

City of Pottersville - Council Agenda

Thursday, April 15, 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 March 18, 2021

F. Approval of Bills: General Bills: \$27,813.71 -(less 19.92 adj) + \$12,680.99 = \$40,474.78

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

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

I. Public Comment on agenda items:

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

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

L. New Business:

- a) Employee Covid Hours and pay for quarantine requirements.
- b) Prepaid Bills Consideration for Employee Benefit Premiums
- c) 2021 Road Maintenance project acceptance of bid
- d) Trackage Storage Site Condition

M. Public Comment on non-agenda items:

N. Communication from the Mayor and Council:

O. Next Meeting: Thursday, May 20, 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, March 18, 2021 at 7:00 pm and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Kring at City Hall, Deputy Mayor Lenneman at City Hall, Member Nichols at residence, Member Potter at City Hall, Member Pulda at residence, Member Smalley at residence, and Member Twichell at City Hall.

Absent: None

Approval of Agenda: Motion by Member Twichell. Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Approval of Minutes: Motion by Member Potter to approve February 18, 2021 minutes. Supported by Member Twichell. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Approval of Bills: Motion by Member Twichell to approve payment of General Bills in the amount of \$37,523.73. Supported by Deputy Mayor Lenneman. Roll Call Vote: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Approval of Bank Reconciliations: Motion by Deputy Mayor Lenneman to approve February 2021 accounts for General, Tax and Payroll. Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

City Manager's Report: Manager's report is in March 18, 2021 Council packet.

Public Comment on Agenda Items: Linda Amey from 412 E Main Street appreciated the Council packets being available online and in a timely manner.

Commission/Committee Reports: Member Twichell reported from TIFA meeting- The board approved to pay for the full purchase amount of the Skidder for DPW for capital improvements. Sidewalk project is moving forward and the sign project as well. Member Nichols reported Planning Commission met and approved a stand-alone restroom building for Alro Steel. Mayor Kring shared American Bloom CN grant project began by clearing some the non-motorized trail area today.

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Department Reports: DPW Director, Don Stanley was asked by Member Twichell if any of the repair sewer work would be under warranty? Mr. Stanley replied no, it had been over 5 years since it was completed. Chief Barry introduced the new officer Tyler Collins. Members Potter, Twichell and Deputy Mayor Lenneman thanked Chief Barry for solving the latest incident quickly. Member Twichell thanked Clerk Dolman for cleaning up the Qualified Voter Files.

New Business:

Budget Hearing: Mayor Kring Opened the Budget Hearing of Fiscal Year 2020-2021 Budget Amendments. No Public Comments. Mayor Kring closed the Budget Hearing.

Resolution 20210318-04 to Adopt Fiscal year 2020-2021 Budget Amendments: Motion by Member Twichell. Supported by Deputy Mayor Lenneman. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda and Member Twichell. Nays: Member Smalley. Motion Carried (6-1).

Approve TIFA Budget: Motion by Deputy Mayor Lenneman. Supported by Member Twichell. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Public Hearing: Mayor Kring opened public for the City's Recreation Passport Grant Application RP21-0038. No Public Comment. Mayor Kring closed public hearing.

Resolution 20210318-05 to support application and financial commitment of matching funds for MI DNR Recreation Passport Grant Application RP21-0038: Motion by Mayor Kring. Supported by Member Twichell. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Authorize full Banking Access, ACH Transactions to -Aaron Sheridan, Treasurer -Jodi West and Clerk -Becky Dolman and to authorize the City Manager to execute bank legal agreement. Motion by Member Twichell. Supported by Deputy Mayor Lenneman. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Authorize check signers to be: Mayor Kring, Member Nichols, Member Potter and Member Twichell and authorize City Manager to execute bank legal agreement. Motion by Member Potter. Supported by Member Twichell. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda and Member Twichell. Nays: Member Smalley. Motion Carried (6-1).

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Inter-local Agreement for Eaton County to approve Designated Assessor for the period Jan. 1, 2021- Dec. 31, 2025. Motion by Member Potter. Supported by Member Twichell. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Public Comment on Non-Agenda Items: Linda Amey, 412 E Main Street, asked if the plans for the Dog Park are moving forward, which are in the 5-year Parks Plan? Council shared she should talk with the Parks department but the Parks plan is a guideline and with the circumstances of 2020 there was no action. Ms. Amey also asked about if the City was having in person meetings yet? The city is following the MDHHS guidelines which allows up to 25 in attendance. Ms. Amey inquired rather the Ken Fry amendment was still in place? Council replied it was.

Communications from Mayor and Council: Mayor Kring shared his displeasure with how some of the communication between council and others have been handled. Member Twichell agreed with Mayor and would like the council communications to be more professional among each other.

Next Meeting: April 15, 2021

Excuse Absent Members: None

Motion to Adjourn: Motion by Twichell and Supported by Deputy Mayor Lenneman. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter, Member Pulda, Member Smalley and Member Twichell. Nays: None. Motion Carried (7-0).

Meeting Adjourned at 7:57 pm

Respectfully Submitted by:

Becky Dolman

City Clerk

GL Number	Description	Beginning 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	125,899.14
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	705,513.50
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	

Beginning GL Balance:	2,500,244.91
Add: Cash Receipts	83,642.35
Less: Cash Disbursements	(37,589.37)
Less: Payroll Disbursements	(57,652.87)
Add: Journal Entries/Other	45,099.10
Ending GL Balance:	2,533,744.12

GL Number	Description	Ending Balance
101-000-001.000	CASH	796,836.29
202-000-001.000	CASH	266,656.63
203-000-001.000	CASH	108,374.29
208-000-001.000	CASH	83,001.54
370-000-001.000	CASH	
401-000-001.000	CASH	393.97
590-000-001.000	CASH	166,066.97
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	749,602.60
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	(310,869.82)
704-000-001.000	CASH	
708-000-001.000	CASH	
865-000-001.000	CASH	

Ending GL Balance: 2,533,744.12

Ending Bank Balance: 2,532,984.21

Add: Miscellaneous Transactions 214.16

Add: Deposits in Transit

03/31/2021 Deposit ID: 535 2,103.15

INVOICE CLOUD- DEDUCT 2.95 FROM DEP THAT DID NOT CHARGE TO CUST- R 2.95

DIRECT DEPOSIT PLANNING COMMISSION 100.09

2,206.19

Less: 10 AP Outstanding Checks 1,660.44

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 2,533,744.12

Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 4-9-21

User: JWest

Bank TAX (TAX ACCOUNT)

DB: Potterville

FROM 03/01/2021 TO 03/31/2021

Reconciliation Record ID: 84

GL Number	Description	Beginning Balance
703-000-001.000	CASH	26,407.47
Beginning GL Balance:		26,407.47
Add: Cash Receipts		6,298.56
Less: Cash Disbursements		(32,561.42)
Add: Journal Entries/Other		60.18
Ending GL Balance:		204.79

GL Number	Description	Ending Balance
703-000-001.000	CASH	204.79
Ending GL Balance:		204.79
Ending Bank Balance:		299,147.48
Add: Deposits in Transit		0.00
Less: 1 AP Outstanding Checks		298,942.69
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		204.79
Unreconciled Difference:		0.00

REVIEWED BY: 

DATE: 4-9-21

User: JWest

Bank PR (PAYROLL ACCOUNT)

DB: Potterville

FROM 03/01/2021 TO 03/31/2021

Reconciliation Record ID: 85

GL Number	Description	Beginning Balance
750-000-001.000	CASH	14,134.26
Beginning GL Balance:		14,134.26
Add: Payroll Disbursements		1,992.63
Ending GL Balance:		16,126.89

GL Number	Description	Ending Balance
750-000-001.000	CASH	16,126.89
Ending GL Balance:		16,126.89
Ending Bank Balance:		16,330.01
Add: Deposits in Transit		
	TAX	8.47
		8.47
Less: 0 AP Outstanding Checks		
Less: 3 PR Outstanding Checks		211.59
Adjusted Bank Balance		16,126.89
Unreconciled Difference:		0.00

REVIEWED BY: _____



DATE: _____

4-9-21

04/15/2021 01:44 PM

User: RDOLMAN

DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 03/19/2021 - 04/08/2021
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/3

000008

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE APRIL	FASTENERS, HARDWARE, HOSSE NOZZEL,ELECTRICAL,GROUNDING PLUG,CABLE	145.02
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		145.02
VENDOR NAME: AIRGAS GREAT LAKES 9111204591	ARGON INDUSTRIAL 80	311.07
TOTAL VENDOR AIRGAS GREAT LAKES		311.07
VENDOR NAME: ALRO STEEL BCX7518LZ	48X120	167.47
TOTAL VENDOR ALRO STEEL		167.47
VENDOR NAME: AT&T APRIL	INTERNET AT CONCESSION STAND	181.21
TOTAL VENDOR AT&T		181.21
VENDOR NAME: BADER & SONS APRIL	PARTS	63.43
TOTAL VENDOR BADER & SONS		63.43
VENDOR NAME: BECKY WABINDATO MAR 25	REFUND BASEBALL REGISTRATION	115.00
TOTAL VENDOR BECKY WABINDATO		115.00
VENDOR NAME: CATHERINE LEVI MAR 2021	CHANGED FROM BASEBALL TO COACH PITCH	75.00
TOTAL VENDOR CATHERINE LEVI		75.00
VENDOR NAME: CITY OF IONIA 21000010531	LAB TEST	44.00
TOTAL VENDOR CITY OF IONIA		44.00
VENDOR NAME: CITY OF POTTERVILLE APRIL	UTILITIES	340.03
TOTAL VENDOR CITY OF POTTERVILLE		340.03
VENDOR NAME: CMP DISTRIBUTORS 66920 66960	BADGE MAG556	119.60 269.25
TOTAL VENDOR CMP DISTRIBUTORS		388.85
VENDOR NAME: CONSUMERS ENERGY APRIL	UTILITIES	9,349.52
TOTAL VENDOR CONSUMERS ENERGY		9,349.52
VENDOR NAME: D & L FUELS APRIL	PROPANE	1,220.96
TOTAL VENDOR D & L FUELS		1,220.96
VENDOR NAME: DELTA DENTAL RIS0003378061	DENTAL COVERAGE	769.26
TOTAL VENDOR DELTA DENTAL		769.26
VENDOR NAME: DENNIS WARREN MAR 21	CHANGED FROM BASEBALL TO COACH PITCH	75.00
TOTAL VENDOR DENNIS WARREN		75.00
VENDOR NAME: ETNA SUPPLY COMPANY S103948110.001	PLUMMING SUPPLIES	163.61
TOTAL VENDOR ETNA SUPPLY COMPANY		163.61
VENDOR NAME: GORDON'S FOOD SERVICE 809222907	CONCESSION FOOD	116.46
TOTAL VENDOR GORDON'S FOOD SERVICE		116.46

