

City of Pottersville - Council Agenda

Thursday, October 20, 2022 – 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 September 15, 2022

F. Approval of Bills: General Bills of \$45,685.03 + \$29,178.62 = \$74,863.65

G. City Manager's Report: Manager's report in the packet.

H. Public Comment on agenda items:

I. Department Reports: Reports in the packet.

J. New Business:

- a) Resolution No. 22-1020-17 Approval Cambria Ridge Resolution Development Final Site Plan with Conditions
- b) Resolution No. 22-1020-16 Declaring Forfeiture of Office
- c) Appoint New Council Member and TIFA Member
- d) Request Exemption of fee for Special Event for Pottersville Public School

K. Public Comment on non-agenda items:

L. Communications from Council:

M. Next Regular Meeting: Thursday, November 17, 2022, at 7:00 p.m.

N. Excuse absent member(s):

O. 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

City Council Meeting was called to order by Mayor Lenneman on Thursday, September 15, 2022, at 7:00 pm and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter, Member Kring, Member Pulda and Member Smalley

Absent: Member Nichols and Member Rogers

Approval of Agenda: Motion by Member Pulda. Supported by Member Smalley. Vote: Unanimous. Motion Carried (5-0).

Approval of Minutes: Motion by Member Smalley. Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (5-0).

Approval of Bills: Motion by Deputy Mayor Potter to approve payment of General Bills in the amount of \$62,831.76. Supported by Member Pulda. Roll Call Vote: Unanimous. Motion Carried (5-0).

City Manager's Report: Manager's report is in the September 15, 2022, Council packet.

Public Comment on Agenda Items: None

Department Reports: Included in the September 15, 2022, Council packet. Zoning Administrator Miller shared that the Planning Commission will be reviewing the Cambria Ridge Site plans because they have met all requirements to move forward. ACD.net is installing fiber optic. 104 S. Cottage a vacant lot that is not buildable without a variance, which the Landbank will apply for one for it. Alro Steel is moving ahead with their addition.

New Business:

Public Hearing of Ordinance No. 2022-0817 Consumers Energy Franchise Ordinance. Motion to Open Public Hearing by Member Smalley and Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (5-0).

Public Comment: None

Motion to Close Public Hearing by Deputy Mayor Potter and Supported by Member Pulda. Roll Call Vote: Unanimous. Motion Carried (5-0).

Motion to adopt No. 2022-0817 Consumers Energy Franchise Ordinance: Motion by Deputy Mayor Potter and supported by Member Pulda. Roll Call Vote: Unanimous. Motion Carried (5-0).

TIFA Traffic Calming Design: Motion by Member Pulda to approve TIFA choice (A) in Traffic Calming Design. Supported by Deputy Mayor Potter. Roll Call Vote: Ayes: Member Pulda. Nays: Mayor Lenneman, Deputy Mayor Potter, Member Kring and Member Smalley. Motion Failed (1-4). Motion by Member Kring to agree for the City to pay for project with the major street fund and to use the choice (B)

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the opposite choice that TIFA approved. Supported by Member Smalley. Roll Call Vote: Unanimous. Motion Carried (5-0).

School Resource Officer Agreement: Motion by Deputy Mayor Potter and supported by Member Pulda to accept. Roll Call Vote: Unanimous. Motion Carried (5-0).

Public Comment on Non-Agenda Items: Libby Ranshaw remarked that she appreciated the green space around the City Welcome Sign at Lansing Road and Hartel and it was disappointing to not have it now with the sheds. She also inquired of the activity that is at the property near Sunset Drive, which is the City's proposed new well site.

Communications from Mayor and Council: Member Kring submitted his resignation from the City Council and TIFA boards immediately due to personal obligations. Other members of Council thanked Member Kring for his 5 years of service to the City.

Next Meeting: October 20, 2022

Excuse Absent Members: Motion by Member Smalley to excuse Member Nichols. Supported by Member Pulda. Vote: Unanimous. Motion Carried (5-0). Motion by Deputy Mayor Potter to not excuse Member Rogers. Supported by Member Smalley. Vote: Unanimous. Motion Carried (5-0).

Meeting Adjourned at 8:00 pm

Respectfully Submitted by:

Becky Dolman
City Clerk

10/13/2022 11:12 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 1/16

User: JWest

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PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		06/30/2022 NORM (ABNORM)	ORIGINAL BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-402.000	PROPERTY TAX	595,722.54	596,000.00	572,304.37	402,205.01	23,695.63	96.02
101-000-403.000	SOLID WASTE TAX	75,046.54	75,000.00	73,031.58	51,324.91	1,968.42	97.38
101-000-411.000	DELINQUENT PROP TAX	438.63	200.00	0.00	0.00	200.00	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	2,174.02	1,500.00	0.00	0.00	1,500.00	0.00
101-000-434.000	TRAILER COURT TAX	2,413.00	2,500.00	661.50	440.50	1,838.50	26.46
101-000-445.000	CITY PENALTY	3,604.76	3,000.00	97.03	97.03	2,902.97	3.23
101-000-447.000	ADMINISTRATION FEE	29,921.55	29,800.00	20,539.99	14,898.59	9,260.01	68.93
101-000-476.000	PERMITS	9,578.45	6,465.45	3,400.00	830.00	3,065.45	52.59
101-000-477.000	3% CABLE T.V.	7,722.55	8,500.00	2,068.70	0.00	6,431.30	24.34
101-000-478.000	BLIGHT FEES	175.00	0.00	0.00	0.00	0.00	0.00
101-000-479.000	OTHER PERMITS	200.00	0.00	0.00	0.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	10,818.30	10,818.30	0.00	0.00	10,818.30	0.00
101-000-481.000	LIQUOR LICENSE FEES	0.00	0.00	1,582.70	0.00	(1,582.70)	100.00
101-000-488.000	RECYCLING	2,785.50	2,650.00	0.00	0.00	2,650.00	0.00
101-000-528.000	OTHER FEDERAL GRANTS	144,603.72	144,600.00	0.00	0.00	144,600.00	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	500.00	500.00	0.00	0.00	500.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	186,603.29	176,549.97	0.00	0.00	176,549.97	0.00
101-000-574.000	ST SHARED REV - SALES TAX	355,783.00	280,000.00	4,999.00	0.00	275,001.00	1.79
101-000-574.100	EVIP DISTRIBUTION (A, C, E)	39,564.00	39,564.00	1.00	0.00	39,563.00	0.00
101-000-579.000	GRANT REVENUE	0.00	108,850.00	0.00	0.00	108,850.00	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	546.23	350.00	302.20	297.20	47.80	86.34
101-000-656.000	FINES & FORFEITURES	2,785.11	2,100.00	407.55	0.00	1,692.45	19.41
101-000-665.000	INTEREST	3,689.34	3,500.00	6,932.79	3,078.44	(3,432.79)	198.08
101-000-674.000	DONATIONS	20.00	20.00	0.00	0.00	20.00	0.00
101-000-675.030	COMMUNITY POLICING DONATION	0.00	0.00	1,540.00	0.00	(1,540.00)	100.00
101-000-676.000	REIMBURSEMENT	26,944.31	0.00	100.00	0.00	(100.00)	100.00
101-000-680.004	SPECIAL EVENTS-GIZZARDFEST	45,750.00	34,000.00	1,350.00	200.00	32,650.00	3.97
101-000-684.000	MISC INCOME	51.25	0.00	12.69	12.69	(12.69)	100.00
101-000-687.000	INSURANCE REIMBURSEMENT	8,815.00	0.00	5,786.16	5,786.16	(5,786.16)	100.00
101-000-689.000	CASH OVER & UNDER	41.37	0.00	0.00	0.00	0.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	0.00	0.00	1,250.00	0.00	(1,250.00)	100.00
Total Dept 000		1,556,297.46	1,526,467.72	696,367.26	479,170.53	830,100.46	45.62
TOTAL REVENUES		1,556,297.46	1,526,467.72	696,367.26	479,170.53	830,100.46	45.62
Expenditures							
Dept 101 - CITY COUNCIL							
101-101-703.000	SALARIES	2,047.50	3,000.00	240.00	240.00	2,760.00	8.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,260.00	0.00	0.00	2,260.00	0.00
101-101-719.000	FRINGE BENEFITS	156.63	515.00	18.36	18.36	496.64	3.57
101-101-731.000	PUBLICATION	116.20	600.00	0.00	0.00	600.00	0.00
101-101-740.000	SUPPLIES	0.00	200.00	0.00	0.00	200.00	0.00
101-101-775.000	REPAIRS & MAINT	0.00	50.00	0.00	0.00	50.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	21,996.50	23,850.00	0.00	0.00	23,850.00	0.00
Total Dept 101 - CITY COUNCIL		26,573.83	30,475.00	258.36	258.36	30,216.64	0.85
Dept 171 - MAYOR							
101-171-703.000	SALARIES	810.00	850.00	90.00	90.00	760.00	10.59
101-171-719.000	FRINGE BENEFITS	61.96	85.00	6.89	6.89	78.11	8.11

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 2/16

PERIOD ENDING 09/30/2022

		END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 171 - MAYOR		871.96	935.00	96.89	96.89	838.11	10.36
Dept 172 - CITY MANAGER							
101-172-703.000	SALARIES	75,045.36	78,060.53	21,016.31	9,006.99	57,044.22	26.92
101-172-719.000	FRINGE BENEFITS	16,954.92	19,000.00	4,267.56	1,575.64	14,732.44	22.46
101-172-740.000	SUPPLIES	25.99	30.00	19.64	0.00	10.36	65.47
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00	150.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	200.00	0.00	0.00	200.00	0.00
Total Dept 172 - CITY MANAGER		92,026.27	97,440.53	25,303.51	10,582.63	72,137.02	25.97
Dept 215 - CLERK							
101-215-703.000	SALARIES	30,701.43	34,733.28	9,107.39	3,764.02	25,625.89	26.22
101-215-719.000	FRINGE BENEFITS	3,150.09	4,000.00	696.72	287.95	3,303.28	17.42
101-215-740.000	SUPPLIES	387.31	450.00	13.48	0.00	436.52	3.00
101-215-741.000	POSTAGE	156.00	200.00	44.00	44.00	156.00	22.00
101-215-781.000	COMPUTER SOFTWARE	144.00	400.00	0.00	0.00	400.00	0.00
101-215-809.000	TRAINING	1,304.94	2,000.00	0.00	0.00	2,000.00	0.00
101-215-818.000	CONTRACT LABOR	108.00	800.00	0.00	0.00	800.00	0.00
101-215-822.000	ELECTIONS	8,344.84	7,000.00	4,559.76	125.25	2,440.24	65.14
101-215-958.000	DUES AND SUBSCRIPTIONS	60.00	160.00	0.00	0.00	160.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	0.00	150.00	0.00	0.00	150.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	804.41	500.00	0.00	0.00	500.00	0.00
Total Dept 215 - CLERK		45,161.02	50,393.28	14,421.35	4,221.22	35,971.93	28.62
Dept 223 - AUDIT							
101-223-807.000	AUDIT	17,600.00	18,000.00	13,500.00	13,500.00	4,500.00	75.00
Total Dept 223 - AUDIT		17,600.00	18,000.00	13,500.00	13,500.00	4,500.00	75.00
Dept 253 - TREASURERS OFFICE							
101-253-703.000	SALARIES	64,533.44	67,404.17	18,147.29	7,777.41	49,256.88	26.92
101-253-719.000	FRINGE BENEFITS	22,990.37	23,000.00	7,640.34	2,300.53	15,359.66	33.22
101-253-740.000	SUPPLIES	520.08	300.00	0.00	0.00	300.00	0.00
101-253-741.000	POSTAGE	935.26	1,400.00	0.00	0.00	1,400.00	0.00
101-253-781.000	COMPUTER SOFTWARE	721.00	800.00	0.00	0.00	800.00	0.00
101-253-814.000	BANK SERVICE CHARGES	2,923.82	3,000.00	924.64	355.46	2,075.36	30.82
101-253-961.000	CONFERENCE AND WORKSHOPS	75.00	75.00	0.00	0.00	75.00	0.00
Total Dept 253 - TREASURERS OFFICE		92,698.97	95,979.17	26,712.27	10,433.40	69,266.90	27.83
Dept 257 - ASSESSOR							
101-257-703.000	SALARIES	1,113.72	1,205.78	300.67	128.86	905.11	24.94
101-257-719.000	FRINGE BENEFITS	697.47	827.50	186.17	73.45	641.33	22.50
101-257-731.000	PUBLICATION	262.20	600.00	0.00	0.00	600.00	0.00
101-257-740.000	SUPPLIES	200.00	250.00	0.00	0.00	250.00	0.00
101-257-741.000	POSTAGE	426.68	500.00	0.00	0.00	500.00	0.00
101-257-781.000	COMPUTER SOFTWARE	235.00	250.00	235.00	0.00	15.00	94.00
101-257-810.050	RE INSPECTION - 20%	3,237.00	3,150.00	902.00	386.57	2,248.00	28.63
101-257-813.000	BOARD OF REVIEW	1,260.14	1,575.00	150.00	0.00	1,425.00	9.52

