

City of Plainwell

Zelda Schippers
EJ Hart
David O'Bryant
Adam Hopkins
Nick Larabel
Paul Rizzo
Jim Turley
Erik Wilson
Randy Wisnaski



“The Island City”

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

AGENDA DDA/TIFA/BRA Zoom

June 9, 2020, 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 05/12/2020 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Accounts Payable for May of \$3,715.04
 - B. Approve the 2020-2021 Budget for BRA
8. **DDA Action Items**
 - A. Accounts Payable for May of \$1,293.95
 - B. Approve the 2020-2021 Budget for DDA
 - C. Consider Zelda Schippers resignation from the DDA BRA TIFA Board, effective immediately, per her email to City Manager, Erik Wilson. “Please accept this as my notice. I am, as of today resigning my position on the DDA Board. Zelda Schippers
9. **TIFA Action Items**
 - A. Accounts Payable for May of \$582.83
 - B. Approve the 2020-2021 Budget for TIFA
10. **Communications:** 05/11/20 Council Minutes. Also the Financial Report/ Summary as of 05/31/2020
11. **Public Comments**
12. **Staff Comments:**
Community Updates:
Business Updates – Retail open with social distancing in place; Restaurants open at 50% capacity; Fitness Centers can and are hosting classes outside but facilities still can’t be open as well as dance studios, salons, tattoo parlors.
13. **Member Comments**
14. **Adjournment**

Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/87972479422?pwd=cFBnUmlRYktmSHJSSVJuL0xmaHduZz09>

Meeting ID: 879 7247 9422

Password: 2TTYkb

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:
Zoom Virtual Meeting – May 12, 2020

1. Call to Order - Meeting called to order at 7:32 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Nick Larabel, David O’Bryant; Paul Rizzo, Zelda Schippers, EJ Hart, Erik Wilson, Adam Hopkins, Randy Wisnaski
4. Approval of Minutes of minutes were approved and accepted to place on file.
5. General Public: Jenny Boerman, Otsego Plainwell Chamber Director; Sue Cramer, President of Otsego Plainwell Chamber of Commerce
6. Chairman’s Report: Report and update on Mill demo, Consumer Power Poles and awarding/contract for company that will demo the mill. City Manager, Erik Wilson commented on the easement agreement with Consumers and it is not in our advantage yet to sign the easement agreement; he also stated the City Attorney is working on a contract for the company that will demo the mill.
7. BRA Action Items
 - A. **Motion to accept accounts payable for April of \$20,781.72 was made by Hart and seconded by Schippers. Motion carried.**
8. DDA Action Items
 - A. **Motion to accept accounts payable for April of \$369.95 was made by Rizzo and seconded by Hopkins. Motion carried.**
 - B. Revolving Loan Disaster Emergency Funding: Available now from \$500-\$5,000 a total of \$35,000 is in the account and 5 applications have been given out.
9. TIFA Action Items
 - A. **Motion to accept accounts payable for April of \$582.83 was made by Hart and seconded by Schippers. Motion carried.**
10. Communications:

04/13/20, 04/27/20 Council Minutes. Also Financial Report/Summary as of 4/30/2020 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments: Community Development Manager updated the businesses that are now open for curbside pickup. Farmers’ Market updates and opening on June 4; and updated on other businesses that are having good success during this time.
13. **Member Comments:**

None

Adjournment: A Motion to adjourn the meeting and end call at 8:10 a.m. was made and passed.

Submitted by Denise Siegel, Community Development Manager

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2020 - 05/31/2020
 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	C.O.P.S. HEALTH TRUST	MAY 2020 DENTAL & VISION	31.60	15929
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2020 HEALTH INSURANCE PREMIUM	554.27	15931
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	MAY 2020 LIFE INSURANCE COVERAGE	2.80	15930
443-000-743.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	APRIL 2020 DPW UNIFORM/RUGS/MISC	1.65	16031
443-000-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	APRIL 2020 ATTORNEY FEES	1,864.50	16045
443-000-930.000	ASBESTOS BULK SAMPLES (NON-FRIAB)	ANALYTICAL TESTING & CONSULTANTS	ASBESTOS SURVEY/TESTING - MILL SITE	1,120.00	16026
443-000-930.000	Repair/Maintenance (Outside)	OTIS ELEVATOR COMPANY	6/01/20 - 8/31/20 ELEVATOR SERVICE IN E	140.22	16072
Total For Dept 000 OPERATIONS				<u>3,715.04</u>	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				<u><u>3,715.04</u></u>	

06/05/2020 01:40 PM

User: JULIE

DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2020 - 05/31/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 443 BROWNFIELD REDI	3,715.04
--------------------------	----------

