

## City of Pottersville - Council Agenda

Thursday, September 21, 2023 – 6:00 p.m. – Pottersville City Hall, 319 N. Nelson Street

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**A. Call to Order:**

**B. Pledge of Allegiance:**

**C. Roll Call:**

**D. Approval of Agenda:**

**E. Approval of Minutes:** Meeting minutes from August 17, 2023

**F. Approval of Bills:** General Bills of \$73,149.26 + \$86,547.66  
**TOTAL AP     \$159,696.92**

**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. Auditor's presentation
- b. Dump your Junk agreement with Benton Twp
- c. Resolution No. 2023-0921-14 – Vacation, Police Union Agreement
- d. Resolution No. 2023-0921-15 – Work Week, Police Union Agreement

**K. Public Comment on non-agenda items:**

**L. Communications from Council:**

**M. Next Regular Meeting:** Thursday, October 19, 2023, at 6:00 p.m.

**N. Excuse absent member(s):**

**O. Adjourn:**

# City of Potterville

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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 Deputy Mayor Potter on Thursday, August 17, 2023, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

**Roll Call:** Present: Deputy Mayor Potter, Member Connor, Member Nichols, Member Pulda, and Member Sweeney,

**Absent:** Mayor Lenneman, and Member Ranshaw.

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

**Approval of Minutes from July 20, 2023:** Motion by Member Sweeney. Supported by Member Connor. Vote: Unanimous. Motion Carried (5-0).

**Approval of Bills:** Motion by Member Pulda to approve payment of General Bills of \$116,226.44 and Gizzard Fest of \$473.34 with a total = TOTAL AP \$116,699.78. Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (5-0).

**City Manager's Report:** Manager's report is in the August 17, 2023, Council packet.

**Public Comment on Agenda Items:** None.

**Department Reports:** August 2, 2023 was the National Night Out and it was great!

**New Business:**

**Accept Bid and Contract for Sunset Hills Park Grant Project:** Motion by Member Nichols. Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (5-0).

**Waiver of ZBA application fee of \$400 for the Eaton County Land Bank:** Motion by Member Nichols. Supported by Member Pulda. Roll Call Vote: Unanimous. Motion Carried (5-0).

**Open Public Hearing for Change of City Elections from Odd years to Even Years:** Motion by Member Pulda. Supported by Member Sweeney. Vote: Unanimous. Motion Carried (5-0).

**No Public to Comment:** None

**Close Public Hearing for Change of City Elections from Odd years to Even Years:** Motion by Member Pulda. Supported by Member Sweeney. Vote: Unanimous. Motion Carried (5-0).

# City of Potterville

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**Resolution No. 2023-0817-14 Change of City Elections from Odd years to Even Years:** Motion by Member Sweeney. Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (5-0).

**Public Comment on Non-Agenda Items:** None

**Communications from Mayor and Council:**

**Excuse Absent Members:** Motion to excuse Mayor Lenneman and Member Ranshaw by Member Pulda. Supported by Member Nichols. Vote: Unanimous. Motion Carried (5-0).

**Next Meeting:** September 21, 2023

**Excuse Absent Members:** None

**Meeting Adjourned:** 6:23 pm

Respectfully Submitted by:

*Becky Dolman*

City Clerk

09/13/2023 07:18 PM  
 User: RDOLMAN  
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE  
 EXP CHECK RUN DATES 08/18/2023 - 09/14/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ABFALTER REPAIR LLC		
299	STORM - GENERATOR REPAIR	190.00
300	STORM - LEAK ON TRUCK	305.00
TOTAL VENDOR ABFALTER REPAIR LLC		495.00
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
5943	KEYS	29.47
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		29.47
VENDOR NAME: ALTOGAS, INC		
6732581	PROPANE	649.55
TOTAL VENDOR ALTOGAS, INC		649.55
VENDOR NAME: APPLIED IMAGING		
2300151	8/8/-9/7/23	56.55
TOTAL VENDOR APPLIED IMAGING		56.55
VENDOR NAME: AT&T		
AUG 17-SEP 16	SOFTBALL FIELDS INTERNET	92.49
TOTAL VENDOR AT&T		92.49
VENDOR NAME: ATHLETE'S CONNECTION		
2875	FOOTBALL JERSEYS	1,010.00
TOTAL VENDOR ATHLETE'S CONNECTION		1,010.00
VENDOR NAME: AUSTIN-FULLER		
28329	FURNACE TUNE UP - 319 N NELSON BREAK ROO	89.95
28330	FURNACE TURN UP COUNCIL ROOM	79.95
28331	DPW	89.95
28332	FURNACE TUNE UP POLICE	79.95
TOTAL VENDOR AUSTIN-FULLER		339.80
VENDOR NAME: AXON ENTERPRISE, INC.		
INUS180316	CAMERA BATTERY PACK, BODY	73.44
TOTAL VENDOR AXON ENTERPRISE, INC.		73.44
VENDOR NAME: BOBCAT OF LANSING		
22091	REPAIRS	247.50
P64566	AIR FILTERS	165.14
TOTAL VENDOR BOBCAT OF LANSING		412.64
VENDOR NAME: BRAWNER'S TREE SERVICE LLC		
22942	STORM - TREE TRIMMING SERVICES	2,800.00
TOTAL VENDOR BRAWNER'S TREE SERVICE LLC		2,800.00
VENDOR NAME: BUSSARD, KATHERINE		
206083	REFUND OF PAVILLION RENTAL DUE TO STORM	65.00
TOTAL VENDOR BUSSARD, KATHERINE		65.00
VENDOR NAME: BUTLER HEATING & AIR CONDITIONING		
2116	STORM - REPAIR AC IN DPW BARN	170.99
TOTAL VENDOR BUTLER HEATING & AIR CONDITIONING		170.99
VENDOR NAME: CITY OF POTTERVILLE		
7/25-8/25/23	UTILITIES	474.97
TOTAL VENDOR CITY OF POTTERVILLE		474.97
VENDOR NAME: CONSUMERS ENERGY		
7/26-8/23/23	UTILITIES	6,385.05
8/1-8/31/23	UTILITIES	2,064.05
TOTAL VENDOR CONSUMERS ENERGY		8,449.10
VENDOR NAME: D & L FUELS		
202642	UNLEADED GAS	650.78
202643	PREMIUM DYE DYED	752.35
202663	DIESEL OFF RD	1,472.00
202664	GAS REG UNLEAD	1,066.48
203146	PREMIUM DYED DIESEL	1,138.53