04/15/2021 01:44 PM

User: RDOLMAN

DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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Page: 2/3

000009

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: GRANGER CONTAINER SERVICE, INC 22330979	TRASH SERVICE	237.32
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		237.32
VENDOR NAME: HAVILAND PRODUCTS COMPANY 390076	ALUMINUM SULFATE	6,111.47
TOTAL VENDOR HAVILAND PRODUCTS COMPANY		6,111.47
VENDOR NAME: JOHN MARENICH MAR	REFUND BASEBALL REGISTRATION	115.00
TOTAL VENDOR JOHN MARENICH		115.00
VENDOR NAME: KIMBALL MIDWEST 8752380	COUPLER, ADHESIVE, RACK, PAINT, COATING	255.08
TOTAL VENDOR KIMBALL MIDWEST		255.08
VENDOR NAME: LANSING REAL GREEN 26441 26555	ONLY HYDROSEEDING BASKETBALL COURT SEEDING/STRAWING	650.00 200.00
TOTAL VENDOR LANSING REAL GREEN		850.00
VENDOR NAME: MENARDS-LANSING WEST 16757	BAR HOLDER OPEN- ZINC, 2X4'S	46.44
TOTAL VENDOR MENARDS-LANSING WEST		46.44
VENDOR NAME: MICHIGAN RURAL WATER 2020-00704	OPERATOR SERVICES	300.00
TOTAL VENDOR MICHIGAN RURAL WATER		300.00
VENDOR NAME: MID-MICHIGAN INTERACTIVE 5028	WEB HOSTING AND MAINTENANCE	650.00
TOTAL VENDOR MID-MICHIGAN INTERACTIVE		650.00
VENDOR NAME: PHP 217043010	HEALTH INS	4,097.27
TOTAL VENDOR PHP		4,097.27
VENDOR NAME: QUILL CO 15305372	OFFICE SUPPLIES	170.08
TOTAL VENDOR QUILL CO		170.08
VENDOR NAME: THE COUNTY JOURNAL 228734 229160	BOR NOTICE GRANT APP DNR RECREATION PASSPORT	195.04 195.04
TOTAL VENDOR THE COUNTY JOURNAL		390.08
VENDOR NAME: THE PARTS PLACE-CHARLOTTE 194157 200722 200983 200984	COUPLER, FITTINGS, ADAPTER OIL AND IR FILTER OIL AIR AND FUEL FILTER SHOP TOWELS, ARMORALL PROT	66.61 92.97 170.97 13.57
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		344.12
VENDOR NAME: UNITED STATES POST OFFICE APRIL 2021	APRIL 2021 WATER/SEWER BILLS	194.72
TOTAL VENDOR UNITED STATES POST OFFICE		194.72
VENDOR NAME: UNUM LIFE INSURANCE APRIL	SHORT AND LONG TERM DISABILITY	260.68
TOTAL VENDOR UNUM LIFE INSURANCE		260.68
VENDOR NAME: VISION SERVICE PLAN APRIL	VISION COVERAGE	130.20
TOTAL VENDOR VISION SERVICE PLAN		130.20
VENDOR NAME: WILLIAMS FARM MACHINERY		

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User: RDOLMAN
DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 03/19/2021 - 04/08/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 3/3 000010

INVOICE NUMBER	DESCRIPTION	AMOUNT
<hr/>		
VENDOR NAME: WILLIAMS FARM MACHINERY		
MARCH	20" CHAIN	115.44
TOTAL VENDOR WILLIAMS FARM MACHINERY		<hr/> 115.44
GRAND TOTAL:		27,793.79

04/15/2021 12:32 PM
User: RDOLMAN
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 04/09/2021 - 04/15/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 1/2

000011

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ALTOGAS, INC		
409920	PROPANE DELIVERY SUNSET LANE	1,210.07
TOTAL VENDOR ALTOGAS, INC		1,210.07
VENDOR NAME: APPLIED IMAGING		
1720742	COPIER	59.70
TOTAL VENDOR APPLIED IMAGING		59.70
VENDOR NAME: BARRY/EATON DIST HEALTH DEPARTMENT		
SFE0823004746	FOOD SERVICE LICENSE APPLICATIN	410.00
SFE0823078304	FOOD SERVICE LICENSE APPLICATION	410.00
TOTAL VENDOR BARRY/EATON DIST HEALTH DEPARTMENT		820.00
VENDOR NAME: CARDMEMBER SERVICE		
MARCH	PLASMA CUTTER, FOOD BOR, BOOT SCRUBBER, DRINKING FOUNTAIN PARTS, HOSE ASSY, SIGN PERMIT, AIR FILTER	2,884.15
TOTAL VENDOR CARDMEMBER SERVICE		2,884.15
VENDOR NAME: CINTAS CORPORATION #725		
MAR	UNIFORMS	191.42
TOTAL VENDOR CINTAS CORPORATION #725		191.42
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
INV54639	PARK HOURS SIGN	136.20
INV54644	WASHERS, NUTS, SPACERS, SPEED LIMIT 25 SIGN	216.30
TOTAL VENDOR DORNBOS SIGN & SAFETY INC.		352.50
VENDOR NAME: FIRST ADVANTAGE LNS		
2501132103	CLINIC COLLECTION	115.57
TOTAL VENDOR FIRST ADVANTAGE LNS		115.57
VENDOR NAME: GORDON'S FOOD SERVICE		
809223256	CONCESSIONS	455.38
TOTAL VENDOR GORDON'S FOOD SERVICE		455.38
VENDOR NAME: LANSING SANITARY SUPPLY, INC		
1116826	PAPER TOWELS, TRASH BAGS, TISSUE, LOTION CLSR,	499.53
TOTAL VENDOR LANSING SANITARY SUPPLY, INC		499.53
VENDOR NAME: MBSC		
APRIL	TEAM REGISTRATION FEE	155.00
TOTAL VENDOR MBSC		155.00
VENDOR NAME: MUNICODE		
00355035	PROOF FEE	2,980.00
TOTAL VENDOR MUNICODE		2,980.00
VENDOR NAME: STATE OF MICHIGAN		
RENEWAL	RENEWAL OF DIRINKING WATER TREATMENT AND DISRIBUTION OPERATOR CERTIFICATE	95.00
RENEWALS	MUNICIPAL WASTEWATER TREATMENT PLANT OPERATOR CERTIFICATION	95.00
TOTAL VENDOR STATE OF MICHIGAN		190.00
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
201998	HYDRAULIC FILTER, AIR FILTER	164.97
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		164.97
VENDOR NAME: V H BLACKINTON CO., INC.		
3032500	REPAIR AND REFINISH SEAL IN DIE- POTTERVILLE	12.00
TOTAL VENDOR V H BLACKINTON CO., INC.		12.00

04/15/2021 12:32 PM
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Page: 2/2 000012

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: VERIZON WIRELESS		
9876644948	MARCH CELL PHONE	421.91
APRIL	PHONE	39.02
TOTAL VENDOR VERIZON WIRELESS		460.93
VENDOR NAME: WEAVER, ROBERT		
977864	GARAGE DOOR REPAIR	1,000.00
TOTAL VENDOR WEAVER, ROBERT		1,000.00
VENDOR NAME: WEX BANK		
70986926	FUEL	502.73
TOTAL VENDOR WEX BANK		502.73
VENDOR NAME: WOW!BUSINESS		
APRIL	PHONE AND INTERNET	627.04
TOTAL VENDOR WOW!BUSINESS		627.04
GRAND TOTAL:		12,680.99

