

City of Pottersville - Council Agenda

Thursday, March 18, 2021 – 7:00 p.m. – Pottersville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Meeting minutes from February 18, 2021

F. Approval of Bills: General Bills: \$29,802.68 (less bill adj. -26.93) + \$7,747.98 = \$37,523.73

G. Bank Reconciliations: February 2021 General, Tax and Payroll

H. City Manager's Report: Manager's report in the March 2021 packet.

I. Public Comment on agenda items:

J. Commission/Committee Reports: Reports in the March 2021 packet.

K. Department Reports: Administration- Department reports in the March 2021 packet.

L. New Business:

- a) Budget Hearing of Fiscal Year 2020-2021 Budget Amendments
- b) Resolution 20210318-04 to Adopt Fiscal Year 2020-2021 Budget Amendments
- c) Approve TIFA Budget (page 46 Annual City Budget)
- d) Public Hearing for the City's Recreation Passport Grant Application RP21-0038
- e) Resolution No. 20210318-05 to support application and financial commitment of matching funds for MI DNR Recreation Passport Grant Application RP21-0038.
- f) Authorize change of bank of record and check signers for all City bank accounts including General, Payroll, Tax payment accounts.
- g) Interlocal Assessing Agreement

M. Public Comment on non-agenda items:

N. Communication from the Mayor and Council:

O. Next Meeting: Thursday, April 15, 2021 at 7:00 p.m.

P. Excuse absent member(s):

Q. Motion to Adjourn:

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

This meeting was held by teleconference

City Council Meeting was called to order by Mayor Kring on Thursday, February 18, 2021 at 7:00 pm and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Kring at City Hall, Member Nichols at residence, Member Potter at City Hall, Member Pulda at City Hall, Member Smalley at City Hall

Absent: Deputy Mayor Lenneman and Member Twichell

Approval of Agenda: Motion by Mayor Kring to amend the Agenda; to remove the Manager/City Clerk evaluations. Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter and Member Pulda. Nays: Member Smalley. Motion Carried (4-1).

Approval of Minutes: Motion by Member Smalley to approve January 21, 2021 minutes. Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter and Member Smalley. Nays: None. Abstain: Member Pulda. Motion Carried (4-0-1).

Approval of Bills: Motion by Member Potter to approve payment of General Bills in the amount of \$47,036.79. Supported by Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Smalley and Member Pulda. Nays: None. Motion Carried (5-0).

Approval of Bank Reconciliations: Motion by Member Potter to approve January 2021 accounts for General, Tax and Payroll. Supported by Member Smalley. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).

City Manager's Report: Manager's report is in February 2021 Council packet.

Public Comment on Agenda Items: None

Commission/Committee Reports: Mayor Kring shared from Parks Committee that plans are moving forward with the proposed Farmers Market for the City. Mayor Kring said that DPW is making a large difference on the trails in the woods at Lake Alliance. Brandy Hatt- Zoning Administrator, communicated that the Gizzard Fest committee decided to move forward with the planning of 2021 Gizzard Fest for June 11 & 12. Next Gizzard Fest planning meeting is March 9 @ 5:30 pm at the Sycamore Church. Police Chief Barry reported the old Charger vehicle has been sold. Chief Barry informed us they have added another part time officer. DPW Director- Don Stanley stated he has not received any other contacts from residents regarding the Lockview

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subdivision road with chip and seal application. DPW will use the sweeper on the road in the spring.

Department Reports: DPW Director, Don Stanley, commented that he has looked at the Lockview Road fog and chip seal project and feels it is in the normal parameters for this type of project. He reviewed with engineer Brandon, Contractor and himself shortly after it was completed and it was in the condition as expected. This is a maintenance only project a temporary fix to help preserve the road longer.

New Business:

- a) **Resolution to Appeal by letter for Board of Review:** Motion by Mayor Kring to replace the word “protest” with “appeal” in the resolution and adopt the resolution “To Appeal by letter for Board of Review.” Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).
- b) **Approve City Council’s Meeting Dates for 2021:** Motion by Member Smalley. Supported by Mayor Kring. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).
- c) **2021 Road Maintenance Work Orders:** Motion by Member Potter to accept the work orders as presented for \$59,700.00. Supported by: Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).
- d) **PUBLIC HEARING -Lansing Road Sidewalk- Phase 1 TIFA Funded Capital Project.** Mayor Kring Opened the Public Hearing. No Public Comments. Mayor Kring Closed the Public Hearing.
- e) **Lansing Road Sidewalk – Phase I Project approval/acceptance of ownership of project assets upon completion and final inspection.** Motion by Mayor Kring for the City Council to support the “TIFA Lansing Road Sidewalk – Phase 1” project as presented, and for the City to accept ownership, maintenance, and operation of the Projects’ public assets upon construction and final inspection of the City’s civil engineers. Supported by Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).
- f) **Purchase of Equipment with TIFA monetary contribution.** Motion by Member Potter to accept the purchase of Bobcat Equipment and accessories with TIFA monetary contribution of 50% of purchase amount up to \$30,000 to be repaid to TIFA over five years, at two percent interest. Supported by Member Pulda. Roll Call Vote: Ayes: Mayor

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Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).

g) **Manager/City Clerk regular annual performance evaluations** - Removed

Public Comment on Non-Agenda Items: None

Communications from Mayor and Council: Member Smalley and Member Potter thanked DPW and Mayor Kring for working so hard to clear the roads and sidewalks from the last snow. Mayor Kring reported that they cleared Main Street and sidewalks multiple times throughout the night.

Next Meeting is March 18, 2021

Excuse Absent Members: Motion by Member Potter to excuse Deputy Mayor Lenneman and Member Twichell. Supported by Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).

Motion to Adjourn: Motion by Mayor Kring and Supported by Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Member Nichols, Member Potter, Member Pulda and Member Smalley. Nays: None. Motion Carried (5-0).

Meeting Adjourned at 8:00 pm

Respectfully Submitted by:

Becky Dolman

City Clerk

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403.000	PROPERTY TAX	557,000.00	565,591.27	1,726.57	(8,591.27)	101.54
101-000-403.100	DELINQUENT PROP TAX	676.85	10.66	0.00	666.19	1.57
101-000-403.200	SOLID WASTE TAX	65,355.95	71,185.19	217.25	(5,829.24)	108.92
101-000-406.000	CITY PENALTY	4,000.00	2,017.13	264.62	1,982.87	50.43
101-000-423.000	TRAILER COURT TAX	2,751.00	1,111.00	0.00	1,640.00	40.39
101-000-450.000	3% CABLE T.V.	0.00	3,072.91	3,072.91	(3,072.91)	100.00
101-000-452.000	LIQUOR LICENSE	1,683.55	1,889.25	0.00	(205.70)	112.22
101-000-453.000	TELECOM RIGHT OF WAY MAINTENA	7,000.00	0.00	0.00	7,000.00	0.00
101-000-476.000	RECYCLING	723.18	621.70	47.50	101.48	85.97
101-000-477.000	PERMITS	4,000.00	2,950.00	640.00	1,050.00	73.75
101-000-528.000	OTHER FEDERAL GRANTS	0.00	13,055.00	0.00	(13,055.00)	100.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	518.35	250.00	0.00	268.35	48.23
101-000-573.000	LOCAL COMMUNITY STABILIZATION	150,000.00	83,042.41	0.00	66,957.59	55.36
101-000-575.000	EVIP DISTRIBUTION (A, C, E)	38,000.00	19,392.00	6,464.00	18,608.00	51.03
101-000-576.000	ST SHARED REV - SALES TAX	228,000.00	132,709.00	37,939.00	95,291.00	58.21
101-000-579.000	GRANT REVENUE	11,500.00	7,478.18	1,618.68	4,021.82	65.03
101-000-600.000	CHARGES FOR SERVICES - PD	200.00	130.00	0.00	70.00	65.00
101-000-601.000	FOIA	0.00	100.30	15.00	(100.30)	100.00
101-000-618.000	ADMINISTRATION FEE	28,000.00	28,116.58	6,270.99	(116.58)	100.42
101-000-655.000	FINES & FORFEITURES	4,300.00	1,447.44	180.25	2,852.56	33.66
101-000-665.000	INTEREST	31,400.00	2,474.22	223.77	28,925.78	7.88
101-000-671.000	FIXED ASSETS - PD	0.00	42,089.00	0.00	(42,089.00)	100.00
101-000-673.000	SALE OF FIXED ASSETS	6,000.00	0.00	0.00	6,000.00	0.00
101-000-680.002	SPECIAL EVENTS - FIRE/HOLIDAY	1,500.00	0.00	0.00	1,500.00	0.00
101-000-680.004	SPECIAL EVENTS-GIZZARDFEST	4,000.00	130.00	0.00	3,870.00	3.25
101-000-682.000	REIMBURSEMENT	2,000.00	8,139.48	8,139.48	(6,139.48)	406.97
101-000-694.000	CASH OVER & UNDER	0.00	(0.81)	0.00	0.81	100.00
101-000-697.000	INSURANCE REIMBURSEMENT	0.00	250.00	250.00	(250.00)	100.00
101-000-698.000	MISC INCOME	0.00	9.25	3.00	(9.25)	100.00
Total Dept 000		1,148,608.88	987,261.16	67,073.02	161,347.72	85.95
TOTAL REVENUES		1,148,608.88	987,261.16	67,073.02	161,347.72	85.95
Expenditures						
Dept 000						
101-000-698.106	TRANSFER OUT	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000		2,500.00	0.00	0.00	2,500.00	0.00
Dept 101 - CITY COUNCIL						
101-101-703.000	SALARIES	4,200.00	2,038.00	0.00	2,162.00	48.52
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,260.00	0.00	0.00	2,260.00	0.00
101-101-719.000	FRINGE BENEFITS	642.60	170.07	0.00	472.53	26.47
101-101-731.000	PUBLICATION	700.00	0.00	0.00	700.00	0.00
101-101-740.000	SUPPLIES	100.00	166.95	0.00	(66.95)	166.95
101-101-775.000	REPAIRS & MAINT	50.00	11.84	11.84	38.16	23.68
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	16,805.00	16,805.00	0.00	0.00	100.00
101-101-960.000	CONFERENCE AND WORKSHOPS	200.00	0.00	0.00	200.00	0.00
Total Dept 101 - CITY COUNCIL		24,957.60	19,191.86	11.84	5,765.74	76.90

PERIOD ENDING 02/28/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 02/28/2021	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 171 - MAYOR						
101-171-703.000	SALARIES	1,200.00	660.00	0.00	540.00	55.00
101-171-719.000	FRINGE BENEFITS	91.00	50.49	0.00	40.51	55.48
Total Dept 171 - MAYOR		1,291.00	710.49	0.00	580.51	55.03
Dept 172 - CITY MANAGER						
101-172-703.000	SALARIES	72,575.93	47,095.81	5,582.76	25,480.12	64.89
101-172-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	357.65	0.00	(357.65)	100.00
101-172-719.000	FRINGE BENEFITS	19,251.40	9,943.57	1,348.89	9,307.83	51.65
101-172-740.000	SUPPLIES	200.00	9.79	0.00	190.21	4.90
101-172-781.000	COMPUTER SOFTWARE	5.10	0.00	0.00	5.10	0.00
101-172-809.000	TRAINING	630.00	0.00	0.00	630.00	0.00
101-172-958.000	DUES AND SUBSCRIPTIONS	200.00	0.00	0.00	200.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	197.91	0.00	(197.91)	100.00
Total Dept 172 - CITY MANAGER		92,862.43	57,604.73	6,931.65	35,257.70	62.03
Dept 209 - ASSESSOR						
101-209-703.000	SALARIES	1,147.51	686.53	80.77	460.98	59.83
101-209-719.000	FRINGE BENEFITS	779.52	361.58	41.84	417.94	46.38
101-209-731.000	PUBLICATION	200.00	0.00	0.00	200.00	0.00
101-209-740.000	SUPPLIES	200.00	68.50	0.00	131.50	34.25
101-209-741.000	POSTAGE	500.00	423.78	423.78	76.22	84.76
101-209-781.000	COMPUTER SOFTWARE	1,400.00	235.00	0.00	1,165.00	16.79
101-209-810.050	RE INSPECTION - 20%	3,150.00	2,059.31	242.27	1,090.69	65.37
101-209-813.000	BOARD OF REVIEW	1,400.00	250.00	0.00	1,150.00	17.86
101-209-818.000	CONTRACT LABOR	15,999.96	9,333.31	1,333.33	6,666.65	58.33
Total Dept 209 - ASSESSOR		24,776.99	13,418.01	2,121.99	11,358.98	54.16
Dept 210 - ATTORNEY						
101-210-801.000	ATTORNEY	23,500.00	9,389.00	656.00	14,111.00	39.95
Total Dept 210 - ATTORNEY		23,500.00	9,389.00	656.00	14,111.00	39.95
Dept 215 - CLERK						
101-215-703.000	SALARIES	46,081.70	17,109.33	2,404.11	28,972.37	37.13
101-215-703.003	HAZARD PAY- COVID	0.00	445.00	0.00	(445.00)	100.00
101-215-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	144.00	0.00	(144.00)	100.00
101-215-719.000	FRINGE BENEFITS	25,110.42	6,848.23	311.34	18,262.19	27.27
101-215-731.000	PUBLICATION	300.00	0.00	0.00	300.00	0.00
101-215-740.000	SUPPLIES	450.00	202.05	120.63	247.95	44.90
101-215-741.000	POSTAGE	200.00	0.00	0.00	200.00	0.00
101-215-781.000	COMPUTER SOFTWARE	500.00	0.00	0.00	500.00	0.00
101-215-809.000	TRAINING	300.00	650.00	650.00	(350.00)	216.67
101-215-818.000	CONTRACT LABOR	0.00	75.00	0.00	(75.00)	100.00
101-215-822.000	ELECTIONS	5,000.00	9,876.91	0.00	(4,876.91)	197.54
101-215-958.000	DUES AND SUBSCRIPTIONS	200.00	226.25	(27.50)	(26.25)	113.13
101-215-960.000	CONFERENCE AND WORKSHOPS	200.00	0.00	0.00	200.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	550.00	197.91	0.00	352.09	35.98

PERIOD ENDING 02/28/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 02/28/2021	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 215 - CLERK		78,892.12	35,774.68	3,458.58	43,117.44	45.35
Dept 224 - AUDIT						
101-224-807.000	AUDIT	18,000.00	17,350.00	0.00	650.00	96.39
Total Dept 224 - AUDIT		18,000.00	17,350.00	0.00	650.00	96.39
Dept 253 - TREASURERS OFFICE						
101-253-703.000	SALARIES	62,410.85	40,327.06	4,800.84	22,083.79	64.62
101-253-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	480.08	0.00	(480.08)	100.00
101-253-719.000	FRINGE BENEFITS	21,025.00	13,865.15	2,003.99	7,159.85	65.95
101-253-731.000	PUBLICATION	100.00	0.00	0.00	100.00	0.00
101-253-740.000	SUPPLIES	300.00	135.89	26.93	164.11	45.30
101-253-741.000	POSTAGE	1,100.00	900.37	470.11	199.63	81.85
101-253-781.000	COMPUTER SOFTWARE	1,000.00	711.00	0.00	289.00	71.10
101-253-814.000	BANK SERVICE CHARGES	1,600.00	3,946.72	267.95	(2,346.72)	246.67
101-253-960.000	CONFERENCE AND WORKSHOPS	225.04	75.00	0.00	150.04	33.33
101-253-980.100	COMPUTER EQUIPMENT	0.00	197.92	0.00	(197.92)	100.00
Total Dept 253 - TREASURERS OFFICE		87,760.89	60,639.19	7,569.82	27,121.70	69.10
Dept 265 - CITY HALL						
101-265-731.000	PUBLICATION	1,400.00	206.28	206.28	1,193.72	14.73
101-265-740.000	SUPPLIES	3,000.00	1,006.65	154.88	1,993.35	33.56
101-265-740.400	COMMUNITY HOLIDAY EVENT	400.00	239.98	0.00	160.02	60.00
101-265-740.500	COMMUNITY SPEC EVENTS	900.00	350.26	0.00	549.74	38.92
101-265-741.000	POSTAGE	500.00	234.00	(0.60)	266.00	46.80
101-265-775.000	REPAIRS & MAINT	1,000.00	0.00	0.00	1,000.00	0.00
101-265-781.000	COMPUTER SOFTWARE	3,700.00	5,653.50	0.00	(1,953.50)	152.80
101-265-802.000	SERVICE	2,000.00	1,675.31	39.74	324.69	83.77
101-265-818.000	CONTRACT LABOR	500.00	0.00	0.00	500.00	0.00
101-265-853.000	TELEPHONE EXPENSE	3,000.00	271.85	0.00	2,728.15	9.06
101-265-920.000	UTILITIES	15,286.51	0.00	(7,460.53)	15,286.51	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	324.00	278.00	98.00	46.00	85.80
101-265-970.000	CAPITAL OUTLAY	3,000.00	0.00	0.00	3,000.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	0.00	96.94	96.94	(96.94)	100.00
Total Dept 265 - CITY HALL		35,010.51	10,012.77	(6,865.29)	24,997.74	28.60
Dept 301 - POLICE						
101-301-703.000	SALARIES	119,365.94	74,420.74	9,873.55	44,945.20	62.35
101-301-703.002	OVERTIME SALARIES	4,600.00	3,748.94	487.58	851.06	81.50
101-301-703.003	HAZARD PAY- COVID	0.00	3,000.00	0.00	(3,000.00)	100.00
101-301-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	1,692.14	0.00	(1,692.14)	100.00
101-301-719.000	FRINGE BENEFITS	34,072.33	20,544.92	2,804.33	13,527.41	60.30
101-301-725.000	UNIFORM EXPENSES	2,400.00	1,389.98	1,174.28	1,010.02	57.92
101-301-740.000	SUPPLIES	7,000.00	2,779.82	147.69	4,220.18	39.71
101-301-775.000	REPAIRS & MAINT	5,692.48	2,170.85	0.00	3,521.63	38.14
101-301-781.000	COMPUTER SOFTWARE	500.00	0.00	0.00	500.00	0.00
101-301-801.000	ATTORNEY	2,400.00	1,813.50	0.00	586.50	75.56
101-301-802.000	SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
101-301-809.000	TRAINING	800.00	0.00	0.00	800.00	0.00

