

City of Potterville - Council Agenda

Thursday, July 15, 2021 – 7:00 p.m. – Potterville 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 June 17, 2021

F. Approval of Bills: General Bills: \$114,880.13

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

H. City Manager's Report: Manager's report in the July 15, 2021 packet.

I. Public Comment on agenda items:

J. Commission/Committee Reports: Reports in the July 15, 2021 packet.

K. Department Reports: Reports in the July 15, 2021 packet.

L. New Business:

1. Guest Speaker – Bob Robinson, Eaton County Treasurer regarding Tax Foreclosure Auction of vacant land ID parcel number #700-023-400-051-05.
2. City Council Appointment of Vacant Seat of City Council pursuant to City Charter Section 3.06(c).
3. Service and Maintenance Contract Renewal with Hart Intercivic for Election Tabulators
4. RESOLUTION NO. 21-0715-12 Resolution to approve Ballot language for Michigan and Taxation of Marihuana Act.

M. Public Comment on non-agenda items:

N. Communication from the Mayor and Council:

O. Next Meeting: Thursday, August 19, 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, June 17, 2021 at 7:00 pm and the Pledge of Allegiance was recited.

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

Absent: Member Twichell and Member Smalley

Amendment of Agenda: Motion by Member Nichols to amend the agenda to add; accepting Member Twichell's resignation, as the first item of new business. Supported by Deputy Mayor Lenneman. Vote: Ayes: (5). Nays: None. Motion Carried (5-0).

Approval of Agenda: Motion by Member Nichols approve the amended agenda. Supported by Deputy Mayor Lenneman. Vote: Ayes: (5). Nays: None. Motion Carried (5-0).

Approval of Minutes: Motion by Member Potter to approve May 20, 2021 minutes. Supported by Member Nichols. Vote: Ayes: (5). Nays: None. Motion Carried (5-0).

Approval of Bills: Motion by Member Nichols to approve payment of General Bills in the amount of \$105,386.68. Supported by Deputy Mayor Lenneman. Roll Call Vote: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter and Member Pulda. Nays: None. Motion Carried (5-0).

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

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

Public Comment on Agenda Items: None

Commission/Committee Reports: None

Department Reports: Brandy Hatt, Zoning Administrator, gave a report in person and commented on the successful outcome of 2021 Gizzard Fest and that the Gizzard Fest Committee plans to carry over a balance of \$10,000 for next year. Brandy Hatt also reported that

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the City Office has received its final material draft of the City's new codified Code of Ordinances (not including Zoning Code). City Council should consider adoption at next regular meeting.

New Business:

Public Comment on Non-Agenda Items: Bill Lacey, citizen/business owner of 212 West Main Street, was in public attendance and voiced support for the City's current Fire Department Services with the Benton Township Fire Department and support of the 2021 Gizzard Fest. Bill stated that believes the positive publicity of Gizzard Fest may have a positive impact on the sale of his business.

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

Resolution 21-0617-10 to Adopt Fiscal year 2020-2021 Budget Amendments: Motion by Mayor Kring. Supported by Member Pulda. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter and Member Pulda. Nays: None. Motion Carried (5-0).

Resolution 21-0617-11 to Adopt Fiscal year 2021-2022 Budget Adoption: Motion by Mayor Kring. Supported by Member Potter. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter and Member Pulda. Nays: None. Motion Carried (5-0).

Adopt TIFA Fiscal year 2020-2021 Budget Amendments and Fiscal year 2021-2022 Budget Adoption: Motion by Mayor Kring. Supported by Member Nichols. Roll Call Vote: Ayes: Mayor Kring, Deputy Mayor Lenneman, Member Nichols, Member Potter and Member Pulda. Nays: None. Motion Carried (5-0).

Communications from Mayor and Council: The Council would like to acknowledge the great job the volunteers and Brandy Hatt did with Gizzard Fest. Mayor Kring thanked City Manager Aaron, for all his work at Gizzard Fest, from trash to collecting funds. The Council thanks Dustin Twichell for all he gave to the community as Council Member. The Council congratulates DPW Director Don Stanley for earning his certification.

Next Meeting: July 15, 2021

Excuse Absent Members: Member Smalley excused. Member Pulda requested for July to be excused.

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Motion to Adjourn: Motion by Mayor Kring. Supported by Deputy Mayor Lenneman. Vote:
Ayes: (5). Nays: None. Motion Carried (5-0).

Meeting Adjourned at 8:15 pm

Respectfully Submitted by:

Becky Dolman

City Clerk

DRAFT

07/15/2021 05:51 PM
User: RDOLMAN
DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 06/18/2021 - 07/15/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
JUNE STATEMENT	EXT.CORD, HOSE, KEY	63.45
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		63.45
VENDOR NAME: AMERICAN ASPHALT		
21-155	CHERRY STREET AND ALLIANCE PARK ASPHALT	2,900.00
TOTAL VENDOR AMERICAN ASPHALT		2,900.00
VENDOR NAME: APPLIED IMAGING		
1770712	COPIER	78.33
TOTAL VENDOR APPLIED IMAGING		78.33
VENDOR NAME: AT&T		
JULY	CONCESSIONS INTERNET	92.20
TOTAL VENDOR AT&T		92.20
VENDOR NAME: BENTON TWP FIRE DEPT.		
1ST PAYMENT	FIRE/EMS SERVICE 2021-2022	62,400.00
TOTAL VENDOR BENTON TWP FIRE DEPT.		62,400.00
VENDOR NAME: BILL'S POWERWASHER SALES &		
2734	POWERWASHER	183.00
TOTAL VENDOR BILL'S POWERWASHER SALES &		183.00
VENDOR NAME: BOBCAT OF LANSING		
P50072	FILTER	5.00
TOTAL VENDOR BOBCAT OF LANSING		5.00
VENDOR NAME: CALEDONIA FARMERS ELEVATOR		
406697	TUBE	16.00
71315	ATHLETIC LIME	266.13
TOTAL VENDOR CALEDONIA FARMERS ELEVATOR		282.13
VENDOR NAME: CINTAS CORPORATION #725		
JULY	UNIFORMS	195.08
TOTAL VENDOR CINTAS CORPORATION #725		195.08
VENDOR NAME: CITY OF POTTERVILLE		
JUNE 23	WATER AND SEWER	453.00
TOTAL VENDOR CITY OF POTTERVILLE		453.00
VENDOR NAME: CONSUMERS ENERGY		
2-JUNE	UTILITIES	2,119.62
JULY	UTILITIES	6,620.39
TOTAL VENDOR CONSUMERS ENERGY		8,740.01
VENDOR NAME: COTTAGE GARDENS		
211238	TREES	575.00
211247	TREE	675.50
TOTAL VENDOR COTTAGE GARDENS		1,250.50
VENDOR NAME: COURT-SIDE, INC.		
21137	PARK SHIRTS	65.00
TOTAL VENDOR COURT-SIDE, INC.		65.00
VENDOR NAME: D & L FUELS		
JULY	FUEL	871.40
TOTAL VENDOR D & L FUELS		871.40
VENDOR NAME: DOLMAN, REBECCA		
JUNE	MILEAGE AND REIMBURSEMENT FOR CONFERENCE	161.52
TOTAL VENDOR DOLMAN, REBECCA		161.52
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
2021-0000031	FULL DAY OF SERVICE	300.00

