

# 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”

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## AGENDA DDA/TIFA/BRA City Hall Conference Room May 8, 2018 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 04/10/18 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
  
7. **BRA Action Items**
  - A. Accounts Payable for April of \$1066.61
8. **DDA Action Items**
  - A. Accounts Payable for April of \$943.50
  - B. City Engineer, Tim Woodhams, Civica Engineering PLLC Report on Parking Lot
9. **TIFA Action Items**
  - A. Accounts Payable for April of \$40.54
  
10. **Communications:** 03/26/18 and 04/09/18 Council Minutes. Also the Financial Report/ Summary as of 04/30/18
11. **Public Comments**
12. **Staff Comments**

Dog Park Updates  
Movies – July 27 & Aug. 3
13. **Member Comments**
14. **Adjournment**

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

***The Island City***

## AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for April in the amount of \$1066.61

8. **DDA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for April in the amount of \$943.50

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for April in the amount of \$40.54

Minutes  
Plainwell DDA, BRA and TIFA:  
April 10, 2018

1. Call to Order - Meeting called to order at 7:33 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call  
Members Present: Jim Turley, Paul Rizzo, Zelda Schippers, EJ Hart and Adam Hopkins, Tracee Dunlop and Erik Wilson  
Excused: Nick Larabel, Mayor Rick Brooks
4. Approval of Minutes of **Motion by Hart, seconded by Turley to approve 3-13-18 minutes. Motion carried.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items  
**A. Motion to accept accounts payable for March of \$756.28 was made by Wilson and seconded by Turley. Motion carried.**
8. DDA Action Items  
**A. Motion to accept accounts payable for March of \$774.37 was made by Schippers and seconded by Dunlop. Motion carried.**  
B. Review of the Revolving Loan Quarterly Report discussion on billing and late notices were discussed.
9. TIFA Action Items  
**A. Motion to accept accounts payable for March of \$544.85 was made by Hopkins and seconded by Turley. Motion carried.**
10. Communications:  
02/26/18 and 03/12/18 Council Minutes. Also the Financial Report/Summary for 03/31/18 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments:  
Open House – McCowen/Secord Family Funeral Homes, Thurs. April 26 4-7 p.m.  
Ribbon Cutting- Ace Hardware Sat. April 28 at 10 a.m.  
New business – Welcome Meemic Insurance/Bennett Family Agency to 133 N. Main St.
13. Member Comments: Turley asked about the garbage and design for parking lot. Wilson mentioned that a meeting with the Engineer was scheduled for Wed. April 11, any business owner was welcome to attend. Wilson also discussed our water quality reports and that they were on our website.

**Adjournment: A Motion by Schippers supported by Hopkins to adjourn the meeting at 8:08 a.m. was made and passed.**

05/04/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 04/01/2018 - 04/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

| GL Number   | GL Desc                   | Vendor  | Invoice Description                   | Amount          | Check # |
|---|---------------------------|---|---------------------------------------|-----------------|---------|
| Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA |                           |   |                                       |                 |         |
| Dept 000 OPERATIONS                               |                           |   |                                       |                 |         |
| 443-000-715.010                                   | Health Ins Premiums       | C.O.P.S. TRUST INSURANCE                                    | APRIL 2018 HEATH INS                  | 42.01           | 12195   |
| 443-000-715.015                                   | Life Insurance            | MADISON NATIONAL LIFE INSURANCE                             | APRIL 2018 LIFE INSURANCE             | 2.80            | 12206   |
| 443-000-743.000                                   | Uniforms                  | CONTINENTAL LINEN SERVICES INC                              | 2018-03 DPW UNIFORMS/RUGS/MISC        | 3.80            | 12242   |
| 443-000-801.000                                   | Engineering Services      | WIGHTMAN & ASSOCIATES INC                                   | 182066 PAPER MILL/CONSUMERS ESMNT RVW | 600.00          | 12205   |
| 443-000-801.013                                   | Prof. Services - Attorney | DICKINSON WRIGHT PLLC                                       | FEBRUARY 2018 LEGAL SERVICES          | 418.00          | 12203   |
|   |                           | Total For Dept 000 OPERATIONS                               |                                       | <u>1,066.61</u> |         |
|   |                           | Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA |                                       | <u>1,066.61</u> |         |
| Fund Totals:                                      |                           |   |                                       |                 |         |
|   |                           |   | Fund 443 - BRA                        | 1,066.61        |         |
|   |                           |   | Total For All Funds:                  | <u>1,066.61</u> |         |

05/04/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 04/01/2018 - 04/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