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403.000	PROPERTY TAX	565,591.27	568,500.10	2,908.83	(2,908.83)	100.51
101-000-403.100	DELINQUENT PROP TAX	400.00	172.93	162.27	227.07	43.23
101-000-403.200	SOLID WASTE TAX	71,185.19	71,551.18	365.99	(365.99)	100.51
101-000-406.000	CITY PENALTY	4,000.00	2,834.91	817.78	1,165.09	70.87
101-000-423.000	TRAILER COURT TAX	2,751.00	1,767.55	656.55	983.45	64.25
101-000-450.000	3% CABLE T.V.	6,000.00	3,072.91	0.00	2,927.09	51.22
101-000-452.000	LIQUOR LICENSE	1,889.55	1,889.25	0.00	0.30	99.98
101-000-453.000	TELECOM RIGHT OF WAY MAINTENA	9,500.00	0.00	0.00	9,500.00	0.00
101-000-476.000	RECYCLING	2,952.10	2,952.10	2,330.40	0.00	100.00
101-000-477.000	PERMITS	4,000.00	3,040.00	90.00	960.00	76.00
101-000-528.000	OTHER FEDERAL GRANTS	13,055.00	13,055.00	0.00	0.00	100.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	500.00	250.00	0.00	250.00	50.00
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	0.00	18,608.00	51.03
101-000-576.000	ST SHARED REV - SALES TAX	228,050.00	132,709.00	0.00	95,341.00	58.19
101-000-579.000	GRANT REVENUE	7,478.18	7,478.18	0.00	0.00	100.00
101-000-600.000	CHARGES FOR SERVICES - PD	135.00	155.00	25.00	(20.00)	114.81
101-000-601.000	FOIA	100.30	100.30	0.00	0.00	100.00
101-000-618.000	ADMINISTRATION FEE	28,116.58	28,356.65	240.07	(240.07)	100.85
101-000-655.000	FINES & FORFEITURES	2,200.00	1,746.49	299.05	453.51	79.39
101-000-665.000	INTEREST	3,500.00	2,732.35	258.13	767.65	78.07
101-000-667.010	DDA PAVILION - FARMERS MARKET	0.00	50.00	50.00	(50.00)	100.00
101-000-671.000	FIXED ASSETS - PD	42,089.00	42,089.00	0.00	0.00	100.00
101-000-680.004	SPECIAL EVENTS-GIZZARDFEST	260.00	2,030.00	1,900.00	(1,770.00)	780.77
101-000-682.000	REIMBURSEMENT	6,759.48	7,450.48	(689.00)	(691.00)	110.22
101-000-694.000	CASH OVER & UNDER	0.00	(0.81)	0.00	0.81	100.00
101-000-697.000	INSURANCE REIMBURSEMENT	1,650.00	1,630.00	1,380.00	20.00	98.79
101-000-698.000	MISC INCOME	10.00	9.25	0.00	0.75	92.50
Total Dept 000		1,190,172.65	998,056.23	10,795.07	192,116.42	83.86
TOTAL REVENUES		1,190,172.65	998,056.23	10,795.07	192,116.42	83.86
Expenditures						
Dept 101 - CITY COUNCIL						
101-101-703.000	SALARIES	4,200.00	2,298.00	260.00	1,902.00	54.71
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	500.00	189.96	19.89	310.04	37.99
101-101-731.000	PUBLICATION	0.00	195.04	195.04	(195.04)	100.00
101-101-740.000	SUPPLIES	200.00	166.95	0.00	33.05	83.48
101-101-775.000	REPAIRS & MAINT	50.00	11.84	0.00	38.16	23.68
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	19,588.83	19,543.83	2,738.83	45.00	99.77
101-101-960.000	CONFERENCE AND WORKSHOPS	200.00	0.00	0.00	200.00	0.00
Total Dept 101 - CITY COUNCIL		26,998.83	22,405.62	3,213.76	4,593.21	82.99
Dept 171 - MAYOR						
101-171-703.000	SALARIES	1,320.00	840.00	180.00	480.00	63.64
101-171-719.000	FRINGE BENEFITS	115.00	64.26	13.77	50.74	55.88
Total Dept 171 - MAYOR		1,435.00	904.26	193.77	530.74	63.01

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 172 - CITY MANAGER						
101-172-703.000	SALARIES	72,218.28	52,678.57	5,582.76	19,539.71	72.94
101-172-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	357.65	357.65	0.00	0.00	100.00
101-172-719.000	FRINGE BENEFITS	19,251.40	11,133.77	1,190.20	8,117.63	57.83
101-172-740.000	SUPPLIES	10.00	9.79	0.00	0.21	97.90
101-172-809.000	TRAINING	100.00	0.00	0.00	100.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	197.91	0.00	(197.91)	100.00
Total Dept 172 - CITY MANAGER		91,937.33	64,377.69	6,772.96	27,559.64	70.02
Dept 209 - ASSESSOR						
101-209-703.000	SALARIES	1,147.51	767.30	80.77	380.21	66.87
101-209-719.000	FRINGE BENEFITS	780.00	474.05	112.47	305.95	60.78
101-209-731.000	PUBLICATION	200.00	390.08	390.08	(190.08)	195.04
101-209-740.000	SUPPLIES	200.00	68.50	0.00	131.50	34.25
101-209-741.000	POSTAGE	500.00	434.33	10.55	65.67	86.87
101-209-781.000	COMPUTER SOFTWARE	1,450.00	235.00	0.00	1,215.00	16.21
101-209-810.050	RE INSPECTION - 20%	3,150.00	2,301.58	242.27	848.42	73.07
101-209-813.000	BOARD OF REVIEW	1,400.00	1,000.00	750.00	400.00	71.43
101-209-818.000	CONTRACT LABOR	16,000.00	10,666.64	1,333.33	5,333.36	66.67
Total Dept 209 - ASSESSOR		24,827.51	16,337.48	2,919.47	8,490.03	65.80
Dept 210 - ATTORNEY						
101-210-801.000	ATTORNEY	14,000.00	10,291.00	902.00	3,709.00	73.51
Total Dept 210 - ATTORNEY		14,000.00	10,291.00	902.00	3,709.00	73.51
Dept 215 - CLERK						
101-215-703.000	SALARIES	22,000.00	19,532.37	2,423.04	2,467.63	88.78
101-215-703.003	HAZARD PAY- COVID	445.00	445.00	0.00	0.00	100.00
101-215-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	144.00	144.00	0.00	0.00	100.00
101-215-719.000	FRINGE BENEFITS	8,600.00	7,162.01	313.78	1,437.99	83.28
101-215-731.000	PUBLICATION	300.00	0.00	0.00	300.00	0.00
101-215-740.000	SUPPLIES	450.00	532.72	330.67	(82.72)	118.38
101-215-741.000	POSTAGE	0.00	36.00	36.00	(36.00)	100.00
101-215-809.000	TRAINING	2,100.00	715.00	65.00	1,385.00	34.05
101-215-818.000	CONTRACT LABOR	100.00	75.00	0.00	25.00	75.00
101-215-822.000	ELECTIONS	10,000.00	9,876.91	0.00	123.09	98.77
101-215-958.000	DUES AND SUBSCRIPTIONS	260.00	226.25	0.00	33.75	87.02
101-215-980.100	COMPUTER EQUIPMENT	550.00	197.91	0.00	352.09	35.98
Total Dept 215 - CLERK		44,949.00	38,943.17	3,168.49	6,005.83	86.64
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	61,930.77	45,127.90	4,800.84	16,802.87	72.87

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-253-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	488.08	480.08	0.00	8.00	98.36
101-253-719.000	FRINGE BENEFITS	21,200.00	15,775.78	1,888.55	5,424.22	74.41
101-253-731.000	PUBLICATION	100.00	0.00	0.00	100.00	0.00
101-253-740.000	SUPPLIES	300.00	135.89	0.00	164.11	45.30
101-253-741.000	POSTAGE	1,150.00	900.37	0.00	249.63	78.29
101-253-781.000	COMPUTER SOFTWARE	900.00	711.00	0.00	189.00	79.00
101-253-814.000	BANK SERVICE CHARGES	4,700.00	4,207.15	260.43	492.85	89.51
101-253-960.000	CONFERENCE AND WORKSHOPS	75.00	75.00	0.00	0.00	100.00
101-253-980.100	COMPUTER EQUIPMENT	200.00	197.92	0.00	2.08	98.96
Total Dept 253 - TREASURERS OFFICE		91,043.85	67,611.09	6,949.82	23,432.76	74.26
Dept 265 - CITY HALL						
101-265-703.000	SALARIES	19,512.00	0.00	0.00	19,512.00	0.00
101-265-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	780.48	0.00	0.00	780.48	0.00
101-265-719.000	FRINGE BENEFITS	5,650.00	0.00	0.00	5,650.00	0.00
101-265-731.000	PUBLICATION	1,400.00	206.28	0.00	1,193.72	14.73
101-265-740.000	SUPPLIES	3,000.00	1,006.65	0.00	1,993.35	33.56
101-265-740.400	COMMUNITY HOLIDAY EVENT	480.00	239.98	0.00	240.02	50.00
101-265-740.500	COMMUNITY SPEC EVENTS	900.00	350.26	0.00	549.74	38.92
101-265-741.000	POSTAGE	500.00	259.25	25.25	240.75	51.85
101-265-775.000	REPAIRS & MAINT	500.00	0.00	0.00	500.00	0.00
101-265-781.000	COMPUTER SOFTWARE	6,000.00	5,653.50	0.00	346.50	94.23
101-265-802.000	SERVICE	2,000.00	1,730.80	55.49	269.20	86.54
101-265-818.000	CONTRACT LABOR	400.00	0.00	0.00	400.00	0.00
101-265-853.000	TELEPHONE EXPENSE	0.00	271.85	0.00	(271.85)	100.00
101-265-920.000	UTILITIES	0.00	69.21	69.21	(69.21)	100.00
101-265-958.000	DUES AND SUBSCRIPTIONS	324.00	278.00	0.00	46.00	85.80
101-265-970.000	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	0.00	96.94	0.00	(96.94)	100.00
Total Dept 265 - CITY HALL		41,946.48	10,162.72	149.95	31,783.76	24.23
Dept 301 - POLICE						
101-301-703.000	SALARIES	129,000.00	84,937.37	10,516.63	44,062.63	65.84
101-301-703.002	OVERTIME SALARIES	4,600.00	3,968.22	219.28	631.78	86.27
101-301-703.003	HAZARD PAY- COVID	3,000.00	3,000.00	0.00	0.00	100.00
101-301-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	1,692.14	1,692.14	0.00	0.00	100.00
101-301-719.000	FRINGE BENEFITS	36,000.00	23,171.14	2,626.22	12,828.86	64.36
101-301-725.000	UNIFORM EXPENSES	2,400.00	1,389.98	0.00	1,010.02	57.92
101-301-740.000	SUPPLIES	7,000.00	4,094.28	1,314.46	2,905.72	58.49
101-301-775.000	REPAIRS & MAINT	5,000.00	2,170.85	0.00	2,829.15	43.42
101-301-781.000	COMPUTER SOFTWARE	500.00	0.00	0.00	500.00	0.00
101-301-801.000	ATTORNEY	3,700.00	1,813.50	0.00	1,886.50	49.01
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
101-301-851.000	RADIO REPAIRS	300.00	0.00	0.00	300.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,375.00	898.92	91.94	476.08	65.38
101-301-862.000	GAS	4,000.00	2,465.40	381.29	1,534.60	61.64
101-301-958.000	DUES AND SUBSCRIPTIONS	50.00	140.00	115.00	(90.00)	280.00
101-301-959.000	MISC	250.00	0.00	0.00	250.00	0.00
101-301-970.000	CAPITAL OUTLAY	52,326.45	49,924.55	0.00	2,401.90	95.41
101-301-980.100	COMPUTER EQUIPMENT	1,907.25	1,907.25	0.00	0.00	100.00

