVENUES - ALL FUNDS		386,340.00	149,714.97	149,714.97		236,625.03	38.75	
TOTAL EXPENDITURES - ALL FUNDS		323,771.00	16,875.89	16,875.89		306,895.11	5.21	
NET OF REVENUES & EXPENDITURES		62,569.00	132,839.08	132,839.08		(70,270.08)	212.31	

MINUTES
Plainwell City Council
June 23, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Brian Warren of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmembers Keeney, Wisnaski and 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 06/09/2025 Budget Workshop and the 06/09/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: JJ Haycot introduced himself as a representative for Matt Hall.
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 June 23, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. City Consultant Kelley presented the 2024/2025 City Budget amendments, a housekeeping item accounting for budgetary shifts and/or projects from the previous yearly budget.
A motion by Steele, seconded by Wisnaski, to approve the amendments to the 2024/2025 budget as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed water and wastewater rates for the new budget year.
A motion by Keeney, seconded by Steele, to adopt Resolution 2025-11 Water and Wastewater Rates for Fiscal Year 2025/2026. On a roll call vote, all voted in favor. Motion passed.
 - C. City Consultant Kelley discussed recycling and bulk trash rates for the new budget year.
A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2025-12 Recycling and Bulk Trash Rates for Fiscal Year 2025/2026. On a roll call vote, all voted in favor. Motion passed.
 - D. City Manager Lakamper discussed fines and fees for the new budget year, noting two changes to the fee schedule.
A motion by Steele, seconded by Wisnaski, to adopt Resolution 2025-13 Fines and Fees for Fiscal Year 2025/2026. On a roll call vote, all voted in favor. Motion passed.
 - E. **A motion by Keeney, seconded by Steele, to open a Public Hearing at 7:17pm for consideration of the 2025/2026 City Budget. On a voice vote, all in favor. Motion passed.**

City Manager Lakamper gave a presentation on the 2025/2026 City Budget.

No public comment.

A motion by Steele, seconded by Keeney, to close the Public Hearing at 7:35pm. On a voice vote, all in favor. Motion passed.

A motion by Steele, seconded by Green, to adopt Resolution 2025-14 General Appropriations Act and Resolution 2025-15 Special and Operating Funds Appropriations Act, approving the Plainwell City Budget for Fiscal Year 2025/2026. On a roll call vote, all in favor. Motion passed.
 - F. City Consultant Kelley presented a listing of blanket purchase orders for approval for fiscal year 2026. These items are for previously approved contracts, sole-source purchases or blankets for reoccurring purchases to preferred vendors.
A motion by Wisnaski, seconded by Steele, to approve 38 blanket and confirming purchase orders for Fiscal Year 2026 as presented. On a roll call vote, all voted in favor. Motion passed.
 - G. City Manager Lakamper discussed the health insurance options available to the City.
A motion by Green, seconded by Keeney, to adopt Resolution 2025-16 approving the 80/20 Employer/Employee Health Care Cost Option for Fiscal Year 2025/2026. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
June 23, 2025

11. Communications:

A motion by Steele, seconded by Wisnaski, to accept and place on file the May 2025 Department of Public Safety and Water Renewal Reports, and the 05/13/2025 DDA/BRA/TIFA meeting minutes and the 5/15/2025 Parks & Trees meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Green, that the bills be allowed and orders drawn in the amount of \$113,629.12 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

City Consultant Kelley thanked everyone for their assistance with the budget process.

Personnel Coordinator/Interim Treasurer Kersten thanked Consultant Kelley, and congratulated Superintendent Keyzer on passing his certification test.

Superintendent Nieuwenhuis congratulated Superintendent Keyzer, and thanked Consultant Kelley.

Deputy Superintendent Keyzer thanked everyone.

Director Callahan encouraged everyone to be aware of their surroundings and stay safe. Report any concerns to Public Safety.

Clerk Leonard thanked Consultant Kelley, and congratulated Superintendent Keyzer.

City Manager Lakamper congratulated Superintendent Keyzer, noting his hard work and what an accomplishment it was. He thanked Consultant Kelley for his work on the City budget. He shared that he had toured the Mill buildings with an interested party looking for space for a classic car showroom and repair shop. The tour went well, and he hopes to hear back from the interested party. Paving in the Old Orchard will be finished tomorrow. He noted that Linda Teeter from Allegan County Legal Assistance Center was in attendance, and asked if there was interest in a contract for service, as the ACLAC is funded entirely by donations.