| GL Number                                   | GL Desc                       | Vendor  | Invoice Description                     | Amount        | Check # |
|---|-------------------------------|---|---|---------------|---------|
| Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA |                               |   |   |               |         |
| Dept 000 OPERATIONS                         |                               |   |   |               |         |
| 494-000-202.494                             | Accts Pybl - 2014 Downtown \$ | HART'S JEWELRY  | GOLDEN TICKET PAYOUT MARCH 2018         | 348.00        | 12201   |
| 494-000-202.494                             | Accts Pybl - 2014 Downtown \$ | DANCING DOGS QUILT SHOP                               | MARCH 2018 GOLDEN TICKET                | 10.00         | 12202   |
| 494-000-202.494                             | Accts Pybl - 2014 Downtown \$ | NANCY'S KITCHEN                                       | GOLDEN TICKET APRIL 2018                | 40.00         | 12237   |
| 494-000-715.010                             | Health Insurance Premiums     | C.O.P.S. TRUST INSURANCE                              | APRIL 2018 HEATH INS                    | 21.56         | 12195   |
| 494-000-900.000                             | Printing and Publishing       | SHOPPERS GUIDE INC                                    | MARCH 2018 ADVERTISEMENTS               | 39.79         | 12158   |
| 494-000-900.000                             | Printing and Publishing       | KAECELE PUBLICATIONS INC                              | MARCH 2018 SUMMARIES/ZONING/SEASONAL/HY | 62.00         | 12223   |
| 494-000-900.000                             | Printing and Publishing       | KAECELE PUBLICATIONS INC                              | MARCH 2018 DDA                          | 35.00         | 12223   |
| 494-000-956.000                             | Miscellaneous                 | WAL-MART #2061  | Copies                                  | 8.82          | 1301    |
| 494-000-956.021                             | Special Events                | PLAINWELL ARTS COUNCIL                                | 2018 ARTS & EATS HOST SITE              | 250.00        | 12251   |
| 494-000-957.022                             | DDA Farmers Market Expense    | SIGNS ON THE CHEAP                                    | Signage for Farmers Market              | 128.33        | 1301    |
|   |                               | Total For Dept 000 OPERATIONS                         |   | <u>943.50</u> |         |
|   |                               | Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA |   | <u>943.50</u> |         |
|   |                               | Fund Totals:  |   |               |         |
|   |                               |   | Fund 494 DDA                            | 943.50        |         |
|   |                               |   | Total For All Funds:                    | <u>943.50</u> |         |

05/04/2018

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 04/01/2018 - 04/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

| GL Number                               | GL 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. TRUST INSURANCE        | APRIL 2018 HEATH INS      | 39.74  | 12195   |
| 450-000-715.015                         | Life Insurance            | MADISON NATIONAL LIFE INSURANCE | APRIL 2018 LIFE INSURANCE | 0.80   | 12206   |
| Total For Dept 000 OPERATIONS           |                           |                                 |                           | 40.54  |         |
| Total For Fund 450 INDUSTRIAL PARK TIFA |                           |                                 |                           | 40.54  |         |
| Fund Totals:                            |                           |                                 |                           |        |         |
| Fund 450 INDUSTRIAL PARK TIFA           |                           |                                 |                           | 40.54  |         |
| Total For All Funds:                    |                           |                                 |                           | 40.54  |         |