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 3/16

PERIOD ENDING 09/30/2022

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		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-257-818.000	CONTRACT LABOR	15,999.96	16,000.00	1,333.33	0.00	14,666.67	8.33
Total Dept 257 - ASSESSOR		23,432.17	24,358.28	3,107.17	588.88	21,251.11	12.76
Dept 265 - CITY HALL							
101-265-703.000	SALARIES	20,965.53	22,617.32	6,056.61	2,640.99	16,560.71	26.78
101-265-719.000	FRINGE BENEFITS	9,011.83	10,000.00	2,133.91	738.69	7,866.09	21.34
101-265-731.000	PUBLICATION	610.48	500.00	147.50	147.50	352.50	29.50
101-265-740.000	SUPPLIES	3,968.14	3,600.00	492.59	232.96	3,107.41	13.68
101-265-741.000	POSTAGE	635.17	500.00	281.93	0.00	218.07	56.39
101-265-775.000	REPAIRS & MAINT	527.54	650.00	60.00	0.00	590.00	9.23
101-265-781.000	COMPUTER SOFTWARE	18,031.00	7,000.00	3,566.00	250.00	3,434.00	50.94
101-265-802.000	SERVICE	1,007.16	2,000.00	257.15	0.00	1,742.85	12.86
101-265-818.000	CONTRACT LABOR	0.00	400.00	0.00	0.00	400.00	0.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	636.89	700.00	0.00	0.00	700.00	0.00
101-265-880.200	COMMUNITY SPEC EVENTS	5,885.04	1,200.00	1,295.16	0.00	(95.16)	107.93
101-265-880.300	COMMUNITY SPEC EVENTS/GIZZARDFEST	28,801.64	30,000.00	(560.51)	0.00	30,560.51	(1.87)
101-265-958.000	DUES AND SUBSCRIPTIONS	220.00	350.00	0.00	0.00	350.00	0.00
101-265-970.000	CAPITAL OUTLAY	3,664.16	500.00	0.00	0.00	500.00	0.00
101-265-970.100	RD CAPITAL PROJECT COSTS	0.00	0.00	287.00	0.00	(287.00)	100.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	50.00	50.00	0.00	0.00	50.00	0.00
101-265-980.100	COMPUTER EQUIPMENT	669.00	0.00	0.00	0.00	0.00	0.00
Total Dept 265 - CITY HALL		94,683.58	80,067.32	14,017.34	4,010.14	66,049.98	17.51
Dept 266 - ATTORNEY							
101-266-801.000	ATTORNEY	17,615.00	18,000.00	8,061.22	0.00	9,938.78	44.78
Total Dept 266 - ATTORNEY		17,615.00	18,000.00	8,061.22	0.00	9,938.78	44.78
Dept 301 - POLICE							
101-301-703.000	SALARIES	144,626.53	222,326.62	41,730.24	18,921.97	180,596.38	18.77
101-301-703.002	OVERTIME SALARIES	685.13	2,300.00	1,092.52	287.50	1,207.48	47.50
101-301-719.000	FRINGE BENEFITS	36,466.56	38,377.80	9,502.07	3,562.91	28,875.73	24.76
101-301-728.000	UNIFORM EXPENSES	2,083.20	2,400.00	46.24	0.00	2,353.76	1.93
101-301-740.000	SUPPLIES	7,964.22	7,300.00	362.84	33.00	6,937.16	4.97
101-301-740.300	SUPPLIES COMMUNITY POLICING	754.25	0.00	0.00	0.00	0.00	0.00
101-301-775.000	REPAIRS & MAINT	2,989.55	5,000.00	1,146.35	1,146.35	3,853.65	22.93
101-301-781.000	COMPUTER SOFTWARE	878.44	600.00	286.20	0.00	313.80	47.70
101-301-801.000	ATTORNEY	615.00	2,300.00	0.00	0.00	2,300.00	0.00
101-301-802.000	SERVICE	837.41	1,000.00	0.00	0.00	1,000.00	0.00
101-301-809.000	TRAINING	2,972.23	1,800.00	0.00	0.00	1,800.00	0.00
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00	300.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,453.22	1,600.00	323.28	112.66	1,276.72	20.21
101-301-862.000	GAS	6,771.72	1,000.00	0.00	0.00	1,000.00	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	1,053.10	1,100.00	0.00	0.00	1,100.00	0.00
101-301-960.000	MISC	244.99	250.00	0.00	0.00	250.00	0.00
101-301-970.000	CAPITAL OUTLAY	1,407.97	63,000.00	0.00	0.00	63,000.00	0.00
101-301-980.100	COMPUTER EQUIPMENT	0.00	500.00	0.00	0.00	500.00	0.00
Total Dept 301 - POLICE		211,803.52	351,154.42	54,489.74	24,064.39	296,664.68	15.52

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 4/16

PERIOD ENDING 09/30/2022

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		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 302 - POLICE STATE TRAINING							
101-302-810.000	EXPENSE	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 302 - POLICE STATE TRAINING		500.00	500.00	0.00	0.00	500.00	0.00
Dept 337 - EMS							
101-337-802.000	SERVICE	124,800.00	127,200.00	63,600.00	0.00	63,600.00	50.00
Total Dept 337 - EMS		124,800.00	127,200.00	63,600.00	0.00	63,600.00	50.00
Dept 441 - DPW							
101-441-731.000	PUBLICATION	217.00	0.00	0.00	0.00	0.00	0.00
101-441-775.000	REPAIRS & MAINT	4,800.00	1,000.00	0.00	0.00	1,000.00	0.00
101-441-802.000	SERVICE	0.00	100.00	0.00	0.00	100.00	0.00
101-441-810.020	RECYCLING EXPENSE	5,320.00	8,500.00	0.00	0.00	8,500.00	0.00
101-441-920.000	UTILITIES	2,052.99	0.00	0.00	0.00	0.00	0.00
Total Dept 441 - DPW		12,389.99	9,600.00	0.00	0.00	9,600.00	0.00
Dept 445 - DRAIN AT LARGE							
101-445-810.000	EXPENSE	3,259.51	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 445 - DRAIN AT LARGE		3,259.51	2,000.00	0.00	0.00	2,000.00	0.00
Dept 701 - PLANNING COMMISSION							
101-701-703.000	SALARIES	290.00	800.00	180.00	180.00	620.00	22.50
101-701-719.000	FRINGE BENEFITS	22.20	101.79	13.78	13.78	88.01	13.54
101-701-731.000	PUBLICATION	199.64	450.00	0.00	0.00	450.00	0.00
101-701-803.000	ENGINEERS FEES	5,103.60	6,500.00	0.00	0.00	6,500.00	0.00
Total Dept 701 - PLANNING COMMISSION		5,615.44	7,851.79	193.78	193.78	7,658.01	2.47
Dept 702 - ZONING							
101-702-703.000	SALARIES	37,826.70	38,850.93	10,459.89	4,482.81	28,391.04	26.92
101-702-719.000	FRINGE BENEFITS	3,498.60	3,850.00	800.19	342.94	3,049.81	20.78
101-702-731.000	PUBLICATION	1,610.79	1,200.00	395.00	395.00	805.00	32.92
101-702-740.000	SUPPLIES	165.77	450.00	0.00	0.00	450.00	0.00
101-702-853.000	TELEPHONE EXPENSE	892.30	900.00	161.64	56.33	738.36	17.96
101-702-961.000	CONFERENCE AND WORKSHOPS	0.00	275.00	0.00	0.00	275.00	0.00
Total Dept 702 - ZONING		43,994.16	45,525.93	11,816.72	5,277.08	33,709.21	25.96
Dept 906 - DEBT SERVICE							
101-906-738.000	TOWNSHIP/MILL	9,870.48	9,961.00	0.00	0.00	9,961.00	0.00
101-906-964.000	REFUND AND REBATES	3,277.47	0.00	0.00	0.00	0.00	0.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	15,606.78	27,800.00	23,492.00	0.00	4,308.00	84.50
101-906-991.500	DEBT PRINCIPAL & INTEREST	0.00	3,590.00	0.00	0.00	3,590.00	0.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	12,952.08	13,000.00	3,238.02	1,079.34	9,761.98	24.91
101-906-993.000	BOND INTEREST	39,396.00	29,800.00	11,484.34	0.00	18,315.66	38.54

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 5/16

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022 NORM (ABNORM)	2022-23 ORIGINAL BUDGET	YTD BALANCE 09/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 906 - DEBT SERVICE		81,102.81	84,151.00	38,214.36	1,079.34	45,936.64	45.41
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS							
101-966-965.203	CONTRIB TO LOCAL STREET FUND	117,103.27	180,139.99	0.00	0.00	180,139.99	0.00
101-966-965.208	CONTRIB TO PARK FUND	98,255.81	98,255.81	0.00	0.00	98,255.81	0.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	0.00	0.00	2,654.00	0.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	149,178.78	54,000.00	0.00	0.00	54,000.00	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	5,000.00	7,950.00	7,950.00	7,950.00	0.00	100.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	152,104.04	119,671.32	60,000.00	60,000.00	59,671.32	50.14
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		524,295.90	462,671.12	67,950.00	67,950.00	394,721.12	14.69
TOTAL EXPENDITURES		1,418,424.13	1,506,302.84	341,742.71	142,256.11	1,164,560.13	22.69
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,556,297.46	1,526,467.72	696,367.26	479,170.53	830,100.46	45.62
TOTAL EXPENDITURES		1,418,424.13	1,506,302.84	341,742.71	142,256.11	1,164,560.13	22.69
NET OF REVENUES & EXPENDITURES		137,873.33	20,164.88	354,624.55	336,914.42	(334,459.67)	1,758.62