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 301 - POLICE		254,900.84	181,573.60	15,264.82	73,327.24	71.23
Dept 302 - POLICE STATE TRAINING						
101-302-810.000	EXPENSE	1,025.00	399.90	399.90	625.10	39.01
Total Dept 302 - POLICE STATE TRAINING		1,025.00	399.90	399.90	625.10	39.01
Dept 337 - EMS						
101-337-802.000	SERVICE	117,250.00	117,250.00	0.00	0.00	100.00
Total Dept 337 - EMS		117,250.00	117,250.00	0.00	0.00	100.00
Dept 400 - PLANNING COMMISSION						
101-400-703.000	SALARIES	1,400.00	145.00	0.00	1,255.00	10.36
101-400-719.000	FRINGE BENEFITS	100.00	11.10	0.00	88.90	11.10
101-400-731.000	PUBLICATION	415.00	310.37	153.46	104.63	74.79
101-400-803.000	ENGINEERS FEES	15,151.44	10,618.20	0.00	4,533.24	70.08
Total Dept 400 - PLANNING COMMISSION		17,066.44	11,084.67	153.46	5,981.77	64.95
Dept 410 - ZONING						
101-410-703.000	SALARIES	37,000.00	27,025.60	2,844.80	9,974.40	73.04
101-410-719.000	FRINGE BENEFITS	3,365.00	2,519.79	368.40	845.21	74.88
101-410-731.000	PUBLICATION	500.00	0.00	0.00	500.00	0.00
101-410-740.000	SUPPLIES	450.00	38.46	0.00	411.54	8.55
101-410-853.000	TELEPHONE EXPENSE	750.00	449.48	45.97	300.52	59.93
Total Dept 410 - ZONING		42,065.00	30,033.33	3,259.17	12,031.67	71.40
Dept 441 - DPW						
101-441-810.020	RECYCLING EXPENSE	12,000.00	8,540.92	6.92	3,459.08	71.17
101-441-818.000	CONTRACT LABOR	134,000.00	1,973.32	1,973.32	132,026.68	1.47
Total Dept 441 - DPW		146,000.00	10,514.24	1,980.24	135,485.76	7.20
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 906 - DEBT SERVICE						
101-906-738.000	TOWNSHIP/MILL	9,961.00	9,960.66	0.00	0.34	100.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	30,250.00	22,233.50	0.00	8,016.50	73.50
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	13,000.00	8,634.72	1,079.34	4,365.28	66.42
101-906-995.000	BOND INTEREST	30,750.00	26,390.53	0.00	4,359.47	85.82
Total Dept 906 - DEBT SERVICE		83,961.00	67,219.41	1,079.34	16,741.59	80.06

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 5/19 000017

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 965 - CONTRIBUTIONS TO OTHER FUNDS						
101-965-965.202	CONTRIB TO MAJOR STREET FUND	0.00	4,900.00	4,900.00	(4,900.00)	100.00
101-965-965.203	CONTRIB TO LOCAL STREET FUND	43,229.74	16,934.50	16,934.50	26,295.24	39.17
101-965-965.208	CONTRIB TO PARK FUND	55,069.05	108,000.00	108,000.00	(52,930.95)	196.12
101-965-965.641	CONTRIB TO EQP REPAIR & REPL	73,367.58	40,577.29	40,577.29	32,790.29	55.31
Total Dept 965 - CONTRIBUTIONS TO OTHER FUNDS		171,666.37	170,411.79	170,411.79	1,254.58	99.27
TOTAL EXPENDITURES		1,190,172.65	837,876.05	216,818.94	352,296.60	70.40
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,190,172.65	998,056.23	10,795.07	192,116.42	83.86
TOTAL EXPENDITURES		1,190,172.65	837,876.05	216,818.94	352,296.60	70.40
NET OF REVENUES & EXPENDITURES		0.00	160,180.18	(206,023.87)	(160,180.18)	100.00

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	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	6,322.40	3,258.33	0.00	3,064.07	51.54
202-000-553.000	ACT 51	175,000.00	116,064.14	16,372.00	58,935.86	66.32
202-000-553.300	COUNTY ROAD MILL 2014	40,000.00	20,393.45	0.00	19,606.55	50.98
202-000-699.101	GF CONTRIBUTION	0.00	4,900.00	4,900.00	(4,900.00)	100.00
Total Dept 000		221,322.40	144,615.92	21,272.00	76,706.48	65.34
TOTAL REVENUES		221,322.40	144,615.92	21,272.00	76,706.48	65.34
Expenditures						
Dept 463 - ROUTINE MAINT						
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	0.00	0.00	87,500.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	7,500.00	966.89	778.07	6,533.11	12.89
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	97,001.83	0.00	0.00	97,001.83	0.00
Total Dept 463 - ROUTINE MAINT		192,001.83	966.89	778.07	191,034.94	0.50
Dept 474 - TRAFFIC SIGNS						
202-474-782.000	STREET MATERIALS & SUPPLIES	250.00	35.95	24.00	214.05	14.38
Total Dept 474 - TRAFFIC SIGNS		250.00	35.95	24.00	214.05	14.38
Dept 478 - WINTER MAINT						
202-478-782.000	STREET MATERIALS & SUPPLIES	250.00	128.65	0.00	121.35	51.46
Total Dept 478 - WINTER MAINT		250.00	128.65	0.00	121.35	51.46
Dept 480 - CONSTRUCTION						
202-480-803.000	ENGINEERS FEES	7,000.00	4,877.37	0.00	2,122.63	69.68
202-480-818.000	CONTRACT LABOR	35,000.00	32,584.29	0.00	2,415.71	93.10
Total Dept 480 - CONSTRUCTION		42,000.00	37,461.66	0.00	4,538.34	89.19
Dept 906 - DEBT SERVICE						
202-906-995.000	BOND INTEREST	7,250.00	3,432.35	0.00	3,817.65	47.34
202-906-996.000	BOND PRINCIPAL	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 906 - DEBT SERVICE		17,250.00	3,432.35	0.00	13,817.65	19.90
TOTAL EXPENDITURES		251,751.83	42,025.50	802.07	209,726.33	16.69
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		221,322.40	144,615.92	21,272.00	76,706.48	65.34
TOTAL EXPENDITURES		251,751.83	42,025.50	802.07	209,726.33	16.69
NET OF REVENUES & EXPENDITURES		(30,429.43)	102,590.42	20,469.93	(133,019.85)	337.14

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	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	19,941.67		0.35	18,896.33	51.35
203-000-553.000	ACT 51	62,285.00	47,052.03		6,637.08	15,232.97	75.54
203-000-553.300	COUNTY ROAD MILL 2014	31,306.00	6,814.74		0.00	24,491.26	21.77
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	0.00		0.00	87,500.00	0.00
203-000-699.101	GF CONTRIBUTION	43,229.74	16,934.50		16,934.50	26,295.24	39.17
Total Dept 000		263,158.74	90,742.94		23,571.93	172,415.80	34.48
TOTAL REVENUES		263,158.74	90,742.94		23,571.93	172,415.80	34.48
Expenditures							
Dept 463 - ROUTINE MAINT							
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	47,842.30	0.00		0.00	47,842.30	0.00
Total Dept 463 - ROUTINE MAINT		47,842.30	0.00		0.00	47,842.30	0.00
Dept 478 - WINTER MAINT							
203-478-782.000	STREET MATERIALS & SUPPLIES	250.00	128.65		0.00	121.35	51.46
203-478-809.000	TRAINING	0.00	50.00		50.00	(50.00)	100.00
Total Dept 478 - WINTER MAINT		250.00	178.65		50.00	71.35	71.46
Dept 480 - CONSTRUCTION							
203-480-803.000	ENGINEERS FEES	8,500.00	4,339.18		1,081.74	4,160.82	51.05
203-480-818.000	CONTRACT LABOR	130,865.07	85,540.07		675.00	45,325.00	65.37
Total Dept 480 - CONSTRUCTION		139,365.07	89,879.25		1,756.74	49,485.82	64.49
Dept 740 - SPECIAL MAINT							
203-740-956.000	TREE TRIMMING	1,500.00	1,300.00		0.00	200.00	86.67
Total Dept 740 - SPECIAL MAINT		1,500.00	1,300.00		0.00	200.00	86.67
Dept 906 - DEBT SERVICE							
203-906-995.000	BOND INTEREST	155,500.00	91,558.99		0.00	63,941.01	58.88
203-906-996.000	BOND PRINCIPAL	144,950.00	30,766.50		0.00	114,183.50	21.23
Total Dept 906 - DEBT SERVICE		300,450.00	122,325.49		0.00	178,124.51	40.71
TOTAL EXPENDITURES		489,407.37	213,683.39		1,806.74	275,723.98	43.66
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		263,158.74	90,742.94		23,571.93	172,415.80	34.48
TOTAL EXPENDITURES		489,407.37	213,683.39		1,806.74	275,723.98	43.66
NET OF REVENUES & EXPENDITURES		(226,248.63)	(122,940.45)		21,765.19	(103,308.18)	54.34

