

City of Pottersville - Council Agenda

Thursday, August 17, 2023 – 6:00 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 July 20, 2023

F. Approval of Bills: General Bills of \$110,965.27 + \$5,261.17 = \$116,226.44
Gizzard Fest of \$473.34
TOTAL AP \$116,699.78

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. Accept bid and contract for Sunset Hills Park Grant Project
- b. Waiver of ZBA application fee of \$400 for the Eaton County Land Bank
- c. Public Hearing: Change City Elections from odd-years to even-years
- d. Resolution 2023-0817-14 Change City Elections from odd-years to even-years

K. Public Comment on non-agenda items:

L. Communications from Council:

M. Next Regular Meeting: Thursday, September 21, 2023, at 6:00 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

The City Council Meeting was called to order by Mayor Lenneman on Thursday, July 20, 2023, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter, Member Nichols, Member Pulda, Member Ranshaw, and Member Sweeney, Member Connor joined after being appointed.

Absent: None

Approval of Agenda: Motion by Member Nichols. Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (6-0).

Approval of Minutes from June 15, 2023: Motion by Deputy Mayor Potter. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Approval of Bills: Motion by Member Nichols to approve payment of General Bills of \$207,124.80 and Gizzard Fest of \$5,397.15 with a total = TOTAL AP \$212,735.56. Supported by Member Ranshaw. Roll Call Vote: Unanimous. Motion Carried (6-0).

City Manager's Report: Manager's report is in the July 20, 2023, Council packet.

Public Comment on Agenda Items: None.

Department Reports: Gizzard Fest was phenomenal. Everything went very smoothly. A special thanks to the Police Department, especially Officer Betts. Member Nichols shared that TIFA sent the budget to Council.

New Business:

The council interviewed Jeff Bussard, Bruce Kring and Zachary Connor for the vacant position of Council Member. Each Candidate introduced themselves and was asked one question.

Appoint Council Member: Motion to appoint Jeff Bussard to fill the vacant council seat by Member Ranshaw. Supported by Member Pulda. Roll Call Vote: Ayes: Member Ranshaw and Deputy Mayor Potter. Nays: Mayor Lenneman, Member Nichols, Member Pulda, and Member Sweeney. Motion failed (2-4).

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Appoint Council Member: Motion to appoint Zachary Connor to fill the vacant council seat by Mayor Lenneman. Supported by Member Nichols. Roll Call Vote: Ayes: Mayor Lenneman, Member Nichols, Member Pulda, and Member Sweeney. Nays: Member Ranshaw and Deputy Mayor Potter. Motion Carried (4-2). Zachary Connor joined the Council for the remainder of the meeting.

Rave Alert Agreement: Motion by Member Ranshaw to accept the Rave Alert Agreement. Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (7-0).

Public Hearing for Grant Application entitled “Sunset Hills Park Project” to the 2023 Eaton County Parks community Grant Program

Open Public Hearing: Motion by Deputy Mayor Potter and supported by Member Nichols. Vote: Unanimous. Motion Carried (7-0).

Public comment: Mr. Bussard is glad and supports the improvement of the park.

Close Public Hearing: Motion by Deputy Mayor Potter and supported by Member Nichols. Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2023-0720-10 support and full financial commitment for Sunset Hills Park Project: Motion by Member Pulda. Supported by Member Sweeney. Roll Call Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2023-0720-11 LOU Full-time holiday: Motion by Member Nichols. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2023-0720-12 LOU Part-time holiday pay: Motion Deputy Mayor Potter. Supported by Member Sweeney. Roll Call Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2023-0720-13 LOU Training days: Motion by Member Pulda. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (7-0).

Warranty Agreement between the City of Potterville and Peerless Midwest, Inc.: Motion to adopt with the change of the effective date as of three years from final signing by Member Nichols. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (7-0).

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Public Comment on Non-Agenda Items: Mr. Kring inquiring if resident was ticketed for littering?

Communications from Mayor and Council: Council would like to thank all those who helped make Gizzard Fest a success.

Next Meeting: August 17, 2023

Excuse Absent Members: None

Meeting Adjourned: 6:50 pm

Respectfully Submitted by:

Becky Dolman

City Clerk

08/10/2023 11:41 AM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 07/21/2023 - 08/10/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE 5623	PAINTING SUPPLIES	59.30
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		59.30
VENDOR NAME: APEX SOFTWARE 324098	ASSESSING SKETCHING SOFTWARE	260.00
TOTAL VENDOR APEX SOFTWARE		260.00
VENDOR NAME: APPLIED IMAGING 2275031	PRINTING	54.12
TOTAL VENDOR APPLIED IMAGING		54.12
VENDOR NAME: AT&T JUL 17- AUG 16	INTERNET	92.49
TOTAL VENDOR AT&T		92.49
VENDOR NAME: BENTON TWP FIRE DEPT. 184	FIRE EMS SERVICE 2023-2024	64,800.00
TOTAL VENDOR BENTON TWP FIRE DEPT.		64,800.00
VENDOR NAME: C & H UNDERGROUND LLC 827	BRINE	2,400.00
TOTAL VENDOR C & H UNDERGROUND LLC		2,400.00
VENDOR NAME: CAPITAL ASPHALT 5157	COLD PATCH	127.05
TOTAL VENDOR CAPITAL ASPHALT		127.05
VENDOR NAME: CHARLOTTE LITHOGRAPH INC. 130274	TREASURER ENVELOPES	189.00
TOTAL VENDOR CHARLOTTE LITHOGRAPH INC.		189.00
VENDOR NAME: CINTAS CORPORATION #725 AUG 2023	UNIFORMS	245.08
TOTAL VENDOR CINTAS CORPORATION #725		245.08
VENDOR NAME: CITY OF POTTERVILLE 6/24 - 7/24/23	UTILITIES	476.90
TOTAL VENDOR CITY OF POTTERVILLE		476.90
VENDOR NAME: CONSUMERS ENERGY 6/26-7/25/23	UTILITIES	8,440.98
TOTAL VENDOR CONSUMERS ENERGY		8,440.98
VENDOR NAME: D & L FUELS 202817	REG. UNLEADED	1,337.61
TOTAL VENDOR D & L FUELS		1,337.61
VENDOR NAME: DELTA DENTAL 8/1-8/31/23	DENTAL BENEFITS	938.66
TOTAL VENDOR DELTA DENTAL		938.66
VENDOR NAME: ELHORN ENGINEERING 298316 298307	1/4" TUBING CHLOR	34.00 685.00
TOTAL VENDOR ELHORN ENGINEERING		719.00
VENDOR NAME: FAMILY FARM AND HOME 1631	HYDRAULIC OIL	64.99
TOTAL VENDOR FAMILY FARM AND HOME		64.99
VENDOR NAME: GORDON'S FOOD SERVICE 809252578 809252847	CONCESSIONS CONCESSIONS	321.27 176.50
TOTAL VENDOR GORDON'S FOOD SERVICE		497.77

08/10/2023 11:41 AM
 User: RDOLMAN
 DB: Pottersville

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Page: 2/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
25872035	TRASH	215.20
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		215.20
VENDOR NAME: HUTSON, INC		
10052248, 10060419	PARTS	95.17
TOTAL VENDOR HUTSON, INC		95.17
VENDOR NAME: KENDAL ELECTRIC INC		
113274242.001	FUSE	98.63
TOTAL VENDOR KENDAL ELECTRIC INC		98.63
VENDOR NAME: LEXISNEXIS COPLOGIC SOLUTIONS, INC		
808229-20230731	SUBSCRIPTION	286.20
TOTAL VENDOR LEXISNEXIS COPLOGIC SOLUTIONS, INC		286.20
VENDOR NAME: MENARDS-LANSING WEST		
60283	SPRAY PAINT	86.35
59846	PAINT SUPPLIES	320.85
59013	PAINT SUPPLIES	251.90
TOTAL VENDOR MENARDS-LANSING WEST		659.10
VENDOR NAME: MICHIGAN CAT		
15058998	SEAL KIT	155.60
TOTAL VENDOR MICHIGAN CAT		155.60
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11102942	WATER TEST	48.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		48.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
8067	WALLET CLIP BLADE	104.50
8055	LOCK MOUNT	300.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		404.50
VENDOR NAME: NAPA AUTO PARTS		
577-252307	PARTS	12.61
253757	AIR FILTER	23.38
TOTAL VENDOR NAPA AUTO PARTS		35.99
VENDOR NAME: OAKLAND COMMUNITY COLLEGE/CREST		
010094725A	REMAINDER BALANCE FROM INVOICE 010094725	18.00
TOTAL VENDOR OAKLAND COMMUNITY COLLEGE/CREST		18.00
VENDOR NAME: PHP		
AUGUST	MEDICAL BENEFITS	6,160.92
TOTAL VENDOR PHP		6,160.92
VENDOR NAME: PIONEER MANUFACTURING COMPANY		
889292	GAME DAY AEROSOL	1,080.00
TOTAL VENDOR PIONEER MANUFACTURING COMPANY		1,080.00
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
JUNE 2023	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: SEBASTIAN & SONS WELL DRILLING		
10775	FLEX LITE TANK, DIAGNOSTIC FEE, LABOR	2,795.65
TOTAL VENDOR SEBASTIAN & SONS WELL DRILLING		2,795.65
VENDOR NAME: SITE ONE LANDSCAPE SUPPLY		
132938663-001	INFIELD DRYING CONDITIONER	167.82
TOTAL VENDOR SITE ONE LANDSCAPE SUPPLY		167.82
VENDOR NAME: SPORTS STOP LLC		
186425	DPW SHIRTS	455.80

08/10/2023 11:41 AM
 User: RDOLMAN
 DB: Pottersville

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Page: 3/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: SPORTS STOP LLC		
	TOTAL VENDOR SPORTS STOP LLC	455.80
VENDOR NAME: STANLEY, DONALD		
6216238	BASKETBALL NET	21.19
	TOTAL VENDOR STANLEY, DONALD	21.19
VENDOR NAME: THE COUNTY JOURNAL		
265569	FLAG FOOTBAL	223.04
265287	HEARING NOTICE FOR SUNSET HILLS PARK PRO	147.50
265475	FLAG FOOTBALL	223.04
	TOTAL VENDOR THE COUNTY JOURNAL	593.58
VENDOR NAME: UNITED STATES POST OFFICE		
AUG	WATER BILLS	221.62
	TOTAL VENDOR UNITED STATES POST OFFICE	221.62
VENDOR NAME: UNUM LIFE INSURANCE		
7/1-7/31/23	SHORT/LONG TERM DISABILITY INSURANCE	306.19
	TOTAL VENDOR UNUM LIFE INSURANCE	306.19
VENDOR NAME: VERIZON WIRELESS		
9940914548	PHONE AND INTERNET	482.31
	TOTAL VENDOR VERIZON WIRELESS	482.31
VENDOR NAME: VISION SERVICE PLAN		
AUG 2023	VISION	202.52
	TOTAL VENDOR VISION SERVICE PLAN	202.52
VENDOR NAME: VREDEVELD HAEFNER LLC		
6051	AUDIT 2022-2023	9,750.00
	TOTAL VENDOR VREDEVELD HAEFNER LLC	9,750.00
VENDOR NAME: WIGHTMAN		
82667	GENERAL ENGINEERING	3,210.00
82669	GENERAL	1,465.00
	TOTAL VENDOR WIGHTMAN	4,675.00
GRAND TOTAL:		110,965.27

08/10/2023 11:43 AM
User: RDOLMAN
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 07/21/2023 - 08/10/2023
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: FEST

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: FLAT OUT GRAPHICS		
13283 A	REORDER FOR 5K RACE	161.58
15498	5K RACE	176.00
TOTAL VENDOR FLAT OUT GRAPHICS		337.58
VENDOR NAME: MAXWELL MEDALS & AWARDS		
3182840	ADDL ANOTHER CLUCKING5K MEDALS	135.76
TOTAL VENDOR MAXWELL MEDALS & AWARDS		135.76
GRAND TOTAL:		473.34

08/17/2023 11:56 AM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 08/11/2023 - 08/17/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
5793	CLAMP AND FASTENERS	20.81
5800	BATTERY	19.98
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		40.79
VENDOR NAME: ALADDIN		
D021876	TESTED BACKFLOW PREVENTER AFTER CUSTOMER	300.00
TOTAL VENDOR ALADDIN		300.00
VENDOR NAME: BARRY-EATON DISTRICT HEALTH DE		
9091	SANITARY SERVEY-TRANSIENT, LAKE ALLIANC	252.00
TOTAL VENDOR BARRY-EATON DISTRICT HEALTH DE		252.00
VENDOR NAME: FALIN, TIFFANI		
AUG	MILEAGE AND REIMBURSEMENT	173.75
TOTAL VENDOR FALIN, TIFFANI		173.75
VENDOR NAME: FCI AUTOMATION - LANSING		
70763	HOSE ASSEMBLY	184.82
TOTAL VENDOR FCI AUTOMATION - LANSING		184.82
VENDOR NAME: GORDON'S FOOD SERVICE		
809253292	CONCESSIONS	1,384.02
80+253139	CONCESSIONS	619.42
TOTAL VENDOR GORDON'S FOOD SERVICE		2,003.44
VENDOR NAME: HUTSON, INC		
10052248	WEATHER STR, DOOR, ISOLATOR	63.63
TOTAL VENDOR HUTSON, INC		63.63
VENDOR NAME: LOVELAND, JASON		
7.6.23	REPLACE DRINKING FOUNTAIN AT CITY PARK A	595.00
TOTAL VENDOR LOVELAND, JASON		595.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
8200	BOOTS	328.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		328.00
VENDOR NAME: MUNICIPAL SUPPLY		
81230	STEEL PROBING ROD, FLUORESCENT MARKING P.	190.00
TOTAL VENDOR MUNICIPAL SUPPLY		190.00
VENDOR NAME: SITE ONE LANDSCAPE SUPPLY		
133560665-001	INFIELD DRYING CONDITIONER	304.12
TOTAL VENDOR SITE ONE LANDSCAPE SUPPLY		304.12
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
253993	CARB CHOKE CLNR, GREASE CART	114.29
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		114.29
VENDOR NAME: VERIZON WIRELESS		
9941270370	INTERNET	39.02
TOTAL VENDOR VERIZON WIRELESS		39.02
VENDOR NAME: WOW!BUSINESS		
8/6-9/5/23	PHONE & INTERNET	672.31
TOTAL VENDOR WOW!BUSINESS		672.31
GRAND TOTAL:		5,261.17

GL Number	Description	Beginning Balance
101-000-001.000	CASH	838,544.35
202-000-001.000	CASH	267,953.63
203-000-001.000	CASH	21,426.01
208-000-001.000	CASH	40,618.49
370-000-001.000	CASH	
401-000-001.000	CASH	3,819.28
590-000-001.000	CASH	127,086.26
590-000-010.000	CASH IN BANK - BOND RESERVE	290,800.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	115,141.00
591-000-001.000	CASH	722,990.86
591-000-010.000	CASH IN BANK - BOND RESERVE	163,360.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	296,397.00
598-000-001.000	CASH	5,033.26
641-000-001.000	CASH	33,775.62

Beginning GL Balance:	2,926,945.76
Add: Cash Receipts	140,961.38
Less: Cash Disbursements	(149,887.46)
Less: Payroll Disbursements	(76,446.54)
Less: Journal Entries/Other	(144,290.71)
Ending GL Balance:	2,697,282.43

GL Number	Description	Ending Balance
101-000-001.000	CASH	762,805.91
202-000-001.000	CASH	289,869.09
203-000-001.000	CASH	(18,847.60)
208-000-001.000	CASH	25,261.44
370-000-001.000	CASH	
401-000-001.000	CASH	3,819.28
590-000-001.000	CASH	72,481.52
590-000-010.000	CASH IN BANK - BOND RESERVE	290,800.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	115,141.00
591-000-001.000	CASH	711,088.10
591-000-010.000	CASH IN BANK - BOND RESERVE	163,360.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	296,397.00
598-000-001.000	CASH	5,033.26
641-000-001.000	CASH	(19,926.57)

Ending GL Balance: 2,697,282.43

Ending Bank Balance: 2,694,082.38

Add: Miscellaneous Transactions 2,157.86

Add: Deposits in Transit

07/31/2023 Deposit ID: 1398 4,772.41

Less: 13 AP Outstanding Checks 3,730.22

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 2,697,282.43

Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 8-3-23

User: JWest

Bank FEST (GIZZARD FEST)

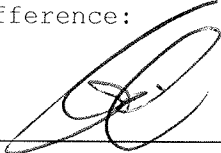
DB: Potterville

FROM 07/01/2023 TO 07/31/2023

Reconciliation Record ID: 203

GL Number	Description	Beginning Balance
211-000-001.000	CASH	43,467.94
Beginning GL Balance:		43,467.94
Less: Cash Disbursements		(1,828.50)
Add: Journal Entries/Other		131.48
Ending GL Balance:		41,770.92

GL Number	Description	Ending Balance
211-000-001.000	CASH	41,770.92
Ending GL Balance:		41,770.92
Ending Bank Balance:		44,515.92
Add: Deposits in Transit		0.00
Less: 5 AP Outstanding Checks		2,745.00
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		41,770.92
Unreconciled Difference:		0.00

REVIEWED BY: _____ 

DATE: 8-3-23

User: JWest

Bank PR (PAYROLL ACCOUNT)


DB: Potterville

FROM 07/01/2023 TO 07/31/2023

Reconciliation Record ID: 201

GL Number	Description	Beginning Balance
750-000-001.000	CASH	
Beginning GL Balance:		0.00
Add: Payroll Disbursements		1,509.74
Ending GL Balance:		1,509.74

GL Number	Description	Ending Balance
750-000-001.000	CASH	1,509.74
Ending GL Balance:		1,509.74
Ending Bank Balance:		1,547.29
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 1 PR Outstanding Checks		37.55
Adjusted Bank Balance		1,509.74
Unreconciled Difference:		0.00

REVIEWED BY:  _____

DATE: 8-3-23

GL Number	Description	Beginning Balance
703-000-001.000	CASH	0.66
Beginning GL Balance:		0.66
Add: Cash Receipts		469,406.74
Add: Tax Receipts		691.26
Less: Cash Disbursements		(58,599.87)
Add: Journal Entries/Other		136.96
Ending GL Balance:		411,635.75

GL Number	Description	Ending Balance
703-000-001.000	CASH	411,635.75
Ending GL Balance:		411,635.75
Ending Bank Balance:		423,141.57
Add: Miscellaneous Transactions		5.08
Add: Deposits in Transit		
	07/31/2023 Deposit ID: 1399	3,970.44
		(0.04)
		3,970.40
Less: 2 AP Outstanding Checks		15,481.30
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		411,635.75
Unreconciled Difference:		0.00

REVIEWED BY:  _____

DATE: 8-3-23

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	PROPERTY TAX	595,722.54	596,000.00	599,158.36	599,185.21	26.85
101-000-403.000	SOLID WASTE TAX	75,046.54	75,000.00	76,458.15	76,458.15	0.00
101-000-411.000	DELINQUENT PROP TAX	438.63	200.00	454.17	454.17	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	2,174.02	1,500.00	0.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,413.00	2,500.00	2,500.00	2,822.50	646.00
101-000-445.000	CITY PENALTY	3,604.76	3,000.00	2,926.99	2,926.99	0.00
101-000-447.000	ADMINISTRATION FEE	29,921.55	29,800.00	30,833.22	30,833.22	0.00
101-000-476.000	PERMITS	9,578.45	6,465.45	8,630.00	8,830.00	400.00
101-000-477.000	3% CABLE T.V.	7,722.55	8,500.00	8,500.00	7,142.52	0.00
101-000-478.000	BLIGHT FEES	175.00	0.00	0.00	0.00	0.00
101-000-479.000	OTHER PERMITS	200.00	0.00	0.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	10,818.30	10,818.30	11,535.09	11,535.09	11,535.09
101-000-481.000	LIQUOR LICENSE FEES	0.00	0.00	1,994.85	1,994.85	0.00
101-000-488.000	RECYCLING	2,785.50	2,650.00	1,208.61	1,569.19	360.58
101-000-528.000	OTHER FEDERAL GRANTS	144,603.72	144,600.00	144,600.43	144,600.43	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	500.00	500.00	736.18	736.18	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	186,603.29	176,549.97	238,606.49	238,606.49	0.00
101-000-574.000	ST SHARED REV - SALES TAX	360,782.00	280,000.00	323,758.00	333,973.00	110,215.00
101-000-574.100	EVIP DISTRIBUTION (A, C, E)	39,564.00	39,564.00	41,935.00	41,939.00	13,982.00
101-000-579.000	GRANT REVENUE	0.00	108,850.00	63,450.00	63,450.00	0.00
101-000-602.000	FOIA	0.00	0.00	163.58	252.56	88.98
101-000-607.000	CHARGES FOR SERVICES - PD	546.23	350.00	412.20	417.20	5.00
101-000-656.000	FINES & FORFEITURES	2,785.11	2,100.00	2,779.58	2,812.68	33.10
101-000-665.000	INTEREST	3,689.34	3,500.00	28,254.59	28,931.97	3,325.58
101-000-667.010	DDA PAVILION - FARMERS MARKET	0.00	0.00	50.00	50.00	0.00
101-000-671.100	LEASE/RENT	0.00	0.00	1,250.62	1,764.91	514.29
101-000-674.000	DONATIONS	20.00	20.00	993.00	993.00	0.00
101-000-675.030	COMMUNITY POLICING DONATION	0.00	0.00	1,540.00	1,540.00	0.00
101-000-676.000	REIMBURSEMENT	26,944.31	0.00	3,984.59	3,985.59	508.09
101-000-677.000	SCHOOL SRO REIMBURSEMENT	0.00	0.00	43,249.00	41,768.40	13,566.44
101-000-680.004	SPECIAL EVENTS-GIZZARDFEST	45,750.00	34,000.00	0.00	0.00	0.00
101-000-684.000	MISC INCOME	51.25	0.00	33.44	33.44	0.00
101-000-687.000	INSURANCE REIMBURSEMENT	8,815.00	0.00	6,809.16	6,809.16	0.00
101-000-689.000	CASH OVER & UNDER	41.37	0.00	0.00	0.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	0.00	0.00	1,450.00	1,450.00	0.00
Total Dept 000		1,561,296.46	1,526,467.72	1,648,255.30	1,657,865.90	155,207.00
TOTAL REVENUES		1,561,296.46	1,526,467.72	1,648,255.30	1,657,865.90	155,207.00
Expenditures						
Dept 101 - CITY COUNCIL						
101-101-703.000	SALARIES	2,047.50	3,000.00	3,000.00	2,436.50	320.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,260.00	2,260.00	2,257.00	0.00
101-101-719.000	FRINGE BENEFITS	156.63	515.00	300.00	235.59	24.48
101-101-731.000	PUBLICATION	116.20	600.00	600.00	327.30	218.20
101-101-740.000	SUPPLIES	0.00	200.00	200.00	67.94	0.00
101-101-775.000	REPAIRS & MAINT	0.00	50.00	50.00	0.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	21,996.50	23,850.00	55,500.00	54,175.59	0.00
101-101-961.000	CONFERENCE AND WORKSHOPS	0.00	0.00	100.00	85.00	0.00
Total Dept 101 - CITY COUNCIL		26,573.83	30,475.00	62,010.00	59,584.92	562.68

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 2/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND						
Expenditures						
Dept 171 - MAYOR						
101-171-703.000	SALARIES	810.00	850.00	850.00	660.00	90.00
101-171-719.000	FRINGE BENEFITS	61.96	85.00	85.00	27.54	6.88
Total Dept 171 - MAYOR		871.96	935.00	935.00	687.54	96.88
Dept 172 - CITY MANAGER						
101-172-703.000	SALARIES	75,045.36	78,060.53	76,976.23	78,477.39	9,006.99
101-172-719.000	FRINGE BENEFITS	16,954.92	19,000.00	17,118.24	17,268.95	1,577.14
101-172-740.000	SUPPLIES	25.99	30.00	30.00	19.64	0.00
101-172-809.000	TRAINING	0.00	150.00	150.00	0.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	200.00	200.00	0.00	0.00
Total Dept 172 - CITY MANAGER		92,026.27	97,440.53	94,474.47	95,765.98	10,584.13
Dept 215 - CLERK						
101-215-703.000	SALARIES	30,701.43	34,733.28	32,691.63	33,067.14	3,492.67
101-215-719.000	FRINGE BENEFITS	3,150.09	4,000.00	3,180.94	3,137.52	267.19
101-215-740.000	SUPPLIES	387.31	450.00	450.00	376.73	156.48
101-215-741.000	POSTAGE	156.00	200.00	400.00	282.00	0.00
101-215-781.000	COMPUTER SOFTWARE	144.00	400.00	400.00	374.14	0.00
101-215-809.000	TRAINING	1,304.94	2,000.00	2,300.00	1,468.19	0.00
101-215-818.000	CONTRACT LABOR	108.00	800.00	0.00	0.00	0.00
101-215-822.000	ELECTIONS	8,344.84	7,000.00	8,500.00	8,376.55	0.00
101-215-958.000	DUES AND SUBSCRIPTIONS	60.00	160.00	160.00	95.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	0.00	150.00	150.00	150.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	804.41	500.00	500.00	0.00	0.00
Total Dept 215 - CLERK		45,161.02	50,393.28	48,732.57	47,327.27	3,916.34
Dept 223 - AUDIT						
101-223-807.000	AUDIT	17,600.00	18,000.00	22,000.00	21,450.00	0.00
Total Dept 223 - AUDIT		17,600.00	18,000.00	22,000.00	21,450.00	0.00
Dept 253 - TREASURERS OFFICE						
101-253-703.000	SALARIES	64,533.44	67,404.17	66,477.10	67,773.33	7,777.41
101-253-719.000	FRINGE BENEFITS	22,990.37	23,000.00	22,192.75	21,990.22	1,172.64
101-253-740.000	SUPPLIES	520.08	300.00	500.00	365.78	0.00
101-253-741.000	POSTAGE	935.26	1,400.00	1,600.00	922.71	(425.07)
101-253-781.000	COMPUTER SOFTWARE	721.00	800.00	100.00	0.00	0.00
101-253-814.000	BANK SERVICE CHARGES	2,923.82	3,000.00	4,100.00	3,825.45	308.69
101-253-961.000	CONFERENCE AND WORKSHOPS	75.00	75.00	240.00	248.00	0.00
Total Dept 253 - TREASURERS OFFICE		92,698.97	95,979.17	95,209.85	95,125.49	8,833.67
Dept 257 - ASSESSOR						
101-257-703.000	SALARIES	1,113.72	1,205.78	988.87	1,010.35	128.88
101-257-719.000	FRINGE BENEFITS	697.47	827.50	705.87	705.87	48.15
101-257-731.000	PUBLICATION	262.20	600.00	600.00	269.70	0.00
101-257-740.000	SUPPLIES	200.00	250.00	250.00	178.50	0.00

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 3/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 101 - GENERAL FUND						
Expenditures						
101-257-741.000	POSTAGE	426.68	500.00	500.00	467.89	0.00
101-257-781.000	COMPUTER SOFTWARE	235.00	250.00	250.00	235.00	0.00
101-257-810.050	RE INSPECTION - 20%	3,237.00	3,150.00	3,350.27	3,350.27	257.70
101-257-813.000	BOARD OF REVIEW	1,260.14	1,575.00	1,575.00	1,079.76	0.00
101-257-818.000	CONTRACT LABOR	15,999.96	16,000.00	16,000.00	14,666.63	1,333.33
Total Dept 257 - ASSESSOR		23,432.17	24,358.28	24,220.01	21,963.97	1,768.06
Dept 265 - CITY HALL						
101-265-703.000	SALARIES	20,965.53	22,617.32	22,513.46	22,893.98	2,573.04
101-265-719.000	FRINGE BENEFITS	9,011.83	10,000.00	8,971.72	8,999.44	753.71
101-265-731.000	PUBLICATION	610.48	500.00	708.30	708.30	212.20
101-265-740.000	SUPPLIES	3,968.14	3,600.00	3,850.00	3,370.68	154.90
101-265-741.000	POSTAGE	635.17	500.00	1,200.00	950.41	62.35
101-265-775.000	REPAIRS & MAINT	527.54	650.00	1,500.00	862.23	0.00
101-265-781.000	COMPUTER SOFTWARE	18,031.00	7,000.00	23,000.00	20,998.98	450.00
101-265-802.000	SERVICE	1,007.16	2,000.00	2,300.00	1,951.27	(1,677.79)
101-265-818.000	CONTRACT LABOR	0.00	400.00	2,500.00	2,500.00	1,800.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	636.89	700.00	1,500.00	1,105.26	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	5,885.04	1,200.00	1,950.00	1,911.54	0.00
101-265-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST	28,801.64	30,000.00	0.00	0.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	220.00	350.00	350.00	190.00	0.00
101-265-970.000	CAPITAL OUTLAY	3,664.16	500.00	500.00	179.93	0.00
101-265-970.100	RD CAPITAL PROJECT COSTS	0.00	0.00	287.00	287.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	50.00	50.00	800.00	750.00	0.00
101-265-980.100	COMPUTER EQUIPMENT	669.00	0.00	0.00	0.00	0.00
Total Dept 265 - CITY HALL		94,683.58	80,067.32	71,930.48	67,659.02	4,328.41
Dept 266 - ATTORNEY						
101-266-801.000	ATTORNEY	17,615.00	18,000.00	38,000.00	32,317.61	4,167.50
Total Dept 266 - ATTORNEY		17,615.00	18,000.00	38,000.00	32,317.61	4,167.50
Dept 301 - POLICE						
101-301-703.000	SALARIES	144,626.53	222,326.62	206,107.00	208,756.25	25,130.23
101-301-703.002	OVERTIME SALARIES	685.13	2,300.00	15,000.00	13,203.83	1,191.20
101-301-719.000	FRINGE BENEFITS	36,466.56	38,377.80	52,157.28	55,338.11	6,059.69
101-301-728.000	UNIFORM EXPENSES	2,083.20	2,400.00	6,000.00	6,042.10	1,300.00
101-301-740.000	SUPPLIES	7,964.22	7,300.00	8,500.00	8,154.21	237.00
101-301-740.300	SUPPLIES COMMUNITY POLICING	754.25	0.00	0.00	0.00	0.00
101-301-740.700	GUNS AND AMMUNITION	0.00	0.00	4,500.00	5,257.45	1,040.45
101-301-775.000	REPAIRS & MAINT	2,989.55	5,000.00	5,000.00	3,741.69	0.00
101-301-781.000	COMPUTER SOFTWARE	878.44	600.00	600.00	481.20	0.00
101-301-801.000	ATTORNEY	615.00	2,300.00	1,000.00	1,394.00	738.00
101-301-802.000	SERVICE	837.41	1,000.00	1,000.00	10.00	10.00
101-301-809.000	TRAINING	2,972.23	1,800.00	2,800.00	2,577.03	468.18
101-301-851.000	RADIO REPAIRS	0.00	300.00	300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,453.22	1,600.00	2,500.00	1,795.24	160.77
101-301-862.000	GAS	6,771.72	1,000.00	1,000.00	435.19	148.24
101-301-958.000	DUES AND SUBSCRIPTIONS	1,053.10	1,100.00	1,150.00	140.00	0.00
101-301-960.000	MISC	244.99	250.00	250.00	15.31	0.00
101-301-970.000	CAPITAL OUTLAY	1,407.97	63,000.00	77,000.00	76,381.10	0.00