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 6/16

PERIOD ENDING 09/30/2022

		END BALANCE 06/30/2022	2022-23 ORIGINAL	YTD BALANCE 09/30/2022	ACTIVITY FOR MONTH 09/30/22	AVAILABLE BALANCE	% BDGT USED
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	6,373.38	6,200.00	4,668.93	4,556.29	1,531.07	75.31
202-000-553.000	ACT 51	231,406.78	227,000.00	23,120.80	23,120.80	203,879.20	10.19
202-000-582.000	COUNTY ROAD MILL 2014	41,338.18	41,000.00	135.16	0.00	40,864.84	0.33
Total Dept 000		279,118.34	274,200.00	27,924.89	27,677.09	246,275.11	10.18
TOTAL REVENUES		279,118.34	274,200.00	27,924.89	27,677.09	246,275.11	10.18
Expenditures							
Dept 463 - ROUTINE MAINT							
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	0.00	0.00	87,500.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	2,951.49	4,000.00	0.00	0.00	4,000.00	0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	78,000.00	78,000.00	40,000.00	40,000.00	38,000.00	51.28
Total Dept 463 - ROUTINE MAINT		168,451.49	169,500.00	40,000.00	40,000.00	129,500.00	23.60
Dept 474 - TRAFFIC SIGNS							
202-474-782.000	STREET MATERIALS & SUPPLIES	0.00	250.00	0.00	0.00	250.00	0.00
Total Dept 474 - TRAFFIC SIGNS		0.00	250.00	0.00	0.00	250.00	0.00
Dept 478 - WINTER MAINT							
202-478-782.000	STREET MATERIALS & SUPPLIES	185.22	250.00	0.00	0.00	250.00	0.00
Total Dept 478 - WINTER MAINT		185.22	250.00	0.00	0.00	250.00	0.00
Dept 480 - CONSTRUCTION							
202-480-803.000	ENGINEERS FEES	4,057.50	5,500.00	0.00	0.00	5,500.00	0.00
202-480-818.000	CONTRACT LABOR	21,828.17	33,500.00	0.00	0.00	33,500.00	0.00
Total Dept 480 - CONSTRUCTION		25,885.67	39,000.00	0.00	0.00	39,000.00	0.00
Dept 906 - DEBT SERVICE							
202-906-992.000	BOND PRINCIPAL	10,560.00	11,000.00	0.00	0.00	11,000.00	0.00
202-906-993.000	BOND INTEREST	6,662.66	6,700.00	0.00	0.00	6,700.00	0.00
Total Dept 906 - DEBT SERVICE		17,222.66	17,700.00	0.00	0.00	17,700.00	0.00
TOTAL EXPENDITURES		211,745.04	226,700.00	40,000.00	40,000.00	186,700.00	17.64
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		279,118.34	274,200.00	27,924.89	27,677.09	246,275.11	10.18
TOTAL EXPENDITURES		211,745.04	226,700.00	40,000.00	40,000.00	186,700.00	17.64
NET OF REVENUES & EXPENDITURES		67,373.30	47,500.00	(12,075.11)	(12,322.91)	59,575.11	25.42

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 7/16

PERIOD ENDING 09/30/2022

		END BALANCE 06/30/2022	2022-23 ORIGINAL	YTD BALANCE 09/30/2022	ACTIVITY FOR MONTH 09/30/22	AVAILABLE BALANCE	% BDGT USED
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	38,946.62	38,000.00	28,491.10	27,803.74	9,508.90	74.98
203-000-553.000	ACT 51	92,397.76	88,000.00	9,186.25	9,186.25	78,813.75	10.44
203-000-555.100	GRANT ENHANCEMENT - STATE	0.00	100,000.00	85,969.45	0.00	14,030.55	85.97
203-000-582.000	COUNTY ROAD MILL 2014	33,819.39	32,000.00	824.81	0.00	31,175.19	2.58
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	0.00	0.00	87,500.00	0.00
203-000-699.101	GF CONTRIBUTION	117,103.27	180,139.99	0.00	0.00	180,139.99	0.00
Total Dept 000		369,767.04	525,639.99	124,471.61	36,989.99	401,168.38	23.68
TOTAL REVENUES		369,767.04	525,639.99	124,471.61	36,989.99	401,168.38	23.68
Expenditures							
Dept 463 - ROUTINE MAINT							
203-463-782.000	STREET MATERIALS & SUPPLIES	3,114.16	0.00	0.00	0.00	0.00	0.00
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00
Total Dept 463 - ROUTINE MAINT		28,114.16	25,000.00	25,000.00	25,000.00	0.00	100.00
Dept 478 - WINTER MAINT							
203-478-782.000	STREET MATERIALS & SUPPLIES	285.58	300.00	0.00	0.00	300.00	0.00
Total Dept 478 - WINTER MAINT		285.58	300.00	0.00	0.00	300.00	0.00
Dept 480 - CONSTRUCTION							
203-480-803.000	ENGINEERS FEES	14,081.82	15,000.00	0.00	0.00	15,000.00	0.00
203-480-818.000	CONTRACT LABOR	8,615.69	235,000.00	0.00	0.00	235,000.00	0.00
Total Dept 480 - CONSTRUCTION		22,697.51	250,000.00	0.00	0.00	250,000.00	0.00
Dept 740 - SPECIAL MAINT							
203-740-956.000	TREE TRIMMING	0.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 740 - SPECIAL MAINT		0.00	1,500.00	0.00	0.00	1,500.00	0.00
Dept 906 - DEBT SERVICE							
203-906-992.000	BOND PRINCIPAL	139,965.72	148,500.00	32,508.00	0.00	115,992.00	21.89
203-906-993.000	BOND INTEREST	161,600.09	156,300.00	15,891.91	0.00	140,408.09	10.17
Total Dept 906 - DEBT SERVICE		301,565.81	304,800.00	48,399.91	0.00	256,400.09	15.88
TOTAL EXPENDITURES		352,663.06	581,600.00	73,399.91	25,000.00	508,200.09	12.62
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		369,767.04	525,639.99	124,471.61	36,989.99	401,168.38	23.68
TOTAL EXPENDITURES		352,663.06	581,600.00	73,399.91	25,000.00	508,200.09	12.62
NET OF REVENUES & EXPENDITURES		17,103.98	(55,960.01)	51,071.70	11,989.99	(107,031.71)	91.26

10/13/2022 11:12 AM
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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE
PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	
		NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 9/16

PERIOD ENDING 09/30/2022

		END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 208 - PARK FUND							
Revenues							
Dept 000							
208-000-478.030	CONCESSIONS	26,670.85	22,000.00	13,313.56	2,945.85	8,686.44	60.52
208-000-478.070	FIELD RENTAL	16,654.00	23,000.00	1,010.00	665.00	21,990.00	4.39
208-000-478.072	BASEBALL FIELD RENTAL	9,047.00	4,400.00	8,405.00	3,110.00	(4,005.00)	191.02
208-000-478.084	FLAG FOOTBALL	1,080.00	1,080.00	1,620.00	(90.00)	(540.00)	150.00
208-000-478.090	YOUTH FEES	6,000.00	5,500.00	0.00	0.00	5,500.00	0.00
208-000-581.000	LOCAL GRANT	0.00	45,000.00	0.00	0.00	45,000.00	0.00
208-000-667.000	PAVILION RENT	1,020.00	850.00	450.00	105.00	400.00	52.94
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	2,850.00	2,000.00	900.00	300.00	1,100.00	45.00
208-000-674.000	DONATIONS	5.00	0.00	500.00	0.00	(500.00)	100.00
208-000-680.001	SPECIAL EVENTS	1,860.00	1,680.00	700.00	350.00	980.00	41.67
208-000-699.101	GF CONTRIBUTION	98,255.81	98,255.81	0.00	0.00	98,255.81	0.00
Total Dept 000		163,442.66	203,765.81	26,898.56	7,385.85	176,867.25	13.20
TOTAL REVENUES		163,442.66	203,765.81	26,898.56	7,385.85	176,867.25	13.20
Expenditures							
Dept 751 - PARK ADMIN							
208-751-703.000	SALARIES	48,472.10	51,395.88	13,646.00	5,600.25	37,749.88	26.55
208-751-719.000	FRINGE BENEFITS	20,499.10	20,060.39	6,705.14	2,048.58	13,355.25	33.42
208-751-728.000	UNIFORM EXPENSES	369.76	400.00	0.00	0.00	400.00	0.00
208-751-731.000	PUBLICATION	570.80	580.00	446.08	446.08	133.92	76.91
208-751-740.000	SUPPLIES	3,858.59	3,700.00	172.28	172.28	3,527.72	4.66
208-751-781.000	COMPUTER SOFTWARE	144.00	150.00	0.00	0.00	150.00	0.00
208-751-803.000	ENGINEERS FEES	6,102.23	2,600.00	1,576.97	1,576.97	1,023.03	60.65
208-751-810.100	GRANT EXPENSE	10.00	45,000.00	0.00	0.00	45,000.00	0.00
208-751-818.000	CONTRACT LABOR	12,165.00	5,000.00	600.00	0.00	4,400.00	12.00
208-751-853.000	TELEPHONE EXPENSE	853.73	850.00	161.64	56.33	688.36	19.02
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,000.00	9,300.00	0.00	0.00	9,300.00	0.00
208-751-962.000	MILEAGE	0.00	0.00	78.74	0.00	(78.74)	100.00
Total Dept 751 - PARK ADMIN		102,045.31	139,036.27	23,386.85	9,900.49	115,649.42	16.82
Dept 770 - LAKE ALLIANCE MAINTENANCE							
208-770-740.000	SUPPLIES	2,157.95	2,500.00	1,575.09	0.00	924.91	63.00
208-770-775.000	REPAIRS & MAINT	10,029.13	1,800.00	1,623.45	0.00	176.55	90.19
208-770-802.000	SERVICE	310.00	500.00	0.00	0.00	500.00	0.00
208-770-920.000	UTILITIES	8,544.40	1,500.00	1,455.33	547.62	44.67	97.02
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		21,041.48	6,300.00	4,653.87	547.62	1,646.13	73.87
Dept 771 - CITY PARK							
208-771-740.000	SUPPLIES	650.85	800.00	0.00	0.00	800.00	0.00
208-771-775.000	REPAIRS & MAINT	718.93	900.00	0.00	0.00	900.00	0.00
208-771-818.000	CONTRACT LABOR	468.00	1,000.00	0.00	0.00	1,000.00	0.00
208-771-920.000	UTILITIES	2,231.97	3,300.00	293.67	0.00	3,006.33	8.90
Total Dept 771 - CITY PARK		4,069.75	6,000.00	293.67	0.00	5,706.33	4.89
Dept 772 - SUNSET HILLS PARK							

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 10/16

PERIOD ENDING 09/30/2022

		END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 208 - PARK FUND							
Expenditures							
208-772-775.000	REPAIRS & MAINT	297.85	500.00	0.00	0.00	500.00	0.00
Total Dept 772 - SUNSET HILLS PARK		297.85	500.00	0.00	0.00	500.00	0.00
Dept 774 - BASEBALL							
208-774-731.000	PUBLICATION	232.40	250.00	0.00	0.00	250.00	0.00
208-774-740.000	SUPPLIES	1,230.83	800.00	0.00	0.00	800.00	0.00
208-774-745.000	YOUTH UMPIRE FEES	50.00	100.00	100.00	0.00	0.00	100.00
208-774-775.000	REPAIRS & MAINT	500.98	1,200.00	69.00	0.00	1,131.00	5.75
208-774-920.000	UTILITIES	0.00	550.00	31.55	0.00	518.45	5.74
Total Dept 774 - BASEBALL		2,014.21	2,900.00	200.55	0.00	2,699.45	6.92
Dept 777 - BALLFIELD							
208-777-740.000	SUPPLIES	3,233.71	4,500.00	1,441.17	335.65	3,058.83	32.03
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	7,229.39	1,800.00	730.09	730.09	1,069.91	40.56
208-777-745.000	YOUTH UMPIRE FEES	1,580.00	450.00	0.00	0.00	450.00	0.00
208-777-802.000	SERVICE	353.20	250.00	0.00	0.00	250.00	0.00
208-777-920.000	UTILITIES	0.00	6,500.00	401.53	0.00	6,098.47	6.18
Total Dept 777 - BALLFIELD		12,396.30	13,500.00	2,572.79	1,065.74	10,927.21	19.06
Dept 778 - CONCESSIONS							
208-778-703.000	SALARIES	3,353.20	4,300.00	2,453.47	828.72	1,846.53	57.06
208-778-719.000	FRINGE BENEFITS	457.54	700.00	349.64	118.11	350.36	49.95
208-778-740.000	SUPPLIES	10,116.15	8,000.00	4,535.26	593.39	3,464.74	56.69
208-778-746.000	CONCESSION - FOOD LICENSE	593.00	820.00	0.00	0.00	820.00	0.00
208-778-814.000	BANK SERVICE CHARGES	632.32	450.00	286.93	34.85	163.07	63.76
208-778-920.000	UTILITIES	0.00	550.00	184.98	92.49	365.02	33.63
Total Dept 778 - CONCESSIONS		15,152.21	14,820.00	7,810.28	1,667.56	7,009.72	52.70
Dept 779 - SPECIAL EVENTS							
208-779-740.000	SUPPLIES	54.28	250.00	0.00	0.00	250.00	0.00
Total Dept 779 - SPECIAL EVENTS		54.28	250.00	0.00	0.00	250.00	0.00
TOTAL EXPENDITURES		157,071.39	183,306.27	38,918.01	13,181.41	144,388.26	21.23
Fund 208 - PARK FUND:							
TOTAL REVENUES		163,442.66	203,765.81	26,898.56	7,385.85	176,867.25	13.20
TOTAL EXPENDITURES		157,071.39	183,306.27	38,918.01	13,181.41	144,388.26	21.23
NET OF REVENUES & EXPENDITURES		6,371.27	20,459.54	(12,019.45)	(5,795.56)	32,478.99	58.75