03/11/2021 09:48 AM

User: JWest

DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-301-851.000	RADIO REPAIRS	300.00	0.00	0.00	300.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,000.00	806.98	120.46	193.02	80.70
101-301-862.000	GAS	6,000.00	2,084.11	284.90	3,915.89	34.74
101-301-958.000	DUES AND SUBSCRIPTIONS	0.00	25.00	0.00	(25.00)	100.00
101-301-959.000	MISC	250.00	0.00	0.00	250.00	0.00
101-301-970.000	CAPITAL OUTLAY	0.00	49,924.55	(6,476.04)	(49,924.55)	100.00
101-301-972.000	CAPITAL OUTLAY - POLICE	39,167.00	0.00	0.00	39,167.00	0.00
101-301-980.100	COMPUTER EQUIPMENT	0.00	1,907.25	0.00	(1,907.25)	100.00
Total Dept 301 - POLICE		224,547.75	166,308.78	8,416.75	58,238.97	74.06
Dept 302 - POLICE STATE TRAINING						
101-302-810.000	EXPENSE	500.00	0.00	0.00	500.00	0.00
Total Dept 302 - POLICE STATE TRAINING		500.00	0.00	0.00	500.00	0.00
Dept 336 - FIRE						
101-336-810.000	EXPENSE	0.00	0.00	(339.12)	0.00	0.00
Total Dept 336 - FIRE		0.00	0.00	(339.12)	0.00	0.00
Dept 337 - EMS						
101-337-802.000	SERVICE	0.00	117,250.00	117,250.00	(117,250.00)	100.00
101-337-810.000	CHANGE ACCOUNT TO "SERVICE"	122,400.00	0.00	(117,250.00)	122,400.00	0.00
Total Dept 337 - EMS		122,400.00	117,250.00	0.00	5,150.00	95.79
Dept 400 - PLANNING COMMISSION						
101-400-703.000	SALARIES	2,400.00	145.00	0.00	2,255.00	6.04
101-400-719.000	FRINGE BENEFITS	131.00	11.10	0.00	119.90	8.47
101-400-731.000	PUBLICATION	415.00	156.91	0.00	258.09	37.81
101-400-803.000	ENGINEERS FEES	13,000.00	8,027.25	0.00	4,972.75	61.75
Total Dept 400 - PLANNING COMMISSION		15,946.00	8,340.26	0.00	7,605.74	52.30
Dept 410 - ZONING						
101-410-703.000	SALARIES	36,982.40	24,180.80	2,844.80	12,801.60	65.38
101-410-719.000	FRINGE BENEFITS	3,360.00	2,151.39	368.41	1,208.61	64.03
101-410-731.000	PUBLICATION	500.00	0.00	0.00	500.00	0.00
101-410-740.000	SUPPLIES	960.00	38.46	24.99	921.54	4.01
101-410-853.000	TELEPHONE EXPENSE	750.00	403.51	60.23	346.49	53.80
101-410-960.000	CONFERENCE AND WORKSHOPS	275.00	0.00	0.00	275.00	0.00
Total Dept 410 - ZONING		42,827.40	26,774.16	3,298.43	16,053.24	62.52
Dept 441 - DPW						
101-441-731.000	PUBLICATION	329.00	0.00	0.00	329.00	0.00
101-441-740.000	SUPPLIES	700.00	0.00	0.00	700.00	0.00
101-441-775.000	REPAIRS & MAINT	2,000.00	0.00	0.00	2,000.00	0.00
101-441-802.000	SERVICE	800.00	0.00	0.00	800.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021	MONTH 02/28/2021	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-441-810.000	EXPENSE	0.00	0.00	(4,180.00)	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	15,000.00	8,534.00	6.92	6,466.00	56.89
Total Dept 441 - DPW		18,829.00	8,534.00	(4,173.08)	10,295.00	45.32
Dept 445 - DRAIN AT LARGE						
101-445-810.000	EXPENSE	1,100.00	1,006.08	0.00	93.92	91.46
Total Dept 445 - DRAIN AT LARGE		1,100.00	1,006.08	0.00	93.92	91.46
Dept 448 - STREET LIGHTS						
101-448-920.000	UTILITIES	36,000.00	0.00	(14,916.19)	36,000.00	0.00
Total Dept 448 - STREET LIGHTS		36,000.00	0.00	(14,916.19)	36,000.00	0.00
Dept 906 - DEBT SERVICE						
101-906-738.000	TOWNSHIP/MILL	13,000.00	9,960.66	0.00	3,039.34	76.62
101-906-991.000	DEBT SERVICE - PRINCIPAL	25,322.50	22,233.50	0.00	3,089.00	87.80
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	0.00	7,555.38	7,555.38	(7,555.38)	100.00
101-906-995.000	BOND INTEREST	30,498.27	26,390.53	0.00	4,107.74	86.53
Total Dept 906 - DEBT SERVICE		68,820.77	66,140.07	7,555.38	2,680.70	96.10
Dept 965 - CONTRIBUTIONS TO OTHER FUNDS						
101-965-965.202	CONTRIB TO MAJOR STREET FUND	4,900.00	0.00	0.00	4,900.00	0.00
101-965-965.203	CONTRIB TO LOCAL STREET FUND	16,934.50	0.00	0.00	16,934.50	0.00
101-965-965.208	CONTRIB TO PARK FUND	108,000.00	0.00	0.00	108,000.00	0.00
101-965-965.641	CONTRIB TO EQP REPAIR & REPL	40,577.29	0.00	0.00	40,577.29	0.00
Total Dept 965 - CONTRIBUTIONS TO OTHER FUNDS		170,411.79	0.00	0.00	170,411.79	0.00
TOTAL EXPENDITURES		1,090,934.25	618,444.08	13,726.76	472,490.17	56.69
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,148,608.88	987,261.16	67,073.02	161,347.72	85.95
TOTAL EXPENDITURES		1,090,934.25	618,444.08	13,726.76	472,490.17	56.69
NET OF REVENUES & EXPENDITURES		57,674.63	368,817.08	53,346.26	(311,142.45)	639.48
BEG. FUND BALANCE		645,566.33	645,566.33			
FUND BALANCE ADJUSTMENTS			(58.00)			
END FUND BALANCE		703,240.96	1,014,325.41			

PERIOD ENDING 02/28/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	02/28/2021	MONTH 02/28/2021	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000						
202-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	63.23	3,258.33	0.00	(3,195.10)	5,153.14
202-000-553.000	ACT 51	174,061.97	99,692.14	16,083.40	74,369.83	57.27
202-000-553.300	COUNTY ROAD MILL 2014	40,000.00	20,393.45	20,355.12	19,606.55	50.98
202-000-699.101	GF CONTRIBUTION	4,900.00	0.00	0.00	4,900.00	0.00
Total Dept 000		219,025.20	123,343.92	36,438.52	95,681.28	56.31
TOTAL REVENUES		219,025.20	123,343.92	36,438.52	95,681.28	56.31
Expenditures						
Dept 463 - ROUTINE MAINT						
202-463-698.106	TRANSFER OUT	104,646.18	0.00	0.00	104,646.18	0.00
202-463-699.203	TRANSFER TO LOCAL STREETS	74,068.42	0.00	0.00	74,068.42	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	0.00	188.82	0.00	(188.82)	100.00
Total Dept 463 - ROUTINE MAINT		178,714.60	188.82	0.00	178,525.78	0.11
Dept 474 - TRAFFIC SIGNS						
202-474-782.000	STREET MATERIALS & SUPPLIES	500.00	11.95	0.00	488.05	2.39
Total Dept 474 - TRAFFIC SIGNS		500.00	11.95	0.00	488.05	2.39
Dept 478 - WINTER MAINT						
202-478-782.000	STREET MATERIALS & SUPPLIES	0.00	128.65	0.00	(128.65)	100.00
Total Dept 478 - WINTER MAINT		0.00	128.65	0.00	(128.65)	100.00
Dept 480 - CONSTRUCTION						
202-480-803.000	ENGINEERS FEES	3,907.56	4,877.37	0.00	(969.81)	124.82
202-480-818.000	CONTRACT LABOR	19,000.00	32,584.29	0.00	(13,584.29)	171.50
Total Dept 480 - CONSTRUCTION		22,907.56	37,461.66	0.00	(14,554.10)	163.53
Dept 906 - DEBT SERVICE						
202-906-995.000	BOND INTEREST	7,047.04	3,432.35	0.00	3,614.69	48.71
202-906-996.000	BOND PRINCIPAL	9,856.00	0.00	0.00	9,856.00	0.00
Total Dept 906 - DEBT SERVICE		16,903.04	3,432.35	0.00	13,470.69	20.31
TOTAL EXPENDITURES		219,025.20	41,223.43	0.00	177,801.77	18.82
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		219,025.20	123,343.92	36,438.52	95,681.28	56.31
TOTAL EXPENDITURES		219,025.20	41,223.43	0.00	177,801.77	18.82
NET OF REVENUES & EXPENDITURES		0.00	82,120.49	36,438.52	(82,120.49)	100.00
BEG. FUND BALANCE		164,000.30	164,000.30			

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 202 - MAJOR STREET FUND								
END FUND BALANCE		164,000.30	246,120.79					

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	02/28/2021	MONTH 02/28/2021	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	38,838.00	19,941.32		0.00	18,896.68	51.34
203-000-553.000	ACT 51	62,285.00	40,414.95		6,520.08	21,870.05	64.89
203-000-553.300	COUNTY ROAD MILL 2014	31,306.00	6,814.74		6,785.04	24,491.26	21.77
203-000-699.000	CONTRIBUTIONS FROM OTHER FUND	74,068.42	0.00		0.00	74,068.42	0.00
203-000-699.101	GF CONTRIBUTION	47,034.50	0.00		0.00	47,034.50	0.00
Total Dept 000		253,531.92	67,171.01		13,305.12	186,360.91	26.49
TOTAL REVENUES		253,531.92	67,171.01		13,305.12	186,360.91	26.49
Expenditures							
Dept 463 - ROUTINE MAINT							
203-463-698.106	TRANSFER OUT	87,842.30	0.00		0.00	87,842.30	0.00
Total Dept 463 - ROUTINE MAINT		87,842.30	0.00		0.00	87,842.30	0.00
Dept 478 - WINTER MAINT							
203-478-782.000	STREET MATERIALS & SUPPLIES	0.00	128.65		0.00	(128.65)	100.00
Total Dept 478 - WINTER MAINT		0.00	128.65		0.00	(128.65)	100.00
Dept 480 - CONSTRUCTION							
203-480-803.000	ENGINEERS FEES	10,000.00	3,257.44		0.00	6,742.56	32.57
203-480-818.000	CONTRACT LABOR	27,653.60	84,865.07		0.00	(57,211.47)	306.89
Total Dept 480 - CONSTRUCTION		37,653.60	88,122.51		0.00	(50,468.91)	234.03
Dept 740 - SPECIAL MAINT							
203-740-956.000	TREE TRIMMING	0.00	1,300.00		0.00	(1,300.00)	100.00
Total Dept 740 - SPECIAL MAINT		0.00	1,300.00		0.00	(1,300.00)	100.00
Dept 906 - DEBT SERVICE							
203-906-995.000	BOND INTEREST	155,206.67	91,558.99		0.00	63,647.68	58.99
203-906-996.000	BOND PRINCIPAL	144,821.50	30,766.50		0.00	114,055.00	21.24
Total Dept 906 - DEBT SERVICE		300,028.17	122,325.49		0.00	177,702.68	40.77
TOTAL EXPENDITURES		425,524.07	211,876.65		0.00	213,647.42	49.79
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		253,531.92	67,171.01		13,305.12	186,360.91	26.49
TOTAL EXPENDITURES		425,524.07	211,876.65		0.00	213,647.42	49.79
NET OF REVENUES & EXPENDITURES		(171,992.15)	(144,705.64)		13,305.12	(27,286.51)	84.14
BEG. FUND BALANCE		231,248.63	231,248.63				
END FUND BALANCE		59,256.48	86,542.99				

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH	02/28/2021 (DECREASE)	NORMAL	(ABNORMAL)	

PERIOD ENDING 02/28/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 02/28/2021	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 208 - PARK FUND						
Expenditures						
208-771-740.000	SUPPLIES	500.00	3,537.84	2,984.88	(3,037.84)	707.57
208-771-775.000	REPAIRS & MAINT	500.00	400.00	0.00	100.00	80.00
208-771-818.000	CONTRACT LABOR	3,100.00	2,600.00	0.00	500.00	83.87
208-771-920.000	UTILITIES	2,000.00	852.43	214.08	1,147.57	42.62
208-771-970.000	CAPITAL OUTLAY	200.00	0.00	0.00	200.00	0.00
Total Dept 771 - CITY PARK		6,300.00	7,390.27	3,198.96	(1,090.27)	117.31
Dept 772 - SUNSET HILLS PARK						
208-772-775.000	REPAIRS & MAINT	250.00	0.00	0.00	250.00	0.00
Total Dept 772 - SUNSET HILLS PARK		250.00	0.00	0.00	250.00	0.00
Dept 774 - BASEBALL						
208-774-740.000	SUPPLIES	800.00	245.33	0.00	554.67	30.67
208-774-775.000	REPAIRS & MAINT	800.00	990.00	0.00	(190.00)	123.75
208-774-920.000	UTILITIES	500.00	187.36	29.13	312.64	37.47
Total Dept 774 - BASEBALL		2,100.00	1,422.69	29.13	677.31	67.75
Dept 777 - BALLFIELD						
208-777-740.000	SUPPLIES	1,500.00	4,641.11	0.00	(3,141.11)	309.41
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	1,100.00	0.00	0.00	1,100.00	0.00
208-777-745.000	YOUTH UMPIRE FEES	160.00	0.00	0.00	160.00	0.00
208-777-802.000	SERVICE	0.00	381.46	0.00	(381.46)	100.00
208-777-808.000	ADVERTISING	1,800.00	0.00	0.00	1,800.00	0.00
208-777-920.000	UTILITIES	4,000.00	2,569.66	349.68	1,430.34	64.24
208-777-970.000	CAPITAL OUTLAY	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 777 - BALLFIELD		10,060.00	7,592.23	349.68	2,467.77	75.47
Dept 778 - CONCESSIONS						
208-778-703.000	SALARIES	4,000.00	1,828.70	0.00	2,171.30	45.72
208-778-719.000	FRINGE BENEFITS	612.00	224.02	0.00	387.98	36.60
208-778-740.000	SUPPLIES	6,500.00	4,757.54	1,162.36	1,742.46	73.19
208-778-746.000	CONCESSION - FOOD LICENSE	820.00	0.00	0.00	820.00	0.00
208-778-931.000	DPW MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00
Total Dept 778 - CONCESSIONS		12,432.00	6,810.26	1,162.36	5,621.74	54.78
Dept 779 - SPECIAL EVENTS						
208-779-740.000	SUPPLIES	1,300.00	5,251.74	0.00	(3,951.74)	403.98
Total Dept 779 - SPECIAL EVENTS		1,300.00	5,251.74	0.00	(3,951.74)	403.98
TOTAL EXPENDITURES		136,088.47	87,781.56	11,783.45	48,306.91	64.50

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - PARK FUND						
Fund 208 - PARK FUND:						
TOTAL REVENUES		136,088.47	44,213.47	7,423.64	91,875.00	32.49
TOTAL EXPENDITURES		136,088.47	87,781.56	11,783.45	48,306.91	64.50
NET OF REVENUES & EXPENDITURES		0.00	(43,568.09)	(4,359.81)	43,568.09	100.00
BEG. FUND BALANCE		23,650.28	23,650.28			
END FUND BALANCE		23,650.28	(19,917.81)			

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN						
Revenues						
Dept 000						
401-000-699.106	TRANSFER IN	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000		2,500.00	0.00	0.00	2,500.00	0.00
TOTAL REVENUES		2,500.00	0.00	0.00	2,500.00	0.00
Expenditures						
Dept 729 - DOWNTOWN						
401-729-740.600	LANDSCAPING SUPPLIES	2,000.00	1,489.39	(1,166.42)	510.61	74.47
401-729-818.000	CONTRACT LABOR	19,000.00	18,193.84	(1,818.46)	806.16	95.76
401-729-967.000	SIDEWALK AND LIGHTING IMPROVE	500.00	987.50	0.00	(487.50)	197.50
Total Dept 729 - DOWNTOWN		21,500.00	20,670.73	(2,984.88)	829.27	96.14
TOTAL EXPENDITURES		21,500.00	20,670.73	(2,984.88)	829.27	96.14
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:						
TOTAL REVENUES		2,500.00	0.00	0.00	2,500.00	0.00
TOTAL EXPENDITURES		21,500.00	20,670.73	(2,984.88)	829.27	96.14
NET OF REVENUES & EXPENDITURES		(19,000.00)	(20,670.73)	2,984.88	1,670.73	108.79
BEG. FUND BALANCE		21,064.70	21,064.70			
END FUND BALANCE		2,064.70	393.97			