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER   | DESCRIPTION                              | 2017-18        |        | YTD BALANCE           | ACTIVITY FOR                         | AVAILABLE |                    | % BDGT USED |
|---|--|----------------|--------|-----------------------|--------------------------------------|-----------|--------------------|-------------|
|   |  | AMENDED BUDGET | NORMAL | 04/30/2018 (ABNORMAL) | MONTH 04/30/2018 INCREASE (DECREASE) | NORMAL    | (ABNORMAL) BALANCE |             |
| Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA |  |                |        |                       |                                      |           |                    |             |
| Revenues  |  |                |        |                       |                                      |           |                    |             |
| 443-000-402.040                                     | Captured Tax - AdVal Real - City Tax     | 2,205.00       |        | 2,192.19              | 0.00                                 |           | 12.81              | 99.42       |
| 443-000-402.041                                     | Captured Tax - AdVal Real - Library      | 264.00         |        | 262.57                | 0.00                                 |           | 1.43               | 99.46       |
| 443-000-402.042                                     | Captured Tax - AdVal Real - Capital Impr | 174.00         |        | 173.99                | 0.00                                 |           | 0.01               | 99.99       |
| 443-000-402.043                                     | Captured Tax - AdVal Real - Fire Reserve | 174.00         |        | 173.99                | 0.00                                 |           | 0.01               | 99.99       |
| 443-000-402.044                                     | Captured Tax - AdVal Real - Solid Waste  | 226.00         |        | 226.18                | 0.00                                 |           | (0.18)             | 100.08      |
| 443-000-402.047                                     | Captured DDA-SCHOOL                      | 4,732.00       |        | 4,732.57              | 0.00                                 |           | (0.57)             | 100.01      |
| 443-000-402.048                                     | Captured Tax - AdVal Real - County (All) | 1,059.00       |        | 1,051.29              | 0.00                                 |           | 7.71               | 99.27       |
| 443-000-402.060                                     | Captured Tax - AdVal Pers - City         | 588.00         |        | 584.61                | 0.00                                 |           | 3.39               | 99.42       |
| 443-000-402.061                                     | Captured Tax - AdVal Pers - Library      | 70.00          |        | 70.02                 | 0.00                                 |           | (0.02)             | 100.03      |
| 443-000-402.062                                     | Captured Tax - AdVal Pers - Capital Impr | 46.00          |        | 46.40                 | 0.00                                 |           | (0.40)             | 100.87      |
| 443-000-402.063                                     | Captured Tax - AdVal Pers - Fire Reserve | 46.00          |        | 46.40                 | 0.00                                 |           | (0.40)             | 100.87      |
| 443-000-402.064                                     | Captured Tax - AdVal Pers - Solid Waste  | 60.00          |        | 60.32                 | 0.00                                 |           | (0.32)             | 100.53      |
| 443-000-402.065                                     | Captured Tax - AdVal Pers - County (All) | 282.00         |        | 280.35                | 0.00                                 |           | 1.65               | 99.41       |
| 443-000-505.000                                     | Federal Grant                            | 65,000.00      |        | 0.00                  | 0.00                                 |           | 65,000.00          | 0.00        |
| 443-000-664.020                                     | Interest Earned - Investments            | 0.00           |        | 505.25                | 8.53                                 |           | (505.25)           | 100.00      |
| 443-000-673.000                                     | Sale of Fixed Assets - Land              | 106,000.00     |        | 122,250.75            | 0.00                                 |           | (16,250.75)        | 115.33      |
| 443-000-676.080                                     | Interfund Transfer In - Capital Improve  | 67,500.00      |        | 56,250.00             | 5,625.00                             |           | 11,250.00          | 83.33       |
| 443-000-694.000                                     | Miscellaneous Revenue                    | 0.00           |        | 650.00                | 0.00                                 |           | (650.00)           | 100.00      |
| TOTAL REVENUES                                      |  | 248,426.00     |        | 189,556.88            | 5,633.53                             |           | 58,869.12          | 76.30       |
| Expenditures  |  |                |        |                       |                                      |           |                    |             |
| 443-000-703.000                                     | Salaries/Wages - Full Time Employees     | 33,204.00      |        | 21,902.74             | 2,108.85                             |           | 11,301.26          | 65.96       |
| 443-000-706.000                                     | Wages - Part Time Employees              | 1,068.00       |        | 112.19                | 3.81                                 |           | 955.81             | 10.50       |
| 443-000-713.000                                     | Other Post Employment Benefits           | 657.00         |        | 547.50                | 54.75                                |           | 109.50             | 83.33       |
| 443-000-715.000                                     | Payroll Tax - FICA/Medicare (Social Sec) | 2,483.00       |        | 1,577.39              | 150.90                               |           | 905.61             | 63.53       |
| 443-000-715.010                                     | Health Insurance Premiums                | 5,730.00       |        | 4,747.75              | (124.55)                             |           | 982.25             | 82.86       |
| 443-000-715.012                                     | Health Insurance - FSA - Employer Paid   | 25.00          |        | 20.14                 | 2.01                                 |           | 4.86               | 80.56       |
| 443-000-715.013                                     | Health Insurance - HSA - Employer Paid   | 1,920.00       |        | 1,920.00              | 0.00                                 |           | 0.00               | 100.00      |
| 443-000-715.015                                     | Life Insurance                           | 34.00          |        | 28.00                 | 2.80                                 |           | 6.00               | 82.35       |
| 443-000-718.000                                     | Retirement Benefits                      | 2,873.00       |        | 1,939.92              | 186.05                               |           | 933.08             | 67.52       |
| 443-000-724.000                                     | Medical Insurance Opt Out                | 108.00         |        | 86.23                 | 9.01                                 |           | 21.77              | 79.84       |
| 443-000-743.000                                     | Uniforms                                 | 50.00          |        | 53.09                 | 3.80                                 |           | (3.09)             | 106.18      |
| 443-000-775.000                                     | Supplies - Repairs and Maintenance       | 100.00         |        | 11.94                 | 0.00                                 |           | 88.06              | 11.94       |
| 443-000-801.000                                     | Engineering Services                     | 0.00           |        | 1,108.75              | 600.00                               |           | (1,108.75)         | 100.00      |
| 443-000-801.013                                     | Professional Services - Attorney         | 5,000.00       |        | 14,449.50             | 0.00                                 |           | (9,449.50)         | 288.99      |
| 443-000-801.030                                     | Professional Services - Audit            | 488.00         |        | 352.52                | 0.00                                 |           | 135.48             | 72.24       |
| 443-000-830.000                                     | Contractual Reimbursement CRA Activities | 7,445.00       |        | 7,425.66              | 0.00                                 |           | 19.34              | 99.74       |
| 443-000-910.000                                     | Liability Insurance                      | 4,679.00       |        | 4,555.97              | 0.00                                 |           | 123.03             | 97.37       |
| 443-000-910.010                                     | Workers Comp Insurance                   | 399.00         |        | 356.98                | 0.00                                 |           | 42.02              | 89.47       |
| 443-000-930.000                                     | Repairs and Maintenance-Land & Building  | 14,850.00      |        | 2,245.11              | 0.00                                 |           | 12,604.89          | 15.12       |
| 443-000-930.015                                     | Administrative Services - Accounting     | 0.00           |        | 116.25                | 0.00                                 |           | (116.25)           | 100.00      |
| 443-000-930.050                                     | Computer Services                        | 50.00          |        | 29.52                 | 0.00                                 |           | 20.48              | 59.04       |
| 443-000-940.000                                     | Rentals - Equipment                      | 450.00         |        | 1,038.95              | 320.50                               |           | (588.95)           | 230.88      |
| 443-000-956.000                                     | Miscellaneous                            | 0.00           |        | 41.89                 | 0.00                                 |           | (41.89)            | 100.00      |
| 443-908-991.000                                     | Principal Payment - Interfund Loans      | 14,636.00      |        | 12,196.70             | 1,219.67                             |           | 2,439.30           | 83.33       |
| 443-908-995.000                                     | Interest Payment - Interfund Loans       | 1,939.00       |        | 1,615.80              | 161.58                               |           | 323.20             | 83.33       |
| 443-970-972.000                                     | Contracted Services                      | 171,000.00     |        | 103,419.82            | 0.00                                 |           | 67,580.18          | 60.48       |
| TOTAL EXPENDITURES                                  |  | 269,188.00     |        | 181,900.31            | 4,699.18                             |           | 87,287.69          | 67.57       |

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER  | DESCRIPTION                    | 2017-18        | YTD BALANCE | ACTIVITY FOR     | AVAILABLE   | % BDGT USED |
|--|--------------------------------|----------------|-------------|------------------|-------------|-------------|
|  |                                | AMENDED BUDGET | 04/30/2018  | MONTH 04/30/2018 | BALANCE     |             |
| Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA  |                                |                |             |                  |             |             |
| Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA: |                                |                |             |                  |             |             |
|  | TOTAL REVENUES                 | 248,426.00     | 189,556.88  | 5,633.53         | 58,869.12   | 76.30       |
|  | TOTAL EXPENDITURES             | 269,188.00     | 181,900.31  | 4,699.18         | 87,287.69   | 67.57       |
|  | NET OF REVENUES & EXPENDITURES | (20,762.00)    | 7,656.57    | 934.35           | (28,418.57) | 36.88       |



REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER                        | DESCRIPTION                              | 2017-18        | YTD BALANCE                       | ACTIVITY FOR                              | AVAILABLE                      | % BDGT USED |
|----------------------------------|--|----------------|-----------------------------------|---|--------------------------------|-------------|
|                                  |  | AMENDED BUDGET | 04/30/2018<br>(NORMAL (ABNORMAL)) | MONTH 04/30/2018<br>(INCREASE (DECREASE)) | BALANCE<br>(NORMAL (ABNORMAL)) |             |
| Fund 450 - INDUSTRIAL PARK TIFA  |  |                |                                   |   |                                |             |
| Revenues                         |  |                |                                   |   |                                |             |
| 450-000-569.000                  | Local Grants                             | 54,600.00      | 54,779.33                         | 0.00                                      | (179.33)                       | 100.33      |
| 450-000-664.020                  | Interest Earned - Investments            | 50.00          | 122.68                            | 14.24                                     | (72.68)                        | 245.36      |
| TOTAL REVENUES                   |  | 54,650.00      | 54,902.01                         | 14.24                                     | (252.01)                       | 100.46      |
| Expenditures                     |  |                |                                   |   |                                |             |
| 450-000-703.000                  | Salaries/Wages - Full Time Employees     | 29,299.00      | 23,171.34                         | 2,266.34                                  | 6,127.66                       | 79.09       |
| 450-000-706.000                  | Wages - Part Time Employees              | 0.00           | 608.27                            | 141.03                                    | (608.27)                       | 100.00      |
| 450-000-706.005                  | Wages - Part Time Seasonal Employees     | 0.00           | 130.00                            | 0.00                                      | (130.00)                       | 100.00      |
| 450-000-713.000                  | Other Post Employment Benefits           | 158.00         | 131.70                            | 13.17                                     | 26.30                          | 83.35       |
| 450-000-715.000                  | Payroll Tax - FICA/Medicare (Social Sec) | 2,093.00       | 1,635.82                          | 165.36                                    | 457.18                         | 78.16       |
| 450-000-715.010                  | Health Insurance Premiums                | 5,480.00       | 4,341.86                          | (107.93)                                  | 1,138.14                       | 79.23       |
| 450-000-715.012                  | Health Insurance - FSA - Employer Paid   | 77.00          | 61.57                             | 6.28                                      | 15.43                          | 79.96       |
| 450-000-715.013                  | Health Insurance - HSA - Employer Paid   | 2,256.00       | 2,256.00                          | 0.00                                      | 0.00                           | 100.00      |
| 450-000-715.015                  | Life Insurance                           | 11.00          | 8.00                              | 0.80                                      | 3.00                           | 72.73       |
| 450-000-718.000                  | Retirement Benefits                      | 1,143.00       | 902.20                            | 87.86                                     | 240.80                         | 78.93       |
| 450-000-724.000                  | Medical Insurance Opt Out                | 20.00          | 15.97                             | 1.68                                      | 4.03                           | 79.85       |
| 450-000-801.013                  | Professional Services - Attorney         | 500.00         | 0.00                              | 0.00                                      | 500.00                         | 0.00        |
| 450-000-801.030                  | Professional Services - Audit            | 92.00          | 66.78                             | 0.00                                      | 25.22                          | 72.59       |
| 450-000-910.000                  | Liability Insurance                      | 372.00         | 362.21                            | 0.00                                      | 9.79                           | 97.37       |
| 450-000-910.010                  | Workers Comp Insurance                   | 249.00         | 223.40                            | 0.00                                      | 25.60                          | 89.72       |
| 450-000-930.000                  | Repairs and Maintenance-Land & Building  | 1,000.00       | 1,463.00                          | 0.00                                      | (463.00)                       | 146.30      |
| 450-000-930.015                  | Administrative Services - Accounting     | 0.00           | 116.25                            | 0.00                                      | (116.25)                       | 100.00      |
| 450-000-930.050                  | Computer Services                        | 50.00          | 29.52                             | 0.00                                      | 20.48                          | 59.04       |
| 450-000-940.000                  | Rentals - Equipment                      | 1,500.00       | 1,356.55                          | 123.00                                    | 143.45                         | 90.44       |
| 450-000-956.000                  | Miscellaneous                            | 600.00         | 146.89                            | 0.00                                      | 453.11                         | 24.48       |
| TOTAL EXPENDITURES               |  | 44,900.00      | 37,027.33                         | 2,697.59                                  | 7,872.67                       | 82.47       |
| Fund 450 - INDUSTRIAL PARK TIFA: |  |                |                                   |   |                                |             |
| TOTAL REVENUES                   |  | 54,650.00      | 54,902.01                         | 14.24                                     | (252.01)                       | 100.46      |
| TOTAL EXPENDITURES               |  | 44,900.00      | 37,027.33                         | 2,697.59                                  | 7,872.67                       | 82.47       |
| NET OF REVENUES & EXPENDITURES   |  | 9,750.00       | 17,874.68                         | (2,683.35)                                | (8,124.68)                     | 183.33      |

