

City of Plainwell

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



Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
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“The Island City”

AGENDA DDA/TIFA/BRA City Hall September 13, 2016 7:30 AM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes/Summary – 08/09/2016 Regular Meeting Minutes**
- 5. General Public**
- 6. Chairman’s Reports**

- 7. BRA Action Items**
 - A. Accounts Payable - \$5,394.96
 - B.
- 8. DDA Action Items**
 - A. Accounts Payable - \$3,217.69
 - B.
- 9. TIFA Action Items**
 - A. Accounts Payable - \$560.47
 - B.

- 10. Communications:** 08/08/2016 Council Minutes and August 2016 Financial Report/ Summary
- 11. Public Comments**
- 12. Staff Comments**
 - A. Business Update
 - B. Event Updates
- 13. Member Comments**
- 14. Adjournment**

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

The City of Plainwell is an equal opportunity provider and employer

The Island City

Minutes
Plainwell DDA, BRA and TIFA:
August 9, 2016

1. Call to Order - Meeting called to order at 7:30 a.m. by Nick Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Nick Larabel, Jim Turley, Erik Wilson, EJ Hart, Adam Hopkins, Paul Rizzo, Zelda Schippers, Tracee Dunlop
Excused: Mayor Brooks
4. Approval of Minutes of 07/19/16
5. General Public: - None
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable of \$7,727.37 made by Paul Rizzo and seconded by EJ Hart. Motion carried.**
8. DDA Action Items
 - A. **Motion to accept accounts payable of \$2,232 was made by Paul Rizzo and seconded by Erik Wilson. Motion carried.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable of \$1,493.44 was made by EJ Hart and seconded by Tracee Dunlop. Motion carried.**
10. Communications:
 - A. 07/25/2016 Council Minutes and August 2016 Financial Report/summary was approved and placed on file.
11. Public Comments: None
12. Staff Comments:
13. Business Updates- Erik is in negotiations with developer for the west side of the Mill Property. Three interested businesses in the former Harding's store.
14. Event Updates –Movie, Music/Sidewalk Sales, Home Tour
15. Member Comments: Jim Turley will have drawings of angle parking soon. RWE Healthy Living got hit again over the weekend of Aug. 6 & 7
16. Adjournment: **A Motion by EJ Hart supported by Jim Turley to adjourn the meeting at 7:55 a.m. was made and passed.**

Submitted by Denise Siegel, Economic Development Manager

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTH - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2016 HEALTH INSURANCE PREMIUM	554.40	8785
443-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	SEPTEMBER 2016 HEALTH INS	90.30	8838
443-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	SEPT 2016 LIFE INSURANCE	2.82	8775
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES	2016-07 DPW UNIFORM/RUGS/MISC	3.80	8767
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES	2016-08 DPW UNIFORM/RUGS/MISC	3.80	8843
443-000-775.000	Rep & Maint Supplies	HOME DEPOT	JULY 2016 STATEMENT	22.70	8758
443-000-830.000	Contractual Reimbursement CRA Ac	CRA 200 ALLEGAN STREET LLC	CAPTURE AGREEMENT PAYMENT - SUMMER 2016	4,715.28	8787
443-000-850.000	Communications	VERIZON	6/24/16 - 7/26/16 CELL PHONE BILLS	0.38	8727
443-000-850.000	Communications	VERIZON	7/24/16 - 8/23/16 CELL PHONE BILLS	0.38	8801
443-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY SUPPORT	1.10	8756
Total For Dept 000 OPERATIONS				5,394.96	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTH - BRA				5,394.96	