PERIOD ENDING 02/28/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 02/28/2021	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 590 - SEWER FUND						
Revenues						
Dept 000						
590-000-642.000	BILLS	142,885.24	102,798.66	12,745.18	40,086.58	71.94
590-000-642.001	FIXED COSTS	400,737.05	269,339.38	33,233.85	131,397.67	67.21
590-000-655.000	FINES & FORFEITURES	15,000.00	5,689.00	1,903.28	9,311.00	37.93
590-000-672.000	HOOK UP FEES	2,500.00	2,500.00	0.00	0.00	100.00
590-000-698.300	BOND RESERVE - RD PROJECT 201	17,800.00	0.00	0.00	17,800.00	0.00
590-000-698.310	BOND RESERVE 1-B	10,900.00	0.00	0.00	10,900.00	0.00
590-000-698.320	BOND RESERVE - 2A	9,050.00	0.00	0.00	9,050.00	0.00
590-000-698.400	RRI - RD PROJECT 2014	14,733.00	0.00	0.00	14,733.00	0.00
Total Dept 000		613,605.29	380,327.04	47,882.31	233,278.25	61.98
TOTAL REVENUES		613,605.29	380,327.04	47,882.31	233,278.25	61.98
Expenditures						
Dept 527 - ADMINISTRATIVE						
590-527-703.000	SALARIES	20,292.48	11,369.83	1,170.72	8,922.65	56.03
590-527-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	780.48	0.00	(780.48)	100.00
590-527-719.000	FRINGE BENEFITS	5,650.00	4,303.14	584.99	1,346.86	76.16
590-527-740.000	SUPPLIES	1,400.00	380.18	0.00	1,019.82	27.16
590-527-741.000	POSTAGE	2,100.00	1,398.74	214.14	701.26	66.61
590-527-775.000	REPAIRS & MAINT	300.00	0.00	0.00	300.00	0.00
590-527-781.000	COMPUTER SOFTWARE	600.00	0.00	0.00	600.00	0.00
590-527-803.000	ENGINEERS FEES	16,000.00	0.00	(1,844.97)	16,000.00	0.00
590-527-807.000	AUDIT	8,000.00	0.00	0.00	8,000.00	0.00
590-527-809.000	TRAINING	2,100.00	0.00	0.00	2,100.00	0.00
590-527-920.000	UTILITIES	0.00	0.00	(4,377.38)	0.00	0.00
Total Dept 527 - ADMINISTRATIVE		56,442.48	18,232.37	(4,252.50)	38,210.11	32.30
Dept 556 - DPW						
590-556-740.000	SUPPLIES	10,000.00	5,819.45	0.00	4,180.55	58.19
590-556-743.000	METERS	2,000.00	0.00	0.00	2,000.00	0.00
590-556-775.000	REPAIRS & MAINT	2,500.00	0.00	0.00	2,500.00	0.00
590-556-802.000	SERVICE	2,500.00	2,318.13	185.00	181.87	92.73
590-556-803.000	ENGINEERS FEES	20,000.00	13,933.67	1,844.97	6,066.33	69.67
590-556-818.000	CONTRACT LABOR	250.00	0.00	0.00	250.00	0.00
590-556-920.000	UTILITIES	0.00	0.00	(3,626.37)	0.00	0.00
590-556-931.000	DPW MAINT & REPAIR	500.00	0.00	0.00	500.00	0.00
590-556-943.000	EQUIPMENT RENTAL	20.00	0.00	0.00	20.00	0.00
590-556-970.000	CAPITAL OUTLAY	254,545.50	111,348.50	0.00	143,197.00	43.74
590-556-999.000	OPERATING TRANSFER -OUT	85,982.28	0.00	0.00	85,982.28	0.00
Total Dept 556 - DPW		378,297.78	133,419.75	(1,596.40)	244,878.03	35.27
Dept 906 - DEBT SERVICE						
590-906-991.000	DEBT SERVICE - PRINCIPAL	156,000.00	40,000.00	0.00	116,000.00	25.64
590-906-995.000	BOND INTEREST	220,552.00	140,506.87	0.00	80,045.13	63.71
590-906-998.100	BOND RESERVE - PH 1	17,800.00	0.00	0.00	17,800.00	0.00
590-906-998.110	BOND RESERVE 1-B	10,900.00	0.00	0.00	10,900.00	0.00
590-906-998.120	BOND RESERVE 2A	9,050.00	0.00	0.00	9,050.00	0.00
590-906-999.100	RRI RESERVE - PH 1	14,733.00	0.00	0.00	14,733.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
Total Dept 906 - DEBT SERVICE		429,035.00	180,506.87	0.00	248,528.13	42.07
TOTAL EXPENDITURES		863,775.26	332,158.99	(5,848.90)	531,616.27	38.45
Fund 590 - SEWER FUND:						
TOTAL REVENUES		613,605.29	380,327.04	47,882.31	233,278.25	61.98
TOTAL EXPENDITURES		863,775.26	332,158.99	(5,848.90)	531,616.27	38.45
NET OF REVENUES & EXPENDITURES		(250,169.97)	48,168.05	53,731.21	(298,338.02)	19.25
BEG. FUND BALANCE		2,923,474.71	2,923,474.71			
END FUND BALANCE		2,673,304.74	2,971,642.76			

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 591 - WATER FUND								
Revenues								
Dept 000								
591-000-608.000	PENALTIES	320.00	145.00	0.00	175.00	45.31		
591-000-642.000	BILLS	183,981.36	135,578.55	16,766.86	48,402.81	73.69		
591-000-642.001	FIXED COSTS	336,684.00	225,215.20	28,113.98	111,468.80	66.89		
591-000-655.000	FINES & FORFEITURES	11,606.18	5,456.94	1,835.45	6,149.24	47.02		
591-000-672.000	HOOK UP FEES	0.00	2,000.00	0.00	(2,000.00)	100.00		
591-000-698.000	MISC INCOME	0.00	235.00	0.00	(235.00)	100.00		
591-000-698.300	BOND RESERVE - RD PROJECT 201	10,200.00	0.00	0.00	10,200.00	0.00		
591-000-698.320	BOND RESERVE - 2A	10,810.00	0.00	0.00	10,810.00	0.00		
591-000-698.400	RRI - RD PROJECT 2014	32,933.00	0.00	0.00	32,933.00	0.00		
Total Dept 000		586,534.54	368,630.69	46,716.29	217,903.85	62.85		
TOTAL REVENUES		586,534.54	368,630.69	46,716.29	217,903.85	62.85		
Expenditures								
Dept 527 - ADMINISTRATIVE								
591-527-731.000	PUBLICATION	500.00	0.00	0.00	500.00	0.00		
591-527-740.000	SUPPLIES	1,300.00	729.73	0.00	570.27	56.13		
591-527-741.000	POSTAGE	2,400.00	1,614.75	430.17	785.25	67.28		
591-527-781.000	COMPUTER SOFTWARE	1,500.00	970.80	0.00	529.20	64.72		
591-527-803.000	ENGINEERS FEES	15,000.00	300.00	0.00	14,700.00	2.00		
591-527-807.000	AUDIT	8,000.00	0.00	0.00	8,000.00	0.00		
591-527-809.000	TRAINING	500.00	75.00	0.00	425.00	15.00		
591-527-931.000	DPW MAINT & REPAIR	4,037.81	0.00	0.00	4,037.81	0.00		
Total Dept 527 - ADMINISTRATIVE		33,237.81	3,690.28	430.17	29,547.53	11.10		
Dept 556 - DPW								
591-556-731.000	PUBLICATION	0.00	111.88	0.00	(111.88)	100.00		
591-556-740.000	SUPPLIES	6,000.00	3,147.09	0.00	2,852.91	52.45		
591-556-743.000	METERS	22,786.41	0.00	0.00	22,786.41	0.00		
591-556-775.000	REPAIRS & MAINT	24,000.00	270.00	0.00	23,730.00	1.13		
591-556-802.000	SERVICE	6,700.00	4,324.24	756.00	2,375.76	64.54		
591-556-803.000	ENGINEERS FEES	13,000.00	0.00	0.00	13,000.00	0.00		
591-556-920.000	UTILITIES	7,421.54	0.00	(1,927.47)	7,421.54	0.00		
591-556-970.000	CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00		
591-556-999.000	OPERATING TRANSFER -OUT	180,000.00	0.00	0.00	180,000.00	0.00		
Total Dept 556 - DPW		309,907.95	7,853.21	(1,171.47)	302,054.74	2.53		
Dept 906 - DEBT SERVICE								
591-906-995.000	BOND INTEREST	120,523.00	81,149.37	0.00	39,373.63	67.33		
591-906-996.000	BOND PRINCIPAL	90,000.00	25,000.00	0.00	65,000.00	27.78		
591-906-998.100	BOND RESERVE - PH 1	10,200.00	0.00	0.00	10,200.00	0.00		
591-906-998.120	BOND RESERVE 2A	10,810.00	0.00	0.00	10,810.00	0.00		
591-906-999.100	RRI RESERVE - PH 1	32,933.00	0.00	0.00	32,933.00	0.00		
Total Dept 906 - DEBT SERVICE		264,466.00	106,149.37	0.00	158,316.63	40.14		

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 17/21 000021

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - WATER FUND						
Expenditures						
TOTAL EXPENDITURES		607,611.76	117,692.86	(741.30)	489,918.90	19.37
<hr/>						
Fund 591 - WATER FUND:						
TOTAL REVENUES		586,534.54	368,630.69	46,716.29	217,903.85	62.85
TOTAL EXPENDITURES		607,611.76	117,692.86	(741.30)	489,918.90	19.37
NET OF REVENUES & EXPENDITURES		(21,077.22)	250,937.83	47,457.59	(272,015.05)	1,190.56
BEG. FUND BALANCE		2,741,060.61	2,741,060.61			
END FUND BALANCE		2,719,983.39	2,991,998.44			

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 598 - STORM DRAIN MAINTENANCE								
Expenditures								
Dept 556 - DPW								
598-556-818.000	CONTRACT LABOR	0.00	7,650.00		0.00		(7,650.00)	100.00
598-556-931.000	DPW MAINT & REPAIR	0.00	1,311.70		0.00		(1,311.70)	100.00
Total Dept 556 - DPW		0.00	8,961.70		0.00		(8,961.70)	100.00
TOTAL EXPENDITURES		0.00	8,961.70		0.00		(8,961.70)	100.00
Fund 598 - STORM DRAIN MAINTENANCE:								
TOTAL REVENUES		0.00	0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		0.00	8,961.70		0.00		(8,961.70)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(8,961.70)		0.00		8,961.70	100.00
BEG. FUND BALANCE		12,341.35	12,341.35					
END FUND BALANCE		12,341.35	3,379.65					

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021 NORMAL (ABNORMAL)	MONTH 02/28/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT						
Revenues						
Dept 000						
641-000-674.010	OPERATING TRANSFER-IN	499,048.05	0.00	0.00	499,048.05	0.00
Total Dept 000		499,048.05	0.00	0.00	499,048.05	0.00
TOTAL REVENUES		499,048.05	0.00	0.00	499,048.05	0.00
Expenditures						
Dept 932 - EQUIPMENT REPAIR ACTIVITY						
641-932-703.000	SALARIES	220,918.43	141,894.23	15,032.61	79,024.20	64.23
641-932-703.002	OVERTIME SALARIES	10,538.88	5,704.40	657.68	4,834.48	54.13
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	1,442.20	0.00	(1,442.20)	100.00
641-932-719.000	FRINGE BENEFITS	101,000.00	55,329.23	5,745.43	45,670.77	54.78
641-932-725.000	UNIFORM EXPENSES	2,500.00	2,212.55	485.55	287.45	88.50
641-932-731.000	POSTAGE	0.00	671.28	0.00	(671.28)	100.00
641-932-740.000	SUPPLIES	10,000.00	11,140.44	880.68	(1,140.44)	111.40
641-932-775.000	REPAIRS & MAINT	12,070.00	14,756.74	9,275.09	(2,686.74)	122.26
641-932-781.000	COMPUTER SOFTWARE	4,600.00	1,583.50	0.00	3,016.50	34.42
641-932-782.000	STREET MATERIALS & SUPPLIES	0.00	9,531.02	2,824.87	(9,531.02)	100.00
641-932-802.000	SERVICE	4,000.00	6,270.07	0.00	(2,270.07)	156.75
641-932-809.000	TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
641-932-810.000	EXPENSE	0.00	96.93	96.93	(96.93)	100.00
641-932-853.000	TELEPHONE EXPENSE	3,000.00	1,851.18	240.91	1,148.82	61.71
641-932-862.000	GAS	11,600.00	7,121.38	1,017.07	4,478.62	61.39
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	28,820.74	23,193.50	0.00	5,627.24	80.48
641-932-920.000	UTILITIES	84,000.00	68,886.26	44,549.33	15,113.74	82.01
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	810.00	75.00	(810.00)	100.00
641-932-970.000	CAPITAL OUTLAY	5,000.00	18,469.50	9,255.00	(13,469.50)	369.39
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		499,048.05	370,964.41	90,136.15	128,083.64	74.33
TOTAL EXPENDITURES		499,048.05	370,964.41	90,136.15	128,083.64	74.33
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:						
TOTAL REVENUES		499,048.05	0.00	0.00	499,048.05	0.00
TOTAL EXPENDITURES		499,048.05	370,964.41	90,136.15	128,083.64	74.33
NET OF REVENUES & EXPENDITURES		0.00	(370,964.41)	(90,136.15)	370,964.41	100.00
BEG. FUND BALANCE		149,122.34	149,122.34			
END FUND BALANCE		149,122.34	(221,842.07)			

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERTVILLE

Page: 20/21 000024

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 703 - SPECIAL TAX ACCOUNT						
Revenues						
Dept 000						
703-000-665.000	INTEREST	0.00	81.23	60.67	(81.23)	100.00
Total Dept 000		0.00	81.23	60.67	(81.23)	100.00
TOTAL REVENUES		0.00	81.23	60.67	(81.23)	100.00
Fund 703 - SPECIAL TAX ACCOUNT:						
TOTAL REVENUES		0.00	81.23	60.67	(81.23)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	81.23	60.67	(81.23)	100.00
BEG. FUND BALANCE		0.14	0.14			
END FUND BALANCE		0.14	81.37			

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 21/21 000025

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 750 - FED TAX OVERPAYMENT						
Expenditures						
Dept 000						
750-000-814.000	BANK SERVICE CHARGES	0.00	(0.01)	0.00	0.01	100.00
750-000-910.000	HEALTH INSURANCE	0.00	(6,963.68)	(819.48)	6,963.68	100.00
750-000-910.015	DISABILITY & LIFE	0.00	(642.00)	(77.04)	642.00	100.00
750-000-910.030	DENTAL AND VISION	0.00	(515.00)	(60.00)	515.00	100.00
Total Dept 000		0.00	(8,120.69)	(956.52)	8,120.69	100.00
TOTAL EXPENDITURES		0.00	(8,120.69)	(956.52)	8,120.69	100.00
Fund 750 - FED TAX OVERPAYMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(8,120.69)	(956.52)	8,120.69	100.00
NET OF REVENUES & EXPENDITURES		0.00	8,120.69	956.52	(8,120.69)	100.00
BEG. FUND BALANCE						
END FUND BALANCE			8,120.69			
TOTAL REVENUES - ALL FUNDS		3,458,942.35	1,971,028.52	218,899.57	1,487,913.83	56.98
TOTAL EXPENDITURES - ALL FUNDS		3,863,507.06	1,801,653.72	105,114.76	2,061,853.34	46.63
NET OF REVENUES & EXPENDITURES		(404,564.71)	169,374.80	113,784.81	(573,939.51)	41.87
BEG. FUND BALANCE - ALL FUNDS		6,911,529.39	6,911,529.39			
FUND BALANCE ADJ - ALL FUNDS			(58.00)			
END FUND BALANCE - ALL FUNDS		6,506,964.68	7,080,846.19			

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BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 02/01/2021 TO 02/28/2021
Reconciliation Record ID: 80

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GL Number	Description	Beginning Balance
750-000-001.000	CASH	10,844.95
Beginning GL Balance:		10,844.95
Add: Payroll Disbursements		3,289.31
Ending GL Balance:		14,134.26

GL Number	Description	Ending Balance
750-000-001.000	CASH	14,134.26
Ending GL Balance:		14,134.26
Ending Bank Balance:		14,220.42
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 2 PR Outstanding Checks		86.16
Adjusted Bank Balance		14,134.26
Unreconciled Difference:		0.00

REVIEWED BY: 


DATE: 3-1-2021

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BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TAX (TAX ACCOUNT)
FROM 02/01/2021 TO 02/28/2021
Reconciliation Record ID: 81

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GL Number	Description	Beginning Balance
703-000-001.000	CASH	254,556.91
Beginning GL Balance:		254,556.91
Add: Cash Receipts		211,858.23
Add: Tax Receipts		17,130.51
Less: Cash Disbursements		(459,915.46)
Add: Journal Entries/Other		61.14
Ending GL Balance:		23,691.33
GL Number	Description	Ending Balance
703-000-001.000	CASH	23,691.33
Ending GL Balance:		23,691.33
Ending Bank Balance:		468,265.00
Add: Miscellaneous Transactions		6,912.56
Add: Deposits in Transit		0.00
Less: 8 AP Outstanding Checks		451,486.23
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		23,691.33
Unreconciled Difference:		0.00

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DATE: 3-1-2021

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BANK RECONCILIATION FOR CITY OF POTTERVILLE
 Bank GEN (GENERAL POOLED ACCOUNT)
 FROM 02/01/2021 TO 02/28/2021
 Reconciliation Record ID: 79

