

City of Plainwell

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



Department of Administration Services
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“The Island City”

AGENDA DDA/TIFA/BRA City Hall Conference Room October 9, 2018 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 09/11/18 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Accounts Payable for September of \$1,660.25
8. **DDA Action Items**
 - A. Accounts Payable for September of \$1,744.63
 - B. Revolving Loan Quarterly Report
9. **TIFA Action Items**
 - A. Accounts Payable for September of \$671.34
10. **Communications:** 08/27/18 and 09/10/18 Council Minutes. Also the Financial Report/Summary as of 09/30/18
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

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

The Island City

Minutes
Plainwell DDA, BRA and TIFA:
September 11, 2018

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present:, Zelda Schippers, Paul Rizzo, Mayor Brooks, EJ Hart, Nick Larabel, Adam Hopkins
Excused: Erik Wilson, Jim Turley, Tracee Dunlop
4. Approval of Minutes of **Motion by Hart, seconded by Schippers to approve 08/14/18 minutes.**
5. General Public: None
6. Chairman's Report: Cleanup is going well of the mill site with completion next year.
7. BRA Action Items
A. Motion to accept accounts payable for August of \$9882.78 was made by Hart and seconded by Schippers. Motion carried.
8. DDA Action Items
A. Motion to accept accounts payable for August of \$2,219.04 was made by Larabel and seconded by Schippers. Motion carried.
9. TIFA Action Items
A. Motion to accept accounts payable for August of \$779.38 was made by Hart and seconded by Brooks. Motion carried.
10. Communications:
07/23/18 and 8/13/18 Council Minutes. Also the Financial Report/Summary for 8/31/18 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments: Siegel, reported out on the development in the Industrial Park re: 5 companies adding on additional square footage. Siegel announced the grand opening of Barbed Wire Café on Monday, Sept. 17.
13. Member Comments: Hart is concerned about the parking lot improvement and that there won't be enough space for two way traffic on the north side of the parking lot.
14. Adjournment: **A Motion by Schippers supported by Rizzo to adjourn the meeting at 7:52 p.m. was made and passed.**

Submitted by Denise Siegel, Community Development Manager

10/05/2018 01:56 PM
 User: Shirley
 DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 09/01/2018 - 09/30/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2018 HEALTH INSURANCE PREMIUM	432.03	12752
443-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	OCTOBER 2018 DENTAL/VISION	32.37	12895
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	SEPT 2018 LIFE INSURANCE	2.82	12856
443-000-743.000	UNIFORMS	MIDWEST CUSTOM EMBROIDERY DPW & WR	UNIFORM SHIRT ORDER 2018-2019	18.79	12821
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES	2018-08 DPW UNIFORM/RUGS/MISC	3.80	12900
443-000-801.013	Professional Services - Attorney	DICKINSON WRIGHT PLLC	AUGUST 2018 LEGAL SERVICES	1,140.00	12854
443-000-930.000	Repairs and Maintenance-Land & B	ALLEGAN COUNTY SHERIFFS DEPT	JULY 2018 WORK CREW	24.00	12831
443-000-930.050	PAGEFREEZER FOR SOCIAL MEDIA	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	5.94	12910
443-000-930.050	SETUP AND CONFIGURE PAGEFREEZER	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	0.50	12910
Total For Dept 000 OPERATIONS				1,660.25	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				1,660.25	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2018 HEALTH INSURANCE PREMIUM	219.52	12752
494-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	OCTOBER 2018 DENTAL/VISION	26.23	12895
494-000-900.000	Printing and Publishing	KAECHELE PUBLICATIONS INC	DDA/MOVIE SING	107.20	12872
494-000-930.000	Repairs and Maintenance-Land & B	MUNICIPAL WEB SERVICES	AUGUST 2018 WEBSITE SERVICE	200.00	12907
494-000-930.050	PAGEFREEZER FOR SOCIAL MEDIA	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	5.94	12910
494-000-930.050	SETUP AND CONFIGURE PAGEFREEZER	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	0.50	12910
494-000-956.021	Photo Contest supplies	MEIJER INC #191	Photo Contest supplies	9.24	1383
494-000-957.022	DDA FARMERS MARKET EXPENSE RESTR	JONS TO GO PORTABLE RESTR	9/7/18 - 10/4/18 RESTROOM FOR THE FARME	98.00	12903
494-000-957.036	DDA Movies in the Park	SWANK MOTION PICTURES INC	MOVIES IN THE PARK (SING)	378.00	12902
494-000-957.036	DDA Movies in the Park	HOPKINS ADAM	2018 MOVIES@ THE OLD FIRE HALL DESPICAE	700.00	12913
Total For Dept 000 OPERATIONS				<u>1,744.63</u>	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				<u><u>1,744.63</u></u>	