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 06/18/2021 - 07/15/2021
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
	TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT	300.00
VENDOR NAME: ELECTIONSOURCE		
21-2254	ELECTION BAGS	113.94
	TOTAL VENDOR ELECTIONSOURCE	113.94
VENDOR NAME: ELHORN ENGINEERING		
288376	CHEMICALS	761.76
	TOTAL VENDOR ELHORN ENGINEERING	761.76
VENDOR NAME: ETNA SUPPLY COMPANY		
S104091388.001	SILT FENCE 2' X 100' W/STAKES	900.00
S104117432.001	PVC CAP PVC COUPLING, THREAD SEAL TAPE, BLUE MONSTER	152.03
	TOTAL VENDOR ETNA SUPPLY COMPANY	1,052.03
VENDOR NAME: FERGUSON ENTERPRISES, INC		
0132653	M/HOLE HOOK, DEG M/HOLE CVR HOOK, 2X50 PVC DISCHRG HSE MXFNPSH BLU	173.54
	TOTAL VENDOR FERGUSON ENTERPRISES, INC	173.54
VENDOR NAME: FIRST ADVANTAGE LNS		
2501092106	CLINIC COLLECTION	115.57
	TOTAL VENDOR FIRST ADVANTAGE LNS	115.57
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
812585	VENDOR LIABILITY, RE-CODIFICATION, ELECTION MTG, CIVIL INFRACTION,	1,107.00
	TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH	1,107.00
VENDOR NAME: FREDRICKSON SUPPLY, LLC		
8181	GUTTER BROOM 4 SEG	301.98
	TOTAL VENDOR FREDRICKSON SUPPLY, LLC	301.98
VENDOR NAME: FRENCH, PATRICIA		
07/01/2021	UB refund for account: MAIW-000115-0000	11.35
	TOTAL VENDOR FRENCH, PATRICIA	11.35
VENDOR NAME: GORDON'S FOOD SERVICE		
809225616	CONCESSIONS	168.95
809225211	CONCESSIONS	69.48
809225210	CONCESSIONS	218.09
809225374	CONCESSIONS	584.59
809225989	CONCESSIONS	370.55
	TOTAL VENDOR GORDON'S FOOD SERVICE	1,411.66
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
1591200 B	DUMP YOUR JUNK	3,250.00
22704988	WASTE SERVICES	237.32
	TOTAL VENDOR GRANGER CONTAINER SERVICE, INC	3,487.32
VENDOR NAME: HUTSON, INC		
JUNE STATEMENT	MAINTENCE PARTS SALE	119.88
	TOTAL VENDOR HUTSON, INC	119.88
VENDOR NAME: INDIAN CREEK AG		
1145	FIELD TRAX ATV 3	434.20
	TOTAL VENDOR INDIAN CREEK AG	434.20
VENDOR NAME: KIMBALL MIDWEST		
9020924	1/2" DR LARGE CROWFOOT	201.82
	TOTAL VENDOR KIMBALL MIDWEST	201.82
VENDOR NAME: LANSING SANITARY SUPPLY, INC		

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 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: LANSING SANITARY SUPPLY, INC		
1125720	FOAMCLEAN LOTION CLNSR, TISSUE, BROWN ROLL TOWEL, POLY LINER, URINAL SCREEN	512.73
TOTAL VENDOR LANSING SANITARY SUPPLY, INC		512.73
VENDOR NAME: M & K JETTING & TELEVISIONING, INC		
210858	VAC'D STORM WATER FROM CATCH BASIN	875.00
TOTAL VENDOR M & K JETTING & TELEVISIONING, INC		875.00
VENDOR NAME: MENARDS-LANSING WEST		
21872	CHIP BRUSH, CONTACT CEMENT, CORK ROLL	89.08
TOTAL VENDOR MENARDS-LANSING WEST		89.08
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE		
JULY	WORKERS COMPENSATION FUND	6,077.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE		6,077.00
VENDOR NAME: PETTY CASH		
JULY	REIMBURSEMENT FOR UMPIRE FEES PAID FOR U12 TORUNAMENT	150.00
TOTAL VENDOR PETTY CASH		150.00
VENDOR NAME: PHP		
211662988	MEDICAL BENEFITS	4,097.27
TOTAL VENDOR PHP		4,097.27
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
JUNE	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: QUILL CO		
17819794	TOILET PAPER	20.85
17817540	CLOTH CLEANER WIPE TERI POP UP	8.15
17808565	TRASH BAGS, ENVELOPE, TONER, KLEENEX, STAPLER, TAPE	603.70
17805829	TONER	144.14
TOTAL VENDOR QUILL CO		776.84
VENDOR NAME: RUSSELL, BERNARD W		
07/01/2021	UB refund for account: SCEN-004083-0000	31.72
07/01/2021	UB refund for account: SCEN-004083-0000	40.88
TOTAL VENDOR RUSSELL, BERNARD W		72.60
VENDOR NAME: SCHANER, TIFFANI		
JUNE	MILEAGE AND REIMBURSEMENT	126.13
TOTAL VENDOR SCHANER, TIFFANI		126.13
VENDOR NAME: STATE OF MICHIGAN		
APP & EXAM	APPLICATION AND EXAM FOR DPW	440.00
TOTAL VENDOR STATE OF MICHIGAN		440.00
VENDOR NAME: STATE OF MICHIGAN (A)		
761-10623768	WATER SAMPLE	303.00
761-10624182	WATER SAMPLES	66.00
TOTAL VENDOR STATE OF MICHIGAN (A)		369.00
VENDOR NAME: THE COUNTY JOURNAL		
2333124	GIZZARD FEST BANNER	74.41
233701	GIZZARD FEST POSTCARDS	71.55
232631	BUDGET HEARING NOTICE	195.04
232630	FISCAL BUDGET AMENDMENTS	195.04
TOTAL VENDOR THE COUNTY JOURNAL		536.04
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
208925	FUEL FILTER	7.98

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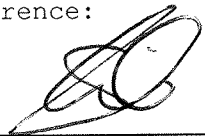
CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 06/18/2021 - 07/15/2021
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	7.98
VENDOR NAME: UNITED STATES POST OFFICE		
JULY WTR BILLS	JULY 2021 WATER BILLS (FOR JUNE 2021 USAGE)	197.48
2021 TAX BILLS	TAX BILL	422.68
ANNUAL	FIRST CLASS PRESORT PERMIT FEE	245.00
	TOTAL VENDOR UNITED STATES POST OFFICE	865.16
VENDOR NAME: UNUM LIFE INSURANCE		
JUNE 0662239-0019	JUNE'S SHORT/LONG TERM DISABILITY INSURANCES 6/1-6/30/2021	260.68
	TOTAL VENDOR UNUM LIFE INSURANCE	260.68
VENDOR NAME: VERIZON WIRELESS		
9883082049	JULY CELL PHONES	569.31
	TOTAL VENDOR VERIZON WIRELESS	569.31
VENDOR NAME: VISION SERVICE PLAN		
JULY	VISION	130.20
	TOTAL VENDOR VISION SERVICE PLAN	130.20
VENDOR NAME: WILLIAMS & WORKS		
92364	SUNSET DR MDOT CAT B	463.50
92372	LANSING ROAD SIDEWALK PROJECT	9,013.80
92373	2021 ROAD MAINTENANCE	74.00
	TOTAL VENDOR WILLIAMS & WORKS	9,551.30
VENDOR NAME: WILLIAMS FARM MACHINERY		
JULY	WEEDWACKER	80.97
	TOTAL VENDOR WILLIAMS FARM MACHINERY	80.97
VENDOR NAME: WOW!BUSINESS		
JULY	INTERNET AND PHONES	626.84
	TOTAL VENDOR WOW!BUSINESS	626.84
GRAND TOTAL:		114,880.13

07/13/2021 09:56 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TAX (TAX ACCOUNT)
FROM 06/01/2021 TO 06/30/2021
Reconciliation Record ID: 97

GL Number	Description	Beginning Balance
703-000-001.000	CASH	1,427.68
Beginning GL Balance:		1,427.68
Add: Cash Receipts		1,312.00
Less: Cash Disbursements		(2,739.66)
Add: Journal Entries/Other		0.01
Ending GL Balance:		0.03
GL Number	Description	Ending Balance
703-000-001.000	CASH	0.03
Ending GL Balance:		0.03
Ending Bank Balance:		82.32
Add: Deposits in Transit		0.00
Less: 4 AP Outstanding Checks		82.29
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		0.03
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 7-13-21

07/13/2021 10:06 AM
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DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 06/01/2021 TO 06/30/2021
Reconciliation Record ID: 98

GL Number	Description	Beginning Balance
750-000-001.000	CASH	9,717.00
Beginning GL Balance:		9,717.00
Less: Payroll Disbursements		(7,842.27)
Less: Journal Entries/Other		(1,929.96)
Ending GL Balance:		(55.23)
GL Number	Description	Ending Balance
750-000-001.000	CASH	(55.23)
Ending GL Balance:		(55.23)
Ending Bank Balance:		4,826.72
Add: Deposits in Transit		
	TAX	8.47
	TAX SHORTAGE	0.10
		8.57
Less: 0 AP Outstanding Checks		
Less: 10 PR Outstanding Checks		4,890.52
Adjusted Bank Balance		(55.23)
Unreconciled Difference:		0.00

REVIEWED BY: _____



DATE: 7-13-12

07/13/2021 02:07 PM
 User: JWest
 DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
 Bank GEN (GENERAL POOLED ACCOUNT)
 FROM 06/01/2021 TO 06/30/2021
 Reconciliation Record ID: 95