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 11/16

PERIOD ENDING 09/30/2022

		END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 247 - TAX INCREMENT FINANCING AUTHOR							
Revenues							
Dept 728 - TIFA DEPT							
247-728-401.000	PROPERTY TAXES	166,580.22	171,000.00	142,284.08	142,284.08	28,715.92	83.21
247-728-573.000	LOCAL COMMUNITY STABILIZATION	18,570.52	19,000.00	0.00	0.00	19,000.00	0.00
247-728-665.000	INTEREST INCOME	84.62	90.00	8.12	3.56	81.88	9.02
247-728-684.000	MISC INCOME	1,047.12	0.00	0.00	0.00	0.00	0.00
Total Dept 728 - TIFA DEPT		186,282.48	190,090.00	142,292.20	142,287.64	47,797.80	74.86
TOTAL REVENUES		186,282.48	190,090.00	142,292.20	142,287.64	47,797.80	74.86
Expenditures							
Dept 728 - TIFA DEPT							
247-728-703.005	WAGES - OTHER	4,975.00	4,900.00	1,224.99	408.33	3,675.01	25.00
247-728-727.000	OFFICE EXPENSE	1,065.58	1,120.00	0.00	0.00	1,120.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00	300.00	0.00
247-728-801.000	ATTORNEY	47.00	500.00	0.00	0.00	500.00	0.00
247-728-803.000	ENGINEERS FEES	23,328.45	11,326.56	912.36	912.36	10,414.20	8.06
247-728-807.000	AUDIT	4,500.00	4,650.00	2,000.00	2,000.00	2,650.00	43.01
247-728-967.700	CITY IMPROVEMENTS	42.75	0.00	1,899.16	1,899.16	(1,899.16)	100.00
247-728-970.000	CAPITAL OUTLAY	151,960.13	125,000.00	0.00	0.00	125,000.00	0.00
247-728-992.000	BOND PRINCIPAL	45,000.00	50,000.00	0.00	0.00	50,000.00	0.00
247-728-993.000	BOND INTEREST	19,382.50	17,432.00	0.00	0.00	17,432.00	0.00
Total Dept 728 - TIFA DEPT		250,301.41	215,228.56	6,036.51	5,219.85	209,192.05	2.80
TOTAL EXPENDITURES		250,301.41	215,228.56	6,036.51	5,219.85	209,192.05	2.80
Fund 247 - TAX INCREMENT FINANCING AUTHOR:							
TOTAL REVENUES		186,282.48	190,090.00	142,292.20	142,287.64	47,797.80	74.86
TOTAL EXPENDITURES		250,301.41	215,228.56	6,036.51	5,219.85	209,192.05	2.80
NET OF REVENUES & EXPENDITURES		(64,018.93)	(25,138.56)	136,255.69	137,067.79	(161,394.25)	542.02

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 12/16

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022 NORM (ABNORM)	2022-23 ORIGINAL BUDGET	YTD BALANCE 09/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN							
Revenues							
Dept 000							
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	0.00	0.00	2,654.00	0.00
Total Dept 000		2,654.00	2,654.00	0.00	0.00	2,654.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00	2,654.00	0.00
Expenditures							
Dept 729 - DOWNTOWN							
401-729-740.600	LANDSCAPING SUPPLIES	1,777.71	3,000.00	241.40	241.40	2,758.60	8.05
401-729-818.000	CONTRACT LABOR	55.50	600.00	0.00	0.00	600.00	0.00
Total Dept 729 - DOWNTOWN		1,833.21	3,600.00	241.40	241.40	3,358.60	6.71
TOTAL EXPENDITURES		1,833.21	3,600.00	241.40	241.40	3,358.60	6.71
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:							
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00	2,654.00	0.00
TOTAL EXPENDITURES		1,833.21	3,600.00	241.40	241.40	3,358.60	6.71
NET OF REVENUES & EXPENDITURES		820.79	(946.00)	(241.40)	(241.40)	(704.60)	25.52

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 13/16

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	
		NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-642.000	BILLS	147,145.57	155,000.00	27,412.58	215.88	127,587.42	17.69
590-000-642.001	FIXED COSTS	421,033.63	415,000.00	82,523.65	187.34	332,476.35	19.89
590-000-656.000	FINES & FORFEITURES	12,831.59	15,000.00	4,736.90	1,208.10	10,263.10	31.58
590-000-672.000	HOOK UP FEES	0.00	10,000.00	0.00	0.00	10,000.00	0.00
590-000-699.101	GF CONTRIBUTION	149,178.75	54,000.00	0.00	0.00	54,000.00	0.00
Total Dept 000		730,189.54	649,000.00	114,673.13	1,611.32	534,326.87	17.67
TOTAL REVENUES		730,189.54	649,000.00	114,673.13	1,611.32	534,326.87	17.67
Expenditures							
Dept 537 - ADMINISTRATIVE							
590-537-741.000	POSTAGE	(113.78)	0.00	0.00	0.00	0.00	0.00
590-537-775.000	REPAIRS & MAINT	933.14	3,000.00	0.00	0.00	3,000.00	0.00
590-537-809.000	TRAINING	185.00	100.00	0.00	0.00	100.00	0.00
Total Dept 537 - ADMINISTRATIVE		1,004.36	3,100.00	0.00	0.00	3,100.00	0.00
Dept 556 - DPW							
590-556-740.000	SUPPLIES	20,360.83	14,000.00	0.00	0.00	14,000.00	0.00
590-556-743.000	METERS	3,760.84	4,550.00	0.00	0.00	4,550.00	0.00
590-556-775.000	REPAIRS & MAINT	1,726.81	1,500.00	0.00	0.00	1,500.00	0.00
590-556-802.000	SERVICE	4,712.36	7,000.00	0.00	0.00	7,000.00	0.00
590-556-803.000	ENGINEERS FEES	11,139.93	15,000.00	2,841.34	1,276.34	12,158.66	18.94
590-556-818.000	CONTRACT LABOR	900.00	1,500.00	0.00	0.00	1,500.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	135,000.00	135,000.00	0.00	0.00	135,000.00	0.00
590-556-970.000	CAPITAL OUTLAY	175,498.11	90,000.00	0.00	0.00	90,000.00	0.00
Total Dept 556 - DPW		353,098.88	268,550.00	2,841.34	1,276.34	265,708.66	1.06
Dept 906 - DEBT SERVICE							
590-906-991.000	DEBT SERVICE - PRINCIPAL	152,921.25	160,001.00	42,000.00	0.00	118,001.00	26.25
590-906-993.000	BOND INTEREST	215,107.50	216,155.00	33,357.50	0.00	182,797.50	15.43
Total Dept 906 - DEBT SERVICE		368,028.75	376,156.00	75,357.50	0.00	300,798.50	20.03
TOTAL EXPENDITURES		722,131.99	647,806.00	78,198.84	1,276.34	569,607.16	12.07
Fund 590 - SEWER FUND:							
TOTAL REVENUES		730,189.54	649,000.00	114,673.13	1,611.32	534,326.87	17.67
TOTAL EXPENDITURES		722,131.99	647,806.00	78,198.84	1,276.34	569,607.16	12.07
NET OF REVENUES & EXPENDITURES		8,057.55	1,194.00	36,474.29	334.98	(35,280.29)	3,054.80

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 14/16

PERIOD ENDING 09/30/2022

		END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		06/30/2022	ORIGINAL	09/30/2022	MONTH 09/30/22	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	NORM (ABNORM)	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED
Fund 591 - WATER FUND							
Revenues							
Dept 000							
591-000-642.000	BILLS	192,043.54	203,000.00	35,067.13	344.40	167,932.87	17.27
591-000-642.001	FIXED COSTS	347,274.86	476,460.00	63,240.09	148.05	413,219.91	13.27
591-000-644.000	PENALTIES	220.00	0.00	170.00	80.00	(170.00)	100.00
591-000-656.000	FINES & FORFEITURES	12,477.79	14,000.00	4,034.36	1,067.32	9,965.64	28.82
591-000-672.000	HOOK UP FEES	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 000		552,016.19	695,460.00	102,511.58	1,639.77	592,948.42	14.74
TOTAL REVENUES		552,016.19	695,460.00	102,511.58	1,639.77	592,948.42	14.74
Expenditures							
Dept 537 - ADMINISTRATIVE							
591-537-731.000	PUBLICATION	630.48	500.00	0.00	0.00	500.00	0.00
591-537-740.000	SUPPLIES	58.55	1,500.00	485.53	0.00	1,014.47	32.37
591-537-741.000	POSTAGE	3,324.13	3,500.00	672.73	233.96	2,827.27	19.22
591-537-781.000	COMPUTER SOFTWARE	991.99	1,500.00	0.00	0.00	1,500.00	0.00
591-537-809.000	TRAINING	1,062.43	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 537 - ADMINISTRATIVE		6,067.58	8,200.00	1,158.26	233.96	7,041.74	14.13
Dept 556 - DPW							
591-556-731.000	PUBLICATION	763.44	150.00	0.00	0.00	150.00	0.00
591-556-740.000	SUPPLIES	3,564.34	2,500.00	0.00	0.00	2,500.00	0.00
591-556-743.000	METERS	3,760.85	4,550.00	0.00	0.00	4,550.00	0.00
591-556-775.000	REPAIRS & MAINT	31,906.54	2,500.00	0.00	0.00	2,500.00	0.00
591-556-802.000	SERVICE	10,500.08	8,200.00	1,409.00	0.00	6,791.00	17.18
591-556-803.000	ENGINEERS FEES	7,218.02	18,000.00	2,610.58	1,045.58	15,389.42	14.50
591-556-818.000	CONTRACT LABOR	600.00	1,500.00	4,613.72	0.00	(3,113.72)	307.58
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	177,328.68	230,000.00	115,000.00	115,000.00	115,000.00	50.00
591-556-970.000	CAPITAL OUTLAY	57,500.00	90,000.00	0.00	0.00	90,000.00	0.00
Total Dept 556 - DPW		293,141.95	357,400.00	123,633.30	116,045.58	233,766.70	34.59
Dept 906 - DEBT SERVICE							
591-906-992.000	BOND PRINCIPAL	92,000.00	92,000.00	26,000.00	0.00	66,000.00	28.26
591-906-993.000	BOND INTEREST	117,494.99	117,494.99	20,611.25	0.00	96,883.74	17.54
Total Dept 906 - DEBT SERVICE		209,494.99	209,494.99	46,611.25	0.00	162,883.74	22.25
TOTAL EXPENDITURES		508,704.52	575,094.99	171,402.81	116,279.54	403,692.18	29.80
Fund 591 - WATER FUND:							
TOTAL REVENUES		552,016.19	695,460.00	102,511.58	1,639.77	592,948.42	14.74
TOTAL EXPENDITURES		508,704.52	575,094.99	171,402.81	116,279.54	403,692.18	29.80
NET OF REVENUES & EXPENDITURES		43,311.67	120,365.01	(68,891.23)	(114,639.77)	189,256.24	57.24