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PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 03/31/2021	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-450.000	3% CABLE T.V.	6,800.00	0.00	0.00	6,800.00	0.00
208-000-451.030	CONCESSIONS	14,000.00	9,394.35	556.50	4,605.65	67.10
208-000-451.070	FIELD RENTAL	24,297.00	17,370.00	1,073.00	6,927.00	71.49
208-000-451.072	BASEBALL FIELD RENTAL	1,160.00	1,160.00	0.00	0.00	100.00
208-000-451.090	YOUTH FEES	1,500.00	1,895.00	1,895.00	(395.00)	126.33
208-000-451.095	LAWN MOWER RACING	1,800.00	1,800.00	0.00	0.00	100.00
208-000-571.000	LOCAL GRANT	12,500.00	0.00	0.00	12,500.00	0.00
208-000-667.000	PAVILION RENT	800.00	910.00	430.00	(110.00)	113.75
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,000.00	900.00	150.00	100.00	90.00
208-000-673.200	SALE OF TIMBER	9,050.00	9,050.00	0.00	0.00	100.00
208-000-680.001	SPECIAL EVENTS	1,950.00	1,950.00	200.00	0.00	100.00
208-000-682.000	REIMBURSEMENT	2,088.62	2,088.62	0.00	0.00	100.00
208-000-699.101	GF CONTRIBUTION	55,069.05	108,000.00	108,000.00	(52,930.95)	196.12
208-000-699.103	CONTRIBUTION FROM TIFA	2,000.00	2,000.00	0.00	0.00	100.00
Total Dept 000		134,014.67	156,517.97	112,304.50	(22,503.30)	116.79
TOTAL REVENUES		134,014.67	156,517.97	112,304.50	(22,503.30)	116.79
Expenditures						
Dept 690 - PARK ADMIN						
208-690-740.000	SUPPLIES	1,400.00	1,241.93	0.00	158.07	88.71
208-690-803.000	ENGINEERS FEES	3,000.00	3,029.50	177.00	(29.50)	100.98
208-690-810.000	EXPENSE	1,100.00	1,099.00	0.00	1.00	99.91
208-690-818.000	CONTRACT LABOR	15,200.00	0.00	0.00	15,200.00	0.00
Total Dept 690 - PARK ADMIN		20,700.00	5,370.43	177.00	15,329.57	25.94
Dept 691 - BALL ADMIN						
208-691-703.000	SALARIES	49,740.80	28,809.65	3,041.60	20,931.15	57.92
208-691-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	85.55	85.55	0.00	0.00	100.00
208-691-719.000	FRINGE BENEFITS	17,630.00	12,157.98	1,492.76	5,472.02	68.96
208-691-725.000	UNIFORM EXPENSES	250.00	0.00	0.00	250.00	0.00
208-691-731.000	PUBLICATION	200.00	0.00	0.00	200.00	0.00
208-691-740.000	SUPPLIES	1,000.00	202.38	0.00	797.62	20.24
208-691-809.000	TRAINING	0.00	200.00	200.00	(200.00)	100.00
208-691-853.000	TELEPHONE EXPENSE	800.00	449.48	45.97	350.52	56.19
208-691-913.000	INSURANCE-LIAB & WORKMAN COMP	9,238.83	9,085.64	2,738.83	153.19	98.34
Total Dept 691 - BALL ADMIN		78,945.18	50,990.68	7,519.16	27,954.50	64.59
Dept 770 - LAKE ALLIANCE MAINTENANCE						
208-770-740.000	SUPPLIES	800.00	783.94	0.00	16.06	97.99
208-770-775.000	REPAIRS & MAINT	5,000.00	5,075.12	300.00	(75.12)	101.50
208-770-802.000	SERVICE	4,000.00	4,380.00	657.50	(380.00)	109.50
208-770-920.000	UTILITIES	4,150.00	1,483.33	101.00	2,666.67	35.74
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		13,950.00	11,722.39	1,058.50	2,227.61	84.03
Dept 771 - CITY PARK						

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 208 - PARK FUND							
Expenditures							
208-771-740.000	SUPPLIES	3,900.00	3,537.84	0.00	362.16	90.71	
208-771-775.000	REPAIRS & MAINT	600.00	400.00	0.00	200.00	66.67	
208-771-818.000	CONTRACT LABOR	3,200.00	2,600.00	0.00	600.00	81.25	
208-771-920.000	UTILITIES	2,000.00	1,015.99	163.56	984.01	50.80	
208-771-970.000	CAPITAL OUTLAY	100.00	0.00	0.00	100.00	0.00	
Total Dept 771 - CITY PARK		9,800.00	7,553.83	163.56	2,246.17	77.08	
Dept 772 - SUNSET HILLS PARK							
208-772-775.000	REPAIRS & MAINT	100.00	0.00	0.00	100.00	0.00	
Total Dept 772 - SUNSET HILLS PARK		100.00	0.00	0.00	100.00	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	1,200.00	990.00	0.00	210.00	82.50	
208-774-920.000	UTILITIES	500.00	216.49	29.13	283.51	43.30	
Total Dept 774 - BASEBALL		2,500.00	1,451.82	29.13	1,048.18	58.07	
Dept 777 - BALLFIELD							
208-777-740.000	SUPPLIES	5,000.00	4,641.11	0.00	358.89	92.82	
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	1,000.00	0.00	0.00	1,000.00	0.00	
208-777-745.000	YOUTH UMPIRE FEES	160.00	0.00	0.00	160.00	0.00	
208-777-802.000	SERVICE	381.46	381.46	0.00	0.00	100.00	
208-777-808.000	ADVERTISING	1,800.00	0.00	0.00	1,800.00	0.00	
208-777-920.000	UTILITIES	4,600.00	2,891.34	321.68	1,708.66	62.86	
Total Dept 777 - BALLFIELD		12,941.46	7,913.91	321.68	5,027.55	61.15	
Dept 778 - CONCESSIONS							
208-778-703.000	SALARIES	4,200.00	1,828.70	0.00	2,371.30	43.54	
208-778-719.000	FRINGE BENEFITS	662.00	224.02	0.00	437.98	33.84	
208-778-740.000	SUPPLIES	7,000.00	4,774.98	17.44	2,225.02	68.21	
208-778-746.000	CONCESSION - FOOD LICENSE	820.00	0.00	0.00	820.00	0.00	
Total Dept 778 - CONCESSIONS		12,682.00	6,827.70	17.44	5,854.30	53.84	
Dept 779 - SPECIAL EVENTS							
208-779-740.000	SUPPLIES	5,300.00	5,251.74	0.00	48.26	99.09	
Total Dept 779 - SPECIAL EVENTS		5,300.00	5,251.74	0.00	48.26	99.09	
TOTAL EXPENDITURES		156,918.64	97,082.50	9,286.47	59,836.14	61.87	
Fund 208 - PARK FUND:							
TOTAL REVENUES		134,014.67	156,517.97	112,304.50	(22,503.30)	116.79	

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE
PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH	03/31/2021 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 208 - PARK FUND								
TOTAL EXPENDITURES		156,918.64	97,082.50		9,286.47		59,836.14	61.87
NET OF REVENUES & EXPENDITURES		(22,903.97)	59,435.47		103,018.03		(82,339.44)	259.50

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 247 - TAX INCREMENT FINANCING AUTHOR						
Revenues						
Dept 728 - TIFA DEPT						
247-728-401.000	PROPERTY TAXES	159,788.72	159,788.72	0.00	0.00	100.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	12,248.61	12,248.61	0.00	0.00	100.00
247-728-664.000	INTEREST INCOME	400.00	318.75	29.80	81.25	79.69
Total Dept 728 - TIFA DEPT		172,437.33	172,356.08	29.80	81.25	99.95
TOTAL REVENUES		172,437.33	172,356.08	29.80	81.25	99.95
Expenditures						
Dept 728 - TIFA DEPT						
247-728-702.000	WAGES - OTHER	4,600.00	3,674.99	408.33	925.01	79.89
247-728-726.000	OFFICE EXPENSE	1,120.00	1,000.00	0.00	120.00	89.29
247-728-731.000	PUBLICATION	300.00	195.04	195.04	104.96	65.01
247-728-801.000	ATTORNEY	3,000.00	586.50	0.00	2,413.50	19.55
247-728-803.000	ENGINEERS FEES	20,000.00	12,749.13	3,852.00	7,250.87	63.75
247-728-807.000	AUDIT	4,650.00	4,400.00	0.00	250.00	94.62
247-728-814.000	BANK SERVICE CHARGES	50.00	0.00	0.00	50.00	0.00
247-728-823.000	GRANT PROJECTS	4,500.00	2,000.00	0.00	2,500.00	44.44
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	135,240.00	4,601.26	1,800.00	130,638.74	3.40
247-728-967.400	ROAD IMPROVEMENTS	5,797.50	5,797.50	0.00	0.00	100.00
247-728-967.700	CITY IMPROVEMENTS	3,400.00	2,650.00	0.00	750.00	77.94
247-728-970.000	CAPITAL OUTLAY	59,000.00	0.00	0.00	59,000.00	0.00
247-728-995.000	BOND INTEREST	21,043.00	10,901.25	0.00	10,141.75	51.80
247-728-996.000	BOND PRINCIPAL	40,000.00	40,000.00	0.00	0.00	100.00
Total Dept 728 - TIFA DEPT		302,700.50	88,555.67	6,255.37	214,144.83	29.26
TOTAL EXPENDITURES		302,700.50	88,555.67	6,255.37	214,144.83	29.26
Fund 247 - TAX INCREMENT FINANCING AUTHOR:						
TOTAL REVENUES		172,437.33	172,356.08	29.80	81.25	99.95
TOTAL EXPENDITURES		302,700.50	88,555.67	6,255.37	214,144.83	29.26
NET OF REVENUES & EXPENDITURES		(130,263.17)	83,800.41	(6,225.57)	(214,063.58)	64.33