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GL Number	Description	Beginning Balance
101-000-001.000	CASH	912,763.68
202-000-001.000	CASH	209,748.18
203-000-001.000	CASH	73,303.98
208-000-001.000	CASH	(18,381.04)
370-000-001.000	CASH	
401-000-001.000	CASH	(2,590.91)
590-000-001.000	CASH	78,611.20
590-000-010.000	CASH IN BANK - BOND RESERVE	215,300.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	103,131.00
591-000-001.000	CASH	665,068.29
591-000-010.000	CASH IN BANK - BOND RESERVE	121,340.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	230,531.00
598-000-001.000	CASH	3,379.65
641-000-001.000	CASH	(191,952.33)
704-000-001.000	CASH	
708-000-001.000	CASH	
865-000-001.000	CASH	

Beginning GL Balance:	2,400,252.70
Add: Cash Receipts	118,973.83
Less: Cash Disbursements	(47,138.06)
Less: Payroll Disbursements	(56,744.03)
Add: Journal Entries/Other	84,482.24
Ending GL Balance:	2,499,826.68

GL Number	Description	Ending Balance
101-000-001.000	CASH	966,790.18
202-000-001.000	CASH	246,186.70
203-000-001.000	CASH	86,609.10
208-000-001.000	CASH	(22,740.85)
370-000-001.000	CASH	
401-000-001.000	CASH	393.97
590-000-001.000	CASH	125,689.45
590-000-010.000	CASH IN BANK - BOND RESERVE	215,300.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	103,131.00
591-000-001.000	CASH	705,304.96
591-000-010.000	CASH IN BANK - BOND RESERVE	121,340.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	230,531.00
598-000-001.000	CASH	3,379.65
641-000-001.000	CASH	(282,088.48)
704-000-001.000	CASH	
708-000-001.000	CASH	
865-000-001.000	CASH	

Ending GL Balance:	2,499,826.68
Ending Bank Balance:	2,499,709.51
Add: Miscellaneous Transactions	4,470.54
Add: Deposits in Transit	0.00
Less: 16 AP Outstanding Checks	4,353.37
Less: 0 PR Outstanding Checks	

Adjusted Bank Balance 2,499,826.68
 Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 3-1-2021

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 02/19/2021 - 03/18/2021
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/3

000029

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE FEB	CREDIT	(48.96)
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		(48.96)
VENDOR NAME: ALCOGARE LLC 001	ARCHIVED DOCUMENTS, MAPS, PERMITS, FILES	2,590.95
TOTAL VENDOR ALCOGARE LLC		2,590.95
VENDOR NAME: ALTOGAS, INC MAR	INTEREST	17.44
TOTAL VENDOR ALTOGAS, INC		17.44
VENDOR NAME: APPLIED IMAGING 1697956	COPIER	55.49
TOTAL VENDOR APPLIED IMAGING		55.49
VENDOR NAME: BADER & SONS FEB	PARTS	353.88
TOTAL VENDOR BADER & SONS		353.88
VENDOR NAME: C & D HUGHES, INC. 13572	SEWER REPAIR	2,840.05
TOTAL VENDOR C & D HUGHES, INC.		2,840.05
VENDOR NAME: CINTAS CORPORATION #725 FEB STATEMENT	UNIFORM CLEANING	193.88
TOTAL VENDOR CINTAS CORPORATION #725		193.88
VENDOR NAME: CMP DISTRIBUTORS 66724	FLEX BADGE	75.80
66738	HANDGUN	825.00
66673	NAME BADGE POUCH	62.75
66693	STREAMLIGHT	189.65
34869	MAGPUL VERTICAL GRIP HAND GUARD	30.90
34870	AMMO CASE	399.90
TOTAL VENDOR CMP DISTRIBUTORS		1,584.00
VENDOR NAME: CONSORT CORPORATION 115329	REPLACEMENT BANNERS	805.00
TOTAL VENDOR CONSORT CORPORATION		805.00
VENDOR NAME: CONSUMERS ENERGY FEBRUARY	UTILITIES	9,962.77
TOTAL VENDOR CONSUMERS ENERGY		9,962.77
VENDOR NAME: DELTA DENTAL RIS0003321436	BENEFITS	825.00
TOTAL VENDOR DELTA DENTAL		825.00
VENDOR NAME: DORNBOS SIGN & SAFETY INC. INV52940	HARDWARE FOR SIGNS	24.00
TOTAL VENDOR DORNBOS SIGN & SAFETY INC.		24.00
VENDOR NAME: GRANGER CONTAINER SERVICE, INC 22322535	TRASH SERVICE	237.32
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		237.32
VENDOR NAME: MENARDS-LANSING WEST 15982	COUPLING, AIR REGULATOR, STRUT, AIR FILTER	22.00
31570259	LAUNDRY SOAP	44.30
15592	PVC PIPE, SEWER CAP	19.25
TOTAL VENDOR MENARDS-LANSING WEST		85.55
VENDOR NAME: MICHIGAN ASSOC.OF CHIEFS OF POLICE 300006237	MEMBERSHIP	115.00

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MICHIGAN ASSOC.OF CHIEFS OF POLICE		
	TOTAL VENDOR MICHIGAN ASSOC.OF CHIEFS OF POLICE	115.00
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-10610830	WATER TEST	112.00
761-10608308	REPORTING FEE	200.00
	TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL	312.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE		
MAR	CLERK TRAINING	65.00
	TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE	65.00
VENDOR NAME: MICHIGAN PLUMBING		
412151	HYDRO FLUSH DRAIN	300.00
	TOTAL VENDOR MICHIGAN PLUMBING	300.00
VENDOR NAME: MUNICIPAL SUPPLY		
7789	STATEMENT	35.00
INV77921	FLORESCENT MARKING PAINT	120.00
	TOTAL VENDOR MUNICIPAL SUPPLY	155.00
VENDOR NAME: PHP		
210461808	BENEFITS	4,097.27
	TOTAL VENDOR PHP	4,097.27
VENDOR NAME: SAM ALAGNA		
FEB	REIMBURSEMENT FOR PLUMBER	394.00
	TOTAL VENDOR SAM ALAGNA	394.00
VENDOR NAME: SHARE CORPORATION		
161572	BREAK CLEANER	95.72
	TOTAL VENDOR SHARE CORPORATION	95.72
VENDOR NAME: SPECTRUM PRINTERS, INC.		
66222	OATHS OF OFFICE SHEETS	30.00
	TOTAL VENDOR SPECTRUM PRINTERS, INC.	30.00
VENDOR NAME: STATE OF MICHIGAN		
2021 EXAM	CLASS EXAMS FOR DPW	185.00
	TOTAL VENDOR STATE OF MICHIGAN	185.00
VENDOR NAME: STATE OF MICHIGAN (E)		
551-575928	POLICE-TOKEN	33.00
	TOTAL VENDOR STATE OF MICHIGAN (E)	33.00
VENDOR NAME: THE COUNTY JOURNAL		
228732	BOR PUBLICATION	195.04
228733	BOR NOTICE	195.04
2209067	PLANNING COMMISSION NOTICE	153.46
229065	BUDGET HEARING	195.04
	TOTAL VENDOR THE COUNTY JOURNAL	738.58
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
199447	BATTERY, CORE DEP, MOTOR TREATMENT,	197.52
	STARTING FLUID, SPARK PLUG, BAR CHAIN	
198106	HYDRAULIC OIL	56.99
198172	LED SEALED BEAMS	159.98
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	414.49
VENDOR NAME: UNITED STATES POST OFFICE		
WTR/SWR	MARCH WATER/SEWER BILLS (FEB USAGE)	216.03
	2021	
MAR	POSTCARD STAMPS	36.00
	TOTAL VENDOR UNITED STATES POST OFFICE	252.03
VENDOR NAME: UNUM LIFE INSURANCE		
MAR	BENEFITS	260.68

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: UNUM LIFE INSURANCE		
	TOTAL VENDOR UNUM LIFE INSURANCE	260.68
VENDOR NAME: VERIZON WIRELESS		
9874491182	MARCH SERVICE	367.81
	TOTAL VENDOR VERIZON WIRELESS	367.81
VENDOR NAME: VISION SERVICE PLAN		
MAR	VISION	130.20
	TOTAL VENDOR VISION SERVICE PLAN	130.20
VENDOR NAME: WEX BANK		
FEB	GAS	381.29
	TOTAL VENDOR WEX BANK	381.29
VENDOR NAME: WILLIAMS & WORKS		
91700	2021 ROAD MAINTENANCE	675.00
91696	WWTF	358.00
91691	MISC. PROJECT	258.74
	TOTAL VENDOR WILLIAMS & WORKS	1,291.74
VENDOR NAME: WOODLAND MANAGEMENT SPECIALTIES LLC		
FEB	TIMBER MANAGEMENT	577.50
	TOTAL VENDOR WOODLAND MANAGEMENT SPECIALTIES LLC	577.50
VENDOR NAME: WOODLAND MANAGEMENT SPECIALTIES,		
285	EXTRA TREES MARKED AND SOLD @ 10%	80.00
	TOTAL VENDOR WOODLAND MANAGEMENT SPECIALTIES,	80.00
GRAND TOTAL:		29,802.68

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CARDMEMBER SERVICE		
FEB STATEMENT	CARHARTT, POSTAGE, WEBINAR, SUPPLIES, POLICE EQUIPMENT	286.62
TOTAL VENDOR CARDMEMBER SERVICE		286.62
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
2021-0000017	FULL DAY OF SERVICE	300.00
TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT		300.00
VENDOR NAME: ELHORN ENGINEERING		
286839	CHLOR, IRON REAGENT	600.00
TOTAL VENDOR ELHORN ENGINEERING		600.00
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
804531	GENERAL AND FOIA	902.00
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		902.00
VENDOR NAME: KENDAL ELECTRIC INC		
S110120188.01	CONDUIT, GROUND BOX	163.29
S110097952.001	600V CORD	15.03
TOTAL VENDOR KENDAL ELECTRIC INC		178.32
VENDOR NAME: MENARDS-LANSING WEST		
16324	PVC PIPE, COUPLING	12.25
TOTAL VENDOR MENARDS-LANSING WEST		12.25
VENDOR NAME: NATIONAL RECREATION AND PARK ASSOC.		
MARCH	PARKS CPRP EXAM	200.00
TOTAL VENDOR NATIONAL RECREATION AND PARK ASSOC.		200.00
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
MARCH	ASSESSING	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: SPECTRUM PRINTERS, INC.		
66372	MINUTE BOOK LINEN FILLER PAPER	219.46
TOTAL VENDOR SPECTRUM PRINTERS, INC.		219.46
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
199998	EXACTFITBLADE	35.96
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		35.96
VENDOR NAME: VERIZON WIRELESS		
9874827867	FEB AND MARCH	78.04
TOTAL VENDOR VERIZON WIRELESS		78.04
VENDOR NAME: WILLIAMS & WORKS		
91816	MISC PROJECTS	823.00
91819	SUNSET HILLS PARK	177.00
91820	WWTF ACCESS ROAD	1,973.32
TOTAL VENDOR WILLIAMS & WORKS		2,973.32
VENDOR NAME: WOW!BUSINESS		
MARCH	PHONE AND INTERNET	628.68
TOTAL VENDOR WOW!BUSINESS		628.68
GRAND TOTAL:		7,747.98

City of Potterville

000032

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March 18, 2021

To: City Council

From: Aaron Sheridan, City Manager

Subject: Manager's Report

Please review my report items for this month and let me know if you have questions or comments. Thank you.

1. City has completed a first phase of digitizing vital records for Assessing, DPW, Planning and Zoning, Manager and Treasurer Departments. The City's new archives of digital files consists of approximately 1,087 parcel records, 100's of historical planning and zoning maps, and 100's of utility and development "as-builts". The new digital files will be fully integrated and made available through new BS&A Office systems (Assessing.NET and Tax.NET modules) and Silversmith GIS mapping for use of staff including numerous Manager / DPW / Zoning operations. City homeowners, developers and administrators may also take advantage of these data and make a request for public digital copies of their property record information including items like deeds, surveys, etc... all files are high resolution now backed up and in the City's new computer server systems. If the Hall has any of your property record information on hand and you want a copy simply let us know. Many of files may be compressed and emailed fairly easily for print and/or review.

2. City and TIFA Budget Amendments have been dispersed and made available to the public with time for review of TIFA Board Members (Fund 247) and City Council (Funds 101, 202, 203, 208, 401, 590, 591, 598, 641). Both 2020-2021 FY Budget Amendments represent accurate and true "revenues over expenditures" and Fund Balances pursuant to GASB Financial Reporting Standards. All budget figures are driven by changes and improvements in operations, capital outlay of existing or new equipment, replacement of damaged or derelict public assets, market trends, approved payables, and historical knowledge of account activities. General Fund Interfund Appropriations are neatly organized and consolidated under Department 965 in your General Fund— that clearly expresses *how* your chief operating Fund (General Fund 101) is being used. Improvements like this in your Budget Amendments help show Fund equities more clearly, and show how your cash balances are being invested from year to year. The use of Fund equities is attributed primarily to asset outlays, capital replacement, approved invoices and projects of City council. Budget Expenses are supported by professional cost opinions and competitive bids as qualified by the Manager and/or Public Engineer, and based upon knowledge of market costs for labor and materials. City and TIFA FY Budget Amendments are presented with true and accurate revenues (conservatively low) and true accurate expenditures (conservatively high), and should reflect accurate as possible cash flows levels for the City and TIFA public Funds. Notable capital projects that are funded in part by cash holdings / use of fund equities includes vehicle equipment sale and replacement of the City's UTV Vehicle w/ attachments (sale price credit of \$20,500) for a new tracked Skid Steer and attachments (TIFA Fund 247 purchase price of \$58,081 after credit), City annual Road Maintenance project including Park improvements for \$59,700, City DPW "I&I" Manhole Rehabilitation and Access development at the WWTP for \$134,000, City Grant project America in Bloom grant project for \$12,500 Grant Expense (to be reimbursed),

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Police Capital Outlay for new police cruiser. To further your review of all Departments, I encourage public hearings for the process of the City's Budget Adoptions and Budget Amendments. So, if anyone has question regarding either budgets amendment or any financial reports let me know. I'm here to help explain any facet of your budget and/or any draft budget amendments.

3. The City has a bid opening date and time of March 24th 2:00 pm for its 2021 Road Maintenance Projects including crack fill at the City Park parking lot and non-motorized trail south of Vermontville Hwy and pathway to the softball concession building at Lake Alliance Park. And the TIFA has its sidewalk bid opening set for the same day at 2:15 pm. Both bid Notices are posted at the Hall and available online via City's website and Williams and Works Civil Engineers at <https://williams-works.com/>. Both projects are fully funded and on track to start in Spring.

4. The City will commence street sweeping services on March 15th at the Lockview subdivision, and notices have been mailed to all residents of the neighborhood asking to clear their street of cars and/or personal property (garbage cans, portable basketball hoops, etc..) that may get in the way of the sweepers. City DPW maintenance is weather dependent and will be rescheduled, asap, in case of rain. If Lockview residents need help moving parked cars, trailers or objects in the right of way of the street that may inhibit maintenance, they may contact City Hall with advance notice for assistance. The City's Department of Public Works is ready to help if possible and looks forward to beginning its maintenance. As a safety precaution, the public should be on the lookout for any DPW street sweepers – especially during the Spring and Fall months. If possible, please avoid approaching or passing these vehicles at all times. Due to reduced visibility from dust and debris it may be necessary for traffic to slow down to maintain a safe distance from street sweepers. If residents have questions or concerns regarding DPW street maintenance they may contact DPW Director Don Stanley and/or myself at City Hall or email manager@pottervillemi.org.

5. To date there's no status change regarding the City's purchase of a section of MDOT Tract 1605. I have sent a status inquiry to Mr. Joseph Bonsall at MDOT regarding the purchase of the (5-6 acres) real property.

6. No status change on a response from the National Parks Service regarding a written determination of the City's Park "Conversion encumbrance" involving the acquisition of Sunset Hills Park as a conversion park in exchange for the 1998 land lease of 0.296 acre of City Park for development of the Potterville-Benton District Library. I have heard from Senator's Peter's Office that NPS is willing to work with us, and that a determination for the City is imminent.

7. In anticipation of resolving the DNR/NPS Conversion issue, the City asks to re-apply to the DNR Recreation Passport Grant, Sunset Hills Park Access Improvement Project with some modest design improvements to landscaping, sustainability and education. The grant's cash match as requested by Resolution is \$26,000 that would, if successful, be matched by \$69,500 from the State's Local Public Recreation Facilities Fund. A value amount of \$5,000 of DPW labor is also allowed in this grant program and included in the authorizing Resolution. According to the State,

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money for this grant is derived from the sale of the Recreation Passport which replaces the resident Motor Vehicle Permit (MVP) - or window sticker - for state park entrance. The passport is required for entry to state parks, recreation areas and boating access sites. The first \$14,285,400 will be distributed to replace lost revenue from the elimination of the motor vehicle permit and boating access site permits, as well as to pay for administration by the Secretary of State. Ten percent of remaining revenue will be used to fund the Recreation Passport local grant program. The grant program may only be used for local development projects. The program is focused on renovating and improving existing facilities at parks, but the development of new facilities or parks is eligible.

City of Potterville

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TREASURER'S REPORT March 18, 2021

Utility bills—as of 2/28/21 (bills due on 15th) \$51,141.14 is outstanding with \$45,274.07 over 30 days past due. Bills are due March 15th. Bills paid after the 15th will be penalized 10% of the outstanding balance.

Water usage month of Mar (Feb billing): 4,223,168 gallons
Sewer usage month of Mar (Feb billing): 4,215,779 gallons
Ready to service charge-water: \$28,127.69
Ready to service charge-sewer: \$33,249.60
Total water and sewer billed out from 1/21/21 to 2/23/21 is \$90,429.80 .

Payroll month of February, 2021: \$56,744.03 (this includes all payroll taxes + MERS).

All bank reconciliations (tax, payroll, general pooled) are completed through the month of February, 2021.

