

# City of Plainwell

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“The Island City”

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**AGENDA**  
**Plainwell BRA/DDA/TIFA**  
**Budget Workshop**  
**Council Chambers**  
**June 8, 2022**  
**8:00 AM**

**For the purpose of reviewing the proposed 2022/2023 BRA/DDA/TIFA Budget and any other related matters.**

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

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**The Island City**  
The City of Plainwell is an equal opportunity provider and employer

Fund 243 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**  
06/02/2022

2022-2023 Budget		18-19	19-20	20-21	21-22	21-22	21-22	2022-2023
		ACTUAL	ACTUAL	ACTUAL	AMENDED	ACTUAL	PROJECTED	REQUESTED
NEW GL NUMBER	DESCRIPTION	AMOUNTS	AMOUNTS	AMOUNTS	BUDGET	TO 05/31	TOTALS	BUDGET
<b>ESTIMATED REVENUES</b>								
<b>Dept 002 - TAX REVENUES</b>								
243-000-404.040	Captured Tax - AdVal Real - City	4,610	6,146	6,253	6,074	6,074	6,074	6,197
243-000-404.041	Captured Tax - AdVal Real - Library	867	1,112	1,130	1,105	1,103	1,103	1,123
243-000-404.042	Captured Tax - AdVal Real - Capital Impr	368	491	500	488	488	488	504
243-000-404.043	Captured Tax - AdVal Real - Fire Reserve	368	491	500	488	488	488	504
243-000-404.044	Captured Tax - AdVal Real - Solid Waste	478	638	649	635	635	635	656
243-000-404.047	Captured DDA-SCHOOL	9,359	12,262	12,443	20,670	20,670	20,670	19,098
243-000-404.048	Captured Tax - AdVal Real - County (All)	2,234	2,955	3,114	3,043	3,084	3,084	3,117
243-000-413.060	Captured Tax - AdVal Pers - City	549	506	473	9,283	9,283	9,283	7,163
243-000-413.061	Captured Tax - AdVal Pers - Library	103	92	86	1,688	1,685	1,685	1,298
243-000-413.062	Captured Tax - AdVal Pers - Capital Impr	44	40	38	746	746	746	583
243-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	44	40	38	746	746	746	583
243-000-413.064	Captured Tax - AdVal Pers - Solid Waste	57	53	49	970	970	970	757
243-000-413.065	Captured Tax - AdVal Pers - County (All)	266	243	236	4,651	4,711	4,711	3,603
243-000-504.000	Federal Grant	0	0	3,047,183	0	847,168	1,420,138	25,000
243-000-665.000	Interest Earned - Investments	273	168	0	0	204	235	100
243-000-684.000	Miscellaneous Revenue	0	0	0	0	9,599	9,599	0
243-000-693.000	Sale of Fixed Assets - Land	0	0	0	0	0	0	0
243-000-693.020	Sale of Fixed Assets - Miscellaneous	0	0	0	0	0	0	0
243-000-696.010	Loan Proceeds	0	0	0	0	559,236	559,236	0
243-000-699.101	Interfund Transfer In - General Fund	0	150,000	150,000	0	0	0	0
243-000-699.401	Interfund Transfer In - Capital Improve	75,000	65,000	80,000	80,000	73,333	80,000	60,000
<b>Totals for dept 000 - OPERATIONS</b>		<b>94,620</b>	<b>240,237</b>	<b>3,302,692</b>	<b>130,587</b>	<b>1,540,223</b>	<b>2,119,891</b>	<b>130,286</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>94,620</b>	<b>240,237</b>	<b>3,302,692</b>	<b>130,587</b>	<b>1,540,223</b>	<b>2,119,891</b>	<b>130,286</b>