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: D & L FUELS		
203147	GASOLINE REG UNLEAD	863.70
TOTAL VENDOR D & L FUELS		5,943.84
VENDOR NAME: DELAU FIRE SERVICES		
371745	RECHARGE FIRE EXTINGUISHER	464.50
TOTAL VENDOR DELAU FIRE SERVICES		464.50
VENDOR NAME: DELTA DENTAL		
08/18/2023	DENTAL BENEFITS	938.66
TOTAL VENDOR DELTA DENTAL		938.66
VENDOR NAME: DUROTECH AUTOMOTIVE		
43650	OIL CHANGE	51.24
TOTAL VENDOR DUROTECH AUTOMOTIVE		51.24
VENDOR NAME: EMC INSURANCE		
7001133111	POLICY CHANGE	148.57
TOTAL VENDOR EMC INSURANCE		148.57
VENDOR NAME: EVERT, KAYLA		
08/24/2023	UB refund for account: FOLK-000111-0000-	87.57
TOTAL VENDOR EVERT, KAYLA		87.57
VENDOR NAME: FALIN, TIFFANI		
9/1 - 9/12/23	MILEAGE	48.52
TOTAL VENDOR FALIN, TIFFANI		48.52
VENDOR NAME: FCI AUTOMATION - LANSING		
71359	STORM - WATER TREATMENT PLANT	1,499.75
TOTAL VENDOR FCI AUTOMATION - LANSING		1,499.75
VENDOR NAME: FERGUSON ENTERPRISES, INC		
0172752-1	REG 5/8 T 10 PC	2,644.80
TOTAL VENDOR FERGUSON ENTERPRISES, INC		2,644.80
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
865038	GENERAL, PROSECUTIONS, CHERY STREET SANI	1,099.00
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		1,099.00
VENDOR NAME: GLOCK PROFESSIONAL, INC		
TRP/100187175	TRAINING ARMORER'S COURSE, HERSON	250.00
TOTAL VENDOR GLOCK PROFESSIONAL, INC		250.00
VENDOR NAME: GORDON'S FOOD SERVICE		
809254209	CONCESSIONS	221.32
809253591	CONCESSIONS	776.31
TOTAL VENDOR GORDON'S FOOD SERVICE		997.63
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
25981944	WASTE SERVICES	226.75
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		226.75
VENDOR NAME: HUTSON, INC		
10052248 B	PARTS	(63.63)
10073696	PARTS	3.87
TOTAL VENDOR HUTSON, INC		(59.76)
VENDOR NAME: KENDAL ELECTRIC INC		
S113376490.001	STORM -	140.84
S113376490.002	STORM - FUSE BLOCK	8.83
S113393047.001	STORM -	31.87
S113378379.001	STORM - COIL	228.03
TOTAL VENDOR KENDAL ELECTRIC INC		409.57
VENDOR NAME: KENNEDY INDUSTRIES INC.		
638329	STORM - WWTP	3,259.50