All real property taxes that have not been paid must now be paid to Eaton County. Total summer and winter tax collection rate as of 03/1/21: 95.7%. The City has settled with the County.

After meeting with both Independent Bank and Eaton Community Bank I believe it is in the best interest of the City at this time to switch our current banking from Independent to Eaton Community. With the closing of Independent Bank in the City, I have found that their service has declined, hours have been reduced, lines are much longer, and fees are the highest they have been in several years. Eaton Community has locations in both Grand Ledge and Charlotte, driveway opens at 8:30, and they have a slightly higher interest rate than what we were currently receiving. The money will be completely insured through the CDARS network. Switching banks can occur as soon as we have identified check signers.

Respectfully submitted: Jodi West

City of Potterville

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From the Clerk's office- March 2021

It has been surprisingly how many times a notary has been needed, almost daily. It is great that we can provide this service to our residents.

Michigan has had a centralized voter registration system in place since 1998 – the Qualified Voter File (the “QVF”). The Cities files are now completed with comparing the City’s Qualified Voter File (QVF) hard copy Mastercard to the State’s digital file. There were over 600 voters with no signature on our record cards or who had no printed Mastercard and almost 1500 who have moved that need to be canceled and purged from our records. The City has 2208 registered voters so that was a lot of change in our Mastercard files. Now the City of Potterville has an accurate Qualified Voter File (QVF). The updated files are now in metal file drawers easily assessable in the Clerk’s office.

Michigan election law, stipulates that all elected or appointed county, city and township election officials must complete an initial course of instruction. The Election Accreditation course is currently all online. The resources included text, power points, videos and quizzes. After completing the online course, you must then pass the exam. This month I completed the course and passed the exam. Now the requirement is yearly continuing education.

The next item on my goal list is to update the Minute book. We have ordered a book with archival paper. The plan is to put the minutes beginning with July 2020. While working on this project I will check to see we have consistency in the letterhead, format and approval for each document. As the Clerk my responsibility is to have our records permanently assessable in a neat and presentable format and I believe this is one step in the process.

If I can be of any assistance please contact me.

Respectfully,

Becky Dolman

Parks & Recreation Department March 2021

Parks:

- Part of the CN Railway “EcoConnexions from the Ground Up” America in Bloom grant we received is putting together a Community Profile. With this profile it talks about Potterville Community as a whole and has several categories that they are wanting to know more about, such as community vitality, flowers, landscaped areas, celebrating heritage, overall impression to name a few. This is almost complete, and my goal is to finish this with a final profile within the next week or so. I have been gathering photos for this as well. Drafting is in progress of which kinds of plantings of trees and shrubs will be out in the area. Schedule is in place to start removing debris in the area that is target for this grant all is weather pending.
- The City Manager and I are still awaiting a response from the Michigan DNR and NPS regarding the conversion.
- I have reached out to LEAP regarding the status of our Public Art application for the Grant. We are currently still awaiting to see if we have been awarded this grant or not.
- The City is currently working on it is 2021 Michigan DNR Recreation Passport Grant. The City Manager has been working diligently on this to up-our documents and to get our score up to potentially receive the award for this grant cycle. Many items just needed to be transfer over to the new grant application, with only a few new documents that are needed before the application is complete.
- The work crew continues to come weekly to help clear out the trees at Lake Alliance Park. They are doing a great job and I am pleased to see the woods/trees area clearing up, safe for walkers and others and being able to maintain it.
- Parks & Recreation Department was contacted by Potterville Gives Back regarding an Earth Day Clean-Up Event and if the City was interested. We communicated if this was something they wanted to do, bring it to City Council. However, the organization came back stating, they would not present anything to Council, and they would go ahead with a different plan.
- We entered a contest for a The Great Play Giveaway “Burke Playground”. This is playground equipment that we can utilize and place in one of our parks as an additional playground if we choose or for wherever the department, committee sees fit.
- We also entered another contest with Beacon Athletics for their Streamline Giveaway. This would be for a field chalker for the ball fields. This would give us another chalker to utilize besides the one that we have now that travels to all six of the ball fields and can make a difference when fields need maintenance, and more than one field needs chalking at a time to keep games on schedule and moving along smoothly.
- I have also attended quite a few webinars as well, ranging from different topics in the parks & recreation industry and in the Tri-County area. These webinars were *Aquatix Spray A to Z* which was about splash pads. It provided information on the how the planning would go for communities who are thinking about adding a splash pad or some sort of water feature to their community. *New Products by Landscape Structure* display new play components for playgrounds that are ADA interactive, challenges children, and exploring new ways and ideas of being creative with play components designs, colors, and features. *Understanding the Primary Causes of Playground Injuries and the*

Responsibilities owners have for maintaining Safe Playgrounds. This went over common injuries that occur on playgrounds, and how owners can limit the number of injuries by inspections of the play equipment. *Greater Lansing Convention & Visitors Bureau (CVB) Hospitality Industry.* This went over how the past year everyone took a hit with the pandemic and how hospitality changed as event/entertainment venues, where shut down or limited capacity, to sporting events, etc. Being part of this and the Tri-County area, we all work together to bring people to our areas. Especially with our ball fields we provide economic stability to many areas. *All Ages, All Abilities, All the Time.* This went over applying principles of universal design and how it can contribute to social equity and social sustainability with all individuals with all abilities being able to play together.

Recreation:

- Programs are being offered. We have received information on the baseball league later than usual however, that was dependent on whether the league was going to have a season or not among other factors. This is how I mention last month that there are still uncertainties, and we will take them as we go and will adapt and change to the best we can. Therefore, the baseball has a fast turnaround date due to trying to get communities interested and having enough teams, as possible for the league and getting on the typical schedule.
- Seasonal worker-Parks & Recreation Assistant job posting has received good feedback and candidates. Qualified candidates have been contacted and interviews are being scheduled. The City Manager has been a great help in this process. Duties will be but not limited to working out at the parks, field maintenance, landscaping (maintaining as well), working along side of me and assist with weekends and programs and others.
- Letters have been sent out to potential vendors for our Farmers Market. We have received one vendor as of this moment and we are eager to provide this to the community. If there are other potential vendors have them reach out to the City and the Parks & Recreation Department for more information or wanting to be a vendor.
- Our season is looking pretty good as we have quite a few big weekends this season. Some of these big ones are State Championship for the Elite/Gold Men's Division, State Championship Bronze, Gold/Silver Women's Division, National Regionals (where teams that come out on top and win get these big NSA Rings) for Bronze, Gold and Silver Men's Division, World Series (where teams that come out on top and win get these big NSA Rings) for Bronze, Silver/Gold Women's Division & Silver for the Men's Division, a Triple Point NIT for the Men's Silver Division, the Northern National Championship for the Seniors that is put on by Greater Lansing Sporting Authority who utilize our fields, where teams from several States come with ages ranging from 45-70 year old teams. We also have leagues utilizing the baseball fields again and working with Pastime once again this year for more of the high school baseball events as well.
- Parks Committee has met this month and received updates on grants, parks and programs, and events.

Respectfully Submitted,

Tiffani Schaner, Parks & Recreation Director

City of Potterville

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Below is pertinent analysis of the *proposed* Inter-local legal Agreement pertaining to the State's property Assessment Reform for all local municipalities (in Michigan). The County's Agreement and proposed fees are in line (low) with other same services and would only be applied should the City fail in its local assessing duties or fail its annual "AMAR" Assessing Audit. Similar to Elections – there's no fee if the City continues to perform it's as currently contracted and expected with Sarah Payton in your Assessing Department. I have full confidence in Sarah's analysis as written below and recommend City Council adopt the legal agreement and agree to designate Tim Vandermark, Eaton County Equalization Director as the new Eaton County's "Designated Assessor" as needed by the State Tax Commission and Public Act 660.

For more information on this Public Act 660 and what it entails see the below links.

https://www.michigan.gov/treasury/0,4679,7-121-1751_2228_93084---,00.html

https://www.michigan.gov/documents/treasury/Property_Assessing_Reform_Process_674455_7.pdf

Five Things to Know regarding this Act...

1. Most of the provisions in the Act do not go into place until 2022.
2. The Designated Assessor provision does not mandate that all assessors be an Advanced or Master Level and it does not mandate Countywide Assessing.
3. The provision to allow Boards of Review to combine went into effect with the 2019 year. The Cities or Townships that want to combine their Boards of Review must be contiguous and must still meet the statutory provisions regarding size, composition and manner of appointment of the Board of Review.
4. Local units can begin to prepare now by ensuring they are meeting the requirements in the current AMAR and if not, that they work to ensure corrections are made to bring them into compliance.
5. The State Tax Commission will be working to develop rules, guidelines and issue Bulletins to address provisions in the Act.

If you have any questions or concerns regarding the attached agreement or my recommendation please feel free to let me know.

-Aaron Sheridan
City Manager
City of Potterville

City of Potterville

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Subject: Designated Assessor Overview

In 2018, Public Act 660 was enacted and set forth the requirement that the County must maintain an individual to serve as the "County Designated Assessor". The appointment must be approved by means of an inter-local agreement between the County Board of Commissioners and a majority of the local assessing units within the county. The appointment is also subject to the final approval of the Michigan State Tax Commission. The selection and majority approval by local units of government must be completed and submitted and approved by the Michigan State Tax Commission.

Please note the following points as it concerns the proposed agreement:

1. The Designated Assessor will only assume responsibility of the assessment roll if the assessor of record twice fails the Audit of Minimum of Assessing Requirements ("AMAR") conducted by the State Tax Commission.
2. The Michigan Association of Equalization Directors assisted in the preparation of a template following guidance by the State Tax Commission. The fees outlined if the Designated Assessor assumes the assessment roll are fairly standard across the State as well. Eaton County fees appear to be more than fair and are only charged if the assessment roll is assumed.
3. It has been recommended to the Eaton County Board of Commissioners to appoint Tim Vandermark, Equalization Director for the initial period of five (5) years to serve as the Designated Assessor for Eaton County.
4. Please sign the inter-local agreement on the appropriate signature line and return to the Eaton County Equalization Department. The executed inter-local agreement will be forwarded to the Michigan State Tax Commission for their review and approval. Thank you in advance for your participation in this process.

Sarah Payton, MAAO
Assessor, City of Potterville



City of Potterville

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March 10, 2021

To: City of Potterville Council Members

From: Brandy Hatt, Zoning Administrator

Re: Report to Council

Below is a list of the projects I am currently working on for the City of Potterville. Please keep in mind, these projects do not include the day-to-day commutations or projects with property owners located in the City of Potterville.

- Zoning Referrals: Spring is here! I have issued three zoning referrals for the construction of fences and decks. I have many more in the works for sheds, additions, and fences.
- Enforcement: Enforcement letters for blight and construction without approval/permits will go out next week.
- Recodification of City of Potterville Code of Ordinances: Municode has sent back the final draft of our Code of Ordinances. I am in the process of reviewing the document and expect to have it complete by the deadline of March 31st.
- Zoning Ordinance Update: The Planning Commission will discuss moving forward with this project at their next meeting.
- Capital Improvement Plan: Williams & Works has submitted the proposed 2021 Capital Improvement Plan. The Planning Commission will review the plan at their next meeting. Mr. Don Stanley will be present to answer any questions the Planning Commission may have.
- Planning Commission: The Planning Commission will meet on March 16th to hear a Site Plan Review Application submitted by O'Harrow Construction on behalf of Alro Steel for the construction of a facility visitor restroom building.
- Zoning Board of Appeals: I have scheduled a Zoning Board of Appeals Member training to take place on Tuesday, April 13 at 6:00 p.m.
- Gizzard Fest: The Gizzard Fest Committee met on Thursday, February 18th, and Tuesday, March 9th. The next meeting is scheduled for Tuesday, March 30th at Sycamore Creek Church.

Please feel free to contact me directly with any questions or concerns. I can be reached by calling (517) 281-5659 or e-mail Zoning@pottervillemi.org.



Benton Township Fire Department

4713 Hartel Road

Pottersville, MI 48876

Business 517-645-7061 * Fax 517-645-7074

Proudly Serving Benton Township & the City of Pottersville

Monthly Report February 2021

Operational Information:

- Starting to see a decrease of COVID 19 related responses
- Staffing of second ambulance
- Kitchen Stove was replaced
- Smoke Detectors & CO Alarms
- Assisted Shoveling Fire Hydrants

Training:

- Mutual Aid Structure Fire At Time of Monthly Training
- Meter Dose Inhalers

Meetings & Special Events:

- Tri County Emergency Medical Control Authority – Agency Directors Meeting
- Eaton County Central Dispatch Fire & EMS
- Eaton County Fire Chiefs
- Eaton County Fire Training Committee Meeting
- BTFD Membership Meeting

Calls For Service (CFS):

- **Fire** – 8 City of Pottersville, 11 Benton Township, 4 Mutual Aid
- **EMS** – 22 City of Pottersville, 20 Benton Township, 30 Mutual Aid

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
ESTIMATED REVENUES					
Dept 000					
101-000-403.000	PROPERTY TAX	526,787.43	565,591.27	557,000.00	565,591.27
101-000-403.100	DELINQUENT PROP TAX	676.85	10.66	676.85	400.00
101-000-403.200	SOLID WASTE TAX	65,977.97	71,185.19	65,355.95	71,185.19
101-000-406.000	CITY PENALTY	6,042.40	2,017.13	4,000.00	4,000.00
101-000-423.000	TRAILER COURT TAX	2,751.00	1,111.00	2,751.00	2,751.00
101-000-450.000	3% CABLE T.V.		3,072.91		6,000.00
101-000-452.000	LIQUOR LICENSE	1,683.55	1,889.25	1,683.55	1,889.55
101-000-453.000	TELECOM RIGHT OF WAY MAINTENA	9,058.24		7,000.00	9,500.00
101-000-476.000	RECYCLING	723.18	2,952.10	723.18	2,952.10
101-000-477.000	PERMITS	3,900.00	2,950.00	4,000.00	4,000.00
101-000-528.000	OTHER FEDERAL GRANTS		13,055.00		13,055.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	518.35	250.00	518.35	500.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	175,108.22	83,042.41	150,000.00	150,000.00
101-000-575.000	EVIP DISTRIBUTION (A, C, E)	38,623.00	19,392.00	38,000.00	38,000.00
101-000-576.000	ST SHARED REV - SALES TAX	233,204.00	132,709.00	228,000.00	228,050.00
101-000-579.000	GRANT REVENUE	15,012.05	7,478.18	11,500.00	7,478.18
101-000-600.000	CHARGES FOR SERVICES - PD	178.64	135.00	200.00	135.00
101-000-601.000	FOIA		100.30		100.30
101-000-618.000	ADMINISTRATION FEE	28,500.00	28,116.58	28,000.00	28,116.58
101-000-655.000	FINES & FORFEITURES	4,328.06	1,447.44	4,300.00	2,200.00
101-000-665.000	INTEREST	31,400.00	2,474.22	31,400.00	3,500.00
101-000-671.000	FIXED ASSETS - PD		42,089.00		42,089.00
101-000-673.000	SALE OF FIXED ASSETS	24,885.00		6,000.00	

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
101-000-675.000	DONATIONS	775.95			
101-000-680.002	SPECIAL EVENTS - FIRE/HOLIDAY	1,500.00		1,500.00	
101-000-680.004	SPECIAL EVENTS-GIZZARDFEST	4,000.00	230.00	4,000.00	260.00
101-000-682.000	REIMBURSEMENT	4,489.33	6,759.48	2,000.00	6,759.48
101-000-694.000	CASH OVER & UNDER		(0.81)		
101-000-697.000	INSURANCE REIMBURSEMENT	5,619.90	1,630.00		1,650.00
101-000-698.000	MISC INCOME	72.48	9.25		10.00
101-000-699.100	OPERATING TRANSFER IN	27,638.15			
101-000-699.106	TRANSFER IN	297,659.48			
Totals for dept 000 -		1,511,113.23	989,696.56	1,148,608.88	1,190,172.65
TOTAL ESTIMATED REVENUES		1,511,113.23	989,696.56	1,148,608.88	1,190,172.65

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 000					
101-000-698.106	TRANSFER OUT	92,170.05		2,500.00	
Totals for dept 000 -		92,170.05		2,500.00	

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	4,200.00	2,038.00	4,200.00	4,200.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00		2,260.00	2,260.00
101-101-719.000	FRINGE BENEFITS	313.00	170.07	642.60	500.00
101-101-731.000	PUBLICATION	700.00		700.00	
101-101-740.000	SUPPLIES	100.00	166.95	100.00	200.00
101-101-775.000	REPAIRS & MAINT	50.00	11.84	50.00	50.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	27,028.99	19,543.83	16,805.00	19,588.83
101-101-960.000	CONFERENCE AND WORKSHOPS	200.00		200.00	200.00
Totals for dept 101 - CITY COUNCIL		34,848.99	21,930.69	24,957.60	26,998.83

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 171 - MAYOR					
101-171-703.000	SALARIES	1,200.00	660.00	1,200.00	1,320.00
101-171-719.000	FRINGE BENEFITS	91.00	50.49	91.00	115.00
Totals for dept 171 - MAYOR		1,291.00	710.49	1,291.00	1,435.00

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	71,763.83	49,887.19	72,575.93	72,218.28
101-172-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		357.65		357.65
101-172-719.000	FRINGE BENEFITS	17,000.00	10,373.47	19,251.40	19,251.40
101-172-740.000	SUPPLIES	200.00	9.79	200.00	10.00
101-172-781.000	COMPUTER SOFTWARE	5.10		5.10	
101-172-809.000	TRAINING	630.00		630.00	100.00
101-172-958.000	DUES AND SUBSCRIPTIONS			200.00	
101-172-980.100	COMPUTER EQUIPMENT		197.91		
Totals for dept 172 - CITY MANAGER		89,598.93	60,826.01	92,862.43	91,937.33