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 4/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 101 - GENERAL FUND						
Expenditures						
101-301-980.100	COMPUTER EQUIPMENT	0.00	500.00	500.00	64.97	0.00
Total Dept 301 - POLICE		211,803.52	351,154.42	385,364.28	383,787.68	36,483.76
Dept 302 - POLICE STATE TRAINING						
101-302-810.000	EXPENSE	500.00	500.00	500.00	250.00	0.00
Total Dept 302 - POLICE STATE TRAINING		500.00	500.00	500.00	250.00	0.00
Dept 337 - EMS						
101-337-802.000	SERVICE	124,800.00	127,200.00	127,200.00	127,200.00	0.00
Total Dept 337 - EMS		124,800.00	127,200.00	127,200.00	127,200.00	0.00
Dept 441 - DPW						
101-441-731.000	PUBLICATION	217.00	0.00	0.00	0.00	0.00
101-441-775.000	REPAIRS & MAINT	4,800.00	1,000.00	1,000.00	0.00	0.00
101-441-802.000	SERVICE	0.00	100.00	100.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	5,320.00	8,500.00	7,500.00	5,326.18	2,660.00
101-441-920.000	UTILITIES	2,052.99	0.00	0.00	0.00	0.00
Total Dept 441 - DPW		12,389.99	9,600.00	8,600.00	5,326.18	2,660.00
Dept 445 - DRAIN AT LARGE						
101-445-810.000	EXPENSE	3,259.51	2,000.00	3,900.00	3,836.40	0.00
Total Dept 445 - DRAIN AT LARGE		3,259.51	2,000.00	3,900.00	3,836.40	0.00
Dept 701 - PLANNING COMMISSION						
101-701-703.000	SALARIES	290.00	800.00	650.00	580.00	110.00
101-701-719.000	FRINGE BENEFITS	22.20	101.79	100.00	44.39	8.41
101-701-731.000	PUBLICATION	199.64	450.00	800.00	837.06	161.90
101-701-803.000	ENGINEERS FEES	5,103.60	6,500.00	6,500.00	4,356.81	542.50
Total Dept 701 - PLANNING COMMISSION		5,615.44	7,851.79	8,050.00	5,818.26	822.81
Dept 702 - ZONING						
101-702-703.000	SALARIES	37,826.70	38,850.93	38,298.80	39,045.93	4,482.81
101-702-719.000	FRINGE BENEFITS	3,498.60	3,850.00	3,542.27	3,599.42	342.93
101-702-731.000	PUBLICATION	1,610.79	1,200.00	1,700.00	827.88	0.00
101-702-740.000	SUPPLIES	165.77	450.00	700.00	589.56	0.00
101-702-853.000	TELEPHONE EXPENSE	892.30	900.00	925.00	725.31	53.59
101-702-961.000	CONFERENCE AND WORKSHOPS	0.00	275.00	275.00	25.00	0.00
Total Dept 702 - ZONING		43,994.16	45,525.93	45,441.07	44,813.10	4,879.33
Dept 906 - DEBT SERVICE						
101-906-738.000	TOWNSHIP/MILL	9,870.48	9,961.00	9,023.00	9,022.88	0.00
101-906-964.000	REFUND AND REBATES	3,277.47	0.00	0.00	0.00	0.00

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 5/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 101 - GENERAL FUND						
Expenditures						
101-906-991.000	DEBT SERVICE - PRINCIPAL	26,877.70	27,800.00	27,800.00	27,423.30	2,284.80
101-906-991.500	DEBT PRINCIPAL & INTEREST	0.00	3,590.00	3,590.00	0.03	0.03
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	12,329.08	13,000.00	13,000.00	12,709.08	836.34
101-906-993.000	BOND INTEREST	28,748.08	29,800.00	28,000.00	27,598.43	1,712.26
Total Dept 906 - DEBT SERVICE		81,102.81	84,151.00	81,413.00	76,753.72	4,833.43
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS						
101-966-965.203	CONTRIB TO LOCAL STREET FUND	117,103.27	180,139.99	155,139.99	155,139.99	0.00
101-966-965.208	CONTRIB TO PARK FUND	98,255.81	98,255.81	116,255.81	116,255.81	35,000.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	2,654.00	0.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	149,178.78	54,000.00	81,028.33	81,028.33	0.00
101-966-965.591	CONTRIBUTION TO WATER	0.00	0.00	48,588.02	48,588.02	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	5,000.00	7,950.00	18,500.00	18,500.00	0.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	152,104.04	119,671.32	103,316.72	103,316.72	63,645.40
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		524,295.90	462,671.12	525,482.87	525,482.87	98,645.40
TOTAL EXPENDITURES		1,418,424.13	1,506,302.84	1,643,463.60	1,615,150.01	182,582.40
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,561,296.46	1,526,467.72	1,648,255.30	1,657,865.90	155,207.00
TOTAL EXPENDITURES		1,418,424.13	1,506,302.84	1,643,463.60	1,615,150.01	182,582.40
NET OF REVENUES & EXPENDITURES		142,872.33	20,164.88	4,791.70	42,715.89	(27,375.40)

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 6/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000						
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	6,373.38	6,200.00	5,581.18	5,581.18	0.00
202-000-553.000	ACT 51	231,406.78	227,000.00	235,000.00	226,078.09	40,162.06
202-000-582.000	COUNTY ROAD MILL 2014	41,338.18	41,000.00	41,212.71	41,255.60	42.89
202-000-665.000	INTEREST	0.00	0.00	7,838.81	6,981.91	831.15
Total Dept 000		279,118.34	274,200.00	289,632.70	279,896.78	41,036.10
TOTAL REVENUES		279,118.34	274,200.00	289,632.70	279,896.78	41,036.10
Expenditures						
Dept 463 - ROUTINE MAINT						
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	87,500.00	87,500.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	2,951.49	4,000.00	6,000.00	3,936.00	0.00
202-463-956.000	TREE TRIMMING	0.00	0.00	6,000.00	3,750.00	0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	78,000.00	78,000.00	78,000.00	78,000.00	0.00
Total Dept 463 - ROUTINE MAINT		168,451.49	169,500.00	177,500.00	173,186.00	0.00
Dept 474 - TRAFFIC SIGNS						
202-474-782.000	STREET MATERIALS & SUPPLIES	0.00	250.00	250.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNS		0.00	250.00	250.00	0.00	0.00
Dept 478 - WINTER MAINT						
202-478-782.000	STREET MATERIALS & SUPPLIES	185.22	250.00	500.00	370.96	0.00
Total Dept 478 - WINTER MAINT		185.22	250.00	500.00	370.96	0.00
Dept 480 - CONSTRUCTION						
202-480-803.000	ENGINEERS FEES	4,057.50	5,500.00	8,000.00	3,410.71	0.00
202-480-818.000	CONTRACT LABOR	21,828.17	33,500.00	48,000.00	41,941.82	10,255.25
Total Dept 480 - CONSTRUCTION		25,885.67	39,000.00	56,000.00	45,352.53	10,255.25
Dept 906 - DEBT SERVICE						
202-906-992.000	BOND PRINCIPAL	10,560.00	11,000.00	10,600.00	10,560.00	0.00
202-906-993.000	BOND INTEREST	6,662.66	6,700.00	6,500.00	6,419.78	0.00
Total Dept 906 - DEBT SERVICE		17,222.66	17,700.00	17,100.00	16,979.78	0.00
TOTAL EXPENDITURES		211,745.04	226,700.00	251,350.00	235,889.27	10,255.25
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		279,118.34	274,200.00	289,632.70	279,896.78	41,036.10
TOTAL EXPENDITURES		211,745.04	226,700.00	251,350.00	235,889.27	10,255.25
NET OF REVENUES & EXPENDITURES		67,373.30	47,500.00	38,282.70	44,007.51	30,780.85

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 8/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 000						
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	38,946.62	38,000.00	34,138.82	34,138.82	0.00
203-000-553.000	ACT 51	92,397.76	88,000.00	93,867.37	89,824.71	15,957.34
203-000-555.100	GRANT ENHANCEMENT - STATE	0.00	100,000.00	100,000.00	100,000.00	0.00
203-000-582.000	COUNTY ROAD MILL 2014	33,819.39	32,000.00	35,458.37	35,458.37	0.00
203-000-665.000	INTEREST	0.00	0.00	790.00	698.19	83.12
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	87,500.00	87,500.00	0.00
203-000-699.101	GF CONTRIBUTION	117,103.27	180,139.99	155,139.99	155,139.99	0.00
Total Dept 000		369,767.04	525,639.99	506,894.55	502,760.08	16,040.46
TOTAL REVENUES		369,767.04	525,639.99	506,894.55	502,760.08	16,040.46
Expenditures						
Dept 463 - ROUTINE MAINT						
203-463-782.000	STREET MATERIALS & SUPPLIES	3,114.16	0.00	0.00	0.00	500.00
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	25,000.00	25,000.00	20,000.00	20,000.00	(5,000.00)
Total Dept 463 - ROUTINE MAINT		28,114.16	25,000.00	20,000.00	20,000.00	(4,500.00)
Dept 478 - WINTER MAINT						
203-478-782.000	STREET MATERIALS & SUPPLIES	285.58	300.00	500.00	370.96	0.00
Total Dept 478 - WINTER MAINT		285.58	300.00	500.00	370.96	0.00
Dept 480 - CONSTRUCTION						
203-480-803.000	ENGINEERS FEES	14,081.82	15,000.00	16,500.00	11,657.85	0.00
203-480-818.000	CONTRACT LABOR	8,615.69	235,000.00	239,000.00	233,870.95	0.00
Total Dept 480 - CONSTRUCTION		22,697.51	250,000.00	255,500.00	245,528.80	0.00
Dept 740 - SPECIAL MAINT						
203-740-956.000	TREE TRIMMING	0.00	1,500.00	1,500.00	0.00	0.00
Total Dept 740 - SPECIAL MAINT		0.00	1,500.00	1,500.00	0.00	0.00
Dept 906 - DEBT SERVICE						
203-906-992.000	BOND PRINCIPAL	155,562.30	148,500.00	158,016.70	158,016.70	25,715.20
203-906-993.000	BOND INTEREST	146,003.51	156,300.00	141,616.77	141,616.77	16,536.36
Total Dept 906 - DEBT SERVICE		301,565.81	304,800.00	299,633.47	299,633.47	42,251.56
TOTAL EXPENDITURES		352,663.06	581,600.00	577,133.47	565,533.23	37,751.56
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		369,767.04	525,639.99	506,894.55	502,760.08	16,040.46
TOTAL EXPENDITURES		352,663.06	581,600.00	577,133.47	565,533.23	37,751.56

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE		2022-23		YTD BALANCE		ACTIVITY FOR	
		NORMAL	(ABNORMAL)	ORIGINAL	AMENDED	NORMAL	(ABNORMAL)	MONTH	06/30/2023
				BUDGET	BUDGET			INCREASE	(DECREASE)
Fund 203 - LOCAL STREET FUND									
NET OF REVENUES & EXPENDITURES		17,103.98		(55,960.01)	(70,238.92)		(62,773.15)		(21,711.10)

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 10/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-478.000	LEAGUE FEES	0.00	0.00	0.00	325.00	325.00
208-000-478.030	CONCESSIONS	25,430.85	22,000.00	28,500.00	29,281.18	3,917.34
208-000-478.070	FIELD RENTAL	16,654.00	23,000.00	21,500.00	28,559.00	9,490.00
208-000-478.072	BASEBALL FIELD RENTAL	9,047.00	4,400.00	0.00	0.00	0.00
208-000-478.084	FLAG FOOTBALL	1,080.00	1,080.00	1,620.00	1,620.00	0.00
208-000-478.090	YOUTH FEES	6,000.00	5,500.00	6,810.00	6,810.00	0.00
208-000-581.000	LOCAL GRANT	0.00	45,000.00	0.00	0.00	0.00
208-000-667.000	PAVILION RENT	1,020.00	850.00	1,455.00	1,520.00	130.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	2,850.00	2,000.00	1,800.00	1,950.00	300.00
208-000-674.000	DONATIONS	5.00	0.00	1,300.00	1,300.00	0.00
208-000-680.001	SPECIAL EVENTS	1,860.00	1,680.00	700.00	700.00	0.00
208-000-684.000	MISC INCOME	0.00	0.00	40.00	40.00	0.00
208-000-699.101	GF CONTRIBUTION	98,255.81	98,255.81	116,255.81	116,255.81	35,000.00
Total Dept 000		162,202.66	203,765.81	179,980.81	188,360.99	49,162.34
TOTAL REVENUES		162,202.66	203,765.81	179,980.81	188,360.99	49,162.34
Expenditures						
Dept 751 - PARK ADMIN						
208-751-703.000	SALARIES	48,472.10	51,395.88	47,626.52	48,748.06	6,070.92
208-751-719.000	FRINGE BENEFITS	20,499.10	20,060.39	20,453.89	20,483.45	978.29
208-751-728.000	UNIFORM EXPENSES	369.76	400.00	600.00	0.00	(468.00)
208-751-731.000	PUBLICATION	570.80	580.00	600.00	562.28	0.00
208-751-740.000	SUPPLIES	3,858.59	3,700.00	6,500.00	6,460.80	1,236.64
208-751-781.000	COMPUTER SOFTWARE	144.00	150.00	150.00	72.00	0.00
208-751-803.000	ENGINEERS FEES	6,102.23	2,600.00	34,000.00	35,021.32	7,758.75
208-751-809.000	TRAINING	0.00	0.00	1,100.00	1,073.11	0.00
208-751-810.100	GRANT EXPENSE	10.00	45,000.00	0.00	0.00	0.00
208-751-818.000	CONTRACT LABOR	12,165.00	5,000.00	7,000.00	5,439.62	1,275.00
208-751-853.000	TELEPHONE EXPENSE	853.73	850.00	900.00	647.27	53.59
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,000.00	9,300.00	9,300.00	9,283.91	0.00
208-751-962.000	MILEAGE	0.00	0.00	400.00	397.08	149.14
Total Dept 751 - PARK ADMIN		102,045.31	139,036.27	128,630.41	128,188.90	17,054.33
Dept 770 - LAKE ALLIANCE MAINTENANCE						
208-770-740.000	SUPPLIES	2,157.95	2,500.00	2,600.00	2,396.61	591.49
208-770-775.000	REPAIRS & MAINT	10,029.13	1,800.00	6,000.00	3,401.43	490.00
208-770-802.000	SERVICE	310.00	500.00	500.00	323.40	0.00
208-770-920.000	UTILITIES	8,544.40	1,500.00	12,300.00	13,784.36	3,089.92
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		21,041.48	6,300.00	21,400.00	19,905.80	4,171.41
Dept 771 - CITY PARK						
208-771-740.000	SUPPLIES	650.85	800.00	800.00	0.00	0.00
208-771-775.000	REPAIRS & MAINT	718.93	900.00	2,600.00	1,646.11	0.00
208-771-818.000	CONTRACT LABOR	468.00	1,000.00	1,000.00	0.00	0.00
208-771-920.000	UTILITIES	2,231.97	3,300.00	0.00	0.00	0.00
Total Dept 771 - CITY PARK		4,069.75	6,000.00	4,400.00	1,646.11	0.00

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 11/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 208 - PARK FUND						
Expenditures						
Dept 772 - SUNSET HILLS PARK						
208-772-775.000	REPAIRS & MAINT	297.85	500.00	500.00	0.00	0.00
Total Dept 772 - SUNSET HILLS PARK		297.85	500.00	500.00	0.00	0.00
Dept 774 - BASEBALL						
208-774-728.000	UNIFORM EXPENSES	0.00	0.00	0.00	0.00	(2,007.00)
208-774-731.000	PUBLICATION	232.40	250.00	700.00	464.80	0.00
208-774-740.000	SUPPLIES	1,230.83	800.00	800.00	211.09	132.71
208-774-745.000	YOUTH UMPIRE FEES	50.00	100.00	0.00	0.00	(100.00)
208-774-775.000	REPAIRS & MAINT	500.98	1,200.00	3,000.00	2,006.90	0.00
208-774-920.000	UTILITIES	0.00	550.00	0.00	0.00	0.00
Total Dept 774 - BASEBALL		2,014.21	2,900.00	4,500.00	2,682.79	(1,974.29)
Dept 777 - BALLFIELD						
208-777-740.000	SUPPLIES	3,233.71	4,500.00	5,000.00	1,441.17	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	7,229.39	1,800.00	7,500.00	5,556.09	2,526.00
208-777-745.000	YOUTH UMPIRE FEES	1,580.00	450.00	2,000.00	1,410.00	210.00
208-777-802.000	SERVICE	353.20	250.00	250.00	0.00	0.00
208-777-920.000	UTILITIES	0.00	6,500.00	0.00	0.00	0.00
Total Dept 777 - BALLFIELD		12,396.30	13,500.00	14,750.00	8,407.26	2,736.00
Dept 778 - CONCESSIONS						
208-778-703.000	SALARIES	3,353.20	4,300.00	6,440.76	6,227.66	2,098.48
208-778-719.000	FRINGE BENEFITS	457.54	700.00	849.41	839.67	266.95
208-778-740.000	SUPPLIES	10,116.15	8,000.00	15,100.00	13,434.84	2,043.69
208-778-746.000	CONCESSION - FOOD LICENSE	593.00	820.00	900.00	870.51	0.00
208-778-814.000	BANK SERVICE CHARGES	632.32	450.00	900.00	930.71	153.68
208-778-920.000	UTILITIES	0.00	550.00	0.00	0.00	0.00
Total Dept 778 - CONCESSIONS		15,152.21	14,820.00	24,190.17	22,303.39	4,562.80
Dept 779 - SPECIAL EVENTS						
208-779-740.000	SUPPLIES	54.28	250.00	250.00	0.00	0.00
Total Dept 779 - SPECIAL EVENTS		54.28	250.00	250.00	0.00	0.00
TOTAL EXPENDITURES		157,071.39	183,306.27	198,620.58	183,134.25	26,550.25
Fund 208 - PARK FUND:						
TOTAL REVENUES		162,202.66	203,765.81	179,980.81	188,360.99	49,162.34
TOTAL EXPENDITURES		157,071.39	183,306.27	198,620.58	183,134.25	26,550.25
NET OF REVENUES & EXPENDITURES		5,131.27	20,459.54	(18,639.77)	5,226.74	22,612.09

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 12/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 211 - GIZZARD FEST						
Revenues						
Dept 000						
211-000-665.000	INTEREST	0.00	0.00	600.00	601.37	131.37
211-000-674.000	DONATIONS	0.00	0.00	4,140.10	4,287.65	147.55
211-000-674.100	SPONSORSHIP	0.00	0.00	13,835.00	14,835.00	1,500.00
211-000-678.000	POTTERVILLE ATHLETICS	0.00	0.00	0.00	232.00	232.00
211-000-681.000	VENDOR BOOTHS	0.00	0.00	9,200.00	9,700.00	1,500.00
211-000-682.000	RACE	0.00	0.00	7,225.82	9,164.32	1,938.50
211-000-686.000	PAGEANT	0.00	0.00	3,176.53	3,176.53	150.00
211-000-688.000	CARNIVAL	0.00	0.00	2,900.00	3,827.90	3,827.90
211-000-690.000	TENT TICKET SALES	0.00	0.00	6,500.00	8,838.27	8,838.27
211-000-691.000	ATM	0.00	0.00	200.00	0.00	0.00
211-000-695.000	T SHIRT SALES	0.00	0.00	0.00	100.00	100.00
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI	0.00	0.00	0.00	1,826.00	1,826.00
Total Dept 000		0.00	0.00	47,777.45	56,589.04	20,191.59
TOTAL REVENUES		0.00	0.00	47,777.45	56,589.04	20,191.59
Expenditures						
Dept 779 - SPECIAL EVENTS						
211-779-740.000	SUPPLIES	0.00	0.00	20,000.00	11,149.08	4,338.05
211-779-818.000	CONTRACT LABOR	0.00	0.00	24,000.00	17,207.00	5,200.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	0.00	0.00	15,000.00	12,150.19	2,728.69
211-779-880.500	PAGEANT	0.00	0.00	1,000.00	2,655.04	1,850.00
211-779-880.600	RACE	0.00	0.00	3,500.00	3,378.79	1,083.87
Total Dept 779 - SPECIAL EVENTS		0.00	0.00	63,500.00	46,540.10	15,200.61
TOTAL EXPENDITURES		0.00	0.00	63,500.00	46,540.10	15,200.61
Fund 211 - GIZZARD FEST :						
TOTAL REVENUES		0.00	0.00	47,777.45	56,589.04	20,191.59
TOTAL EXPENDITURES		0.00	0.00	63,500.00	46,540.10	15,200.61
NET OF REVENUES & EXPENDITURES		0.00	0.00	(15,722.55)	10,048.94	4,990.98

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 13/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 247 - TAX INCREMENT FINANCING AUTHOR						
Revenues						
Dept 728 - TIFA DEPT						
247-728-401.000	PROPERTY TAXES	166,580.22	171,000.00	175,963.07	175,963.07	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	18,570.52	19,000.00	19,395.98	19,395.98	0.00
247-728-665.000	INTEREST INCOME	84.62	90.00	90.00	148.99	46.05
247-728-684.000	MISC INCOME	1,047.12	0.00	0.00	0.00	0.00
Total Dept 728 - TIFA DEPT		186,282.48	190,090.00	195,449.05	195,508.04	46.05
TOTAL REVENUES		186,282.48	190,090.00	195,449.05	195,508.04	46.05
Expenditures						
Dept 728 - TIFA DEPT						
247-728-703.005	WAGES - OTHER	4,975.00	4,900.00	4,900.00	4,899.97	408.33
247-728-727.000	OFFICE EXPENSE	1,065.58	1,120.00	1,120.00	1,123.05	0.00
247-728-731.000	PUBLICATION	0.00	300.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	47.00	500.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	23,328.45	11,326.56	8,000.00	5,058.86	0.00
247-728-807.000	AUDIT	4,500.00	4,650.00	4,650.00	4,250.00	0.00
247-728-967.700	CITY IMPROVEMENTS	42.75	0.00	2,000.00	1,899.16	0.00
247-728-970.000	CAPITAL OUTLAY	151,960.13	125,000.00	8,000.00	0.00	0.00
247-728-992.000	BOND PRINCIPAL	45,000.00	50,000.00	50,000.00	50,000.00	0.00
247-728-993.000	BOND INTEREST	19,382.50	17,432.00	17,432.00	17,432.50	0.00
Total Dept 728 - TIFA DEPT		250,301.41	215,228.56	96,902.00	84,663.54	408.33
TOTAL EXPENDITURES		250,301.41	215,228.56	96,902.00	84,663.54	408.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:						
TOTAL REVENUES		186,282.48	190,090.00	195,449.05	195,508.04	46.05
TOTAL EXPENDITURES		250,301.41	215,228.56	96,902.00	84,663.54	408.33
NET OF REVENUES & EXPENDITURES		(64,018.93)	(25,138.56)	98,547.05	110,844.50	(362.28)

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 14/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE		2022-23		YTD BALANCE		ACTIVITY FOR	
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	NORMAL	(ABNORMAL)	MONTH 06/30/2023 INCREASE	(DECREASE)
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN									
Revenues									
Dept 000									
401-000-699.100	TRANSFER IN		2,654.00	2,654.00	2,654.00		2,654.00		0.00
Total Dept 000			2,654.00	2,654.00	2,654.00		2,654.00		0.00
TOTAL REVENUES			2,654.00	2,654.00	2,654.00		2,654.00		0.00
Expenditures									
Dept 729 - DOWNTOWN									
401-729-740.600	LANDSCAPING SUPPLIES		1,777.71	3,000.00	3,000.00		2,558.48		1,555.82
401-729-818.000	CONTRACT LABOR		55.50	600.00	600.00		145.00		0.00
Total Dept 729 - DOWNTOWN			1,833.21	3,600.00	3,600.00		2,703.48		1,555.82
TOTAL EXPENDITURES			1,833.21	3,600.00	3,600.00		2,703.48		1,555.82
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:									
TOTAL REVENUES			2,654.00	2,654.00	2,654.00		2,654.00		0.00
TOTAL EXPENDITURES			1,833.21	3,600.00	3,600.00		2,703.48		1,555.82
NET OF REVENUES & EXPENDITURES			820.79	(946.00)	(946.00)		(49.48)		(1,555.82)

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 15/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 590 - SEWER FUND						
Revenues						
Dept 000						
590-000-642.000	BILLS	147,145.57	155,000.00	152,500.00	156,709.13	27,618.74
590-000-642.001	FIXED COSTS	421,033.63	415,000.00	484,654.00	484,377.11	81,943.83
590-000-656.000	FINES & FORFEITURES	12,831.59	15,000.00	17,300.00	17,803.76	1,653.99
590-000-665.000	INTEREST	0.00	0.00	10,100.00	10,472.82	1,246.73
590-000-666.000	INSPECTION FEE	0.00	0.00	250.00	250.00	0.00
590-000-672.000	HOOK UP FEES	0.00	10,000.00	27,400.00	27,400.00	12,400.00
590-000-684.000	MISC INCOME	0.00	0.00	0.00	87.50	87.50
590-000-699.101	GF CONTRIBUTION	149,178.75	54,000.00	81,028.30	81,028.33	0.00
Total Dept 000		730,189.54	649,000.00	773,232.30	778,128.65	124,950.79
TOTAL REVENUES		730,189.54	649,000.00	773,232.30	778,128.65	124,950.79
Expenditures						
Dept 537 - ADMINISTRATIVE						
590-537-741.000	POSTAGE	(113.78)	0.00	0.00	0.00	0.00
590-537-775.000	REPAIRS & MAINT	933.14	3,000.00	3,000.00	845.43	845.43
590-537-809.000	TRAINING	185.00	100.00	100.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		1,004.36	3,100.00	3,100.00	845.43	845.43
Dept 556 - DPW						
590-556-740.000	SUPPLIES	20,360.83	14,000.00	14,000.00	7,857.29	0.00
590-556-743.000	METERS	3,760.84	4,550.00	4,550.00	1,201.48	0.00
590-556-775.000	REPAIRS & MAINT	1,726.81	1,500.00	1,500.00	438.83	0.00
590-556-802.000	SERVICE	4,712.36	7,000.00	7,000.00	2,866.77	0.00
590-556-803.000	ENGINEERS FEES	11,139.93	15,000.00	23,000.00	22,907.48	1,692.19
590-556-818.000	CONTRACT LABOR	900.00	1,500.00	5,000.00	700.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	135,000.00	135,000.00	190,000.00	190,000.00	30,000.00
590-556-968.000	DEPRECIATION EXPENSE	295,462.00	0.00	0.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	8,785.11	90,000.00	90,000.00	70,803.04	0.00
Total Dept 556 - DPW		481,847.88	268,550.00	335,050.00	296,774.89	31,692.19
Dept 906 - DEBT SERVICE						
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	160,001.00	163,000.00	0.00	(135,000.00)
590-906-993.000	BOND INTEREST	206,724.75	216,155.00	203,034.23	203,034.23	27,286.87
Total Dept 906 - DEBT SERVICE		206,724.75	376,156.00	366,034.23	203,034.23	(107,713.13)
TOTAL EXPENDITURES		689,576.99	647,806.00	704,184.23	500,654.55	(75,175.51)
Fund 590 - SEWER FUND:						
TOTAL REVENUES		730,189.54	649,000.00	773,232.30	778,128.65	124,950.79
TOTAL EXPENDITURES		689,576.99	647,806.00	704,184.23	500,654.55	(75,175.51)
NET OF REVENUES & EXPENDITURES		40,612.55	1,194.00	69,048.07	277,474.10	200,126.30

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 16/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL) INCREASE	(DECREASE)
Fund 591 - WATER FUND						
Revenues						
Dept 000						
591-000-642.000	BILLS	192,043.54	203,000.00	196,000.00	200,282.75	35,428.87
591-000-642.001	FIXED COSTS	347,274.86	476,460.00	382,000.00	382,824.32	65,170.85
591-000-644.000	PENALTIES	220.00	0.00	650.00	650.00	0.00
591-000-656.000	FINES & FORFEITURES	12,477.79	14,000.00	15,000.00	15,380.61	1,409.24
591-000-665.000	INTEREST	0.00	0.00	23,200.00	23,738.38	2,825.92
591-000-666.000	INSPECTION FEE	0.00	0.00	175.00	175.00	0.00
591-000-672.000	HOOK UP FEES	0.00	2,000.00	18,500.00	18,500.00	(12,400.00)
591-000-684.000	MISC INCOME	0.00	0.00	0.00	87.50	87.50
591-000-699.101	GF CONTRIBUTION	0.00	0.00	48,588.02	48,588.02	0.00
Total Dept 000		552,016.19	695,460.00	684,113.02	690,226.58	92,522.38
TOTAL REVENUES		552,016.19	695,460.00	684,113.02	690,226.58	92,522.38
Expenditures						
Dept 537 - ADMINISTRATIVE						
591-537-731.000	PUBLICATION	630.48	500.00	500.00	1,112.68	1,003.58
591-537-740.000	SUPPLIES	58.55	1,500.00	1,500.00	644.89	19.48
591-537-741.000	POSTAGE	3,324.13	3,500.00	3,500.00	3,134.02	668.46
591-537-781.000	COMPUTER SOFTWARE	991.99	1,500.00	1,500.00	0.00	0.00
591-537-809.000	TRAINING	1,062.43	1,200.00	1,200.00	75.00	0.00
Total Dept 537 - ADMINISTRATIVE		6,067.58	8,200.00	8,200.00	4,966.59	1,691.52
Dept 556 - DPW						
591-556-731.000	PUBLICATION	763.44	150.00	0.00	0.00	0.00
591-556-740.000	SUPPLIES	3,564.34	2,500.00	4,000.00	3,472.95	0.00
591-556-743.000	METERS	3,760.85	4,550.00	6,000.00	2,661.48	0.00
591-556-775.000	REPAIRS & MAINT	31,906.54	2,500.00	10,000.00	5,553.00	1,193.20
591-556-802.000	SERVICE	10,500.08	8,200.00	12,000.00	8,462.96	48.00
591-556-803.000	ENGINEERS FEES	7,218.02	18,000.00	29,000.00	28,538.99	1,692.19
591-556-818.000	CONTRACT LABOR	600.00	1,500.00	25,000.00	15,924.93	0.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	177,328.68	230,000.00	200,000.00	200,000.00	(30,000.00)
591-556-968.000	DEPRECIATION EXPENSE	152,386.00	0.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	0.00	90,000.00	68,000.00	42,375.35	7,311.35
Total Dept 556 - DPW		388,027.95	357,400.00	354,000.00	306,989.66	(19,755.26)
Dept 906 - DEBT SERVICE						
591-906-992.000	BOND PRINCIPAL	0.00	92,000.00	95,000.00	0.00	(82,000.00)
591-906-993.000	BOND INTEREST	116,739.99	117,494.99	114,823.55	114,823.55	14,056.87
Total Dept 906 - DEBT SERVICE		116,739.99	209,494.99	209,823.55	114,823.55	(67,943.13)
TOTAL EXPENDITURES		510,835.52	575,094.99	572,023.55	426,779.80	(86,006.87)
Fund 591 - WATER FUND:						
TOTAL REVENUES		552,016.19	695,460.00	684,113.02	690,226.58	92,522.38