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 12/19 000024

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN						
Revenues						
Dept 000						
401-000-699.106	TRANSFER IN	2,654.00	0.00	0.00	2,654.00	0.00
Total Dept 000		2,654.00	0.00	0.00	2,654.00	0.00
TOTAL REVENUES		2,654.00	0.00	0.00	2,654.00	0.00
Expenditures						
Dept 729 - DOWNTOWN						
401-729-740.600	LANDSCAPING SUPPLIES	1,489.39	1,489.39	0.00	0.00	100.00
401-729-818.000	CONTRACT LABOR	18,193.84	18,193.84	0.00	0.00	100.00
401-729-967.000	SIDEWALK AND LIGHTING IMPROVE	987.50	987.50	0.00	0.00	100.00
Total Dept 729 - DOWNTOWN		20,670.73	20,670.73	0.00	0.00	100.00
TOTAL EXPENDITURES		20,670.73	20,670.73	0.00	0.00	100.00
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:						
TOTAL REVENUES		2,654.00	0.00	0.00	2,654.00	0.00
TOTAL EXPENDITURES		20,670.73	20,670.73	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(18,016.73)	(20,670.73)	0.00	2,654.00	114.73

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Revenues						
Dept 000						
590-000-642.000	BILLS	142,885.24	101,734.33	(1,064.33)	41,150.91	71.20
590-000-642.001	FIXED COSTS	400,737.05	269,383.40	44.02	131,353.65	67.22
590-000-655.000	FINES & FORFEITURES	5,500.00	7,646.85	1,957.85	(2,146.85)	139.03
590-000-672.000	HOOK UP FEES	2,500.00	2,500.00	0.00	0.00	100.00
Total Dept 000		551,622.29	381,264.58	937.54	170,357.71	69.12
TOTAL REVENUES		551,622.29	381,264.58	937.54	170,357.71	69.12
Expenditures						
Dept 527 - ADMINISTRATIVE						
590-527-703.000	SALARIES	0.00	12,934.86	1,565.03	(12,934.86)	100.00
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	0.00	4,939.20	636.06	(4,939.20)	100.00
590-527-740.000	SUPPLIES	0.00	380.18	0.00	(380.18)	100.00
590-527-741.000	POSTAGE	0.00	1,398.74	0.00	(1,398.74)	100.00
590-527-775.000	REPAIRS & MAINT	0.00	2,840.05	2,840.05	(2,840.05)	100.00
Total Dept 527 - ADMINISTRATIVE		0.00	23,273.51	5,041.14	(23,273.51)	100.00
Dept 556 - DPW						
590-556-740.000	SUPPLIES	0.00	5,819.45	0.00	(5,819.45)	100.00
590-556-775.000	REPAIRS & MAINT	0.00	394.00	394.00	(394.00)	100.00
590-556-802.000	SERVICE	0.00	2,618.13	300.00	(2,618.13)	100.00
590-556-803.000	ENGINEERS FEES	0.00	14,291.67	358.00	(14,291.67)	100.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	135,000.00	0.00	0.00	135,000.00	0.00
590-556-970.000	CAPITAL OUTLAY	113,348.50	111,348.50	0.00	2,000.00	98.24
Total Dept 556 - DPW		248,348.50	134,471.75	1,052.00	113,876.75	54.15
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
Total Dept 906 - DEBT SERVICE		376,552.00	180,506.87	0.00	196,045.13	47.94
TOTAL EXPENDITURES		624,900.50	338,252.13	6,093.14	286,648.37	54.13
Fund 590 - SEWER FUND:						
TOTAL REVENUES		551,622.29	381,264.58	937.54	170,357.71	69.12
TOTAL EXPENDITURES		624,900.50	338,252.13	6,093.14	286,648.37	54.13
NET OF REVENUES & EXPENDITURES		(73,278.21)	43,012.45	(5,155.60)	(116,290.66)	58.70

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 591 - WATER FUND							
Revenues							
Dept 000							
591-000-608.000	PENALTIES	280.00	145.00	0.00	135.00	51.79	
591-000-642.000	BILLS	183,981.36	134,183.17	(1,395.38)	49,798.19	72.93	
591-000-642.001	FIXED COSTS	336,684.00	225,261.29	46.09	111,422.71	66.91	
591-000-655.000	FINES & FORFEITURES	6,000.00	7,320.56	1,863.62	(1,320.56)	122.01	
591-000-672.000	HOOK UP FEES	2,000.00	2,000.00	0.00	0.00	100.00	
591-000-698.000	MISC INCOME	235.00	235.00	0.00	0.00	100.00	
Total Dept 000		529,180.36	369,145.02	514.33	160,035.34	69.76	
TOTAL REVENUES		529,180.36	369,145.02	514.33	160,035.34	69.76	
Expenditures							
Dept 527 - ADMINISTRATIVE							
591-527-731.000	PUBLICATION	250.00	0.00	0.00	250.00	0.00	
591-527-740.000	SUPPLIES	1,500.00	729.73	0.00	770.27	48.65	
591-527-741.000	POSTAGE	4,500.00	1,809.47	194.72	2,690.53	40.21	
591-527-781.000	COMPUTER SOFTWARE	1,500.00	970.80	0.00	529.20	64.72	
591-527-803.000	ENGINEERS FEES	0.00	300.00	0.00	(300.00)	100.00	
591-527-809.000	TRAINING	0.00	75.00	0.00	(75.00)	100.00	
Total Dept 527 - ADMINISTRATIVE		7,750.00	3,885.00	194.72	3,865.00	50.13	
Dept 556 - DPW							
591-556-731.000	PUBLICATION	111.80	111.88	0.00	(0.08)	100.07	
591-556-740.000	SUPPLIES	6,000.00	3,902.09	755.00	2,097.91	65.03	
591-556-743.000	METERS	2,000.00	0.00	0.00	2,000.00	0.00	
591-556-775.000	REPAIRS & MAINT	2,000.00	270.00	0.00	1,730.00	13.50	
591-556-802.000	SERVICE	6,700.00	4,636.24	312.00	2,063.76	69.20	
591-556-803.000	ENGINEERS FEES	7,200.00	0.00	0.00	7,200.00	0.00	
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	175,923.20	0.00	0.00	175,923.20	0.00	
591-556-970.000	CAPITAL OUTLAY	40,000.00	0.00	0.00	40,000.00	0.00	
Total Dept 556 - DPW		239,935.00	8,920.21	1,067.00	231,014.79	3.72	
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	
Total Dept 906 - DEBT SERVICE		210,523.00	106,149.37	0.00	104,373.63	50.42	
TOTAL EXPENDITURES		458,208.00	118,954.58	1,261.72	339,253.42	25.96	
Fund 591 - WATER FUND:							
TOTAL REVENUES		529,180.36	369,145.02	514.33	160,035.34	69.76	
TOTAL EXPENDITURES		458,208.00	118,954.58	1,261.72	339,253.42	25.96	
NET OF REVENUES & EXPENDITURES		70,972.36	250,190.44	(747.39)	(179,218.08)	352.52	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE
PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021		ACTIVITY FOR MONTH 03/31/2021		AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	

04/08/2021 08:43 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 16/19 000028

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 598 - STORM DRAIN MAINTENANCE						
Expenditures						
Dept 556 - DPW						
598-556-818.000	CONTRACT LABOR	7,650.00	7,650.00	0.00	0.00	100.00
598-556-931.000	DPW MAINT & REPAIR	1,311.00	1,311.70	0.00	(0.70)	100.05
Total Dept 556 - DPW		8,961.00	8,961.70	0.00	(0.70)	100.01
TOTAL EXPENDITURES		8,961.00	8,961.70	0.00	(0.70)	100.01
Fund 598 - STORM DRAIN MAINTENANCE:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		8,961.00	8,961.70	0.00	(0.70)	100.01
NET OF REVENUES & EXPENDITURES		(8,961.00)	(8,961.70)	0.00	0.70	100.01

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT						
Revenues						
Dept 000						
641-000-674.010	OPERATING TRANSFER-IN	529,134.91	40,577.29	40,577.29	488,557.62	7.67
Total Dept 000		529,134.91	40,577.29	40,577.29	488,557.62	7.67
TOTAL REVENUES		529,134.91	40,577.29	40,577.29	488,557.62	7.67
Expenditures						
Dept 932 - EQUIPMENT REPAIR ACTIVITY						
641-932-703.000	SALARIES	220,918.43	157,316.85	15,422.62	63,601.58	71.21
641-932-703.002	OVERTIME SALARIES	10,538.88	6,358.96	654.56	4,179.92	60.34
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	1,142.20	1,442.20	0.00	(300.00)	126.27
641-932-719.000	FRINGE BENEFITS	101,000.00	61,012.40	5,589.52	39,987.60	60.41
641-932-725.000	UNIFORM EXPENSES	2,500.00	2,427.58	215.03	72.42	97.10
641-932-731.000	POSTAGE	1,200.00	671.28	0.00	528.72	55.94
641-932-740.000	SUPPLIES	14,000.00	11,548.24	407.80	2,451.76	82.49
641-932-775.000	REPAIRS & MAINT	16,000.00	15,476.15	719.41	523.85	96.73
641-932-781.000	COMPUTER SOFTWARE	3,500.00	1,583.50	0.00	1,916.50	45.24
641-932-782.000	STREET MATERIALS & SUPPLIES	11,000.00	9,531.02	0.00	1,468.98	86.65
641-932-802.000	SERVICE	8,500.00	6,270.07	0.00	2,229.93	73.77
641-932-809.000	TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
641-932-810.000	EXPENSE	100.00	96.93	0.00	3.07	96.93
641-932-853.000	TELEPHONE EXPENSE	3,100.00	2,035.11	183.93	1,064.89	65.65
641-932-862.000	GAS	11,600.00	7,121.38	0.00	4,478.62	61.39
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	27,738.84	25,932.34	2,738.84	1,806.50	93.49
641-932-920.000	UTILITIES	117,000.00	79,101.57	10,215.31	37,898.43	67.61
641-932-958.000	DUES AND SUBSCRIPTIONS	1,000.00	810.00	0.00	190.00	81.00
641-932-970.000	CAPITAL OUTLAY	19,000.00	18,469.50	0.00	530.50	97.21
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		570,838.35	407,205.08	36,147.02	163,633.27	71.33
TOTAL EXPENDITURES		570,838.35	407,205.08	36,147.02	163,633.27	71.33
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:						
TOTAL REVENUES		529,134.91	40,577.29	40,577.29	488,557.62	7.67
TOTAL EXPENDITURES		570,838.35	407,205.08	36,147.02	163,633.27	71.33
NET OF REVENUES & EXPENDITURES		(41,703.44)	(366,627.79)	4,430.27	324,924.35	879.13