**APPROPRIATIONS**  
Dept 443 - **PUBLIC WORKS**

243-443-703.000	Salaries/Wages - Full Time Employees	29,863	30,355	35,180	38,984	31,978	35,578	41,538
243-443-704.001	Wages - Part Time Employees	321	403	487	579	677	1,292	3,083
243-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,175	2,195	2,530	2,841	2,324	2,624	3,269
243-443-712.001	Medical Insurance Opt Out	176	200	204	122	139	153	390
243-443-716.000	Retirement Benefits	2,476	2,571	3,013	3,729	2,770	3,055	3,603
243-443-718.001	Health Insurance Premiums	5,085	5,069	6,689	6,956	6,082	6,635	7,113
243-443-718.012	Health Insurance - FSA - Employer Paid	17	1	0	0	0		0
243-443-718.013	Health Insurance - HSA - Employer Paid	2,034	1,426	1,722	3,237	1,908	1,908	1,992
243-443-723.001	Other Post Employment Benefits	300	297	313	283	260	284	123
243-443-725.001	Life Insurance	34	34	43	43	40	48	43
243-443-725.010	Workers Comp Insurance	395	387	324	305	230	230	240
243-443-767.000	Uniforms	61	21	21	65	16	18	65
243-443-775.000	Supplies - Repairs and Maintenance	59	0	1,051	500	0	0	0
243-443-801.000	Engineering Services	0	94,332	0	1,000	0	0	1,000
243-443-801.013	Professional Services - Attorney	3,854	10,975	1,890	2,000	3,591	5,591	3,000
243-443-801.030	Professional Services - Audit	353	353	353	353	339	339	2,874
243-443-803.015	Administrative Services - Accounting	200	0	0	0	0		0
243-443-830.000	Contractual Reimbursement CRA Activities	14,510	18,801	19,131	37,940	25,692	38,013	33,891
243-443-851.000	Postage	0	297	0	100	7	7	0
243-443-900.000	Printing and Publishing	0	606	0	250	0	0	250
243-443-931.000	Repairs and Maintenance - Equipment	5,621	8,627	4,027	6,000	563	687	1,000
243-443-935.001	Liability Insurance	4,725	4,917	5,683	5,700	5,624	5,624	6,186
243-443-940.000	Rentals - Equipment	1,231	1,173	1,814	2,000	1,388	2,488	3,600
243-443-948.000	Computer Services	31	10	418	500	10	10	0
243-443-955.000	Miscellaneous	0	0	68	100	0	0	0
<b>Totals for dept 443 - PUBLIC WORKS</b>		<b>73,521</b>	<b>183,050</b>	<b>84,961</b>	<b>113,587</b>	<b>83,638</b>	<b>104,584</b>	<b>113,260</b>

**Dept 900 - CAPITAL OUTLAY**

243-900-972.000	Contracted Services	0	70,718	4,000,815	1,089,513	903,281	1,427,554	0
<b>Totals for dept 900 - CAPITAL OUTLAY</b>		<b>0</b>	<b>70,718</b>	<b>4,000,815</b>	<b>1,089,513</b>	<b>903,281</b>	<b>1,427,554</b>	<b>0</b>

**Dept 905 - DEBT SERVICE**

243-905-991.000	Principal Payment - Interfund Loans	14,782	14,930	15,079	15,230	13,961	15,230	15,382
243-905-992.050	Interest Payment - Interfund Loans	1,843	1,695	1,546	1,395	1,279	1,395	1,242
<b>Totals for dept 905 - DEBT SERVICE</b>		<b>16,625</b>	<b>16,625</b>	<b>16,625</b>	<b>16,625</b>	<b>15,240</b>	<b>16,625</b>	<b>16,624</b>

**Dept 965 - TRANSFERS TO OTHER FUNDS**

243-965-965.101	Interfund Transfer Out - General Fund	0	0	0	0	0	150,000	0
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Totals for dept 965 - <b>TRANSFERS TO OTHER FUNDS</b>	0	0	0	0	0	150,000	0
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TOTAL APPROPRIATIONS	90,146	270,393	4,102,401	1,219,725	1,002,159	1,698,763	129,884
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NET OF REVENUES/APPROPRIATIONS - FUND 244	4,474	(30,156)	(799,709)	(1,089,138)	538,064	421,128	402
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Estimated Cash <b>beginning of year:</b>							<u>93,274</u>
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Estimated Cash <b>end of year:</b>						93,274	<u><u>93,676</u></u>
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Fund 247 (450) - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