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER                                     | DESCRIPTION                              | 2017-18        |        | YTD BALANCE           | ACTIVITY FOR                         | AVAILABLE |                    | % BDGT USED |
|---|--|----------------|--------|-----------------------|--------------------------------------|-----------|--------------------|-------------|
|   |  | AMENDED BUDGET | NORMAL | 04/30/2018 (ABNORMAL) | MONTH 04/30/2018 INCREASE (DECREASE) | NORMAL    | (ABNORMAL) BALANCE |             |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA |  |                |        |                       |                                      |           |                    |             |
| Revenues                                      |  |                |        |                       |                                      |           |                    |             |
| 494-000-402.030                               | Captured DDA-CITY                        | 15,041.00      |        | 14,953.74             | 0.00                                 |           | 87.26              | 99.42       |
| 494-000-402.031                               | Captured DDA-LIBRARY                     | 1,797.00       |        | 1,790.76              | 0.00                                 |           | 6.24               | 99.65       |
| 494-000-402.032                               | Captured DDA-Capital Impr                | 1,187.00       |        | 1,186.52              | 0.00                                 |           | 0.48               | 99.96       |
| 494-000-402.033                               | Capture DDA-Fire Reserve                 | 1,187.00       |        | 1,186.52              | 0.00                                 |           | 0.48               | 99.96       |
| 494-000-402.034                               | Capture-DDA-Solid Waste                  | 1,542.00       |        | 1,542.58              | 0.00                                 |           | (0.58)             | 100.04      |
| 494-000-402.045                               | Captured DDA-COUNTY                      | 7,219.00       |        | 7,170.25              | 0.00                                 |           | 48.75              | 99.32       |
| 494-000-402.060                               | Captured Tax - AdVal Pers - City         | 2,653.00       |        | 2,616.18              | 0.00                                 |           | 36.82              | 98.61       |
| 494-000-402.061                               | Captured Tax - AdVal Pers - Library      | 317.00         |        | 313.28                | 0.00                                 |           | 3.72               | 98.83       |
| 494-000-402.062                               | Captured Tax - AdVal Pers - Capital Impr | 209.00         |        | 207.65                | 0.00                                 |           | 1.35               | 99.35       |
| 494-000-402.063                               | Captured Tax - AdVal Pers - Fire Reserve | 209.00         |        | 207.65                | 0.00                                 |           | 1.35               | 99.35       |
| 494-000-402.064                               | Captured Tax - AdVal Pers - Solid Waste  | 272.00         |        | 269.94                | 0.00                                 |           | 2.06               | 99.24       |
| 494-000-402.065                               | Captured Tax - AdVal Pers - County (All) | 1,273.00       |        | 1,254.35              | 0.00                                 |           | 18.65              | 98.53       |
| 494-000-569.000                               | Local Grants                             | 5,600.00       |        | 5,672.00              | 0.00                                 |           | (72.00)            | 101.29      |
| 494-000-664.020                               | Interest Earned - Investments            | 15.00          |        | 74.93                 | 5.09                                 |           | (59.93)            | 499.53      |
| 494-000-694.000                               | Miscellaneous Revenue                    | 1,500.00       |        | 318.00                | 0.00                                 |           | 1,182.00           | 21.20       |
| 494-000-694.022                               | DDA - Farmers Market Entry Fee           | 3,500.00       |        | 3,000.00              | 500.00                               |           | 500.00             | 85.71       |
| 494-000-694.025                               | DDA - Sale of Merchandise                | 1,000.00       |        | 1,120.00              | 0.00                                 |           | (120.00)           | 112.00      |
| 494-000-694.026                               | DDA - Special Event Revenues             | 1,000.00       |        | 1,050.00              | 0.00                                 |           | (50.00)            | 105.00      |
| 494-000-694.036                               | DDA Donations - Movies in the Park       | 400.00         |        | 0.00                  | 0.00                                 |           | 400.00             | 0.00        |
| TOTAL REVENUES                                |  | 45,921.00      |        | 43,934.35             | 505.09                               |           | 1,986.65           | 95.67       |
| Expenditures                                  |  |                |        |                       |                                      |           |                    |             |
| 494-000-703.000                               | Salaries/Wages - Full Time Employees     | 13,833.00      |        | 11,245.62             | 1,094.41                             |           | 2,587.38           | 81.30       |
| 494-000-706.000                               | Wages - Part Time Employees              | 750.00         |        | 1,459.96              | 0.00                                 |           | (709.96)           | 194.66      |
| 494-000-706.005                               | Wages - Part Time Seasonal Employees     | 0.00           |        | 10.00                 | 0.00                                 |           | (10.00)            | 100.00      |
| 494-000-715.000                               | Payroll Tax - FICA/Medicare (Social Sec) | 1,040.00       |        | 856.76                | 73.00                                |           | 183.24             | 82.38       |
| 494-000-715.010                               | Health Insurance Premiums                | 2,556.00       |        | 1,961.96              | (48.56)                              |           | 594.04             | 76.76       |
| 494-000-715.013                               | Health Insurance - HSA - Employer Paid   | 1,392.00       |        | 1,392.00              | 0.00                                 |           | 0.00               | 100.00      |
| 494-000-718.000                               | Retirement Benefits                      | 0.00           |        | 5.83                  | 0.00                                 |           | (5.83)             | 100.00      |
| 494-000-775.000                               | Supplies - Repairs and Maintenance       | 1,000.00       |        | 798.34                | 0.00                                 |           | 201.66             | 79.83       |
| 494-000-801.013                               | Professional Services - Attorney         | 0.00           |        | 133.00                | 0.00                                 |           | (133.00)           | 100.00      |
| 494-000-801.030                               | Professional Services - Audit            | 92.00          |        | 66.78                 | 0.00                                 |           | 25.22              | 72.59       |
| 494-000-900.000                               | Printing and Publishing                  | 2,500.00       |        | 1,149.94              | 74.79                                |           | 1,350.06           | 46.00       |
| 494-000-910.000                               | Liability Insurance                      | 479.00         |        | 466.41                | 0.00                                 |           | 12.59              | 97.37       |
| 494-000-910.010                               | Workers Comp Insurance                   | 84.00          |        | 75.85                 | 0.00                                 |           | 8.15               | 90.30       |
| 494-000-930.000                               | Repairs and Maintenance-Land & Building  | 500.00         |        | 240.00                | 0.00                                 |           | 260.00             | 48.00       |
| 494-000-930.050                               | Computer Services                        | 50.00          |        | 30.35                 | 0.00                                 |           | 19.65              | 60.70       |
| 494-000-940.000                               | Rentals - Equipment                      | 250.00         |        | 129.70                | 0.00                                 |           | 120.30             | 51.88       |
| 494-000-956.000                               | Miscellaneous                            | 0.00           |        | 567.13                | 8.82                                 |           | (567.13)           | 100.00      |
| 494-000-956.021                               | Special Events                           | 1,200.00       |        | 1,186.56              | 250.00                               |           | 13.44              | 98.88       |
| 494-000-957.022                               | DDA Farmers Market Expense               | 700.00         |        | 531.83                | 128.33                               |           | 168.17             | 75.98       |
| 494-000-957.025                               | DDA Christmas Ornament Costs             | 800.00         |        | 757.59                | 0.00                                 |           | 42.41              | 94.70       |
| 494-000-957.036                               | DDA Movies in the Park                   | 2,200.00       |        | 2,374.50              | 0.00                                 |           | (174.50)           | 107.93      |
| 494-000-960.000                               | Education & Training - Professional      | 100.00         |        | 150.00                | 0.00                                 |           | (50.00)            | 150.00      |
| 494-000-962.000                               | Memberships & Dues                       | 3,100.00       |        | 1,040.00              | 0.00                                 |           | 2,060.00           | 33.55       |
| 494-908-991.000                               | Principal Payment - Interfund Loans      | 11,436.00      |        | 9,530.00              | 953.00                               |           | 1,906.00           | 83.33       |
| 494-908-995.000                               | Interest Payment - Interfund Loans       | 825.00         |        | 687.50                | 68.75                                |           | 137.50             | 83.33       |
| TOTAL EXPENDITURES                            |  | 44,887.00      |        | 36,847.61             | 2,602.54                             |           | 8,039.39           | 82.09       |