04/08/2021 08:43 AM

User: JWest

DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 18/19 000030

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 703 - SPECIAL TAX ACCOUNT						
Revenues						
Dept 000						
703-000-665.000	INTEREST	0.00	141.41	60.18	(141.41)	100.00
Total Dept 000		0.00	141.41	60.18	(141.41)	100.00
TOTAL REVENUES		0.00	141.41	60.18	(141.41)	100.00
Fund 703 - SPECIAL TAX ACCOUNT:						
TOTAL REVENUES		0.00	141.41	60.18	(141.41)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	141.41	60.18	(141.41)	100.00

04/08/2021 08:43 AM

User: JWest

DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 19/19 000031

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2021 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	(7,783.16)	(819.48)	7,783.16	100.00
750-000-910.015	DISABILITY & LIFE	0.00	(719.04)	(77.04)	719.04	100.00
750-000-910.030	DENTAL AND VISION	0.00	(575.00)	(60.00)	575.00	100.00
Total Dept 000		0.00	(9,077.21)	(956.52)	9,077.21	100.00
TOTAL EXPENDITURES		0.00	(9,077.21)	(956.52)	9,077.21	100.00
Fund 750 - FED TAX OVERPAYMENT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(9,077.21)	(956.52)	9,077.21	100.00
NET OF REVENUES & EXPENDITURES		0.00	9,077.21	956.52	(9,077.21)	100.00
TOTAL REVENUES - ALL FUNDS		3,593,697.35	2,353,417.44	210,062.64	1,240,279.91	65.49
TOTAL EXPENDITURES - ALL FUNDS		4,074,529.57	2,164,190.12	277,514.95	1,910,339.45	53.12
NET OF REVENUES & EXPENDITURES		(480,832.22)	189,227.32	(67,452.31)	(670,059.54)	39.35

City of Potterville

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Fax: (517) 645-7810 ♦ www.pottervillemi.org

April 6, 2021

To: City Council
From: City Manager, Aaron Sheridan
Subject: April Manager's Report

Please see the below report items for April and let me know if you have any questions. Thank you.

1. MDOT has completed its engineering review, land description and preliminary survey of the City's wellhead development property at the corner of Sunset Drive and Hartel Road (M-100). The preliminary survey was provided to the City on March 22nd and has been approved and confirmed by the City's engineer to meet the spatial requirements for the City's project. MDOT has been given authorization to precede to the next step in the project and has begun marking and pinning the corners of the described property, "Tract 1605", for sale. The next step in MDOT's process is to complete the physical survey of property and appraise it for sale to the City. Once a sale offer is formed it is presented to City Council for review and possible approval.
2. Unfortunately, City Hall experienced an office closure for all walk-in services and appointments due to restrictions of face-to-face interactions on Friday, April 2nd, 2021. The closure was due to Covid-19 safety procedures and Health Code Guidelines. Public Notice is posted online on the City's website and provided at City Hall with contact information regarding payment of utility bills, personal property tax or communications with myself or Department Heads. During any closure period, whether it is anticipated or not, City residents are encouraged to take advantage of online payment services that have been provided (at cost) by the City Hall and/or the drop box that is available 24/7 at City Hall. All drop box payments are received regularly by City staff.
3. Bidding for the City's (and TIFA) Road Maintenance Project went exceedingly well on March 24, and the low bid of \$7,786.15 from Wolverine Sealcoat has been checked and recommended by the City Engineer. The bid referral letter is in your packet and ready for review/approval for 2021 road maintenance.
4. At the time of this report, a prescribed burn is planned to take place at the City/CN Railway American in Bloom project site (CN Right of way between Vermontville Hwy. & Lake Alliance Park). The burn is planned to be performed jointly by the City and Benton Township Fire Department. This is the City's first prescribed burn of this area that is mostly owned by Canadian Railway, and will be performed with CN's permission. The intended purpose of the burn is to use an environmentally friendly method to clear accumulations of invasive species of fauna, shrubs and grasses that have crept on to City

City of Potterville

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property. The result of a controlled burn, as oppose to a large herbicidal spray will greatly improve landscaping potential for the highly visible area near the City's non-motorized trail. Notice will be provided to the public online and at City Hall, County Emergency Services, Independence Commons Estates Management Office, CN Railway, MDOT and Benton Township (adjacent municipal neighbor).

5. I have been in contact with Zoning Administrator Brandy Hatt, Fire Chief Tim James and Police Chief Richard Barry regarding enforcement options and possible actions regarding a nuisance property adjacent to the City limits on the south side of Vermontville Hwy., 4274 E Vermontville Hwy. real property Parcel #070-026-100-503-00. This is the storage unit business located opposite the entrance to Independence Commons Estate. It has been a reoccurring problem for Benton Township and has again, fallen into disrepair and blight. Numerous Storage units have been broken into due to property being left unattended, and debris and garbage has been strewn throughout the property including large bags of trash, a mattress box spring, clothes and other personal effects. It is unclear if these effects are from storage renters or if the site has devolved into a dump site. I strongly recommend, that before a serious health and safety issue develops at this property, that the City formulate a formal response and plea to Benton Township Board of Trustees and/or County Zoning Officials to review this property with haste. I cannot understate the seriousness of this issue and health issues that stem from the loss of controls of storage businesses. Contaminates, Fire fighters right-to-know issues, and even explosions related to grow operations are known issues that I have personally dealt with from a public management perspective. The offsite storage of this "business activity" have been left open and are inviting dangerous conditions that could easily involve nearby children at Independence Commons and/or vagrancy and theft.
6. I have initiated contact with Matt Lambert at Michigan Rural Water Association and made inquiry into a possible utility rate study for the City of Potterville. This was recommended by Hailey Hartig from the USDA, the bond agent for the City's monthly utility fees and total debt services. Lots of discussions and controls have been either handed down and/or mandated from the State and Federal level to local government due to Covid-19 Executive Orders, and I believe the City is due (more than 4 years) to gather as much analytical and empirical data to assist council with an objectified analysis of Potterville Utility's fixed rates, capacity rate, fees and penalties. City connection fees for new development and changes in permitted use, and special permit fees were reviewed and adopted by Council in 2019 and has since been implemented by staff.

TREASURER'S REPORT

April 15, 2021

Utility bills—as of 3/31/21 (bills due on 15th) \$52,650.13 is outstanding with \$46,243.57 over 30 days past due. Bills are due April 15th. There was a moratorium on water shut offs until March 31st- the governor's office has not extended this date.

Water usage month of Apr (Mar billing): 3,791,956 gallons

Sewer usage month of Apr (Mar billing): 3,785,482 gallons

Ready to service charge-water: \$28,156.22

Ready to service charge-sewer: \$33,282.37

Total water and sewer billed out from 2/24/21 to 3/25/21 is \$87,544.18k .

Payroll month of March, 2021: \$57,752.96 (this includes all payroll taxes + MERS + council + planning commission + BOR).

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

On Thursday, March 11th President Biden signed the American Rescue Plan Act of 2021. This latest stimulus package includes \$130.2 billion to be paid to local governments nationwide. There have been various reports of funding allocations but we do not have an exact dollar figure that the City could expect to receive at this time. Any funding received would be passed through by the State, and while states have a timeline to disperse the funding upon receipt the exact dates are not yet known. I expect more information to be available by the end of April. The funding will be dispersed in two payments, half this year and half next year and must be used in full by 12/31/24. The funding may be used on the following:

- Respond to the COVID-19 emergency and address its economic effects, including through aid to households, small businesses, nonprofits, and industries such as tourism and hospitality.
- Provide premium pay to essential employees or grants to their employers. Premium pay couldn't exceed \$13 per hour or \$25,000 per worker.
- Provide government services affected by a revenue reduction resulting from COVID-19.
- Make investments in water, sewer and broadband infrastructure.

- State and local governments cannot use the funds towards pensions or to offset revenue resulting from a tax cut enacted since March 3, 2021.
- State and local governments could transfer funds to private nonprofit groups, public benefit corporations involved in passenger or cargo transportation, and special-purpose units of state or local governments.

Respectfully submitted: Jodi West

City of Potterville

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From the Clerk's office- April 2021

I am excitedly waiting for an upcoming workshop on April 10 for new officials offered by Michigan Municipal League. The main session is titled "An Overview of Basic Local Government: Council Roles and Responsibilities." Other helpful topics will be Freedom of Information Act, Government finance, Opens Meeting Act and always my favorite is the Q & A panel. I find the best information is usually shared official to official from personal experiences.