10/13/2022 11:12 AM

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 15/16

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2022 NORM (ABNORM)	2022-23 ORIGINAL BUDGET	YTD BALANCE 09/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 598 - STORM DRAIN MAINTENANCE							
Revenues							
Dept 000							
598-000-699.101	GF CONTRIBUTION	5,000.00	7,950.00	7,950.00	7,950.00	0.00	100.00
Total Dept 000		5,000.00	7,950.00	7,950.00	7,950.00	0.00	100.00
TOTAL REVENUES		5,000.00	7,950.00	7,950.00	7,950.00	0.00	100.00
Expenditures							
Dept 556 - DPW							
598-556-740.000	SUPPLIES	0.00	0.00	1,358.50	0.00	(1,358.50)	100.00
598-556-818.000	CONTRACT LABOR	1,234.39	7,700.00	18,500.00	0.00	(10,800.00)	240.26
598-556-931.000	DPW MAINT & REPAIR	66.00	250.00	687.50	0.00	(437.50)	275.00
Total Dept 556 - DPW		1,300.39	7,950.00	20,546.00	0.00	(12,596.00)	258.44
TOTAL EXPENDITURES		1,300.39	7,950.00	20,546.00	0.00	(12,596.00)	258.44
Fund 598 - STORM DRAIN MAINTENANCE:							
TOTAL REVENUES		5,000.00	7,950.00	7,950.00	7,950.00	0.00	100.00
TOTAL EXPENDITURES		1,300.39	7,950.00	20,546.00	0.00	(12,596.00)	258.44
NET OF REVENUES & EXPENDITURES		3,699.61	0.00	(12,596.00)	7,950.00	12,596.00	100.00

10/13/2022 11:12 AM

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DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 16/16

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	END BALANCE	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		06/30/2022 NORM (ABNORM)	ORIGINAL BUDGET	09/30/2022 NORM (ABNORM)	MONTH 09/30/22 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT							
Revenues							
Dept 000							
641-000-699.100	OPERATING TRANSFER-IN	567,432.72	587,671.32	240,000.00	240,000.00	347,671.32	40.84
Total Dept 000		567,432.72	587,671.32	240,000.00	240,000.00	347,671.32	40.84
TOTAL REVENUES		567,432.72	587,671.32	240,000.00	240,000.00	347,671.32	40.84
Expenditures							
Dept 932 - EQUIPMENT REPAIR ACTIVITY							
641-932-703.000	SALARIES	252,405.79	258,750.00	78,220.97	30,949.34	180,529.03	30.23
641-932-703.002	OVERTIME SALARIES	14,006.07	14,000.00	3,421.74	2,020.01	10,578.26	24.44
641-932-719.000	FRINGE BENEFITS	72,654.26	85,500.00	27,199.17	8,157.10	58,300.83	31.81
641-932-728.000	UNIFORM EXPENSES	5,191.90	3,300.00	512.40	227.96	2,787.60	15.53
641-932-731.000	POSTAGE	0.00	1,200.00	0.00	0.00	1,200.00	0.00
641-932-740.000	SUPPLIES	13,631.32	18,000.00	5,356.32	715.40	12,643.68	29.76
641-932-775.000	REPAIRS & MAINT	33,629.84	16,000.00	6,040.58	803.82	9,959.42	37.75
641-932-781.000	COMPUTER SOFTWARE	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
641-932-782.000	STREET MATERIALS & SUPPLIES	8,670.40	10,000.00	0.00	0.00	10,000.00	0.00
641-932-802.000	SERVICE	10,521.08	8,000.00	1,800.00	0.00	6,200.00	22.50
641-932-809.000	TRAINING	1,912.99	1,500.00	801.80	801.80	698.20	53.45
641-932-853.000	TELEPHONE EXPENSE	4,090.11	3,900.00	763.75	264.41	3,136.25	19.58
641-932-862.000	GAS	23,214.39	26,000.00	5,556.45	0.00	20,443.55	21.37
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	27,640.10	28,000.00	0.00	0.00	28,000.00	0.00
641-932-920.000	UTILITIES	126,185.05	127,500.00	24,086.80	6,179.02	103,413.20	18.89
641-932-958.000	DUES AND SUBSCRIPTIONS	72.00	800.00	0.00	0.00	800.00	0.00
641-932-970.000	CAPITAL OUTLAY	27,443.55	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		623,368.85	609,550.00	153,759.98	50,118.86	455,790.02	25.23
TOTAL EXPENDITURES		623,368.85	609,550.00	153,759.98	50,118.86	455,790.02	25.23
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:							
TOTAL REVENUES		567,432.72	587,671.32	240,000.00	240,000.00	347,671.32	40.84
TOTAL EXPENDITURES		623,368.85	609,550.00	153,759.98	50,118.86	455,790.02	25.23
NET OF REVENUES & EXPENDITURES		(55,936.13)	(21,878.68)	86,240.02	189,881.14	(108,118.70)	394.17
TOTAL REVENUES - ALL FUNDS		4,412,200.43	4,662,898.84	1,483,089.23	944,712.19	3,179,809.61	31.81
TOTAL EXPENDITURES - ALL FUNDS		4,247,543.99	4,557,138.66	924,246.17	393,573.51	3,632,892.49	20.28
NET OF REVENUES & EXPENDITURES		164,656.44	105,760.18	558,843.06	551,138.68	(453,082.88)	528.41

10/13/2022 03:34 PM

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE

Page: 1/3

User: RDOLMAN

ALL DATES, JOURNALIZED AND UNJOURNALIZED

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BOTH OPEN AND PAID

BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
3117	ACID MURIATIC GAL	19.98
3166	GFCI ST OUTLET	26.99
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		46.97
VENDOR NAME: ALRO STEEL		
C107305LZ	STEEL	49.41
TOTAL VENDOR ALRO STEEL		49.41
VENDOR NAME: APPLIED IMAGING		
2055429	COPIES	35.16
TOTAL VENDOR APPLIED IMAGING		35.16
VENDOR NAME: AT&T		
SEPT. 17- OCT. 16	INTERNET	92.49
TOTAL VENDOR AT&T		92.49
VENDOR NAME: AUSTIN-FULLER		
28077	FURNA CE TUNE UP	79.95
28078	FURNA CE TUNE UP	89.95
28079	FURNA CE TUNE UP	79.95
28080, 28081	FURNA CE TUNE UP	179.90
28082, 28083, 28084	FURNA CE TUNE UP	249.85
28085	FURNA CE TUNE UP	89.95
TOTAL VENDOR AUSTIN-FULLER		769.55
VENDOR NAME: BENTON TOWNSHIP		
425 AGREEMENT	URBAN 425 AGREEMENT 1 MIL	9,022.88
TOTAL VENDOR BENTON TOWNSHIP		9,022.88
VENDOR NAME: BS&A SOFTWARE		
144141	ANNUAL SERVICESUPPORT FEE 11/1/22-11/1-2	745.00
TOTAL VENDOR BS&A SOFTWARE		745.00
VENDOR NAME: CALEDONIA FARMERS ELEVATOR		
431461	TUBE, TIRE LABOR	34.90
TOTAL VENDOR CALEDONIA FARMERS ELEVATOR		34.90
VENDOR NAME: CHARLOTTE LITHOGRAPH INC.		
129684	ENVELOPES	184.00
TOTAL VENDOR CHARLOTTE LITHOGRAPH INC.		184.00
VENDOR NAME: CINTAS CORPORATION #725		
9/1-9/30/22	UNIFORMS	284.95
TOTAL VENDOR CINTAS CORPORATION #725		284.95
VENDOR NAME: CITY OF POTTERVILLE		
8/26-9/26/22	UTILITIES	459.75
TOTAL VENDOR CITY OF POTTERVILLE		459.75
VENDOR NAME: CMP DISTRIBUTORS		
72194	HANDCUFFS, HANDCUFF POUCH, GLOVES, TACTI	218.84
72358	GUN CLEANER, TARGET, AMMUNITION	819.27
TOTAL VENDOR CMP DISTRIBUTORS		1,038.11
VENDOR NAME: CONSUMERS ENERGY		
9/1-9/30/22	UTILITIES	1,872.63
8/23-9/21/2022	UTILITIES	6,093.13
TOTAL VENDOR CONSUMERS ENERGY		7,965.76
VENDOR NAME: COOPER, PETER		
SEPT	MILEAGE TO CLASS	75.00
TOTAL VENDOR COOPER, PETER		75.00
VENDOR NAME: D & L FUELS		
9/30/22	GASOLINE	2,418.95
TOTAL VENDOR D & L FUELS		2,418.95

10/13/2022 03:34 PM

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE

Page: 2/3

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ALL DATES, JOURNALIZED AND UNJOURNALIZED

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BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DELTA DENTAL 09/30/2022	DENTAL BENEFITS	944.18
TOTAL VENDOR DELTA DENTAL		944.18
VENDOR NAME: DRIVEN GRAPHIX 5	FLAG FOOTBALL SHIRTS	968.00
TOTAL VENDOR DRIVEN GRAPHIX		968.00
VENDOR NAME: DUROTECH AUTOMOTIVE 42632	OIL CHANGE	57.84
TOTAL VENDOR DUROTECH AUTOMOTIVE		57.84
VENDOR NAME: ELHORN ENGINEERING 294552	CHEMICALS	731.69
TOTAL VENDOR ELHORN ENGINEERING		731.69
VENDOR NAME: FCI AUTOMATION - LANSING 54818	HOSE ASSY,	345.75
TOTAL VENDOR FCI AUTOMATION - LANSING		345.75
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH 841743	GENERAL ATTNY FEES AND CHERRY STREET	1,332.50
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		1,332.50
VENDOR NAME: GORDON'S FOOD SERVICE 809242028	PAPER SUPPLIES	23.76
809241957	CONCESSIONS	202.75
TOTAL VENDOR GORDON'S FOOD SERVICE		226.51
VENDOR NAME: GRANGER CONTAINER SERVICE, INC 24624568	TRASH SERVICE	237.32
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		237.32
VENDOR NAME: INTERSTATE BILLING SERVICE, INC 9/30/22	BOBCAT OF LANSING PARTS	726.07
TOTAL VENDOR INTERSTATE BILLING SERVICE, INC		726.07
VENDOR NAME: LANSING UNIFORM 95467	BOOTS, SHOES,	299.95
TOTAL VENDOR LANSING UNIFORM		299.95
VENDOR NAME: MEACHUM, ELIZABETH 09/30/2022	UB refund for account: PEAE-000520-0000-	19.09
TOTAL VENDOR MEACHUM, ELIZABETH		19.09
VENDOR NAME: MENARDS-LANSING WEST 42658	2X4-12' GABLE TRIM, GARMENT HOOK, HOOK &	468.92
TOTAL VENDOR MENARDS-LANSING WEST		468.92
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL 761-11022066	SAMPLE TEST	48.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		48.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE 12/1/22-11/30/23	MEMBERSHIP	1,752.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE		1,752.00
VENDOR NAME: MIKE MCLEAN 9/30/22	STRAW FOR DOWNTOWN DECORATIONS	174.00
10/5/226/22	PUMPKINS & STRAW	67.40
TOTAL VENDOR MIKE MCLEAN		241.40
VENDOR NAME: MMTA 6573	TREASURER ASSOC FEES	99.00
TOTAL VENDOR MMTA		99.00