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

Fund 443 BROWNFIELD REDI	5,394.96
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Total For All Funds:	<u>5,394.96</u>
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DDA FUND					
Dept 000 OPERATIONS					
494-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2016 HEALTH INSURANCE PREMIUM	245.81	8785
494-000-775.000	Rep & Maint Supplies	HARDINGS MARKET #380	FARMERS MARKET SUPPLIES	4.47	8737
494-000-900.000	Printing & Publishing	KAECHELE PUBLICATIONS INC	SUMMARIES/ACCURACY TEST/ORDINANCE/SIDEW	42.56	8736
494-000-900.000	Printing & Publishing	SHOPPERS GUIDE INC **	AUGUST 2016 FARMERS MARKET	60.00	8799
494-000-900.000	Printing & Publishing	KAECHELE PUBLICATIONS INC	DDA ADS	35.00	8805
494-000-930.000	Rep & Maint Outside Servi	JONS TO GO PORTABLE RESTRC	RESTROOM FOR MOVIES	150.00	8776
494-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY SUPPORT	1.10	8756
494-000-956.000	Miscellaneous	PNC BANK (CREDIT CARD)	AUGUST 2016 STATEMENT	1,399.82	401
494-000-956.021	Special Events	HOPKINS ADAM	2016 MOVIES @ OLD FIRE HALL	1,050.00	8845
494-000-957.022	DDA Farmers Market Expense	JONS TO GO PORTABLE RESTRC	8/12/16 - 9/8/16 RESTROOMS FOR THE FARM	95.00	8849
494-000-957.036	DDA Movies in the Park	JONS TO GO PORTABLE RESTRC	RESTROOMS FOR THE MOVIES	133.93	8849
		Total For Dept 000 OPERATIONS		3,217.69	
		Total For Fund 494 DDA FUND		3,217.69	

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

Fund 494 DDA FUND	3,217.69
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Total For All Funds:	<u>3,217.69</u>
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 450	INDUST PARK TIFA				
Dept 000	OPERATIONS				
450-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2016 HEALTH INSURANCE PREMIUM	530.87	8785
450-000-715.010	Health Insurance	C.O.P.S. TRUST INSURANCE	SEPTEMBER 2016 HEALTH INS	26.87	8838
450-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	SEPT 2016 LIFE INSURANCE	0.87	8775
450-000-850.000	Communications	VERIZON	6/24/16 - 7/26/16 CELL PHONE BILLS	0.38	8727
450-000-850.000	Communications	VERIZON	7/24/16 - 8/23/16 CELL PHONE BILLS	0.38	8801
450-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY SUPPORT	1.10	8756
		Total For Dept 000 OPERATIONS		560.47	
		Total For Fund 450 INDUST PARK TIFA		560.47	

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

Fund 450 INDUST PARK TII	560.47
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Total For All Funds:	<u>560.47</u>
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MINUTES
Plainwell City Council
August 8, 2016

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Invocation was given by Matt Hooper of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Overhuel, Councilman Keeler and Councilwoman Steele. Absent: Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 07/25/2016 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public / County Commissioner:
Don Black, County Commissioner, noted that he missed the last County Commission meeting due to a family matter.
7. Agenda Amendments: None.
8. Mayor's Report
None.
9. Recommendations and Reports:
 - A. Treasurer Kelley briefed Council on the annual Bridge/Poker Walk held on Labor Day sponsored by the Plainwell Arts Council. The plan was similar to prior years.
A motion by Steele, supported by Keeler to approve Special Event Permit 2016-012 for the September 5, 2016 Bridge/Poker Walk. On a voice vote, all in favor. Motion passed.
 - B. Chris Haas represented Christian Neighbors and briefed the Council on what is hopefully the first annual Path Walk sponsored by Christian Neighbors. This walk will happen on residential streets and streets with sidewalks only and is similar to a Crop Walk. The walk will help raise awareness for hunger issues in the area.
A motion by Steele, supported by Overhuel, to approve Special Event Permit 2016-013 for the October 2, 2016 Christian Neighbors Path Walk. On a voice vote, all in favor. Motion passed.
 - C. City Manager Wilson updated Council on two parcels of land that are included in the Future Land Use map as residential, which are now zoned manufacturing. The city is the former Lawrence Industries. He noted that any buildings on these parcels will be brought up to current building codes. Treasurer Kelley noted that the Planning Commission has approved the request and is recommending approval.
A motion by Keeler, supported by Steele, to approve Ordinance 376 amending the

Zoning Map for two parcels commonly known as 130 Oak and 139 Mariette Streets, as presented. On a voice vote, all in favor. Motion passed.