08/10/2023 10:55 AM
User: JWest
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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 591 - WATER FUND						
TOTAL EXPENDITURES		510,835.52	575,094.99	572,023.55	426,779.80	(86,006.87)
NET OF REVENUES & EXPENDITURES		41,180.67	120,365.01	112,089.47	263,446.78	178,529.25

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 18/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE		2022-23		YTD BALANCE		ACTIVITY FOR	
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	NORMAL	(ABNORMAL)	MONTH 06/30/2023 INCREASE	(DECREASE)
Fund 598 - STORM DRAIN MAINTENANCE									
Revenues									
Dept 000									
598-000-699.101	GF CONTRIBUTION	5,000.00		7,950.00	18,500.00		18,500.00		0.00
Total Dept 000		5,000.00		7,950.00	18,500.00		18,500.00		0.00
TOTAL REVENUES		5,000.00		7,950.00	18,500.00		18,500.00		0.00
Expenditures									
Dept 556 - DPW									
598-556-740.000	SUPPLIES	0.00		0.00	1,500.00		1,358.50		0.00
598-556-818.000	CONTRACT LABOR	1,234.39		7,700.00	22,000.00		18,500.00		0.00
598-556-931.000	DPW MAINT & REPAIR	66.00		250.00	800.00		687.50		0.00
Total Dept 556 - DPW		1,300.39		7,950.00	24,300.00		20,546.00		0.00
TOTAL EXPENDITURES		1,300.39		7,950.00	24,300.00		20,546.00		0.00
Fund 598 - STORM DRAIN MAINTENANCE:									
TOTAL REVENUES		5,000.00		7,950.00	18,500.00		18,500.00		0.00
TOTAL EXPENDITURES		1,300.39		7,950.00	24,300.00		20,546.00		0.00
NET OF REVENUES & EXPENDITURES		3,699.61		0.00	(5,800.00)		(2,046.00)		0.00

08/10/2023 10:55 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 19/19

User: JWest

DB: Potterville

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2022-23		YTD BALANCE	ACTIVITY FOR
		06/30/2022	ORIGINAL	2022-23	06/30/2023	MONTH 06/30/2023
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT						
Revenues						
Dept 000						
641-000-699.100	OPERATING TRANSFER-IN	567,432.72	587,671.32	591,316.72	591,316.72	58,645.40
Total Dept 000		567,432.72	587,671.32	591,316.72	591,316.72	58,645.40
TOTAL REVENUES		567,432.72	587,671.32	591,316.72	591,316.72	58,645.40
Expenditures						
Dept 932 - EQUIPMENT REPAIR ACTIVITY						
641-932-703.000	SALARIES	252,405.79	258,750.00	233,773.35	242,702.38	29,962.93
641-932-703.002	OVERTIME SALARIES	14,006.07	14,000.00	15,000.00	15,379.82	1,973.97
641-932-719.000	FRINGE BENEFITS	72,654.26	85,500.00	75,817.66	76,880.60	3,535.60
641-932-728.000	UNIFORM EXPENSES	5,191.90	3,300.00	3,300.00	3,060.15	551.43
641-932-731.000	POSTAGE	0.00	1,200.00	1,200.00	0.00	0.00
641-932-740.000	SUPPLIES	13,631.32	18,000.00	23,000.00	21,143.58	2,969.51
641-932-775.000	REPAIRS & MAINT	33,629.84	16,000.00	54,000.00	51,842.25	2,832.47
641-932-781.000	COMPUTER SOFTWARE	2,100.00	2,100.00	2,100.00	0.00	0.00
641-932-782.000	STREET MATERIALS & SUPPLIES	8,500.40	10,000.00	12,500.00	10,024.34	0.00
641-932-802.000	SERVICE	10,521.08	8,000.00	8,000.00	2,291.46	0.00
641-932-809.000	TRAINING	1,912.99	1,500.00	2,000.00	865.00	0.00
641-932-853.000	TELEPHONE EXPENSE	4,090.11	3,900.00	3,900.00	3,267.08	292.40
641-932-862.000	GAS	23,214.39	26,000.00	26,500.00	25,421.65	3,100.35
641-932-913.000	INSURANCE-LIAB & WORKMAN COMP	27,640.10	28,000.00	0.00	0.00	0.00
641-932-920.000	UTILITIES	126,185.05	127,500.00	128,000.00	121,252.59	9,681.01
641-932-958.000	DUES AND SUBSCRIPTIONS	72.00	800.00	500.00	0.00	0.00
641-932-968.000	DEPRECIATION EXPENSE	40,099.00	0.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	7,052.55	5,000.00	15,000.00	3,754.75	0.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		642,906.85	609,550.00	604,591.01	577,885.65	54,899.67
TOTAL EXPENDITURES		642,906.85	609,550.00	604,591.01	577,885.65	54,899.67
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:						
TOTAL REVENUES		567,432.72	587,671.32	591,316.72	591,316.72	58,645.40
TOTAL EXPENDITURES		642,906.85	609,550.00	604,591.01	577,885.65	54,899.67
NET OF REVENUES & EXPENDITURES		(75,474.13)	(21,878.68)	(13,274.29)	13,431.07	3,745.73
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		4,415,959.43	4,662,898.84	4,937,805.90	4,961,806.78	557,802.11
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		4,236,657.99	4,557,138.66	4,739,668.44	4,259,479.88	168,021.51
NET OF REVENUES & EXPENDITURES		179,301.44	105,760.18	198,137.46	702,326.90	389,780.60

08/10/2023 10:57 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

1/15

User: JWest

DB: Potterville

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		(NORMAL)	(NORMAL)	(NORMAL)	(INCREASE) (DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	599,185.21	599,000.00	18,175.69	18,175.69
101-000-403.000	SOLID WASTE TAX	76,458.15	76,000.00	2,315.25	2,315.25
101-000-411.000	DELINQUENT PROP TAX	454.17	200.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,822.50	2,400.00	0.00	0.00
101-000-445.000	CITY PENALTY	2,926.99	2,900.00	0.00	0.00
101-000-447.000	ADMINISTRATION FEE	30,833.22	30,500.00	564.24	564.24
101-000-476.000	PERMITS	8,830.00	7,000.00	690.00	690.00
101-000-477.000	3% CABLE T.V.	7,142.52	8,500.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,535.09	11,250.00	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	1,994.85	1,994.85	0.00	0.00
101-000-488.000	RECYCLING	1,569.19	1,200.00	0.00	0.00
101-000-528.000	OTHER FEDERAL GRANTS	144,600.43	144,600.43	0.00	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	736.18	500.00	0.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	238,606.49	230,000.00	0.00	0.00
101-000-574.000	ST SHARED REV - SALES TAX	333,973.00	320,000.00	0.00	0.00
101-000-574.100	EVIP DISTRIBUTION (A, C, E)	41,939.00	41,938.00	0.00	0.00
101-000-579.000	GRANT REVENUE	63,450.00	118,600.00	0.00	0.00
101-000-602.000	FOIA	252.56	0.00	0.00	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	417.20	350.00	20.00	20.00
101-000-656.000	FINES & FORFEITURES	2,812.68	2,000.00	80.85	80.85
101-000-665.000	INTEREST	28,931.97	24,000.00	3,271.00	3,271.00
101-000-667.010	DDA PAVILION - FARMERS MARKET	50.00	0.00	0.00	0.00
101-000-671.100	LEASE/RENT	1,764.91	500.00	0.00	0.00
101-000-674.000	DONATIONS	993.00	0.00	0.65	0.65
101-000-675.030	COMMUNITY POLICING DONATION	1,540.00	0.00	0.00	0.00
101-000-676.000	REIMBURSEMENT	3,985.59	0.00	0.00	0.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	41,768.40	43,000.00	(360.00)	(360.00)
101-000-684.000	MISC INCOME	33.44	0.00	40.00	40.00
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	0.00	0.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	1,450.00	0.00	0.00	0.00
Total Dept 000		1,657,865.90	1,666,433.28	24,797.68	24,797.68
TOTAL REVENUES		1,657,865.90	1,666,433.28	24,797.68	24,797.68
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,436.50	3,000.00	0.00	0.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,257.00	0.00	0.00
101-101-719.000	FRINGE BENEFITS	235.59	200.00	0.00	0.00
101-101-731.000	PUBLICATION	327.30	600.00	0.00	0.00
101-101-740.000	SUPPLIES	67.94	200.00	0.00	0.00
101-101-775.000	REPAIRS & MAINT	0.00	50.00	0.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	54,175.59	57,032.00	0.00	0.00
101-101-961.000	CONFERENCE AND WORKSHOPS	85.00	100.00	0.00	0.00
Total Dept 101 - CITY COUNCIL		59,584.92	63,439.00	0.00	0.00
Dept 171 - MAYOR					
101-171-703.000	SALARIES	660.00	850.00	0.00	0.00
101-171-719.000	FRINGE BENEFITS	27.54	85.00	0.00	0.00
Total Dept 171 - MAYOR		687.54	935.00	0.00	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	78,477.39	79,285.52	6,184.94	6,184.94
101-172-719.000	FRINGE BENEFITS	17,268.95	17,631.79	1,264.10	1,264.10
101-172-740.000	SUPPLIES	19.64	30.00	0.00	0.00
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	200.00	0.00	0.00
Total Dept 172 - CITY MANAGER		95,765.98	97,297.31	7,449.04	7,449.04
Dept 215 - CLERK					
101-215-703.000	SALARIES	33,067.14	33,672.38	2,639.12	2,639.12
101-215-719.000	FRINGE BENEFITS	3,137.52	3,276.37	201.90	201.90
101-215-740.000	SUPPLIES	376.73	450.00	0.00	0.00
101-215-741.000	POSTAGE	282.00	400.00	144.00	144.00
101-215-781.000	COMPUTER SOFTWARE	374.14	400.00	0.00	0.00
101-215-809.000	TRAINING	1,468.19	2,400.00	0.00	0.00
101-215-822.000	ELECTIONS	8,376.55	11,000.00	0.00	0.00

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 2/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 07/31/2023 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-958.000	DUES AND SUBSCRIPTIONS	95.00	160.00	0.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	150.00	150.00	0.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	0.00	800.00	0.00	0.00
Total Dept 215 - CLERK		47,327.27	52,708.75	2,985.02	2,985.02
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,450.00	23,850.00	0.00	0.00
Total Dept 223 - AUDIT		21,450.00	23,850.00	0.00	0.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	67,773.33	68,471.41	5,341.16	5,341.16
101-253-719.000	FRINGE BENEFITS	21,990.22	22,858.53	1,662.35	1,662.35
101-253-740.000	SUPPLIES	365.78	400.00	0.00	0.00
101-253-741.000	POSTAGE	922.71	1,650.00	0.00	0.00
101-253-781.000	COMPUTER SOFTWARE	0.00	100.00	0.00	0.00
101-253-814.000	BANK SERVICE CHARGES	3,825.45	4,250.00	315.55	315.55
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	0.00	0.00
Total Dept 253 - TREASURERS OFFICE		95,125.49	97,979.94	7,319.06	7,319.06
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,010.35	1,205.78	88.47	88.47
101-257-719.000	FRINGE BENEFITS	705.87	750.00	46.19	46.19
101-257-731.000	PUBLICATION	269.70	450.00	0.00	0.00
101-257-740.000	SUPPLIES	178.50	250.00	0.00	0.00
101-257-741.000	POSTAGE	467.89	500.00	0.00	0.00
101-257-781.000	COMPUTER SOFTWARE	235.00	250.00	0.00	0.00
101-257-810.050	RE INSPECTION - 20%	3,350.27	3,350.27	265.45	265.45
101-257-813.000	BOARD OF REVIEW	1,079.76	1,575.00	0.00	0.00
101-257-818.000	CONTRACT LABOR	14,666.63	16,000.00	0.00	0.00
Total Dept 257 - ASSESSOR		21,963.97	24,331.05	400.11	400.11
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,893.98	23,295.84	1,945.01	1,945.01
101-265-719.000	FRINGE BENEFITS	8,999.44	9,240.87	607.83	607.83
101-265-731.000	PUBLICATION	708.30	650.00	0.00	0.00
101-265-740.000	SUPPLIES	3,370.68	3,970.00	161.81	161.81
101-265-741.000	POSTAGE	950.41	1,400.00	440.00	440.00
101-265-775.000	REPAIRS & MAINT	862.23	900.00	0.00	0.00
101-265-781.000	COMPUTER SOFTWARE	20,998.98	18,000.00	3,578.00	3,578.00
101-265-802.000	SERVICE	1,951.27	2,100.00	98.00	98.00
101-265-818.000	CONTRACT LABOR	2,500.00	400.00	0.00	0.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	1,105.26	1,400.00	0.00	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	1,911.54	1,900.00	0.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	190.00	300.00	0.00	0.00
101-265-970.000	CAPITAL OUTLAY	179.93	500.00	0.00	0.00
101-265-970.100	RD CAPITAL PROJECT COSTS	287.00	287.00	0.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	750.00	800.00	0.00	0.00
Total Dept 265 - CITY HALL		67,659.02	65,143.71	6,830.65	6,830.65
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	32,317.61	25,000.00	2,314.00	2,314.00
Total Dept 266 - ATTORNEY		32,317.61	25,000.00	2,314.00	2,314.00
Dept 301 - POLICE					
101-301-703.000	SALARIES	208,756.25	212,290.21	16,371.54	16,371.54
101-301-703.002	OVERTIME SALARIES	13,203.83	15,000.00	241.68	241.68
101-301-719.000	FRINGE BENEFITS	55,338.11	53,722.00	4,332.73	4,332.73
101-301-728.000	UNIFORM EXPENSES	6,042.10	5,000.00	0.00	0.00
101-301-740.000	SUPPLIES	8,154.21	7,300.00	0.00	0.00
101-301-740.700	GUNS AND AMMUNITION	5,257.45	500.00	0.00	0.00
101-301-775.000	REPAIRS & MAINT	3,741.69	5,000.00	1,592.66	1,592.66
101-301-781.000	COMPUTER SOFTWARE	481.20	600.00	0.00	0.00
101-301-801.000	ATTORNEY	1,394.00	2,300.00	410.00	410.00
101-301-802.000	SERVICE	10.00	1,000.00	0.00	0.00

08/10/2023 10:57 AM
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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 3/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 (NORMAL)	2023-24 ORIGINAL BUDGET	YTD BALANCE 07/31/2023 (NORMAL)	ACTIVITY FOR MONTH 07/31/2023 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-809.000	TRAINING	2,577.03	2,500.00	0.00	0.00
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,795.24	2,050.00	107.38	107.38
101-301-862.000	GAS	435.19	1,000.00	0.00	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	140.00	1,150.00	0.00	0.00
101-301-960.000	MISC	15.31	100.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	76,381.10	2,500.00	0.00	0.00
101-301-980.100	COMPUTER EQUIPMENT	64.97	500.00	0.00	0.00
Total Dept 301 - POLICE		383,787.68	312,812.21	23,055.99	23,055.99
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	250.00	500.00	0.00	0.00
Total Dept 302 - POLICE STATE TRAINING		250.00	500.00	0.00	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	127,200.00	129,600.00	0.00	0.00
Total Dept 337 - EMS		127,200.00	129,600.00	0.00	0.00
Dept 441 - DPW					
101-441-775.000	REPAIRS & MAINT	0.00	2,500.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	5,326.18	7,500.00	0.00	0.00
Total Dept 441 - DPW		5,326.18	10,000.00	0.00	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	3,836.40	5,000.00	0.00	0.00
Total Dept 445 - DRAIN AT LARGE		3,836.40	5,000.00	0.00	0.00
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	580.00	650.00	0.00	0.00
101-701-719.000	FRINGE BENEFITS	44.39	100.00	0.00	0.00
101-701-731.000	PUBLICATION	837.06	900.00	0.00	0.00
101-701-803.000	ENGINEERS FEES	4,356.81	7,000.00	0.00	0.00
Total Dept 701 - PLANNING COMMISSION		5,818.26	8,650.00	0.00	0.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	39,045.93	39,447.76	3,078.20	3,078.20
101-702-719.000	FRINGE BENEFITS	3,599.42	3,648.54	235.48	235.48
101-702-731.000	PUBLICATION	827.88	1,700.00	0.00	0.00
101-702-740.000	SUPPLIES	589.56	700.00	0.00	0.00
101-702-853.000	TELEPHONE EXPENSE	725.31	930.00	53.69	53.69
101-702-961.000	CONFERENCE AND WORKSHOPS	25.00	275.00	0.00	0.00
Total Dept 702 - ZONING		44,813.10	46,701.30	3,367.37	3,367.37
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	9,022.88	9,500.00	0.00	0.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	27,423.30	28,388.40	24,331.00	24,331.00
101-906-991.500	DEBT PRINCIPAL & INTEREST	0.03	0.00	0.00	0.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	12,709.08	13,000.00	1,080.34	1,080.34
101-906-993.000	BOND INTEREST	27,598.43	26,834.53	11,063.20	11,063.20
Total Dept 906 - DEBT SERVICE		76,753.72	77,722.93	36,474.54	36,474.54
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.203	CONTRIB TO LOCAL STREET FUND	155,139.99	0.00	0.00	0.00
101-966-965.208	CONTRIB TO PARK FUND	116,255.81	285,511.27	0.00	0.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	0.00	0.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	81,028.33	54,000.00	0.00	0.00
101-966-965.591	CONTRIBUTION TO WATER	48,588.02	0.00	0.00	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	18,500.00	0.00	0.00	0.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	103,316.72	116,591.01	0.00	0.00

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

4/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MONTH 07/31/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
	Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS	525,482.87	458,756.28	0.00	0.00
TOTAL EXPENDITURES		<u>1,615,150.01</u>	<u>1,500,427.48</u>	<u>90,195.78</u>	<u>90,195.78</u>
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,657,865.90	1,666,433.28	24,797.68	24,797.68
TOTAL EXPENDITURES		<u>1,615,150.01</u>	<u>1,500,427.48</u>	<u>90,195.78</u>	<u>90,195.78</u>
NET OF REVENUES & EXPENDITURES		42,715.89	166,005.80	(65,398.10)	(65,398.10)

08/10/2023 10:57 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

5/15

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MONTH 07/31/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,581.18	5,400.00	45.06	45.06
202-000-553.000	ACT 51	226,078.09	227,000.00	0.00	0.00
202-000-582.000	COUNTY ROAD MILL 2014	41,255.60	41,000.00	0.00	0.00
202-000-665.000	INTEREST	6,981.91	6,338.74	817.75	817.75
Total Dept 000		279,896.78	279,738.74	862.81	862.81
TOTAL REVENUES		279,896.78	279,738.74	862.81	862.81
Expenditures					
Dept 463 - ROUTINE MAINT					
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	0.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	3,936.00	4,500.00	0.00	0.00
202-463-956.000	TREE TRIMMING	3,750.00	5,200.00	0.00	0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	78,000.00	78,000.00	0.00	0.00
Total Dept 463 - ROUTINE MAINT		173,186.00	175,200.00	0.00	0.00
Dept 474 - TRAFFIC SIGNS					
202-474-782.000	STREET MATERIALS & SUPPLIES	0.00	250.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNS		0.00	250.00	0.00	0.00
Dept 478 - WINTER MAINT					
202-478-782.000	STREET MATERIALS & SUPPLIES	370.96	600.00	0.00	0.00
Total Dept 478 - WINTER MAINT		370.96	600.00	0.00	0.00
Dept 480 - CONSTRUCTION					
202-480-803.000	ENGINEERS FEES	3,410.71	5,500.00	0.00	0.00
202-480-818.000	CONTRACT LABOR	41,941.82	25,000.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		45,352.53	30,500.00	0.00	0.00
Dept 906 - DEBT SERVICE					
202-906-992.000	BOND PRINCIPAL	10,560.00	11,264.00	0.00	0.00
202-906-993.000	BOND INTEREST	6,419.78	6,160.99	0.00	0.00
Total Dept 906 - DEBT SERVICE		16,979.78	17,424.99	0.00	0.00
TOTAL EXPENDITURES		235,889.27	223,974.99	0.00	0.00
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		279,896.78	279,738.74	862.81	862.81
TOTAL EXPENDITURES		235,889.27	223,974.99	0.00	0.00
NET OF REVENUES & EXPENDITURES		44,007.51	55,763.75	862.81	862.81

08/10/2023 10:57 AM
 User: JWest
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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 6/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	ASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	36,000.00	274.94	274.94
203-000-553.000	ACT 51	89,824.71	95,000.00	0.00	0.00
203-000-555.100	GRANT ENHANCEMENT - STATE	100,000.00	100,000.00	0.00	0.00
203-000-582.000	COUNTY ROAD MILL 2014	35,458.37	32,000.00	0.00	0.00
203-000-665.000	INTEREST	698.19	790.00	81.77	81.77
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	0.00	0.00
203-000-699.101	GF CONTRIBUTION	155,139.99	0.00	0.00	0.00
Total Dept 000		502,760.08	351,290.00	356.71	356.71
TOTAL REVENUES		502,760.08	351,290.00	356.71	356.71
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	20,000.00	25,000.00	0.00	0.00
Total Dept 463 - ROUTINE MAINT		20,000.00	25,000.00	0.00	0.00
Dept 478 - WINTER MAINT					
203-478-782.000	STREET MATERIALS & SUPPLIES	370.96	600.00	0.00	0.00
Total Dept 478 - WINTER MAINT		370.96	600.00	0.00	0.00
Dept 480 - CONSTRUCTION					
203-480-803.000	ENGINEERS FEES	11,657.85	15,000.00	0.00	0.00
203-480-818.000	CONTRACT LABOR	233,870.95	7,035.92	0.00	0.00
Total Dept 480 - CONSTRUCTION		245,528.80	22,035.92	0.00	0.00
Dept 740 - SPECIAL MAINT					
203-740-956.000	TREE TRIMMING	0.00	1,500.00	0.00	0.00
Total Dept 740 - SPECIAL MAINT		0.00	1,500.00	0.00	0.00
Dept 906 - DEBT SERVICE					
203-906-992.000	BOND PRINCIPAL	158,016.70	165,347.60	33,669.00	33,669.00
203-906-993.000	BOND INTEREST	141,616.77	136,806.48	15,309.15	15,309.15
Total Dept 906 - DEBT SERVICE		299,633.47	302,154.08	48,978.15	48,978.15
TOTAL EXPENDITURES		565,533.23	351,290.00	48,978.15	48,978.15
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		502,760.08	351,290.00	356.71	356.71
TOTAL EXPENDITURES		565,533.23	351,290.00	48,978.15	48,978.15
NET OF REVENUES & EXPENDITURES		(62,773.15)	0.00	(48,621.44)	(48,621.44)

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MONTH 07/31/2023
		DML (ABNORMAL)	BUDGET DML	(ABNORMAL)	BASE (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.000	LEAGUE FEES	325.00	0.00	(325.00)	(325.00)
208-000-478.030	CONCESSIONS	29,281.18	28,030.00	4,459.11	4,459.11
208-000-478.070	FIELD RENTAL	28,559.00	21,000.00	2,314.00	2,314.00
208-000-478.084	FLAG FOOTBALL	1,620.00	1,250.00	90.00	90.00
208-000-478.090	YOUTH FEES	6,810.00	6,000.00	0.00	0.00
208-000-667.000	PAVILION RENT	1,520.00	1,500.00	235.00	235.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,650.00	225.00	225.00
208-000-674.000	DONATIONS	1,300.00	0.00	0.00	0.00
208-000-680.001	SPECIAL EVENTS	700.00	700.00	0.00	0.00
208-000-684.000	MISC INCOME	40.00	0.00	0.00	0.00
208-000-699.101	GF CONTRIBUTION	116,255.81	285,511.27	0.00	0.00
Total Dept 000		188,360.99	345,641.27	6,998.11	6,998.11
TOTAL REVENUES		188,360.99	345,641.27	6,998.11	6,998.11
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	48,748.06	51,395.88	5,359.18	5,359.18
208-751-719.000	FRINGE BENEFITS	20,483.45	20,060.39	1,936.21	1,936.21
208-751-728.000	UNIFORM EXPENSES	0.00	550.00	0.00	0.00
208-751-731.000	PUBLICATION	562.28	600.00	0.00	0.00
208-751-740.000	SUPPLIES	6,460.80	5,500.00	137.37	137.37
208-751-781.000	COMPUTER SOFTWARE	72.00	150.00	0.00	0.00
208-751-803.000	ENGINEERS FEES	35,021.32	27,000.00	0.00	0.00
208-751-809.000	TRAINING	1,073.11	1,200.00	0.00	0.00
208-751-810.100	GRANT EXPENSE	0.00	166,600.00	0.00	0.00
208-751-818.000	CONTRACT LABOR	5,439.62	2,500.00	0.00	0.00
208-751-853.000	TELEPHONE EXPENSE	647.27	875.00	53.69	53.69
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,283.91	9,300.00	0.00	0.00
208-751-962.000	MILEAGE	397.08	400.00	0.00	0.00
Total Dept 751 - PARK ADMIN		128,188.90	286,131.27	7,486.45	7,486.45
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	2,396.61	2,500.00	0.00	0.00
208-770-775.000	REPAIRS & MAINT	3,401.43	3,500.00	300.00	300.00
208-770-802.000	SERVICE	323.40	500.00	0.00	0.00
208-770-920.000	UTILITIES	13,784.36	12,500.00	190.93	190.93
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		19,905.80	19,000.00	490.93	490.93
Dept 771 - CITY PARK					
208-771-740.000	SUPPLIES	0.00	500.00	0.00	0.00
208-771-775.000	REPAIRS & MAINT	1,646.11	1,200.00	295.00	295.00
208-771-818.000	CONTRACT LABOR	0.00	1,000.00	0.00	0.00
Total Dept 771 - CITY PARK		1,646.11	2,700.00	295.00	295.00
Dept 772 - SUNSET HILLS PARK					
208-772-775.000	REPAIRS & MAINT	0.00	310.00	0.00	0.00
Total Dept 772 - SUNSET HILLS PARK		0.00	310.00	0.00	0.00
Dept 774 - BASEBALL					
208-774-731.000	PUBLICATION	464.80	700.00	0.00	0.00
208-774-740.000	SUPPLIES	211.09	800.00	0.00	0.00
208-774-745.000	YOUTH UMPIRE FEES	0.00	100.00	0.00	0.00
208-774-775.000	REPAIRS & MAINT	2,006.90	2,000.00	0.00	0.00
Total Dept 774 - BASEBALL		2,682.79	3,600.00	0.00	0.00
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,441.17	4,500.00	0.00	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	5,556.09	7,400.00	0.00	0.00
208-777-745.000	YOUTH UMPIRE FEES	1,410.00	1,800.00	195.00	195.00
208-777-802.000	SERVICE	0.00	450.00	0.00	0.00

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 8/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 208 - PARK FUND					
Expenditures					
Total Dept 777 - BALLFIELD		8,407.26	14,150.00	195.00	195.00
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	6,227.66	5,700.00	575.96	575.96
208-778-719.000	FRINGE BENEFITS	839.67	570.00	75.18	75.18
208-778-740.000	SUPPLIES	13,434.84	11,500.00	1,310.95	1,310.95
208-778-746.000	CONCESSION - FOOD LICENSE	870.51	880.00	0.00	0.00
208-778-814.000	BANK SERVICE CHARGES	930.71	1,000.00	31.41	31.41
Total Dept 778 - CONCESSIONS		22,303.39	19,650.00	1,993.50	1,993.50
Dept 779 - SPECIAL EVENTS					
208-779-740.000	SUPPLIES	0.00	100.00	0.00	0.00
Total Dept 779 - SPECIAL EVENTS		0.00	100.00	0.00	0.00
TOTAL EXPENDITURES		183,134.25	345,641.27	10,460.88	10,460.88
Fund 208 - PARK FUND:					
TOTAL REVENUES		188,360.99	345,641.27	6,998.11	6,998.11
TOTAL EXPENDITURES		183,134.25	345,641.27	10,460.88	10,460.88
NET OF REVENUES & EXPENDITURES		5,226.74	0.00	(3,462.77)	(3,462.77)

08/10/2023 10:57 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

9/15

User: JWest

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PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	601.37	600.00	131.48	131.48
211-000-674.000	DONATIONS	4,287.65	3,000.00	0.00	0.00
211-000-674.100	SPONSORSHIP	14,835.00	12,000.00	0.00	0.00
211-000-678.000	POTTERVILLE ATHLETICS	232.00	0.00	0.00	0.00
211-000-681.000	VENDOR BOOTHS	9,700.00	8,000.00	0.00	0.00
211-000-682.000	RACE	9,164.32	6,000.00	0.00	0.00
211-000-686.000	PAGEANT	3,176.53	2,500.00	0.00	0.00
211-000-688.000	CARNIVAL	3,827.90	2,900.00	0.00	0.00
211-000-690.000	TENT TICKET SALES	8,838.27	6,500.00	0.00	0.00
211-000-691.000	ATM	0.00	200.00	0.00	0.00
211-000-695.000	T SHIRT SALES	100.00	0.00	0.00	0.00
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI	1,826.00	0.00	0.00	0.00
Total Dept 000		56,589.04	41,700.00	131.48	131.48
TOTAL REVENUES		56,589.04	41,700.00	131.48	131.48
Expenditures					
Dept 779 - SPECIAL EVENTS					
211-779-740.000	SUPPLIES	11,149.08	16,000.00	0.00	0.00
211-779-818.000	CONTRACT LABOR	17,207.00	18,000.00	0.00	0.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	12,150.19	10,000.00	1,395.00	1,395.00
211-779-880.500	PAGEANT	2,655.04	1,000.00	0.00	0.00
211-779-880.600	RACE	3,378.79	4,000.00	0.00	0.00
Total Dept 779 - SPECIAL EVENTS		46,540.10	49,000.00	1,395.00	1,395.00
TOTAL EXPENDITURES		46,540.10	49,000.00	1,395.00	1,395.00
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		56,589.04	41,700.00	131.48	131.48
TOTAL EXPENDITURES		46,540.10	49,000.00	1,395.00	1,395.00
NET OF REVENUES & EXPENDITURES		10,048.94	(7,300.00)	(1,263.52)	(1,263.52)

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 10/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	ASE (DECREASE)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	175,963.07	178,000.00	0.00	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98	21,000.00	0.00	0.00
247-728-665.000	INTEREST INCOME	148.99	150.00	47.33	47.33
Total Dept 728 - TIFA DEPT		195,508.04	199,150.00	47.33	47.33
TOTAL REVENUES		195,508.04	199,150.00	47.33	47.33
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,900.00	483.33	483.33
247-728-727.000	OFFICE EXPENSE	1,123.05	1,120.00	0.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	5,058.86	8,000.00	0.00	0.00
247-728-807.000	AUDIT	4,250.00	4,500.00	0.00	0.00
247-728-967.700	CITY IMPROVEMENTS	1,899.16	1,900.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	0.00	8,000.00	0.00	0.00
247-728-992.000	BOND PRINCIPAL	50,000.00	50,000.00	0.00	0.00
247-728-993.000	BOND INTEREST	17,432.50	15,283.00	0.00	0.00
Total Dept 728 - TIFA DEPT		84,663.54	94,503.00	483.33	483.33
TOTAL EXPENDITURES		84,663.54	94,503.00	483.33	483.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	199,150.00	47.33	47.33
TOTAL EXPENDITURES		84,663.54	94,503.00	483.33	483.33
NET OF REVENUES & EXPENDITURES		110,844.50	104,647.00	(436.00)	(436.00)