GL Number	Description	Beginning Balance
101-000-001.000	CASH	819,676.53
202-000-001.000	CASH	94,252.08
203-000-001.000	CASH	48,547.06
208-000-001.000	CASH	20,157.22
370-000-001.000	CASH	
401-000-001.000	CASH	393.97
590-000-001.000	CASH	13,392.66
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	585,039.14
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	82,484.05

Beginning GL Balance:	2,337,624.36
Add: Cash Receipts	204,835.97
Less: Cash Disbursements	(104,419.46)
Less: Payroll Disbursements	(64,136.87)
Less: Journal Entries/Other	(28,595.09)
Ending GL Balance:	2,345,308.91

GL Number	Description	Ending Balance
101-000-001.000	CASH	699,632.70
202-000-001.000	CASH	135,842.60
203-000-001.000	CASH	62,209.11
208-000-001.000	CASH	13,198.62
370-000-001.000	CASH	
401-000-001.000	CASH	3,047.97
590-000-001.000	CASH	87,917.66
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	601,540.38
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	68,238.22

Ending GL Balance:	2,345,308.91
Ending Bank Balance:	2,349,291.21
Add: Miscellaneous Transactions	1,920.96
Add: Deposits in Transit	
06/30/2021 Deposit ID: 603	1,493.27
EMPLOYEE TRANSFER DIFFERENTIAL	0.04

Less: 9 AP Outstanding Checks	1,493.31
Less: 0 PR Outstanding Checks	7,396.57
Adjusted Bank Balance	2,345,308.91
Unreconciled Difference:	0.00

REVIEWED BY: 

DATE: 7-13-21

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 User: JWest
 DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 06/30/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
		2020-21 AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	06/30/2021 NORMAL (ABNORMAL)	BALANCE		
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-403.000	PROPERTY TAX	587,559.81	587,559.81	19,005.81		0.00		100.00
101-000-403.100	DELINQUENT PROP TAX	200.00	230.38	35.37		(30.38)		115.19
101-000-403.200	SOLID WASTE TAX	73,921.62	73,921.62	2,363.67		0.00		100.00
101-000-406.000	CITY PENALTY	7,131.86	7,131.86	4,291.71		0.00		100.00
101-000-423.000	TRAILER COURT TAX	2,751.00	2,424.55	437.00		326.45		88.13
101-000-450.000	3% CABLE T.V.	6,000.00	5,508.14	0.00		491.86		91.80
101-000-452.000	LIQUOR LICENSE	1,889.25	1,889.25	0.00		0.00		100.00
101-000-453.000	TELECOM RIGHT OF WAY MAINTENA	9,424.73	9,424.73	9,424.73		0.00		100.00
101-000-476.000	RECYCLING	2,952.10	2,952.10	0.00		0.00		100.00
101-000-477.000	PERMITS	4,170.00	4,490.00	360.00		(320.00)		107.67
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	500.00	0.00		0.00		100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	176,549.97	176,549.97	0.00		0.00		100.00
101-000-575.000	EVIP DISTRIBUTION (A, C, E)	38,000.00	32,320.00	6,464.00		5,680.00		85.05
101-000-576.000	ST SHARED REV - SALES TAX	228,050.00	213,005.00	40,922.00		15,045.00		93.40
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	175.00	185.00	20.00		(10.00)		105.71
101-000-601.000	FOIA	100.30	100.30	0.00		0.00		100.00
101-000-618.000	ADMINISTRATION FEE	29,350.56	29,350.56	986.48		0.00		100.00
101-000-655.000	FINES & FORFEITURES	2,057.29	2,283.34	226.05		(226.05)		110.99
101-000-665.000	INTEREST	3,500.00	3,354.06	0.00		145.94		95.83
101-000-667.010	DDA PAVILION - FARMERS MARKET	150.00	50.00	(50.00)		100.00		33.33
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	24,509.00	24,719.00	12,079.00		(210.00)		100.86
101-000-682.000	REIMBURSEMENT	7,739.68	8,250.43	510.75		(510.75)		106.60
101-000-694.000	CASH OVER & UNDER	0.00	(0.82)	(0.01)		0.82		100.00
101-000-697.000	INSURANCE REIMBURSEMENT	1,630.00	1,630.00	0.00		0.00		100.00
101-000-698.000	MISC INCOME	9.75	9.75	0.00		0.00		100.00
Total Dept 000		1,270,944.10	1,250,461.21	97,076.56		20,482.89		98.39
TOTAL REVENUES		1,270,944.10	1,250,461.21	97,076.56		20,482.89		98.39
Expenditures								
Dept 101 - CITY COUNCIL								
101-101-703.000	SALARIES	4,200.00	3,110.50	462.50		1,089.50		74.06
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,260.00	2,257.00	0.00		3.00		99.87
101-101-719.000	FRINGE BENEFITS	500.00	270.67	35.39		229.33		54.13
101-101-731.000	PUBLICATION	195.04	195.04	0.00		0.00		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	20,028.83	20,028.83	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		27,633.87	26,040.83	497.89		1,593.04		94.24
Dept 171 - MAYOR								
101-171-703.000	SALARIES	1,320.00	990.00	150.00		330.00		75.00
101-171-719.000	FRINGE BENEFITS	115.00	75.74	11.48		39.26		65.86
Total Dept 171 - MAYOR		1,435.00	1,065.74	161.48		369.26		74.27

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GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	06/30/2021 (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 172 - CITY MANAGER								
101-172-703.000	SALARIES	72,218.28		70,264.26	3,628.79	1,954.02		97.29
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		14,849.57	1,173.09	4,401.83		77.14
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	197.91		197.91	0.00	0.00		100.00
Total Dept 172 - CITY MANAGER		92,135.24		85,679.18	4,801.88	6,456.06		92.99
Dept 209 - ASSESSOR								
101-209-703.000	SALARIES	1,147.51		936.93	(32.29)	210.58		81.65
101-209-719.000	FRINGE BENEFITS	780.00		620.47	41.84	159.53		79.55
101-209-731.000	PUBLICATION	600.00		585.12	0.00	14.88		97.52
101-209-740.000	SUPPLIES	200.00		193.50	125.00	6.50		96.75
101-209-741.000	POSTAGE	500.00		434.33	0.00	65.67		86.87
101-209-781.000	COMPUTER SOFTWARE	450.00		235.00	0.00	215.00		52.22
101-209-810.050	RE INSPECTION - 20%	3,150.00		3,149.53	242.27	0.47		99.99
101-209-813.000	BOARD OF REVIEW	1,400.00		1,116.12	0.00	283.88		79.72
101-209-818.000	CONTRACT LABOR	16,000.00		14,666.63	1,333.33	1,333.37		91.67
Total Dept 209 - ASSESSOR		24,227.51		21,937.63	1,710.15	2,289.88		90.55
Dept 210 - ATTORNEY								
101-210-801.000	ATTORNEY	14,000.00		11,275.00	328.00	2,725.00		80.54
Total Dept 210 - ATTORNEY		14,000.00		11,275.00	328.00	2,725.00		80.54
Dept 215 - CLERK								
101-215-703.000	SALARIES	30,000.00		27,138.49	1,624.24	2,861.51		90.46
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		7,812.88	189.22	787.12		90.85
101-215-740.000	SUPPLIES	900.00		837.37	0.00	62.63		93.04
101-215-741.000	POSTAGE	36.00		36.00	0.00	0.00		100.00
101-215-809.000	TRAINING	2,100.00		1,161.25	446.25	938.75		55.30
101-215-818.000	CONTRACT LABOR	100.00		75.00	0.00	25.00		75.00
101-215-822.000	ELECTIONS	10,000.00		9,997.01	106.12	2.99		99.97
101-215-958.000	DUES AND SUBSCRIPTIONS	226.25		226.25	0.00	0.00		100.00
101-215-980.100	COMPUTER EQUIPMENT	250.00		197.91	0.00	52.09		79.16
Total Dept 215 - CLERK		52,801.25		48,071.16	2,365.83	4,730.09		91.04
Dept 224 - AUDIT								
101-224-807.000	AUDIT	17,350.00		17,350.00	0.00	0.00		100.00
Total Dept 224 - AUDIT		17,350.00		17,350.00	0.00	0.00		100.00
Dept 253 - TREASURERS OFFICE								
101-253-703.000	SALARIES	61,930.77		60,250.55	3,120.55	1,680.22		97.29
101-253-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	480.08		480.08	0.00	0.00		100.00