10/13/2022 03:34 PM

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE

Page: 3/3

User: RDOLMAN

ALL DATES, JOURNALIZED AND UNJOURNALIZED

DB: Potterville

BOTH OPEN AND PAID

BANK CODE: GEN

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MORGAN FARMS 10/8/22	PUMPKINS	125.00
TOTAL VENDOR MORGAN FARMS		125.00
VENDOR NAME: MUNICIPAL SUPPLY 80078	SUPPLIES	60.00
TOTAL VENDOR MUNICIPAL SUPPLY		60.00
VENDOR NAME: PHP 09/30/2022	MEDICAL BENEFITS	5,351.42
TOTAL VENDOR PHP		5,351.42
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC 8/1-8/31/22	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: QUILL CO 27796282	PAPER, PENS, CLEANING PAD INK	236.55
TOTAL VENDOR QUILL CO		236.55
VENDOR NAME: SHARE CORPORATION 204956 204403	TOOL CRIB CHEMICALS-BRAKE & PARTS CLEANER ELEKTRACON, BATTERY CLEANER, SAFETY SOLV	119.63 379.70
TOTAL VENDOR SHARE CORPORATION		499.33
VENDOR NAME: THE COUNTY JOURNAL 251812 252563	PLANNING COMMISSION NOTICE FRANCHISE ORDINANCE	147.50 428.16
TOTAL VENDOR THE COUNTY JOURNAL		575.66
VENDOR NAME: UNITED STATES POST OFFICE OCT 2022	SEPT 2022 WATER/SEWER USAGE	216.21
TOTAL VENDOR UNITED STATES POST OFFICE		216.21
VENDOR NAME: UNUM LIFE INSURANCE 09/30/2022	SHORT/LONG TERM DISABILITY INSURANCE	261.29
TOTAL VENDOR UNUM LIFE INSURANCE		261.29
VENDOR NAME: VERIZON WIRELESS 9917084321 9917435095	CELL PHONES 9/6-10/5/22	452.93 39.02
TOTAL VENDOR VERIZON WIRELESS		491.95
VENDOR NAME: VISION SERVICE PLAN 09/30/2022	VISION	230.68
TOTAL VENDOR VISION SERVICE PLAN		230.68
VENDOR NAME: WEX BANK SEP	FUEL	74.01
TOTAL VENDOR WEX BANK		74.01
VENDOR NAME: WILLIAMS & WORKS 94917 94933	VETERANS PARK AND CAMBRIA RIDGE, GENERAL IRON REMOVAL PLANT	1,795.75 2,712.75
TOTAL VENDOR WILLIAMS & WORKS		4,508.50
GRAND TOTAL:		45,685.03

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DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 10/14/2022 - 10/20/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE 3238	PLUMBING EPAIRS	10.98
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		10.98
VENDOR NAME: CARDMEMBER SERVICE 9/8-10/6/22	FLAG FTBLL UNIFORMS, PUMP, BATTERY, POLI	1,338.96
TOTAL VENDOR CARDMEMBER SERVICE		1,338.96
VENDOR NAME: FALIN, TIFFANI 9/30-10/19/22	MILEAGE	30.00
TOTAL VENDOR FALIN, TIFFANI		30.00
VENDOR NAME: GORDON'S FOOD SERVICE 809242629	CONCESSIONS	748.29
TOTAL VENDOR GORDON'S FOOD SERVICE		748.29
VENDOR NAME: JOHNSON, YOLANDA 09/09/2021	UB refund for account: FOLK-000326-0000-	20.24
TOTAL VENDOR JOHNSON, YOLANDA		20.24
VENDOR NAME: JUSTIN MASON OCT 2022	REMAINING BALANCE HELD IN ESCROW FOR DEM	8,835.00
TOTAL VENDOR JUSTIN MASON		8,835.00
VENDOR NAME: MENARDS-LANSING WEST 44462, 44463	WATER REPAIRS	398.07
TOTAL VENDOR MENARDS-LANSING WEST		398.07
VENDOR NAME: MICHIGAN DEMOLITION & EXCAVATION 10/17/22	DEMO AND REMVOAL OF ENTIRE MOBILE HOME A	5,000.00
TOTAL VENDOR MICHIGAN DEMOLITION & EXCAVATION		5,000.00
VENDOR NAME: NATIONAL RECREATION AND PARK ASSOC. OCT	EXAM FEE FOR NATIONAL RECREATION AND PAR	200.00
TOTAL VENDOR NATIONAL RECREATION AND PARK ASSOC.		200.00
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC 9/1-9/30/22	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: THE PARTS PLACE-CHARLOTTE 239407 239053 239424.	FREASE CART, FLANGE, PIGTAIL OIL LED 12V FLANGE	133.26 24.46 11.21
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		168.93
VENDOR NAME: WILLIAMS & WORKS 95105 95112 95108 95110 95094	VETERANS PARK AND CAMBRIA RIDGE1682.50 ROAD MAINTENANCE 2020 SUNSET DR PARK PASSPORT GRANT VERMONTVILLE & LANSING RD INTERSECTION SUNSET DR TEDF CAT B 2022	1,682.50 1,012.35 1,248.00 1,302.50 5,211.04
TOTAL VENDOR WILLIAMS & WORKS		10,456.39
VENDOR NAME: WOW!BUSINESS 10/6-11/5/22	PHONES AND INTERNET	638.43
TOTAL VENDOR WOW!BUSINESS		638.43
GRAND TOTAL:		29,178.62

10/03/2022 03:34 PM
 User: JWest
 DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
 Bank GEN (GENERAL POOLED ACCOUNT)
 FROM 09/01/2022 TO 09/30/2022
 Reconciliation Record ID: 158

Page 1/1

GL Number	Description	Beginning Balance
101-000-001.000	CASH	1,054,714.69
202-000-001.000	CASH	245,246.57
203-000-001.000	CASH	131,628.70
208-000-001.000	CASH	18,878.26
370-000-001.000	CASH	
401-000-001.000	CASH	3,868.76
590-000-001.000	CASH	94,235.55
590-000-010.000	CASH IN BANK - BOND RESERVE	253,050.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	109,079.00
591-000-001.000	CASH	647,409.82
591-000-010.000	CASH IN BANK - BOND RESERVE	142,350.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	263,464.00
598-000-001.000	CASH	(13,466.74)
641-000-001.000	CASH	(80,266.76)

Beginning GL Balance:	2,870,191.85
Add: Cash Receipts	586,805.51
Less: Cash Disbursements	(62,358.98)
Less: Payroll Disbursements	(99,762.80)
Add: Journal Entries/Other	60,758.53
Ending GL Balance:	3,355,634.11

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,382,853.16
202-000-001.000	CASH	232,923.66
203-000-001.000	CASH	143,618.69
208-000-001.000	CASH	11,745.41
370-000-001.000	CASH	
401-000-001.000	CASH	3,694.76
590-000-001.000	CASH	143,634.02
590-000-010.000	CASH IN BANK - BOND RESERVE	253,050.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	109,079.00
591-000-001.000	CASH	576,254.09
591-000-010.000	CASH IN BANK - BOND RESERVE	142,350.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	263,464.00
598-000-001.000	CASH	(5,516.74)
641-000-001.000	CASH	98,484.06

Ending GL Balance: 3,355,634.11

Ending Bank Balance: 3,366,255.51

Add: Miscellaneous Transactions 1,193.32


Add: Deposits in Transit 09/30/2022 Deposit ID: 1072 1,505.84

Less: 14 AP Outstanding Checks 13,320.56

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 3,355,634.11

Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 10-4-2022

10/03/2022 09:25 AM
 User: JWest
 DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
 Bank TAX (TAX ACCOUNT)
 FROM 09/01/2022 TO 09/30/2022
 Reconciliation Record ID: 156

Page 1/1

GL Number	Description	Beginning Balance
703-000-001.000	CASH	314,606.88
Beginning GL Balance:		314,606.88
Add: Cash Receipts		1,233,346.01
Add: Tax Receipts		24,568.52
Less: Cash Disbursements		(1,558,823.86)
Add: Journal Entries/Other		760.70
Ending GL Balance:		14,458.25
GL Number	Description	Ending Balance
703-000-001.000	CASH	14,458.25
Ending GL Balance:		14,458.25
Ending Bank Balance:		28,962.44
Add: Miscellaneous Transactions		241.82
Add: Deposits in Transit		49.73
09/30/2022 Deposit ID: 1073		49.73
Less: 2 AP Outstanding Checks		14,795.74
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		14,458.25
Unreconciled Difference:		0.00

REVIEWED BY: _____

DATE: _____

10-4-2022

10/03/2022 09:19 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 09/01/2022 TO 09/30/2022
Reconciliation Record ID: 155

Page 1/1

GL Number	Description	Beginning Balance
750-000-001.000	CASH	3,683.54
Beginning GL Balance:		3,683.54
Add: Payroll Disbursements		89.63
Add: Journal Entries/Other		34.00
Ending GL Balance:		3,807.17

GL Number	Description	Ending Balance
750-000-001.000	CASH	3,807.17
Ending GL Balance:		3,807.17
Ending Bank Balance:		13,076.03
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 9 PR Outstanding Checks		9,268.86
Adjusted Bank Balance		3,807.17
Unreconciled Difference:		0.00

REVIEWED BY: _____

DATE: 10-4-2022

City of Potterville

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

October 13, 2022

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

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

1. The City's Local Street maintenance project (50% match Grant with MDOT) for Sunset Drive is nearly complete with the exception of landscaping restoration and pouring of 20 concrete casings around manhole covers. The added concrete work will be done soon, weather permitting, and will help prevent water infiltration and erosion around manhole covers that occurred after the original construction of Sunset Drive (and Pine Hill Drive). Within the next three weeks the project should be 100% complete.
2. The wellhead development project is nearing completion at City owned property near M-100/Sunset Drive, and final pump tests are scheduled to take place this week. I have discussed preliminary test results with City Engineer Dan that have been promising. The data collected so far with Raymers test well pumps support the existence of a viable supply of water that meets or beats estimates of the size of the underground Aquaphor from 2020 and 2021. By next week the City should be able to say with certainty that its new production well capacity is over the targeted of 300 gallons per minute pumpage. If true, the City's current firm capacity of only 340 gallons per minute, that is used to measure the City's readiness to serve its water customers and fire protection, would be doubled once iron removal is installed. The City's baseline capacity would increase to over 1,000 and help reduce the alarming 80% demand of existing firm capacity. Expect a full engineering report on the well results after lab test are complete – likely next month.
3. TIFA Board Members approved the Phase III Sidewalk project at its regular Monday, October 10th meeting. TIFA plans to generate design plans and bid packages in December or January 2023. If a competitive bid is selected for the project is could start as early as Spring 2023. This 3rd phase development project is in line with strategic planning to develop the Lansing Road corridor and increases connectivity to existing non-motorized paths, street scrapes and sidewalks. The current scope of work will extend sidewalk from Cormack Street to the east side of South Nelson Street towards Lansing Road, then extend sidewalk along Lansing Road from South Nelson Street to South Dunbar Street, then run from South Dunbar Street to South Church Street. The project will connect 5 dead end sidewalk areas to a large pedestrian loop from central Potterville to the Lake Alliance Park.
4. Fall season decorations have been installed at 28 street light poles downtown, East Main Street welcome sign, downtown Pavilion, City Hall, Lake Alliance Park (new addition), South Nelson Street Welcome Sign, Wright Industrial Park welcome sign (new addition), Vermontville Hwy. welcome sign, and the large sign area at the corner of Hartel and Lansing. Parks Dept has produced a Fall video presentation for social media and community promotion of the City's decorations. Trick or Treat hours have been noticed at Hall and online - same as last year 6-8 pm, October 31st.
5. DPW has started curbside services for leaves and stick pick up as noticed <https://pottervillemi.org/wp-content/uploads/2022/08/Fall-2022-Dump-Junk-and-Curbside-Notice.pdf> and will host the Fall 2022 "Dump your Junk" event at the same location of Lake Alliance Park, Saturday October 22nd from 8 am to Noon. As in past years, the event is restricted to City residents only. All participants should be prepared to show identification and proof of residency. Please no liquids, hazardous chemicals, tires, commercial waste and/or construction materials. No landscaping clippings or bio-waste. Please see list of prohibited items online at <https://pottervillemi.org/wp-content/uploads/2022/02/Granger-Prohibited-Garbage-Items.pdf>

TREASURER'S REPORT
October 20, 2022

Utility bills—as of 9/30/22 (bills due on 15th) \$23,818.91 is outstanding with \$19,767.95 over 30 days past due.