- D.** Superintendent Pond briefed Council on the use of ferric chloride in the Water Renewal Plant, the limited sources for the chemical and the need to lock in pricing for two years. **A motion by Overhuel, supported by Keeler, to approve the 2-year purchasing contract of ferric chloride from Webb Chemical for an annual estimated cost of \$19,689. On a roll-call vote, all in favor. Motion passed.**
- E.** Superintendent Pond briefed Council about a 35-year old methane flare that needs to be replacement, which will bring operational efficiencies and cost savings to the plant. **A motion by Keeler, supported by Steele, to approve the purchase of a methane waste gas flare from Hamlett Environment Tech for \$15,625. On a roll-call vote, all in favor. Motion passed.**
- F.** Superintendent Pond briefed Council on the use of chlorine and sulfur gasses in the Water Renewal Plant and the sole regional source for the chemicals. **A motion by Keeler, supported by Steele, to approve the annual purchase of chlorine and sulfur gasses from Alexander Chemical Corporation for \$11,500. On a roll-call vote, all in favor. Motion passed.**
- G.** Superintendent Pond briefed Council on the use of calcium nitrate in the Water Renewal Plan and the sole reliable source for obtaining the chemicals. **A motion by Steele, supported by Overhuel, to approve the annual purchase of calcium nitrate from Webb Chemical in the amount of \$33,840. On a roll-call vote, all in favor. Motion passed.**
- H.** Superintendent Pond briefed Council about having a reliable supplier of parts needed for repairs at the plant and the lift stations. There are two area suppliers, but one is substantially more costly than the other. **A motion by Keeler, supported by Steele, to approve the annual purchase of parts needed for repairs at the plant and lift stations from Main Tech Services in the amount of \$18,000. On a roll-call vote, all in favor. Motion passed.**
- I.** Superintendent Updike noted having offered bid opportunities to four specific vendors as well as generically through the Kalamazoo Builder's Exchange for the city's street sweeping contract. Only one vendor submitted a bid and has worked reliably with the city for many years. **A motion by Keeler, supported by Overhuel, to accept the sole bid from Superior Sweeping Inc for four (4) street sweepings for a total project cost of \$15,800. On a roll-call vote, all in favor. Motion passed.**
- J.** Superintendent Updike noted that bids had been opened for the approved street projects on Melrose, Naomi and Mariette streets. The low bidder exceeded the budget by \$8,600 and is a firm unknown to the city. Superintendent Updike noted that he is still checking references for this vendor. City Manager Wilson noted that the next lowest bidder was over \$10,000 higher than the low-bidder and the if the references didn't pan out with the low-bidder, the administration would update Council. **A motion by Keeler, supported by Overhuel, to accept the low-bid from Black**

Gold Transport for paving Mariette, Naomi and Melrose Streets for a total project cost of \$106,015 and authorized the \$8,600 budget amendment to cover the overage. On a roll-call vote, all in favor. Motion passed.

K. Treasurer Kelley noted that two staff computers and the city's cash register system were at the end of their useful lives and slated for replacement. The cost of the computers is under budget.

A motion by Steele, supported by Keeler, to approve the purchase of three (3) desktop computers in the Treasury Office through Clark Technical Services in the amount of \$3,850.88. On a roll-call vote, all in favor. Motion passed.

10. Communications:

A motion by Steele, seconded by Overhuel to accept and place on file the July 19, 2016 BRA/DDA/TIFA Minutes, the August 3, 2016 Planning Minutes, and the July 2016 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

11. Accounts Payable:

A motion by Keeler, supported by Steele that the bills be allowed and orders drawn in the amount of \$136,126.30 for payment of same. On a roll call vote, all in favor. Motion passed.

12. Public Comments

None.

13. Staff Comments

Personnel Manager Lamorandier noted that the city has completed the health insurance coverage conversion to Priority Health and that most of the wrinkles had been resolved.

Superintendent Updike noted that the city is getting very good use of the infrared paving machine purchased in 2015, and that the DPW was focusing on clearing crosswalks.

Economic Development Manager Siegel reminded Council of the September 7, 2016 public hearing for the Master Plan Update. She also noted work on the Dog Park and that she's seeking alternative funding sources for this and many other projects.

Chief Bomar noted that the new fire truck will be on display at upcoming community events including the Family Fun Day at Midway Chevy on August 13 and the Farmer's Market Kids Day on August 20. He also noted that his department is training this week on handling large propane tanks.