06/02/2022

2022-2023 Budget

NEW GL NUMBER	DESCRIPTION	18-19 ACTUAL AMOUNTS	19-20 ACTUAL AMOUNTS	20-21 ACTUAL AMOUNTS	21-22 AMENDED BUDGET	21-22 ACTUAL TO 05/31	21-22 PROJECTED TOTALS	2022-2023 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>								
<b>Dept 006 - INTERGOVERNMENTAL REVENUE - LOCAL</b>								
247-000-583.000	Local Grants	59,572	75,521	79,912	81,334	85,615	85,615	82,349
<b>Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE</b>		<b>59,572</b>	<b>75,521</b>	<b>79,912</b>	<b>81,334</b>	<b>85,615</b>	<b>85,615</b>	<b>82,349</b>
<b>Dept 009 - INTEREST AND RENTS</b>								
247-000-665.000	Interest Earned - Investments	1,298	1,617	456	180	181	198	150
<b>Totals for dept 009 - INTEREST AND RENTS</b>		<b>1,298</b>	<b>1,617</b>	<b>456</b>	<b>180</b>	<b>181</b>	<b>198</b>	<b>150</b>
<b>TOTAL ESTIMATED REVENUES</b>		<b>60,870</b>	<b>77,138</b>	<b>80,368</b>	<b>81,514</b>	<b>85,796</b>	<b>85,813</b>	<b>82,499</b>

**APPROPRIATIONS**

**Dept 443 - PUBLIC WORKS**

247-443-703.000	Salaries/Wages - Full Time Employees	41,212	41,860	42,504	46,108	40,847	46,347	48,562
247-443-704.001	Wages - Part Time Employees	746	579	396	0	344	500	166
247-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,989	3,018	3,048	3,357	2,910	3,310	3,627
247-443-712.001	Medical Insurance Opt Out	279	375	388	311	327	360	855
247-443-716.000	Retirement Benefits	1,924	2,147	2,197	2,360	2,034	2,444	2,538
247-443-718.001	Health Insurance Premiums	5,162	5,041	5,903	6,828	5,847	6,372	6,719
247-443-718.012	Health Insurance - FSA - Employer Paid	65	4	0	0	0	0	0
247-443-718.013	Health Insurance - HSA - Employer Paid	1,857	1,716	1,823	3,290	1,916	1,916	1,968
247-443-723.001	Other Post Employment Benefits	14	6	19	30	28	30	0
247-443-725.001	Life Insurance	20	20	18	22	18	20	22
247-443-725.010	Workers Comp Insurance	247	241	354	249	187	187	242
247-443-775.000	Supplies - Repairs and Maintenance	0	13	0	0	0	0	0
247-443-801.013	Professional Services - Attorney	60	0	3,234	2,500	0	0	1,000
247-443-801.030	Professional Services - Audit	67	67	67	67	64	64	71
247-443-931.000	Repairs and Maintenance - Equipment	0	645	83	200	640	640	500
247-443-935.001	Liability Insurance	379	394	455	400	395	395	435
247-443-940.000	Rentals - Equipment	454	2,444	1,262	2,200	789	1,129	1,500
247-443-948.000	Computer Services	31	10	6	0	10	10	0
247-443-955.000	Miscellaneous	915	0	5,000	500	0	0	500
247-443-962.000	Memberships & Dues	295	305	0	300	0	0	300