Water usage month of Sept (Oct billing): 3,820,469 gallons

Sewer usage month of Sept (Oct billing): 3,813,716 gallons

Ready to service charge-water: \$31,521.52

Ready to service charge-sewer: \$39,637.15

Total water and sewer billed out from 7/26-8/25/22 is \$98,164.65.

Payroll month of September, 2022: \$99,762.80 (this includes all payroll taxes + MERS+ planning + council. There were three payrolls in September).

I have been in touch with our credit/debit card partner, Invoice Cloud about implementing taking cards for other city services- permits, pavilion rentals, youth fees, etc. There is no additional cost to the city as all fees will be pushed to the resident in the form of a "convenience fee". The fee will be a minimum of \$3 or 3% of the amount being paid by the resident. Invoice Cloud is currently working with BS&A to set this up.

Tax bills were mailed both to homeowners, mortgage companies and banks that requested copies on 7/1/22. Tax bills are due on 9/14/22. Penalties and interest will be applied after 5:00 P.M. on 9/14/22. Water/sewer bills are due on 9/15/22.

Bank reconciliations completed for month of September:

General account – Reconciled balance: \$3,355,634.11

Payroll account - Reconciled balance: \$3,807.17

Tax account – Reconciled balance: \$14,458.25

Jodi West, Treasurer

City of Potterville

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

From the Clerk's office – October 2022

Absent Voter Applications and Ballots have been going our very consistently for the last three weeks. The initial send of ballots from the Absent Voter Permanent List was 222 ballots. Each week since, we have had 30-40 requests. Right now, we have 280 ballots sent (at the time of my report) with three more weeks to go. We probably will not have as many as the 2020 Presidential Election (615 issued/594 returned) but still quite a bit more than the August primary (181 issued?167 returned). One helpful change will be moving the Absent Voter Counting Board to the DPW garage to process the ballots to allow them more room to spread out, to assist in keeping more organized.

I have scheduled our election inspectors and encouraged some additional training to better prepare us. There is a high possibility of a recount being requested after this election - especially if any races are close. The best way we can prepare is to be meticulous in our balancing and sealing procedures. We need both our precincts to be "recountable". This additional training will certainly help with that.

After consultation with the City Manager and the attorney the following is what was determined the process with our City Charter and election laws for appointing new council members. We have one application for Council member. If you appoint the applicant, they will fulfill the term until November 2023, that is the remainder of Bruce Kring's term. If you adopt the resolution for removal of Member Rogers, you will have 30 days to appoint another member. That appointee will also fulfill the term until November 2023.

If I can be of any assistance, please contact me.

Becky Dolman

City of Potterville

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

October 2022

From the office of the Parks & Recreation Department for the City of Potterville:

The Parks & Recreation Department continues to do administrative work, planning, implementation, field work, observation and evaluating.

- Throughout the City you will see that Fall has arrived. The leaves are changing colors, pumpkins, straw bales, corn stalks are placed. City Manager, Parks & Recreation Director and Office Staff decorated the City with straw bales, corn stalks and pumpkins for the Fall Season. Take a drive around town and see them. Happy Fall!
- Flag Football will be ending near the end of the month. There is a 5-6 age division and a 7-9 age division. Just a reminder there was an increase in participation, and we were able to divide the age division and needed a second location. Participants have improved their skills, working as a team, being a team player, showing sportsmanship, making friends, understanding the terminology and basics of the sport and most importantly, having fun. These participants have put in a lot of work as well as the coaches. Without them, these participants would not be able to learn, and the program would not be what it is today.
- We have one more tournament before the season is over. We'll miss all the State Directors, National and Local organizations, the umpires, and teams as we look forward to seeing everyone back for next season. We look forward to the 2023 Season.
- With it being October, as always Halloween is Monday, October 31, 2022, Trick or Treating is 6:00 p.m.-8:00 p.m. as it always has been before.
- Mark your calendars-Christmas is around the corner- the City's Christmas Event is Saturday, December 3, 2022, parade at 6:00 p.m.
- We are still in the process of getting all the statistics together for the number of games, teams, field usage that occurred during the 2022 season. Additionally, the progression of the youth programs this year compared to last year.
- Continue to further education and learning opportunities.
- The Supplemental Period for the 2022 Grant Cycle has passed. We've submitted more documents after a conference call with our Grant Coordinator regarding our preliminary scores. There were areas that we could get the maximum points and other areas where we were at the maximum. We anticipate a good final score and hopefully get awarded the Michigan DNR Recreation Passport Grant.

Respectfully Submitted,

Tiffani Falin, Parks & Recreation Director

City of Potterville

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

October 13, 2022

To: City Council
From: Donald Stanley, DPW Director
Subject: DPW Report

- ✓ We trimmed all the trees at sunset hills by Gresham so you can see at intersection.
- ✓ Trimmed all trees in town for winter plowing.
- ✓ Removed all the junk and trees at city park by ball field just waiting on a truck to haul the used concrete out. then finish grading and seed
- ✓ DPW started fall leaf pickup.
- ✓ Finished brush pick up this month.
- ✓ Getting everything ready for Dump your Junk on Oct 22nd.
- ✓ The "ADA" side walk approaches have been started on Vermontville and should be completed within the week.
- ✓ The well was completed drilling and pump test has been performed. All went very good with no issues, so far results look very good.
- ✓ DPW did more cleaning in the woods at Lake Alliance Park.
- ✓ Crack seal was finished on Vermontville Hwy. and the trail at Lake Alliance Park.

Potterville Police Department

Chief Richard Barry

319 N. Nelson St. • Potterville • MI • 48876 • Ph. (517) 645-7802 • Fax (517) 645-7810

Dear Councilors,

I would like to update you on the grant project that we received from the state. This past week the installer/ trainer spent three days getting everything set up and all of our employees trained on it. We currently have it installed at the school administration building, as the school as allowed us to share a training room with them. I will set up a time with all of you that works in the coming weeks to be able to test out the equipment and see how it works.

Since last meeting, Officer Johnny Lopez was hired September 19th and has been working full-time at the schools and has already handled several calls for service and issues at the school, including a gun complaint in the past few weeks. He has proved to be an outstanding member of the department and will be a great fit for years to come.

There is upcoming training for your officers including detective school for Officer Collins and Active Diffusion/ De-escalation training for Officer Betts, Lopez and I. This will ensure that the majority of our department is proficient in those de-escalation techniques for future use in tense situations.

The department currently has an open part-time police officer position for which we have received 3 applications for. I have been working with the applicants to conduct background investigations and additional paperwork that is required prior to selecting a candidate if they pass the hiring process.

Please see the following for a breakdown of the calls for service for the police this month.

- Total Calls: 276

- Traffic Stops: 87

- Property Checks: 52

- Public Relations: 3

- Follow-Up: 16

- Larceny: 4

- Crashes: 5

- Suspicious Situations: 24

- Directed Traffic Enforcement: 9

- Drunk Drivers: 1

Respectfully Submitted,

Chief R. Barry

EATON COUNTY 911

Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 09/01/2022 00:00:00 - 09/30/2022 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
PPD	911 ABANDONED	0	0	1	1	0%	0:00:00	0:05:50	0:02:52	0:08:42	0:08:42
	911 UNKNOWN CALL	0	0	3	3	1%	0:03:48	0:03:18	0:02:36	0:23:17	0:07:46
	ABANDONED VEHICLE	0	1	1	2	1%	0:00:00	0:00:00	0:00:00	0:41:05	0:20:33
	ALARM ALL	0	0	2	2	1%	0:01:13	0:05:40	0:11:35	0:35:44	0:17:52
	ARGUMENT OR VERBAL ALTERCATION	0	0	1	1	0%	0:02:27	0:03:01	0:30:24	0:35:52	0:35:52
	ASSAULT	0	1	1	2	1%	0:01:26	0:05:37	1:26:35	1:42:09	0:51:05
	ASSIST CITIZEN	0	3	4	7	3%	0:16:34	0:04:37	0:07:35	1:59:50	0:17:07
	BARKING DOG	0	1	0	1	0%	0:00:00	0:00:00	0:00:08	0:00:08	0:00:08
	BE ON THE LOOKOUT	0	0	1	1	0%	0:00:00	0:00:00	0:00:00	1:30:13	1:30:13
	CAR DEER ACCIDENT	0	1	0	1	0%	0:00:00	0:00:00	0:15:43	0:15:43	0:15:43
	CHECK WELLBEING	0	1	1	2	1%	0:11:14	0:03:05	0:04:17	0:29:28	0:14:44
	CRIMINAL SEXUAL CONDUCT REPORT	0	0	2	2	1%	0:09:20	0:23:29	0:48:55	2:43:28	1:21:44
	DIRECTED TRAFFIC ENFORCE	0	9	0	9	3%	0:00:01	0:00:00	0:04:15	0:38:19	0:04:15
	DISORDERLY PERSON OR SUBJECT	0	1	0	1	0%	0:00:00	0:00:00	0:06:17	0:06:17	0:06:17
	DOG RUNNING LOOSE	0	0	1	1	0%	0:00:00	0:14:40	0:34:07	0:48:46	0:48:46
	DOMESTIC DISPUTE	0	0	1	1	0%	0:00:45	1:28:34	0:26:47	1:56:06	1:56:06
	EMS ASSIST	0	0	3	3	1%	0:08:01	0:03:08	0:13:40	1:14:27	0:24:49
	FIGHT OR PHYSICAL ALTERCATION	0	0	1	1	0%	0:01:39	0:01:26	0:37:23	0:40:28	0:40:28
	FOLLOWUP OF ANY KIND	0	16	0	16	6%	0:00:01	0:07:46	0:16:54	4:53:59	0:18:22
	FOUND PROPERTY	0	1	0	1	0%	0:00:00	0:00:00	0:00:51	0:00:51	0:00:51
	FRAUD RETAIL EMBEZZLEMENT	0	0	1	1	0%	0:05:43	0:00:00	0:00:00	5:57:57	5:57:57
	HARASSMENT	0	1	1	2	1%	0:03:01	0:48:55	0:24:46	1:41:29	0:50:45