September 30, 2018

CITY OF PLAINWELL
 OUTSTANDING REVOLVING LOANS
 AS OF September 30, 2018

RECIPIENT	ORIGINAL LOAN	ORIGINAL LOAN DATE	STATUS	LAST PAYMENT DATE	PRINCIPAL PAID TO DATE	INTEREST PAID TO DATE	DELQ AMOUNT	DELQ DAYS	LOAN BALANCE	PAYOFF DATE	
Elliott's Remodeling	9,000.00	25-Sep-2008	Paid in Full	5/20/2016	9,000.00	389.75	-	-	-	5/20/2016	- Property sold - paid by Title Company at closing
Island City Computers	5,000.00	3-Jun-2012	Loss	6/2/2016	2,106.95	142.98	2,893.05	1,389	2,893.05		- Agreed to start \$50/month payments March 2016 - made 2 payments of \$50 since then
CPR Properties 2013	10,000.00	30-May-2013	Paid in Full	9/13/2017	10,000.00	238.14	-	-	-	9/13/2017	
H&H Auto Body LLC	3,500.00	22-Oct-2014	Paid in Full	7/30/2015	3,500.00	14.09	-	-	-	7/30/2015	
Hart's Jewelry	2,550.00	27-Sep-2013	Paid in Full	7/27/2015	2,550.00	25.56	-	-	-	7/27/2015	
London Grill-Plainwell, Inc.	10,000.00	2-Aug-2013	Paid in Full	2/4/2016	10,000.00	188.66	-	-	-	2/4/2016	
Plainwell Flowers	8,000.00	22-Sep-2014	Paid in Full	10/5/2016	8,000.00	109.62	-	-	-	10/5/2016	
Thomas Holmes	7,000.00	23-Jun-2014	Current	9/4/2018	5,700.94	175.83	-	-	1,299.06		
Total Property Management	10,000.00	7-Jun-2013	Paid in Full	6/4/2018	10,000.00	254.73	-	-	-	6/4/2018	
101 S. Main St.	10,000.00	1-Oct-2013	Late	4/23/2018	8,203.35	281.35	1,625.71	283	1,796.65		
Onalee Boettcher	8,452.37	14-Oct-2015	Ahead	9/12/2018	5,080.08	174.92	-	-	3,372.29		
H&H Auto Body 2015	4,350.00	23-Nov-2015	Paid in Full	10/24/2016	4,350.00	21.54	-	-	-	10/24/2016	
Turley Properties LLC	8,000.00	23-Nov-2015	Paid in Full	4/13/2018	8,000.00	147.18	-	-	-	4/13/2018	
RWEats Healthy Living LLC	10,000.00	19-May-2016	Paid in Full	4/13/2018	10,000.00	153.15	-	-	-	4/13/2018	
Barbara Taylor Bechtel	10,000.00	12-Jan-2017	Late	6/26/2018	3,124.81	124.65	169.42	30	6,875.19		
John Roggow	10,000.00	12-Dec-2017	Current	9/5/2018	1,470.10	68.36	-	-	8,529.90		
James Turley	10,000.00	1-Jun-2018	Current	9/24/2018	481.81	31.19	-	-	9,518.19		
									34,284.33		
Loans from G01 Grant									27,197.12		= Cash on hand at 09/30/2018
All others in G03 Grant									61,481.45		