Treasurer Kelley noted continued work on the audit and that August 2 election went alright

14. Council Comments:

Councilwoman Steele expressed condolences to Commission Don Black for his father's recent passing

15. Adjournment:

A motion by Steele, supported by Keeler to adjourn the meeting at 7:24 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

Deputy City Clerk/City Treasurer

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA								
Revenues								
443-000-402.040	Captured - City	2,185.00		2,185.31	0.00		(0.31)	100.01
443-000-402.041	Captured - Library	262.00		261.20	0.00		0.80	99.69
443-000-402.042	Captured - Cap Improvement	172.00		172.43	0.00		(0.43)	100.25
443-000-402.043	Captured - Fire Reserve	172.00		172.43	0.00		(0.43)	100.25
443-000-402.044	Captured - Solid Waste	224.00		224.16	0.00		(0.16)	100.07
443-000-402.047	Captured DDA-SCHOOL	4,750.00		1,340.63	0.00		3,409.37	28.22
443-000-402.048	Captured - County	1,051.00		801.87	0.00		249.13	76.30
443-000-402.060	Captured - AV - Personal - CITY	646.00		646.31	0.00		(0.31)	100.05
443-000-402.061	Captured - AV - Personal - LIBRARY	77.00		77.25	0.00		(0.25)	100.32
443-000-402.062	Captured - AV - Personal - CAP IMP	51.00		51.00	0.00		0.00	100.00
443-000-402.063	Captured - AV - Personal - FIRE RES	51.00		51.00	0.00		0.00	100.00
443-000-402.064	Captured - AV - Personal - S WASTE	66.00		66.30	0.00		(0.30)	100.45
443-000-402.065	Captured - AV - Personal - COUNTY	311.00		237.16	0.00		73.84	76.26
443-000-664.020	Interest Inc-Investments	0.00		0.88	0.69		(0.88)	100.00
443-000-676.080	Rev-Transfer from Cap Improvement	60,000.00		10,000.00	5,000.00		50,000.00	16.67
TOTAL Revenues		70,018.00		16,287.93	5,000.69		53,730.07	23.26
Expenditures								
443-000-703.000	Full Time Wages	32,099.00		3,900.88	2,088.88		28,198.12	12.15
443-000-706.000	Part Time Wages	1,037.00		6.59	4.87		1,030.41	0.64
443-000-713.000	Other Post Employment Benefits	762.00		127.00	63.50		635.00	16.67
443-000-715.000	Social Security (FICA)	2,406.00		277.15	149.57		2,128.85	11.52
443-000-715.010	Health Insurance	7,190.00		3,684.53	2,308.38		3,505.47	51.25
443-000-715.015	Life Insurance	34.00		8.37	2.82		25.63	24.62
443-000-718.000	Retirement Benefits	2,776.00		347.28	135.10		2,428.72	12.51
443-000-724.000	Med Insurance Buyouts	108.00		15.39	9.00		92.61	14.25
443-000-743.000	Uniforms	0.00		3.80	3.80		(3.80)	100.00
443-000-775.000	Rep & Maint Supplies	0.00		22.70	22.70		(22.70)	100.00
443-000-801.030	Profess Service-Audit	488.00		0.00	0.00		488.00	0.00
443-000-830.000	Contractual Reimbursement CRA Activities	7,514.00		4,715.28	4,715.28		2,798.72	62.75
443-000-850.000	Communications	0.00		0.00	0.19		0.00	0.00
443-000-910.000	Liability Insurance	4,679.00		4,720.15	0.00		(41.15)	100.88
443-000-910.010	Workers Comp Insurance	298.00		298.00	0.00		0.00	100.00
443-000-930.000	Repair/Maintenance (Outside)	7,000.00		128.13	0.00		6,871.87	1.83
443-000-930.050	Computer Services	0.00		1.10	1.10		(1.10)	100.00
443-000-940.000	Equipment Rental	1,000.00		156.09	79.38		843.91	15.61
TOTAL Expenditures		67,391.00		18,412.44	9,584.57		48,978.56	27.32
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA:								
TOTAL REVENUES		70,018.00		16,287.93	5,000.69		53,730.07	23.26
TOTAL EXPENDITURES		67,391.00		18,412.44	9,584.57		48,978.56	27.32
NET OF REVENUES & EXPENDITURES		2,627.00		(2,124.51)	(4,583.88)		4,751.51	80.87