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: KENNEDY INDUSTRIES INC.		
	TOTAL VENDOR KENNEDY INDUSTRIES INC.	3,259.50
VENDOR NAME: LANSING REAL GREEN		
61782	STORM - BRUSH REMOVAL HAULING	1,080.00
61767	STORM - BRUSH REMOVAL HAULING	1,455.30
61764	STORM - BRUSH REMOVAL HAULING	668.25
	TOTAL VENDOR LANSING REAL GREEN	3,203.55
VENDOR NAME: LEIK, DUSTIN		
9/5/23	CDL RENEWAL	74.24
	TOTAL VENDOR LEIK, DUSTIN	74.24
VENDOR NAME: MACALLISTER RENTALS		
R87535763001	LOADER, LOADER BUCKET	5,021.50
	TOTAL VENDOR MACALLISTER RENTALS	5,021.50
VENDOR NAME: MEDLEN, SAVANNAH		
PPR23-0039	REFUND DUE TO STORM	65.00
	TOTAL VENDOR MEDLEN, SAVANNAH	65.00
VENDOR NAME: MENARDS-LANSING WEST		
61826	STORM - REPLACE WASHER	748.00
61825	PAPER TOWELS, DEGREASER, SD CARD, BATTER	188.80
	TOTAL VENDOR MENARDS-LANSING WEST	936.80
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11105354	WATER TEST	1,321.00
	TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL	1,321.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
8227	LINE TAPE	88.00
190269	STREAMLIGHT	600.00
	TOTAL VENDOR MICHIGAN POLICE EQUIPMENT	688.00
VENDOR NAME: MICHIGAN RURAL WATER		
2020-08426	TREVOR LOVE REGISTRATION	185.00
2020-08425	TREVOR LOVE REGISTRATION	340.00
	TOTAL VENDOR MICHIGAN RURAL WATER	525.00
VENDOR NAME: MID MICHIGAN ELECTRICAL		
9/4/23	STORM - REPLACED BLOWN FUSE FOR COMPRESS	135.00
	TOTAL VENDOR MID MICHIGAN ELECTRICAL	135.00
VENDOR NAME: OUDBIER INSTRUMENT CO		
10596	STORM - PLACED WELL 2 BACK INTO SERVICE	9,732.76
	TOTAL VENDOR OUDBIER INSTRUMENT CO	9,732.76
VENDOR NAME: PHP		
08/18/2023	MEDICAL BENEFITS	6,160.92
	TOTAL VENDOR PHP	6,160.92
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
25847	SERVER SUPPORT	150.00
26150	AUDIO SYSTEM UPGRADE	2,182.30
	TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY	2,332.30
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
JULY 2023	ASSESSING SERVICES	1,333.33
	TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC	1,333.33
VENDOR NAME: QUILL CO		
34373001	SANITIZER	14.99
34376112	STAPLES, POST IT NOTES, PAPER CLEANING S	299.43
	TOTAL VENDOR QUILL CO	314.42
VENDOR NAME: SHUMWAY, SAMMANTHA		
387	REFUND DUE TO STORM	75.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: SHUMWAY, SAMMANTHA		
	TOTAL VENDOR SHUMWAY, SAMMANTHA	75.00
VENDOR NAME: SPECTRUM PRINTERS, INC.		
75810	AV INNER ENVELOPES AND OUTER	733.48
	TOTAL VENDOR SPECTRUM PRINTERS, INC.	733.48
VENDOR NAME: STATE OF MICHIGAN (E) STATE POLICE		
551-621691	TOKEN FEE	33.00
	TOTAL VENDOR STATE OF MICHIGAN (E) STATE POLICE	33.00
VENDOR NAME: THE COUNTY JOURNAL		
266240	NOTICE OF PUBLIC HEARING	118.70
265570	FLAG FOOTBALL	223.04
265571	FLAG FOOTBALL NOTICE	223.04
	TOTAL VENDOR THE COUNTY JOURNAL	564.78
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
577-253804	PARTS	278.37
577-253860	PARTS	26.49
577-2542132	PARTS	21.49
577-254837	PARTS	84.95
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	411.30
VENDOR NAME: UNITED STATES POST OFFICE		
SEPT 2023	SEPT 2023 WATER/SEWER BILLS	222.74
	TOTAL VENDOR UNITED STATES POST OFFICE	222.74
VENDOR NAME: UNUM LIFE INSURANCE		
08/18/2023	SHORT/LONG TERM DISABILITY INSURANCE	306.19
	TOTAL VENDOR UNUM LIFE INSURANCE	306.19
VENDOR NAME: VERIZON WIRELESS		
9943666831	SERVICE	39.02
9943309929	PHONE AUG 2 - SEP 1, 2023	483.03
	TOTAL VENDOR VERIZON WIRELESS	522.05
VENDOR NAME: VISION SERVICE PLAN		
08/18/2023	VISION	202.52
	TOTAL VENDOR VISION SERVICE PLAN	202.52
VENDOR NAME: VREDEVELD HAEFNER LLC		
6075	COMPLETION OF AUDIT	2,100.00
	TOTAL VENDOR VREDEVELD HAEFNER LLC	2,100.00
VENDOR NAME: WILLIAMS FARM MACHINERY		
13176	STORM - CHAIN SAW PARTS	346.16
13925.	STORM - CHAIN SAWS	1,986.68
	TOTAL VENDOR WILLIAMS FARM MACHINERY	2,332.84
VENDOR NAME: WOW!BUSINESS		
9/6 -10/5/23	INTERNET AND PHONES	672.40
	TOTAL VENDOR WOW!BUSINESS	672.40
GRAND TOTAL:		73,149.26