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 11/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		AMAL (ABNORMAL)	BUDGET	AMAL (ABNORMAL)	BASE (DECREASE)
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
Total Dept 000		2,654.00	2,654.00	0.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00
Expenditures					
Dept 729 - DOWNTOWN					
401-729-740.600	LANDSCAPING SUPPLIES	2,558.48	3,000.00	0.00	0.00
401-729-818.000	CONTRACT LABOR	145.00	600.00	0.00	0.00
Total Dept 729 - DOWNTOWN		2,703.48	3,600.00	0.00	0.00
TOTAL EXPENDITURES		2,703.48	3,600.00	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:					
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00
TOTAL EXPENDITURES		2,703.48	3,600.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(49.48)	(946.00)	0.00	0.00

08/10/2023 10:57 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 12/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		{MAL (ABNORMAL)	BUDGET{MAL (ABNORMAL)	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	156,709.13	155,000.00	14,941.19	14,941.19
590-000-642.001	FIXED COSTS	484,377.11	486,422.00	40,832.88	40,832.88
590-000-656.000	FINES & FORFEITURES	17,803.76	15,000.00	1,664.25	1,664.25
590-000-665.000	INTEREST	10,472.82	10,200.00	1,226.63	1,226.63
590-000-666.000	INSPECTION FEE	250.00	250.00	100.00	100.00
590-000-672.000	HOOK UP FEES	27,400.00	27,400.00	0.00	0.00
590-000-684.000	MISC INCOME	87.50	0.00	0.00	0.00
590-000-699.101	GF CONTRIBUTION	81,028.33	54,000.00	0.00	0.00
Total Dept 000		778,128.65	748,272.00	58,764.95	58,764.95
TOTAL REVENUES		778,128.65	748,272.00	58,764.95	58,764.95
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	845.43	3,000.00	0.00	0.00
590-537-809.000	TRAINING	0.00	100.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		845.43	3,100.00	0.00	0.00
Dept 556 - DPW					
590-556-740.000	SUPPLIES	7,857.29	14,000.00	0.00	0.00
590-556-743.000	METERS	1,201.48	4,550.00	0.00	0.00
590-556-775.000	REPAIRS & MAINT	438.83	1,500.00	0.00	0.00
590-556-802.000	SERVICE	2,866.77	7,000.00	0.00	0.00
590-556-803.000	ENGINEERS FEES	22,907.48	15,000.00	0.00	0.00
590-556-818.000	CONTRACT LABOR	700.00	5,000.00	0.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	190,000.00	190,000.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	70,803.04	60,000.00	38,261.00	38,261.00
Total Dept 556 - DPW		296,774.89	297,050.00	38,261.00	38,261.00
Dept 906 - DEBT SERVICE					
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	168,000.00	43,000.00	43,000.00
590-906-993.000	BOND INTEREST	203,034.23	206,677.00	32,545.06	32,545.06
Total Dept 906 - DEBT SERVICE		203,034.23	374,677.00	75,545.06	75,545.06
TOTAL EXPENDITURES		500,654.55	674,827.00	113,806.06	113,806.06
Fund 590 - SEWER FUND:					
TOTAL REVENUES		778,128.65	748,272.00	58,764.95	58,764.95
TOTAL EXPENDITURES		500,654.55	674,827.00	113,806.06	113,806.06
NET OF REVENUES & EXPENDITURES		277,474.10	73,445.00	(55,041.11)	(55,041.11)

08/10/2023 10:57 AM
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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 13/15

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MONTH 07/31/2023
		(NORMAL) (ABNORMAL)	BUDGET (NORMAL) (ABNORMAL)	(NORMAL) (ABNORMAL)	(INCREASE) (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	200,282.75	197,000.00	19,154.50	19,154.50
591-000-642.001	FIXED COSTS	382,824.32	392,183.28	32,485.55	32,485.55
591-000-644.000	PENALTIES	650.00	650.00	100.00	100.00
591-000-656.000	FINES & FORFEITURES	15,380.61	14,000.00	1,468.20	1,468.20
591-000-665.000	INTEREST	23,738.38	20,000.00	2,780.35	2,780.35
591-000-666.000	INSPECTION FEE	175.00	175.00	50.00	50.00
591-000-672.000	HOOK UP FEES	18,500.00	18,500.00	9,450.00	9,450.00
591-000-684.000	MISC INCOME	87.50	0.00	0.00	0.00
591-000-699.101	GF CONTRIBUTION	48,588.02	48,588.02	0.00	0.00
Total Dept 000		690,226.58	691,096.30	65,488.60	65,488.60
TOTAL REVENUES		690,226.58	691,096.30	65,488.60	65,488.60
Expenditures					
Dept 537 - ADMINISTRATIVE					
591-537-731.000	PUBLICATION	1,112.68	500.00	0.00	0.00
591-537-740.000	SUPPLIES	644.89	1,500.00	0.00	0.00
591-537-741.000	POSTAGE	3,134.02	3,500.00	721.62	721.62
591-537-781.000	COMPUTER SOFTWARE	0.00	1,500.00	0.00	0.00
591-537-809.000	TRAINING	75.00	1,200.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		4,966.59	8,200.00	721.62	721.62
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,472.95	4,000.00	0.00	0.00
591-556-743.000	METERS	2,661.48	6,000.00	0.00	0.00
591-556-775.000	REPAIRS & MAINT	5,553.00	10,000.00	650.00	650.00
591-556-802.000	SERVICE	8,462.96	12,000.00	800.00	800.00
591-556-803.000	ENGINEERS FEES	28,538.99	29,000.00	0.00	0.00
591-556-818.000	CONTRACT LABOR	15,924.93	25,000.00	12,280.00	12,280.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	42,375.35	40,000.00	0.00	0.00
Total Dept 556 - DPW		306,989.66	326,000.00	13,730.00	13,730.00
Dept 906 - DEBT SERVICE					
591-906-992.000	BOND PRINCIPAL	0.00	98,000.00	27,000.00	27,000.00
591-906-993.000	BOND INTEREST	114,823.55	112,674.00	20,092.87	20,092.87
Total Dept 906 - DEBT SERVICE		114,823.55	210,674.00	47,092.87	47,092.87
TOTAL EXPENDITURES		426,779.80	544,874.00	61,544.49	61,544.49
Fund 591 - WATER FUND:					
TOTAL REVENUES		690,226.58	691,096.30	65,488.60	65,488.60
TOTAL EXPENDITURES		426,779.80	544,874.00	61,544.49	61,544.49
NET OF REVENUES & EXPENDITURES		263,446.78	146,222.30	3,944.11	3,944.11

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 598 - STORM DRAIN MAINTENANCE					
Revenues					
Dept 000					
598-000-699.101	GF CONTRIBUTION	18,500.00	0.00	0.00	0.00
Total Dept 000		18,500.00	0.00	0.00	0.00
TOTAL REVENUES		18,500.00	0.00	0.00	0.00
Expenditures					
Dept 556 - DPW					
598-556-740.000	SUPPLIES	1,358.50	0.00	0.00	0.00
598-556-818.000	CONTRACT LABOR	18,500.00	0.00	0.00	0.00
598-556-931.000	DPW MAINT & REPAIR	687.50	0.00	0.00	0.00
Total Dept 556 - DPW		20,546.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,546.00	0.00	0.00	0.00
Fund 598 - STORM DRAIN MAINTENANCE:					
TOTAL REVENUES		18,500.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,546.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(2,046.00)	0.00	0.00	0.00

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	07/31/2023	MTH 07/31/2023
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	ASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	604,591.01	0.00	0.00
Total Dept 000		591,316.72	604,591.01	0.00	0.00
TOTAL REVENUES		591,316.72	604,591.01	0.00	0.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	242,702.38	240,786.55	23,268.71	23,268.71
641-932-703.002	OVERTIME SALARIES	15,379.82	14,500.00	1,150.25	1,150.25
641-932-719.000	FRINGE BENEFITS	76,880.60	78,092.19	7,183.19	7,183.19
641-932-728.000	UNIFORM EXPENSES	3,060.15	3,000.00	0.00	0.00
641-932-731.000	POSTAGE	0.00	1,200.00	0.00	0.00
641-932-740.000	SUPPLIES	21,143.58	23,000.00	458.42	458.42
641-932-775.000	REPAIRS & MAINT	51,842.25	45,237.98	2,742.47	2,742.47
641-932-781.000	COMPUTER SOFTWARE	0.00	2,100.00	0.00	0.00
641-932-782.000	STREET MATERIALS & SUPPLIES	10,024.34	11,000.00	0.00	0.00
641-932-802.000	SERVICE	2,291.46	4,000.00	0.00	0.00
641-932-809.000	TRAINING	865.00	2,000.00	0.00	0.00
641-932-853.000	TELEPHONE EXPENSE	3,267.08	3,900.00	267.55	267.55
641-932-862.000	GAS	25,421.65	28,000.00	1,672.54	1,672.54
641-932-920.000	UTILITIES	121,252.59	129,000.00	754.29	754.29
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	500.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	3,754.75	5,000.00	2,425.00	2,425.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		577,885.65	591,316.72	39,922.42	39,922.42
TOTAL EXPENDITURES		577,885.65	591,316.72	39,922.42	39,922.42
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		591,316.72	604,591.01	0.00	0.00
TOTAL EXPENDITURES		577,885.65	591,316.72	39,922.42	39,922.42
NET OF REVENUES & EXPENDITURES		13,431.07	13,274.29	(39,922.42)	(39,922.42)
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,961,806.78	4,930,566.60	157,447.67	157,447.67
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		4,259,479.88	4,379,454.46	366,786.11	366,786.11
NET OF REVENUES & EXPENDITURES					
NET OF REVENUES & EXPENDITURES		702,326.90	551,112.14	(209,338.44)	(209,338.44)

City of Potterville

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

August 10, 2023

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 has completed its DNR review of a qualified bidder for the Sunset Park Recreation Passport Grant Project Plans #PSB-RP22-0031-905, and recommendation of award has been provided by City engineers for acceptance. The City has permission from the State to formally accept/deny the bided contract to start its "Sunset Hills Improvement Project" w/ completion date of Spring of 2024. The engineer's recommendation is included in the packet along with this report suggesting approval. Design plans for this project have been made available at the Hall and online, and include a 7-space parking lot with van accessible parking, 6-foot walkways, and a dual "ADA" accessible zip line for youth. The City remains hopeful a grant application to the Eaton County Parks Community Grant Program will be awarded for this project, that would provide an additional +\$65k in funds towards the City's "cash" match requirement to this DNR Recreation Passport Grant project.

2. The City (and TIFA) financial audit is substantially complete and Council/staff has been provided their fraud/questionnaires from the auditor, Peter Haefner. This is a standard form that should be completed by everyone including staff, and returned (to the auditor) at their earliest convenience. The City's audit went very smooth this year as reconciled account balances, properly recorded invoices, accurately posted revenues over expenses, helped the auditor review data – quickly. As a public manager, I'm proud of Council and staff to have this task completed ahead of schedule. Substantial completeness of a comprehensive municipal financial audit with numerous transactions involving monthly Utility transactions, roads, police, parks and recreation, fire, EMS and ranges of services (unlike General Law Townships etc..) is rare in the first week of August. It is only possible realistically if your municipal financial systems and processes, including human resources, are in good order. That said – when the auditor has their printed materials available, I'll plan for a traditional face-to-face review with Peter Haefner during a regular meeting, so all Council members have opportunity to "drill down" into details and review.

3. The City's engineer, Samuel Leatch, will be submitting an updated State Historic Preservation Office (SHPO) report with a favorable "no impact" determination to Leo Dion at Rescom Inc. Mr. Dion, who will be completing the City's Environmental Assessment (EA) as required by USDA Rural Development bond program. This is a required step in the application process for a government assisted USDA RD Bond for water system development. Once the EA report is prepared, Samuel Leatch will have an application to the USDA RD prepared for Council review along with an updated timeline for Council action. Anticipated project costs incorporate a new iron removal plant, new 12-inch water main loop and water well and design work for about 7 million dollars in expenses over 30-40 years. The project would be competitively bid for construction in Spring/Fall of 2025. Incremental Water Rate increases, new connection fee revenues, and fund balance allocations will be outlined and presented to Council from Baker Tilly Financial Advisors prior to any USDA RD bond approval or public hearings. Please anticipate a Winter 2023 Utility

City of Potterville

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

Rate increase similar to last year at about 5% to cover long term debt costs associated with the project and inflation. Council should review this latest report and be familiar with the overall project scope of water system improvements. If anyone has questions, please let me know –staff is here to help explain any facet of your water system needs as proposed in the project.

4. The City Engineer, Don Stanley, and I finished walk through inspections of Rose Court in Cambria Ridge (Local Street), and (East & West Main Streets and Vermontville Hwy (Major Streets). Major Streets are scheduled for new asphalt in 2025 with locally funded improvements like enhanced electrical outlets and water main leads near City Park. The Major Street project that involves both E & W Main Street and a portion of Vermontville Hwy west of the CN railway, will be funded +60% by the MDOT's Small Urban Group allocation of funds that the City shares with Charlotte. The major street project for downtown and on the west side of the CN tracks will be the first Major Street repaving performed in more than 10 years. Only major streets in the City are eligible for these Small Urban Group funds that provides dollars to Potterville or Charlotte every odd year for use between participating road agencies. The Small Urban Program provides federal Surface Transportation Program (STP) funding for areas with a population of 5,000 to 49,999. Eligible projects must be located on the federal-aid highway system and within the federal urban area boundary (Potterville Major Streets only). Projects must be consistent with regional land uses and development plans like the City's Comprehensive Master Plan, Road "Paser Rating" replacement schedules, Parks and Recreation Plan and Capital Improvement Plan.

5. Brandy Miller, City Zoning Administrator has a request to Council to waive a \$400 application fee for the Zoning Board of Appeals (ZBA) on behalf of the Eaton County Land Bank who owns residential vacant lot at 104 S. Cottage Street, parcel#700-000-613-060-00 in the City of Potterville. The Eaton County Land Bank is a public authority and similar to a charitable non-profit entity formed of public officials and volunteers who are performing a public service of increasing the functional use of the property for the public at large; not say, a private owner or group of owners with the singular interest to increase business profits and/or the value of their privately held / controlled property. That said - I believe the request of the Land Bank has merit, and that if a variance request was filed with Brandy and the ZBA by the Eaton County Land Bank (and approved by the ZBA) it could assist in the marketing of the local property. If the waiver is approved by Council, the city would absorb the loss of revenue in the General Fund Budget and associated costs of a normal ZBA hearing from Debt 701 & Debt 702 of the General Fund that normally funds services like ZBA meetings, Zoning expenses, publication, etc...

If you agree, please have this item on the Council agenda for a motion. Please contact me if you have any questions. Thank you.

City of Potterville

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

TREASURER'S REPORT

August 17, 2023

Utility bills—as of 07/31/2023 (bills due on 15th) \$20,195.96 is outstanding with \$15,148.25 over 30 days past due.

Water usage month of June (July billing): 4,168,282 gallons

Sewer usage month of June (July billing): 4,164,649 gallons

Ready to service charge-water: \$32,393.97

Ready to service charge-sewer: \$40,728.49

Total water and sewer billed out from 5/26-6/23/23- is \$107,070.42

Payroll month of July, 2023: \$76,446.54 (this includes all payroll taxes + MERS)

Tax bills were mailed to residents and mortgage companies on 7/1/23. Summer tax bills are due on 9/14/23. A penalty of 3% and interest of 1% per month is added to any tax bills paid on or after 9/15/23. The city no longer takes postmark as on time payment.

The auditors were on-site 7/27-8/1/23 to conduct the audit for the 22/23 fiscal year. I believe they have all the information needed to finish the audit. I feel the onsite portion went well and we easily pulled the information requested.

Bank reconciliations completed for month of July, 2023:

General account – Reconciled balance: **\$2,697,282.43**

Payroll account - Reconciled balance: **\$1509.74**

Tax account – Reconciled balance: **\$411,635.75**

Gizzard Fest – Reconciled balance: **\$41,770.92**

Respectfully submitted,
Jodi West

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 – August 2023

I am asking the Council to consider adopting the resolution to change the City Council election year from November odd-year to a November even-year. It was brought to my attention that several Cities in Eaton County have already adopted policies: City of Grand Ledge, City of Charlotte, and City of Eaton Rapids. This would extend everyone's term by one year for one term only to allow us to move to the even year. It would eliminate the November of 2025 City election.

With Proposal 2022-2 election changes, an even-year City elections, it would be advantageous for the City. Listed below are some of the benefits:

- Savings of Expense of election: Cost of Nov. 2021 election was \$2900.00. (publications, ballots, programming, additional Clerk hours, election payroll, supplies). Not having an odd year election saves the City by not having elections annually but every two years.
- The other immediate benefit is that this does not require approval by the Governor, as this is not a Charter amendment. Making this change by resolution greatly simplifies what the City is required to do to bring about cost savings.
- Consistency of Elections, our city election would be during Presidential and Governors elections (which are all even years) so we would have early voting for all elections with less cost because of consolidating with other jurisdictions. The City elections would be the same as the surrounding jurisdictions, so there would be less confusion for the voter.
- Greater voter engagement- higher voter turnout at state and federal elections will give more participation in the city elections.

The Election Code MCL 1678.642(a)(4), authorizes a home rule city to make this change by a resolution even when it is in the City Charter to have odd year elections.

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

August 2023

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

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

- Next step in the MDNR Recreation Passport Grant was Bid Openings which recently took place. The lowest bidder was selected, and documents were uploaded to the MDNR migrants for approval. The bid has been approved by MDNR and is now awaiting approval for the contract/agreement based on approval at the City Council Meeting. With this acceptance, we'd be able to move forward, with a Spring of 2024 Construction and lock in these prices/units. We ask that City Council approves the bid, and authorize City Manager to sign contract/agreement.
- The Youth Baseball Program has officially concluded. The 10U team was in a double elimination tournament and got to round 3 before getting knocked out of the tournament. They ended their season with 11-3-1. The 14U team was in a single elimination tournament but pool games were played before bracket games. They lost in the first round of bracket game putting their season to 2-15.
- Flag Football registrations are open thru the end of August. This program is co-ed for Ages 5-6 and Ages 7-9. Last year we had enough participation to do the separate age division and we are hoping to have enough to do it again this year. We received great feedback with the separation of the ages. If not enough, the participants would be combined.
- Tournaments continue to take place at the ball fields. Currently August is a big month for us- these tournaments are States Championships, Super States Championships, Worlds, or the Northern Championships (Seniors Tournament).
- Projects continue to be in progress and new ones added to the list. Such as re-painting the building at the Softball Complex (see photo), bathrooms floors, doors, foul poles, City Park bathroom got repainted, etc. There is still plenty of warm days left to complete other projects.
- Continuing my education.
- Meet Up & Eat Up has been using the City Park as a location for families in the community to get sack lunches throughout the Summer. August is the last month.
- The City received a Special Event Application and is nearing the end of the process for approval. This event is planned to take place in September.
- We are seeing an increase in pavilion rentals prior to school starting.
- Continuing to bring in organizations/teams to utilize the fields not just on the weekends but during the weekdays as well as many organizations are turning into Fall Ball.



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

Field work is mostly complete. Sketching and data entry continues throughout the summer.

The County is predicting a 4.9% CPI for 2024 based on current data. The final number per the STC will be out in November.

The July Board of Review meeting was not held due to no items for review.

Thanks,



Sarah Payton, MAAO



City of Potterville

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

August 10, 2023

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: Eleven Zoning Referrals have been issued for the construction of new homes. The construction of Rose Court is now complete with the exception of a few punch list items that will be taken care; the City of Potterville holds a bond for the construction of the road to ensure the punch list items are complete. The City of Potterville has accepted the road which means addresses will be issued soon and construction of new homes will begin.
- 121 W. Lansing Road (former sparrow complex): The new owner has begun construction of a Golf Simulation business and small banquet hall on the north portion of the building. There are still three suites on the south end of the building that currently do not have plans.
- 104 S. Cottage Street: The property is owned by the Eaton County Land Bank. Due to the shape of the property, a variance is required for construction of any home. The previous home that burnt down several years ago did not meet the required setbacks. I have begun discussions with Mr. Bob Robinson, Eaton County Treasurer, regarding submitting a variance application for the property to be heard by the City of Potterville Zoning Board of Appeals. I would like to request a wavier of the variance application fee (\$400.00).
- Marihuana (Cannabis): The Planning Commission will continue discussions regarding potential rules and regulations at their September 19th meeting.
- Enforcements: There are currently 40 open enforcements in the City of Potterville. Most of the enforcements relate to the location of trailers (campers and utility) on the property and keeping of junk.
- National Night Out: The City of Potterville Police Department hosted the second annual National Night Out on August 2nd. Other agencies invited that also participated were Benton Township Fire Department, Eaton County Sheriff's Office, Eaton County Central Dispatch, Eaton County Emergency Management, City of Olivet Police Department and DuroTech.

Please do not hesitate to reach out to 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"



Potterville
Police Department
Chief Richard Barry



319 North Nelson St. • Potterville • Michigan • 48876 • Phone (517) 645-7802 • Fax (517) 645-7810

Dear Councilors,

As summer comes to an end, our calls for service have slowly decreased this month, which allows your police to focus more on investigations and spending more time with the community.

On August 2nd, we held our annual National Night Out at the city park, encompassing multiple facets of public safety into one gathering. These events allow the community to eat, play, ask questions and meet with their local departments and have a fun night. We will be hosting our first School Resource Officer meet and greet this year with the remaining beverages and food from National Night Out. This event will give an opportunity to the new and returning students, parents, and faculty to put a face to Officer Lopez as well as have a fun night out.

The department has had quite a few issues with our vehicles but is finally back to full strength, which includes our Ford Explorer and two Dodge Chargers. Ford has been working diligently the past few months to get our explorer back on the road, and at this time it appears to be a sound repair that will last.

An update to the Benton Township proposed agreement for police services will be given as soon as there is one available. The proposed contract has been delivered to the Township board and is being reviewed by its members.

Below is a breakdown of the most frequent calls for service that we responded to for the month of June. I have also included a complete breakdown, by type, for your review. If you have any questions, comments, or concerns please reach out to me via my email or issued cell phone at any time.

Total Calls for July: 174		Calls for Service: 29
-Traffic Stops: 83	-Property Checks: 14	-Follow-up: 6
-Domestic Disputes: 1	-Retail Frauds: 2	-Traffic Violations: 4
-Suspicious Situations: 6	-Stolen Vehicles: 2	-Weapons Violations: 1

Respectfully Submitted,

Chief R. Barry

EATON COUNTY 911

Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 07/01/2023 00:00:00 - 07/31/2023 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 UNKNOWN CALL	0	0	1	1	1%	0:02:04	0:00:00	0:00:00	0:12:47	0:12:47
	ABANDONED VEHICLE	0	1	1	2	1%	0:00:00	0:05:32	0:02:27	1:05:19	0:32:40
	ANIMAL BITE	0	1	0	1	1%	0:00:00	0:00:00	0:26:03	0:26:03	0:26:03
	ASSIST CITIZEN	0	1	0	1	1%	0:00:00	0:00:00	0:33:22	0:33:22	0:33:22
	ASSIST OTHER POLICE DEPT	0	1	1	2	1%	0:03:28	0:06:13	1:35:36	3:20:54	1:40:27
	CHECK WELLBEING	0	0	3	3	2%	0:17:43	0:02:24	0:06:55	1:21:52	0:27:17
	CIVIL COMPLAINT	0	0	2	2	1%	0:01:47	0:00:00	0:00:00	0:29:20	0:14:40
	CRIMINAL SEXUAL CONDUCT REPORT	0	1	0	1	1%	0:00:00	0:00:00	0:48:40	0:48:40	0:48:40
	DIRECTED TRAFFIC ENFORCE	0	3	0	3	2%	0:00:01	0:00:00	0:00:07	0:00:25	0:00:08
	DISORDERLY PERSON OR SUBJECT	0	0	1	1	1%	0:02:22	0:07:11	0:14:56	0:24:29	0:24:29
	DOMESTIC DISPUTE	0	1	0	1	1%	0:00:00	0:00:00	0:39:52	0:39:52	0:39:52
	FOLLOWUP OF ANY KIND	0	5	1	6	3%	0:49:50	0:00:00	0:03:30	2:15:03	0:22:31
	FRAUD RETAIL EMBEZZLEMENT	0	1	1	2	1%	0:03:09	0:00:00	0:00:00	0:22:19	0:11:10
	HARASSMENT	0	2	0	2	1%	0:00:00	0:00:00	0:33:24	1:06:48	0:33:24
	LARCENY	0	0	1	1	1%	1:11:32	0:12:24	0:17:28	1:41:24	1:41:24
	LOCKOUT	0	0	1	1	1%	0:33:27	0:16:37	0:05:34	0:55:38	0:55:38
	MDOP	0	1	1	2	1%	0:01:38	0:00:00	0:13:49	0:15:59	0:08:00
	MESSAGE FOR OFFICER	0	14	0	14	8%	0:00:01	0:00:00	0:00:09	0:02:20	0:00:10
	MISCELLANEOUS ANIMAL	0	2	0	2	1%	0:00:00	0:00:00	0:10:31	0:21:02	0:10:31
	PPO VIOLATION	0	1	1	2	1%	0:01:36	0:00:00	0:10:57	0:58:22	0:29:11
	PRISONER TRANSPORT	0	0	1	1	1%	0:00:27	0:38:31	0:53:55	1:32:53	1:32:53
	PROPERTY CHECK	0	19	0	19	11%	0:00:01	0:00:00	0:00:05	0:01:48	0:00:06
	PUBLIC RELATIONS	0	1	0	1	1%	0:00:00	0:00:00	0:09:08	0:09:08	0:09:08

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
	STOLEN VEHICLE	0	0	2	2	1%	0:01:48	0:03:27	1:09:37	2:29:44	1:14:52
	SUICIDAL THRT OR ATTEMPT	0	0	1	1	1%	0:00:00	0:16:19	0:42:09	0:58:28	0:58:28
	SUSPICIOUS SITUATION	0	1	1	2	1%	0:02:43	0:05:04	0:06:07	0:20:01	0:10:01
	SUSPICIOUS SUBJECT	0	0	1	1	1%	0:01:14	0:03:36	0:20:25	0:25:15	0:25:15
	SUSPICIOUS VEHICLE	0	2	1	3	2%	0:04:41	0:15:37	0:42:50	2:28:49	0:49:36
	TRAFFIC STOP	0	83	0	83	48%	0:00:01	0:00:00	0:08:22	11:35:43	0:08:23
	TRAFFIC VIOLATION	0	1	3	4	2%	0:00:00	0:07:14	0:07:32	0:51:53	0:12:58
	TRESPASSING	0	0	2	2	1%	0:03:16	0:00:00	0:00:00	0:16:19	0:08:10
	UNKNOWN PROBLEM	0	1	0	1	1%	0:00:00	0:00:00	0:04:13	0:04:13	0:04:13
	UNWANTED SUBJECT	0	0	1	1	1%	0:00:00	0:03:59	0:55:26	0:59:23	0:59:23
	VACATION CHECK	0	1	0	1	1%	0:00:00	0:00:00	0:05:56	0:05:56	0:05:56
	WARRANT ATTEMPT PICKUP	0	1	0	1	1%	0:00:00	0:05:02	0:12:50	0:17:52	0:17:52
	WEAPONS VIOLATION	0	0	1	1	1%	0:05:04	0:04:01	0:14:02	0:23:07	0:23:07
	Subtotals for No Summary Code	0	145	29	174	100%	0:09:27	0:09:34	0:22:22	40:22:30	0:30:21
	Subtotals for PPD	0	145	29	174	100%	0:09:27	0:09:34	0:22:22	40:22:30	0:30:21

Eaton County Central Dispatch

Total Calls For Service

July 2023				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,426	18.8%	9,794	19.0%
Fire	826	10.9%	5,200	10.1%
Police	5,345	70.4%	36,444	70.9%
Total Calls	7,597	100.0%	51,438	100.0%

Eaton County Central Dispatch

EMS Calls For Service

July 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	82	5.8%	493	5.0%
Delta Twp. EMS	508	35.6%	3,280	33.5%
Eaton Area EMS	525	36.8%	3,687	37.6%
Grand Ledge EMS	163	11.4%	1,193	12.2%
Vermontville EMS	11	0.8%	114	1.2%
Windsor Twp. EMS	111	7.8%	753	7.7%
Outside Agencies* <i>LIFE, LTEM, MARE NEMS</i>	26	1.8%	274	2.8%
Total EMS Calls	1,426	100.0%	9,794	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

July 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	28	3.4%	187	3.6%
Benton Twp. Fire	21	2.5%	146	2.8%
Charlotte Fire	81	9.8%	523	10.1%
Delta Fire	314	38.0%	1,917	36.9%
Eaton Rapids City	74	9.0%	435	8.4%
Eaton Rapids Twp.	75	9.1%	428	8.2%
Grand Ledge Fire	71	8.6%	485	9.3%
Hamlin Twp Fire	22	2.7%	130	2.5%
Olivet Fire	28	3.4%	159	3.1%
Roxand Twp. Fire	14	1.7%	78	1.5%
Sunfield Fire	24	2.9%	163	3.1%
Vermontville Fire	11	1.3%	87	1.7%
Windsor Fire	53	6.4%	367	7.1%
Outside Agencies*	10	1.2%	95	1.8%
<i>LTFD</i>				
Total Fire Calls	826	100.0%	5,200	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

July 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	46	0.9%	175	0.5%
Charlotte Police	681	12.7%	4,568	12.5%
Eaton County Sheriff	2,709	50.7%	18,495	50.7%
<i>Delta</i>	1,633	30.6%	10,760	29.5%
<i>Out County</i>	1,065	19.9%	7,027	19.3%
<i>Animal Control</i>	203	3.8%	1,223	3.4%
Eaton Rapids Police	336	6.3%	2,195	6.0%
Grand Ledge Police	351	6.6%	2,650	7.3%
Michigan State Police	1,005	18.8%	6,642	18.2%
Olivet Police	27	0.5%	224	0.6%
Pottersville Police	174	3.3%	1,417	3.9%
Outside Agencies* <i>ME, DNR</i>	16	0.3%	78	0.2%
Total Police Calls	5,345	100.0%	36,444	100.0%



Benton Township Fire Department

4713 Hartel Road

Pottersville, MI 48876

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

Proudly Serving Benton Township & the City of Pottersville

Monthly Report July 2023

Operational Information:

- Throttle/Accelerator Pedal replaced on T-215
- Annual Service & D.O.T. Inspection performed on Engines 211, 212 & Tanker 215
- Garage Door repaired
- Parking blocks placed in the station for apparatus, old ones removed from the in front of station
- Received a nice Thank you basket & letter from Granger

Training:

- Wildland, Combine Fires & Large fire @ Granger Landfill

Meetings & Special Events:

- Benton Township Board Meeting

Calls for Service (CFS):

- **Fire** – 5 City of Pottersville, 10 Benton Township, 6 Mutual Aid
- **EMS** – 28 City of Pottersville, 28 Benton Township, 29 Mutual Aid



August 8, 2023

City of Potterville
319 N. Nelson St.
Potterville, MI 48876

Attention: Aaron Sheridan, City Manager

**RE: SUNSET HILLS PARK PROJECT
RECOMMENDATION FOR AWARD**

Dear Aaron:

I have tabulated the bids for the above referenced project and have found Iron Horse Excavation LLC to be the low responsive bidder, with an alternate bid in the amount of \$206,980.06 for 2024 construction. It is our recommendation that the City of Potterville accept this bid contingent upon the receipt of the required bonding and insurance.