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 450 - INDUST PARK TIFA								
Revenues								
450-000-402.040	Captured - AV - Real - CITY	14,874.00		14,873.56	(1,143.49)		0.44	100.00
450-000-402.041	Captured - AV - Real - LIBRARY	1,841.00		1,777.45	(136.77)		63.55	96.55
450-000-402.042	Captured - AV - Real - CAP IMP	1,173.00		1,173.36	(90.26)		(0.36)	100.03
450-000-402.043	Captured - AV - Real - FIRE RES	1,173.00		1,173.36	(90.26)		(0.36)	100.03
450-000-402.044	Captured - AV - Real - S WASTE	1,525.00		1,525.42	(117.35)		(0.42)	100.03
450-000-402.048	Captured - AV - Real - COUNTY	7,151.00		5,457.42	(419.67)		1,693.58	76.32
450-000-402.060	Captured - AV - Personal - CITY	6,839.00		8,038.26	0.00		(1,199.26)	117.54
450-000-402.061	Captured - AV - Personal - LIBRARY	819.00		960.67	0.00		(141.67)	117.30
450-000-402.062	Captured - AV - Personal - CAP IMP	540.00		634.30	0.00		(94.30)	117.46
450-000-402.063	Captured - AV - Personal - FIRE RES	540.00		634.30	0.00		(94.30)	117.46
450-000-402.064	Captured - AV - Personal - S WASTE	701.00		824.53	0.00		(123.53)	117.62
450-000-402.065	Captured - AV - Personal - COUNTY	3,288.00		2,949.47	0.00		338.53	89.70
450-000-664.020	Interest Inc-Investments	0.00		41.65	41.07		(41.65)	100.00
TOTAL Revenues		40,464.00		40,063.75	(1,956.73)		400.25	99.01
Expenditures								
450-000-703.000	Full Time Wages	28,203.00		3,787.84	2,042.24		24,415.16	13.43
450-000-706.000	Part Time Wages	0.00		185.10	82.50		(185.10)	100.00
450-000-713.000	Other Post Employment Benefits	28.00		4.66	2.33		23.34	16.64
450-000-715.000	Social Security (FICA)	2,101.00		281.95	147.87		1,819.05	13.42
450-000-715.010	Health Insurance	3,039.00		3,531.94	2,785.83		(492.94)	116.22
450-000-715.015	Life Insurance	11.00		2.61	0.87		8.39	23.73
450-000-718.000	Retirement Benefits	1,135.00		162.00	88.21		973.00	14.27
450-000-724.000	Med Insurance Buyouts	20.00		2.87	1.68		17.13	14.35
450-000-801.013	Prof Services/Attorney	1,000.00		0.00	0.00		1,000.00	0.00
450-000-801.030	Profess Service-Audit	92.00		0.00	0.00		92.00	0.00
450-000-850.000	Communications	0.00		0.00	0.19		0.00	0.00
450-000-910.000	Liability Insurance	372.00		375.27	0.00		(3.27)	100.88
450-000-910.010	Workers Comp Insurance	179.00		179.00	0.00		0.00	100.00
450-000-930.000	Rep & Maint Outside Servi	1,000.00		1,950.00	0.00		(950.00)	195.00
450-000-930.050	Computer Services	0.00		1.10	1.10		(1.10)	100.00
450-000-940.000	Equipment Rental	1,500.00		633.36	339.30		866.64	42.22
450-000-956.000	Miscellaneous	600.00		0.00	0.00		600.00	0.00
TOTAL Expenditures		39,280.00		11,097.70	5,492.12		28,182.30	28.25
Fund 450 - INDUST PARK TIFA:								
TOTAL REVENUES		40,464.00		40,063.75	(1,956.73)		400.25	99.01
TOTAL EXPENDITURES		39,280.00		11,097.70	5,492.12		28,182.30	28.25
NET OF REVENUES & EXPENDITURES		1,184.00		28,966.05	(7,448.85)		(27,782.05)	2,446.46