This last month I began with TIFA's records. I put all the minutes, agendas and resolutions calendars, and other documents together. If you have the opportunity take a look at the updated book. The goal is to make the records assessable, logically together and easily to research needed information.

The month I will start the Minute book. We have 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

April 2021

Parks:

- The America in Bloom Community Profile has been completed and received by the organization. Judges have been assigned for the Community Profile and meetings will soon take place with them. There is a total of three judges including the head judge for Potterville.
- You may have notice that work has begun on the non-motorized trail and part of the project area in the back of Lake Alliance of removal of debris. Work will continue of the removal phase before proceeding to the next phase.
- Reached to the Michigan DNR Conversion officer and as of the last update the DNR office has not received any word or response for the National Parks Service (NPS). We are continuing to wait in this area for a response and are eager to close this conversion and move forward.
- We have received a response in our application for the Public Art Grant from LEAP. With all things considered, they were awarding only two applicants the grant and unfortunately, we were not awarded the grant.
- The City has submitted its 2021 Michigan DNR Recreation Passport Grant for this grant cycle for the Sunset Hills Project. We are in high hopes we would be awarded this year as some upgrades were made in the plans and to boost our score to receive the grant. Our target goal is to be in the 180s for the score as previous grant cycle those applications in that range were awarded the grant.

Recreation:

- This year we were able to get enough interest in a 12U Youth baseball team. This team had a filled roster prior to the deadline. There were low numbers for 10U and 14U to were we extended the deadline as from talking to the community there were interest in these age groups however, even after extending the deadline to the end of a week, there were no additional sign ups for the 10U or 14U. Which left us to not have enough for a team, nor able to move players up a level for the league. I have been in contact with the coaches, parents, league and uniform vendor and things are moving quickly. Game schedule is almost complete, practice schedule has been set. We are excited to see how these participants do this year and we cannot wait to see them play. Go Vikings!
- T-Ball and Coach Pitch programs registrations are still open, and the deadline is April 16th.
- There are still the uncertainties and the unknowns as things are constantly changing during these unprecedented times and we will make and take the changes as we go and will adapt to the best we can to move forward.
- Seasonal Worker-Parks & Recreation Assistant: Interviews took place with potential candidates. We went back to the drawing board posting on more job boards and received more candidates and interviews are in process. We are hoping to hire someone as soon as possible before the season gets any busier.
- Letters continue to go out to potential vendors for the Farmers Market. We have received better feedback this time around than last. Some are unavailable, some are interested or some who have not heard back yet. We will keep reaching out to bring this to the community this year.
- We have completed a goal out at the softball complex which is providing a credit card machine that utilizes internet. So far, I am impressed with the process of the utilization and

have had no issues. This also brought internet to the complex which we are currently working on having a user part for the public when they play ball.

- Our season is underway! There are a lot more bronze division teams this year and its great to see all these new players coming to play ball, but also visiting Potterville and the amenities we have to offer. Talking with the State Director with more bronze teams this year, will make the bronze tournaments bigger especially at the National Regionals which we are fortunate that this event will be played here in Potterville. Bringing in these events help local businesses thrive and bring in new customers who will come back to visit year-round.

Respectfully Submitted by,

Tiffani Schaner, Parks & Recreation Director



City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
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April 8, 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.

- Recodification of City of Potterville Code of Ordinances: Municode has received the final approval for the recodification of our Code of Ordinances. We are hopeful to have printed copies in May for review and approval. Once approved, the Code of Ordinances will be placed on our website through Municode.
- Zoning Ordinance Update: The Planning Commission has scheduled two meetings for the month of April; April 20th and April 28th at 6:00 p.m. these are workshops only to discuss how the Planning Commission would like to move forward with the Zoning Ordinance Update.
- Capital Improvement Plan: Williams & Works has submitted the proposed 2021 Capital Improvement Plan. The Planning Commission will review the plan, and suggested changes. The Planning Commission will review and discuss the CIP at their April 20th meeting. If there are no changes, the Planning Commission may make a decision on the CIP at their April 28th meeting.
- Planning Commission: At their March 16th meeting, The Planning Commission approved 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 13th at 6:00 p.m.
- Gizzard Fest: The Gizzard Fest Committee met twice in March. The next meeting is scheduled for Tuesday, April 13th at 6:00 p.m. 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.

City of Potterville


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All reports and data post MBOR have been sent to county equalization. The Board of Commissioners will be approving assessed values at their April meeting. The state will approve the values by the beginning of May.

All deed, PTA, and PRE data is up to date.

We will be starting field work next week to complete the required 20% per class per year.

Thanks,

A handwritten signature in cursive script that reads "Sarah Payton".

Sarah Payton, MAAO



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 March 2021

Operational Information:

- Starting to see an increase of COVID 19 related responses again
- Engine/Tanker 215 in for DOT Inspection, Fire Pump Service & Test, & Repairs
- Annual Breathing Air Compressor service was completed, waiting on a repair part
- Snowplowing to Grass Fire Season
- # BTFD personnel are close to completing FFI & II
- ROXAR Wildland/Rescue is in-service – Brush 217
- New Firefighter/EMT
- BTFD Station & BTFD Employee vehicle was vandalized, LE is investigating
- Statewide Tornado Drill on 03/24/2021

Training:

- Respiratory Emergencies
- Airway Adjuncts
- Brush Truck 217 In-service
- Tanker Task Force Training in Charlotte
- Hosted practice day for some of the Fire Academy students

Meetings & Special Events:

- Tri County Emergency Medical Control Authority – Board of Directors Meeting
- MFFTC – PA 291 Rules Public Hearing
- BTFD Membership Meeting

Calls For Service (CFS):

- **Fire** – 7 City of Pottersville, 10 Benton Township, 10 Mutual Aid
- **EMS** – 32 City of Pottersville, 23 Benton Township, 34 Mutual Aid

City of Potterville

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April 8, 2021

Dear Council,

I would like for City Council to consider having a short list of pre-approved bills for payment. For the last few months while processing the accounts payable, I have run into several issues regarding late payments. Although, I understand completely the importance for the Council to approve payments before they are paid, but in some instances, it is appropriate to allow certain ones to be paid prior to the meeting. Each bill would still be listed on the AP list just like we do for the Consumers bills. I believe it is in the best interest of the City to pay all of the Employee benefit premiums when due not always in the grace period and require a second bill each month. It has caused confusion in amounts owing because we are always in the rears. These are generally fixed amounts for the year so it is the same amounts each month.

Provider	Due	Generate Statement
VSP – Vision Care	1 st	18 th
Unum – Short/long disab.	1 st	19 th
Delta Dental	5 th	15 th
PHP -Medical Coverage	1 st	15 th

We mail checks on 1/22, 2/19, 3/19, 4/16, 5/21 & 6/18

Becky Dolman
City Clerk

williams&works

engineers | surveyors | planners

April 1, 2021

Mr. Aaron Sheridan, Manager
City of Potterville
319 N. Nelson St.
Potterville, MI 48876

**Re: 2021 Road Maintenance
Recommendation to Award Contract**

Dear Mr. Sheridan:

Three (3) bids were received on the above referenced contract on March 24, 2021, and we have completed our evaluation. The bid tabulation is attached. This letter is our recommendation to award the project to Wolverine Sealcoating, LLC. of Jackson, Michigan.

Wolverine Sealcoating has been confirmed as the lowest responsible bidder on the 2021 Road Maintenance contract at \$7,786.15. Wolverine Sealcoating's bid was 82% below the engineer's estimate, and there was a spread of 146% between them and the next lowest bidder. We have discussed the project and really low bid in detail with Wolverine, and we are confident that the company is capable of successfully completing the work in the contract time. The low bid will free up additional funds for selective mill and fill work in Country Lake of the really bad areas that cannot be addressed with crack filling.

Please advise us as to any assistance you may require in awarding the contract and executing documents.

Sincerely,

Williams & Works

Brandon Mieras, P.E.
Project Manager

Enclosure: Bid Tabulation

Cc: File

City of Potterville
2021 Road Maintenance

Bid Opening - Wednesday, March 24, 2021 at 2:00 p.m.

No.	Contractor	Signed Proposal	Completed Bid Form	Bid Bond	Alternates	Bid Amount	% Over	Amount Over
1	Wolverine Sealcoating	Yes	Yes	Yes	None	\$7,786.15	-	-
2	Tomco Asphalt	Yes	Yes	Yes	None	\$19,162.50	146.1%	\$11,376.35
3	Asphalt Restoration	Yes	Yes	Yes	None	\$24,174.19	210.5%	\$16,388.04

Hello Council,

Please see the below email from project engineer Brandon Mieras recommending the low bid of \$7,786.15 from Wolverine Sealcoat for the City's 2021 Road Maintenance project. We had a successful bid opening March 24th and received 3 qualifying bids for the project. I recommend the item be added to your next agenda for acceptance of the low bid from Wolverine Sealcoat, Inc.

Please let me know if you have any questions.

Thank you.

-Aaron Sheridan
TIFA Director
City of Potterville

From: Mieras, Brandon <Mieras@williams-works.com>
Sent: Thursday, April 1, 2021 6:05 PM
To: Aaron Sheridan
Subject: 2021 Road Maintenance Award Recommendation Letter

Aaron,

Once again, I am recommending the low bidder for the 2021 Road Maintenance project. Wolverine has done all the crack filling in Potterville in 2019 and 2020. They submitted a low bid, but said they could complete the work, and the extra parking areas with that price.

We'll mill and fill the areas that are too far gone to crack fill with the money we are saving.

Sincerely,

Brandon Mieras, P.E.
Principal

williams&works

549 Ottawa Ave. NW
Grand Rapids, MI 49503
T 616-224-1500
C 616-644-8520
williams-works.com

&25

years of service

Trackside Storage Site Condition