Total For All Funds:	<u>3,715.04</u>
----------------------	-----------------

Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA
06/05/2020

OLD GL NUMBER	DESCRIPTION	16-17 ACTUAL AMOUNTS	17-18 ACTUAL AMOUNTS	18-19 ACTUAL AMOUNTS	19-20 AMENDED BUDGET	19-20 ACTUAL TO 05/22	19-20 PROJECTED TOTALS	2020-2021 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 002 - TAX REVENUES								
443-000-402.040	Captured Tax - AdVal Real - City	2,185	2,192	4,610	6,146	6,146	6,146	6,253
443-000-402.041	Captured Tax - AdVal Real - Library	261	263	867	1,157	1,112	1,112	1,132
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	172	174	368	491	491	491	500
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	172	174	368	491	491	491	500
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	224	226	478	638	638	638	649
443-000-402.048	Captured Tax - AdVal Real - County (All)	1,049	1,051	2,234	2,979	2,955	2,955	3,008
443-000-402.047	Captured DDA-SCHOOL	4,751	4,733	9,359	12,262	12,262	12,262	12,443
443-000-402.060	Captured Tax - AdVal Pers - City	646	585	549	506	506	506	473
443-000-402.061	Captured Tax - AdVal Pers - Library	77	70	103	95	92	92	85
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	51	46	44	40	40	40	38
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	51	46	44	40	40	40	38
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	66	60	57	52	53	53	49
443-000-402.065	Captured Tax - AdVal Pers - County (All)	310	280	266	245	243	243	228
Totals for dept 002 - TAX REVENUES		10,015	9,900	19,347	25,142	25,069	25,069	25,396
Dept 004 - INTERGOVERNMENTAL REVENUE - FEDERAL								
443-000-505.000	Federal Grant	0	65,000	0	0	0	0	0
Totals for dept 004 - INTERGOVERNMENTAL REVENUE - FEDERAL		0	65,000	0	0	0	0	0
Dept 005 - INTERGOVERNMENTAL REVENUE - STATE								
443-000-545.000	State Grant	0	0	0	0	0	0	5,100,000 Demolition
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		0	0	0	0	0	0	5,100,000
Dept 009 - INTEREST AND RENTS								
443-000-664.020	Interest Earned - Investments	54	510	273	200	167	167	0
Totals for dept 009 - INTEREST AND RENTS		54	510	273	200	167	167	0
Dept 010 - OTHER REVENUES								
443-000-673.000	Sale of Fixed Assets - Land	0	114,637	0	0	0	0	0
443-000-673.020	Sale of Fixed Assets - Miscellaneous	0	0	0	0	0	0	0
443-000-694.000	Miscellaneous Revenue	0	650	0	0	0	135,000	0
443-000-697.000	Loan Proceeds	0	0	0	0	0	0	510,000 Grant match (will be much less)
Totals for dept 010 - OTHER REVENUES		0	115,287	0	0	0	135,000	510,000
Dept 093 - TRANSFERS FROM OTHER FUNDS								
443-000-676.080	Interfund Transfer In - Capital Improve	60,000	67,500	75,000	65,000	50,000	80,000	80,000

Totals for dept 093 - TRANSFERS FROM OTHER FUNDS		60,000	67,500	75,000	65,000	50,000	80,000	80,000	
TOTAL ESTIMATED REVENUES		70,069	258,197	94,620	90,342	75,236	240,236	5,715,396	
APPROPRIATIONS									
Dept 443 - PUBLIC WORKS									
443-000-703.000	Salaries/Wages - Full Time Employees	28,541	29,893	29,863	34,609	24,781	29,287	38,185	4 hours per pay furlough
443-000-706.000	Wages - Part Time Employees	231	390	321	277	296	350	539	all employees
443-000-713.000	Other Post Employment Benefits	762	657	300	297	248	297	313	
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,073	2,186	2,175	2,534	1,784	2,267	2,797	
443-000-715.010	Health Insurance Premiums	8,088	5,642	5,085	5,319	4,908	5,354	6,517	
443-000-715.012	Health Insurance - FSA - Employer Paid	14	24	17	0	1	1	0	
443-000-715.013	Health Insurance - HSA - Employer Paid	0	1,920	2,034	2,538	1,426	1,426	2,957	
443-000-715.015	Life Insurance	32	34	34	34	31	34	43	
443-000-718.000	Retirement Benefits	2,414	2,510	2,476	2,997	2,199	2,928	3,298	
443-000-724.000	Medical Insurance Opt Out	109	117	176	203	171	187	203	
443-000-730.000	Postage	0	0	0	0	297	350	300	
443-000-743.000	Uniforms	56	64	61	65	18	65	65	
443-000-775.000	Supplies - Repairs and Maintenance	23	52	59	100	0	0	100	
443-000-801.000	Engineering Services	8,400	1,109	0	2,000	53,345	144,000	1,000	
443-000-801.013	Professional Services - Attorney	1,411	15,970	3,854	8,000	6,483	8,000	2,000	
443-000-801.030	Professional Services - Audit	488	353	353	488	353	353	353	
443-000-830.000	Contractual Reimbursement CRA Activities	7,513	7,426	14,510	18,857	18,801	18,801	19,047	
443-000-850.000	Communications - Land Line Phones	21	0	0	0	0	0	0	
443-000-900.000	Printing and Publishing	0	0	0	500	606	650	600	
443-000-910.000	Liability Insurance	4,475	4,556	4,725	5,009	4,917	4,917	5,089	
443-000-910.010	Workers Comp Insurance	286	357	395	399	387	387	376	
443-000-930.000	Repairs and Maintenance - Equipment	2,357	9,278	5,621	7,000	8,487	9,587	3,000	
443-000-930.015	Administrative Services - Accounting	0	116	200	0	0	0	0	
443-000-930.050	Computer Services	58	34	31	50	10	12	0	
443-000-940.000	Rentals - Equipment	1,131	1,976	1,231	1,200	415	497	500	
443-000-956.000	Miscellaneous	346	42	0	0	0	0	0	
Totals for dept 443 - PUBLIC WORKS		68,829	84,706	73,521	92,476	129,964	229,749	87,282	
Dept 900 - CAPITAL OUTLAY									
443-970-972.000	Contracted Services	0	156,603	0	0	23,724	23,724	5,610,000	
Totals for dept 900 - CAPITAL OUTLAY		0	156,603	0	0	23,724	23,724	5,610,000	
Dept 905 - DEBT SERVICE									
443-908-991.000	Principal Payment - Interfund Loans	0	14,636	14,782	14,930	12,442	14,930	15,079	
443-908-995.000	Interest Payment - Interfund Loans	0	1,939	1,843	1,695	1,413	1,695	1,546	
Totals for dept 905 - DEBT SERVICE		0	16,575	16,625	16,625	13,855	16,625	16,625	
TOTAL APPROPRIATIONS		68,829	257,884	90,146	109,101	167,543	270,098	5,713,907	