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER                                      | DESCRIPTION | 2017-18        | YTD BALANCE       | ACTIVITY FOR        | AVAILABLE         | % BDGT USED |
|--|-------------|----------------|-------------------|---------------------|-------------------|-------------|
|  |             | AMENDED BUDGET | 04/30/2018        | MONTH 04/30/2018    | BALANCE           |             |
|  |             |                | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) |             |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA  |             |                |                   |                     |                   |             |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA: |             |                |                   |                     |                   |             |
| TOTAL REVENUES                                 |             | 45,921.00      | 43,934.35         | 505.09              | 1,986.65          | 95.67       |
| TOTAL EXPENDITURES                             |             | 44,887.00      | 36,847.61         | 2,602.54            | 8,039.39          | 82.09       |
| NET OF REVENUES & EXPENDITURES                 |             | 1,034.00       | 7,086.74          | (2,097.45)          | (6,052.74)        | 685.37      |
| TOTAL REVENUES - ALL FUNDS                     |             | 348,997.00     | 288,393.24        | 6,152.86            | 60,603.76         | 82.63       |
| TOTAL EXPENDITURES - ALL FUNDS                 |             | 358,975.00     | 255,775.25        | 9,999.31            | 103,199.75        | 71.25       |
| NET OF REVENUES & EXPENDITURES                 |             | (9,978.00)     | 32,617.99         | (3,846.45)          | (42,595.99)       | 326.90      |