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 494 - DDA FUND								
Revenues								
494-000-402.030	Captured - AV - Real - CITY	13,349.00		13,348.68	0.00		0.32	100.00
494-000-402.031	Captured - AV - Real - LIBRARY	1,598.00		1,595.18	0.00		2.82	99.82
494-000-402.032	Captured - AV - Real - CAP IMP	1,053.00		1,053.02	0.00		(0.02)	100.00
494-000-402.033	Captured - AV - Real - FIRE RES	1,053.00		1,053.02	0.00		(0.02)	100.00
494-000-402.034	Captured - AV - Real - S WASTE	1,369.00		1,368.99	0.00		0.01	100.00
494-000-402.045	Captured - AV - Real - COUNTY	6,418.00		4,897.84	0.00		1,520.16	76.31
494-000-402.060	Captured - AV - Personal - CITY	2,502.00		2,502.14	0.00		(0.14)	100.01
494-000-402.061	Captured - AV - Personal - LIBRARY	300.00		298.99	0.00		1.01	99.66
494-000-402.062	Captured - AV - Personal - CAP IMP	197.00		197.45	0.00		(0.45)	100.23
494-000-402.063	Captured - AV - Personal - FIRE RES	197.00		197.45	0.00		(0.45)	100.23
494-000-402.064	Captured - AV - Personal - S WASTE	257.00		256.68	0.00		0.32	99.88
494-000-402.065	Captured - AV - Personal - COUNTY	1,203.00		918.08	0.00		284.92	76.32
494-000-664.020	Interest Inc-Investments	0.00		2.14	1.79		(2.14)	100.00
494-000-694.000	Revenue-Miscellaneous	1,500.00		358.00	316.00		1,142.00	23.87
494-000-694.022	DDA - Farmers Market Entry Fee	4,000.00		325.00	(30.00)		3,675.00	8.13
494-000-694.025	Sale of Merchandise	1,000.00		15.00	15.00		985.00	1.50
494-000-694.036	DDA Donations - Movies in the Park	500.00		0.00	0.00		500.00	0.00
TOTAL Revenues		36,496.00		28,387.66	302.79		8,108.34	77.78
Expenditures								
494-000-703.000	Full Time Wages	13,022.00		1,750.64	910.94		11,271.36	13.44
494-000-706.000	Part Time Wages	700.00		783.24	391.20		(83.24)	111.89
494-000-715.000	Social Security (FICA)	1,050.00		185.40	93.20		864.60	17.66
494-000-715.010	Health Insurance	0.00		1,806.94	1,586.56		(1,806.94)	100.00
494-000-727.000	Office Supplies	25.00		0.00	0.00		25.00	0.00
494-000-775.000	Rep & Maint Supplies	1,000.00		0.00	0.00		1,000.00	0.00
494-000-801.030	Profess Service-Audit	92.00		0.00	0.00		92.00	0.00
494-000-900.000	Printing & Publishing	2,500.00		282.56	282.56		2,217.44	11.30
494-000-910.000	Liability Insurance	479.00		483.21	0.00		(4.21)	100.88
494-000-910.010	Workers Comp Insurance	55.00		55.00	0.00		0.00	100.00
494-000-930.000	Rep & Maint Outside Servi	3,000.00		0.00	0.00		3,000.00	0.00
494-000-930.050	Computer Services	0.00		1.10	1.10		(1.10)	100.00
494-000-940.000	Equipment Rental	500.00		0.00	0.00		500.00	0.00
494-000-956.000	Miscellaneous	1,000.00		4.29	3.69		995.71	0.43
494-000-956.021	Special Events	1,300.00		6.87	0.00		1,293.13	0.53
494-000-957.022	DDA Farmers Market Expense	700.00		104.42	104.42		595.58	14.92
494-000-957.025	DDA Christmas Ornament Costs	800.00		0.00	0.00		800.00	0.00
494-000-957.036	DDA Movies in the Park	2,200.00		1,309.00	1,309.00		891.00	59.50
494-908-991.000	Principal Payment - Interfund Loans	11,323.00		1,887.16	943.58		9,435.84	16.67
494-908-995.000	Interest Payment - Interfund Loans	938.00		156.34	78.17		781.66	16.67
TOTAL Expenditures		40,684.00		8,816.17	5,704.42		31,867.83	21.67
Fund 494 - DDA FUND:								
TOTAL REVENUES		36,496.00		28,387.66	302.79		8,108.34	77.78
TOTAL EXPENDITURES		40,684.00		8,816.17	5,704.42		31,867.83	21.67
NET OF REVENUES & EXPENDITURES		(4,188.00)		19,571.49	(5,401.63)		(23,759.49)	467.32