NET OF REVENUES/APPROPRIATIONS - FUND 443

<u>1,240</u>	<u>313</u>	<u>4,474</u>	<u>(18,759)</u>	<u>(92,307)</u>	<u>(29,862)</u>	<u>1,489</u>
--------------	------------	--------------	-----------------	-----------------	-----------------	--------------

Estimated Cash **beginning of year:**

(61,671)	<u>774</u>
----------	------------

Estimated Cash **end of year:**

774	<u><u>2,263</u></u>
-----	---------------------

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2020 - 05/31/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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	C.O.P.S. HEALTH TRUST	MAY 2020 DENTAL & VISION	26.23	15929
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2020 HEALTH INSURANCE PREMIUM	268.72	15931
494-000-930.000	DOWNTOWN AREA SIDEWALKS	RIGHT WAY CONTROL (WEED MCWEED MANAGEMENT		999.00	16043
Total For Dept 000 OPERATIONS				<u>1,293.95</u>	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				<u><u>1,293.95</u></u>	

06/05/2020 01:39 PM

User: JULIE

DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2020 - 05/31/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 494 DOWNTOWN DEVELC	1,293.95
--------------------------	----------

Total For All Funds:	<u>1,293.95</u>
----------------------	-----------------

Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY - DDA
06/01/2020

OLD GL NUMBER	DESCRIPTION	16-17 ACTUAL AMOUNTS	17-18 ACTUAL AMOUNTS	18-19 ACTUAL AMOUNTS	19-20 AMENDED BUDGET	19-20 ACTUAL TO 03/31	19-20 PROJECTED TOTALS	2020-2021 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 002 - TAX REVENUES								
494-000-402.030	Captured Tax - AdVal Real - City	13,349	14,954	20,969	24,515	24,516	24,516	26,174
494-000-402.031	Captured Tax - AdVal Real - Library	1,595	1,791	2,707	4,613	4,436	4,436	4,740
494-000-402.032	Captured Tax - AdVal Real - Capital Impr	1,053	1,187	1,674	1,957	1,957	1,957	2,091
494-000-402.033	Captured Tax - AdVal Real - Fire Reserve	1,053	1,187	1,674	1,957	1,957	1,957	2,091
494-000-402.045	Captured Tax - AdVal Real - County (All)	6,407	7,170	7,988	11,881	11,785	11,785	12,591
494-000-402.034	Captured Tax - AdVal Real - Solid Waste	1,369	1,543	2,176	2,544	2,544	2,544	2,718
494-000-402.060	Captured Tax - AdVal Pers - City	2,502	2,616	1,918	2,593	2,409	2,409	2,044
494-000-402.061	Captured Tax - AdVal Pers - Library	299	313	1,599	488	436	436	370
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	197	208	153	207	192	192	163
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	197	208	153	207	192	192	163
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	257	270	199	269	250	250	212
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,201	1,254	3,105	1,257	1,158	1,158	983
Totals for dept 002 - TAX REVENUES		29,479	32,701	44,315	52,488	51,832	51,832	54,340
Dept 006 - INTERGOVERNMENTAL REVENUE - LOCAL								
494-000-569.000	Local Grants	0	6,472	5,668	5,599	5,894	5,894	5,305
494-000-569.010	Local Donations	0	0	0	0	350	350	0
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		0	6,472	5,668	5,599	6,244	6,244	5,305
Dept 009 - INTEREST AND RENTS								
494-000-664.020	Interest Earned - Investments	59	94	460	200	878	890	0
Totals for dept 009 - INTEREST AND RENTS		59	94	460	200	878	890	0
Dept 010 - OTHER REVENUES								
494-000-694.000	Miscellaneous Revenue	1,497	323	15	200	1,263	1,263	200
494-000-694.022	DDA - Farmers Market Entry Fee	3,452	3,153	2,390	2,500	2,282	2,282	1,250
494-000-694.025	DDA - Sale of Merchandise	915	1,120	961	1,000	978	978	0
494-000-694.026	DDA - Special Event Revenues	1,626	1,050	1,160	600	736	736	300
494-000-694.036	DDA Donations - Movies in the Park	0	400	500	400	0	0	0
494-000-694.494	DDA - Farmer's Market SNAP Sales	0	0	0	0	82	82	0
Totals for dept 010 - OTHER REVENUES		7,490	6,046	5,026	4,700	5,341	5,341	1,750
TOTAL ESTIMATED REVENUES		37,028	45,313	55,469	62,987	64,295	64,307	61,395

APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

494-000-703.000	Salaries/Wages - Full Time Employees	13,208	14,238	15,312	18,309	13,420	15,860	19,405	4 hours furlough
494-000-706.000	Wages - Part Time Employees	2,310	1,618	842	1,500	0	0	0	all employees
494-000-710.000	Overtime Pay	0	10	0	0	0	0	0	
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,094	1,074	1,123	1,443	919	1,213	1,401	
494-000-715.010	Health Insurance Premiums	3,468	2,291	2,509	2,636	2,497	2,724	3,070	
494-000-715.013	Health Insurance - HSA - Employer Paid	0	1,392	906	1,321	723	723	1,461	
494-000-715.015	Life Insurance	0	0	0	2	0	2	2	
494-000-718.000	Retirement Benefits	7	8	108	355	65	78	344	
494-000-724.000	Medical Insurance Opt Out	0	2	47	47	41	45	47	
494-000-727.000	Office Supplies	0	0	0	0	13	13	0	
494-000-775.000	Supplies - Repairs and Maintenance	18	830	40	100	52	62	100	
494-000-801.000	Engineering Services	0	0	0	100	0	0	0	
494-000-801.013	Professional Services - Attorney	51	133	0	100	0	0	0	
494-000-801.030	Professional Services - Audit	92	67	67	92	67	67	67	
494-000-900.000	Printing and Publishing	3,402	1,780	3,539	3,600	1,450	1,740	3,600	
494-000-910.000	Liability Insurance	458	466	484	513	503	503	521	
494-000-910.010	Workers Comp Insurance	53	76	83	84	81	81	166	
494-000-930.000	Repairs and Maintenance - Equipment	1,819	240	479	500	2,725	2,925	500	
494-000-930.050	Computer Services	58	35	31	50	10	12	50	
494-000-940.000	Rentals - Equipment	0	130	162	650	95	114	200	
494-000-956.000	Miscellaneous	824	582	241	1,850	396	582	800	
494-000-956.021	Special Events	989	1,187	825	2,000	788	788	1,000	
494-000-957.022	DDA Farmers Market Expense	879	828	624	1,000	425	425	425	
494-000-957.025	DDA Christmas Ornament Costs	779	758	1,370	800	0	1,332	800	
494-000-957.036	DDA Movies in the Park	2,493	2,375	1,639	1,500	1,163	1,163	0	
494-000-957.494	DDA - Farmer's Market SNAP Vendor	0	0	0	0	94	94	0	
494-000-960.000	Education & Training - Professional	275	150	25	500	0	25	250	
494-000-962.000	Memberships & Dues	2,155	2,290	375	3,100	2,910	3,100	3,100	
Totals for dept 000-OPERATIONS		34,432	32,560	30,831	42,152	28,437	33,671	37,309	

Dept 905 - **DEBT SERVICE**

494-908-991.000	Principal Payment - Interfund Loans	11,323	11,436	11,550	11,666	9,722	11,666	11,783	
494-908-995.000	Interest Payment - Interfund Loans	938	825	711	595	496	595	478	
Totals for dept 905 - DEBT SERVICE		12,261	12,261	12,261	12,261	10,218	12,261	12,261	

TOTAL APPROPRIATIONS

46,693 44,821 43,092 54,413 38,655 45,932 49,570

NET OF REVENUES/APPROPRIATIONS - FUND 494

(9,665) 492 12,377 8,574 25,640 18,375 11,825

Estimated Cash **beginning of year:**

42,209

Estimated Cash **end of year:**

42,209 54,033

From: The Calico Rabbit Fitness and Event Center <thecalicorabbit@hotmail.com>

Sent: Friday, June 5, 2020 10:52 AM

To: Erik Wilson <EWilson@plainwell.org>

Subject: Officially Resigning From DDA

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Erik -

Please accept this as my notice. I am, as of today resigning my position on the DDA Board.

- Zelda Schippers

The Calico Rabbit Fitness & Event Center
Where The Party Is Hoppenin'
Downtown PLAINWELL'S Event Center
Drawn2Paint Canvas & Crafting Parties - Kidz N' Kanvas
Craft/Vendor Events - Flea Markets
RENT US FOR YOUR PRIVATE PARTIES
Weekly Fitness Classes
POUND Rockout. Workout. - Yoga - Walk15
Zumba - Cardio Drumming - Weight Watchers
BARREabove - COREblast - HIGH Fitness - Aqua Fitness
130 North Main St, Plainwell, MI 49080
www.thecalicorabbit.com
269-685-9899
On Site Hours as announced on Facebook
Anytime By Appointment & During all Events
Online & Via Phone 7 Days a Week
Follow our Facebook Page for Special Events

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 05/01/2020 - 05/31/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

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	C.O.P.S. HEALTH TRUST	MAY 2020 DENTAL & VISION	43.66	15929
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	MAY 2020 HEALTH INSURANCE PREMIUM	537.55	15931
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSU	MAY 2020 LIFE INSURANCE COVERAGE	1.62	15930
		Total For Dept 000 OPERATIONS		<u>582.83</u>	
		Total For Fund 450 INDUSTRIAL PARK TIFA		<u><u>582.83</u></u>	

06/05/2020 01:39 PM

User: JULIE

DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 05/01/2020 - 05/31/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 450 INDUSTRIAL PARI	582.83
--------------------------	--------