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER  | DESCRIPTION                              | 2017-18        | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BDGT USED |
|--|--|----------------|---------------------------------|---|------------------------------|-------------|
|  |  | AMENDED BUDGET | 04/30/2018<br>NORMAL (ABNORMAL) | MONTH 04/30/2018<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |             |
| Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA  |  |                |                                 |   |                              |             |
| Revenues   |  |                |                                 |   |                              |             |
| 443-000-402.040                                      | Captured Tax - AdVal Real - City Tax     | 2,205.00       | 2,192.19                        | 0.00                                    | 12.81                        | 99.42       |
| 443-000-402.041                                      | Captured Tax - AdVal Real - Library      | 264.00         | 262.57                          | 0.00                                    | 1.43                         | 99.46       |
| 443-000-402.042                                      | Captured Tax - AdVal Real - Capital Impr | 174.00         | 173.99                          | 0.00                                    | 0.01                         | 99.99       |
| 443-000-402.043                                      | Captured Tax - AdVal Real - Fire Reserve | 174.00         | 173.99                          | 0.00                                    | 0.01                         | 99.99       |
| 443-000-402.044                                      | Captured Tax - AdVal Real - Solid Waste  | 226.00         | 226.18                          | 0.00                                    | (0.18)                       | 100.08      |
| 443-000-402.047                                      | Captured DDA-SCHOOL                      | 4,732.00       | 4,732.57                        | 0.00                                    | (0.57)                       | 100.01      |
| 443-000-402.048                                      | Captured Tax - AdVal Real - County (All) | 1,059.00       | 1,051.29                        | 0.00                                    | 7.71                         | 99.27       |
| 443-000-402.060                                      | Captured Tax - AdVal Pers - City         | 588.00         | 584.61                          | 0.00                                    | 3.39                         | 99.42       |
| 443-000-402.061                                      | Captured Tax - AdVal Pers - Library      | 70.00          | 70.02                           | 0.00                                    | (0.02)                       | 100.03      |
| 443-000-402.062                                      | Captured Tax - AdVal Pers - Capital Impr | 46.00          | 46.40                           | 0.00                                    | (0.40)                       | 100.87      |
| 443-000-402.063                                      | Captured Tax - AdVal Pers - Fire Reserve | 46.00          | 46.40                           | 0.00                                    | (0.40)                       | 100.87      |
| 443-000-402.064                                      | Captured Tax - AdVal Pers - Solid Waste  | 60.00          | 60.32                           | 0.00                                    | (0.32)                       | 100.53      |
| 443-000-402.065                                      | Captured Tax - AdVal Pers - County (All) | 282.00         | 280.35                          | 0.00                                    | 1.65                         | 99.41       |
| 443-000-505.000                                      | Federal Grant                            | 65,000.00      | 0.00                            | 0.00                                    | 65,000.00                    | 0.00        |
| 443-000-664.020                                      | Interest Earned - Investments            | 0.00           | 505.25                          | 8.53                                    | (505.25)                     | 100.00      |
| 443-000-673.000                                      | Sale of Fixed Assets - Land              | 106,000.00     | 122,250.75                      | 0.00                                    | (16,250.75)                  | 115.33      |
| 443-000-676.080                                      | Interfund Transfer In - Capital Improve  | 67,500.00      | 56,250.00                       | 5,625.00                                | 11,250.00                    | 83.33       |
| 443-000-694.000                                      | Miscellaneous Revenue                    | 0.00           | 650.00                          | 0.00                                    | (650.00)                     | 100.00      |
| TOTAL REVENUES                                       |  | 248,426.00     | 189,556.88                      | 5,633.53                                | 58,869.12                    | 76.30       |
| Expenditures   |  |                |                                 |   |                              |             |
| 000  | OPERATIONS                               | 81,613.00      | 64,667.99                       | 3,317.93                                | 16,945.01                    | 79.24       |
| 908  | DEBT SERVICE                             | 16,575.00      | 13,812.50                       | 1,381.25                                | 2,762.50                     | 83.33       |
| 970  | CAPITAL OUTLAY                           | 171,000.00     | 103,419.82                      | 0.00                                    | 67,580.18                    | 60.48       |
| TOTAL EXPENDITURES                                   |  | 269,188.00     | 181,900.31                      | 4,699.18                                | 87,287.69                    | 67.57       |
| Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA: |  |                |                                 |   |                              |             |
| TOTAL REVENUES                                       |  | 248,426.00     | 189,556.88                      | 5,633.53                                | 58,869.12                    | 76.30       |
| TOTAL EXPENDITURES                                   |  | 269,188.00     | 181,900.31                      | 4,699.18                                | 87,287.69                    | 67.57       |
| NET OF REVENUES & EXPENDITURES                       |  | (20,762.00)    | 7,656.57                        | 934.35                                  | (28,418.57)                  | 36.88       |

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER                        | DESCRIPTION                   | 2017-18        | YTD BALANCE                     | ACTIVITY FOR                            | AVAILABLE                    | % BGD<br>USED |
|----------------------------------|-------------------------------|----------------|---------------------------------|---|------------------------------|---------------|
|                                  |                               | AMENDED BUDGET | 04/30/2018<br>NORMAL (ABNORMAL) | MONTH 04/30/2018<br>INCREASE (DECREASE) | BALANCE<br>NORMAL (ABNORMAL) |               |
| Fund 450 - INDUSTRIAL PARK TIFA  |                               |                |                                 |   |                              |               |
| Revenues                         |                               |                |                                 |   |                              |               |
| 450-000-569.000                  | Local Grants                  | 54,600.00      | 54,779.33                       | 0.00                                    | (179.33)                     | 100.33        |
| 450-000-664.020                  | Interest Earned - Investments | 50.00          | 122.68                          | 14.24                                   | (72.68)                      | 245.36        |
| TOTAL REVENUES                   |                               | 54,650.00      | 54,902.01                       | 14.24                                   | (252.01)                     | 100.46        |
| Expenditures                     |                               |                |                                 |   |                              |               |
| 000                              | OPERATIONS                    | 44,900.00      | 37,027.33                       | 2,697.59                                | 7,872.67                     | 82.47         |
| TOTAL EXPENDITURES               |                               | 44,900.00      | 37,027.33                       | 2,697.59                                | 7,872.67                     | 82.47         |
| Fund 450 - INDUSTRIAL PARK TIFA: |                               |                |                                 |   |                              |               |
| TOTAL REVENUES                   |                               | 54,650.00      | 54,902.01                       | 14.24                                   | (252.01)                     | 100.46        |
| TOTAL EXPENDITURES               |                               | 44,900.00      | 37,027.33                       | 2,697.59                                | 7,872.67                     | 82.47         |
| NET OF REVENUES & EXPENDITURES   |                               | 9,750.00       | 17,874.68                       | (2,683.35)                              | (8,124.68)                   | 183.33        |