Please find the bid tabulation for this project enclosed for your records.

If you have any questions concerning this matter, please feel free to call.

Sincerely,

Laura Fredrickson, PLA
lfredrickson@gowightman.com

cc: Samuel Leatch, PE

Enclosures: Bid tabulation

BID TAB

PROJECT: **Sunset Hills Park Improvements Project**

CLIENT: **City of Potterville**

BID OPENING: August 4, 2023 at 2:00pm

No.	Description	Qty.	Unit	Iron Horse Excavation LLC	
				Unit Price	Total
Base Bid 2023 Construction					
1	Maintain Traffic	1	LS	no bid	no bid
2	Curb and Gutter, Rem, Modified	120	FT	no bid	no bid
3	Tree, Rem	2	EA	no bid	no bid
4	Mobilization, Max \$15,000	1	LS	no bid	no bid
5	Machine Grading, Modified	1	LS	no bid	no bid
6	Temporary Tree Protection	100	FT	no bid	no bid
7	Subbase, CIP (12" Min.)	73	CYD	no bid	no bid
8	Aggregate Base, 8 inch	220	SYD	no bid	no bid
9	HMA, 13A	20	TON	no bid	no bid
10	HMA, 36A	20	TON	no bid	no bid
11	Hand Patching	5	TON	no bid	no bid
12	Driveway Opening, Conc, Det M	120	FT	no bid	no bid
13	Curb and Gutter, Conc, Det F4	170	FT	no bid	no bid
14	Pavt Mrkg, Waterborne, 4 inch, Cross Hatching, Blue	50	FT	no bid	no bid
15	Pavt Mrkg, Waterborne, 4 Inch, Blue	80	FT	no bid	no bid
16	Pavt Mrkg, Waterborne, 4 Inch, White	100	FT	no bid	no bid
17	Pavt Mrkg, Ovly Cold Plastic, Accessible Sym	2	EA	no bid	no bid
18	Accessible Parking Sign	2	EA	no bid	no bid
19	Subbase, CIP (6" Min)	98	CYD	no bid	no bid
20	Sidewalk, Conc, 4 inch	5,315	SFT	no bid	no bid
21	Curb Ramp, Conc, 6 inch	165	SFT	no bid	no bid
22	Detectable Warning Surface	12	FT	no bid	no bid
23	Playground Equipment	1	LS	no bid	no bid

BID TABPROJECT: **Sunset Hills Park Improvements Project**CLIENT: **City of Potterville**

BID OPENING: August 4, 2023 at 2:00pm

No.	Description	Qty.	Unit	Iron Horse Excavation LLC	
				Unit Price	Total
24	Playground Access Ramp	1	EA	no bid	no bid
25	Safety Surfacing, Engineered Wood Fiber	87	CYD	no bid	no bid
26	Safety Surface Mat	12	EA	no bid	no bid
27	Playground Border Timbers	127	FT	no bid	no bid
28	Geotextile, Separator, Non-Woven	209	SYD	no bid	no bid
29	Bench	2	EA	no bid	no bid
30	RPGP Sign	1	EA	no bid	no bid
31	Acer Platanoides 'Royal Red', 2"	2	EA	no bid	no bid
32	Site Preparation	6	SYD	no bid	no bid
33	Watering and Cultivating, First Season, Min.	1	LS	no bid	no bid
34	Slope Restoration, Modified	782	SYD	no bid	no bid
Base Bid Total					No Bid

2024 Construction Alternate

A1	Maintain Traffic	1	LS	4154.9	4,154.90
A2	Curb and Gutter, Rem, Modified	120	FT	26.54	3,184.80
A3	Tree, Rem	2	EA	873.72	1,747.44
A4	Mobilization, Max \$15,000	1	LS	15000	15,000.00
A5	Machine Grading, Modified	1	LS	15066.65	15,066.65
A6	Temporary Tree Protection	100	FT	23.03	2,303.00
A7	Subbase, CIP (12" Min.)	73	CYD	39.83	2,907.59
A8	Aggregate Base, 8 inch	220	SYD	46.91	10,320.20
A9	HMA, 13A	20	TON	237.42	4,748.40
A10	HMA, 36A	20	TON	267.1	5,342.00

BID TABPROJECT: **Sunset Hills Park Improvements Project**CLIENT: **City of Potterville**

BID OPENING: August 4, 2023 at 2:00pm

No.	Description	Qty.	Unit	Iron Horse Excavation LLC	
				Unit Price	Total
A11	Hand Patching	5	TON	415.49	2,077.45
A12	Driveway Opening, Conc, Det M	120	FT	47.48	5,697.60
A13	Curb and Gutter, Conc, Det F4	170	FT	47.48	8,071.60
A14	Pavt Mrkg, Waterborne, 4 inch, Cross Hatching, Blue	50	FT	2.37	118.50
A15	Pavt Mrkg, Waterborne, 4 Inch, Blue	80	FT	2.37	189.60
A16	Pavt Mrkg, Waterborne, 4 Inch, White	100	FT	3.56	356.00
A17	Pavt Mrkg, Ovly Cold Plastic, Accessible Sym	2	EA	569.82	1,139.64
A18	Accessible Parking Sign	2	EA	538.95	1,077.90
A19	Subbase, CIP (6" Min)	98	CYD	48.31	4,734.38
A20	Sidewalk, Conc, 4 inch	5,315	SFT	6.65	35,344.75
A21	Curb Ramp, Conc, 6 inch	165	SFT	10.14	1,673.10
A22	Detectable Warning Surface	12	FT	53.42	641.04
A23	Playground Equipment	1	LS	45110.39	45,110.39
A24	Playground Access Ramp	1	EA	1113.7	1,113.70
A25	Safety Surfacing, Engineered Wood Fiber	87	CYD	42.74	3,718.38
A26	Safety Surface Mat	12	EA	365.14	4,381.68
A27	Playground Border Timbers	127	FT	41.55	5,276.85
A28	Geotextile, Separator, Non-Woven	209	SYD	12.74	2,662.66
A29	Bench	2	EA	2485.82	4,971.64
A30	RPGP Sign	1	EA	1298.76	1,298.76
A31	Acer Platanoides 'Royal Red', 2"	2	EA	1127.76	2,255.52
A32	Site Preparation	6	SYD	136.28	817.68

BID TAB

PROJECT: **Sunset Hills Park Improvements Project**

CLIENT: **City of Potterville**

BID OPENING: August 4, 2023 at 2:00pm

No.	Description	Qty.	Unit	Iron Horse Excavation LLC	
				Unit Price	Total
A33	Watering and Cultivating, First Season, Min.	1	LS	1,194.88	1,194.88
A34	Slope Restoration, Modified	782	SYD	10.59	8,281.38
Alternate Total					\$206,980.06

Error in calculation but was fixed.

**CONTRACT DOCUMENTS
AND
SPECIFICATIONS
FOR THE**

CITY OF POTTERVILLE

**SUNSET HILLS PARK IMPROVEMENTS
PROJECT**

JULY 2023



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CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

INDEX

PART 1 ADVERTISEMENT FOR BIDSA-1

PART 2 INSTRUCTIONS TO BIDDERSI-1 to I-4

PART 3 GENERAL CONDITIONSGC-1 to GC-17

PART 4 SCHEDULE OF DRAWINGSSD-1

PART 5 GENERAL SPECIFICATIONSGS-1 to GS-5

PART 6 PROJECT SPECIFICATIONS.....PS-1 to PS-17

PART 7 CONTRACTC-1 to C-3

PART 8 PROPOSALP-1 to P-6

PART 9 PERFORMANCE BOND AND LABOR AND MATERIALS BONDH-1 to H-3

AMERICAN IRON AND STEEL REQUIREMENTSAPPENDIX A

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 1

ADVERTISEMENT FOR BID

The City of Potterville will receive sealed bids for the construction of the Sunset Hills Park Improvements Project until 2:00 PM, local time on the 4th day of August, 2023, at the office of 319 N. Nelson St, Potterville, MI 48876 at which time all bids will be publicly opened and read aloud.

The work for which bids are being requested consists of the following:

Contract

The Sunset Hills Park Improvements project includes an ADA parking lot and ADA sidewalk route that connects two existing dead-end sidewalks that lie at opposite ends of the Sunset Hills Park, new recycled material ADA park benches (2), a dual zipline side by side with ADA accessible, and native trees and various appurtenances. The Sunset Hills Park Improvements project includes a base contract bid form for pricing based on 2023 construction and an alternative contract bid form for pricing based on construction occurring in 2024.

The Contract Documents including plans and specifications may be obtained at no charge by downloading from the Wightman website bidding page at <https://bids.gowightman.com/>. Neither the OWNER nor the ENGINEER will be responsible for partial sets of documents obtained from any other source. The Advertisement for Bids, Plan Holder's List, all Addenda, and the Bid Tabulation will also be posted on the Wightman website bidding page at www.gowightman.com/bids.

The OWNER reserves the right to reject any or all bids and to waive any irregularities in bidding. The use of local contractors and labor is encouraged.

A certified check or bank draft drawn on a solvent bank in the State of Michigan payable without condition to the OWNER or a satisfactory bid bond executed by the bidder and a surety company, in an amount equal to 5 percent of the bid shall be submitted with each bid.

No bids may be withdrawn after the scheduled closing time for receipt of bids for at least ninety (90) days.

The successful bidder will be required to furnish a satisfactory Performance Bond and a Labor and Material Bond in the amount of 100 percent of the Contract price. Bond forms are included in the Contract Documents.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 2

INSTRUCTIONS TO BIDDERS

INDEX

1. PREPARATION OF PROPOSAL.....I-1

2. BID SECURITYI-1

3. LIQUIDATED DAMAGES.....I-1

4. EXAMINATION OF SITE AND SPECIFICATIONSI-1

5. INTERPRETATION OF PROPOSED CONTRACT DOCUMENTSI-2

6. QUALIFICATIONS OF BIDDER.....I-2

7. APPROXIMATE QUANTITIES.....I-2

8. STANDARD MANUFACTURERI-2

9. SOIL BORINGS.....I-2

10. SIGNING OF BIDSI-3

11. AWARD OF CONTRACTI-3

12. EXECUTION OF AGREEMENT.....I-3

13. EFFECTIVE DATE OF CONTRACT AWARD.....I-3

14. DISQUALIFICATION OF BIDDERS.....I-4

15. PENALTY FOR COLLUSION.....I-4

16. PERFORMANCE BOND AND LABOR AND MATERIALS BONDI-4

17. MDNR FUNDING INFORMATIONI-4



CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

PART 2

INSTRUCTIONS TO BIDDERS

1. Preparation of Proposal

Each proposal shall be firmly sealed in an envelope which is clearly labeled "Sunset Hills Park Improvements Project" and delivered to the office designated in the Advertisement for Bids. All bids are to be made only on forms of proposal furnished by the OWNER and included in this volume. Only proposals which are made out upon the regular proposal forms will be considered. A separate set of proposal forms has been provided for submission of the bid. The OWNER may consider as informal any proposal on which there is an alteration of or departure from the prescribed form. Any unauthorized riders or qualifications to the bid as submitted may be rejected as irregular.

The proposal must be legibly written in ink with all prices given in figures as required by the proposal form. In case of unit price proposals, the bidder shall fill in the unit price bid for each item and in addition thereto, make an extension based on the estimated quantities. In case of incorrect totaling of amounts or where the unit bid price and the extension do not agree, the unit bid price shall in all cases govern in arriving at the correct extension and/or total for the purpose of comparing bids.

2. Bid Security

No proposal will be received unless accompanied by a certified check or bank draft or a satisfactory bid bond executed by the bidder and a Surety Company in an amount not less than five (5%) percent of the total bid payable to the OWNER as a guarantee that if the bid is accepted, the bidder will execute and file the proposed Contract and bond within ten (10) days from the date of the award of the Contract. On failure of the successful bidder to execute the Contract and file the required bonds and insurance within the required time, he shall forfeit his bid security as agreed as liquidated damages. By filing a proposal, all bidders agree to accept this provision. *Note: The Surety Company must be licensed to do business in the State of Michigan and listed on the U.S. Treasury Circular 570.*

3. Liquidated Damages

Failure to completely finish the whole of the specified work within the number of calendar days specified for completing all work of the Contract including extensions granted subject to the provisions of Article 20 of the General Conditions, shall entitle the OWNER to deduct from the moneys due the CONTRACTOR as "Liquidated Damages" and not as a penalty, the sum of \$500 per day for each and every calendar day of delay in completion of the work.

4. Examination of Site and Specifications

At the time of opening bids, each bidder will be presumed to have made a personal investigation of the site of the work and of existing structures and to have read and be thoroughly familiar with the plans, specifications and Contract Documents (including all addenda). He shall determine to his own satisfaction the conditions to be encountered, the nature of the ground, difficulties involved in completing the Contract and all factors affecting the work proposed under this Contract.

The bidder to whom this Contract is awarded will not be entitled to any additional compensation by reason of his failure to fully acquaint himself with the conditions at the site or by his failure to fully examine the plans, specifications and Contract Documents.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

5. Interpretation of Proposed Contract Documents

If any person contemplating submitting a bid for this Contract is in doubt as to the true meaning of any part of the plans, specifications, or other proposed Contract Documents, he may submit to the OWNER a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by addenda duly issued or delivered to each person receiving a set of such documents. The OWNER will not be responsible for any other explanations or interpretations of the proposed documents.

6. Qualifications of Bidder

The OWNER shall have the right to take such steps as is deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish the OWNER all such information and data for this purpose as the OWNER may request. The right is reserved to reject any bid where an investigation of the evidence or information submitted by such bidder does not satisfy the OWNER that the bidder is qualified to carry out properly the terms of the Contract Documents.

7. Approximate Quantities

In cases where any part or all of the bidding is to be received on a unit price basis, the quantities stated are not intended to govern. The quantities stated on which unit prices are so invited are approximate only and each bidder will be required to make his own estimates of amounts and to calculate his unit price accordingly. Bids will be compared on the basis of the stated number of units in the proposal form. Such estimated quantities while made from the best information available are approximate only. Payment on the Contract will be based on actual number of units installed on the completed work.

8. Standard Manufacturer

Wherever the terms "standard", "recognized" or "reputable" manufacturer are used, they shall be construed as meaning, manufacturers who have been engaged in the business of fabricating materials, equipment or supplies of the nature called for by the specifications for a reasonable period of time prior to the date set for opening of bids and who can demonstrate to the satisfaction of the OWNER that said manufacturer has successfully installed in a least three instances and that the performance of such materials, equipment or supplies has been satisfactory. Manufacturers who have been engaged in the business of manufacturing said materials, equipment or supplies for a period of over twelve months prior to the date fixed for opening bids shall, prima facie, be deemed to have been engaged in such business for a reasonable length of time.

9. Soil Borings

Bidders shall make whatever borings necessary to fully acquaint themselves with conditions as they exist so that they may fully understand the conditions which may affect the cost of the work. Failure to make such borings or any borings made which do not provide a complete understanding of the conditions encountered, shall not relieve the CONTRACTOR of the responsibility for carrying out all the work to completion as shown on the plans, or as specified, at the price specified to be paid for the work. Where the results of any test borings are shown on the plan, the information is not guaranteed, and the CONTRACTOR must satisfy himself as to the character of materials that may be encountered.

10. Signing of Bids

Bids which are not signed by the individual making them, shall have attached thereto a power of attorney evidencing authority to sign the bid in the name of the person for whom it is signed.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

Bids which are signed by a partnership shall be signed by all the partners or by an attorney-in-fact. If signed by an attorney-in-fact, there shall be attached to the bid a power of attorney evidencing authority to sign the bid executed by the partners.

Bids which are signed for a corporation shall have the correct corporate name thereof and the signature of the president or other authorized officers of the corporation manually written below the corporate name following the word "by". If such a bid is manually signed by an officer other than the president of the corporation, a certified copy of a resolution of the board of directors evidencing the authority of such official to sign the bid shall be attached to it. Such a bid shall also bear the attested signature of the secretary of the corporation and the impression of the corporate seal.

11. Award of Contract

An Award of Contract will be made in accordance with the applicable stipulations in the proposal to the lowest responsible bidder whose proposal complies with all the requirements prescribed, provided his bid is reasonable and it is to the interest of the OWNER to accept it. The bidder to whom the award is made will be notified at the earliest possible date. The OWNER reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest of the OWNER.

When so stipulated in the proposal form, the OWNER may elect to make a tentative award of Contract pending the sale of bonds or the completion of other financing arrangements. In such event and upon successful completion of the necessary arrangements to finance the cost of the project, the OWNER and the successful bidder to whom the tentative award has been made, shall enter into a written Contract at the price stated in the proposal and as specified provided that the elapsed time from the date of the tentative award shall not exceed the period set forth in the proposal form. The time for execution of the written Contract may be extended beyond the period set forth in the proposal if such extension is mutually agreeable to the OWNER and the successful bidder.

12. Execution of Agreement

The bidder to whom an award is made will be required to enter into a written Agreement in the form hereto annexed within ten (10) days (Sundays and legal holidays excepted) after being notified of the acceptance of his bid and receipt by him of the copies of the documents to be executed. In case of failure to comply with this requirement, he may be considered to have abandoned all his rights and interests in the award and his certified check or amount of bidder's bond may be declared to be forfeited to the OWNER and the Contract may be awarded to another. Each Contract must be executed in three (3) original counter parts and no more and there shall be executed original counter parts of the CONTRACTOR'S performance bond in equal number to the executed original counterparts of the Contract. Three (3) copies of such executed documents will be retained by the OWNER, the fourth will be delivered to the CONTRACTOR.

13. Effective Date of Contract Award

Subject to the applicable provisions of law, this Contract shall be full force and effect as a Contract from and after the date when formal notice of such award signed by the authorized representative of the OWNER has been delivered to the intended awardee or mailed to him at the main business shown in his proposal by some officer or agent of the OWNER duly authorized to give such notice.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

14. Disqualification of Bidders

More than one proposal for the work described in this document, to be included under a Contract, from an individual, firm or partnership, a corporation or an association under the same or different names, will not be considered. Reasonable grounds for believing that any bidder is interested in more than one proposal for the work contemplated will cause the rejection of all proposals in which such bidder is interested. If there are reasonable grounds for believing that any member, representative or agent of any bidder entered into any combination, collusion or agreement to induce anyone to refrain from bidding in any way or manner whatever, the proposal of the participants in such activities will not be considered.

15. Penalty for Collusion

If at any time it shall be found that any member, representative or agent of the person, firm or corporation to whom the Contract has been awarded has in presenting any bid or bids entered into any combination, collusion or Agreement with any person relative to the price to be bid by anyone, or attempted to prevent any person from bidding or attempted to induce anyone to refrain from bidding or if the bid was made with reference to any other bid or with any Agreement, understanding, or combination with anyone in reference to the letting of such Contract in any way or manner whatever, then the Contract so awarded shall be null and void and the CONTRACTOR and his sureties shall be liable to the OWNER for loss or damage which the OWNER may suffer thereby and the OWNER may advertise anew for bids for said work.

16. Performance Bond and Labor and Materials Bond

The successful bidder shall furnish a Performance Bond and a Labor and Materials Bond in a penal sum of at least 100 percent (100%) of the total amount payable by the terms of the Contract. Such bonds shall be in the form of bond, a copy of which is included in the Contract Documents. Such Performance Bond and Labor and Materials Bond shall be furnished and executed and delivered by the successful bidder to the OWNER within ten (10) days after the receipt by the successful bidder of the Contract forms and notification that the OWNER is in a position to enter into a signed Contract. Bonds shall be furnished through a Surety Company licensed in the State of Michigan and listed on the U.S. Treasury Circular 570.

17. MDNR Funding Information

State provided Michigan Department of Natural Recreation Passport (RP) grant funds are being used to assist in construction and relevant State requirements will apply.

Contractors and all sub-contractors must comply with all requirements of 1976 PA 453 (Elliott-Larsen Civil Rights Act) and 1976 PA 220 (Persons with Disabilities Civil Rights Act), as amended. In accordance with these laws, all contracts must contain a covenant that "The contractor and any subcontractors shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 3

GENERAL CONDITIONS

INDEX

1.	DEFINITIONS	GC-1
2.	INTENT OF THE CONTRACT DOCUMENTS.....	GC-1
3.	PLANS AND SPECIFICATIONS.....	GC-2
4.	SITE CONDITIONS	GC-3
5.	MATERIALS AND WORKMANSHIP	GC-6
6.	ROYALTIES AND PATENTS.....	GC-6
7.	PERMITS AND COMPLIANCE WITH LAWS	GC-7
8.	INSPECTION	GC-7
9.	COOPERATION	GC-7
10.	RESPONSIBILITY OF CONTRACTOR.....	GC-8
11.	SUBCONTRACTS	GC-8
12.	CHATTEL MORTGAGES	GC-8
13.	DAMAGES	GC-9
14.	WORKMEN'S COMPENSATION	GC-9
15.	PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE	GC-9
16.	ESTIMATED QUANTITIES.....	GC-11
17.	CHANGES IN WORK	GC-11
18.	PROGRESS SCHEDULE	GC-12
19.	NOTICE TO SUSPEND WORK.....	GC-12
20.	UNAVOIDABLE DELAYS AND EXTENSION OF TIME	GC-12
21.	TERMINATION FOR BREACH.....	GC-13
22.	COST OF WORK.....	GC-13
23.	GUARANTEE.....	GC-13
24.	ENGINEER TO DECIDE.....	GC-14

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 3

GENERAL CONDITIONS

INDEX (Continued)

25. DUTIES AND POWERSGC-14

26. NO WAIVER OF RIGHTS.....GC-14

27. NIGHT, WEEKEND, OR HOLIDAY WORKGC-14

28. BONDSGC-14

29. PRICES.....GC-15

30. MONTHLY ESTIMATES AND PAYMENTS.....GC-15

31. FINAL ESTIMATE AND PAYMENT.....GC-16

32. FINAL PAYMENT TO RELEASE OWNER.....GC-16

33. SOIL EROSION PERMIT.....GC-16

34. JOB SITE SAFETYGC-16

35. RETENTIONGC-17



**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 3

GENERAL CONDITIONS

1. Definitions

Wherever used in any of the Contract Documents, the following meaning shall be given to the term herein defined:

- A. Contractor – The person, firm or corporation to whom the within Contract is awarded by the OWNER and who is subject to the term thereof.
- B. Subcontractor – A person, firm or corporation other than the CONTRACTOR supplying labor and materials or labor for work at the site of the project.
- C. Project – The entire improvement proposed by the OWNER to be constructed in part or in whole pursuant to the within Contract.
- D. Work – The work to be done including all labor, materials, tools and all appliances and appurtenances necessary to perform and complete everything specified or implied in the plans or in this Contract in full compliance with all the terms and conditions thereof.
- E. Owner – The municipality, person, firm or corporation as specified in the Advertisement for Bids for whom the work is to be done.
- F. Engineer – The ENGINEER, engineering firm or corporation as specified in the Advertisement for Bids who is designated by the OWNER for the work or their duly authorized agents, such agents acting severally within the scope of the particular duties entrusted to them.
- G. Contract Documents or Contract – All of the component parts of the Contract including the Advertisement for Bids, Instruction to Bidders, General Conditions, General Specifications, Project Specifications, Proposal, Contract Bonds, all of which are attached hereto; and including any Addenda, which may be issued and made a part of the Contract; and the plans and drawings therein referred to and other drawings, specifications and engineering data which may be furnished by the CONTRACTOR and approved by the OWNER and such additional specifications and drawings which may be furnished by the ENGINEER from time to time as are necessary to make clear and to define in greater detail the intent of the specifications and plans.

2. Intent of the Contract Documents

The Contract Documents are complementary and what is called for by any one shall be as binding as if called for by all. The intention of the Contract Documents is to include in the Contract Price the cost of all labor and materials, water, fuel, tools, plant, equipment, light, transportation and all other expenses as may be necessary for the proper execution of the work.

In interpreting the Contract Documents, words describing work or materials which have a well-known technical or trade meaning, unless otherwise specifically defined in the Contract Documents, shall be construed in accordance with such well-known meaning recognized by architects, engineers and the trade.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

3. Plans and Specifications

The location of the work together with the details for the construction of the various structures is shown upon the set of plans specified in PART 4, SCHEDULE OF DRAWINGS.

These plans together with the Specifications form a part of the Contract. Where dimensions are shown on the drawings, they shall take precedence over scaled distances and dimensions.

In the event of any discrepancy between the plans and the Specifications, the decision of the ENGINEER shall be decisive thereon. The figured dimensions on the plans are to be taken as correct, but the CONTRACTOR is required to carefully check all dimensions of structures before beginning work thereon. Should any errors be discovered, the ENGINEER'S attention shall be called to the same and the proper corrections made. All notes on the plans shall be carefully observed by the CONTRACTOR and are to be made a part of the Contract.

Before ordering any materials or equipment, but in ample time to permit the satisfactory progress of the work, the CONTRACTOR shall submit to the ENGINEER for approval, additional drawings or prints in triplicate of the equipment included under his Contract together with the information in such detail as may be necessary to permit the ENGINEER, to inform himself of the design of the equipment and the character of the various materials. Since some of the materials or equipment are dependent one upon the other for determination of measurements or fit of parts, the drawings of such items shall be submitted at approximately the same time to permit proper checking by the ENGINEER.

The CONTRACTOR shall at his own expense, make such changes in the above drawings as may be found necessary upon inspection by the ENGINEER to make them conform to the specifications or to the layout. Prior to the approval of any such drawings, any work which the CONTRACTOR may do on the equipment covered by the drawings, shall be at his own risk as the OWNER will not be responsible for any expense incurred by the CONTRACTOR in changing equipment to make it conform to the drawings as finally approved.

Of the minor equipment for which drawings may not be required, the CONTRACTOR shall furnish to the ENGINEER tabulated lists from time to time showing the name of the manufacturer and the catalog number of the type of equipment proposed together with such prints, dimensions, specifications, samples or other data as may be required to permit intelligent judgment of the acceptability of the equipment and materials proposed.

Upon approval of the above drawings, lists, prints, samples and other data, the same shall become a part of this Contract and the equipment furnished shall be in conformance with the same provided that the approval of the above drawings, lists, prints, specifications, samples or other data shall in no way release the CONTRACTOR from the responsibility for which said equipment is installed nor from his liability to replace the same should it prove defective or fail to meet the specified requirements.

The CONTRACTOR shall check all dimensions and quantities of the drawings furnished by the OWNER or by himself and shall notify the ENGINEER of all errors or omissions which he may discover by examining and checking the drawings. He will not be allowed to take advantage of any error or omission in the drawings as full instructions will be furnished by the ENGINEER, should such error omission be discovered, and the CONTRACTOR shall carry out such instructions as if originally specified.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

4. Site Conditions

Subsurface and Physical Conditions:

A. *Reports and Drawings:* The Contract Documents may identify:

1. Soil borings, existing plans, drawings, surveys or other reports of explorations of subsurface conditions at or contiguous to the Site that ENGINEER has used in preparing the Contract Documents; and
2. Those drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site, (except Underground Facilities) that ENGINEER has used in preparing the Contract Documents.

B. Contractor may not rely upon the Reports and Drawings referenced in 4A or make any claim against OWNER, ENGINEER, or any of ENGINEER'S Consultants or Subcontractors related to the Reports and Drawings. This limitation includes, but is not limited to:

1. The completeness of such Reports and Drawings for CONTRACTOR'S purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR, and safety precautions and programs incident thereto; or
2. Other data, interpretations, opinions, and information contained in or shown or indicated in the Reports and Drawings; or
3. Any CONTRACTOR interpretation of or conclusion drawn from any of the Reports and Drawings or any other data, interpretations, opinions or information referenced in the Reports and Drawings; or
4. Soil Borings that have been made by ENGINEER, OWNER or one of their Consultants or Subcontractors, if any, are shown in the Reports and Drawings or the Plans. This information is offered to the CONTRACTOR only as information relied upon by ENGINEER in the preparation of the Contract Documents, and the CONTRACTOR is solely responsible for confirming actual conditions and ENGINEER, OWNER or their Consultants or Subcontractors have no responsibility for any conclusion, interpretation or analysis contained therein or made by the CONTRACTOR based upon his review of the Soil Borings. Neither OWNER nor ENGINEER has any responsibility for and does not warrant that the soils or water table encountered during construction will be as shown in the borings.

C. CONTRACTOR warrants that before submitting his bid he has personally determined the soil and subsoil conditions, including the water table elevation and the conditions to be encountered by CONTRACTOR in the performance of the work and that said conditions and factors have been evaluated by CONTRACTOR and incorporated into his Contract with OWNER. CONTRACTOR further warrants that he is fully aware of the soil conditions, subsoil conditions, water table and all applicable State and Federal Regulation related to the excavation, removal, transportation, placement and relocation of the materials involved in the work to be performed by the CONTRACTOR and that CONTRACTOR will complete the work under whatever conditions he may encounter or create without extra cost, expense to or claim against the OWNER or ENGINEER, their consultants or subcontractors.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

- D. CONTRACTOR has identified all locations where the CONTRACTOR'S operations are near public roadways, the properties of railroads or contiguous physical structures. Work shall not take place until CONTRACTOR has made all arrangements necessary to identify the location and/or elevation of the roadways, the properties of railroads or contiguous physical structures and foundation or appurtenances and has taken all necessary steps to protect the roadways, the properties of railroads or contiguous physical structures from damage. CONTRACTOR is solely responsible for any and all damage to roadways, the properties of railroads or contiguous physical structures and any personal injury, death or property damage or consequential damages arising from CONTRACTOR'S operations.

Differing Subsurface or Physical Conditions:

- E. Notice: If CONTRACTOR believes that any physical condition at or contiguous to the Site that is uncovered or revealed is of such a nature as to require a change in the Contract Documents or is of an unusual nature and differs materially from conditions ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract Documents then CONTRACTOR shall, within 48 hours after becoming aware thereof and before further disturbing the subsurface or physical conditions or performing any Work in connection therewith (except in an emergency) notify OWNER and ENGINEER in writing about such condition. CONTRACTOR shall not further disturb such condition nor perform any Work in connection therewith (except as aforesaid) until receipt of written order to do so. If notice as provided in this section is not given, no change in Contract Price shall be considered or allowed.
- F. *ENGINEER'S Review:* After receipt of written notice as required by paragraph 4E, ENGINEER will promptly review the pertinent condition, determine the necessity of OWNER'S obtaining additional exploration or tests with respect thereto, and advise OWNER in writing (with a copy to CONTRACTOR) of ENGINEER'S findings and conclusions.