Total For All Funds:	<u>582.83</u>
----------------------	---------------

Fund 450 - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)
06/05/2020

OLD GL NUMBER	DESCRIPTION	16-17 ACTUAL AMOUNTS	17-18 ACTUAL AMOUNTS	18-19 ACTUAL AMOUNTS	19-20 AMENDED BUDGET	19-20 ACTUAL TO 05/22	19-20 PROJECTED TOTALS	2020-2021 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 002 - TAX REVENUES								
450-000-402.040	Captured Tax - AdVal Real - City	14,863	0	0	0	0	0	0
450-000-402.041	Captured Tax - AdVal Real - Library	1,776	0	0	0	0	0	0
450-000-402.042	Captured Tax - AdVal Real - Capital Impr	1,173	0	0	0	0	0	0
450-000-402.043	Captured Tax - AdVal Real - Fire Reserve	1,173	0	0	0	0	0	0
450-000-402.044	Captured Tax - AdVal Real - Solid Waste	1,524	0	0	0	0	0	0
450-000-402.048	Captured Tax - AdVal Real - County (All)	7,136	0	0	0	0	0	0
450-000-402.060	Captured Tax - AdVal Pers - City	8,038	0	0	0	0	0	0
450-000-402.061	Captured Tax - AdVal Pers - Library	961	0	0	0	0	0	0
450-000-402.062	Captured Tax - AdVal Pers - Capital Impr	634	0	0	0	0	0	0
450-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	634	0	0	0	0	0	0
450-000-402.064	Captured Tax - AdVal Pers - Solid Waste	825	0	0	0	0	0	0
450-000-402.065	Captured Tax - AdVal Pers - County (All)	3,857	0	0	0	0	0	0
450-000-402.080	Captured Tax - IFT Pers - City	0	0	0	0	0	0	0
450-000-402.081	Captured Tax - IFT Pers - Library	0	0	0	0	0	0	0
450-000-402.083	Captured Tax - IFT Pers - Fire Reserve	0	0	0	0	0	0	0
450-000-402.084	Captured Tax - IFT Pers - Solid Waste	0	0	0	0	0	0	0
450-000-402.085	Captured Tax - IFT Pers - County (All)	0	0	0	0	0	0	0
Totals for dept 002 - TAX REVENUES		42,594	0	0	0	0	0	0
Dept 006 - INTERGOVERNMENTAL REVENUE - LOCAL								
450-000-569.000	Local Grants	0	54,779	59,572	71,700	75,521	75,521	80,583
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		0	54,779	59,572	71,700	75,521	75,521	80,583
Dept 009 - INTEREST AND RENTS								
450-000-664.020	Interest Earned - Investments	330	453	1,298	600	1,356	1,675	0
Totals for dept 009 - INTEREST AND RENTS		330	453	1,298	600	1,356	1,675	0
TOTAL ESTIMATED REVENUES		42,924	55,232	60,870	72,300	76,877	77,196	80,583
APPROPRIATIONS								
Dept 443 - PUBLIC WORKS								
450-000-703.000	Salaries/Wages - Full Time Employees	28,251	29,945	41,212	41,883	35,269	41,682	41,580 4 hours per pay furlough
450-000-706.000	Wages - Part Time Employees	914	948	746	831	499	599	1,616 all employees
450-000-706.005	Wages - Part Time Seasonal Employees	0	130	0	0	0	0	0
450-000-713.000	Other Post Employment Benefits	28	158	14	6	5	6	19

450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,041	2,141	2,989	3,144	2,540	3,234	3,173
450-000-715.010	Health Insurance Premiums	7,599	5,039	5,162	5,483	4,870	5,313	5,758
450-000-715.012	Health Insurance - FSA - Employer Paid	42	73	65	0	4	4	0
450-000-715.013	Health Insurance - HSA - Employer Paid	0	2,256	1,857	2,503	1,716	1,716	2,643
450-000-715.015	Life Insurance	9	10	20	20	18	20	20
450-000-718.000	Retirement Benefits	1,131	1,112	1,924	2,182	1,829	4,168	2,051
450-000-724.000	Medical Insurance Opt Out	20	42	279	385	321	350	385
450-000-775.000	Supplies - Repairs and Maintenance	0	89	0	0	13	13	0
450-000-801.013	Professional Services - Attorney	789	0	60	0	0	0	0
450-000-801.030	Professional Services - Audit	92	67	67	92	67	67	67
450-000-850.000	Communications - Land Line Phones	1	0	0	0	0	0	0
450-000-910.000	Liability Insurance	356	362	379	402	394	394	408
450-000-910.010	Workers Comp Insurance	172	223	247	249	241	241	386
450-000-930.000	Repairs and Maintenance - Equipment	950	1,463	0	0	645	645	0
450-000-930.015	Administrative Services - Accounting	0	116	0	0	0	0	0
450-000-930.050	Computer Services	58	34	31	50	10	12	50
450-000-940.000	Rentals - Equipment	2,275	2,456	454	1,800	2,013	2,416	2,200
450-000-956.000	Miscellaneous	275	147	915	500	0	0	500
450-000-962.000	Memberships & Dues	0	0	295	300	0	300	300
Totals for dept 443 - PUBLIC WORKS		45,003	46,811	56,716	59,830	50,454	61,179	61,156

NET OF REVENUES/APPROPRIATIONS - FUND 450

(2,079) 8,421 4,154 12,470 26,423 16,017 19,427

Estimated Cash **beginning of year:**

85,694

Estimated Cash **end of year:**

85,694 105,121

Saving for Paving

MINUTES
Plainwell City Council
May 11, 2020

1. Mayor Keeler called the regular meeting to order at 7:04 PM on the Zoom Virtual Meeting Application.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney and Councilmember Wisnaski. Absent: Councilmember Overhuel.
4. Approval of Minutes/Summary:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Minutes and Summary of the 04/27/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
5. Public Comments: None.
6. County Commissioner Report: None.
7. Agenda Amendments: None.
8. Mayor's Report: Mayor Keeler thanked the Public Works Department for their hard work in keeping the town looking so great.
9. Recommendations and Reports:
 - A. Director Bomar reported additional costs incurred associated to damage to one (1) public safety patrol vehicles from the April 7, 2020 hailstorm. The insurance adjustor on April 10 reviewed the claim for H&H Auto Body to do the work. On April 13, Council approved the originally estimated costs. The 2018 Police Cruiser was repaired at a total cost of \$7,992.17, requiring a change order to the originally approved estimate of \$4,096.32. The insurance company has reported that it will cover the additional cost under the original claim.
A motion by Wisnaski, seconded by Steele, to approve a change order for \$3,895.85 to cover additional costs to repair one (1) Public Safety vehicle damaged during the April 7, 2020 hail storm, with H&H Auto Body. On a voice vote, all in favor. Motion passed.
10. Communications:
 - A. **A motion by Steele, seconded by Wisnaski, to accept and place on file the March 2020 Public Safety Report and the April 2020 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**
11. Accounts Payable:
A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$63,285.74 for payment of same. On a roll-call vote, all in favor. Motion passed.