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GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL	06/30/2021 (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-253-719.000	FRINGE BENEFITS	21,200.00		19,564.20	412.65	1,635.80	92.28
101-253-731.000	PUBLICATION	100.00		0.00	0.00	100.00	0.00
101-253-740.000	SUPPLIES	300.00		286.69	100.00	13.31	95.56
101-253-741.000	POSTAGE	1,150.00		902.17	0.00	247.83	78.45
101-253-781.000	COMPUTER SOFTWARE	900.00		711.00	0.00	189.00	79.00
101-253-814.000	BANK SERVICE CHARGES	5,200.00		4,890.92	118.75	309.08	94.06
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		91,535.85		87,358.53	3,751.95	4,177.32	95.44
Dept 265 - CITY HALL							
101-265-703.000	SALARIES	19,700.00		17,694.57	1,076.82	2,005.43	89.82
101-265-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	780.48		780.48	0.00	0.00	100.00
101-265-719.000	FRINGE BENEFITS	7,000.00		6,919.71	636.80	80.29	98.85
101-265-731.000	PUBLICATION	1,000.00		360.74	42.58	639.26	36.07
101-265-740.000	SUPPLIES	3,000.00		1,807.16	187.24	1,192.84	60.24
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		504.98	0.00	395.02	56.11
101-265-740.550	COMMUNITY SPEC EVENTS/GIZZARDFEST	20,000.00		11,414.65	1,401.10	8,585.35	57.07
101-265-741.000	POSTAGE	500.00		262.30	3.05	237.70	52.46
101-265-775.000	REPAIRS & MAINT	500.00		424.44	0.00	75.56	84.89
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		1,892.10	70.34	107.90	94.61
101-265-818.000	CONTRACT LABOR	400.00		0.00	0.00	400.00	0.00
101-265-853.000	TELEPHONE EXPENSE	0.00		0.00	(271.85)	0.00	0.00
101-265-920.000	UTILITIES	0.00		0.00	(757.42)	0.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	350.00		336.00	58.00	14.00	96.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	100.00		96.94	0.00	3.06	96.94
Total Dept 265 - CITY HALL		62,710.48		48,387.55	2,446.66	14,322.93	77.16
Dept 301 - POLICE							
101-301-703.000	SALARIES	129,000.00		120,767.03	7,713.30	8,232.97	93.62
101-301-703.002	OVERTIME SALARIES	4,600.00		2,438.23	882.09	2,161.77	53.01
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		31,312.46	2,477.43	4,687.54	86.98
101-301-725.000	UNIFORM EXPENSES	2,400.00		1,698.28	198.35	701.72	70.76
101-301-740.000	SUPPLIES	7,000.00		5,050.31	438.18	1,949.69	72.15
101-301-775.000	REPAIRS & MAINT	4,500.00		2,354.36	0.00	2,145.64	52.32
101-301-781.000	COMPUTER SOFTWARE	500.00		185.00	0.00	315.00	37.00
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	823.22		823.22	545.00	0.00	100.00
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		1,224.70	110.16	150.30	89.07
101-301-862.000	GAS	4,500.00		4,230.15	753.49	269.85	94.00
101-301-958.000	DUES AND SUBSCRIPTIONS	140.00		140.00	0.00	0.00	100.00
101-301-959.000	MISC	100.00		0.00	0.00	100.00	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

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND									
Expenditures									
Total Dept 301 - POLICE		254,864.06	228,561.18		13,118.00		26,302.88		89.68
Dept 302 - POLICE STATE TRAINING									
101-302-810.000	EXPENSE	1,025.00	749.40		0.00		275.60		73.11
Total Dept 302 - POLICE STATE TRAINING		1,025.00	749.40		0.00		275.60		73.11
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	1,000.00	790.00		500.00		210.00		79.00
101-400-719.000	FRINGE BENEFITS	100.00	60.44		38.24		39.56		60.44
101-400-731.000	PUBLICATION	500.00	448.97		0.00		51.03		89.79
101-400-803.000	ENGINEERS FEES	18,032.95	16,732.08		3,133.88		1,300.87		92.79
Total Dept 400 - PLANNING COMMISSION		19,632.95	18,031.49		3,672.12		1,601.46		91.84
Dept 410 - ZONING									
101-410-703.000	SALARIES	37,000.00	35,986.72		1,849.12		1,013.28		97.26
101-410-719.000	FRINGE BENEFITS	3,365.00	3,332.64		217.62		32.36		99.04
101-410-731.000	PUBLICATION	500.00	0.00		0.00		500.00		0.00
101-410-740.000	SUPPLIES	450.00	95.80		0.00		354.20		21.29
101-410-853.000	TELEPHONE EXPENSE	750.00	612.39		55.09		137.61		81.65
Total Dept 410 - ZONING		42,065.00	40,027.55		2,121.83		2,037.45		95.16
Dept 441 - DPW									
101-441-810.020	RECYCLING EXPENSE	12,000.00	8,547.84		0.00		3,452.16		71.23
101-441-818.000	CONTRACT LABOR	3,500.00	1,973.32		0.00		1,526.68		56.38
Total Dept 441 - DPW		15,500.00	10,521.16		0.00		4,978.84		67.88
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	25,912.60	25,912.60		2,121.60		0.00		100.00
101-906-991.500	DEBT PRINCIPAL & INTEREST	3,339.45	3,339.45		3,339.45		0.00		100.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	13,000.00	11,872.74		1,079.34		1,127.26		91.33
101-906-995.000	BOND INTEREST	28,872.20	28,872.20		1,542.24		0.00		100.00
Total Dept 906 - DEBT SERVICE		81,085.25	79,957.65		8,082.63		1,127.60		98.61

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 965 - CONTRIBUTIONS TO OTHER FUNDS						
101-965-965.203	CONTRIB TO LOCAL STREET FUND	43,229.74	43,229.74	0.00	0.00	100.00
101-965-965.208	CONTRIB TO PARK FUND	69,594.74	69,594.74	14,525.69	0.00	100.00
101-965-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	0.00	100.00
101-965-965.590	CONTRIBUTION TO SEWER FUND	92,069.24	92,069.24	92,069.24	0.00	100.00
101-965-965.641	CONTRIB TO EQP REPAIR & REPL	107,240.59	107,240.59	33,873.01	0.00	100.00
Total Dept 965 - CONTRIBUTIONS TO OTHER FUNDS		314,788.31	314,788.31	143,121.94	0.00	100.00
TOTAL EXPENDITURES		1,231,139.77	1,158,058.44	186,180.36	73,081.33	94.06
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,270,944.10	1,250,461.21	97,076.56	20,482.89	98.39
TOTAL EXPENDITURES		1,231,139.77	1,158,058.44	186,180.36	73,081.33	94.06
NET OF REVENUES & EXPENDITURES		39,804.33	92,402.77	(89,103.80)	(52,598.44)	232.14

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000						
202-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	6,575.58	6,933.98	3,675.65	(358.40)	105.45
202-000-553.000	ACT 51	180,000.00	167,684.63	17,616.66	12,315.37	93.16
202-000-553.300	COUNTY ROAD MILL 2014	41,393.45	41,489.66	21,096.21	(96.21)	100.23
Total Dept 000		227,969.03	216,108.27	42,388.52	11,860.76	94.80
TOTAL REVENUES		227,969.03	216,108.27	42,388.52	11,860.76	94.80
Expenditures						
Dept 463 - ROUTINE MAINT						
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	0.00	0.00	100.00
202-463-782.000	STREET MATERIALS & SUPPLIES	3,500.00	1,074.59	0.00	2,425.41	30.70
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	97,001.83	97,001.83	0.00	0.00	100.00
Total Dept 463 - ROUTINE MAINT		188,001.83	185,576.42	0.00	2,425.41	98.71
Dept 474 - TRAFFIC SIGNS						
202-474-782.000	STREET MATERIALS & SUPPLIES	300.00	252.25	0.00	47.75	84.08
Total Dept 474 - TRAFFIC SIGNS		300.00	252.25	0.00	47.75	84.08
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	8,000.00	4,877.37	0.00	3,122.63	60.97
202-480-818.000	CONTRACT LABOR	39,000.00	36,776.49	798.00	2,223.51	94.30
Total Dept 480 - CONSTRUCTION		47,000.00	41,653.86	798.00	5,346.14	88.63
Dept 906 - DEBT SERVICE						
202-906-995.000	BOND INTEREST	7,000.00	6,864.70	0.00	135.30	98.07
202-906-996.000	BOND PRINCIPAL	10,000.00	9,856.00	0.00	144.00	98.56
Total Dept 906 - DEBT SERVICE		17,000.00	16,720.70	0.00	279.30	98.36
TOTAL EXPENDITURES		252,551.83	244,331.88	798.00	8,219.95	96.75
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		227,969.03	216,108.27	42,388.52	11,860.76	94.80
TOTAL EXPENDITURES		252,551.83	244,331.88	798.00	8,219.95	96.75
NET OF REVENUES & EXPENDITURES		(24,582.80)	(28,223.61)	41,590.52	3,640.81	114.81