Totals for dept 443 - <b>PUBLIC WORKS</b>	56,716	58,885	66,757	68,722	56,356	63,724	69,005
NET OF REVENUES/APPROPRIATIONS - FUND 247	4,154	18,253	13,611	12,792	29,440	22,089	13,494
Estimated Cash <b>beginning of year:</b>							<u>123,634</u>
Estimated Cash <b>end of year:</b>						123,634	<u>137,128</u>

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY - DDA

06/02/2022

2022-2023 Budget		18-19	19-20	20-21	21-22	21-22	21-22	2022-2023
		ACTUAL	ACTUAL	ACTUAL	AMENDED	ACTUAL	PROJECTED	REQUESTED
NEW GL NUMBER	DESCRIPTION	AMOUNTS	AMOUNTS	AMOUNTS	BUDGET	TO 05/31	TOTALS	BUDGET
<b>ESTIMATED REVENUES</b>								
Dept 000 - OPERATIONS								
248-000-404.030	Captured Tax - AdVal Real - City	20,969	24,516	26,174	26,174	26,636	26,636	29,290
248-000-404.031	Captured Tax - AdVal Real - Library	2,707	4,436	4,731	4,740	4,835	4,835	5,307
248-000-404.032	Captured Tax - AdVal Real - Capital Impr	1,674	1,957	2,091	2,091	2,140	2,140	2,383
248-000-404.033	Captured Tax - AdVal Real - Fire Reserve	1,674	1,957	2,091	2,091	2,140	2,140	2,383
248-000-404.034	Captured Tax - AdVal Real - Solid Waste	2,176	11,785	13,035	2,718	2,783	2,783	3,098
248-000-404.045	Captured Tax - AdVal Real - County (All)	7,988	2,544	2,718	12,591	13,519	13,519	14,731
248-000-413.060	Captured Tax - AdVal Pers - City	1,918	2,409	2,044	2,044	1,831	1,831	1,974
248-000-413.061	Captured Tax - AdVal Pers - Library	1,599	436	369	370	332	332	358
248-000-413.062	Captured Tax - AdVal Pers - Capital Impr	153	192	163	163	147	147	161
248-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	153	192	163	163	147	147	161
248-000-413.064	Captured Tax - AdVal Pers - Solid Waste	199	250	212	212	191	191	209
248-000-413.065	Captured Tax - AdVal Pers - County (All)	3,105	1,158	1,018	983	929	929	993
248-000-583.000	Local Grants	5,668	5,894	6,828	6,874	7,236	7,236	6,835
248-000-583.001	Local Donations	0	350	1,075	0	0	0	0
248-000-642.001	DDA - Sale of Merchandise	961	978	63	0	1,340	1,340	0
248-000-642.248	DDA - Farmer's Market SNAP Sales	0	82	0	0	0	0	0
248-000-654.001	DDA - Farmers Market Entry Fee	2,390	2,577	1,790	2,200	825	2,200	2,200
248-000-654.001	DDA - Special Event Revenues	1,160	736	0	300	3,140	3,140	300
248-000-654.103	DDA Donations - Movies in the Park	500	0	0	800	0	0	0
248-000-665.000	Interest Earned - Investments	460	1,028	438	135	154	167	156
248-000-684.000	Miscellaneous Revenue	15	1,263	315	0	12	12	0
<b>Totals for dept 010 - OPERATIONS</b>		<b>55,469</b>	<b>64,740</b>	<b>65,318</b>	<b>64,649</b>	<b>68,337</b>	<b>69,725</b>	<b>70,539</b>

<b>TOTAL ESTIMATED REVENUES</b>	<b>55,469</b>	<b>64,740</b>	<b>65,318</b>	<b>64,649</b>	<b>68,337</b>	<b>69,725</b>	<b>70,539</b>
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APPROPRIATIONS