12. Public Comments: None.

13. Staff Comments:

Community Development Manager Siegel reported that the Downtown businesses are doing what they can and that she's holding weekly calls with each of them. A recent survey sent to the businesses resulted in sixteen (16) responses, with some businesses reporting excellent sales (Ace and Joe's). She also noted that the plans for 127 S. Main are still in progress.

Superintendent Nieuwenhuis reported that flower plantings will be done by DPW staff as the normal city-wide planting day cannot be done given health restrictions in place at this time.

Superintendent Pond reported that masks may be available through the Michigan Water Environment Foundation.

Public Safety Director Bomar reported that the patrol vehicle ordered in January 2020 may not be in service until July. He also noted a partnership with Gun Plain Fire to give a Patrol Parade celebrating birthdays for community residents who cannot have normal parties during this time.

Clerk/Treasurer Kelley reported having worked the May 5, 2020 election at the City of Otsego working with two other city clerks and is now preparing for the August 4, 2020 election. He confirmed that City Council Nominating Petitions will be due no later than 4pm on Tuesday July 21, 2020 to be compliant with new State Law and that the nominating packets should be available by the end of May. He also reported working on the 2020/2021 budget.

City Manager Wilson reported working on grant applications for street projects including the Old Orchard and Acorn Street. He also noted that the attorney is working on the contract language for the Mill Demolition Project and a resolution for a related loan application. He reported the Mill Demolition Project documents should be ready for the next Council Meeting.

14. Council Comments:

Mayor Pro Tem Steele and Council Member Wisnaski thanked various city departments for their works.

Council Member Keeney expressed concerns about some encampments in the woods near Drug & Lab, which is being investigated by Public Safety.

15. Adjournment:

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

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
May 26, 2020

A handwritten signature in blue ink that reads "Brian Kelley". The signature is written in a cursive style with a large initial "B".

Brian Kelley

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	05/31/2019 (ABNORMAL)	MONTH	05/31/2019 (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		867.45		0.00		(311.45)	156.02
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		9,358.65		0.00		0.35	100.00
443-000-402.048	Captured Tax - AdVal Real - County (All)	2,223.00		2,234.29		0.00		(11.29)	100.51
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		103.23		0.00		(37.23)	156.41
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		265.89		0.00		(0.89)	100.34
443-000-664.020	Interest Earned - Investments	95.00		247.04		28.25		(152.04)	260.04
443-000-676.080	Interfund Transfer In - Capital Improve	75,000.00		68,750.00		6,250.00		6,250.00	91.67
TOTAL REVENUES		94,081.00		88,343.93		6,278.25		5,737.07	93.90
Expenditures									
443-000-703.000	Salaries/Wages - Full Time Employees	33,980.00		25,620.50		3,189.27		8,359.50	75.40
443-000-706.000	Wages - Part Time Employees	272.00		176.88		65.03		95.12	65.03
443-000-713.000	Other Post Employment Benefits	300.00		275.33		25.03		24.67	91.78
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,486.00		1,853.13		238.12		632.87	74.54
443-000-715.010	Health Insurance Premiums	5,164.00		4,693.41		422.12		470.59	90.89
443-000-715.012	Health Insurance - FSA - Employer Paid	25.00		14.58		1.43		10.42	58.32
443-000-715.013	Health Insurance - HSA - Employer Paid	2,537.00		2,034.19		0.00		502.81	80.18
443-000-715.015	Life Insurance	34.00		33.87		2.82		0.13	99.62
443-000-718.000	Retirement Benefits	2,941.00		2,224.10		284.41		716.90	75.62
443-000-724.000	Medical Insurance Opt Out	175.00		154.24		14.63		20.76	88.14
443-000-743.000	Uniforms	65.00		56.79		3.80		8.21	87.37
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		3,854.00		0.00		4,146.00	48.18
443-000-801.030	Professional Services - Audit	353.00		352.52		0.00		0.48	99.86
443-000-830.000	Contractual Reimbursement CRA Activities	14,240.00		14,510.17		5,889.38		(270.17)	101.90
443-000-910.000	Liability Insurance	4,725.00		4,725.00		0.00		0.00	100.00
443-000-910.010	Workers Comp Insurance	399.00		395.41		0.00		3.59	99.10
443-000-930.000	Outside Services (RMLB)	15,000.00		5,620.77		135.75		9,379.23	37.47
443-000-930.015	Administrative Services - Accounting	0.00		200.00		0.00		(200.00)	100.00
443-000-930.050	Computer Services	50.00		29.75		0.00		20.25	59.50
443-000-940.000	Rentals - Equipment	1,500.00		863.08		203.24		636.92	57.54
443-908-991.000	Principal Payment - Interfund Loans	14,782.00		13,550.13		1,231.83		1,231.87	91.67
443-908-995.000	Interest Payment - Interfund Loans	1,843.00		1,689.38		153.58		153.62	91.66
TOTAL EXPENDITURES		110,971.00		82,917.25		11,860.44		28,053.75	74.72
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:									
TOTAL REVENUES		94,081.00		88,343.93		6,278.25		5,737.07	93.90
TOTAL EXPENDITURES		110,971.00		82,917.25		11,860.44		28,053.75	74.72
NET OF REVENUES & EXPENDITURES		(16,890.00)		5,426.68		(5,582.19)		(22,316.68)	32.13

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 05/31/2019
% Fiscal Year Completed: 91.78