NEW LOAN INFORMATION

RECIPIENT NAME	APPLICANT TYPE	ADDRESS	ZIP	FUNDED BY	LOAN AMOUNT	NAICS CODE	PURPOSE	JOBS CREATED	JOBS SAVED	APPLICATION DATE	CLOSING DATE	TERM (MONTHS)	MATURITY DATE	PAYMENT AMOUNT	INTEREST	RACE	GENDER	ETHNICITY	SOURCE
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	SEPTEMBER 2018 HEALTH INSURANCE PREMIUM	341.49	12752
450-000-715.010	Health Insurance Premiums	C.O.P.S. TRUST INSURANCE	OCTOBER 2018 DENTAL/VISION	46.72	12895
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	SEPT 2018 LIFE INSURANCE	1.69	12856
450-000-930.050	PAGEFREEZER FOR SOCIAL MEDIA	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	5.94	12910
450-000-930.050	SETUP AND CONFIGURE PAGEFREEZER	PAGEFREEZER SOFTWARE INC	SOCIAL MEDIA ARCHIVING	0.50	12910
450-000-956.000	Miscellaneous	MICHIGAN ECONOMIC DEVELOPMENT	2018 CERTIFIED BUSINESS PARK FEE	275.00	12887
Total For Dept 000 OPERATIONS				671.34	
Total For Fund 450 INDUSTRIAL PARK TIFA				671.34	

MINUTES
Plainwell City Council
August 27, 2018

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, and Councilman Overhuel.
Absent: Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/13/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report: None.
8. Presentations: None
9. Agenda Amendments: None.
10. Mayor's Report:
Mayor Brooks expressed gratitude to Chris Haas for her many community service projects.
11. Recommendations and Reports:
 - A. Clerk/Treasurer Kelley reported having been approached by DC Strong for recognition as a non-profit organization in the city so it can apply to the State of Michigan for a charitable gaming license for fundraising efforts.
A motion by Steele, seconded by Overhuel, to adopt Resolution 18-21 recognizing DC Strong as a non-profit organization in the City of Plainwell. On a voice vote, all in favor. Motion passed.
 - B. Superintendent Nieuwenhuis briefed Council about new frames and lids for use in the street projects. The paving company bid amounts to raise and lower the existing frames, but using city staff afforded opportunity to buy new frames and lids and still save money from the bid amount. The frames and lids are for manhole covers for the sewer and storm sewer access.
A motion by Steele, seconded by Overhuel, to purchase frames and lids from EJ USA Inc for \$5,464.06. On a roll-call vote, all in favor. Motion passed.
 - C. Superintendent Pond reported that the north barn still uses inefficient fluorescent lighting that is not motion sensitive. The project under consideration would replace the fixtures with efficient LED lighting that would be motion sensitive, automatically turning off when the barn is not in use.
A motion by Keeler, seconded by Overhuel, to approve the project to replace lights in the north barn with Moore Electric for a project cost of \$3,525.00. On a voice-vote, all in favor. Motion passed.
 - D. Superintendent Pond reported a component of the Industrial Pretreatment Program requires period review and updating policies and procedures to ensure ongoing compliance.

A motion by Overhuel, seconded by Steele, to approve the project to update the Industrial Pretreatment Program policies with Fleis & Vandenbrink for a project cost of \$6,400.00. On a voice-vote, all in favor. Motion passed.

12. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the July 2018 Water Renewal Report and the Parks & Trees Draft Meeting Minutes from 08/16/2018. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$802,630.78 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments None

15. Staff Comments

Personnel Manager Lamorandier reported having given Title VI training to all city staff.

Superintendent Nieuwenhuis reported preparing for the Bridge Walk and that the Wedgewood paving project started today, to be followed by Chart then Starr, all to be done prior to the start of school.

Superintendent Pond reported a pre-construction meeting for the screw pump replacement project.

Community Development Manager Siegel reported working on grants and compliance issues.

Director Bomar brief Council on the recent emergency signal for a storm on the opposite corner of the county and how the county's response was appropriate.

Clerk/Treasurer Kelley reported having received a FOIA request for paper copies of all ballots cast at the November 2016 election as well as absentee voter applications and envelopes. Most, if not all, clerks across the state received similar requests from an ambiguous out-of-state firm. He also reported the auditors will be on-site in three (3) weeks for audit work.