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: AUSTIN-FULLER		
28335	WELL 4 FURNACE TUNE UP	89.95
28334	WELL 3 FURNACE TUNE UP	89.95
TOTAL VENDOR AUSTIN-FULLER		179.90
VENDOR NAME: BENTON TOWNSHIP		
SEPT 2023	URBAN AGREEMENT	8,208.66
TOTAL VENDOR BENTON TOWNSHIP		8,208.66
VENDOR NAME: BOBCAT OF LANSING		
P64737	STORM - COUPLER	71.22
TOTAL VENDOR BOBCAT OF LANSING		71.22
VENDOR NAME: C & J ELECTRIC, LLC		
3100	STORM -- ELECTRICAL	190.00
3099	STORM - TREE DAMAGE	690.00
TOTAL VENDOR C & J ELECTRIC, LLC		880.00
VENDOR NAME: CARDMEMBER SERVICE		
8/8-9/7/2023	STORM (21.96) FIRST RESPONDER KIT, FLAG P	1,149.60
TOTAL VENDOR CARDMEMBER SERVICE		1,149.60
VENDOR NAME: CINTAS CORPORATION #725		
AUG	UNIFORM EXPENSE	245.08
TOTAL VENDOR CINTAS CORPORATION #725		245.08
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
2023-00000028	WORK CREW SERVICES - 2 HALF DAYS 8/28 &	300.00
TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT		300.00
VENDOR NAME: EMC INSURANCE		
8/7//2023 -7/1/202	STORM - ENDORSEMENT ON POLICY TO COVER R	636.00
TOTAL VENDOR EMC INSURANCE		636.00
VENDOR NAME: FCI AUTOMATION - LANSING		
72205	STORM - HOSE ASSY	40.55
TOTAL VENDOR FCI AUTOMATION - LANSING		40.55
VENDOR NAME: GORDON'S FOOD SERVICE		
809254417	CONCESSION	76.00
TOTAL VENDOR GORDON'S FOOD SERVICE		76.00
VENDOR NAME: GROSS, SAVANAH		
206334	PAVILLION RENTAL 40.00REFUND DUE TO STOR	40.00
TOTAL VENDOR GROSS, SAVANAH		40.00
VENDOR NAME: HATT, KEGAN		
9/2/23	STORM -TREE WORK	2,700.00
TOTAL VENDOR HATT, KEGAN		2,700.00
VENDOR NAME: HUTSON, INC		
10135609	SCREW, AXSLE, KNOB, WHEEL, LOCK NUT	152.98
TOTAL VENDOR HUTSON, INC		152.98
VENDOR NAME: MENARDS-LANSING WEST		
62665	STORM (195.92) SHOVEL, RAKE, SCOOP SHOVE	319.23
TOTAL VENDOR MENARDS-LANSING WEST		319.23
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
190287	POLICE SUPPLIES	800.00
8177	BOOTS	318.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		1,118.00
VENDOR NAME: NEXT GENERATION LANDSCAPING LLC		
4079	STORM - CLEAN UP	17,115.00
TOTAL VENDOR NEXT GENERATION LANDSCAPING LLC		17,115.00



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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
AUG. 1- 31, 23	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: QUILL CO		
34484497	STAMPER, LETTER OPENER	30.07
34495552	CLEANER	34.99
TOTAL VENDOR QUILL CO		65.06
VENDOR NAME: REID, DAN		
23-0001	REFUND DEPOSIT	100.00
TOTAL VENDOR REID, DAN		100.00
VENDOR NAME: SPECTRUM PRINTERS, INC.		
75889	PRECINCT KIT	60.80
TOTAL VENDOR SPECTRUM PRINTERS, INC.		60.80
VENDOR NAME: UNITED RENTALS		
223891812-003	STORM - RENTAL GENERATOR	10,450.00
TOTAL VENDOR UNITED RENTALS		10,450.00
VENDOR NAME: WIGHTMAN		
83438	GENERAL ENGINEERING	7,328.75
83436	GENERAL	6,735.00
83437	GENERAL	2,042.50
TOTAL VENDOR WIGHTMAN		16,106.25
VENDOR NAME: WOODYS TREE SERVICE		
80	STORM - DAILY RATE AGREEMENT FOR TREE TR	25,200.00
TOTAL VENDOR WOODYS TREE SERVICE		25,200.00
GRAND TOTAL:		86,547.66

GL Number	Description	Beginning 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	(19,757.41)

Beginning GL Balance:	2,697,451.59
Add: Cash Receipts	188,978.62
Less: Cash Disbursements	(125,682.20)
Less: Payroll Disbursements	(77,214.36)
Add: Journal Entries/Other	124,083.37
Ending GL Balance:	2,807,617.02