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 08/31/2016
 % Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
TOTAL REVENUES - ALL FUNDS		146,978.00		84,739.34	3,346.75		62,238.66	26.01
TOTAL EXPENDITURES - ALL FUNDS		147,355.00		38,326.31	20,781.11		109,028.69	26.01
NET OF REVENUES & EXPENDITURES		(377.00)		46,413.03	(17,434.36)		(46,790.03)	2,311.15

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA								
Revenues								
443-000-402.040	Captured - City	2,185.00		2,185.31	0.00		(0.31)	100.01
443-000-402.041	Captured - Library	262.00		261.20	0.00		0.80	99.69
443-000-402.042	Captured - Cap Improvement	172.00		172.43	0.00		(0.43)	100.25
443-000-402.043	Captured - Fire Reserve	172.00		172.43	0.00		(0.43)	100.25
443-000-402.044	Captured - Solid Waste	224.00		224.16	0.00		(0.16)	100.07
443-000-402.047	Captured DDA-SCHOOL	4,750.00		1,340.63	0.00		3,409.37	28.22
443-000-402.048	Captured - County	1,051.00		801.87	0.00		249.13	76.30
443-000-402.060	Captured - AV - Personal - CITY	646.00		646.31	0.00		(0.31)	100.05
443-000-402.061	Captured - AV - Personal - LIBRARY	77.00		77.25	0.00		(0.25)	100.32
443-000-402.062	Captured - AV - Personal - CAP IMP	51.00		51.00	0.00		0.00	100.00
443-000-402.063	Captured - AV - Personal - FIRE RES	51.00		51.00	0.00		0.00	100.00
443-000-402.064	Captured - AV - Personal - S WASTE	66.00		66.30	0.00		(0.30)	100.45
443-000-402.065	Captured - AV - Personal - COUNTY	311.00		237.16	0.00		73.84	76.26
443-000-664.020	Interest Inc-Investments	0.00		0.88	0.69		(0.88)	100.00
443-000-676.080	Rev-Transfer from Cap Improvement	60,000.00		10,000.00	5,000.00		50,000.00	16.67
TOTAL Revenues		70,018.00		16,287.93	5,000.69		53,730.07	23.26
Expenditures								
000	OPERATIONS	67,391.00		18,412.44	9,584.57		48,978.56	27.32
TOTAL Expenditures		67,391.00		18,412.44	9,584.57		48,978.56	27.32
Fund 443 - BROWNFIELD REDEVELOPMENT AUTH - BRA:								
TOTAL REVENUES		70,018.00		16,287.93	5,000.69		53,730.07	23.26
TOTAL EXPENDITURES		67,391.00		18,412.44	9,584.57		48,978.56	27.32
NET OF REVENUES & EXPENDITURES		2,627.00		(2,124.51)	(4,583.88)		4,751.51	80.87

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 450 - INDUST PARK TIFA								
Revenues								
450-000-402.040	Captured - AV - Real - CITY	14,874.00		14,873.56	(1,143.49)		0.44	100.00
450-000-402.041	Captured - AV - Real - LIBRARY	1,841.00		1,777.45	(136.77)		63.55	96.55
450-000-402.042	Captured - AV - Real - CAP IMP	1,173.00		1,173.36	(90.26)		(0.36)	100.03
450-000-402.043	Captured - AV - Real - FIRE RES	1,173.00		1,173.36	(90.26)		(0.36)	100.03
450-000-402.044	Captured - AV - Real - S WASTE	1,525.00		1,525.42	(117.35)		(0.42)	100.03
450-000-402.048	Captured - AV - Real - COUNTY	7,151.00		5,457.42	(419.67)		1,693.58	76.32
450-000-402.060	Captured - AV - Personal - CITY	6,839.00		8,038.26	0.00		(1,199.26)	117.54
450-000-402.061	Captured - AV - Personal - LIBRARY	819.00		960.67	0.00		(141.67)	117.30
450-000-402.062	Captured - AV - Personal - CAP IMP	540.00		634.30	0.00		(94.30)	117.46
450-000-402.063	Captured - AV - Personal - FIRE RES	540.00		634.30	0.00		(94.30)	117.46
450-000-402.064	Captured - AV - Personal - S WASTE	701.00		824.53	0.00		(123.53)	117.62
450-000-402.065	Captured - AV - Personal - COUNTY	3,288.00		2,949.47	0.00		338.53	89.70
450-000-664.020	Interest Inc-Investments	0.00		41.65	41.07		(41.65)	100.00
TOTAL Revenues		40,464.00		40,063.75	(1,956.73)		400.25	99.01
Expenditures								
000	OPERATIONS	39,280.00		11,097.70	5,492.12		28,182.30	28.25
TOTAL Expenditures		39,280.00		11,097.70	5,492.12		28,182.30	28.25
Fund 450 - INDUST PARK TIFA:								
TOTAL REVENUES		40,464.00		40,063.75	(1,956.73)		400.25	99.01
TOTAL EXPENDITURES		39,280.00		11,097.70	5,492.12		28,182.30	28.25
NET OF REVENUES & EXPENDITURES		1,184.00		28,966.05	(7,448.85)		(27,782.05)	2,446.46