City Manager Wilson reported ongoing negotiations for a School Resource Officer.

16. Council Comments:

None.

17. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:29 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
September 10, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Matt Hooper of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, and Councilman Overhuel.
Absent: Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/27/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report: None.
8. Presentations:
City Manager Wilson recognized Public Safety Director Bill Bomar on 40 years of service to Plainwell, citing also Mr. Bomar's community service as well as making our department one of the best agencies in the County. Director Bomar thanked Council, the Administration and the community for the opportunities he's had within the department and serving as a coach, a scout leader and on the school board. Director Bomar was presented with a certificate of achievement and a gift certificate.
9. Agenda Amendments: None.
10. Mayor's Report:
Mayor Brooks encouraged all who seek public office to regularly attend public meetings.
11. Recommendations and Reports:
 - A. City Manager Wilson introduced Paul Rizzo from Rizzo Packaging, Inc. which seeks approval for a new building at its site. The plans were reviewed by the Planning Commission, which recommends approval, with all requirements having been satisfied.
A motion by Steele, seconded by Overhuel, to approve the site plan for Rizzo Packaging for a new building at 938 Lincoln Parkway. On a voice vote, all in favor. Motion passed.
 - B. Personnel Manager Lamorandier reported changes to the Organization Chart (eliminated individual names) included within the Title VI Non-Discrimination Plan. The Plan is required for all organizations receiving federal funds.
A motion by Steele, seconded by Overhuel, to accept and place on file the updated Title VI Non-Discrimination Plan. On a voice vote, all in favor. Motion passed.
 - C. City Manager Wilson thanked and praised Airport Manager Virgil Williams for excellent volunteer work over the past 16-plus years making the airport a destination for pilots and tenants, and for making the airport self-sustaining. The current year budget included a painting project. Additional work is recommended to add doors to the existing hangars, with tenants sharing costs. Without the work, the hangars are less attractive to tenants and the city has lost tenants recently due to the lack of doors. Hoyt Builders agreed to work with the city and the tenants to add doors.

A motion by Overhuel, seconded by Keeler, to approve several airport improvement projects at a cost not to exceed \$10,000. On a roll-call vote, all in favor. Motion passed.

- D. Superintendent Nieuwenhuis reported body repairs needed on Truck 20. Bids were solicited and insurance will cover most of the cost of the repair.
A motion by Keeler, seconded by Overhuel, to approve repairs to Truck 20 with H&H Auto Body at a cost of \$6,512.16. On a voice-vote, all in favor. Motion passed

- E. Superintendent Pond reported beginning the construction phase of the screw-pump replacement project and recommends using Fleis & Vandenbrook for engineering services at the reduced cost of \$16,000.
A motion by Overhuel, seconded by Steele, to approve the construction engineering project with Fleis & Vandenbrink for a cost of \$16,000.00. On a voice-vote, all in favor. Motion passed.

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the August 2018 Investment and Fund Balance Reports and the Planning Commission Draft Meeting Minutes from 09/05/2018. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$295,298.75 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments None

15. Staff Comments

Superintendent Nieuwenhuis reported the paving on Wedgewood is complete and Chart/Starr is scheduled for this week/weekend.

Community Development Manager Siegel reported the scheduled opening of Barbed Wire Café for September 17 at 6am. She reported the Scarecrow Stroll Contest is underway and voting is underway for the photo contest.

Director Bomar briefed Council on the recent breaking & entering incident with excellent response by Officer Jeff Glerum.

Clerk/Treasurer Kelley reported the auditors will be on-site next week to conduct the annual audit.

City Manager Wilson reported continued ongoing negotiations for a School Resource Officer.

16. Council Comments:

Each Councilmember thanked Director Bill Bomar for his service.

17. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:30 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

PERIOD ENDING 09/30/2018

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2018 (ABNORMAL)	MONTH 09/30/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
Revenues									
443-000-402.040	Captured Tax - AdVal Real - City Tax	4,609.00		4,609.73		0.00		(0.73)	100.02
443-000-402.041	Captured Tax - AdVal Real - Library	556.00		554.62		0.00		1.38	99.75
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	368.00		368.04		0.00		(0.04)	100.01
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	368.00		368.04		0.00		(0.04)	100.01
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	478.00		478.44		0.00		(0.44)	100.09
443-000-402.047	Captured DDA-SCHOOL	9,359.00		2,471.06		0.00		6,887.94	26.40
443-000-402.048	Captured Tax - AdVal Real - County (All)	2,223.00		1,684.82		0.00		538.18	75.79
443-000-402.060	Captured Tax - AdVal Pers - City	549.00		548.59		0.00		0.41	99.93
443-000-402.061	Captured Tax - AdVal Pers - Library	66.00		66.00		0.00		0.00	100.00
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	44.00		43.80		0.00		0.20	99.55
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	44.00		43.80		0.00		0.20	99.55
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	57.00		56.94		0.00		0.06	99.89
443-000-402.065	Captured Tax - AdVal Pers - County (All)	265.00		200.50		0.00		64.50	75.66
443-000-664.020	Interest Earned - Investments	95.00		16.46		16.46		78.54	17.33
443-000-676.080	Interfund Transfer In - Capital Improve	75,000.00		18,750.00		6,250.00		56,250.00	25.00
TOTAL REVENUES		94,081.00		30,260.84		6,266.46		63,820.16	32.16
Expenditures									
443-000-703.000	Salaries/Wages - Full Time Employees	33,980.00		6,106.54		2,253.17		27,873.46	17.97
443-000-706.000	Wages - Part Time Employees	272.00		102.89		64.62		169.11	37.83
443-000-713.000	Other Post Employment Benefits	300.00		75.09		25.03		224.91	25.03
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,486.00		443.47		165.38		2,042.53	17.84
443-000-715.010	Health Insurance Premiums	5,164.00		1,325.31		308.08		3,838.69	25.66
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00		2.95		1.48		22.05	11.80
443-000-715.013	Health Insurance - HSA - Employer Paid	2,537.00		1,740.00		0.00		797.00	68.58
443-000-715.015	Life Insurance	34.00		8.49		0.00		25.51	24.97
443-000-718.000	Retirement Benefits	2,941.00		552.84		185.43		2,388.16	18.80
443-000-724.000	Medical Insurance Opt Out	175.00		37.20		14.64		137.80	21.26
443-000-743.000	Uniforms	65.00		26.39		22.59		38.61	40.60
443-000-775.000	Supplies - Repairs and Maintenance	100.00		(9.98)		0.00		109.98	(9.98)
443-000-801.000	Engineering Services	2,000.00		0.00		0.00		2,000.00	0.00
443-000-801.013	Professional Services - Attorney	8,000.00		1,786.00		1,786.00		6,214.00	22.33
443-000-801.030	Professional Services - Audit	353.00		0.00		0.00		353.00	0.00
443-000-830.000	Contractual Reimbursement CRA Activities	14,240.00		8,620.79		0.00		5,619.21	60.54
443-000-910.000	Liability Insurance	4,725.00		4,725.00		(515.85)		0.00	100.00
443-000-910.010	Workers Comp Insurance	399.00		424.52		0.00		(25.52)	106.40
443-000-930.000	Repairs and Maintenance-Land & Building	15,000.00		514.18		224.00		14,485.82	3.43
443-000-930.050	Computer Services	50.00		6.44		6.44		43.56	12.88
443-000-940.000	Rentals - Equipment	1,500.00		251.16		0.00		1,248.84	16.74
443-908-991.000	Principal Payment - Interfund Loans	14,782.00		3,695.49		1,231.83		11,086.51	25.00
443-908-995.000	Interest Payment - Interfund Loans	1,843.00		460.74		153.58		1,382.26	25.00
443-970-706.000	Wages - Part Time Employees	0.00		63.92		63.92		(63.92)	100.00
443-970-715.000	Payroll Tax - FICA/Medicare (Social Sec)	0.00		4.89		4.89		(4.89)	100.00
TOTAL EXPENDITURES		110,971.00		30,964.32		5,995.23		80,006.68	27.90
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:									
TOTAL REVENUES		94,081.00		30,260.84		6,266.46		63,820.16	32.16
TOTAL EXPENDITURES		110,971.00		30,964.32		5,995.23		80,006.68	27.90