GL Number	Description	Ending Balance
101-000-001.000	CASH	693,225.75
202-000-001.000	CASH	224,129.55
203-000-001.000	CASH	78,139.21
208-000-001.000	CASH	65,973.72
370-000-001.000	CASH	
401-000-001.000	CASH	6,473.28
590-000-001.000	CASH	129,775.59
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	709,101.89
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	30,066.77

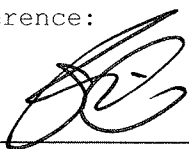
Ending GL Balance: 2,807,617.02

Ending Bank Balance: 2,819,984.48  
 Add: Miscellaneous Transactions 1,680.06  
 Add: Deposits in Transit

08/31/2023 Deposit ID: 1442 1,694.20  
 1,694.20  
 15,741.72

Less: 11 AP Outstanding Checks  
 Less: 0 PR Outstanding Checks

Adjusted Bank Balance 2,807,617.02  
 Unreconciled Difference: 0.00



REVIEWED BY: \_\_\_\_\_

DATE: 9-7-23

09/06/2023 01:02 PM

BANK RECONCILIATION FOR CITY OF POTTERVILLE

User: JWest  
DB: Potterville

Bank PR (PAYROLL ACCOUNT)  
FROM 08/01/2023 TO 08/31/2023  
Reconciliation Record ID: 207

GL Number	Description	Beginning Balance
750-000-001.000	CASH	1,509.74
Beginning GL Balance:		1,509.74
Add: Payroll Disbursements		4,253.95
Ending GL Balance:		5,763.69

GL Number	Description	Ending Balance
750-000-001.000	CASH	5,763.69
Ending GL Balance:		5,763.69
Ending Bank Balance:		5,763.69
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		5,763.69
Unreconciled Difference:		0.00

REVIEWED BY: \_\_\_\_\_



DATE: \_\_\_\_\_

9-7-23

09/06/2023 12:51 PM

BANK RECONCILIATION FOR CITY OF POTTERVILLE

User: JWest

Bank TAX (TAX ACCOUNT)

DB: Potterville

FROM 08/01/2023 TO 08/31/2023

Reconciliation Record ID: 206

GL Number	Description	Beginning Balance
703-000-001.000	CASH	411,635.75
Beginning GL Balance:		411,635.75
Add: Cash Receipts		416,675.25
Add: Tax Receipts		5,355.66
Less: Cash Disbursements		(589,132.74)
Add: Journal Entries/Other		153.08
Ending GL Balance:		244,687.00

GL Number	Description	Ending Balance
703-000-001.000	CASH	244,687.00
Ending GL Balance:		244,687.00
Ending Bank Balance:		186,036.54
Add: Deposits in Transit		
	08/31/2023 Deposit ID: 1443	112,219.97
		<u>112,219.97</u>
Less: 2 AP Outstanding Checks		53,569.51
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		244,687.00
Unreconciled Difference:		0.00

REVIEWED BY:  \_\_\_\_\_

DATE: 9-7-23

09/06/2023 01:00 PM

BANK RECONCILIATION FOR CITY OF POTTERVILLE

User: JWest

Bank FEST (GIZZARD FEST)

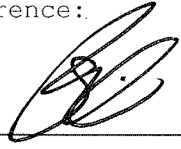
DB: Potterville

FROM 08/01/2023 TO 08/31/2023

Reconciliation Record ID: 208

GL Number	Description	Beginning Balance
211-000-001.000	CASH	41,770.92
Beginning GL Balance:		41,770.92
Add: Cash Receipts		406.00
Less: Cash Disbursements		(551.32)
Add: Journal Entries/Other		127.76
Ending GL Balance:		41,753.36

GL Number	Description	Ending Balance
211-000-001.000	CASH	41,753.36
Ending GL Balance:		41,753.36
Ending Bank Balance:		42,429.36
Add: Deposits in Transit		0.00
Less: 2 AP Outstanding Checks		676.00
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		41,753.36
Unreconciled Difference:		0.00