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 203 - LOCAL STREET FUND									
Revenues									
Dept 000									
203-000-408.200	SPEC ASSESSMENT ROAD - SUNSET	40,184.42	42,386.02		22,444.35		(2,201.60)	105.48	
203-000-553.000	ACT 51	84,000.00	67,978.55		7,141.65		16,021.45	80.93	
203-000-553.300	COUNTY ROAD MILL 2014	32,938.46	33,014.05		26,199.31		(75.59)	100.23	
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00		0.00		0.00	100.00	
203-000-699.101	GF CONTRIBUTION	43,229.74	43,229.74		0.00		0.00	100.00	
Total Dept 000		287,852.62	274,108.36		55,785.31		13,744.26	95.23	
TOTAL REVENUES		287,852.62	274,108.36		55,785.31		13,744.26	95.23	
Expenditures									
Dept 463 - ROUTINE MAINT									
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	47,842.30	47,842.30		0.00		0.00	100.00	
Total Dept 463 - ROUTINE MAINT		47,842.30	47,842.30		0.00		0.00	100.00	
Dept 478 - WINTER MAINT									
203-478-782.000	STREET MATERIALS & SUPPLIES	0.00	0.00		(128.65)		0.00	0.00	
203-478-809.000	TRAINING	0.00	0.00		(50.00)		0.00	0.00	
Total Dept 478 - WINTER MAINT		0.00	0.00		(178.65)		0.00	0.00	
Dept 480 - CONSTRUCTION									
203-480-803.000	ENGINEERS FEES	11,000.00	5,955.18		148.00		5,044.82	54.14	
203-480-818.000	CONTRACT LABOR	120,000.00	89,852.02		917.75		30,147.98	74.88	
Total Dept 480 - CONSTRUCTION		131,000.00	95,807.20		1,065.75		35,192.80	73.14	
Dept 740 - SPECIAL MAINT									
203-740-956.000	TREE TRIMMING	4,500.00	1,300.00		0.00		3,200.00	28.89	
Total Dept 740 - SPECIAL MAINT		4,500.00	1,300.00		0.00		3,200.00	28.89	
Dept 906 - DEBT SERVICE									
203-906-995.000	BOND INTEREST	150,100.00	150,033.09		17,357.76		66.91	99.96	
203-906-996.000	BOND PRINCIPAL	148,500.00	148,231.40		23,878.40		268.60	99.82	
Total Dept 906 - DEBT SERVICE		298,600.00	298,264.49		41,236.16		335.51	99.89	
TOTAL EXPENDITURES		481,942.30	443,213.99		42,123.26		38,728.31	91.96	
Fund 203 - LOCAL STREET FUND:									
TOTAL REVENUES		287,852.62	274,108.36		55,785.31		13,744.26	95.23	
TOTAL EXPENDITURES		481,942.30	443,213.99		42,123.26		38,728.31	91.96	
NET OF REVENUES & EXPENDITURES		(194,089.68)	(169,105.63)		13,662.05		(24,984.05)	87.13	

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		2020-21 AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	06/30/2021 NORMAL (ABNORMAL)	BALANCE		
Fund 208 - PARK FUND								
Revenues								
Dept 000								
208-000-451.030	CONCESSIONS	16,723.88	17,984.98	4,799.45		(1,261.10)		107.54
208-000-451.070	FIELD RENTAL	25,000.00	26,096.00	4,016.00		(1,096.00)		104.38
208-000-451.072	BASEBALL FIELD RENTAL	1,800.00	1,240.00	20.00		560.00		68.89
208-000-451.090	YOUTH FEES	2,975.00	2,975.00	0.00		0.00		100.00
208-000-451.092	YOUTH DONATIONS	450.00	450.00	0.00		0.00		100.00
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	12,285.64	12,285.64		214.36		98.29
208-000-667.000	PAVILION RENT	1,195.00	1,330.00	135.00		(135.00)		111.30
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,950.00	75.00		0.00		100.00
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	2,190.00	240.00		(240.00)		112.31
208-000-682.000	REIMBURSEMENT	2,088.62	2,088.62	0.00		0.00		100.00
208-000-699.101	GF CONTRIBUTION	69,594.74	69,594.74	14,525.69		0.00		100.00
208-000-699.103	CONTRIBUTION FROM TIFA	2,000.00	2,000.00	0.00		0.00		100.00
Total Dept 000		149,077.24	151,034.98	36,096.78		(1,957.74)		101.31
TOTAL REVENUES		149,077.24	151,034.98	36,096.78		(1,957.74)		101.31
Expenditures								
Dept 690 - PARK ADMIN								
208-690-740.000	SUPPLIES	1,600.00	1,394.98	0.00		205.02		87.19
208-690-803.000	ENGINEERS FEES	4,000.00	3,029.50	0.00		970.50		75.74
208-690-810.000	EXPENSE	0.00	0.00	(1,099.00)		0.00		0.00
208-690-810.100	GRANT EXPENSE	15,000.00	14,876.88	13,545.41		123.12		99.18
208-690-818.000	CONTRACT LABOR	5,000.00	3,594.00	0.00		1,406.00		71.88
Total Dept 690 - PARK ADMIN		25,600.00	22,895.36	12,446.41		2,704.64		89.44
Dept 691 - BALL ADMIN								
208-691-703.000	SALARIES	49,740.80	40,242.19	3,772.54		9,498.61		80.90
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	15,076.96	651.16		2,553.04		85.52
208-691-725.000	UNIFORM EXPENSES	250.00	0.00	0.00		250.00		0.00
208-691-731.000	PUBLICATION	320.68	320.68	125.64		0.00		100.00
208-691-740.000	SUPPLIES	1,750.00	252.38	50.00		1,497.62		14.42
208-691-809.000	TRAINING	200.00	200.00	0.00		0.00		100.00
208-691-853.000	TELEPHONE EXPENSE	800.00	612.39	55.09		187.61		76.55
208-691-913.000	INSURANCE-LIAB & WORKMAN COMP	9,238.83	9,085.64	0.00		153.19		98.34
Total Dept 691 - BALL ADMIN		80,015.86	65,875.79	4,654.43		14,140.07		82.33
Dept 770 - LAKE ALLIANCE MAINTENANCE								
208-770-740.000	SUPPLIES	950.00	883.89	0.00		66.11		93.04
208-770-775.000	REPAIRS & MAINT	6,000.00	5,075.12	0.00		924.88		84.59
208-770-802.000	SERVICE	5,000.00	4,380.00	0.00		620.00		87.60
208-770-920.000	UTILITIES	3,600.00	1,865.79	101.00		1,734.21		51.83
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		15,550.00	12,204.80	101.00		3,345.20		78.49

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		AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARK FUND						
Expenditures						
Dept 771 - CITY PARK						
208-771-740.000	SUPPLIES	4,000.00	3,895.08	185.00	104.92	97.38
208-771-775.000	REPAIRS & MAINT	600.00	580.00	0.00	20.00	96.67
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	1,458.53	120.31	541.47	72.93
Total Dept 771 - CITY PARK		9,800.00	8,533.61	305.31	1,266.39	87.08
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	850.00	794.08	175.17	55.92	93.42
208-774-775.000	REPAIRS & MAINT	1,500.00	990.00	0.00	510.00	66.00
208-774-920.000	UTILITIES	500.00	303.78	29.13	196.22	60.76
Total Dept 774 - BASEBALL		2,850.00	2,087.86	204.30	762.14	73.26
Dept 777 - BALLFIELD						
208-777-740.000	SUPPLIES	6,300.00	5,737.86	15.00	562.14	91.08
208-777-744.000	YOUTH FEES (UNIFORMS, ETC.)	2,900.00	1,541.24	375.00	1,358.76	53.15
208-777-745.000	YOUTH UMPIRE FEES	575.00	450.00	0.00	125.00	78.26
208-777-802.000	SERVICE	381.46	381.46	0.00	0.00	100.00
208-777-920.000	UTILITIES	5,200.00	4,386.56	537.31	813.44	84.36
Total Dept 777 - BALLFIELD		15,356.46	12,497.12	927.31	2,859.34	81.38
Dept 778 - CONCESSIONS						
208-778-703.000	SALARIES	4,200.00	2,417.36	57.90	1,782.64	57.56
208-778-719.000	FRINGE BENEFITS	662.00	332.10	39.35	329.90	50.17
208-778-740.000	SUPPLIES	8,200.00	6,918.49	1,418.79	1,281.51	84.37
208-778-746.000	CONCESSION - FOOD LICENSE	820.00	820.00	0.00	0.00	100.00
208-778-814.000	BANK SERVICE CHARGES	300.00	214.28	159.45	85.72	71.43
Total Dept 778 - CONCESSIONS		14,182.00	10,702.23	1,675.49	3,479.77	75.46
Dept 779 - SPECIAL EVENTS						
208-779-740.000	SUPPLIES	6,000.00	5,395.88	0.00	604.12	89.93
Total Dept 779 - SPECIAL EVENTS		6,000.00	5,395.88	0.00	604.12	89.93
TOTAL EXPENDITURES		169,454.32	140,192.65	20,314.25	29,261.67	82.73
Fund 208 - PARK FUND: TOTAL REVENUES		149,077.24	151,034.98	36,096.78	(1,957.74)	101.31