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 09/30/2018
 % Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDT USED
			NORMAL	(ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	MONTH 09/30/2018 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
NET OF REVENUES & EXPENDITURES		(16,890.00)		(703.48)		271.23		(16,186.52)	4.17

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 09/30/2018

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 (NORMAL (ABNORMAL))	MONTH 09/30/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	61,261.00	0.00	0.00	61,261.00	0.00
450-000-664.020	Interest Earned - Investments	889.00	147.47	37.11	741.53	16.59
TOTAL REVENUES		62,150.00	147.47	37.11	62,002.53	0.24
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	40,843.00	8,426.85	3,052.16	32,416.15	20.63
450-000-706.000	Wages - Part Time Employees	816.00	229.17	66.11	586.83	28.08
450-000-713.000	Other Post Employment Benefits	14.00	3.60	1.20	10.40	25.71
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,059.00	611.14	221.00	2,447.86	19.98
450-000-715.010	Health Insurance Premiums	5,208.00	1,318.27	233.95	3,889.73	25.31
450-000-715.012	Health Insurance - FSA - Employer Paid	102.00	11.69	5.81	90.31	11.46
450-000-715.013	Health Insurance - HSA - Employer Paid	2,503.00	1,716.00	0.00	787.00	68.56
450-000-715.015	Life Insurance	20.00	5.12	0.00	14.88	25.60
450-000-718.000	Retirement Benefits	2,123.00	316.96	114.49	1,806.04	14.93
450-000-724.000	Medical Insurance Opt Out	277.00	58.57	23.06	218.43	21.14
450-000-801.030	Professional Services - Audit	67.00	0.00	0.00	67.00	0.00
450-000-910.000	Liability Insurance	379.00	379.00	(41.38)	0.00	100.00
450-000-910.010	Workers Comp Insurance	249.00	264.92	0.00	(15.92)	106.39
450-000-930.000	Repairs and Maintenance-Land & Building	1,800.00	0.00	0.00	1,800.00	0.00
450-000-930.050	Computer Services	50.00	6.44	6.44	43.56	12.88
450-000-940.000	Rentals - Equipment	1,800.00	134.73	0.00	1,665.27	7.49
450-000-956.000	Miscellaneous	400.00	275.00	275.00	125.00	68.75
TOTAL EXPENDITURES		59,710.00	13,757.46	3,957.84	45,952.54	23.04
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	147.47	37.11	62,002.53	0.24
TOTAL EXPENDITURES		59,710.00	13,757.46	3,957.84	45,952.54	23.04
NET OF REVENUES & EXPENDITURES		2,440.00	(13,609.99)	(3,920.73)	16,049.99	557.79