REVIEWED BY: \_\_\_\_\_

DATE: 9-7-23

User: JWest

DB: Potterville

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		(NORMAL)	(NORMAL)	(NORMAL)	(INCREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	599,185.21	599,000.00	95,451.71	77,276.02
101-000-403.000	SOLID WASTE TAX	76,458.15	76,000.00	12,159.61	9,844.36
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	6,396.24	5,832.00
101-000-476.000	PERMITS	8,830.00	7,000.00	750.00	60.00
101-000-477.000	3% CABLE T.V.	7,142.52	8,500.00	1,521.32	1,521.32
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	(5,022.00)	(5,022.00)
101-000-574.100	EVIP DISTRIBUTION (A, C, E)	41,939.00	41,938.00	1.00	1.00
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	30.00	10.00
101-000-656.000	FINES & FORFEITURES	2,812.68	2,000.00	343.20	262.35
101-000-665.000	INTEREST	28,931.97	24,000.00	6,702.59	3,431.59
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	195.92	195.92
101-000-674.000	DONATIONS	993.00	0.00	0.65	0.00
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	2,500.00	2,500.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	41,768.40	43,000.00	(360.00)	0.00
101-000-684.000	MISC INCOME	33.44	0.00	40.85	0.85
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	0.00	0.00	0.00
101-000-689.000	CASH OVER & UNDER	0.00	0.00	0.04	0.04
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	120,711.13	95,913.45
TOTAL REVENUES		1,657,865.90	1,666,433.28	120,711.13	95,913.45
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	12,369.88	6,184.94
101-172-719.000	FRINGE BENEFITS	17,268.95	17,631.79	2,604.69	1,340.59
101-172-740.000	SUPPLIES	19.64	30.00	139.91	139.91
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	15,114.48	7,665.44
Dept 215 - CLERK					
101-215-703.000	SALARIES	33,067.14	33,672.38	5,307.81	2,668.69
101-215-719.000	FRINGE BENEFITS	3,137.52	3,276.37	406.05	204.15
101-215-740.000	SUPPLIES	376.73	450.00	0.00	0.00
101-215-741.000	POSTAGE	282.00	400.00	144.00	0.00
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

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 08/31/2023 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-822.000	ELECTIONS	8,376.55	11,000.00	0.00	0.00
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	5,857.86	2,872.84
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,450.00	23,850.00	9,750.00	9,750.00
Total Dept 223 - AUDIT		21,450.00	23,850.00	9,750.00	9,750.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	67,773.33	68,471.41	10,682.32	5,341.16
101-253-719.000	FRINGE BENEFITS	21,990.22	22,858.53	3,401.18	1,738.83
101-253-740.000	SUPPLIES	365.78	400.00	189.00	189.00
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	607.79	292.24
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	14,880.29	7,561.23
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,010.35	1,205.78	176.94	88.47
101-257-719.000	FRINGE BENEFITS	705.87	750.00	92.38	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	260.00	260.00
101-257-810.050	RE INSPECTION - 20%	3,350.27	3,350.27	530.90	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	15,999.63	16,000.00	1,333.33	1,333.33
Total Dept 257 - ASSESSOR		23,296.97	24,331.05	2,393.55	1,993.44
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,893.98	23,295.84	3,798.78	1,853.77
101-265-719.000	FRINGE BENEFITS	8,999.44	9,240.87	1,285.18	677.35
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	0.00
101-265-741.000	POSTAGE	950.41	1,400.00	440.00	0.00
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	5,760.30	2,182.30
101-265-802.000	SERVICE	1,951.27	2,100.00	212.12	114.12
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	225.72	225.72
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	11,883.91	5,053.26
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	32,317.61	25,000.00	2,314.00	0.00
Total Dept 266 - ATTORNEY		32,317.61	25,000.00	2,314.00	0.00
Dept 301 - POLICE					
101-301-703.000	SALARIES	208,756.25	212,290.21	33,864.12	17,492.58
101-301-703.002	OVERTIME SALARIES	13,203.83	15,000.00	241.68	0.00
101-301-719.000	FRINGE BENEFITS	55,338.11	53,722.00	8,885.73	4,553.00
101-301-728.000	UNIFORM EXPENSES	6,042.10	5,000.00	328.00	328.00
101-301-740.000	SUPPLIES	8,154.21	7,300.00	610.48	610.48
101-301-740.700	GUNS AND AMMUNITION	5,257.45	500.00	211.09	211.09
101-301-775.000	REPAIRS & MAINT	3,741.69	5,000.00	1,592.66	0.00
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	0.00