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 209 - ASSESSOR					
101-209-703.000	SALARIES	1,082.56	726.91	1,147.51	1,147.51
101-209-719.000	FRINGE BENEFITS	750.00	382.49	779.52	780.00
101-209-731.000	PUBLICATION	200.00		200.00	200.00
101-209-740.000	SUPPLIES	200.00	68.50	200.00	200.00
101-209-741.000	POSTAGE	500.00	423.78	500.00	500.00
101-209-781.000	COMPUTER SOFTWARE	1,371.00	235.00	1,400.00	1,450.00
101-209-810.050	RE INSPECTION - 20%	3,150.00	2,180.45	3,150.00	3,150.00
101-209-813.000	BOARD OF REVIEW	1,400.00	250.00	1,400.00	1,400.00
101-209-818.000	CONTRACT LABOR	15,999.96	9,333.31	15,999.96	16,000.00
Totals for dept 209 - ASSESSOR		24,653.52	13,600.44	24,776.99	24,827.51

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 210 - ATTORNEY					
101-210-801.000	ATTORNEY	23,500.00	9,389.00	23,500.00	14,000.00
Totals for dept 210 - ATTORNEY		23,500.00	9,389.00	23,500.00	14,000.00

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 215 - CLERK					
101-215-703.000	SALARIES	45,360.00	18,320.85	46,081.70	22,000.00
101-215-703.003	HAZARD PAY- COVID		445.00		445.00
101-215-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		144.00		144.00
101-215-719.000	FRINGE BENEFITS	25,000.00	7,005.11	25,110.42	8,600.00
101-215-731.000	PUBLICATION	300.00		300.00	300.00
101-215-740.000	SUPPLIES	450.00	202.05	450.00	450.00
101-215-741.000	POSTAGE	200.00		200.00	
101-215-781.000	COMPUTER SOFTWARE	500.00		500.00	
101-215-809.000	TRAINING	1,480.00	650.00	300.00	2,100.00
101-215-818.000	CONTRACT LABOR		75.00		100.00
101-215-822.000	ELECTIONS	6,500.00	9,876.91	5,000.00	10,000.00
101-215-958.000	DUES AND SUBSCRIPTIONS	200.00	226.25	200.00	260.00
101-215-960.000	CONFERENCE AND WORKSHOPS	200.00		200.00	
101-215-980.100	COMPUTER EQUIPMENT	550.00	197.91	550.00	550.00
Totals for dept 215 - CLERK		80,740.00	37,143.08	78,892.12	44,949.00

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 224 - AUDIT					
101-224-807.000	AUDIT	19,000.00	17,350.00	18,000.00	18,000.00
Totals for dept 224 - AUDIT		19,000.00	17,350.00	18,000.00	18,000.00

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	62,300.23	42,727.48	62,410.85	61,930.77
101-253-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		480.08		488.08
101-253-719.000	FRINGE BENEFITS	21,000.00	14,257.33	21,025.00	21,200.00
101-253-731.000	PUBLICATION	100.00		100.00	100.00
101-253-740.000	SUPPLIES	300.00	135.89	300.00	300.00
101-253-741.000	POSTAGE	1,100.00	900.37	1,100.00	1,150.00
101-253-781.000	COMPUTER SOFTWARE	1,000.00	711.00	1,000.00	900.00
101-253-814.000	BANK SERVICE CHARGES	1,600.00	3,951.67	1,600.00	4,700.00
101-253-960.000	CONFERENCE AND WORKSHOPS	225.04	75.00	225.04	75.00
101-253-980.100	COMPUTER EQUIPMENT		197.92		200.00
Totals for dept 253 - TREASURERS OFFICE		87,625.27	63,436.74	87,760.89	91,043.85

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 265 - CITY HALL					
101-265-703.000	SALARIES				19,512.00
101-265-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT				780.48
101-265-719.000	FRINGE BENEFITS				5,650.00
101-265-731.000	PUBLICATION	1,400.00	206.28	1,400.00	1,400.00
101-265-740.000	SUPPLIES	3,850.00	1,006.65	3,000.00	3,000.00
101-265-740.400	COMMUNITY HOLIDAY EVENT	400.00	239.98	400.00	480.00
101-265-740.500	COMMUNITY SPEC EVENTS	900.00	350.26	900.00	900.00
101-265-741.000	POSTAGE	500.00	234.00	500.00	500.00
101-265-775.000	REPAIRS & MAINT	1,700.00		1,000.00	500.00
101-265-781.000	COMPUTER SOFTWARE	3,700.00	5,653.50	3,700.00	6,000.00
101-265-802.000	SERVICE	2,000.00	1,675.31	2,000.00	2,000.00
101-265-818.000	CONTRACT LABOR	500.00		500.00	400.00
101-265-853.000	TELEPHONE EXPENSE	3,000.00	271.85	3,000.00	
101-265-920.000	UTILITIES	15,286.51		15,286.51	
101-265-958.000	DUES AND SUBSCRIPTIONS	324.00	278.00	324.00	324.00
101-265-970.000	CAPITAL OUTLAY	3,000.00		3,000.00	500.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE		96.94		
Totals for dept 265 - CITY HALL		36,560.51	10,012.77	35,010.51	41,946.48

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 301 - POLICE					
101-301-703.000	SALARIES	114,318.00	79,379.54	119,365.94	129,000.00
101-301-703.002	OVERTIME SALARIES	4,600.00	3,968.22	4,600.00	4,600.00
101-301-703.003	HAZARD PAY- COVID		3,000.00		3,000.00
101-301-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		1,692.14		1,692.14
101-301-719.000	FRINGE BENEFITS	33,355.00	21,427.32	34,072.33	36,000.00
101-301-725.000	UNIFORM EXPENSES	2,400.00	1,389.98	2,400.00	2,400.00
101-301-740.000	SUPPLIES	8,000.00	2,779.82	7,000.00	7,000.00
101-301-775.000	REPAIRS & MAINT	5,692.48	2,170.85	5,692.48	5,000.00
101-301-781.000	COMPUTER SOFTWARE	500.00		500.00	500.00
101-301-801.000	ATTORNEY	2,900.00	1,813.50	2,400.00	3,700.00
101-301-802.000	SERVICE	600.00		1,000.00	1,000.00
101-301-809.000	TRAINING	1,700.00		800.00	800.00
101-301-851.000	RADIO REPAIRS	300.00		300.00	300.00
101-301-853.000	TELEPHONE EXPENSE	1,500.00	806.98	1,000.00	1,375.00
101-301-862.000	GAS	6,000.00	2,084.11	6,000.00	4,000.00
101-301-958.000	DUES AND SUBSCRIPTIONS		25.00		50.00
101-301-959.000	MISC	250.00		250.00	250.00
101-301-970.000	CAPITAL OUTLAY		49,924.55		52,326.45
101-301-972.000	CAPITAL OUTLAY - POLICE	19,000.00		39,167.00	
101-301-980.100	COMPUTER EQUIPMENT		1,907.25		1,907.25
Totals for dept 301 - POLICE		201,115.48	172,369.26	224,547.75	254,900.84

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	500.00		500.00	1,025.00
Totals for dept 302 - POLICE STATE TRAINING		500.00		500.00	1,025.00

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 336 - FIRE					
101-336-703.000	SALARIES	3,954.68			
101-336-719.000	FRINGE BENEFITS	550.85			
101-336-725.000	UNIFORM EXPENSES	336.30			
101-336-801.000	ATTORNEY	1,527.50			
101-336-802.000	SERVICE	93,242.28			
101-336-810.000	EXPENSE	49.40			
101-336-853.000	TELEPHONE EXPENSE	85.49			
101-336-920.000	UTILITIES	1,566.57			
101-336-972.100	FIRE DEPT - 2013 BLD & EQUIP	480.00			
Totals for dept 336 - FIRE		101,793.07			

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 337 - EMS					
101-337-802.000	SERVICE		117,250.00		117,250.00
101-337-810.000	CHANGE ACCOUNT TO "SERVICE"	37,592.88		122,400.00	
Totals for dept 337 - EMS		37,592.88	117,250.00	122,400.00	117,250.00

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
<hr/>					
Dept 400 - PLANNING COMMISSION					
101-400-703.000	SALARIES	900.00	145.00	2,400.00	1,400.00
101-400-719.000	FRINGE BENEFITS	100.00	11.10	131.00	100.00
101-400-731.000	PUBLICATION	200.00	156.91	415.00	415.00
101-400-803.000	ENGINEERS FEES	7,500.00	8,027.25	13,000.00	15,151.44
Totals for dept 400 - PLANNING COMMISSION		8,700.00	8,340.26	15,946.00	17,066.44

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 410 - ZONING					
101-410-703.000	SALARIES	37,800.00	25,603.20	36,982.40	37,000.00
101-410-719.000	FRINGE BENEFITS	3,360.00	2,335.58	3,360.00	3,365.00
101-410-731.000	PUBLICATION	500.00		500.00	500.00
101-410-740.000	SUPPLIES	660.00	38.46	960.00	450.00
101-410-853.000	TELEPHONE EXPENSE	750.00	403.51	750.00	750.00
101-410-960.000	CONFERENCE AND WORKSHOPS	275.00		275.00	
Totals for dept 410 - ZONING		43,345.00	28,380.75	42,827.40	42,065.00

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 441 - DPW					
101-441-731.000	PUBLICATION	329.00		329.00	
101-441-740.000	SUPPLIES	700.00		700.00	
101-441-775.000	REPAIRS & MAINT	2,000.00		2,000.00	
101-441-802.000	SERVICE	800.00		800.00	
101-441-809.000	TRAINING	900.00			
101-441-810.020	RECYCLING EXPENSE	18,000.00	8,534.00	15,000.00	12,000.00
101-441-818.000	CONTRACT LABOR				134,000.00
Totals for dept 441 - DPW		22,729.00	8,534.00	18,829.00	146,000.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	1,060.00	1,006.08	1,100.00	1,100.00
Totals for dept 445 - DRAIN AT LARGE		1,060.00	1,006.08	1,100.00	1,100.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 448 - STREET LIGHTS					
101-448-920.000	UTILITIES	36,000.00		36,000.00	
Totals for dept 448 - STREET LIGHTS		36,000.00		36,000.00	

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	9,983.64	9,960.66	13,000.00	9,961.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	25,912.60	22,233.50	25,322.50	30,250.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR		7,555.38		13,000.00
101-906-995.000	BOND INTEREST	29,791.55	26,390.53	30,498.27	30,750.00
Totals for dept 906 - DEBT SERVICE		65,687.79	66,140.07	68,820.77	83,961.00

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 965 - CONTRIBUTIONS TO OTHER FUNDS					
101-965-965.202	CONTRIB TO MAJOR STREET FUND	6,426.17	4,900.00	4,900.00	
101-965-965.203	CONTRIB TO LOCAL STREET FUND	327,511.43	16,934.50	16,934.50	43,229.74
101-965-965.208	CONTRIB TO PARK FUND	9,297.04	108,000.00	108,000.00	55,069.05
101-965-965.590	CONTRIBUTION TO SEWER FUND	158,367.10			
101-965-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT				73,367.58
101-965-965.641	CONTRIB TO EQP REPAIR & REPL	1,000.00	40,577.29	40,577.29	
Totals for dept 965 - CONTRIBUTIONS TO OTHER FUNDS		502,601.74	170,411.79	170,411.79	171,666.37
TOTAL APPROPRIATIONS		1,511,113.23	806,831.43	1,090,934.25	1,190,172.65
NET OF REVENUES/APPROPRIATIONS - FUND 101			182,865.13	57,674.63	
BEGINNING FUND BALANCE		427,841.10	645,566.33	645,566.33	645,566.33
FUND BALANCE ADJUSTMENTS			(58.00)	(58.00)	(58.00)
ENDING FUND BALANCE		427,841.10	828,373.46	703,182.96	645,508.33

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 202 - MAJOR STREET FUND					
ESTIMATED REVENUES					
Dept 000					
202-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	6,322.40	3,258.33	63.23	6,322.40
202-000-553.000	ACT 51	178,000.00	116,064.14	174,061.97	175,000.00
202-000-553.300	COUNTY ROAD MILL 2014	40,000.00	20,393.45	40,000.00	40,000.00
202-000-699.101	GF CONTRIBUTION	6,426.17	4,900.00	4,900.00	
Totals for dept 000 -		230,748.57	144,615.92	219,025.20	221,322.40
TOTAL ESTIMATED REVENUES		230,748.57	144,615.92	219,025.20	221,322.40

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 463 - ROUTINE MAINT					
202-463-698.106	TRANSFER OUT	72,949.45		104,646.18	
202-463-699.203	TRANSFER TO LOCAL STREETS	74,068.42		74,068.42	87,500.00
202-463-782.000	STREET MATERIALS & SUPPLIES		188.82		7,500.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT				97,001.83
202-463-970.000	CAPITAL OUTLAY	5,010.00			
Totals for dept 463 - ROUTINE MAINT		152,027.87	188.82	178,714.60	192,001.83

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 474 - TRAFFIC SIGNS					
202-474-782.000	STREET MATERIALS & SUPPLIES	1,000.00	11.95	500.00	250.00
Totals for dept 474 - TRAFFIC SIGNS		1,000.00	11.95	500.00	250.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 478 - WINTER MAINT					
202-478-782.000	STREET MATERIALS & SUPPLIES		128.65		250.00
Totals for dept 478 - WINTER MAINT			128.65		250.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 480 - CONSTRUCTION					
202-480-803.000	ENGINEERS FEES	13,000.00	4,877.37	3,907.56	7,000.00
202-480-818.000	CONTRACT LABOR	15,000.00	32,584.29	19,000.00	35,000.00
202-480-818.100	CONTRACT LABOR-NON MOTORIZED	33,000.00			
Totals for dept 480 - CONSTRUCTION		61,000.00	37,461.66	22,907.56	42,000.00

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 906 - DEBT SERVICE					
202-906-995.000	BOND INTEREST	6,864.70	3,432.35	7,047.04	7,250.00
202-906-996.000	BOND PRINCIPAL	9,856.00		9,856.00	10,000.00
Totals for dept 906 - DEBT SERVICE		16,720.70	3,432.35	16,903.04	17,250.00
TOTAL APPROPRIATIONS		230,748.57	41,223.43	219,025.20	251,751.83
NET OF REVENUES/APPROPRIATIONS - FUND 202			103,392.49		(30,429.43)
BEGINNING FUND BALANCE		153,811.15	164,000.30	164,000.30	164,000.30
ENDING FUND BALANCE		153,811.15	267,392.79	164,000.30	133,570.87

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 203 - LOCAL STREET FUND					
ESTIMATED REVENUES					
Dept 000					
203-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	38,838.00	19,941.32	38,838.00	38,838.00
203-000-553.000	ACT 51	70,618.00	47,052.03	62,285.00	62,285.00
203-000-553.300	COUNTY ROAD MILL 2014	31,306.00	6,814.74	31,306.00	31,306.00
203-000-699.000	CONTRIBUTIONS FROM OTHER FUND	74,068.42		74,068.42	
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND				87,500.00
203-000-699.101	GF CONTRIBUTION	327,511.43	16,934.50	47,034.50	43,229.74
Totals for dept 000 -		542,341.85	90,742.59	253,531.92	263,158.74
TOTAL ESTIMATED REVENUES		542,341.85	90,742.59	253,531.92	263,158.74

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 463 - ROUTINE MAINT					
203-463-698.106	TRANSFER OUT	72,392.57		87,842.30	
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT				47,842.30
Totals for dept 463 - ROUTINE MAINT		72,392.57		87,842.30	47,842.30

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 478 - WINTER MAINT					
203-478-782.000	STREET MATERIALS & SUPPLIES		128.65		250.00
Totals for dept 478 - WINTER MAINT			128.65		250.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 480 - CONSTRUCTION					
203-480-803.000	ENGINEERS FEES	15,000.00	3,257.44	10,000.00	8,500.00
203-480-818.000	CONTRACT LABOR	131,351.42	84,865.07	27,653.60	130,865.07
Totals for dept 480 - CONSTRUCTION		146,351.42	88,122.51	37,653.60	139,365.07

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 740 - SPECIAL MAINT					
203-740-956.000	TREE TRIMMING		1,300.00		1,500.00
Totals for dept 740 - SPECIAL MAINT			1,300.00		1,500.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 906 - DEBT SERVICE					
203-906-995.000	BOND INTEREST	151,441.75	91,558.99	155,206.67	155,500.00
203-906-996.000	BOND PRINCIPAL	148,231.40	30,766.50	144,821.50	144,950.00
Totals for dept 906 - DEBT SERVICE		299,673.15	122,325.49	300,028.17	300,450.00
TOTAL APPROPRIATIONS		518,417.14	211,876.65	425,524.07	489,407.37
NET OF REVENUES/APPROPRIATIONS - FUND 203		23,924.71	(121,134.06)	(171,992.15)	(226,248.63)
BEGINNING FUND BALANCE		148,067.44	231,248.63	231,248.63	231,248.63
ENDING FUND BALANCE		171,992.15	110,114.57	59,256.48	5,000.00