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	INDECENT EXPOSURE	0	1	0	1	0%	0:00:00	0:01:34	0:13:10	0:14:44	0:14:44
	LARCENY	0	1	2	3	1%	0:05:09	0:04:07	0:15:58	5:03:54	1:41:18
	LOUD NOISE	0	1	1	2	1%	0:15:07	0:00:00	0:02:32	0:18:04	0:09:02
	MDOP	0	0	1	1	0%	0:00:00	0:05:17	0:21:21	0:26:38	0:26:38
	MESSAGE FOR OFFICER	0	16	0	16	6%	0:00:01	0:00:00	0:00:06	0:01:49	0:00:07
	MISCELLANEOUS ANIMAL	0	0	1	1	0%	0:02:52	0:06:33	0:34:44	0:44:09	0:44:09
	MOTORIST ASSIST	0	2	1	3	1%	0:00:00	0:00:00	0:01:39	0:11:43	0:03:54
	OPEN DOOR	0	1	0	1	0%	0:00:00	0:00:00	0:01:26	0:01:26	0:01:26
	OPERATING WHILE IMPAIRED	0	0	1	1	0%	0:00:00	0:02:39	0:09:52	0:12:31	0:12:31
	PERSONAL INJURY CRASH	0	0	4	4	1%	0:04:18	0:04:35	0:52:20	2:07:40	0:31:55
	PRISONER TRANSPORT	0	1	0	1	0%	0:00:00	0:00:00	0:00:04	0:00:04	0:00:04
	PROPERTY CHECK	0	52	0	52	19%	0:00:01	0:00:00	0:00:11	0:09:59	0:00:12
	PROPERTY DAMAGE CRASH	0	0	1	1	0%	0:02:50	0:04:26	0:17:46	0:25:02	0:25:02
	PUBLIC RELATIONS	0	3	0	3	1%	0:00:00	0:00:00	0:53:30	2:40:32	0:53:31
	ROAD RAGE	0	0	1	1	0%	0:00:00	0:00:00	0:00:00	0:02:53	0:02:53
	SCHOOL THREAT	0	1	0	1	0%	0:00:00	0:00:00	1:13:52	1:13:52	1:13:52
	SUSPICIOUS SITUATION	0	6	8	14	5%	0:03:25	0:02:34	0:06:51	4:45:14	0:20:22
	SUSPICIOUS SUBJECT	0	6	0	6	2%	0:00:01	0:00:00	0:15:14	1:31:27	0:15:15
	SUSPICIOUS VEHICLE	0	4	0	4	1%	0:00:01	0:00:00	0:02:25	0:09:45	0:02:26
	TEST CALL	0	0	1	1	0%	0:00:30	0:00:00	0:00:00	0:04:19	0:04:19
	THREATS	0	1	2	3	1%	0:18:52	0:03:23	0:31:33	1:50:38	0:36:53
	TRAFFIC HAZARD	0	3	0	3	1%	0:00:00	0:00:00	0:02:57	0:08:53	0:02:58
	TRAFFIC STOP	0	87	0	87	32%	0:00:01	0:03:16	0:09:46	14:20:25	0:09:53
	TRAFFIC VIOLATION	0	0	3	3	1%	0:00:00	0:00:00	0:00:00	0:12:25	0:04:08
	UNKNOWN PROBLEM	0	0	1	1	0%	0:00:57	0:02:02	0:11:52	0:14:51	0:14:51
	VEHICLE REPOSSESSION	0	1	0	1	0%	0:00:00	0:00:00	0:28:22	0:28:22	0:28:22

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
Subtotals for No Summary Code		0	223	53	276	100%	0:04:16	0:10:23	0:18:39	66:45:37	0:32:44
Subtotals for PPD		0	223	53	276	100%	0:04:16	0:10:23	0:18:39	66:45:37	0:32:44

City of Potterville

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Field work, sketching, and data entry is complete for the annual inspection of parcels within the City.

Review of any new construction for the year will begin soon.

Deeds, PTAs and PREs are up to date in the database.

Thanks,

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

Sarah Payton, MAAO



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October 11, 2022

To: City of Potterville Council Members

From: Brandy Miller, 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.

- **Cambria Ridge Site Condominium Development:** The Planning Commission met on September 20, 2022 and recommended approval of the Cambria Ridge Site Condominium Development with the condition that all requirements of the City of Potterville Code of Ordinances, City of Potterville Zoning Ordinance, City of Potterville DPW, EGLE, and Eaton County Drain Commissioner are met. In addition, the Planning Commission required and escrow fee to be determined by the Zoning Administrator to be in place for payment of bills including, but not limited to inspections and engineering. It is expected that all bills will be paid by Allen Edwin directly, the escrow fee will be held in the event a bill is not paid in a timely manner. All remaining escrow fees will be returned to Allen Edwin at the completion of the project. I am proposing an escrow fee in the amount of \$10,000.00.
- **Alro Steel:** The Planning Commission approved Alro Steel's request for a building addition and new parking lot layout with a condition that a new backflow preventer is installed at the connection between the City of Potterville's main and their line. The existing backflow preventor is located on the building and is not in compliance. Alro Steel has agreed to install the required backflow preventor. The proposed addition will take place in 2023/2024.
- **Independence Commons:** Independence Commons has received a court order allowing them to hire a contractor to demolish the fire damaged home located at 1809 Regiment Court. They have hired Mid-Michigan Demolition to complete the work. Once the home has been removed and the site cleaned, the City of Potterville will pay the contractor from the escrowed insurance monies and then release the remaining escrow to the home owner.
- **Enforcements:** Mr. Don Stanley and I have been working on code enforcements within the City of Potterville. Thirty-one (31) letters of violation will be mailed to property owners on October 14, 2022

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 Helping Hands"



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 September 2022

Operational Information:

- New A-111 is in-service, old A-111 is the 2nd ambulance out
- No new information on T-215, body & tank is expected soon
- E-212 has been serviced, pump tested & DOT inspection
- October 11th, 2022, is BTFD Fire Prevention, Life Safety Day at Lake Alliance

Training:

- Airway & Respiratory Emergencies
- A-111 In-service

Meetings & Special Events:

- Football Game Standby's
- Attended the Michigan Firemen's Memorial Service in Roscommon Mi.
-

Calls for Service (CFS):

- **Fire** – 07 City of Potterville, 09 Benton Township, 03 Mutual Aid
- **EMS** – 24 City of Potterville, 24 Benton Township, 25 Mutual Aid

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RESOLUTION NO. 22-1020-17

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 20th day of October 2022, at 7:00 p.m.

Present:

Absent:

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

RESOLUTION APPROVING CAMBRIA RIDGE FINAL SITE PLAN WITH CONDITIONS

WHEREAS, Allen Edwin Homes (the “Applicant”), submitted an application for a final site condominium plan for the Cambria Ridge development (the “Site Plan” attached as **Exhibit**

A) for the following described property:

TAX ID: 700-023-400-051-05

SCHEDULE C DESCRIPTION:

LAND SITUATED IN THE CITY OF POTTERVILLE, COUNTY OF EATON, STATE OF MICHIGAN DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 23, TOWN 3 NORTH, RANGE 4 WEST, CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN; THENCE SOUTH 89°48'32" EAST, 1315.57 FEET ALONG THE SOUTH LINE OF SAID SECTION 23; THENCE NORTH 00°17'52" EAST, 2630.73 FEET ALONG THE WEST LINE OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 23; THENCE SOUTH 89°55'01" EAST, 1305.73 FEET ALONG THE EAST-WEST 1/4 LINE OF SAID SECTION 23 TO THE CENTER OF SAID SECTION 23 FOR A PLACE OF BEGINNING; THENCE NORTH 00°12'48" EAST, 1315.52 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 89°51'53" EAST, 1309.47 FEET ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 23; THENCE SOUTH 00°02'28" WEST, 1317.11 FEET ALONG THE EAST LINE OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF SECTION 23 TO A POINT ON THE EAST-WEST 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 00°01'24" EAST, 778.389 FEET ALONG THE EAST LINE OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 23; THENCE ALONG THE CENTERLINE OF ABEL DRAIN THE FOLLOWING 2 COURSES: 149 FEET ALONG THE ARC OF A 213.31 FOOT RADIUS CIRCULAR CURVE TO THE RIGHT, HAVING A CHORD WHICH BEARS NORTH 78°27'46" WEST, 146.89 FEET AN NORTH 58°19'23" WEST, 1374.46 FEET; THENCE NORTH 00°12'48" WEST, 32.43 FEET TO THE CENTER OF SAID SECTION 23 AND THE PLACE OF BEGINNING, BEING PART OF THE EAST 1/2 OF SAID SECTION 23.

; and

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WHEREAS, on September 20, 2022, the City Planning Commission met to review the application of the Site Plan in accordance with the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101 *et seq.* (the “Act”); and

WHEREAS, after the meeting on September 20, 2022, the Planning Commission recommended approval of the Site Plan to the City Council with the condition that all requirements of the City of Potterville Code of Ordinances, City of Potterville Zoning Ordinance, City of Potterville DPW, EGLE, and Eaton County Drain Commissioner are met. In addition, the Planning Commission recommended an escrow fee to be determined by the Zoning Administrator to be in place for payment of bills including, but not limited to inspections and engineering.; and

WHEREAS, at its meeting on October 20, 2022, the City Council reviewed the Site Plan; and

WHEREAS, the City Council desires to approve the Site Plan subject to certain conditions and has determined that approving the Site Plan subject to these conditions is in the best interests of the health, safety and welfare of City residents.

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

1. The City Council hereby conditionally approves the Site Plan subject to the following requirements:
 - a. All requirements of the City of Potterville Code of Ordinances, City of Potterville Zoning Ordinance, City of Potterville DPW, EGLE, and Eaton County Drain Commissioner shall be met.
 - b. The applicant shall provide an escrow account of no less than \$10,000 for the payment of bills including, but not limited to, inspections and engineering. All bills will be paid by Applicant directly and the escrow account will be held in the event a bill is not paid in a timely manner. All remaining funds in the escrow account following completion of the project will be returned to Applicant.

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2. The City Council hereby directs and authorizes the City Mayor and City Clerk to sign and endorse their approval on a copy of the final site plan.

3. Prior to issuance of any permits, one copy of the final signed plan shall be filed with each of the following: City Clerk, Building Inspector and the Applicant.

4. Any and all resolutions that are in conflict with this Resolution are hereby repealed but only to the extent to give this Resolution full force and effect.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED: October 20, 2022

STATE OF MICHIGAN

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 HEREBY 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 October 20, 2022

Becky Dolman
City Clerk

City of Potterville

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“EXHIBIT A”

<https://pottervillemi.org/wp-content/uploads/2022/10/Cambria-Ridge-FinalPlan.pdf>

williams&works

engineers | surveyors | planners

September 14, 2022

Ms. Brandy Miller, Zoning Administrator
City of Pottersville
319 North Nelson Street
Pottersville, MI 48876

**Re: Cambria Ridge
Engineering Plan Follow-up Review**

Dear Ms. Miller:

Our office has reviewed the resubmitted plans dated September 6, 2022 submitted by Monument Engineering Group Associates, Inc. for the Cambria Ridge residential development. The original plans were reviewed based on the City of Pottersville's zoning ordinances, site plan review criteria, and Pottersville Commission conditions and requirements along with examining the drainage needs for the proposed site.

Our review letter dated August 5, 2022 stated the plans meet storm water and utility review requirements.

The plans have been submitted to EGLE for the review of the water system. EGLE required more distance between the watermain and a few storm basins. The changes have been made and the Act 399 permit has been resubmitted.

The sanitary system has been reviewed and a Part 41 permit was issued by EGLE on August 15, 2022.

Please contact me if you have any questions/concerns.

Williams & Works



Katie Mendez, E.I.T.
Engineer

Cc: Brandon Mieras, Williams & Works
File

City of Potterville

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RESOLUTION NO. 22-1020-16

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 20th day of October at 7:00 p.m.

Present:

Absent:

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

RESOLUTION DECLARING FORFEITURE OF OFFICE

WHEREAS, Councilmember Rogers has failed to attend at least three (3) consecutive regular meetings of the City Council without being excused by the Council; and

WHEREAS, section 3.06(b) of the City's Charter states that City Council shall declare the forfeiture of the office of any councilmember and may remove him or her at any time during the term if he or she, among other things, lacks at any time qualifications required by this Charter, violates any express prohibitions of this Charter, or fails to attend three (3) consecutive regular meetings of the Council without being excused by the Council; and

WHEREAS, the City Council desires to declare forfeiture of Councilmember Rogers' office.

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

1. Councilmember Rogers' office is hereby forfeited pursuant to section 3.06(b) of the City's Charter for failing to attend at least three (3) consecutive regular meetings of the Council without being excused by the Council, in addition to other absences.

City of Potterville

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2. Pursuant to section 3.06(C) of the City's Charter, the City Council shall appoint a qualified person to fill the vacancy created by such forfeiture of office by a majority vote within 30 days. The appointed person shall serve until the next regular election that is at least 60 days after today's date.

3. Any provision of any previous resolution that is inconsistent with this resolution, but only to the extent necessary to give this Resolution full force and effect.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED: October 20, 2022

STATE OF MICHIGAN

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 HEREBY 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 October 20th of 2022.

Becky Dolman

City Clerk