Dept 443 - PUBLIC WORKS

248-443-703.000	Salaries/Wages - Full Time Employees	15,312	15,560	16,455	18,449	15,635	17,285	18,899
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248-443-704.001	Wages - Part Time Employees	842	0	0	0	0	0	458
248-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	1,123	1,065	1,127	1,334	1,054	1,165	1,408
248-443-712.001	Medical Insurance Opt Out	47	48	48	13	18	21	60
248-443-716.000	Retirement Benefits	108	69	51	132	43	47	126
248-443-718.001	Health Insurance Premiums	2,509	2,571	3,154	2,848	2,668	2,902	3,160
248-443-718.013	Health Insurance - HSA - Employer Paid	906	723	820	1,260	852	852	864
248-443-723.001	Retiree Health Care - OPEB	0	0	0	0	9	9	79
248-443-725.001	Life Insurance	0	0	2	1	2	2	1
248-443-725.010	Workers Comp Insurance	83	81	155	75	56	56	69
248-443-751.000	Office Supplies	0	13	0	0	0	0	0
248-443-775.000	Supplies - Repairs and Maintenance	40	52	20	100	16	16	50
248-443-801.013	Professional Services - Attorney	0	0	0	0	56	56	0
248-443-801.030	Professional Services - Audit	67	67	67	67	64	64	71
248-443-851.000	Postage	0	0	55	100	1	1	100
248-443-900.000	Printing and Publishing	3,539	1,450	799	1,800	1,478	1,678	1,800
248-443-931.000	Repairs and Maintenance - Equipment	479	2,820	1,035	200	110	110	200
248-443-935.001	Liability Insurance	484	503	581	616	608	608	669
248-443-940.000	Rentals - Equipment	162	0	0	200	0	200	0
248-443-948.000	Computer Services	31	10	6	50	10	10	50
248-443-955.000	Miscellaneous	241	396	174	400	451	451	400
248-443-960.000	Education & Training - Professional	25	0	75	100	175	175	200
248-443-962.000	Memberships & Dues	375	2,910	3,180	1,430	540	540	1,930
<b>Totals for dept 443 - PUBLIC WORKS</b>		<b>26,373</b>	<b>28,338</b>	<b>27,804</b>	<b>29,175</b>	<b>23,846</b>	<b>26,248</b>	<b>30,594</b>

Dept 775 - **SPECIAL EVENTS**

248-775-880.021	Special Events	825	788	316	2,000	1,042	1,042	2,850
248-775-881.022	DDA Farmers Market Expense	624	614	368	425	704	844	850
248-775-881.025	DDA Christmas Ornament Costs	1,370	0	0	800	797	797	0
248-775-881.036	DDA Movies in the Park	1,639	1,163	0	1,500	1,770	1,770	1,500
248-775-881.037	DDA - Farmer's Market SNAP Vendor	0	94	0	0	0	0	0
<b>Totals for dept 775 - SPECIAL EVENTS</b>		<b>4,458</b>	<b>2,659</b>	<b>684</b>	<b>4,725</b>	<b>4,313</b>	<b>4,453</b>	<b>5,200</b>

Dept 900 - **CAPITAL OUTLAY**

248-900-971.000	Capital Purchase	0	0	0	18,000	8,793	8,793	0
<b>Totals for dept 900 - CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>8,793</b>	<b>8,793</b>	<b>0</b>

Dept 905 - **DEBT SERVICE**

248-905-991.000	Principal Payment - Interfund Loans	11,550	11,666	11,783	11,900	10,908	11,900	12,019
248-905-992.050	Interest Payment - Interfund Loans	711	595	478	361	331	361	242



Totals for dept 905 - <b>DEBT SERVICE</b>	12,261	12,261	12,261	12,261	11,239	12,261	12,261
TOTAL APPROPRIATIONS	43,092	43,258	40,749	64,161	48,191	51,755	48,055
NET OF REVENUES/APPROPRIATIONS - FUND 249	12,377	21,482	24,569	488	20,146	17,970	22,484
Estimated Cash <b>beginning of year:</b>							<u>91,681</u>
Estimated Cash <b>end of year:</b>						91,681	<u>114,165</u>