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Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 208 - PARK FUND					
ESTIMATED REVENUES					
Dept 000					
208-000-450.000	3% CABLE T.V.	6,500.00		6,500.00	6,800.00
208-000-451.030	CONCESSIONS	11,715.52	8,837.85	5,000.00	14,000.00
208-000-451.070	FIELD RENTAL	8,737.00	16,297.00	3,093.00	24,297.00
208-000-451.072	BASEBALL FIELD RENTAL		1,160.00		1,160.00
208-000-451.084	FLAG FOOTBALL	905.00		905.00	
208-000-451.090	YOUTH FEES				1,500.00
208-000-451.095	LAWN MOWER RACING	1,800.00	1,800.00	1,800.00	1,800.00
208-000-571.000	LOCAL GRANT				12,500.00
208-000-667.000	PAVILION RENT	1,010.00	545.00	1,100.00	800.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	975.00	750.00	2,200.00	1,000.00
208-000-673.200	SALE OF TIMBER		9,050.00		9,050.00
208-000-680.001	SPECIAL EVENTS	500.00	1,950.00	500.00	1,950.00
208-000-682.000	REIMBURSEMENT	6,990.47	2,088.62	6,990.47	2,088.62
208-000-699.101	GF CONTRIBUTION	9,297.04	108,000.00	108,000.00	55,069.05
208-000-699.103	CONTRIBUTION FROM TIFA		2,000.00		2,000.00
Totals for dept 000 -		48,430.03	152,478.47	136,088.47	134,014.67
TOTAL ESTIMATED REVENUES		48,430.03	152,478.47	136,088.47	134,014.67

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		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 690 - PARK ADMIN					
208-690-740.000	SUPPLIES	61.14	1,241.93	61.14	1,400.00
208-690-803.000	ENGINEERS FEES	8,000.00	2,852.50	9,000.00	3,000.00
208-690-810.000	EXPENSE		1,099.00		1,100.00
208-690-818.000	CONTRACT LABOR			18,000.00	15,200.00
Totals for dept 690 - PARK ADMIN		8,061.14	5,193.43	27,061.14	20,700.00

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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 691 - BALL ADMIN					
208-691-703.000	SALARIES	38,880.00	27,288.85	39,540.80	49,740.80
208-691-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		85.55		85.55
208-691-719.000	FRINGE BENEFITS	15,619.40	11,059.11	16,100.00	17,630.00
208-691-725.000	UNIFORM EXPENSES	200.00		250.00	250.00
208-691-731.000	PUBLICATION	200.00		200.00	200.00
208-691-740.000	SUPPLIES	1,000.00	202.38	1,000.00	1,000.00
208-691-809.000	TRAINING	550.00		550.00	
208-691-853.000	TELEPHONE EXPENSE	800.00	403.51	800.00	800.00
208-691-913.000	INSURANCE-LIAB & WORKMAN COMP	9,276.06	9,085.64	6,346.81	9,238.83
Totals for dept 691 - BALL ADMIN		66,525.46	48,125.04	64,787.61	78,945.18

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	700.00	783.94	800.00	800.00
208-770-775.000	REPAIRS & MAINT	3,500.00	4,775.12	3,500.00	5,000.00
208-770-802.000	SERVICE	600.00	3,722.50	600.00	4,000.00
208-770-920.000	UTILITIES	4,100.00	1,382.33	6,897.72	4,150.00
Totals for dept 770 - LAKE ALLIANCE MAINTENANCE		8,900.00	10,663.89	11,797.72	13,950.00

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 771 - CITY PARK					
208-771-740.000	SUPPLIES	500.00	3,537.84	500.00	3,900.00
208-771-775.000	REPAIRS & MAINT	500.00	400.00	500.00	600.00
208-771-818.000	CONTRACT LABOR	2,100.00	2,600.00	3,100.00	3,200.00
208-771-920.000	UTILITIES	2,000.00	955.80	2,000.00	2,000.00
208-771-970.000	CAPITAL OUTLAY	400.00		200.00	100.00
Totals for dept 771 - CITY PARK		5,500.00	7,493.64	6,300.00	9,800.00

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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 772 - SUNSET HILLS PARK					
208-772-775.000	REPAIRS & MAINT	50.00		250.00	100.00
Totals for dept 772 - SUNSET HILLS PARK		50.00		250.00	100.00

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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 774 - BASEBALL					
208-774-740.000	SUPPLIES	800.00	245.33	800.00	800.00
208-774-775.000	REPAIRS & MAINT	818.34	990.00	800.00	1,200.00
208-774-920.000	UTILITIES	500.00	216.49	500.00	500.00
Totals for dept 774 - BASEBALL		2,118.34	1,451.82	2,100.00	2,500.00

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,500.00	4,641.11	1,500.00	5,000.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	1,100.00		1,100.00	1,000.00
208-777-745.000	YOUTH UMPIRE FEES	160.00		160.00	160.00
208-777-802.000	SERVICE		381.46		381.46
208-777-808.000	ADVERTISING	2,200.00		1,800.00	1,800.00
208-777-920.000	UTILITIES	6,000.00	2,891.34	4,000.00	4,600.00
208-777-970.000	CAPITAL OUTLAY	15,000.00		1,500.00	
Totals for dept 777 - BALLFIELD		25,960.00	7,913.91	10,060.00	12,941.46

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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	2,740.51	1,828.70	4,000.00	4,200.00
208-778-719.000	FRINGE BENEFITS	382.56	224.02	612.00	662.00
208-778-740.000	SUPPLIES	5,200.00	4,757.54	6,500.00	7,000.00
208-778-746.000	CONCESSION - FOOD LICENSE	820.00		820.00	820.00
208-778-931.000	DPW MAINT & REPAIR	500.00		500.00	
208-778-970.000	CAPITAL OUTLAY	500.00			
Totals for dept 778 - CONCESSIONS		10,143.07	6,810.26	12,432.00	12,682.00

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Calculations as of 06/30/2021					
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			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 779 - SPECIAL EVENTS					
208-779-740.000	SUPPLIES	250.00	5,251.74	1,300.00	5,300.00
Totals for dept 779 - SPECIAL EVENTS		250.00	5,251.74	1,300.00	5,300.00
TOTAL APPROPRIATIONS		127,508.01	92,903.73	136,088.47	156,918.64
NET OF REVENUES/APPROPRIATIONS - FUND 208		(79,077.98)	59,574.74		(22,903.97)
BEGINNING FUND BALANCE		79,077.98	23,650.28	23,650.28	23,650.28
ENDING FUND BALANCE			83,225.02	23,650.28	746.31

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
ESTIMATED REVENUES					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	160,233.13	159,788.72	160,233.13	159,788.72
247-728-573.000	LOCAL COMMUNITY STABILIZATION		12,248.61		12,248.61
247-728-664.000	INTEREST INCOME	3,900.00	288.95	3,900.00	400.00
Totals for dept 728 - TIFA DEPT		164,133.13	172,326.28	164,133.13	172,437.33
TOTAL ESTIMATED REVENUES		164,133.13	172,326.28	164,133.13	172,437.33

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 728 - TIFA DEPT					
247-728-702.000	WAGES - OTHER	4,600.00	3,674.99	4,600.00	4,600.00
247-728-726.000	OFFICE EXPENSE	1,120.00	1,000.00	1,120.00	1,120.00
247-728-731.000	PUBLICATION	300.00	195.04	300.00	300.00
247-728-801.000	ATTORNEY	7,000.00	586.50	7,000.00	3,000.00
247-728-803.000	ENGINEERS FEES	28,200.00	12,749.13	28,200.00	20,000.00
247-728-807.000	AUDIT	4,825.00	4,400.00	4,825.00	4,650.00
247-728-814.000	BANK SERVICE CHARGES	30.00		30.00	50.00
247-728-823.000	GRANT PROJECTS		2,000.00		4,500.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	19,000.00	2,801.26	19,000.00	135,240.00
247-728-967.400	ROAD IMPROVEMENTS	88,000.00	5,797.50	88,000.00	5,797.50
247-728-967.700	CITY IMPROVEMENTS	3,400.00	2,650.00	3,400.00	3,400.00
247-728-970.000	CAPITAL OUTLAY				59,000.00
247-728-995.000	BOND INTEREST	22,502.50	10,901.25	22,502.50	21,043.00
247-728-996.000	BOND PRINCIPAL	40,000.00	40,000.00	40,000.00	40,000.00
Totals for dept 728 - TIFA DEPT		218,977.50	86,755.67	218,977.50	302,700.50
TOTAL APPROPRIATIONS		218,977.50	86,755.67	218,977.50	302,700.50
NET OF REVENUES/APPROPRIATIONS - FUND 247		(54,844.37)	85,570.61	(54,844.37)	(130,263.17)
BEGINNING FUND BALANCE		259,818.37	205,959.29	205,959.29	205,959.29
ENDING FUND BALANCE		204,974.00	291,529.90	151,114.92	75,696.12

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN					
ESTIMATED REVENUES					
Dept 000					
401-000-699.106	TRANSFER IN	59,532.00		2,500.00	2,654.00
Totals for dept 000 -		59,532.00		2,500.00	2,654.00
TOTAL ESTIMATED REVENUES		59,532.00		2,500.00	2,654.00

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 729 - DOWNTOWN					
401-729-698.106	TRANSFER OUT	8,110.00			
401-729-740.600	LANDSCAPING SUPPLIES	8,500.00	1,489.39	2,000.00	1,489.39
401-729-803.000	ENGINEERS FEES	7,000.00			
401-729-818.000	CONTRACT LABOR	29,770.00	18,193.84	19,000.00	18,193.84
401-729-967.000	SIDEWALK AND LIGHTING IMPROVE	6,152.00	987.50	500.00	987.50
Totals for dept 729 - DOWNTOWN		59,532.00	20,670.73	21,500.00	20,670.73
TOTAL APPROPRIATIONS		59,532.00	20,670.73	21,500.00	20,670.73
NET OF REVENUES/APPROPRIATIONS - FUND 401			(20,670.73)	(19,000.00)	(18,016.73)
BEGINNING FUND BALANCE			21,064.70	21,064.70	21,064.70
ENDING FUND BALANCE			393.97	2,064.70	3,047.97

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 590 - SEWER FUND					
ESTIMATED REVENUES					
Dept 000					
590-000-608.000	PENALTIES	40.00			
590-000-642.000	BILLS	142,885.24	115,349.98	142,885.24	142,885.24
590-000-642.001	FIXED COSTS	400,737.05	302,599.09	400,737.05	400,737.05
590-000-655.000	FINES & FORFEITURES	12,451.48	5,689.00	15,000.00	5,500.00
590-000-672.000	HOOK UP FEES	2,500.00	2,500.00	2,500.00	2,500.00
590-000-698.300	BOND RESERVE - RD PROJECT 201	17,800.00		17,800.00	
590-000-698.310	BOND RESERVE 1-B	10,900.00		10,900.00	
590-000-698.320	BOND RESERVE - 2A	9,050.00		9,050.00	
590-000-698.400	RRI - RD PROJECT 2014	14,733.00		14,733.00	
590-000-699.106	TRANSFER IN	163,367.10			
Totals for dept 000 -		774,463.87	426,138.07	613,605.29	551,622.29
TOTAL ESTIMATED REVENUES		774,463.87	426,138.07	613,605.29	551,622.29

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET

APPROPRIATIONS					
Dept 527 - ADMINISTRATIVE					
590-527-703.000	SALARIES	21,920.00	12,154.38	20,292.48	
590-527-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		780.48		
590-527-719.000	FRINGE BENEFITS	5,800.00	4,621.43	5,650.00	
590-527-740.000	SUPPLIES	1,400.00	380.18	1,400.00	
590-527-741.000	POSTAGE	2,100.00	1,398.74	2,100.00	
590-527-775.000	REPAIRS & MAINT	300.00		300.00	
590-527-781.000	COMPUTER SOFTWARE	600.00		600.00	
590-527-803.000	ENGINEERS FEES	16,000.00		16,000.00	
590-527-807.000	AUDIT	8,000.00		8,000.00	
590-527-809.000	TRAINING	2,070.00		2,100.00	
Totals for dept 527 - ADMINISTRATIVE		58,190.00	19,335.21	56,442.48	

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 556 - DPW					
590-556-740.000	SUPPLIES	15,000.00	5,819.45	10,000.00	
590-556-743.000	METERS	14,100.00		2,000.00	
590-556-775.000	REPAIRS & MAINT	2,500.00		2,500.00	
590-556-802.000	SERVICE	2,500.00	2,318.13	2,500.00	
590-556-803.000	ENGINEERS FEES	19,000.00	13,933.67	20,000.00	
590-556-818.000	CONTRACT LABOR	250.00		250.00	
590-556-920.000	UTILITIES	23,000.00			
590-556-931.000	DPW MAINT & REPAIR	500.00		500.00	
590-556-943.000	EQUIPMENT RENTAL	20.00		20.00	
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT				135,000.00
590-556-970.000	CAPITAL OUTLAY		111,348.50	254,545.50	113,348.50
590-556-970.100	RD CAPITOL PROJECT COSTS	7,439.17			
590-556-999.000	OPERATING TRANSFER -OUT	54,285.55		85,982.28	
Totals for dept 556 - DPW		138,594.72	133,419.75	378,297.78	248,348.50

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 906 - DEBT SERVICE					
590-906-991.000	DEBT SERVICE - PRINCIPAL	151,000.00	40,000.00	156,000.00	156,000.00
590-906-995.000	BOND INTEREST	215,829.05	140,506.87	220,552.00	220,552.00
590-906-998.100	BOND RESERVE - PH 1	17,800.00		17,800.00	
590-906-998.110	BOND RESERVE 1-B	10,900.00		10,900.00	
590-906-998.120	BOND RESERVE 2A	9,050.00		9,050.00	
590-906-999.100	RRI RESERVE - PH 1	14,733.00		14,733.00	
Totals for dept 906 - DEBT SERVICE		419,312.05	180,506.87	429,035.00	376,552.00
TOTAL APPROPRIATIONS		616,096.77	333,261.83	863,775.26	624,900.50
NET OF REVENUES/APPROPRIATIONS - FUND 590		158,367.10	92,876.24	(250,169.97)	(73,278.21)
BEGINNING FUND BALANCE		3,100,441.96	2,923,474.71	2,923,474.71	2,923,474.71
ENDING FUND BALANCE		3,258,809.06	3,016,350.95	2,673,304.74	2,850,196.50

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 591 - WATER FUND					
ESTIMATED REVENUES					
Dept 000					
591-000-608.000	PENALTIES	320.00	145.00	320.00	280.00
591-000-642.000	BILLS	183,981.36	152,093.42	183,981.36	183,981.36
591-000-642.001	FIXED COSTS	336,684.00	253,351.69	336,684.00	336,684.00
591-000-655.000	FINES & FORFEITURES	11,606.18	5,456.94	11,606.18	6,000.00
591-000-672.000	HOOK UP FEES	2,000.00	2,000.00		2,000.00
591-000-698.000	MISC INCOME		235.00		235.00
591-000-698.300	BOND RESERVE - RD PROJECT 201	10,200.00		10,200.00	
591-000-698.320	BOND RESERVE - 2A	10,810.00		10,810.00	
591-000-698.400	RRI - RD PROJECT 2014	32,933.00		32,933.00	
Totals for dept 000 -		588,534.54	413,282.05	586,534.54	529,180.36
TOTAL ESTIMATED REVENUES		588,534.54	413,282.05	586,534.54	529,180.36

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 527 - ADMINISTRATIVE					
591-527-731.000	PUBLICATION	500.00		500.00	250.00
591-527-740.000	SUPPLIES	1,300.00	729.73	1,300.00	1,500.00
591-527-741.000	POSTAGE	2,400.00	1,614.75	2,400.00	4,500.00
591-527-781.000	COMPUTER SOFTWARE	1,500.00	970.80	1,500.00	1,500.00
591-527-802.000	SERVICE	500.00			
591-527-803.000	ENGINEERS FEES	55,500.00	300.00	15,000.00	
591-527-807.000	AUDIT	8,000.00		8,000.00	
591-527-809.000	TRAINING	500.00	75.00	500.00	
591-527-931.000	DPW MAINT & REPAIR	4,037.81		4,037.81	
591-527-958.000	DUES AND SUBSCRIPTIONS	200.00			
Totals for dept 527 - ADMINISTRATIVE		74,437.81	3,690.28	33,237.81	7,750.00

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 556 - DPW					
591-556-731.000	PUBLICATION		111.88		111.80
591-556-740.000	SUPPLIES	6,000.00	3,147.09	6,000.00	6,000.00
591-556-743.000	METERS	14,025.52		22,786.41	2,000.00
591-556-775.000	REPAIRS & MAINT	218,000.00	270.00	24,000.00	2,000.00
591-556-802.000	SERVICE	6,700.00	4,324.24	6,700.00	6,700.00
591-556-803.000	ENGINEERS FEES	13,000.00		13,000.00	7,200.00
591-556-920.000	UTILITIES	7,421.54		7,421.54	
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT				175,923.20
591-556-970.000	CAPITAL OUTLAY	2,900.00		50,000.00	40,000.00
591-556-999.000	OPERATING TRANSFER -OUT	236,698.05		180,000.00	
Totals for dept 556 - DPW		504,745.11	7,853.21	309,907.95	239,935.00

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Dept 906 - DEBT SERVICE					
591-906-995.000	BOND INTEREST	122,570.57	81,149.37	120,523.00	120,523.00
591-906-996.000	BOND PRINCIPAL	88,000.00	25,000.00	90,000.00	90,000.00
591-906-998.100	BOND RESERVE - PH 1	10,200.00		10,200.00	
591-906-998.120	BOND RESERVE 2A	10,810.00		10,810.00	
591-906-999.100	RRI RESERVE - PH 1	32,933.00		32,933.00	
Totals for dept 906 - DEBT SERVICE		264,513.57	106,149.37	264,466.00	210,523.00
TOTAL APPROPRIATIONS		843,696.49	117,692.86	607,611.76	458,208.00
NET OF REVENUES/APPROPRIATIONS - FUND 591		(255,161.95)	295,589.19	(21,077.22)	70,972.36
BEGINNING FUND BALANCE		2,931,766.13	2,741,060.61	2,741,060.61	2,741,060.61
FUND BALANCE ADJUSTMENTS		(2.00)			
ENDING FUND BALANCE		2,676,602.18	3,036,649.80	2,719,983.39	2,812,032.97