PERIOD ENDING 04/30/2018

% Fiscal Year Completed: 83.29

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

| GL NUMBER                                      | DESCRIPTION                              | 2017-18        |        | YTD BALANCE           | ACTIVITY FOR              |            | AVAILABLE |                    | % BDGT USED |
|--|--|----------------|--------|-----------------------|---------------------------|------------|-----------|--------------------|-------------|
|  |  | AMENDED BUDGET | NORMAL | 04/30/2018 (ABNORMAL) | MONTH 04/30/2018 INCREASE | (DECREASE) | NORMAL    | (ABNORMAL) BALANCE |             |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA  |  |                |        |                       |                           |            |           |                    |             |
| Revenues                                       |  |                |        |                       |                           |            |           |                    |             |
| 494-000-402.030                                | Captured DDA-CITY                        | 15,041.00      |        | 14,953.74             |                           | 0.00       |           | 87.26              | 99.42       |
| 494-000-402.031                                | Captured DDA-LIBRARY                     | 1,797.00       |        | 1,790.76              |                           | 0.00       |           | 6.24               | 99.65       |
| 494-000-402.032                                | Captured DDA-Capital Impr                | 1,187.00       |        | 1,186.52              |                           | 0.00       |           | 0.48               | 99.96       |
| 494-000-402.033                                | Capture DDA-Fire Reserve                 | 1,187.00       |        | 1,186.52              |                           | 0.00       |           | 0.48               | 99.96       |
| 494-000-402.034                                | Capture-DDA-Solid Waste                  | 1,542.00       |        | 1,542.58              |                           | 0.00       |           | (0.58)             | 100.04      |
| 494-000-402.045                                | Captured DDA-COUNTY                      | 7,219.00       |        | 7,170.25              |                           | 0.00       |           | 48.75              | 99.32       |
| 494-000-402.060                                | Captured Tax - AdVal Pers - City         | 2,653.00       |        | 2,616.18              |                           | 0.00       |           | 36.82              | 98.61       |
| 494-000-402.061                                | Captured Tax - AdVal Pers - Library      | 317.00         |        | 313.28                |                           | 0.00       |           | 3.72               | 98.83       |
| 494-000-402.062                                | Captured Tax - AdVal Pers - Capital Impr | 209.00         |        | 207.65                |                           | 0.00       |           | 1.35               | 99.35       |
| 494-000-402.063                                | Captured Tax - AdVal Pers - Fire Reserve | 209.00         |        | 207.65                |                           | 0.00       |           | 1.35               | 99.35       |
| 494-000-402.064                                | Captured Tax - AdVal Pers - Solid Waste  | 272.00         |        | 269.94                |                           | 0.00       |           | 2.06               | 99.24       |
| 494-000-402.065                                | Captured Tax - AdVal Pers - County (All) | 1,273.00       |        | 1,254.35              |                           | 0.00       |           | 18.65              | 98.53       |
| 494-000-569.000                                | Local Grants                             | 5,600.00       |        | 5,672.00              |                           | 0.00       |           | (72.00)            | 101.29      |
| 494-000-664.020                                | Interest Earned - Investments            | 15.00          |        | 74.93                 |                           | 5.09       |           | (59.93)            | 499.53      |
| 494-000-694.000                                | Miscellaneous Revenue                    | 1,500.00       |        | 318.00                |                           | 0.00       |           | 1,182.00           | 21.20       |
| 494-000-694.022                                | DDA - Farmers Market Entry Fee           | 3,500.00       |        | 3,000.00              |                           | 500.00     |           | 500.00             | 85.71       |
| 494-000-694.025                                | DDA - Sale of Merchandise                | 1,000.00       |        | 1,120.00              |                           | 0.00       |           | (120.00)           | 112.00      |
| 494-000-694.026                                | DDA - Special Event Revenues             | 1,000.00       |        | 1,050.00              |                           | 0.00       |           | (50.00)            | 105.00      |
| 494-000-694.036                                | DDA Donations - Movies in the Park       | 400.00         |        | 0.00                  |                           | 0.00       |           | 400.00             | 0.00        |
| TOTAL REVENUES                                 |  | 45,921.00      |        | 43,934.35             |                           | 505.09     |           | 1,986.65           | 95.67       |
| Expenditures                                   |  |                |        |                       |                           |            |           |                    |             |
| 000  | OPERATIONS                               | 32,626.00      |        | 26,630.11             |                           | 1,580.79   |           | 5,995.89           | 81.62       |
| 908  | DEBT SERVICE                             | 12,261.00      |        | 10,217.50             |                           | 1,021.75   |           | 2,043.50           | 83.33       |
| TOTAL EXPENDITURES                             |  | 44,887.00      |        | 36,847.61             |                           | 2,602.54   |           | 8,039.39           | 82.09       |
| Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA: |  |                |        |                       |                           |            |           |                    |             |
| TOTAL REVENUES                                 |  | 45,921.00      |        | 43,934.35             |                           | 505.09     |           | 1,986.65           | 95.67       |
| TOTAL EXPENDITURES                             |  | 44,887.00      |        | 36,847.61             |                           | 2,602.54   |           | 8,039.39           | 82.09       |
| NET OF REVENUES & EXPENDITURES                 |  | 1,034.00       |        | 7,086.74              |                           | (2,097.45) |           | (6,052.74)         | 685.37      |
| TOTAL REVENUES - ALL FUNDS                     |  |                |        |                       |                           |            |           |                    |             |
| TOTAL REVENUES - ALL FUNDS                     |  | 348,997.00     |        | 288,393.24            |                           | 6,152.86   |           | 60,603.76          | 82.63       |
| TOTAL EXPENDITURES - ALL FUNDS                 |  |                |        |                       |                           |            |           |                    |             |
| TOTAL EXPENDITURES - ALL FUNDS                 |  | 358,975.00     |        | 255,775.25            |                           | 9,999.31   |           | 103,199.75         | 71.25       |
| NET OF REVENUES & EXPENDITURES                 |  | (9,978.00)     |        | 32,617.99             |                           | (3,846.45) |           | (42,595.99)        | 326.90      |