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT
		AMENDED BUDGET	NORMAL	05/31/2019	MONTH 05/31/2019	NORMAL	(ABNORMAL)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

*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	05/31/2019 (NORMAL (ABNORMAL))	MONTH 05/31/2019 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	61,261.00	59,571.62	0.00	1,689.38	97.24
450-000-664.020	Interest Earned - Investments	889.00	814.74	75.45	74.26	91.65
TOTAL REVENUES		62,150.00	60,386.36	75.45	1,763.64	97.16
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	40,843.00	36,618.13	4,726.20	4,224.87	89.66
450-000-706.000	Wages - Part Time Employees	816.00	628.33	163.14	187.67	77.00
450-000-713.000	Other Post Employment Benefits	14.00	13.20	1.20	0.80	94.29
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,059.00	2,650.78	355.76	408.22	86.66
450-000-715.010	Health Insurance Premiums	5,208.00	4,776.35	432.26	431.65	91.71
450-000-715.012	Health Insurance - FSA - Employer Paid	102.00	57.47	5.86	44.53	56.34
450-000-715.013	Health Insurance - HSA - Employer Paid	2,503.00	1,856.75	0.00	646.25	74.18
450-000-715.015	Life Insurance	20.00	20.33	1.69	(0.33)	101.65
450-000-718.000	Retirement Benefits	2,123.00	1,714.17	256.52	408.83	80.74
450-000-724.000	Medical Insurance Opt Out	277.00	243.03	23.05	33.97	87.74
450-000-801.013	Professional Services - Attorney	0.00	60.00	0.00	(60.00)	100.00
450-000-801.030	Professional Services - Audit	67.00	66.78	0.00	0.22	99.67
450-000-910.000	Liability Insurance	379.00	379.00	0.00	0.00	100.00
450-000-910.010	Workers Comp Insurance	249.00	246.76	0.00	2.24	99.10
450-000-930.000	Outside Services (RMLB)	1,800.00	0.00	0.00	1,800.00	0.00
450-000-930.050	Computer Services	50.00	29.75	0.00	20.25	59.50
450-000-940.000	Rentals - Equipment	1,800.00	406.02	181.47	1,393.98	22.56
450-000-956.000	Miscellaneous	400.00	914.75	0.00	(514.75)	228.69
450-000-962.000	Memberships & Dues	0.00	295.00	0.00	(295.00)	100.00
TOTAL EXPENDITURES		59,710.00	50,976.60	6,147.15	8,733.40	85.37
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	60,386.36	75.45	1,763.64	97.16
TOTAL EXPENDITURES		59,710.00	50,976.60	6,147.15	8,733.40	85.37
NET OF REVENUES & EXPENDITURES		2,440.00	9,409.76	(6,071.70)	(6,969.76)	385.65

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

*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	05/31/2019 (ABNORMAL)	MONTH 05/31/2019 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
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		2,706.95		0.00		(180.95)	107.16
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		7,987.63		0.00		2,127.37	78.97
494-000-402.060	Captured Tax - AdVal Pers - City	2,717.00		1,917.98		0.00		799.02	70.59
494-000-402.061	Captured Tax - AdVal Pers - Library	327.00		1,599.13		0.00		(1,272.13)	489.03
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	217.00		153.15		0.00		63.85	70.58
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	217.00		153.15		0.00		63.85	70.58
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	282.00		199.09		0.00		82.91	70.60
494-000-402.065	Captured Tax - AdVal Pers - County (All)	1,310.00		3,104.51		0.00		(1,794.51)	236.99
494-000-569.000	Local Grants	5,500.00		5,668.01		0.00		(168.01)	103.05
494-000-664.020	Interest Earned - Investments	162.00		433.37		29.61		(271.37)	267.51
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		2,345.00		215.00		155.00	93.80
494-000-694.025	DDA - Sale of Merchandise	1,000.00		960.75		0.00		39.25	96.08
494-000-694.026	DDA - Special Event Revenues	600.00		1,160.00		0.00		(560.00)	193.33
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		55,397.03		244.61		(831.03)	101.52
Expenditures									
494-000-703.000	Salaries/Wages - Full Time Employees	17,867.00		13,903.05		1,679.99		3,963.95	77.81
494-000-706.000	Wages - Part Time Employees	1,500.00		841.52		0.00		658.48	56.10
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,411.00		1,025.94		119.37		385.06	72.71
494-000-715.010	Health Insurance Premiums	2,558.00		2,326.43		207.67		231.57	90.95
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		102.85		2.27		243.15	29.73
494-000-724.000	Medical Insurance Opt Out	47.00		41.50		3.94		5.50	88.30
494-000-775.000	Supplies - Repairs and Maintenance	2,000.00		40.15		0.00		1,959.85	2.01
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		66.78		0.00		0.22	99.67
494-000-900.000	Printing and Publishing	3,000.00		3,469.00		125.00		(469.00)	115.63
494-000-910.000	Liability Insurance	484.00		484.00		0.00		0.00	100.00
494-000-910.010	Workers Comp Insurance	84.00		83.24		0.00		0.76	99.10
494-000-930.000	Outside Services (RMLB)	500.00		1,243.00		1,019.00		(743.00)	248.60
494-000-930.050	Computer Services	50.00		29.75		0.00		20.25	59.50
494-000-940.000	Rentals - Equipment	650.00		162.03		0.00		487.97	24.93
494-000-956.000	Miscellaneous	1,850.00		240.97		0.00		1,609.03	13.03
494-000-956.021	Special Events	2,000.00		825.02		250.00		1,174.98	41.25
494-000-957.022	DDA Farmers Market Expense	1,000.00		535.00		25.00		465.00	53.50
494-000-957.025	DDA Christmas Ornament Costs	800.00		1,370.40		38.00		(570.40)	171.30
494-000-957.036	DDA Movies in the Park	1,500.00		1,639.00		0.00		(139.00)	109.27
494-000-960.000	Education & Training - Professional	500.00		25.00		0.00		475.00	5.00
494-000-962.000	Memberships & Dues	3,100.00		375.00		0.00		2,725.00	12.10
494-908-991.000	Principal Payment - Interfund Loans	11,550.00		10,587.50		962.50		962.50	91.67
494-908-995.000	Interest Payment - Interfund Loans	711.00		651.75		59.25		59.25	91.67
TOTAL EXPENDITURES		60,098.00		40,974.88		4,491.99		19,123.12	68.18