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 598 - STORM DRAIN MAINTENANCE					
APPROPRIATIONS					
Dept 556 - DPW					
598-556-818.000	CONTRACT LABOR		7,650.00		7,650.00
598-556-931.000	DPW MAINT & REPAIR		1,311.70		1,311.00
Totals for dept 556 - DPW			8,961.70		8,961.00
TOTAL APPROPRIATIONS			8,961.70		8,961.00
NET OF REVENUES/APPROPRIATIONS - FUND 598			(8,961.70)		(8,961.00)
BEGINNING FUND BALANCE		12,341.35	12,341.35	12,341.35	12,341.35
ENDING FUND BALANCE		12,341.35	3,379.65	12,341.35	3,380.35

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
ESTIMATED REVENUES					
Dept 000					
641-000-674.010	OPERATING TRANSFER-IN	437,325.62	40,577.29	499,048.05	529,134.91
Totals for dept 000 -		437,325.62	40,577.29	499,048.05	529,134.91
TOTAL ESTIMATED REVENUES		437,325.62	40,577.29	499,048.05	529,134.91

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	210,000.00	149,703.04	220,918.43	220,918.43
641-932-703.002	OVERTIME SALARIES	7,201.63	6,043.84	10,538.88	10,538.88
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT		1,442.20		1,142.20
641-932-719.000	FRINGE BENEFITS	98,000.00	56,493.38	101,000.00	101,000.00
641-932-725.000	UNIFORM EXPENSES	2,298.99	2,212.55	2,500.00	2,500.00
641-932-731.000	POSTAGE		671.28		1,200.00
641-932-740.000	SUPPLIES	3,900.00	11,140.44	10,000.00	14,000.00
641-932-775.000	REPAIRS & MAINT	8,200.00	14,756.74	12,070.00	16,000.00
641-932-781.000	COMPUTER SOFTWARE	4,000.00	1,583.50	4,600.00	3,500.00
641-932-782.000	STREET MATERIALS & SUPPLIES		9,531.02		11,000.00
641-932-802.000	SERVICE	3,500.00	6,270.07	4,000.00	8,500.00
641-932-809.000	TRAINING			1,000.00	1,000.00
641-932-810.000	EXPENSE		96.93		100.00
641-932-853.000	TELEPHONE EXPENSE	2,900.00	1,851.18	3,000.00	3,100.00
641-932-862.000	GAS	11,500.00	7,121.38	11,600.00	11,600.00
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	30,000.00	25,932.34	28,820.74	27,738.84
641-932-920.000	UTILITIES	32,715.00	78,394.85	84,000.00	117,000.00
641-932-958.000	DUES AND SUBSCRIPTIONS		810.00		1,000.00
641-932-970.000	CAPITAL OUTLAY	5,000.00	18,469.50	5,000.00	19,000.00
641-932-970.010	CAPITAL OUTLAY-PLOW TRUCK	58,110.00			
Totals for dept 932 - EQUIPMENT REPAIR ACTIVITY		477,325.62	392,524.24	499,048.05	570,838.35

03/08/2021		2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
TOTAL APPROPRIATIONS		477,325.62	392,524.24	499,048.05	570,838.35

03/08/2021 2020-21 FISCAL YEAR ANNUAL BUDGET REPORT FOR CITY OF POTTERVILLE					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS - FUND 641		(40,000.00)	(351,946.95)		(41,703.44)
BEGINNING FUND BALANCE		52,539.89	149,122.34	149,122.34	149,122.34
FUND BALANCE ADJUSTMENTS		(1.00)			
ENDING FUND BALANCE		12,538.89	(202,824.61)	149,122.34	107,418.90

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STATE OF MICHIGAN)
) ss.
COUNTY OF EATON)

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan
DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the
City Council of said City at regular meeting held on the March 18th 2020.

Becky Dolman

City Clerk

2020-2021 BUDGET AMENDMENT RESOLUTION

03/08/2021		BUDGET AMENDMENT FISCAL YEAR 2020-2021 REPORT FOR CITY OF POTTERVILLE TIFA			
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
ESTIMATED REVENUES					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	160,233.13	159,788.72	160,233.13	159,788.72
247-728-573.000	LOCAL COMMUNITY STABILIZATION		12,248.61		12,248.61
247-728-664.000	INTEREST INCOME	3,900.00	288.95	3,900.00	400.00
Totals for dept 728 - TIFA DEPT		164,133.13	172,326.28	164,133.13	172,437.33
TOTAL ESTIMATED REVENUES		164,133.13	172,326.28	164,133.13	172,437.33

03/08/2021 BUDGET AMENDMENT FISCAL YEAR 2020-2021 REPORT FOR CITY OF POTTERVILLE TIFA					
Calculations as of 06/30/2021					
		2019-20	2020-21	2020-21	2020-21
			ACTIVITY		AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET
APPROPRIATIONS					
Dept 728 - TIFA DEPT					
247-728-702.000	WAGES - OTHER	4,600.00	3,674.99	4,600.00	4,600.00
247-728-726.000	OFFICE EXPENSE	1,120.00	1,000.00	1,120.00	1,120.00
247-728-731.000	PUBLICATION	300.00	195.04	300.00	300.00
247-728-801.000	ATTORNEY	7,000.00	586.50	7,000.00	3,000.00
247-728-803.000	ENGINEERS FEES	28,200.00	12,749.13	28,200.00	20,000.00
247-728-807.000	AUDIT	4,825.00	4,400.00	4,825.00	4,650.00
247-728-814.000	BANK SERVICE CHARGES	30.00		30.00	50.00
247-728-823.000	GRANT PROJECTS		2,000.00		4,500.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	19,000.00	2,801.26	19,000.00	135,240.00
247-728-967.400	ROAD IMPROVEMENTS	88,000.00	5,797.50	88,000.00	5,797.50
247-728-967.700	CITY IMPROVEMENTS	3,400.00	2,650.00	3,400.00	3,400.00
247-728-970.000	CAPITAL OUTLAY				59,000.00
247-728-995.000	BOND INTEREST	22,502.50	10,901.25	22,502.50	21,043.00
247-728-996.000	BOND PRINCIPAL	40,000.00	40,000.00	40,000.00	40,000.00
Totals for dept 728 - TIFA DEPT		218,977.50	86,755.67	218,977.50	302,700.50

03/08/2021		BUDGET AMENDMENT FISCAL YEAR 2020-2021 REPORT FOR CITY OF POTTERVILLE TIFA				
Calculations as of 06/30/2021						
		2019-20	2020-21	2020-21	2020-21	
			ACTIVITY		AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/21	BUDGET	BUDGET	
TOTAL APPROPRIATIONS		218,977.50	86,755.67	218,977.50	302,700.50	

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

RESOLUTION NO. 21-0318-05

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 18th day of March, 2021, at 7:00 p.m.

Present:

Absent:

The following Resolution was offered by _____ and seconded by _____.

RESOLUTION OF SUPPORT AND FULL FINANCIAL COMMITMENT FOR THE CITY OF POTTERVILLE DNR RECREATION PASSPORT GRANT APPLICATION RP21-0038, ENTITLED “SUNSET HILLS PARK PROJECT” THAT SHALL DEVELOP PUBLIC “ADA” ACCESS TO EXISTING PARK FACILITIES AT THE CITY’S SUNSET HILLS PARK.

WHEREAS, The City Council of the City of Potterville supports the submission of grant application RP21-0038 to the DNR Recreation Passport Grant Program, as entitled “Sunset Hills Park Project” to develop improvements and public “ADA” access to existing park facilities located at Sunset Hills Park, East Gresham Highway, along Sunset Hills Drive in Section 23 of the City of Potterville, real property parcel #700-023-100-120-00; and

WHEREAS, the proposed application and project goals of improving “ADA” access, park aesthetics, park safety, environmental sustainability and public education are strongly supported by The City of Potterville’s 5-Year Parks and Recreation Plan; and

WHEREAS, The City Council of the City of Potterville supports and approves of the full commitment of the grant match amount of \$5,000 in force account labor/materials (applicants own paid labor or materials) of its Department of Public Works for the purposes of the grant application RP21-0038 to the DNR Recreation Passport Grant Program; and

WHEREAS, The City Council of the City of Potterville also supports and approves of the full financial commitment of the monetary grant match of \$26,000 in public funds that exceeds the minimum 25% grant match requirement of the grant application RP21-0038 to the DNR Recreation Passport Grant Program;

NOW THEREFORE, BE IT RESOLVED, The City Council of the City of Potterville hereby authorizes submission of the City’s grant application RP21-0038 to the DNR Recreation Passport Grant Program, as entitled “Sunset Hills Park Project,” and supports and fully commits to the financial commitment of \$26,000 in monetary grant matching funds in addition to \$5,000 in force account labor/materials of its Department of Public Work. The City’s total grant match amount shall be \$31,000 that exceeds the minimum 25% grant match requirement of the total project cost of \$100,500 of application RP21-0038 to the DNR Recreation Passport Grant Program.

Becky Dolman
City Clerk

Inter-local Agreement for Eaton County to Approve the Designated Assessor for the period January 1, 2021 through December 31, 2025

Public Act 660 of 2018 requires a county to have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. Accordingly, the following inter-local agreement (hereinafter "AGREEMENT") has been executed by the Board of Commissioners for Eaton County, a majority of the assessing districts in Eaton County, and the individual put forth as the proposed Designated Assessor Eaton County and the Assessing Districts are collectively referred to throughout this AGREEMENT as the "Parties."

RECITALS

WHEREAS, The Assessing Districts are Municipal Corporations located within the County of Eaton, in the State of Michigan;

WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with each other and which each might exercise separately;

WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 *et seq.*, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;

WHEREAS, P.A. 660 of 2018 requires each County to enter into an AGREEMENT that designates the individual who will serve as the County's Designated Assessor. That inter-local agreement must be approved by the County Board and a majority of the assessing districts in the County.

WHEREAS, P.A. 660 of 2018 mandates that the Designated Assessor shall be an advanced assessing officer or a master assessing officer.

NOW, THEREFORE, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Members agree as follows:

BACKGROUND INFORMATION

Eaton County proposes that Timothy Vandermark (R- 7793) serve as the Designated Assessor for the following assessing districts within Eaton County: Bellevue Township, Benton Charter Township, Brookfield Township, Carmel Township, Chester Township, Delta Charter Township, Eaton Township, Eaton Rapids Township, Hamlin Township, Kalamo Township, Oneida Charter Township, Roxand Township, Sunfield Township, Vermontville Township, Walton Township, Windsor Charter Township, City of Charlotte, City of Eaton Rapids, , City of Grand Ledge, City of Olivet and City of Potterville included as an addendum to this AGREEMENT are the Eaton County SEV totals by class, including special act values, those properties deemed unique or

complex by a local assessing district, and a listing of the total number of parcels, by classification, including special act rolls, within each assessing district.

Once the designated assessor process is invoked, the Parties agree that the Designated Assessor will perform the duties associated with being the assessor of record for an assessing district at the following location: Eaton County Equalization Department, 1045 Independence Blvd, Charlotte, MI. The Parties further agree that specific hours will be negotiated as part of the employment contract to be executed in the event an assessing district is subject to the designated assessor process.

QUALIFICATIONS OF DESIGNATED ASSESSOR

Included as an addendum to this AGREEMENT, the Eaton County Board of Commissioners has received and reviewed the following documents provided by the Designated Assessor:

1. Resume, curriculum vitae, or other documents providing the Designated Assessor's current employment status as well as additional and specific details regarding the Designated Assessor's current assessing or equalization responsibilities and local unit assessing experience as it relates to being approved as the Designated Assessor for Eaton County.
2. Disclosure of any conflicts of the interest involving the proposed Designated Assessor, the County, or any assessing district, if applicable.

It is understood that the individual identified as the Designated Assessor in this AGREEMENT will, during the length of this agreement, maintain their assessor certification in good standing with the State Tax Commission and when required to serve as the Designated Assessor for an assessing district in Eaton County shall act as the Assessor of Record for that assessing district. When acting as the Assessor of Record for an assessing district, the Designated Assessor shall meet all the requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Any additional requirements that are agreed to by the Designated Assessor, the County and the Assessing Districts may not conflict with the State Tax Commission's *Supervising Preparation of the Rolls*.

DUTIES AND RESPONSIBILITIES OF DESIGNATED ASSESSOR

The Designated Assessor, while serving as the assessor of record for an assessing district within Eaton County, shall satisfy all requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Within days of being appointed as the Designated Assessor for the assessing district, the Designated Assessor shall prepare and transmit to the assessing district's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the State Tax Commission's audit.

The Parties agree that the Designated Assessor, while serving as the assessor of record for an assessing district within Eaton County, shall:

1. Attend all March, July and December Board of Review meetings.
2. Costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees) shall be incurred by the represented assessment unit.
3. The Designated Assessor shall prepare all reporting as required by the State Tax Commission and relevant and reasonable reports for review by the supervisor, manager, chief executive, board, or council as requested..

For an assessing district employing assessing staff other than the assessor of record, assessing staff will conduct their duties as under the direction and supervision of the Designated Assessor.

While not acting in the capacity as the Designated Assessor for an assessing district, the Designated Assessor will have the following duties and responsibilities for Eaton County and the assessing districts within Eaton County: Equalization Director.

DUTIES AND RESPONSIBILITIES OF EATON COUNTY AND ASSESSING DISTRICTS WITHIN EATON COUNTY

The Parties to this AGREEMENT understand and agree that the assessing districts identified in this AGREEMENT required to utilize the services of the Designated Assessor will, during and throughout the term of this AGREEMENT, to the following:

1. Provide the Designated Assessor with reasonable access to records, documents, databases and information in order to allow the Designated Assessor to serve as the assessor of record for the assessing district and satisfy all requirements *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
2. Furnish the Designated Assessor with any applicable policies and procedures that the Designated Assessor may be subject to during the period of time the Designated Assessor serves as the assessing district's assessor of record.
3. Provide any technology, equipment, and workspace necessary for the Designated Assessor to carry out their requirements under this Agreement.

DESIGNATED ASSESSOR COMPENSATION

The Designated Assessor may charge an assessing district that is required to contract with the Designated Assessor and that assessing district shall pay, for the reasonable costs incurred by the Designated Assessor in serving as the assessing district's Assessor of Record, including, but not limited to, the costs of overseeing and administering the annual assessment, preparing and defending the assessment roll, and operating the assessing office.). Compensation amounts shall be set within the ongoing contract between the Designated Assessor and the Assessing Districts plus the County. All fees and services of the Designated Assessor shall be billed monthly and paid within 45 days of invoicing. All annual fees will be billed on a prorated basis. All payment for services rendered will be paid by the assessing district directly to Eaton County. The current fee schedule is as follows: .

Complete Reassessment of the District at \$20.00 / parcel
 Maintenance of the Tax Roll at \$15.00 per parcel for the first year
 \$15.50 per parcel for the 2nd year

\$16.00 per parcel for the 3rd year
 \$16.50 per parcel for the 4th year
 \$17.00 per parcel for the 5th year

If required by the Designated Assessor, the Assessing Districts shall each be responsible for an equal share of an annual retainer fee paid to the Designated Assessor. The County shall collect each share and disperse the retainer fee to the Designated Assessor. The County is not responsible for paying a share of the retainer fee. No retainer fee is being charged to the local for the duration of the contract with Timothy Vandermark.

Fees owed by a jurisdiction under the inter-local agreement will be billed monthly, paid to Eaton County Equalization and will be due 30 days post invoice date.

This inter-local agreement shall become effective upon the execution hereof by the parties hereto.

COUNTY OF EATON:

 Jeremy Whittum, Chairperson
 County Board of Commissioners

 Date

BELLEVUE TOWNSHIP:

 Don L. Chase
 Supervisor

 Date

BENTON CHARTER TOWNSHIP:

 Gary Suits
 Supervisor

 Date

BROOKFIELD TOWNSHIP:

 Nolan Spotts
 Supervisor

 Date

CARMEL TOWNSHIP:

 Steven C. Willard
 Supervisor

 Date

CHESTER TOWNSHIP:

 Donald Stall
 Supervisor

 Date

DELTA CHARTER TOWNSHIP:

 Kenneth Fletcher
 Supervisor

 Date

EATON TOWNSHIP:

 Dave Roberts
 Supervisor

 Date

EATON RAPIDS TOWNSHIP:

 Scott Wilson
 Supervisor

 Date

HAMLIN TOWNSHIP:

 Phillip A. Bombrys
 Supervisor

 Date

KALAMO TOWNSHIP:

 Brett Ramey
 Supervisor

 Date

ONEIDA CHARTER TOWNSHIP:

Donald Cooley
Supervisor

Date

ROXAND TOWNSHIP:

Larry Mead
Supervisor

Date

SUNFIELD TOWNSHIP:

Selena Duits
Supervisor

Date

VERMONTVILLE TOWNSHIP:

Jack Owens
Supervisor

Date

WALTON TOWNSHIP:

Bob E. Starkweather
Supervisor

Date

WINDSOR CHARTER TOWNSHIP:

Kern G. Slucter
Supervisor

Date

CITY OF CHARLOTTE:

Authorized Representative

Date

CITY OF EATON RAPIDS:

Authorized Representative

Date

CITY OF GRAND LEDGE:

Authorized Representative

Date

CITY OF OLIVET:

Authorized Representative

Date

CITY OF POTTERVILLE:

Authorized Representative

Date

DESIGNATED ASSESSOR

Timothy Vandermark, MMAO
Eaton County Equalization

Date

[Addendum]

(Reports detailing current SEV County totals by class, including special act values; total number of parcels, by classification, including special act rolls, within each local unit; and list of any unique, complex or high value properties within the County.)