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARK FUND						
TOTAL EXPENDITURES		169,454.32	140,192.65	20,314.25	29,261.67	82.73
NET OF REVENUES & EXPENDITURES		(20,377.08)	10,842.33	15,782.53	(31,219.41)	53.21

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
			NORMAL	(ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN									
Revenues									
Dept 000									
401-000-699.106	TRANSFER IN	2,654.00		2,654.00		2,654.00		0.00	100.00
Total Dept 000		2,654.00		2,654.00		2,654.00		0.00	100.00
TOTAL REVENUES		2,654.00		2,654.00		2,654.00		0.00	100.00
Expenditures									
Dept 729 - DOWNTOWN									
401-729-740.500	COMMUNITY SPEC EVENTS	600.00		0.00		0.00		600.00	0.00
401-729-740.600	LANDSCAPING SUPPLIES	2,200.00		1,489.39		0.00		710.61	67.70
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		21,981.34		20,670.73		0.00		1,310.61	94.04
TOTAL EXPENDITURES		21,981.34		20,670.73		0.00		1,310.61	94.04
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:									
TOTAL REVENUES		2,654.00		2,654.00		2,654.00		0.00	100.00
TOTAL EXPENDITURES		21,981.34		20,670.73		0.00		1,310.61	94.04
NET OF REVENUES & EXPENDITURES		(19,327.34)		(18,016.73)		2,654.00		(1,310.61)	93.22

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GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	06/30/2021 (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 590 - SEWER FUND								
Revenues								
Dept 000								
590-000-642.000	BILLS	146,202.91		136,170.05	10,274.18		10,032.86	93.14
590-000-642.001	FIXED COSTS	402,551.80		369,496.40	33,472.45		33,055.40	91.79
590-000-655.000	FINES & FORFEITURES	12,815.84		12,785.75	1,713.49		30.09	99.77
590-000-672.000	HOOK UP FEES	2,500.00		2,500.00	0.00		0.00	100.00
590-000-699.101	GF CONTRIBUTION	92,069.24		92,069.24	92,069.24		0.00	100.00
Total Dept 000		656,139.79		613,021.44	137,529.36		43,118.35	93.43
TOTAL REVENUES		656,139.79		613,021.44	137,529.36		43,118.35	93.43
Expenditures								
Dept 527 - ADMINISTRATIVE								
590-527-775.000	REPAIRS & MAINT	3,000.00		2,840.05	0.00		159.95	94.67
Total Dept 527 - ADMINISTRATIVE		3,000.00		2,840.05	0.00		159.95	94.67
Dept 556 - DPW								
590-556-740.000	SUPPLIES	5,819.45		5,819.45	0.00		0.00	100.00
590-556-802.000	SERVICE	3,000.00		2,918.13	0.00		81.87	97.27
590-556-803.000	ENGINEERS FEES	14,291.67		14,291.67	0.00		0.00	100.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	146,091.59		146,091.59	11,091.59		0.00	100.00
590-556-970.000	CAPITAL OUTLAY	114,800.00		111,348.50	0.00		3,451.50	96.99
Total Dept 556 - DPW		284,002.71		280,469.34	11,091.59		3,533.37	98.76
Dept 906 - DEBT SERVICE								
590-906-991.000	DEBT SERVICE - PRINCIPAL	156,100.00		156,000.00	27,000.00		100.00	99.94
590-906-995.000	BOND INTEREST	212,721.24		212,621.24	28,198.12		100.00	99.95
Total Dept 906 - DEBT SERVICE		368,821.24		368,621.24	55,198.12		200.00	99.95
TOTAL EXPENDITURES		655,823.95		651,930.63	66,289.71		3,893.32	99.41
Fund 590 - SEWER FUND:								
TOTAL REVENUES		656,139.79		613,021.44	137,529.36		43,118.35	93.43
TOTAL EXPENDITURES		655,823.95		651,930.63	66,289.71		3,893.32	99.41
NET OF REVENUES & EXPENDITURES		315.84		(38,909.19)	71,239.65		39,225.03	2,319.27

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000						
591-000-608.000	PENALTIES	145.00	145.00	0.00	0.00	100.00
591-000-642.000	BILLS	192,847.00	179,921.17	13,602.23	12,925.83	93.30
591-000-642.001	FIXED COSTS	337,835.00	309,961.39	28,329.58	27,873.61	91.75
591-000-655.000	FINES & FORFEITURES	12,211.51	12,182.26	1,589.64	29.25	99.76
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		545,273.51	504,444.82	43,521.45	40,828.69	92.51
TOTAL REVENUES		545,273.51	504,444.82	43,521.45	40,828.69	92.51
Expenditures						
Dept 527 - ADMINISTRATIVE						
591-527-731.000	PUBLICATION	670.00	659.72	659.72	10.28	98.47
591-527-740.000	SUPPLIES	1,500.00	1,195.87	0.00	304.13	79.72
591-527-741.000	POSTAGE	4,500.00	4,348.24	396.43	151.76	96.63
591-527-781.000	COMPUTER SOFTWARE	1,500.00	970.80	0.00	529.20	64.72
Total Dept 527 - ADMINISTRATIVE		8,170.00	7,174.63	1,056.15	995.37	87.82
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	4,196.09	204.00	1,803.91	69.93
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	1,934.50	1,664.50	65.50	96.73
591-556-802.000	SERVICE	6,700.00	5,016.24	380.00	1,683.76	74.87
591-556-803.000	ENGINEERS FEES	2,800.00	300.00	0.00	2,500.00	10.71
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	175,923.20	175,923.20	0.00	0.00	100.00
Total Dept 556 - DPW		195,535.00	187,481.91	2,248.50	8,053.09	95.88
Dept 906 - DEBT SERVICE						
591-906-995.000	BOND INTEREST	120,044.99	120,044.99	14,461.87	0.00	100.00
591-906-996.000	BOND PRINCIPAL	90,000.00	90,000.00	12,000.00	0.00	100.00
Total Dept 906 - DEBT SERVICE		210,044.99	210,044.99	26,461.87	0.00	100.00
TOTAL EXPENDITURES		413,749.99	404,701.53	29,766.52	9,048.46	97.81
Fund 591 - WATER FUND:						
TOTAL REVENUES		545,273.51	504,444.82	43,521.45	40,828.69	92.51
TOTAL EXPENDITURES		413,749.99	404,701.53	29,766.52	9,048.46	97.81
NET OF REVENUES & EXPENDITURES		131,523.52	99,743.29	13,754.93	31,780.23	75.84

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		AMENDED BUDGET	06/30/2021 NORMAL (ABNORMAL)	MONTH 06/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
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	1,315.00	1,311.70	0.00	3.30	99.75
Total Dept 556 - DPW		8,965.00	8,961.70	0.00	3.30	99.96
TOTAL EXPENDITURES		8,965.00	8,961.70	0.00	3.30	99.96
Fund 598 - STORM DRAIN MAINTENANCE:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		8,965.00	8,961.70	0.00	3.30	99.96
NET OF REVENUES & EXPENDITURES		(8,965.00)	(8,961.70)	0.00	(3.30)	99.96