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	08/31/2016 (ABNORMAL)	MONTH 08/31/2016 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 494 - DDA FUND								
Revenues								
494-000-402.030	Captured - AV - Real - CITY	13,349.00		13,348.68	0.00		0.32	100.00
494-000-402.031	Captured - AV - Real - LIBRARY	1,598.00		1,595.18	0.00		2.82	99.82
494-000-402.032	Captured - AV - Real - CAP IMP	1,053.00		1,053.02	0.00		(0.02)	100.00
494-000-402.033	Captured - AV - Real - FIRE RES	1,053.00		1,053.02	0.00		(0.02)	100.00
494-000-402.034	Captured - AV - Real - S WASTE	1,369.00		1,368.99	0.00		0.01	100.00
494-000-402.045	Captured - AV - Real - COUNTY	6,418.00		4,897.84	0.00		1,520.16	76.31
494-000-402.060	Captured - AV - Personal - CITY	2,502.00		2,502.14	0.00		(0.14)	100.01
494-000-402.061	Captured - AV - Personal - LIBRARY	300.00		298.99	0.00		1.01	99.66
494-000-402.062	Captured - AV - Personal - CAP IMP	197.00		197.45	0.00		(0.45)	100.23
494-000-402.063	Captured - AV - Personal - FIRE RES	197.00		197.45	0.00		(0.45)	100.23
494-000-402.064	Captured - AV - Personal - S WASTE	257.00		256.68	0.00		0.32	99.88
494-000-402.065	Captured - AV - Personal - COUNTY	1,203.00		918.08	0.00		284.92	76.32
494-000-664.020	Interest Inc-Investments	0.00		2.14	1.79		(2.14)	100.00
494-000-694.000	Revenue-Miscellaneous	1,500.00		358.00	316.00		1,142.00	23.87
494-000-694.022	DDA - Farmers Market Entry Fee	4,000.00		325.00	(30.00)		3,675.00	8.13
494-000-694.025	Sale of Merchandise	1,000.00		15.00	15.00		985.00	1.50
494-000-694.036	DDA Donations - Movies in the Park	500.00		0.00	0.00		500.00	0.00
TOTAL Revenues		36,496.00		28,387.66	302.79		8,108.34	77.78
Expenditures								
000	OPERATIONS	28,423.00		6,772.67	4,682.67		21,650.33	23.83
908	DEBT SERVICE	12,261.00		2,043.50	1,021.75		10,217.50	16.67
TOTAL Expenditures		40,684.00		8,816.17	5,704.42		31,867.83	21.67
Fund 494 - DDA FUND:								
TOTAL REVENUES		36,496.00		28,387.66	302.79		8,108.34	77.78
TOTAL EXPENDITURES		40,684.00		8,816.17	5,704.42		31,867.83	21.67
NET OF REVENUES & EXPENDITURES		(4,188.00)		19,571.49	(5,401.63)		(23,759.49)	467.32
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		146,978.00		84,739.34	3,346.75		62,238.66	26.01
TOTAL EXPENDITURES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		147,355.00		38,326.31	20,781.11		109,028.69	26.01
NET OF REVENUES & EXPENDITURES		(377.00)		46,413.03	(17,434.36)		(46,790.03)	2,311.15

**AGENDA
ITEMS**

7. BRA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the BRA payables in the amount of \$5,394.96

B.

8. DDA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the DDA payables in the amount of \$3,217.69

B.

9. TIFA Action Items:

A. Accounts Payable:

Recommended Action: Consider approving the TIFA payables in the amount of \$560.47