G. *Possible Price and Time Adjustments:*

1. The Contract Price or the Contract Time, or both, will be equitably adjusted to the extent that the existence of such differing subsurface or physical condition causes an increase or decrease in CONTRACTOR'S cost, or time required for, performance of the Work; subject, however, to the following:
 - a) such conditions must meet the requirement set forth in paragraph 4E; and
 - b) with respect to Work that is paid for on a Unit Price Basis, any adjustment in Contract Price will be subject to the provisions related to Unit Price and quantities.
2. CONTRACTOR shall not be entitled to any adjustment in the Contract Price or Contract Time if:
 - a) CONTRACTOR knew of the existence of such conditions at the time CONTRACTOR made a final commitment to OWNER in respect to Contract Price and Contract Time by the submission of a Bid or becoming bound under a negotiated Contract; or
 - b) The existence of such condition could reasonably have been discovered or revealed as a result of any examination, investigation, exploration, test, or study of the Site and contiguous areas provided by the Bidding Requirements or Contract Documents prior to CONTRACTOR'S making such final commitment; or

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

- c) CONTRACTOR failed to give the written notice within the time and as required by paragraph 4E.

Underground Facilities:

- H) *Shown or Indicated:* The information and data shown or indicated in the Contract Documents with respect to existing Underground Facilities at or contiguous to the Site is based on information and data furnished to OWNER or ENGINEER by the owners of such Underground Facilities, including OWNER, or by others.
1. The Underground Facilities shown on the plans are located according to the available information known to the ENGINEER at the time of the preparation of the *Reports and Drawings* and Plans. The ENGINEER and OWNER do not guarantee the accuracy of such information.
 2. The CONTRACTOR is solely responsible for identifying the actual location of Underground Facilities and shall verify the location and/or elevations of the Underground Facilities prior to undertaking construction.
 3. At all locations where the CONTRACTOR'S operations are near, will cross or contact Underground Facilities, work shall not take place until CONTRACTOR has made all arrangements necessary to identify the location and/or elevation of the Underground Facility, including calling Miss Dig, has notified the owner of the Underground Facility, and has taken all necessary steps to protect the Underground Facility from Damage.
 4. The cost of all the following will be included in the Contract Price, and CONTRACTOR shall have full responsibility for:
 - a) reviewing and checking all information and data;
 - b) locating all Underground facilities shown or indicated in the Contract Documents;
 - c) coordination of the Work with the owners of such Underground Facilities, including OWNER, during construction;
 - d) the protection, shoring, bracing, supporting and maintenance of all Underground Facilities affected by his operations. CONTRACTOR is solely responsible for any and all damage to Underground Facilities and any personal injury, death or property damage or consequential damages arising from CONTRACTOR'S operations; and
 - e) the safety and protection of all such Underground Facilities and repairing any damage thereto resulting from the Work.
 5. In the event of the interruption of, or damage to, an Underground Facility as a result of CONTRACTOR'S operations, the CONTRACTOR shall immediately notify the Underground Facility owner and shall take all steps necessary to cooperate with and assist the Underground Facility owner in the restoration and repair of the Underground Facility. Said repair work shall be continuous and shall not result in any delay of the Project or increased cost or expense to OWNER or claim against OWNER or ENGINEER.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

I) *Not Shown or Indicated:*

1. If an Underground Facility is uncovered or revealed at or contiguous to the Site which was not shown or indicated in the Contract Documents, CONTRACTOR shall, promptly after becoming aware thereof and before further disturbing conditions affected thereby or performing any Work in connection therewith (except in an emergency), identify the owner of such Underground Facility and give written notice to that owner and to OWNER and ENGINEER. ENGINEER will promptly review the Underground Facility and determine the extent, if any, to which a change is required in the Contract Documents to reflect and document the consequences of the existence or location of the Underground Facility. At all times, CONTRACTOR shall be solely responsible for the safety and protection of such Underground Facility.
2. If ENGINEER concludes that a change in the Contract Documents is required, a Change Order will be issued to reflect and document such consequences. An equitable adjustment shall be made in the Contract Price or Contract Time, or both, to the extent that they are attributable to the existence or location of any Underground Facility that was not shown or indicated in the Contract Documents and that CONTRACTOR did not know of and could not reasonably have been expected to be aware of or to have anticipated.

5. Materials and Workmanship

Unless otherwise stipulated in the specifications, all workmanship, equipment, materials and articles incorporated in the work covered by this Contract are to be new and of the best grade of their respective kinds for the purpose. The CONTRACTOR shall, if required, furnish such evidence as to kind and quality of materials. The CONTRACTOR shall furnish to the OWNER, for his approval, the name of the manufacturer of machinery, mechanical and other equipment which he contemplates installing together with their performance capacities and other pertinent information.

If not provided, material or work called for in this Contract shall be furnished and performed in accordance with the well-known established practice and standards recognized by architects, engineers and the trade.

When required by the specifications, or when called for by the OWNER, the CONTRACTOR shall furnish the OWNER for approval, full information concerning the materials or articles which he contemplates incorporating in the work. Samples of materials shall be submitted for approval when so directed. Machinery, equipment, materials and articles installed or used without such approval shall be at the risk of subsequent rejection.

6. Royalties and Patents

The CONTRACTOR shall indemnify, defend and hold harmless OWNER and ENGINEER, their consultants, agents and employees, from and against claims, damages, losses, attorney's fees, and expenses arising out of, or resulting from, any breach, violation or infringement of patent rights, copyrights or other intellectual property rights in connection with the work, and from any release of hazardous substances on or near the work sites, except to the extent caused by OWNER.

7. Permits and Compliance with Laws

The CONTRACTOR shall pay for all permits and licenses necessary for the prosecution of the work unless otherwise specifically provided.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

The CONTRACTOR shall give all notices, pay all fees, and comply with all the federal, state and local laws, ordinances, rules and regulations bearing on the conduct of the work.

8. Inspection

The OWNER and its representative shall at all times have access to the work, wherever it is in preparation or progress, and the CONTRACTOR shall provide proper facilities for such access for inspection.

The ENGINEER shall have the right to reject materials and workmanship which are defective or require their correction. Rejected workmanship shall be satisfactorily corrected and rejected materials shall be removed from the premises without charge to the OWNER. If the CONTRACTOR does not correct such condemned work and remove rejected materials within a reasonable time, fixed by written notice, the OWNER may have the work repaired or remove the rejected material and charge the expense to the CONTRACTOR by deducting the cost from any monies due on the Contract or by billing the CONTRACTOR directly.

If any defects or omissions in said work are hidden or concealed so that a reasonably careful inspection at the time of acceptance of said work would not have disclosed them and such defects or omissions appear or are disclosed within one year following the date of the approval by the OWNER of the final estimate, then said CONTRACTOR agrees on notice given to him in writing by the ENGINEER, that such defects or omissions exist, to correct immediately and make good the same; and in the event that he fails, refuses or neglects to do so, then said OWNER may correct and make good the same and said CONTRACTOR hereby agrees to pay on demand the cost and expense of doing such work.

9. Cooperation

The CONTRACTOR shall cooperate with all other CONTRACTORS who may be performing work on behalf of the OWNER and workmen who may be employed by the OWNER on any work in the vicinity of the work to be done under this Contract and he shall so conduct his operations as to interfere to the least possible extent with the work of such CONTRACTORS or workmen. He shall promptly make good at his own expense any injury or damage that may be sustained by other CONTRACTORS or employees of the OWNER at his hands. Any difference or conflict which may arise between the CONTRACTOR and other CONTRACTORS or between the CONTRACTOR and the workmen of the OWNER in regard to their work shall be adjusted and determined by the ENGINEER. If the work of the CONTRACTOR is delayed because of any acts or omissions of any other CONTRACTOR or the OWNER, the CONTRACTOR shall have no claim against the OWNER on that account other than for an extension of time.

When two or more Contracts are being executed at one time in such manner that work on one Contract may interfere with that on another, the ENGINEER shall decide which CONTRACTOR shall cease work and which shall continue or whether the work on both Contracts shall progress at the same time and in what manner.

10. Responsibility of Contractor

The CONTRACTOR shall build, construct, finish and fully complete the whole of the work in the manner described and shown in the Contract drawings and specifications and in accordance with such further details and instructions as the ENGINEER may from time to time furnish or issue for the purpose of insuring the thorough completion of the work in the most efficient manner.

The CONTRACTOR shall be responsible for the entire work until completed and accepted by the OWNER.

***CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT***

The OWNER is not to be held responsible for the estimates of the quantities of materials to be furnished or work to be done. The CONTRACTOR must judge for himself as to such estimates as well as to conditions to be met which will affect both the cost and time required for the execution of the work and he assumes all responsibility therefore.

The CONTRACTOR shall be required to give his personal attention to the fulfillment of this Contract and the execution of the work. He shall keep the same under his control and shall not sublet any part of it except as hereinafter specified. The OWNER will not recognize any parties engaged on the work embraced by this Contract other than the CONTRACTOR and his employees.

The CONTRACTOR shall not assign by power of attorney or otherwise, any portion of the money that may become due through the performance of this Contract or any part thereof without the written permission of the OWNER.

11. Subcontracts

The CONTRACTOR shall notify the OWNER in writing of the names of the subcontractors proposed for the principal parts of the work and shall not employ any subcontractors that the OWNER objects to as incompetent or unfit.

The CONTRACTOR agrees to be fully responsible to the OWNER for the acts or omissions of his subcontractors and of anyone employed directly or indirectly by him or them and this Contract obligation shall be in addition to the liability imposed by law upon the CONTRACTOR.

Nothing contained in the Contract Documents shall create any contractual relationship between any subcontractor and the OWNER.

The CONTRACTOR agrees to bind every subcontractor (and every subcontractor of a subcontractor) and every subcontractor agrees to be bound by the terms of this Contract, Plans and Specifications as far as applicable to his work unless specifically noted to the contrary in a subcontract approved in writing as adequate by the OWNER.

12. Chattel Mortgages

No materials or supplies for the work shall be purchased by the CONTRACTOR or by any subcontractor subject to any chattel mortgage or under a conditional sale or any other agreement by which an interest is retained by the seller. The CONTRACTOR warrants that he will have good title to all materials supplied and used by him in the work.

13. Damages

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the OWNER, City of Potterville, and Wightman, and their respective agents and employees, from and against all claims, damages, losses and expenses, including but not limited to, attorney fees arising out of or resulting from the performance of the work, or failure to perform the work as provided herein; provided that any such claim, damage, loss, injury or expense is attributable to bodily injury, sickness, disease, death or injury to or destruction of tangible property (including the loss of use resulting therefrom) other than the work itself (except to the extent the work is not otherwise covered by insurance), and is caused in whole or in part of any negligent act or omission of the CONTRACTOR, and subcontractor, or anyone directly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

14. Workmen's Compensation

The CONTRACTOR shall procure and shall maintain during the life of this Contract Workmen's Compensation Insurance for all his employees to be engaged in work on the project under this Contract and in case any such work is sublet the CONTRACTOR shall require the subcontractor similarly to provide workmen's compensation insurance. In case any class of employees engaged in hazardous work under this Contract, is not protected under the Workmen's compensation statute, the CONTRACTOR shall provide and shall cause each subcontractor to provide adequate insurance coverage for the protection of such of his employees not otherwise protected.

15. Public Liability and Property Damage Insurance

The CONTRACTOR shall take out and maintain during the life of this Contract such Public Liability and Property Damage Insurance as shall protect him from claims for personal injury including accidental death as well as from claims for property damages which may arise from operations under this Contract, whether such operations be by himself or by anyone directly or indirectly employed by him. The CONTRACTOR shall require all subcontractors similarly to provide Public Liability and Property Damage Insurance including the same conditions. All policies shall be on the occurrence basis and not on the claims made basis. The minimum amounts of such insurance shall be as follows:

Contractor's Liability Insurance

Bodily Injury - Each Occurrence	\$1,000,000.00
Aggregate Limit	\$1,000,000.00
Property Damage - Each Occurrence	\$1,000,000.00
Aggregate Limit	\$1,000,000.00

Automobile Insurance

Bodily Injury - Each Person	\$500,000.00
Each Accident	\$1,000,000.00
Property Damage - Each Accident	\$500,000.00

Umbrella Policy \$2,000,000.00

The CONTRACTOR shall, at the time of execution of his Contract, file with the OWNER a Certificate of Insurance and copies of the policies covering all his insurance as required herein, and the policy or policies of insurance covering said OWNER, the Township, the ENGINEER, and their partners, officers, agents and employees. Each such policy and certificate shall be satisfactory to the OWNER and shall bear an endorsement precluding cancellation, reduction or change in coverage without giving the OWNER at least thirty (30) days prior notice thereof in writing. Cancellation of insurance shall constitute a material breach of Contract and this Contract may be terminated immediately. Nothing contained in the insurance requirements shall be construed as limiting the extent of the CONTRACTOR'S responsibility for payment of damages resulting from his operation under this Contract.

Notification of Insurance Companies: The CONTRACTOR shall advise all insurance companies to familiarize themselves with all of the conditions and provisions of this Contract and they shall waive the right of special notification of any change or modification of this Contract or of extension of time, or of decreased or increased work, or of the cancellation of the Contract or any other act or acts by the OWNER or its authorized employees and agents, under the terms of this Contract and failure to so notify the aforesaid insurance companies of changes shall in no way relieve the insurance companies of their obligation under this Contract.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

ADDITIONAL INSUREDS

The following agencies and firms shall be listed as additional insureds on all insurance policies for this project.

Wightman & Associates, Inc.
 2303 Pipestone Road
 Benton Harbor, Michigan 49022

City of Potterville
 319 N. Nelson St
 Potterville, MI 48876

At the time of execution of this Contract, CONTRACTOR shall furnish a certificate from the agent for the insurer, including substantially the following:

This Certificate is being delivered in connection with the Contract ("Contract") between the City of Potterville (the "OWNER"), as OWNER, and Iron Horse Excavating, as CONTRACTOR, relating to the construction of the , Sunset Hills Park Improvements Project.

The undersigned has been engaged by the OWNER to arrange for the insurance coverage required under Section 15 of the General Conditions to the Contract Documents. Pursuant thereto, the undersigned is providing, concurrently with this Certificate, the Certificate of Insurance attached hereto, and hereby represents and warrants to the OWNER that the undersigned has reviewed the insurance requirements set forth in Section 15 of the General Conditions and that the policies of insurance evidenced on the Certificates of Insurance attached hereto contain all of the coverage, limitations and other provisions required by the Contract Documents.

16. Estimated Quantities

The CONTRACTOR agrees that the quantities of the various classes of work as stated in the proposal or indicated on the plans are only approximate and are to be used solely for the purpose of comparing bids offered for the work. During the progress of the work, the OWNER may find it advisable and shall have the right to omit portions of the work and to increase or decrease the quantities and that the OWNER reserves the right to add or take from any items as may be deemed necessary or desirable. Under no circumstances or conditions will the CONTRACTOR be paid anything on account of anticipated profits upon the work or any portion thereof covered by this Contract which is not actually performed or entered into the construction of said improvements.

17. Changes in Work

The OWNER reserves the right to make any changes in the specifications and plans which may be deemed necessary either before or after beginning any work under this Contract without invalidating it, provided that if alterations are made, the general character of the work as a whole is not changed thereby. If such alterations increase the quantity of work to be done where unit prices are specified, such increase shall be paid for according to the quantity of work actually performed at the unit price specified under this Contract for each designated class of work. If such alterations diminish the quantity of work to be performed where unit prices are specified, they shall not constitute a claim for damages or for loss of profits on the work that may be dispensed with and the OWNER shall not be required to pay for work or materials omitted.

If such alterations increase or decrease the amount of work to be done where lump sum prices are specified, such increase or decrease shall be determined by one or more of the following methods as determined by the ENGINEER.

- A. By an acceptable lump sum proposal from the CONTRACTOR for all or such part of the work or materials as not specified in the Contract by applicable unit prices.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

- B. By an acceptable unit price proposal from the CONTRACTOR for such items of work or materials as not already specified in the Contract by applicable unit prices.
- C. On a cost-plus limited basis not to exceed a specified limit. A cost-plus limited basis is defined as the cost of labor plus fifteen (15) percent of the said cost to cover superintendence, general expense and profit.

If such alteration or omissions diminish the amount of work to be done where lump sum prices are specified, such alteration or omission shall not constitute a claim for damages or for loss of profits on the work or material omitted. The CONTRACTOR shall allow a credit for all work or materials omitted.

Changes shall be made only upon the order of the ENGINEER and such order shall be of no effect until the price or prices for the work or materials not covered by bid prices has been agreed upon in writing and signed by the CONTRACTOR and said OWNER, and said CONTRACTOR shall not be allowed to recover anything for work performed or materials used by reason of any changes to this Contract unless an order is made and agreement signed as aforesaid; nor shall the CONTRACTOR in any case be allowed to recover more for such work and materials than said agreed prices.

If the OWNER and CONTRACTOR cannot agree upon the prices to be paid for additional work not provided in this Contract, then it is agreed that the OWNER shall have the right to contract with any person or persons for its performance.

18. Progress Schedule

The CONTRACTOR immediately after being awarded the Contract, shall prepare and submit one copy each to the OWNER and ENGINEER, of a proposed schedule of progress, preferably in graphic form indicating the separate portions of the work to be performed under this Contract and the date of beginning and completing each. On the 25th day of each calendar month, two (2) copies of the schedule shall be submitted to the ENGINEER with notes thereon indicating the percentage of completion of each separate portion of the work on that date. The form of the schedule shall be approved by the ENGINEER.

19. Notice to Suspend Work

The CONTRACTOR shall delay or suspend the progress of the work or any part thereof whenever he shall be so required by written order of the ENGINEER and for such periods of time as the ENGINEER may order providing that, in the event of such delay or delays or of such suspensions of the progress of the work or any part thereof, the time for the completion of the work so suspended or of work delayed by such suspension or suspensions shall be extended for a period equivalent to the time lost by reason of such suspension or suspensions, except when the CONTRACTOR is notified to suspend work on account of faulty construction or construction methods that endanger the work by such order of the ENGINEER shall not otherwise modify or invalidate in any way any of the provisions of this Contract and said CONTRACTOR shall not be entitled to any damage or compensation from the OWNER on account of such delay or delays, suspension or suspensions except as provided herein under the heading, "UNAVOIDABLE DELAYS AND EXTENSION OF TIME".

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

20. Unavoidable Delays and Extension of Time

In the event that any material alterations or additions are made herein specified, which in the opinion of the ENGINEER will require additional time for the execution of any work under this Contract, then, in that case, the time of completion of work shall be extended by such period of time as may be fixed by said ENGINEER and his decision shall be final and binding upon both parties hereto provided that, in such case, the CONTRACTOR, within four (4) days after being notified in writing of such alteration or additions, shall request in writing an extension of time but no such extension of time shall be given for any minor alterations or additions and the provisions herein shall not otherwise alter, change or invalidate the provisions of this Contract with reference to Liquidated Damages and the said CONTRACTOR shall not be entitled to any damage or compensation from the said OWNER on account of such additional time required for the execution of the work.

Should the CONTRACTOR be obstructed or delayed in the commencement, prosecution or completion of any part of said work by any act or delay of the OWNER or by any act or delay of a commercial carrier in transporting equipment, material or appurtenances for said work, or by riot, insurrection, war, pestilence, fire, lightning, earthquakes, cyclones, floods or through any default or delay of other parties under Contract with said OWNER or through strikes or other causes, which causes of delay mentioned in this article, in the opinion of the ENGINEER are entirely beyond the control of the CONTRACTOR, then the time herein fixed for the completion of the work so delayed will be extended for a period equivalent to the time lost by reason of any of the causes aforesaid, but no such allowance will be made unless a claim for extension of time is made by the CONTRACTOR to the OWNER in writing within one week from the time when any such alleged cause for delay shall occur.

It is further expressly agreed that said CONTRACTOR shall not be entitled to any damages or compensation from said OWNER on account of any delays resulting from any of the causes specified herein, except compensation for wages for extra time for any necessary watchmen and for extra premiums on his bond actually paid by said CONTRACTOR on account of said additional time so required to complete all work hereunder due only to delays caused by the OWNER or by other parties under Contract with said OWNER. The ENGINEER shall decide the number of days that said CONTRACTOR has been so delayed and his decision shall be final and binding upon both parties hereto.

21. Termination for Breach

In the event that any of the provisions of this Contract are violated by the CONTRACTOR or by any of his subcontractors the OWNER may serve written notice upon the CONTRACTOR and the Surety of his intention to terminate such contract, such notice to contain the reasons for such intention to terminate the Contract and unless within ten (10) days after the service of such notice upon the CONTRACTOR, such violation shall cease and satisfactory arrangements for correction are made, the Contract shall upon the expiration of said ten (10) days, cease and terminate. In the event of any such termination, the OWNER shall immediately serve notice thereof upon the Surety and the CONTRACTOR and the Surety shall have the right to take over and perform the Contract. Provided, however, that if the Surety does not commence performance thereof within thirty (30) days from the date of the mailing to such Surety of notice of Termination the OWNER may take over the work and prosecute the same to completion by Contract for the account and at the expense of the CONTRACTOR and the CONTRACTOR and his Surety shall be liable to the OWNER for any excess cost occasioned the OWNER thereby and in such event the OWNER may take possession of and utilize items in completing the work, such materials, appliances and plans as may be on the site of the work and necessary therefore.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

22. Cost of Work

The CONTRACTOR shall furnish the ENGINEER reasonable facilities for obtaining such information as he may desire respecting the progress and execution of the work and the character of materials. The CONTRACTOR, upon request, shall furnish the ENGINEER with copies of expense bills for transportation charges, materials and equipment. In the event of cost-plus limited work as authorized in writing by the ENGINEER, the CONTRACTOR shall submit daily payrolls and equipment rental charges in addition to cost of materials.

When required by the ENGINEER, the CONTRACTOR shall furnish a supplemental schedule of prices showing breakdown of cost of lump sum price items.

23. Guarantee

The CONTRACTOR hereby guarantees all of the work to be furnished under this Contract against any defects in workmanship or materials for period of one (1) year following the date of the ENGINEER'S certification referred to in the first sentence of Section 31 of the General Conditions. Under this guarantee, the CONTRACTOR agrees to make good without delay at his own expense any failure of any such parts due to faulty materials, construction, or installation, or to the failure of any such equipment to successfully perform all the work put upon it within the limits of the specifications and further shall make good any damage to any part of the work caused by such failure. Said CONTRACTOR also agrees that the CONTRACTOR'S Performance Bond shall fully cover all guarantees contained in this paragraph.

24. Engineer to Decide

All work performed under this Contract shall be done in a first class, workmanlike manner, and done to the satisfaction of the ENGINEER. The ENGINEER shall in all cases determine the amount, quality, acceptability, and fitness of the several kinds of work and materials herein specified. He shall decide all questions which may arise as to the fulfillment of the terms of the Contract by the CONTRACTOR, or as to the intent or purpose of the Contract, and his decision on any questions that may arise shall be final and conclusive as to both parties of this Contract, and his approval of the work shall be a condition precedent to the final settlement and payment of any amount which may be due the CONTRACTOR.

25. Duties and Powers

Properly authorized inspectors shall be considered to be the representatives of the ENGINEER limited to the duties and power entrusted to them. It shall be their duty to inspect the materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the ENGINEER and to report any and all deviations from the plans, specifications, and other Contract provisions which may come to their notice. Any inspector shall have the right to order the work entrusted to his supervision stopped if, in his opinion, such action becomes necessary until the ENGINEER is notified, and he has determined and ordered that the work shall proceed in due fulfillments of all Contract requirements.

26. No Waiver of Rights

Neither the inspection by the OWNER or ENGINEER or any of their employees, nor any order by the OWNER for payment of money, nor any payment for, or acceptance of, the whole or any part of the work by the OWNER or ENGINEER, nor any extension of time, nor any possession taken by the OWNER or its employees, shall operate as a waiver of any provision of this Contract, or of any Power herein reserved to the OWNER, or any right to damage herein provided, nor shall any waiver of any breach in this Contract be held to be a waiver of any other or subsequent breach.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

27. Night, Weekend, or Holiday Work

It is the intent of these Contract Documents that all work contemplated for this project is to be performed on a five day work week utilizing ten hour work days. The CONTRACTOR should note that the completion time specified is in calendar days figured from a seven day calendar week. Whenever the CONTRACTOR wishes to perform work at night or on weekends or holidays, or to vary the period of hours during which work is carried on each day, he shall give written notice to the ENGINEER at least forty-eight (48) hours in advance so that proper inspection may be furnished by the ENGINEER, and no extra compensation shall be allowed the CONTRACTOR. In the event that the CONTRACTOR chooses to perform work on Saturdays, Sundays, or holidays during the term of this Contract and in the opinion of the ENGINEER, such work requires proper inspection, the OWNER shall charge the CONTRACTOR, as "Liquidated Damages", the sum of \$65.00 per hour actually worked on a Saturday, Sunday, or holiday. Said liquidated damages shall be deducted from the CONTRACTOR'S Contract each month by the OWNER and shall be utilized to pay the additional expenses involved in providing proper inspection.

28. Bonds

The successful bidder will be required to furnish for each set of executed Contract Documents and conformed copies therefore an original Performance Bond and Labor and Materials Bond on the forms attached hereto with surety acceptable to the OWNER as follows:

1. Bond in the amount of 100 % of the Contract price to insure the completion of the entire work according to the Contract.
2. Bond in the amount of 100 percent of the Contract price for the protection of the OWNER and to secure payment of all subcontractors, labor and material men according to the statutes of the State of Michigan in effect at that time.

All bonds shall be deemed to incorporate all requirements for public payment and performance bonds under the statutes of Michigan, including Act 213 of the Public Acts of Michigan, 1963, to the extent applicable, and the sureties shall be included in the United States Treasury's Listing of Approved Sureties (Circular 570).

29. Prices

The CONTRACTOR agrees to accept the prices stated in the proposal form hereto attached as full compensation for furnishing all of the equipment and materials, and for doing all the work contemplated and specified in this Contract; also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen obstructions or difficulties which may be encountered in the prosecution of the same; and for all risks of every description connected with the work; and for well and faithfully completing the work and the whole thereof, in full compliance with the Plans and Specifications and the requirements of the ENGINEER under them.

The stated prices shall cover the cost of all plants and tools and of all work and materials of whatsoever kind that shall be furnished or needed to complete the entire work in all details ready for the purpose for which it is intended. Said prices shall also cover all royalties for patents and patented materials, appliances, and processes used in the work described in the specifications and agreements.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

30. Monthly Estimates and Payments

The OWNER agrees to pay the CONTRACTOR the sums herein specified in monthly installments as the work progresses upon certificate signed by the ENGINEER, but said certificates, however, shall in no way lessen the total and final responsibility of the CONTRACTOR. It is agreed that the amount to be paid from time to time shall be subject to the retention of funds in accordance with Section 35. Retention of these General Conditions.

The ENGINEER may, at his discretion, include in the aforesaid progress certificate an estimate of the equipment and materials, except cement, necessary for incorporation in the work which have been delivered upon the site of the work and for which receipted invoices have been delivered to the ENGINEER. Any such payment for equipment or materials, however, shall not relieve the CONTRACTOR of any responsibility to furnish all necessary equipment and materials as needed for the prosecution of the work in the same manner as if payment had not been made.

It is further agreed that the granting of any progress certifications, or payment hereunder, shall in no way lessen the liability of the CONTRACTOR to replace defective work, though the same may not have been detected at the time equipment, material, and such certificate was given or acted upon. All progress certificates being made merely upon approximate estimates shall be subject to the correction of the final certificate.

The value of the work performed shall be estimated by the ENGINEER at the end of each month. To facilitate this estimate, the CONTRACTOR shall furnish the ENGINEER with a balanced statement in detail showing the division of cost for each of the various sub-items comprised in the lump sum and such other information as may be needed to aid in preparation of the monthly estimates.

31. Final Estimate and Payment

Upon completion of all the work included under this Contract and the final inspection thereof and the performance of satisfactory operation and acceptance tests, and after the CONTRACTOR shall have submitted acceptable evidence as to the satisfaction of all claims, the ENGINEER will certify to that effect. The said CONTRACTOR further agrees that he shall not be entitled to demand or receive final payments for any portion of the aforesaid work or materials, except in the manner set forth in this agreement; nor until all the stipulations, provisions and conditions herein above mentioned are complied with and the ENGINEER shall have given his certificate to that effect; whereupon the OWNER will, at the expiration of thirty (30) days after such completion and delivery of such certificates, pay and hereby binds himself to pay to the CONTRACTOR in cash, the whole amount of money accruing to said CONTRACTOR under this Contract, except such sum or sums of money that have already been paid and as may be lawfully retained under any of the provisions of his Contract herein set forth.

32. Final Payment to Release Owner

The acceptance by the CONTRACTOR of the final payment shall be and shall operate as a release to the OWNER of all claims and all liability to the CONTRACTOR for all things done or performed for or relating to the work and for every act and neglect of the OWNER and others relating to or arising out of the work, excepting only his claims, if any, for amounts withheld by the OWNER, upon final payments. No payment, however, final or otherwise, shall operate to release the CONTRACTOR or his Sureties from any obligation upon or under this Contract or the CONTRACTOR'S Bond.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

33. Soil Erosion Permit

All construction methods shall be done in compliance with the Michigan Soil Erosion and Sedimentation Control Act. The OWNER shall be responsible for obtaining soil erosion permits from the Controlling Agencies prior to start of construction and the CONTRACTOR shall be responsible for compliance with said permits.

Erosion control measures shown on the plans are minimum requirements and shall not remove the CONTRACTOR'S responsibility for providing the required erosion measures. All erosion control measures shall be incidental to construction, unless specific pay items are provided for in the Proposal Section.

34. Job Site Safety

None of the specifications conditions, plans or terms of the contract between the OWNER and CONTRACTOR or the OWNER and the ENGINEER or inspector shall be construed to impose any responsibility upon the ENGINEER, Wightman & Associates, Inc., its employees, inspectors or other agents, for review, determination and/or supervision of job site safety. The construction means, manner and method remain the sole responsibility of the CONTRACTOR, and neither the ENGINEER nor the OWNER shall be responsible for the failure of the CONTRACTOR to provide a safe work place for the employees, employees of other CONTRACTORS or the general public.

The ENGINEER'S responsibility on the job site is solely to determine compliance with the construction documents, drawings and specifications. The ENGINEER is not authorized by the OWNER nor is responsible for the construction means, manner and method undertaken by the CONTRACTOR nor is responsible to determine and/or evaluate the job site safety of the project. Job site safety is the sole responsibility of the CONTRACTOR.