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GL NUMBER	DESCRIPTION	2020-21		ACTIVITY FOR	AVAILABLE	% BGD
		AMENDED BUDGET	YTD BALANCE 06/30/2021 NORMAL (ABNORMAL)			
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT						
Revenues						
Dept 000						
641-000-674.010	OPERATING TRANSFER-IN	574,099.51	574,099.51	44,964.60	0.00	100.00
Total Dept 000		574,099.51	574,099.51	44,964.60	0.00	100.00
TOTAL REVENUES		574,099.51	574,099.51	44,964.60	0.00	100.00
Expenditures						
Dept 932 - EQUIPMENT REPAIR ACTIVITY						
641-932-703.000	SALARIES	220,918.43	211,779.77	11,962.86	9,138.66	95.86
641-932-703.002	OVERTIME SALARIES	10,538.88	8,695.76	657.68	1,843.12	82.51
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	1,442.20	1,442.20	0.00	0.00	100.00
641-932-719.000	FRINGE BENEFITS	88,000.00	72,008.66	1,766.52	15,991.34	81.83
641-932-725.000	UNIFORM EXPENSES	3,250.00	3,057.93	195.08	192.07	94.09
641-932-731.000	POSTAGE	1,200.00	671.28	0.00	528.72	55.94
641-932-740.000	SUPPLIES	23,500.00	23,218.73	964.31	281.27	98.80
641-932-775.000	REPAIRS & MAINT	22,000.00	20,748.58	2,776.63	1,251.42	94.31
641-932-781.000	COMPUTER SOFTWARE	4,500.00	4,333.50	0.00	166.50	96.30
641-932-782.000	STREET MATERIALS & SUPPLIES	11,000.00	9,978.28	128.65	1,021.72	90.71
641-932-802.000	SERVICE	8,500.00	6,760.64	250.00	1,739.36	79.54
641-932-809.000	TRAINING	1,150.00	1,118.92	1,043.92	31.08	97.30
641-932-810.000	EXPENSE	100.00	96.93	0.00	3.07	96.93
641-932-853.000	TELEPHONE EXPENSE	3,100.00	3,083.15	497.44	16.85	99.46
641-932-862.000	GAS	13,000.00	11,548.71	1,061.26	1,451.29	88.84
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	26,000.00	25,956.34	0.00	43.66	99.83
641-932-920.000	UTILITIES	117,000.00	108,153.23	9,879.80	8,846.77	92.44
641-932-958.000	DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	0.00	0.00	100.00
641-932-970.000	CAPITAL OUTLAY	22,000.00	20,769.36	0.00	1,230.64	94.41
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		578,199.51	534,421.97	31,184.15	43,777.54	92.43
TOTAL EXPENDITURES		578,199.51	534,421.97	31,184.15	43,777.54	92.43
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:						
TOTAL REVENUES		574,099.51	574,099.51	44,964.60	0.00	100.00
TOTAL EXPENDITURES		578,199.51	534,421.97	31,184.15	43,777.54	92.43
NET OF REVENUES & EXPENDITURES		(4,100.00)	39,677.54	13,780.45	(43,777.54)	967.74
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		3,714,009.80	3,585,932.59	460,016.58	128,077.21	96.55
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		3,813,808.01	3,606,483.52	376,656.25	207,324.49	94.56
NET OF REVENUES & EXPENDITURES		(99,798.21)	(20,550.93)	83,360.33	(79,247.28)	20.59

City of Potterville

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June 10, 2021

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

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

1. The City should be in receipt of legal documents to begin its two-step process to complete its Code codification process as reported by Zoning Administrator, Brandy Hatt. As soon as legal counsel has provided appropriate Notice of Public Hearing with Exhibit (to be published to the public in legal paper of circulation), Resolution to Introduce the Codification Ordinance (acted after the Public Hearing), Codification Ordinance document, and Resolution to adopt the Ordinance of Codification the item of business may be acted after a public hearing. The Ordinance's public hearing shall follow publication of the Notice by at least seven days, and may be held separately or in connection to regular or special Council meeting and/or may be adjourned from time to time; all persons interested shall have an opportunity to be heard. After the hearing the Council may adopt the ordinance with or without amendment or reject it. As soon as practicable after adoption of any ordinance, the Clerk shall have it published together with Notice of its adoption.

(c) Effective date. Except as otherwise provided in this charter, every adopted ordinance shall become effective at the expiration of 30 days after adoption or at any later date specified therein.

(d) "Publish" defined. As used in this charter, the term publish means as follows:

(1) When used in reference to Section 3.13, the term "publish" means to print the ordinance or a brief summary in one or more newspapers of general circulation in the City, along with providing copies at City Hall, during its normal hours of operation.

(2) When used elsewhere in the charter, the term "publish" means to print in a newspaper of general circulation, or, at the option of the City Council, to disseminate the written information on the public access channel of the local cable television system, and to provide copies of said written documents, at City Hall, during its normal hours of operation.

2. As experienced throughout the State of Michigan, the City incurred severe flooding over the weekend of June 26th and 27th. The flood peaked after 12 days of consecutive rainfall. The City's DPW and Eaton County drain commission personnel responded until late hours of the evening to assist homeowners with runoff issues and monitor/operate public storm drain assets such as influent/effluent drains, manholes, catch basins, lift stations and pumps that all work during rain events to divert storm water towards Lake Alliance and the "Abel Drain" line that runs perpendicular to the CN Railway. Behind the corner of Main Street and Dawn Court near a convergence of two County drains, water was observed to be pooling and backflowing near Dawn Court to E Pearl Street. The standing water drained after the weekend, but was observed behind E Pearl Street and throughout the Durotech business's right of way. The new TIFA's sidewalk experienced undermining and will need repairs and enhanced culvert improvements to help move future flood runoff within the right of way near E. Pearl and Lansing Road. This drain zone is under the jurisdiction of the County and should be considered by Council for review of the Drain Commission upon petition filing with adjacent landowner support to this Office. A petition to the Drain Commission is warranted for this area and could incorporate a preliminary ask for special maintenance and/or improvement as it may be blocked or undersized. The Eaton County Drain Commission Deputy was on site to personally witness the overflow. The Sunset Hills storm drain lift station located between Sunset Drive and Pine Hill Drive that is owned/operated by the City and should receive a replacement transducer after extreme run times caused a temporary power outage. This public asset is planned to be upgraded with a new component by next week. In addition to these areas a large open catch basin behind Lockview Subdivision is scheduled for maintenance cleaning upon permit from the Drain Commission's Office (soil erosion permit).

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3. The City's land acquisition project for wellhead development is ongoing and dependent upon appraisal / offer from the State's Department of Transportation for about 5 acres of land on the corner of Hartel Road and Sunset Drive. I'm told by MDOT's representative an offer is imminent – likely this month or August. As of the 8th of July, I am told in writing the MDOT appraiser has conducted their site inspection and that the City/MDOT should have the final, accepted appraisal in "7-10 days". This would be no later than the 22nd if counting business days only.
4. I have received good news from the Michigan State Historic and Preservation Office (SHPO) the City's request for a letter of "no impact" has been **approved** regarding the City's dedication of Sunset Hills Park as a NPS Conversion Park... this final step allowed the MDNR to submit (on the City's behalf) an Environmental Screening application to the NPS to *finally* rectify the City's longstanding "conversion encumbrance" at City Park that was penalizing City grant scores for all NPS and MTF funded grant applications. The penalty was in effect for all DNR and NPS Grants including the Recreation Passport Grant that the City/DNR applied for in 2020 and 2021. The City now waits with baited breath for the NPS to form its determination. A favorable determination would consider the City's conversion rectified and settled such that the City may apply to DNR grant program without massive penalties that inhibited successful grant acquisitions since 1996.
5. I have asked Eaton County Treasurer Bob Robinson to visit Council and answer questions regarding a large parcel of private property land that is on scheduled by his Office for a tax foreclosure auction on September 14th. As discussed during the Budget Hearing last month this parcel may have significant impact on the City's 21 Fiscal Year Budget as Special Assessment Debt (SAD) owed for the parcel that may be required to be refunded to the County. A refund would be due if a low bid or no sale doesn't cover the nearly 106k in monies owned to the County in back taxes and fees. Ultimately, if the SAD for this parcel is not paid it may fall back upon the City. County Treasurer Robinson has a plan to market this valuable property (full utilities and road frontage) in a way that is transparent and educational for all the public including any private buyers who are interested in developing or using the property for the highest and best use consistent with its current zone district of R2: Medium Density Residential.
6. Planned road maintenance for overband crack sealing and asphalt patching is scheduled next week July 12th, so please keep on eye out for contractor work crews on local streets including Country Lake Subdivision, the City Park parking lot, non-motorized trail between Vermontville Hwy and Lake Alliance Park, and asphalt path leading to and around the softball concession stand and bathrooms at Lake Alliance.