PERIOD ENDING 09/30/2018

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		2018-19 AMENDED BUDGET	09/30/2018 NORMAL (ABNORMAL)	MONTH 09/30/2018 INCREASE (DECREASE)	MONTH 09/30/2018 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA								
Revenues								
494-000-402.030	Captured DDA-CITY	20,969.00	20,969.42	0.00		(0.42)	100.00	
494-000-402.031	Captured DDA-LIBRARY	2,526.00	2,522.62	0.00		3.38	99.87	
494-000-402.032	Captured DDA-Capital Impr	1,674.00	1,673.90	0.00		0.10	99.99	
494-000-402.033	Capture DDA-Fire Reserve	1,674.00	1,673.90	0.00		0.10	99.99	
494-000-402.034	Capture-DDA-Solid Waste	2,176.00	2,176.09	0.00		(0.09)	100.00	
494-000-402.045	Captured DDA-COUNTY	10,115.00	7,663.85	0.00		2,451.15	75.77	
494-000-402.060	Captured Tax - AdVal Pers - City	2,717.00	2,717.22	0.00		(0.22)	100.01	
494-000-402.061	Captured Tax - AdVal Pers - Library	327.00	326.83	0.00		0.17	99.95	
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	217.00	216.95	0.00		0.05	99.98	
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	217.00	216.95	0.00		0.05	99.98	
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	282.00	282.03	0.00		(0.03)	100.01	
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,310.00	993.05	0.00		316.95	75.81	
494-000-569.000	Local Grants	5,500.00	0.00	0.00		5,500.00	0.00	
494-000-664.020	Interest Earned - Investments	162.00	122.43	38.85		39.57	75.57	
494-000-694.000	Miscellaneous Revenue	200.00	15.00	0.00		185.00	7.50	
494-000-694.022	DDA - Farmers Market Entry Fee	2,500.00	685.00	390.00		1,815.00	27.40	
494-000-694.025	DDA - Sale of Merchandise	1,000.00	25.00	20.00		975.00	2.50	
494-000-694.026	DDA - Special Event Revenues	600.00	0.00	0.00		600.00	0.00	
494-000-694.036	DDA Donations - Movies in the Park	400.00	500.00	0.00		(100.00)	125.00	
TOTAL REVENUES		54,566.00	42,780.24	448.85		11,785.76	78.40	
Expenditures								
494-000-703.000	Salaries/Wages - Full Time Employees	17,867.00	3,241.34	1,220.60		14,625.66	18.14	
494-000-706.000	Wages - Part Time Employees	1,500.00	278.40	124.80		1,221.60	18.56	
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,411.00	241.85	93.07		1,169.15	17.14	
494-000-715.010	Health Insurance Premiums	2,558.00	670.24	166.40		1,887.76	26.20	
494-000-715.013	Health Insurance - HSA - Employer Paid	1,321.00	906.00	0.00		415.00	68.58	
494-000-715.015	Life Insurance	2.00	0.00	0.00		2.00	0.00	
494-000-718.000	Retirement Benefits	346.00	47.40	11.10		298.60	13.70	
494-000-724.000	Medical Insurance Opt Out	47.00	10.01	3.94		36.99	21.30	
494-000-775.000	Supplies - Repairs and Maintenance	2,000.00	0.00	0.00		2,000.00	0.00	
494-000-801.000	Engineering Services	5,200.00	0.00	0.00		5,200.00	0.00	
494-000-801.030	Professional Services - Audit	67.00	0.00	0.00		67.00	0.00	
494-000-900.000	Printing and Publishing	3,000.00	304.40	107.20		2,695.60	10.15	
494-000-910.000	Liability Insurance	484.00	484.00	(52.84)		0.00	100.00	
494-000-910.010	Workers Comp Insurance	84.00	89.37	0.00		(5.37)	106.39	
494-000-930.000	Repairs and Maintenance-Land & Building	500.00	0.00	(200.00)		500.00	0.00	
494-000-930.050	Computer Services	50.00	6.44	6.44		43.56	12.88	
494-000-940.000	Rentals - Equipment	650.00	0.00	0.00		650.00	0.00	
494-000-956.000	Miscellaneous	1,850.00	0.00	0.00		1,850.00	0.00	
494-000-956.021	Special Events	2,000.00	9.24	9.24		1,990.76	0.46	
494-000-957.022	DDA Farmers Market Expense	1,000.00	294.00	98.00		706.00	29.40	
494-000-957.025	DDA Christmas Ornament Costs	800.00	657.72	0.00		142.28	82.22	
494-000-957.036	DDA Movies in the Park	1,500.00	1,639.00	378.00		(139.00)	109.27	
494-000-960.000	Education & Training - Professional	500.00	0.00	0.00		500.00	0.00	
494-000-962.000	Memberships & Dues	3,100.00	0.00	0.00		3,100.00	0.00	
494-908-991.000	Principal Payment - Interfund Loans	11,550.00	2,887.50	962.50		8,662.50	25.00	
494-908-995.000	Interest Payment - Interfund Loans	711.00	177.75	59.25		533.25	25.00	
TOTAL EXPENDITURES		60,098.00	11,944.66	2,987.70		48,153.34	19.88	