35. Retention

- A. Pursuant to Act 524 of Michigan Public Acts of 1980, the following retention provisions shall apply: The OWNER shall retain a portion of each progress payment otherwise due which shall be limited to the following:
- 1 Not more than 10% of the dollar value of all work in-place until work is 50% in-place.
 - 2 After the work is 50% in place, additional retainage shall not be withheld unless the OWNER determines the CONTRACTOR is not making satisfactory progress or for other specific cause relating to the CONTRACTOR'S performance under this Contract.
- B. The retained funds may be co-mingled with other funds of the OWNER and shall be deposited in an interest-bearing account in a regulated financial institution in the State of Michigan. The OWNER shall account for both retainage and interest on each construction contract separately.
- C. Retainage and interest earned on retainage shall be released to the CONTRACTOR together with the final progress payment.
- D. The aforementioned retention provisions shall not apply if the dollar value of this Contract is: (a) less than \$30,000; or (b) if there will be three (3) or fewer payments.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

- E. Neither the final payment nor the remaining retained percentage shall become due until the CONTRACTOR submits to the ENGINEER: (1) an affidavit that all payrolls, bills for materials and equipment and other indebtedness connected with the work for which the OWNER might in any way be responsible, have been paid or otherwise satisfied; (2) consent of Surety, if any, to final payment; and (3) if required by the OWNER, other data establishing payment or satisfaction of all such obligation such as receipts, releases and waivers of liens arising out of the Contract to the extent and in such form as may be designated by the OWNER. If any subcontractor refuses to furnish a release or waiver required by the OWNER, the CONTRACTOR may furnish a bond satisfactory to the OWNER, to indemnify him against any such lien. If any such lien remains unsatisfied after all payments are made, the CONTRACTOR shall refund to the OWNER all monies that the latter may be compelled to pay in discharging such lien, including all costs and reasonable attorney's fees.
- F. The making of final payment shall constitute a waiver of all claims by the OWNER except those arising from: (1) unsettled liens; (2) faulty or defective work appearing after substantial completion; (3) failure of the work to comply with the requirements of the contract documents; or (4) terms of any special warranties required by the contract documents.
- G. If a dispute arises and the OWNER requests a decision by the ENGINEER in accordance with the Contract Documents relating to a question of delay under the circumstances set forth in Section 4 (3) of Act 524, then, for purposes of determining the rights of the OWNER and the CONTRACTOR with regard to retained funds and interest earned on the retained funds, the ENGINEER, following receipt of pertinent supporting data, shall provide the opportunity for an informal meeting to receive comments, documents, and other relevant information in order to resolve the dispute; and the ENGINEER'S written decision, together with supporting reasons, shall be given to the parties within 14 days after said meeting. The decision of the ENGINEER, under these circumstances, shall be valid and binding upon all parties, subject to vacation by order of the circuit court only upon a finding by the court that the decision was procured by fraud, duress, or other illegal means. The ENGINEER may base his/her decision, in these circumstances, upon the factors set forth in Section 4(5) of Act 524; and, depending upon the ENGINEER'S decision, the OWNER shall have the right to proceed in accordance with Section 4(8) of Act 524.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 4

SCHEDULE OF DRAWINGS

The drawings which are applicable to the work to be performed under this Contract and which are referred to in the Contract Documents as “the plans” or “plans” are identified as follows:

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT
Grant Number RP22-0031**

***Drawing Numbers G001, CP101, and CG101
Dated: June 2023***

As Prepared By:

Wightman

433 E Ransom Street

Kalamazoo, MI 49007

Phone: (269) 327-3532

Email: admin@gowightman.com

Web Address: www.gowightman.com

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 5

GENERAL SPECIFICATIONS

INDEX

1.	FOREWORD.....	GS-1
2.	BOUNDARIES OF WORK	GS-1
3.	PROFILES AND TOPOGRAPHY	GS-1
4.	INTERFERENCE	GS-1
5.	NOTIFICATION BY CONTRACTOR.....	GS-1
6.	LINES AND GRADES	GS-2
7.	EQUIVALENT PRODUCTS	GS-2
8.	SUPERINTENDENCE AND WORKMEN.....	GS-2
9.	PLANT, TOOLS AND EQUIPMENT	GS-2
10.	TEMPORARY TOILET ACCOMMODATIONS.....	GS-2
11.	PRECAUTIONS	GS-2
12.	PUBLIC CONVENIENCE AND SAFETY	GS-3
13.	BARRICADES AND WARNING SIGNS.....	GS-3
14.	ACCESS TO PUBLIC SERVICES	GS-3
15.	PILING MATERIAL AND CARE OF STRUCTURES	GS-3
16.	PROTECTION AND RESTORATION OF PROPERTY	GS-4
17.	OPENING OF SECTION OF WORK	GS-4
18.	LIMITATIONS OF OPERATIONS	GS-4
19.	FINAL CLEANUP	GS-4
20.	REMOVAL AND REPLACEMENTS OF UNCLASSIFIED ROAD SURFACING, SIDEWALKS, CURB AND GUTTER, DRIVEWAYS, ETC	GS-4

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 5

GENERAL SPECIFICATIONS

INDEX (Continued)

21. LIMITATION ON OPEN TRENCHGS-5

22. CONTRACTOR'S GUARANTEEGS-5

23. PAYMENT AFTER EXPIRATION OF CONTRACTGS-5

24. BUILDER'S RISK INSURANCE (Not Required)GS-5

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 5

GENERAL SPECIFICATIONS

1. Foreword

The work specified to be done by the CONTRACTOR in the following section under the "General Specifications" is to be done at the expense of the CONTRACTOR and will not be measured in determining quantities for payment unless otherwise specified.

The unit and lump sum prices stated in the Contract hereto attached to be paid for work under the respective items shall be full compensation for all work set forth herein under the General Specifications.

2. Boundaries of Work

The OWNER will provide rights-of-way and easements for all work specified in this Contract and the CONTRACTOR shall not enter or occupy with men, tools or materials any private ground outside of said easements or outside the property of the municipality without the consent of the OWNER. Other contractors of the OWNER may, for all purposes required by their contract, enter upon the work and premises used by the CONTRACTOR, and the CONTRACTOR shall give to other contractors of the OWNER all reasonable facilities and assistance for the completion of adjoining work.

3. Profiles and Topography

Topography and profiles of the ground are shown on the plans which accompany these specifications. These profiles and topography are believed to be reasonably correct, but are not guaranteed to be absolutely so, and together with any schedule of quantities, are presented only as an approximation.

4. Interference

The CONTRACTOR shall so conduct the work that there shall be no interference with work which may be in progress under contracts with other contractors. In case of dispute between the CONTRACTOR and other contractors employed by the OWNER, the decision of the ENGINEER shall be final and binding on both parties thereto.

Particular attention is called to the GENERAL CONDITIONS, SECTION 9 – COOPERATION.

The CONTRACTOR shall not discharge, nor cause to be discharged, water or sewage, nor dispose of, pile or store any material whatsoever in such a manner as to interfere with or interrupt the work of others.

5. Notification by Contractor

Sufficient notice shall be given by the CONTRACTOR to all municipal departments, Public Service Corporations and property owners which pipes, poles, tracks, wires, or conduits or other such structures may be affected by the work in order that they may protect, adjust, remove or rebuild them, or take such measures as they may desire to minimize inconvenience. He shall notify the Chief of the Fire Department twenty-four hours in advance of the temporary blocking of any street. He shall also notify the Municipal Water Works Department and receive its authorized representative's approval before cutting into existing mains or shutting off water main services, except in cases of emergency.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

6. Lines and Grades

The ENGINEER will furnish basic reference lines and bench marks from which the CONTRACTOR shall establish such lines and grades as are needed for properly constructing the work in accordance with the Contract Documents. Such lines and grades shall be established by a qualified ENGINEER. Where measurements of the work for payment are dependent upon taking field measurements or levels prior to subsequent operations, the ENGINEER shall be notified and then given sufficient time to obtain the necessary field data.

7. Equivalent Products

Whenever in any of the Contract Documents an article, material, or equipment is defined by describing a proprietary product, or by using the name of a manufacturer or vendor, the term "or equal", if not inserted, shall be implied. The specific article, material, or equipment mentioned shall be understood as indicating the type, function, minimum standard of design, efficiency and quality desired and shall not be construed in such manner as to exclude manufacturer's products of comparable quality, design and efficiency. The CONTRACTOR shall comply with the requirements of the Contract Documents relative to the OWNER'S approval of materials and equipment before they are incorporated in the product.

8. Superintendence and Workmen

The CONTRACTOR shall have a competent foreman, superintendent, or other representative on the work who shall have full authority to act for the CONTRACTOR and to receive and execute orders from the ENGINEER, and who shall see that the work is executed in accordance with the specifications and plans and the orders of the ENGINEER thereunder. Where special skill is required, only individuals who are competent and skillful in their respective lines of work shall be employed.

9. Plant, Tools and Equipment

The CONTRACTOR shall furnish all material and supplies, plant, sheeting and false work, machinery and tools, in fact, all materials and appliances of every sort or kind that may be necessary for the full and complete carrying out of this Contract. Any equipment which may be regarded as inefficient or unsuitable may be ordered repaired or removed from the site.

The CONTRACTOR shall assume full responsibility for the adequacy of equipment and failure of the ENGINEER to order its repair or removal shall not relieve him of any obligation under this Contract.

10. Temporary Toilet Accommodations

The CONTRACTOR shall furnish, install and maintain ample sanitary facilities for the workers; toilets shall be placed at the time work starts. These temporary toilet facilities shall be placed where directed by the OWNER and maintained as required by the local health ordinances. They shall provide the necessary temporary enclosures to accommodate the toilets. The toilets shall be maintained in a sanitary condition and contents removed from premises as often as required.

11. Precautions

The CONTRACTOR shall take whatever precaution that may be necessary to render any portion of the work secure in every respect, or to decrease the probability of accident from any cause, or to avoid contingencies which are likely to delay the completion of the work.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

All machinery and equipment and other physical hazards shall be guarded in accordance with the safety provisions of the Manual of Accident Prevention in Construction of the Associated General Contractors of America and in accordance with Federal, State or Municipal laws and regulations applicable to such safety measures.

12. Public Convenience and Safety

The CONTRACTOR shall at all times conduct the work in such manner as to insure the least obstruction to traffic. Materials stored upon the streets or along the right-of-way should be placed so as to cause only such inconvenience to the traveling public and residents as is considered unavoidable.

13. Barricades and Warning Signs

The CONTRACTOR shall provide and maintain proper barricades, fences, signal lights, or watchmen to properly protect the work, persons, animals and property against injury. All signage shall be in full compliance with the current edition of the Michigan Manual of Uniform Traffic Control Devices. The CONTRACTOR shall maintain one lane of traffic at all times for access and shall provide all traffic control signing and flagging required per the Michigan Manual of Uniform Traffic Control, latest edition. All roads shall be left fully open at night and on weekends. Between the hours of sunset and sunrise the CONTRACTOR shall provide and maintain at least two (2) yellow lights at each barricade and such other points as are necessary to protect the traveling public. These statements of specific duties on the part of the CONTRACTOR shall not be considered as a limitation on the general duties imposed by the Contract or specifications.

The OWNER reserves the right to remedy any neglect on the part of the CONTRACTOR as regards the protection of the work after twenty-four hours notice in writing, except in case of emergency when it shall have the right to remedy any neglect without notice and in either case to deduct the cost of such remedy from any money due or to become due the CONTRACTOR.

14. Access to Public Services

Neither the materials excavated, nor the materials or plant used in the construction of the work shall be so placed as to prevent free access to all fire hydrants, valves, manholes, fire alarm or police call boxes in the vicinity.

15. Piling Material and Care of Structures

All excavated and other material shall be so piled as not to endanger the work and so that free access may be had at any time to all parts of the work and shall be kept neatly piled so as to not inconvenience public travel or adjoining tenants as little as possible.

Proper provision shall be made for the handling of materials and for the protection of traffic and public. Materials required for the work may be placed upon the side of the roadway or parking area of streets and alleys adjacent to the work. Reasonable and satisfactory provision shall be made for travel on sidewalks, crosswalks, streets, roads, railroads, street railways and private ways. Walkways shall be kept clean and unobstructed. All fences and other structures in the vicinity of the work shall be protected and if damaged, shall be repaired or replaced. All trees shall be satisfactorily protected by boxes or otherwise.

16. Protection and Restoration of Property

The CONTRACTOR shall not enter upon private property for any purpose without obtaining proper permission. They shall be responsible for the preservation from injury or damage resulting directly or

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

indirectly from the execution or non-execution of work under this Contract of all public and private property adjacent to the work. They shall take all necessary precautions to prevent damage to trees, pipes, conduits and other underground structures, public utilities, etc., and shall protect carefully from disturbance or damage all property marks or markers. The CONTRACTOR shall contact all utilities in the area of the proposed construction and have them locate their utility lines prior to the start of work in accordance with State law.

17. Opening of Section of Work

Whenever, in the opinion of the ENGINEER, all of the work or any portion thereof is in suitable condition for opening or use, it shall be opened as may be directed, but such opening shall not be construed as an acceptance of the work or any part thereof, or as a waiver of any of the provision of these specifications and Contract.

18. Limitation of Operations

Whenever, in the judgment of the ENGINEER, the CONTRACTOR has obstructed or closed a greater portion of the work than is necessary for the proper prosecution of the work or is carrying on operations to the prejudice of work already started, the ENGINEER may require the CONTRACTOR to finish the part on which work is in progress before any additional portions are started. Work shall be conducted so as to create a minimum amount of inconvenience to the public.

19. Final Cleanup

Before acceptance and final payment shall be made, adjacent property, the right-of-way or streets and all grounds occupied by the CONTRACTOR in connection with the work, shall be cleaned of all rubbish, excess materials, temporary buildings, etc. and the CONTRACTOR shall restore in an acceptable manner all property, both public and private, which may have been damaged during the prosecution of the work and all parts of the work shall be left in a neat and presentable condition as good as or better than it was at the beginning of construction.

20. Removal and Replacement of Unclassified Road Surfacing, Sidewalks, Curb and Gutter, Driveways, Etc.

All pavement and/or street and road surfacing which is not classified for measurement and payment under separate Contract Items for Pavement Replacement, shall be replaced and/or restored to a condition equal to, or better than that which existed prior to the start of work. Also included as part of the work, the CONTRACTOR shall restore and/or repair all sidewalks, crosswalks, curbs, gutters, driveways, shoulders of roads and paved streets, parking areas, mailbox turn-outs, parkways, lawns, mailboxes, street signs, miscellaneous structures, etc. The replacement and or repair work shall be done without delay, as soon as the work immediately adjacent is completed. In any event, the removed or damaged facilities, etc. shall be restored to a condition equal to or better than that which existed prior to the start of work.

Where lawn sod is removed, either on public or private property, it shall be carefully preserved and later replaced, or the area where sod has been removed shall be covered with a 4" thick layer of all black dirt and seeded with an approved grass mixture in an amount of at least 200 pounds of pure live seed per acre of surface.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

21. Limitation on Open Trench

The CONTRACTOR shall not open, nor leave open, any more trench than is absolutely necessary and as approved by the ENGINEER to carry out the construction work in an efficient manner.

22. Contractor's Guarantee

The CONTRACTOR'S performance and payment bonds shall remain in force throughout the period of construction and for one (1) year following the final inspection and acceptance of the project by the OWNER.

23. Payment after Expiration of Contract

If the time for completion called for in the Contract or any extension of time agreed to by the OWNER has expired, the OWNER reserves the right to stop progress payment under the Contract and to make only the final payment due. Said final payment shall be adjusted by any liquidated damages incurred.

24. Builder's Risk Insurance

The CONTRACTOR shall furnish a Builder's Risk Policy covering the OWNER and CONTRACTOR, which shall be paid for by the CONTRACTOR, to the full value on the insurable portion of the project against perils of fire, lightning, wind, explosion, damage to any and all utilities, collapse of or structural damage to any building or structure and vandalism and malicious mischief. The original of the policy shall be furnished to the OWNER.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 6

PROJECT SPECIFICATIONS

TABLE OF CONTENTS

GENERAL.....PS-1

PROGRESS SCHEDULE.....PS-2

TRAFFIC MAINTENANCE AND CONTROLPS-3

UTILITY COORDINATION.....PS-6

CURB AND GUTTER, REM, MODIFIED.....PS-7

TREE, REMPS-8

MACHINE GRADING, MODIFIED.....PS- 9

TEMPORARY TREE PROTECTION.....PS- 10

ACCESSIBLE PARKING SIGNPS- 11

PLAYGROUND EQUIPMENTPS- 12

SITE FURNISHINGSPS- 14

LANDSCAPE WORK.....PS- 15

SLOPE RESTORATION.....PS- 16



**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PART 6

PROJECT SPECIFICATIONS

GENERAL

1 of 1

Work Included

The work under each item shall include all labor, materials, tools, equipment, supplies, cost of insurance and bonds, other miscellaneous costs, together with all of the work specifically described under each item and other work necessary to complete the project in accordance with the obvious or expressed intent of the contract documents.

Obligations

The CONTRACTOR is obligated under this contract to construct the improvements as contemplated and proposed in the Contract Documents. The CONTRACTOR is further obligated to make any and all changes in the work as ordered by the ENGINEER and approved by the ENGINEER. All work shall be done for the unit or lump sum prices bid and shall be subject to additional payments or credits as authorized under the terms of Section 17 of the General Conditions.

Payment

The unit and lump sum prices as bid to be paid for the respective items shall be payment in full for the completion of all work specified under each item, complete and ready for use, including testing, as shown on the plans and as specified. Payment shall be made under each item for all such work which is not specifically included under any other item.

Michigan Department of State Highway Specifications

The "Standard Specifications for Construction", 2012, by the Michigan Department of Transportation (MDOT), are hereby incorporated into these contract documents. Copies of these standards are available for inspection at the offices of the ENGINEER.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

PROJECT SPECIFICATIONS

FOR

PROGRESS SCHEDULE

1 of 1

The following are the milestone, substantial, and final completion dates. Failure to meet substantially complete or finally complete dates for the specified work in accordance with the Progress Schedule, including extensions granted subject to the provisions of Article 20 of the General Conditions, shall entitle the OWNER to deduct from the moneys due the CONTRACTOR as "Liquidated Damages" and not as a penalty, the sum of \$500 per day for each and every calendar day of delay in substantial or final completion of the work.

<u>Scope of Work</u>	Dates for Base Contract - 2023 Construction	Dates for Alternate Contract - 2024 Construction
Bids Due and Bid Opening	08-04-2023	08-04-2023
City of Potterville Awards Contract	08-17-2023	08-17-2023
Preconstruction Meeting	08-31-2023	08-31-2023
Receive Bonds & Insurance / Notice to Proceed	08-24-2023	08-24-2023
Work Begins	09-07-2023	05-06-2024
Substantial Completion	10-19-2023	06-30-2024
Completion of Punchlist Work	2 Weeks After Sub. Completion	2 Weeks After Sub. Completion

Work may begin anytime following the Notice of Award of contract and the preconstruction meeting can be scheduled accordingly. All work must be completed within six (6) calendar weeks, once construction activities are commenced, but must be completed by the substantial completion date listed in the progress schedule. In no case shall any work be commenced prior to receipt of formal Notice of Award and Notice to Proceed by the OWNER.

The CONTRACTOR will be required to prepare, in collaboration with the ENGINEER, a Progress Schedule to be discussed at a preconstruction meeting.

The ENGINEER will arrange the time and place for the preconstruction meeting.

The Progress Schedule shall include, as a minimum, the partial, substantial and full completion dates and the controlling work items for the completion of the project. The CONTRACTOR shall coordinate the Progress Schedules to reflect inter-related scope of subcontractors, suppliers and manufacturer representatives such as the installation of water main, interconnection of utilities, startups and water supply transfer, and restoration.

The named subcontractor(s) for Specialty and/or Designated Items (if such items are designated in the proposal) which materially affect the work schedule, shall also be present at the scheduled meeting and they will be required to sign the Progress Schedule to indicate their approval of the scheduled dates of work set forth in the Progress Schedule.

Failure on the part of the CONTRACTOR to carry out the provisions of the Progress Schedule, as established, may be considered sufficient cause to prevent bidding future projects until a satisfactory rate of progress is again established.

The CONTRACTOR shall coordinate and stage the project to accommodate the local holiday traffic

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

and events, as well as all vehicular traffic in and out of the affected businesses. If the Bidding Proposal specifies other controlling dates, these shall also be included in the Progress Schedule.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

SPECIAL PROVISION
FOR
MAINTAINING TRAFFIC

1 of 3

WIGHTMAN/SAL

a. Description. This work consists of all labor, materials, and equipment required for maintaining traffic in accordance with this special provision. Contractor to provide specific traffic control plans as needed.

b. General. Maintain traffic according to Sections 104.07, 104.11, 812 and 922 of the Michigan Department of Transportation *2020 Standard Specifications for Construction*, the Michigan Manual of Uniform Traffic Control Devices (MMUTCD), including any Supplemental Specifications, and as specified herein.

1. The Contractor shall notify the Engineer, the City of Potterville, local police department, local fire department, and other emergency response units a minimum of 5 business days prior to the implementation of any detours, road closures, or lane closures, and major traffic shifts.
2. Coordinate operations with Contractors performing work on other projects within or adjacent to the Construction Influence Area (CIA) as described below. The Contract Maintenance Agency will coordinate their operations with the Engineer to minimize the interference with the Contractor. No additional payment will be made to the Contractor for the joint use of the traffic control items.
3. During all times of construction, access to local businesses and drives for emergency vehicles shall be maintained by the Contractor until the project is completed, unless a temporary closure is approved in writing by the Engineer. This work will not be considered for additional payment, but shall be included in payment for Maintaining Traffic.
4. The Contractor shall conduct their work in such a manner so no excavations are left open overnight. If this is not possible, the Contractor shall provide and install a temporary fence to protect the excavation at their own expense. The Contractor shall use a trench box and backfill all excavations and/or trenches and cover or protect the trench box at the end of each work day. No excavations and/or trenches are to be left open overnight unless a full closure is in place. Payment for this work shall be included in Maintaining Traffic.

Construction Influence Area (CIA).

The CIA includes the right-of-way of Sunset Drive and City owned property as depicted on the plans.

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

2 of 3

d. Traffic Restrictions.

1. No work shall be performed during Memorial Day, Independence Day, and Labor Day holiday periods, as defined by the Engineer.
2. All work shall be done between the hours of 7 a.m. to 7 p.m. (Monday – Saturday) unless otherwise specified herein. Work done outside of the times specified herein will be at the discretion of the Engineer and any additional cost for maintaining traffic shall be borne by the Contractor.
3. No work shall be done on Sunday, unless otherwise specified herein or approved by the Engineer in writing. The Contractor shall request permission to work no later than 12:00 pm the Wednesday prior to the Sunday he is requesting to work.
4. The minimum lane width throughout the CIA shall be 10 foot.
5. Maintain a minimum of one (1) lane of traffic to residents and businesses along Sunset Drive at all times.
6. Provide reasonable access to the commercial and residential properties, as determined by the Engineer. All driveway closures must be approved by the Engineer. The Contractor shall coordinate their work with the impacted property owners.
7. Maintain access for pedestrians to all commercial and residential properties.
8. Cover all existing regulatory, warning, and construction signs that are not applicable during construction.
9. The Contractor must submit a work zone traffic control plan to the Engineer in accordance with section 104 of the 2020 MDOT Standard Specifications for Construction. The Engineer will have seven (7) calendar days to review the plan for acceptance or provide comments for plan revisions required to obtain acceptance. At a minimum, the plan shall include the proposed ingress/egress locations for construction equipment and vehicles, traffic control devices that will be utilized to warn the motoring public of ingress/egress locations, and measures that will be taken to ensure compliance with the plan as specified herein. No work shall begin prior to acceptance of the work zone traffic control plan. Additional time required to obtain an accepted work zone traffic control plan shall not be cause for delay or impact claims. All costs associated with obtaining an acceptable plan, providing and executing all parts of the accepted plan including required traffic control devices, or resolving an incomplete or unacceptable plan shall be borne by the Contractor.
10. The Contractor shall comply with local noise ordinances.

e. Traffic Control. The traffic control required by this Special Provision is to erect and maintain signs, channelizing devices, and barricades as required to maintain a minimum of one (1) lane of traffic along Sunset Drive.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

3 of 3

e. Traffic Control Devices

1. *General.* Conform all traffic control devices and their usage to Part 6 of the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). This document can be found at the following website:
<http://mdotcf.state.mi.us/public/tands/plans.cfm>
2. Signs
 - a. All temporary signs may be installed on portable supports.
 - b. All warning signs shall be fabricated utilizing fluorescent prismatic retro-reflective sheeting in accordance with MDOT's 2020 Standard Specifications for Construction. Advance warning signs shall be placed on all cross streets where construction activities may be encountered as directed by the ENGINEER.
 - c. Temporary warning, regulatory, and guide signs not applicable to the current traffic operation or lane closures shall be removed or laid down with the legs removed as directed by the ENGINEER.
 - d. Temporary signs damaged by construction activities shall be replaced at the CONTRACTOR's expense.
3. Channelizing Devices
 - a. Channelizing devices required shall be **Plastic Drum, Fluorescent, Furn** and **Channelizing Device, 42 inch, Fluorescent, Furn** and be in conformance with the Michigan Department of Transportation Maintaining Traffic Typical WZD-100-A and WZD-125-E.
4. Dust Control
 - a. The Contractor shall take adequate measures to maintain dust control on this project throughout the construction schedule.
 - b. Prior to opening any lanes, the Contractor shall sweep and remove all debris that has collected within the closed lane.

f. Measurement and Payment. All labor, materials, and equipment required for maintaining traffic in accordance with this special provision are included in the lump sum price bid for MAINTAINING TRAFFIC.

Pay Item

Pay Unit

MAINTAIN TRAFFIC

Lump Sum

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

PROJECT SPECIFICATION

FOR

UTILITY COORDINATION

1 of 1

The following Public Utilities have facilities located within the City of Potterville:

Electric	Consumers Energy 530 Willow St 517-374-2259	Lansing Dan Smith	MI	48909
Telephone	AT&T 337 N Abott Rd 517-337-3610	Lansing	MI	48823
Water/Sewer	City of Potterville 319 N Nelson St 517-645-0162	Potterville Aaron Sheridan	MI	48876
Cable TV	WOW CATV 2512 Lansing Rd 517-204-4910	Charlotte	MI	48813

The owners of existing service facilities that are within grading or structure limits will move them to locations designated by the ENGINEER or will remove them entirely from the highway right-of-way. Owners of Public Utilities will not be required by the City to move additional poles or structures in order to facilitate the operation of construction equipment unless it is determined by the ENGINEER that such poles or structures constitute a hazard to the public or are extraordinarily dangerous to the CONTRACTOR'S operations.

No additional compensation will be paid to the CONTRACTOR for delays due to material shortages or other reasons beyond the control of the City, or for delays on construction due to the encountering of existing utilities that are, or are not, shown on the plans.

Work stoppage by employees of utility companies which results in a delay of utility revisions on any portion of this project may be considered the basis for a claim for an extension of time for completion, but, will not be considered the basis for a claim for extra compensation or adjustment in contract unit prices.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

SPECIAL PROVISION

FOR

CURB AND GUTTER, REM, MODIFIED

Wightman/PAD

1 of 1

04/09/2019

a. Description. This work consists of removing the existing variable width curb and gutter to a neat line to facilitate the replacement of concrete curb and gutter.

b. Materials. None specified

c. Construction Methods. Remove existing curb and gutter to an existing joint unless directed otherwise by the Engineer. Saw cut the existing adjacent pavement to full depth at a uniform distance three (3) foot from the existing back of curb. Saw cut concrete curb and pavement at a full depth perpendicular from the pavement cut. Remove existing pavement and curb and gutter. Do not disturb remaining pavement. Assume ownership of removed materials and dispose of according to subsection 205.03P.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay item:

Contract Item (Pay Item)	Unit
Curb and Gutter, Rem, Modified.....	Linear Foot

The limits of Curb and Gutter, Rem, Special will be as noted on the plans or at the discretion of the Engineer. Measurement will be made along the edge of pavement prior to removal. The unit price includes all labor, equipment, and materials to saw cut, remove, and dispose of the curb and gutter and pavement.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

MICHIGAN
DEPARTMENT OF TRANSPORTATION

SPECIAL PROVISION
FOR
TREE AND STUMP REMOVAL, SPECIAL

Wightman/LJF

1 of 1

06/15/2023

a. Description. This work consists of complete clearing, tree removal, and stump removal in accordance with the standard specifications and as specified herein.

b. Materials. None specified.

c. Construction.

1. Tree and Stump Removal. Perform work in accordance with section 202 of the Standard Specifications for Construction, except as modified herein. Remove trees and stumps as shown on plans in accordance with subsection 202.03.A of the Standard Specifications for Construction. Grind or chip stumps flush with the existing ground surface.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay items:

Pay Item	Pay Unit
Tree, Rem.....	Each

1. **Tree, Rem** will be paid for in accordance with subsection 202.04 of the Standard Specifications for Construction.

Removal of trees and stumps will be paid for using pay items Tree, Rem.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PROJECT SPECIFICATION
FOR
MACHINE GRADING, MODIFIED

1 of 1

Description

The work of Machine Grading, Modified shall be in accordance with Section 205 of the Michigan Department of Transportation 2020 Standard Specifications for Construction except as herein modified. Machine Grading, Modified shall include clearing, stripping and salvaging of topsoil, within the influence of construction, , removal of brush, posts, and miscellaneous items, all excavation from ditches, the roadbed, driveways and approaches, the utilization of all suitable material in constructing the adjacent fills, the furnishing, placing of borrow and subbase, and all other grading and clearing not specifically itemized in the plans or specifications but required to complete the project as shown on the plans. All topsoil removed shall be stockpiled and reused as allowable. The work shall be performed by blade grader or other equipment for longitudinal hauling as required. Machine Grading, Modified, shall apply to the entire Sunset Hills Park site. Machine Grading, Modified shall apply to the sections of this project as shown on the plans.

Construction Methods

Machine Grading, Modified shall include all necessary removal, scarifying, plowing, discing, moving, hauling, shaping and compacting the earth to develop the cross section shown on the plans.

The roadbed shall be finished to grade with a blade grader or equivalent equipment. All intersections, approaches, entrances, parking areas, retaining wall locations, and driveways shall be graded as shown or as directed. If additional earth is required to complete the full section, the Contractor shall obtain the required Class II material from borrow.

All areas to be paved shall be undercut 12" and backfilled with MDOT Class II material from borrow to be paid for separately as Subgrade Undercutting, Type II.

Excess cut material, if any, shall be hauled from the site, unless indicated otherwise on the plans.

Measurement and Payment

Machine Grading, Modified will be paid for by the Lump Sum which price shall be payment in full for all work specified herein. Payment shall include work performed in both locations as required.

Pay Item

Pay Unit

Machine Grading, Modified

L.S.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

20RL815(A015)

MICHIGAN
DEPARTMENT OF TRANSPORTATION

SPECIAL PROVISION
FOR
TEMPORARY TREE PROTECTION

Wightman/LJF

1 of 1

06/15/2023

a. Description. This work consists of installing, maintaining and removing a temporary fence as directed by the Engineer which will provide protection for existing trees and plants as shown on plans.

b. Materials. Provide a orange plastic snow fence, at least 48 inches tall, supported by posts. Ensure posts are as recommended by the fence manufacturer.

c. Construction. Furnish and install fence around trees at the drip line and loosely around low branched plants. Place posts at 8 foot maximum intervals. Where plants are in groups, ensure the entire group is enclosed with fence.