City of Potterville

Parks and Recreation Department

To: City Council

From: Ashlea Adams

I would like to introduce myself as the City's new Deputy Director of the Parks and Recreation Department, and include few activity items that I have completed this last month including management of the NSA Girls Fast Pitch two-day softball tournament, concessions/bathroom inventories at the softball complex. Additional items include use and preparation of fields for games and practices both City Park and Lake Alliance Park, and scheduling of game umpires for the 12U Baseball games at City Park. The City is currently seeking additional help with concession activities for the remainder of the summer season on the weekends. If anyone is interested in this employment opportunity, they may apply at City Hall and complete a City Employment Application online at https://pottervillemi.org/wp-content/uploads/2019/10/Potterville_Employment_Application_Sept_17_2013_1_.pdf



Benton Township Fire Department

4713 Hartel Road

Potterville, MI 48876

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

Proudly Serving Benton Township & the City of Potterville

Monthly Report June 2021

Operational Information:

- E-211 received annual service, repairs & pump test
- Supported Gizzard Festival
- Air Monitor Serviced & Calibrated
- Traffic signal is out of service, waiting on service company to install new parts
- Bay door 2 needed spring repair
- Severe weather & tornado warnings – some local road flooding, no damage reported

Training:

- Apparatus cleaning & detailing
- Station cleaning
- LIFEPAK 15 Review
- 1 BTFD member attended Fire Service Instructor School

Meetings & Special Events:

- Tri County Emergency Medical Control Authority – Agency Directors Meeting
- Gizzard Fest Planning Meetings
- BTFD Membership Meeting

Calls For Service (CFS):

- **Fire** – 5 City of Potterville, 6 Benton Township, 6 Mutual Aid
- **EMS** – 22 City of Potterville, 23 Benton Township, 36 Mutual Aid

TREASURER'S REPORT
July 15, 2021

Utility bills—as of 6/30/21 (bills due on 15th) \$35,192.43 is outstanding with \$366,404.74 over 30 days past due. Bills are due July 15th.

Water usage month of July (June billing): 4,667,357 gallons
Sewer usage month of July (June billing): 4,662,395 gallons
Ready to service charge-water: \$28,175.58
Ready to service charge-sewer: \$33,304.59
Total water and sewer billed out from 5/25-6/23/21 is \$93,566.03.

Payroll month of May, 2021: \$64,128.45 (this includes all payroll taxes + MERS+ council and planning commission).

It's tax season again! Tax bills were mailed on 6/30/21 and are due on 9/14/21.

Update on the American Rescue Plan: On 7/8/21 The State of Michigan opened their website to apply to receive these federal dollars.

Audit for 20/21 is tentatively scheduled to start on October 11, 2021.

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Field work continues to progress.

The July Board of Review meeting will be held Tuesday, July 20, 2021 to fix clerical errors.

Thanks,

Sarah Payton, MAAO

City of Potterville

City Charter

Section 3.06. Vacancies; forfeiture of office; filling for vacancies.

(a) Vacancies. The office of Councilman shall become vacant upon his death, resignation, removal from office in any manner authorized by law or forfeiture of his office.

(b) Forfeiture of office. The City Council shall declare the forfeiture of the office of any councilmember and may remove him or her at any time during the term. The position of a councilmember may be forfeited if he or she:

- (1) Lacks at any time qualifications required by this Charter.
- (2) Violates any express prohibitions of this Charter.
- (3) Is convicted of a crime involving moral turpitude, whether a felony or a misdemeanor.
- (4) Commits misconduct in office which include, but not necessarily limited to:
 - (a) Public intoxication.
 - (b) While in City Hall, or in any public place, makes or excites any disturbance or contention, as defined by law.
 - (c) Conviction of a charge of criminal contempt for a violation of a valid personal protection order entered by a Michigan Court.
 - (d) Fails to attend three (3) consecutive regular meetings of the Council without being excused by the Council.

(c) Filling of vacancies. A vacancy in the Council shall be filled for the remainder of the unexpired term if any, at the next regular election following not less than 60 days upon the occurrence of the vacancy, but the Council by a majority vote of all its remaining members shall appoint a qualified person to fill the vacancy until the person elected to serve the remainder of the unexpired term takes office. If the Council fails to do so within 30 days following the occurrence of the vacancy, the election authorities shall call a special election to fill the vacancy, to be held not sooner than 90 days and not later than 120 days following the occurrence of the vacancy and to be otherwise governed by the provisions of Article VIII. Notwithstanding the requirement in section 3.11 that a quorum of the Council is reduced to less than four, the remaining members may by majority action appoint additional members to raise the membership to four.

(Res. No. 01-11, ref. of 11-6-2001)



JUN 18 2021

Stephanie Wilson
 Pottersville, MI
 P.O. Box 488
 Pottersville, MI 48876

June 14, 2021

RE: Service and Maintenance Renewal Offer

This letter is a courtesy reminder of the upcoming Service and Maintenance renewal for years 6 - 10 of your original purchase of Verity equipment and software. For a limited time, two renewal options are available:

Option 1 – Contracted Rate:

The contracted Service and Maintenance rate per a unit is outlined in the chart below. The Service and Maintenance fee for the original Verity implementation will be billed 90 days prior to the beginning of year 6 (determined by ship date).

Option 1 – Contracted Rate

Description	List Price/Unit	Contracted Annual Rate	Five Year Total Per Unit
Service & Maintenance Fee - Verity Scan	\$ 564.00	\$ 424.00	\$ 2,120.00
Service and Maintenance Fee - Verity Touch Writer	\$ 515.00	\$ 380.00	\$ 1,900.00

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RESOLUTION NO. 21-0715-12

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall on the 15th day of July 2021, at 7:00 p.m.

Present:

Absent:

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

Local Proposal No. 1

WHEREAS, under the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018 (“MRTMA”), individuals may petition to initiate an ordinance to provide for the number of marihuana establishments allowed within a municipality or to completely prohibit marihuana establishments within a municipality; and

WHEREAS, under MRTMA, the proposed ordinance shall be submitted to the electors of the municipality at the next regular election when a petition is signed by qualified electors in the municipality in a number greater than 5% of the votes cast for governor by qualified electors in the municipality at the last gubernatorial election; and

WHEREAS, the City Council received petitions to initiate a City ordinance entitled “Repeal of Marihuana Prohibition” on July 13, 2021; and

WHEREAS, the City Clerk has verified 85 signatures as valid, which is greater than 5% of the votes cast for governor by qualified electors in the City at the last gubernatorial election; and

WHEREAS, the City is required to submit the proposed ordinance to the voters of the City and approve ballot language for submission to the County Clerk.

NOW, THEREFORE, the City Council of the City of Potterville, Eaton County, Michigan resolves as follows:

1. The City Council approves and shall submit the following ballot question to the Eaton County Clerk for the purpose of submitting such ballot question to the electors of the City of Potterville at the November 2, 2021 election:

Local Proposal No. 1

City of Potterville

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A proposed initiated ordinance in the City of Potterville to repeal the City's prohibition of marihuana establishments and to allow and regulate the operation of marihuana establishments within the City in accordance with the Michigan Regulation and Taxation of Marihuana Act, MCL 333.27951 *et seq.*

The ordinance would require the City to authorize the following number of state licensed Marihuana Establishments for operation within the City boundaries:

- 1 Marihuana Safety Compliance Facility
- 1 Marihuana Secure Transporter
- 2 Marihuana Retailers
- 1 Marihuana Processor
- 1 Class A Marihuana Grower
- 1 Class B Marihuana Grower
- 1 Class C Marihuana Grower
- 1 Designated Consumption Establishment

The ordinance would also:

- Require individuals and entities to receive a license from the State of Michigan and the City to operate a marihuana establishment within the City;
- Establish applications fees and procedures for individuals and entities to apply for a license from the City to operate a marihuana establishment within the City;
- Prescribe standards by which the City shall review and process license applications;
- Establish procedures and standards for renewal, revocation, and suspension of a City-issued license to operate a marihuana establishment within the City;

City of Potterville

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- Establish a Community Benefits Program to assist individuals disproportionately impacted by the City’s prior marihuana prohibition; and
- Impose other regulations and requirements related to marihuana establishments.

Should this ordinance be adopted?

YES

NO

2. The City Clerk shall promptly certify and submit this resolution to the Eaton County Clerk no later than August 10, 2021, at 4:00 P.M., so that the proposal may be included on the ballot in the November 2, 2021 election.

3. Any resolutions that are inconsistent with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)

) ss.

COUNTY OF EATON)

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 July 15, 2021.

Becky Dolman, City Clerk