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

*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	05/31/2019 (ABNORMAL)	MONTH 05/31/2019 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
	TOTAL REVENUES	54,566.00		55,397.03		244.61		(831.03)	101.52
	TOTAL EXPENDITURES	60,098.00		40,974.88		4,491.99		19,123.12	68.18
	NET OF REVENUES & EXPENDITURES	(5,532.00)		14,422.15		(4,247.38)		(19,954.15)	260.70
	TOTAL REVENUES - ALL FUNDS	210,797.00		204,127.32		6,598.31		6,669.68	96.84
	TOTAL EXPENDITURES - ALL FUNDS	230,779.00		174,868.73		22,499.58		55,910.27	75.77
	NET OF REVENUES & EXPENDITURES	(19,982.00)		29,258.59		(15,901.27)		(49,240.59)	146.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

*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	05/31/2019 NORMAL (ABNORMAL)	MONTH 05/31/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	18,986.00	19,346.89	0.00	(360.89)	101.90
INTEREST	INTEREST & RENTS	95.00	247.04	28.25	(152.04)	260.04
TRANSFER	FUNDS TRANSFERS	75,000.00	68,750.00	6,250.00	6,250.00	91.67
TOTAL REVENUES		94,081.00	88,343.93	6,278.25	5,737.07	93.90
Expenditures						
000	OPERATIONS	94,346.00	67,677.74	10,475.03	26,668.26	71.73
908	DEBT SERVICE	16,625.00	15,239.51	1,385.41	1,385.49	91.67
TOTAL EXPENDITURES		110,971.00	82,917.25	11,860.44	28,053.75	74.72
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		94,081.00	88,343.93	6,278.25	5,737.07	93.90
TOTAL EXPENDITURES		110,971.00	82,917.25	11,860.44	28,053.75	74.72
NET OF REVENUES & EXPENDITURES		(16,890.00)	5,426.68	(5,582.19)	(22,316.68)	32.13

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 05/31/2019

% Fiscal Year Completed: 91.78

*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	05/31/2019	MONTH 05/31/2019	BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
INTEREST	INTEREST & RENTS	889.00	814.74	75.45	74.26	91.65
OTHER	OTHER	61,261.00	59,571.62	0.00	1,689.38	97.24
TOTAL REVENUES		62,150.00	60,386.36	75.45	1,763.64	97.16
Expenditures						
000	OPERATIONS	59,710.00	50,976.60	6,147.15	8,733.40	85.37
TOTAL EXPENDITURES		59,710.00	50,976.60	6,147.15	8,733.40	85.37
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		62,150.00	60,386.36	75.45	1,763.64	97.16
TOTAL EXPENDITURES		59,710.00	50,976.60	6,147.15	8,733.40	85.37
NET OF REVENUES & EXPENDITURES		2,440.00	9,409.76	(6,071.70)	(6,969.76)	385.65

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 05/31/2019
 % Fiscal Year Completed: 91.78

*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	05/31/2019 NORMAL (ABNORMAL)	MONTH 05/31/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	44,204.00	44,314.90	0.00	(110.90)	100.25
INTEREST	INTEREST & RENTS	162.00	433.37	29.61	(271.37)	267.51
OTHER	OTHER	10,200.00	10,648.76	215.00	(448.76)	104.40
TOTAL REVENUES		54,566.00	55,397.03	244.61	(831.03)	101.52
Expenditures						
000	OPERATIONS	47,837.00	29,735.63	3,470.24	18,101.37	62.16
908	DEBT SERVICE	12,261.00	11,239.25	1,021.75	1,021.75	91.67
TOTAL EXPENDITURES		60,098.00	40,974.88	4,491.99	19,123.12	68.18
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		54,566.00	55,397.03	244.61	(831.03)	101.52
TOTAL EXPENDITURES		60,098.00	40,974.88	4,491.99	19,123.12	68.18
NET OF REVENUES & EXPENDITURES		(5,532.00)	14,422.15	(4,247.38)	(19,954.15)	260.70
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		210,797.00	204,127.32	6,598.31	6,669.68	96.84
TOTAL EXPENDITURES - ALL FUNDS		230,779.00	174,868.73	22,499.58	55,910.27	75.77
NET OF REVENUES & EXPENDITURES		(19,982.00)	29,258.59	(15,901.27)	(49,240.59)	146.42

AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for May in the amount of \$3,715.04

B. Recommended Action: Consider confirming the BRA 2020-2021 Budget for BRA

8. **DDA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for May in the amount of \$1,293.95

B. Recommended Action: Consider confirming the DDA 2020-2021 Budget for DDA

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for May in the amount of \$582.83

C. Recommended Action: Consider confirming the TIFA 2020-2021 Budget for TIFA

Reminder of Upcoming Meetings

- June 22– City Council Meeting at 7:00pm

Next Meeting is scheduled for July 14, 2020 will be held at City Hall Council Chambers