Place fencing prior to the start of any construction activity. No storage of materials shall be permitted within the tree protection zone. Remove fencing only when all remaining work is completed as directed by the Engineer. Maintain fence and kept upright and taut until no longer needed and removed. Replace damaged sections of fence as necessary at no cost to the contract.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay item:

Pay Item	Pay Unit
Temp Tree Protection	Foot

Temp Tree Protection includes disposal of fence and posts and will not be paid for separately.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

12DS810(F545)

MICHIGAN
DEPARTMENT OF TRANSPORTATION

SPECIAL PROVISION
FOR
ACCESSIBLE PARKING SIGN

Wightman/LJF

1 of 1

06/01/2023

a. Description. This work consists of providing all labor, equipment, and materials required to furnish and install Type III signs, supports, and mounting hardware or foundations accordance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD), the Michigan Standard Highway Signs Manual, and the Department Sign Support Standards. Perform work in accordance with section 810 and section 919 of the Standard Specifications for Construction, as detailed on plans, and this special provision.

b. Materials. Provide materials in accordance with section 919 of the Standard Specifications for Construction, as detailed on plan sheet CP101, and as specified herein. Furnish ASTM Type IV retroreflective sheeting.

c. Construction. Complete the work in accordance with section 810 of the Standard Specifications for Construction.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay item:

Pay Item	Pay Unit
Accessible Parking Sign	Each

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

PROJECT SPECIFICATION
FOR
PLAYGROUND EQUIPMENT

1 of 2

Description

This work consists of furnishing and installing Playground Equipment as detailed on the plans, in accordance with the Standard Specifications for Construction, this special provision, and as directed by the Engineer. The items listed below are basis of design and alternates and equal alternates will be considered during the bid phase. The Playground Equipment includes:

1. Playground Equipment
2. Playground Access Ramp
3. Safety Surface Mat
4. Playground Border Timbers
5. Filter Fabric
6. Safety Surfacing, Engineered Wood Fiber

Work Included

The work of Playground Equipment shall consist of furnishing and installation of all specified playground equipment and appurtenances, so that a fully functional and Consumer's Safety Council compliant playground is provided. This includes required excavation and backfill for the system, concrete for footings, Engineered Wood Fiber and other items as required.

Materials

Materials shall be produced in the USA whenever possible. Extra evaluation points will be given to companies that manufacture 95% or more of their products in the USA. Companies that offset their manufacturing carbon footprint through tree plantings will also receive higher evaluations. Hardware threads shall be dipped in Loctite at the factory before shipping for assembly. Colors shall be chosen by the Landscape Architect from the manufacturer's standard colors.

The following items shall be included. Basis of Design is Little Tikes.

1. Playground Equipment. Dual Rider Inclusive. Model Number 200203482. Manufacturer: Little Tikes.
2. Playground Access Ramp. APS-ADA Sidewalk Mount Ramp. Manufacturer: Little Tikes.
3. Safety Surface Mat. Model Number RC0C4872-4X6X2. Manufacturer: Dynacushion.
4. Playground Border Timbers. Manufacturer: Little Tikes.
5. Geotextile, Separator, Non-Woven.
6. Safety Surfacing, Engineered Wood Fiber. Engineered wood fiber to be ASTM compliant.

Construction

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

2 of 2

Install per manufacturer's recommendations. Coordinate work with site paving and other work affected by the playground installation. Project representation for installer shall be CPSI certified.

Engineered Wood Fiber to be installed at a 12" depth after compaction, assume 14" installed.

Install Geotextile, Separator, Non-Woven in accordance with Section 308 of the Standard Specifications for Construction 2020, except as modified herein. Seams should be overlapped 3".

Measurement and Payment

The completed work as measured will be paid for at the contract unit price for the following contract items (pay items). Engineered wood fiber will be measured as placed and compacted.

<u>Pay Item</u>	<u>Pay Unit</u>
Playground Equipment	LS
Playground Access Ramp	EA
Safety Surface Mat	EA
Playground Border Timbers	FT
Geotextile, Separator, Non-Woven	SYD
Safety Surfacing, Engineered Wood Fiber	CYD

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

SPECIAL PROVISION
FOR
SITE FURNISHINGS

1 of 1

Description

This work consists of furnishing and installing Site Furniture as detailed on the plans, in accordance with the Standard Specifications for Construction, this special provision, and as directed by the Engineer. The items listed below are basis of design and alternates and equal alternates will be considered during the bid phase. The site furniture includes:

1. Bench
2. RPGP Sign

Work must be performed by experienced personnel with satisfactory record of performance on completed projects of comparable size and quality. Provide documentation if required by the Engineer. All site furniture work will be controlled by shop drawing review and design.

The work of Site Furnishings shall consist of furnishing and installation of all specified equipment appurtenances, so that a fully functional product is provided. This includes required excavation and backfill for the system, concrete for footings, and other items as required.

Materials

Submit shop drawings for each site furniture type. Colors will be chosen from the Manufacturer's standard colors.

1. Bench. 6' Recycled Plastic, Model Number 34-60PL. Surface Mount. Manufacturer: DuMor Site Furnishings. www.dumor.com
2. RPGP Sign. 12"x18" RPGP Plaque to be installed on 4x4 wood post 5' above grade. Sign may be ordered from Rotary Multifforms, Inc. www.rmi-printing.com (586) 558-7960

Construction

Coordinate installation procedures with sleeves, underground utilities, concrete paving, and other work affected by the site furniture installation.

1. Examine all work in place before installation of site furniture items.
2. Install site furniture in accordance with the contract, drawings, and manufacturer's instructions.

Measurement and Payment

The completed work as measured will be paid for at the contract unit price for the following contract item (pay item).

Pay Item

Pay Unit

Bench	Each
RPGP Sign	Each



PS-15

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

PROJECT SPECIFICATION

FOR

LANDSCAPE WORK

Wightman & Associates, Inc./LJF

1 of 1

06/15/2023

DESCRIPTION

This work consists of providing and planting trees, shrubs and other plants, including replacements, classified as nursery stock, per Section 815 of the 2020 Standard Specifications for Construction

MATERIALS

Materials are as described in Section 815.02

CONSTRUCTION

Construction shall be per section 815.03 except as follows.

1. **Prepared Soil** shall be proportioned so that 1 cubic yard of the prepared soil contains $\frac{3}{4}$ cubic yard topsoil, $\frac{1}{4}$ cubic yard of compost and chemical fertilizer as specified in section 917.10.A.1.
2. **Site Preparation.** Tree planting holes, and planting holes for plants shown as a single plant not in a grouping, shall be excavated to a diameter 3x the ball diameter. Planting beds containing multiple plants shall be excavated to a depth of 12" below final grade and shall be filled entirely with prepared soil. Plants shall then be planted in the prepared planting bed.
3. **Mulching.** After backfilling is complete, place 3" depth of hardwood shredded mulch over the planting hole or planting bed. Mulch ring surrounding trees shall be 6' in diameter. Mulch shall not be mounded around the tree trunk; the tree root flare shall be visible.
4. **Bracing and Guying.** Bracing and guying may be omitted with the guarantee the contractor will straighten leaning plants during the period of establishment.
5. **Period of Establishment.** Establishment period shall be reduced to one growing season. A replacement walkthrough will be held in May before the first growing season and again in early September after the first growing season. Unacceptable plants identified at either of these walkthroughs shall be replaced within 15 days of the walkthrough unless otherwise approved.

DEFINITION OF CONTRACT ITEMS

Per section 815.04 except as follows.

<u>Pay Item</u>	<u>Pay Unit</u>
Site Preparation	SYD
(Botanical Name)	Each
Watering and Cultivating, First Season, Min.	Lump Sum

1. **Site Preparation.** The unit price for Site Preparation includes the cost of digging holes, providing prepared soil, backfilling holes and landscape beds, installing hardwood shredded mulch and disposing of excess material. This pay item shall be paid for by the SYD of planting holes for trees.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

MICHIGAN
DEPARTMENT OF TRANSPORTATION

SPECIAL PROVISION
FOR
SLOPE RESTORATION, MODIFIED

BRI:LEK

1 of 2

06/15/2023

a. Description. This work consists of preparing areas designated for slope restoration of all disturbed areas of existing turfgrass or as directed by the Engineer, applying furnished or salvaged topsoil, non-phosphorus fertilizer, seed and mulch treatment.

b. Materials. Furnish materials and use application rates in accordance with sections 816 and 917 of the Standard Specifications for Construction unless modified herein or as directed by the Engineer.

1. Furnish Seeding. Seed mixture shall be:

40% Creeping Red Fescue
30% Perennial Ryegrass
30% 98/85 Kentucky Bluegrass

Alternates and equal alternates will be considered during the bid phase.

2. Furnish Fertilizer, Chemical Nutrient, Class B (Non-Phosphorus)

3. Furnish Topsoil Surface, Furn, 3 inch. Salvaged topsoil will only be allowed if approved by the Engineer and Region Resource Specialist supported by soil test results.

4. Use mulch treatment as appropriate in accordance with the standard specifications with no credit for overlaps or wasted materials.

Where mulch blanket is required, provide an excelsior mulch blanket free of chemical additives. Ensure the netting thread is 100 percent biodegradable and manufactured with non-plastic materials such as jute, sisal, or coir fiber. Degradable, photodegradable, UV-degradable, oxo-degradable, or oxo-biodegradable plastic netting including polypropylene, nylon, polyethylene, and polyester are not acceptable alternatives. All netting materials must have a loose weave design with movable junctions between the machine and cross-machine direction twines that move independently and reduce the potential for wildlife entanglement.

c. Construction. Construct in accordance with section 816 of the Standard Specifications for Construction. Begin this work as soon as possible after final grading of the areas designated for slope restoration, but no later than the maximum time frames in accordance with subsection 208.03 of the Standard Specifications for Construction. It may be necessary, as directed by the Engineer, to place materials by hand.

Prior to placing topsoil, shape and compact all areas to be seeded. Place topsoil to the minimum depth specified above to meet proposed finished grade. If the area being restored requires more than the minimum depth of topsoil to meet finished grade, ensure this additional depth is filled

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

2 of 2

using topsoil or, at the Contractor's option, embankment. Furnishing and placing this additional material is included in this item of work.

Ensure topsoil is friable prior to placing seed. Seed will be incorporated into top 1/2 inch of topsoil.

Ensure installation of mulch blanket is in accordance with the manufacturer's published instructions. Ensure the mulch blanket is installed in an anchor trench at the top of all slopes.

If an area washes out after this work has been properly completed and accepted by the Engineer, make the required corrections to prevent future washouts and replace the topsoil, fertilizer, seed and mulch treatment. This replacement will be paid for as extra work.

If an area washes out for reasons attributable to the Contractor's operation, or failure to take proper precautions, replacement and restoration of washed-out areas will be at no cost to the contract.

d. Measurement and Payment. The completed work, as described, will be measured and paid for at the contract unit price using the following pay item:

Pay Item	Pay Unit
Slope Restoration, Modified	Square Yard

CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT

PART 7

CONTRACT

City of Potterville

Sunset Park Improvements Project
Grant Number: RP22-0031

Sunset Drive & Rolling Hills Dr.
Potterville, MI 48876

THIS CONTRACT made the day of August, 2023, by and between **Iron Horse Excavating** hereinafter called the "CONTRACTOR", and the City of Potterville hereinafter called the "OWNER".

WITNESSETH, THAT the CONTRACTOR and the OWNER for the consideration stated herein agree as follows:

ARTICLE 1 - SCOPE OF WORK

The CONTRACTOR shall perform everything to be performed and shall provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services required to perform and complete in a workmanlike manner all the work required for the construction of all items described for a total contract amount of **\$207,000.00** all in strict accordance with the Plans and Specifications, including any and all addenda, prepared by Wightman, acting and in these Contract Documents referred to as the ENGINEER, which plans and specifications are made a part of this Contract, and in strict compliance with the CONTRACTOR'S proposal and other Contract Documents herein mentioned which are a part of this Contract; and the CONTRACTOR shall do everything required by this Contract and the other documents constituting a part hereof.

ARTICLE II - COMPENSATION TO BE PAID TO THE CONTRACTOR

In consideration of the completion of the work described herein and in fulfillment of all stipulations of this Contract to the satisfaction and acceptance of the ENGINEER and the OWNER, the OWNER shall pay and the said CONTRACTOR further agrees to receive and accept payment based on the prices bid per unit for material and labor as set forth in the conformed copy of the CONTRACTOR'S proposal (or bid) as filed with the **City of Potterville** on the **4th** day of **August, 2023**, as full compensation for furnishing all the equipment and materials and for the costs of all premiums on insurance and bonds and for doing all the work contemplated and specified in this Contract; also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen obstruction or difficulties which may be encountered in the prosecution of the same; and for all risks of every description connected with the work; and for well and faithfully completing the work and the whole thereof, in full compliance with the Plans and Specifications and the requirements of the ENGINEER under them.

Payments are to be made to the CONTRACTOR in accordance with and subject to the provisions embodied in the Contract Documents hereto attached.

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

ARTICLE III - COMPONENT PARTS OF THIS CONTRACT

This Contract consists of the following component parts, all of which are as fully a part of this Contract as if herein set out verbatim, or, if not attached, as if hereto attached.

1. Advertisement for Bids
2. Instruction to Bidders
3. General Conditions
4. Plans
5. Specifications
6. Contract (this Document)
7. Contractor's Proposal (of Bid)
8. Addenda Nos. (None)
9. Performance Bond

In the event that any provision in any of the above component parts of this Contract conflicts with any provision in any other of the component parts, the provision in the component part first enumerated above shall govern over any other component part which follows it numerically, except as may be otherwise specifically stated.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in 3 original counterparts the day and year first above written.

(SEAL)

Contractor

Attest:

By: _____

Title

Title

(SEAL)

Owner

Attest:

By: _____

Title

Title

**CITY OF POTTERVILLE
SUNSET HILLS PARK IMPROVEMENTS PROJECT**

INSTRUCTIONS FOR EXECUTING CONTRACT

If the CONTRACTOR be a corporation, the following certificate should be executed:

I, _____, certify that I am the _____ of the Corporation named as CONTRACTOR herein above; that _____ who signed the foregoing Contract on behalf of the CONTRACTOR was then _____ of said Corporation; that said Contract was duly signed for and in behalf of said Corporation by authority of its governing body, and is within the scope of its corporate powers.

Secretary (Signature)

If the Contract be signed by the secretary of the corporation, the above certificate should be executed by some other officer of the corporation, under the corporate seal. In lieu of the foregoing certificate there may be attached to the Contract copies of so much of the records of the corporation as will show the official character and authority of the officers signing, duly certified by the secretary or assistant secretary under the corporate seal to be true copies.

The full name and business address of the CONTRACTOR should be inserted, and the Contract should be signed with his official signature. Please have the name of the signing party or parties typewritten or printed under all signatures of the Contract.

If the CONTRACTOR should be operating as a partnership, each partner should sign the Contract. If the Contract be not signed by each partner, there should be attached to the Contract a duly authenticated power of attorney evidencing the signer's (signers') authority to sign such Contract for and in behalf of the partnership.

If the CONTRACTOR be an individual, the trade name (if the CONTRACTOR be operating under a trade name) should be indicated in the Contract and the Contract should be signed by such individual. If signed by one other than the CONTRACTOR, there should be attached to the Contract a duly authenticated power of attorney evidencing the signer's authority to execute such Contract for and in behalf of the CONTRACTOR.

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

PART 8

PROPOSAL

To the Owner: *City of Potterville*
319 N. Nelson Street
Potterville, MI 48876

Contractor: Iron Horse Excavation LLC
Contact: Levi Polihonki
Official Address: PO Box 235
Eaton Rapids, MI 48827
Phone: 517-525-8389
Fax: _____
Email: levi@ironhorsemi.com

Gentlemen:

The undersigned, having familiarized himself with the local conditions affecting the cost of the work, and with the Contract documents, including the Advertisement for Bids, Instructions to Bidders, General Conditions, Plans, General Specifications, Project Specifications, Contract, Proposal, Performance Bond, and Addenda and exhibits issued and attached to the specifications on file in the office of the ENGINEER, hereby propose to perform everything required to be performed and to provide and furnish all of the labor, materials, necessary tools, expendable equipment, and all utility and transportation services necessary to perform and complete in a workmanlike manner all work required for the construction and completion of this project for the ENGINEER, all in accordance with the above, including Addenda Nos. _____, issued thereto, for the prices, to wit:

(the proposal section follows)

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

PROPOSAL BID SHEET – Base Contract – 2023 Construction

ITE M NO.	EST. QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	1	LS	Maintain Traffic		
2	120	FT	Curb and Gutter, Rem, Modified		
3	2	EA	Tree, Rem		
4	1	LS	Mobilization, Max \$15,000		
5	1	LS	Machine Grading, Modified		
6	100	FT	Temporary Tree Protection		
7	73	CYD	Subbase, CIP (12" Min.)		
8	220	SYD	Aggregate Base, 8 inch		
9	20	TON	HMA, 13A		
10	20	TON	HMA, 36A		
11	5	TON	Hand Patching		
12	120	FT	Driveway Opening, Conc, Det M		
13	170	FT	Curb and Gutter, Conc, Det F4		
14	50	FT	Pavt Mrkg, Waterborne, 4 inch, Cross Hatching, Blue		
15	80	FT	Pavt Mrkg, Waterborne, 4 Inch, Blue		
16	100	FT	Pavt Mrkg, Waterborne, 4 Inch, White		
17	2	EA	Pavt Mrkg, Ovly Cold Plastic, Accessible Sym		
18	2	EA	Accessible Parking Sign		
19	98	CYD	Subbase, CIP (6" Min)		
20	5,315	SFT	Sidewalk, Conc, 4 inch		
21	165	SFT	Curb Ramp, Conc, 6 inch		
22	12	FT	Detectable Warning Surface		
23	1	LS	Playground Equipment		
24	1	EA	Playground Access Ramp		
25	87	CYD	Safety Surfacing, Engineered Wood Fiber		
26	12	EA	Safety Surface Mat		
27	127	FT	Playground Border Timbers		
28	209	SYD	Geotextile, Separator, Non-Woven		
29	2	EA	Bench		

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

ITE M NO.	EST. QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
30	1	EA	RPGP Sign		
31	2	EA	Acer Platanoides 'Royal Red', 2"		
32	6	SYD	Site Preparation		
33	1	LS	Watering and Cultivating, First Season, Min.		
34	782	SYD	Slope Restoration, Modified		
TOTAL BID ENTERED				\$	NO BID ATTACHED

PROPOSAL BID SHEET – Alternate Contract – 2024 Construction

ITE M NO.	EST. QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
A1	1	LS	Maintain Traffic	\$4,154.90	\$4,154.90
A2	120	FT	Curb and Gutter, Rem, Modified	\$26.54	\$3,184.80
A3	2	EA	Tree, Rem	\$873.72	\$1,747.44
A4	1	LS	Mobilization, Max \$15,000	\$15,000.00	\$15,000.00
A5	1	LS	Machine Grading, Modified	\$15,066.65	\$15,066.65
A6	100	FT	Temporary Tree Protection	\$23.03	\$2,303.00
A7	73	CYD	Subbase, CIP (12" Min.)	\$39.83	\$2,907.59
A8	220	SYD	Aggregate Base, 8 inch	\$46.91	\$10,320.20
A9	20	TON	HMA, 13A	\$237.42	\$4,748.40
A10	20	TON	HMA, 36A	\$267.10	\$5,342.00
A11	5	TON	Hand Patching	\$415.49	\$2,077.45
A12	120	FT	Driveway Opening, Conc, Det M	\$47.48	\$5,697.60
A13	170	FT	Curb and Gutter, Conc, Det F4	\$47.48	\$8,071.60
A14	50	FT	Pavt Mrkg, Waterborne, 4 inch, Cross Hatching, Blue	\$2.37	\$118.50
A15	80	FT	Pavt Mrkg, Waterborne, 4 Inch, Blue	\$2.37	\$189.60
A16	100	FT	Pavt Mrkg, Waterborne, 4 Inch, White	\$3.56	\$356.00
A17	2	EA	Pavt Mrkg, Ovly Cold Plastic, Accessible Sym	\$569.82	\$1,139.64
A18	2	EA	Accessible Parking Sign	\$538.95	\$1,077.90

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

ITEM NO.	EST. QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
A19	98	CYD	Subbase, CIP (6" Min)	\$48.31	\$4,734.38
A20	5,315	SFT	Sidewalk, Conc, 4 inch	\$6.65	\$35,344.75
A21	165	SFT	Curb Ramp, Conc, 6 inch	\$10.14	\$1,673.10
A22	12	FT	Detectable Warning Surface	\$53.42	\$641.04
A23	1	LS	Playground Equipment	\$45,110.39	\$45,110.39
A24	1	EA	Playground Access Ramp	\$1,113.70	\$1,133.70
A25	87	CYD	Safety Surfacing, Engineered Wood Fiber	\$42.74	\$3,718.38
A26	12	EA	Safety Surface Mat	\$365.14	\$4,381.68
A27	127	FT	Playground Border Timbers	\$41.55	\$5,276.85
A28	209	SYD	Geotextile, Separator, Non-Woven	\$12.74	\$2,662.66
A29	2	EA	Bench	\$2,485.82	\$4,971.64
A30	1	EA	RPGP Sign	\$1,298.76	\$1,298.70
A31	2	EA	Acer Platanoides 'Royal Red', 2"	\$1,127.76	\$2,255.52
A32	6	SYD	Site Preparation	\$136.28	\$817.68
A33	1	LS	Watering and Cultivating, First Season, Min.	\$1,194.88	\$1,194.88
A34	782	SYD	Slope Restoration, Modified	\$10.59	\$8,281.38
			TOTAL BID ENTERED	\$	\$207,000.00

AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Iron Horse Excavation LLC
706 Water St.
Eaton Rapids, MI 48827

SURETY:
(Name, legal status and principal place of business)

Westfield Insurance Company
P.O. Box 5001
Westfield Center, OH 44251-5001

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Pottersville
319 North Nelson Street
Pottersville, MI 48876

BOND AMOUNT: Five Percent (5%) of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Sunset Hills Park Improvements

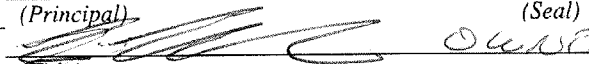
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.


When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 4th day of **August, 2023**


(Witness)

Iron Horse Excavation LLC
(Principal)  *(Seal)*

(Title)


(Witness)

Westfield Insurance Company
(Surety)  *(Seal)*

(Title) **Susan L Small, Attorney-in-Fact**

Init.

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 05/03/16, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 2149382 01

General Power of Attorney

Westfield Insurance Co. Westfield National Insurance Co. Ohio Farmers Insurance Co. Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint ROBERT TROBEC, KATHLEEN M. IRELAN, IAN J. DONALD, JEFFREY A. CHANDLER, ALAN P. CHANDLER, SUSAN L. SMALL, JOINTLY OR SEVERALLY

of TROY and State of MI its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship-

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents cancelling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 03rd day of MAY A.D., 2016 .

Corporate Seals Affixed



WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

By: Dennis P. Baus

Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio County of Medina ss.:

On this 03rd day of MAY A.D., 2016 , before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed



David A. Kotnik

David A. Kotnik, Attorney at Law, Notary Public My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 4th day of August A.D., 2023



Frank A. Carrino Secretary

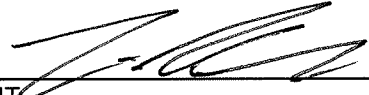
Frank A. Carrino, Secretary

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

NON-COLLUSION AFFIDAVIT

STATE OF Michigan)
) SS
COUNTY OF Eaton)

The undersigned bidder or agent being duly sworn on oath says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or Agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from bidding nor to induce anyone to refrain from bidding and that this bid is made without reference to any other bid and without any Agreement, understanding or combination with any other person in reference to such bidding in any way or manner whatever.

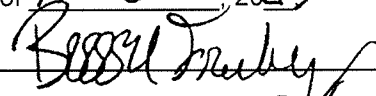
Levi Polihonki 

BIDDER OR AGENT

Iron Horse Excavation LLC

FIRM OR CORPORATION

Subscribed and sworn to before me this 3rd day of AUG, 2023



Notary Public
My Commission Expires: 9/20/2028

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

Accompanying this Proposal is a (Bid Bond, Certified Check, Bank Draft) in the amount of Five Percent (5%) payable to the City of Potterville required by the Advertisement for Bids.

In submitting this bid, it is understood that the right is reserved for the ENGINEER to reject any and all bids. It is agreed that this bid may not be withdrawn for a period of ninety (90) days from the opening thereof.

If awarded a Contract, the undersigned agrees to begin work within 10 days of the effective date of Contract or a date agreed upon with the OWNER and further agrees to proceed with all possible dispatch, and fully complete the work as detailed in the Progress Schedule.

8/4/2023

DATE

Iron Horse Excavation LLC

FIRM NAME

OFFICIAL ADDRESS:


BY:

PO Box 235
Eaton Rapids, MI 48827

(Note: Bidders should not add any conditions or qualifying statements to the bid as otherwise the bid may be declared irregular as being not responsive to the Advertisement for Bids.)

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

PART 9

PERFORMANCE BOND AND LABOR AND MATERIALS BOND

All bonds shall be deemed to incorporate all requirements for public payment and performance bonds under the statutes of Michigan, including Act 213 of the Public Acts of Michigan, 1963, to the extent applicable, and the sureties shall be included in the United States Treasury's Listing of Approved Sureties (Circular 570).

INSTRUCTION FOR EXECUTION OF BONDS

The penal amount of the Performance Bond and the Labor and Materials Bond for a unit price Contract shall be the summation of the correct and checked extension of the unit prices with the estimated number of units.

The form of bond attached hereto shall be used for each Contract. This form contemplates one corporate surety only. In case co-sureties will be furnished, proper forms therefore shall be obtained.

If the principal is an individual, his full legal name and residence shall be inserted in the body thereof, and he shall sign the Bond with his usual signature in the line opposite the scroll seal.

If the principals are partners, their individual names shall appear in the body of the Bond, with the recital that they are partners composing a firm, naming it.

If the principal is a corporation, the name of the State in which incorporated shall be inserted in the appropriate place in the body of the Bond and said instrument shall be executed and attested under the corporate seal, the face shall be stated, in which case a scroll or adhesive seal shall appear following the corporate name. This also applies to execution by the surety.

The date of the Bond must not be prior to the date of the Contract for which it is given.

A power of attorney authorizing the execution of the Bond by an attorney-in-fact, or agent, shall be attached to the executed counterpart of the bond. If the Bond is executed by an out-of-state agent, the executed counterpart of the Bond shall be countersigned by a licensed resident agent.

**CITY OF POTTERVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, _____, as principal, and the _____.

a corporation and authorized to transact business in the State of _____ as surety, are held and firmly bound unto the _____ as obliges, in the penal sum of _____ Dollars (\$) lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SIGNED, sealed and dated this _____ day of _____ A.D., 20__.

WHEREAS, the above bounden Principal entered into a certain written Contract with the above named obligee, dated that _____ day of _____, A.D., 20__ for the construction of _____
(description of work)

which Contract is hereby referred to and made a part hereof as fully and to the same extent as if copies at length herein.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that if the above bounden principal shall well and truly keep, do and perform, each and every, all and singular the matter and things in said Contract set fourth and specified to be by the said Principal kept, done and performed at the time and in the manner in said Contract specified, and shall pay over, make good and reimburse to the above named obliges, all loss and damage which said Obligee may sustain by reason of failure or default on the part of said Principal, then this obligation shall be void; otherwise, to be and remain in full force and effect.

Witness:

By: _____
Attorney-in-fact

**CITY OF POTTERRVILLE
SUNSET PARK IMPROVEMENTS PROJECT**

LABOR AND MATERIALS BOND

KNOW ALL MEN BY THESE PRESENTS, that we, _____ of the _____ and State of _____, as principal, and the _____ as surety, are held and firmly bound unto the _____ as obliges, in the sum of _____ Dollars (\$) lawful money of the United States of America for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SEALED WITH OUR SEALS and dated this _____ day of _____ A.D., 20__.

WHEREAS, the above bounden Principal entered into a certain written Contract with the above named obligee, dated that _____ day of _____, A.D., 20__ for the construction of _____
(description of work)

which Contract shall be deemed a part hereof as if set out herein.

AND WHEREAS, this Bond is given in compliance with and subject to the provisions of Act No. 213 of the Public Acts of Michigan, for the 1963.

NOW, THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said _____ CONTRACTOR, shall make payment as the same may become due and payable of all indebtedness which may arise from said CONTRACTOR to a subcontractor or party performing labor or furnishing materials or supplies or any subcontractor to any person, firm or corporation on account of labor performed or materials or supplies furnished in the erection, repairing or ornamentation of such building improvement or works, then this obligation shall be void, otherwise the same shall be in full force and effect.

(SEAL)

ATTEST:

Principal

Agent

By: _____
Attorney-in-fact

City of Potterville

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

RESOLUTION NO. 22-0817-14

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 17th day of August, at 6:00 p.m.

Present:

Absent:

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

A RESOLUTION ESTABLISHING REGULAR ELECTION IN NOVEMBER OF EACH EVEN YEAR COMMENCING WITH THE CITY ELECTION OF NOVEMBER 2026.

WHEREAS, the City of Potterville regularly conducts its City election in November of each odd-numbered year pursuant to Section 8.01 of Chapter VIII of the City Charter; and

WHEREAS, MCL 117.3(b)(3) of the Home Rule City Act allows a city to provide by resolution for any election provision that is consistent with the Michigan election law, notwithstanding any contrary charter provision; and

WHEREAS, the Michigan election law, specifically MCL 168.642a(4), authorizes a home rule city that holds elections for the city officers at the odd-year November elections to change its regular election schedule to the even year general election and the even year primary election by the adoption of a resolution in compliance with the requirements of MCL 168.642; and

WHEREAS, under MCL 168.644(g)(1), the terms of the City's elected officers elected at the last odd-year November city election in November, 2023 may not be shortened and that those terms of previously elected city officers must continue until their successors are elected and qualified at the next regular city election; and

WHEREAS, the City Council has held a public hearing regarding this resolution pursuant to the published notice of the public hearing that was designed to reach the largest number of the City's qualified electors in a timely fashion, pursuant to MCL 168.642(7).

NOW, THEREFORE, BE IT RESOLVED that:

1. The date of the regular city election is changed from the first Tuesday after the first Monday in November of each odd-numbered year to the first Tuesday after the first Monday in November of each even-numbered year commencing with the regular city election in November 2026 resulting in the last city regular odd-year election being held on November 7, 2023.

City of Potterville

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

2. The term of three (3) Councilmembers duly elected at the odd-year November election this year (2023) that would otherwise expire in November 2027 shall continue until their successors are elected and qualified in November 2028.
3. The term of one (1) Councilmember duly elected at the odd-year November election this year (2023) that would otherwise expire in November 2025 shall continue until their successor is elected and qualified in November 2026.
4. The term of three (3) Councilmembers duly elected at the odd-year November election in 2021 that would otherwise expire in November 2025 shall continue until their successors are elected and qualified in November 2026. Provided however, for purposes of this resolution, this provision shall apply to the two (2) Councilmembers appointed to fill vacancies by the City Council who are up for election on November 7, 2023 pursuant to Section 8.01 of the City Charter.
5. The City Clerk is hereby instructed to file this resolution with the county Clerk of Eaton County, and the elections division of the Secretary of State of the State of Michigan.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED: (0-0)

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 17TH of August, 2023.

Becky Dolman