15. Council Comments:

Mayor Pro Tem Steele congratulated Superintendent Keyzer, and wished everyone a safe 4th of July holiday.

Councilmember Wisnaski congratulated Superintendent Keyzer.

Councilmember Keeney congratulated Superintendent Keyzer, wished everyone a happy 4th.

Councilmember Green congratulated Superintendent Keyzer, and thanked Consultant Kelley, stating he is a gem. She wished everyone a safe 4th of July.

16. Adjournment:

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

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
July 14, 2025


JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
July 14, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmembers Wisnaski, Keeney and Green.
Absent: None
5. Approval of Minutes:
A motion by Green, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 06/23/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: Lois Heuchert of 514 Morrell St. discussed filming and uploading City Council meetings to YouTube.
7. County Commissioner's Report: None.
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the July 14, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Board and Commission appointments are made by the Mayor, and subject to confirmation from Council.
A motion by Steele, seconded by Wisnaski, confirming the Mayor's appointment of Dale Burnham to the Planning Commission. On a roll call vote, all voted in favor. Motion passed.
 - B. Clerk Leonard discussed Ordinance 401, which amends Ordinance 199 to change the Parks and Tree Commission required annual meeting from January to March.
A motion by Keeney, seconded by Green, adopting Ordinance 401 as presented. On a roll call vote, all voted in favor. Motion passed.
 - C. Clerk Leonard discussed a Special Event Permit application for Island Fest. Island Fest will be held Saturday, July 26th.
A motion by Keeney, seconded by Steele, approving the Special Event Permit for Island Fest. On a roll call vote, all voted in favor. Motion passed.
 - D. City Manager Lakamper and council discussed both demolition and restoration of Mill Building #2, and the financial impact of each.
A motion by Keeney, seconded by Wisnaski, supporting the demolition of Mill Building #2. 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 June 2025 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.
12. Accounts Payable:
A motion by Keeney, seconded by Steele that the bills be allowed and orders drawn in the amount of \$297,252.63 for payment of the same. On a roll call vote, all voted in favor. Motion passed.
13. Public Comments: None.
14. Staff Comments:
Personnel Coordinator/Interim Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis was excused from the meeting.

MINUTES
Plainwell City Council
July 14, 2025

Superintendent Keyzer stated he's getting acclimated now that Bryan Pond has retired, and fixing issues as they arise.

Director Callahan reminded everyone about Island City Fest, being held Saturday July 26. A section of Main St. will be closed from ~8am-1pm to allow for a classic car show.

Clerk Leonard had nothing to report.

City Manager Lakamper shared follow up information about Classic Auto Factory, a party from Illinois interested in several Mill buildings for use as a classic car restoration, storage and display business. He is meeting with them this Thursday at 1pm for a second property tour. He hopes to have a presentation from the interested party to present to Council with further information following the meeting.

He gave an update on the parcel in Industrial Park that the auto auction is interested in, sharing that an extension was provided to allow for further research into water retention on the property.

He shared an idea put forth by Corey Redder from the Parks & Tree Commission and City resident Terry Pickett to utilize a mile of the 10 acres behind the water tower in Kenyon Park as a walking trail. He noted that this land is dedicated for recreational use, and that changing that designation would be challenging and require working with the State.

15. **A motion by Steele, seconded by Wisnaski, to meet in closed session as permitted under section 8(a) of the Open Meetings Act to consider a periodic personnel evaluation of a public employee if the named individual requests a closed hearing at 7:39pm. On a voice vote, all voted in favor. Motion passed.**

A motion by Keeney, seconded by Wisnaski, to return to Open Session at 7:47pm. On a voice vote, all voted in favor. Motion passed.

16. Council Comments:

Mayor Pro Tem Steele discussed gravel trucks speeding down Sherwood St., noting this is a reoccurring issue. She would like a heavier police presence on Sherwood to discourage speeding.

Councilmember Green wished everyone a happy belated 4th of July.

17. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:57pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
July 28, 2025


JoAnn Leonard, City Clerk