PERIOD ENDING 09/30/2018

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	09/30/2018 (ABNORMAL)	MONTH 09/30/2018 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
	TOTAL REVENUES	54,566.00		42,780.24		448.85		11,785.76	78.40
	TOTAL EXPENDITURES	60,098.00		11,944.66		2,987.70		48,153.34	19.88
	NET OF REVENUES & EXPENDITURES	(5,532.00)		30,835.58		(2,538.85)		(36,367.58)	557.40
	TOTAL REVENUES - ALL FUNDS	210,797.00		73,188.55		6,752.42		137,608.45	34.72
	TOTAL EXPENDITURES - ALL FUNDS	230,779.00		56,666.44		12,940.77		174,112.56	24.55
	NET OF REVENUES & EXPENDITURES	(19,982.00)		16,522.11		(6,188.35)		(36,504.11)	82.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 09/30/2018

% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018	MONTH 09/30/2018	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
	TAXES	18,986.00	11,494.38	0.00	7,491.62	60.54
	INTEREST	95.00	16.46	16.46	78.54	17.33
	TRANSFER	75,000.00	18,750.00	6,250.00	56,250.00	25.00
TOTAL REVENUES		94,081.00	30,260.84	6,266.46	63,820.16	32.16
Expenditures						
	000 OPERATIONS	94,346.00	26,739.28	4,541.01	67,606.72	28.34
	908 DEBT SERVICE	16,625.00	4,156.23	1,385.41	12,468.77	25.00
	970 CAPITAL OUTLAY	0.00	68.81	68.81	(68.81)	100.00
TOTAL EXPENDITURES		110,971.00	30,964.32	5,995.23	80,006.68	27.90
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		94,081.00	30,260.84	6,266.46	63,820.16	32.16
TOTAL EXPENDITURES		110,971.00	30,964.32	5,995.23	80,006.68	27.90
NET OF REVENUES & EXPENDITURES		(16,890.00)	(703.48)	271.23	(16,186.52)	4.17

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 09/30/2018
 % Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2018 (NORMAL (ABNORMAL))	MONTH 09/30/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	889.00	147.47	37.11	741.53	16.59
OTHER	OTHER	61,261.00	0.00	0.00	61,261.00	0.00
TOTAL REVENUES		62,150.00	147.47	37.11	62,002.53	0.24
Expenditures						
000	OPERATIONS	59,710.00	13,757.46	3,957.84	45,952.54	23.04
TOTAL EXPENDITURES		59,710.00	13,757.46	3,957.84	45,952.54	23.04
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	147.47	37.11	62,002.53	0.24
TOTAL EXPENDITURES		59,710.00	13,757.46	3,957.84	45,952.54	23.04
NET OF REVENUES & EXPENDITURES		2,440.00	(13,609.99)	(3,920.73)	16,049.99	557.79

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2018 (NORMAL (ABNORMAL))	MONTH 09/30/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	44,204.00	41,432.81	0.00	2,771.19	93.73
INTEREST	INTEREST & RENTS	162.00	122.43	38.85	39.57	75.57
OTHER	OTHER	10,200.00	1,225.00	410.00	8,975.00	12.01
TOTAL REVENUES		54,566.00	42,780.24	448.85	11,785.76	78.40
Expenditures						
000	OPERATIONS	47,837.00	8,879.41	1,965.95	38,957.59	18.56
908	DEBT SERVICE	12,261.00	3,065.25	1,021.75	9,195.75	25.00
TOTAL EXPENDITURES		60,098.00	11,944.66	2,987.70	48,153.34	19.88
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		54,566.00	42,780.24	448.85	11,785.76	78.40
TOTAL EXPENDITURES		60,098.00	11,944.66	2,987.70	48,153.34	19.88
NET OF REVENUES & EXPENDITURES		(5,532.00)	30,835.58	(2,538.85)	(36,367.58)	557.40
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		210,797.00	73,188.55	6,752.42	137,608.45	34.72
TOTAL EXPENDITURES - ALL FUNDS		230,779.00	56,666.44	12,940.77	174,112.56	24.55
NET OF REVENUES & EXPENDITURES		(19,982.00)	16,522.11	(6,188.35)	(36,504.11)	82.68