User: JWest

DB: Potterville

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 08/31/2023 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2023 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-802.000	SERVICE	10.00	1,000.00	0.00	0.00
101-301-809.000	TRAINING	2,577.03	2,500.00	18.00	18.00
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	268.15	160.77
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	286.20	286.20
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	46,716.11	23,660.12
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	64,800.00	64,800.00
Total Dept 337 - EMS		127,200.00	129,600.00	64,800.00	64,800.00
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	6,156.40	3,078.20
101-702-719.000	FRINGE BENEFITS	3,599.42	3,648.54	470.97	235.49
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	107.28	53.59
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	6,734.65	3,367.28
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	0.00
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	0.00
101-906-993.000	BOND INTEREST	27,598.43	26,834.53	11,063.20	0.00
Total Dept 906 - DEBT SERVICE		76,753.72	77,722.93	36,474.54	0.00
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	50,000.00	50,000.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	2,654.00
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	50,000.00	50,000.00



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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		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	102,654.00	102,654.00
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	319,573.39	229,377.61
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,657,865.90	1,666,433.28	120,711.13	95,913.45
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	319,573.39	229,377.61
NET OF REVENUES & EXPENDITURES		41,382.89	166,005.80	(198,862.26)	(133,464.16)
BEG. FUND BALANCE		1,058,242.05	922,039.01	922,039.01	
FUND BALANCE ADJUSTMENTS		(177,585.93)			
END FUND BALANCE		922,039.01	1,088,044.81	723,176.75	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MONTH 08/31/2023
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,581.18	5,400.00	225.28	180.22
202-000-553.000	ACT 51	246,961.71	227,000.00	20,883.62	20,883.62
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	1,641.42	823.67
Total Dept 000		300,780.40	279,738.74	22,750.32	21,887.51
TOTAL REVENUES		300,780.40	279,738.74	22,750.32	21,887.51
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
202-463-782.000	STREET MATERIALS & SUPPLIES	3,936.00	4,500.00	127.05	127.05
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	87,627.05	87,627.05
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	87,627.05	87,627.05
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		300,780.40	279,738.74	22,750.32	21,887.51
TOTAL EXPENDITURES		235,889.27	223,974.99	87,627.05	87,627.05
NET OF REVENUES & EXPENDITURES		64,891.13	55,763.75	(64,876.73)	(65,739.54)
BEG. FUND BALANCE		244,998.77	309,889.90	309,889.90	
END FUND BALANCE		309,889.90	365,653.65	245,013.17	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		AMAL (ABNORMAL)	BUDGET AMAL	AMAL (ABNORMAL)	BASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	36,000.00	1,374.72	1,099.78
203-000-553.000	ACT 51	98,129.37	95,000.00	8,304.66	8,304.66
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	164.14	82.37
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	87,500.00	87,500.00
Total Dept 000		511,064.74	351,290.00	97,343.52	96,986.81
TOTAL REVENUES		511,064.74	351,290.00	97,343.52	96,986.81
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	0.00
203-906-993.000	BOND INTEREST	141,616.77	136,806.48	15,309.15	0.00
Total Dept 906 - DEBT SERVICE		299,633.47	302,154.08	48,978.15	0.00
TOTAL EXPENDITURES		565,533.23	351,290.00	48,978.15	0.00
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		511,064.74	351,290.00	97,343.52	96,986.81
TOTAL EXPENDITURES		565,533.23	351,290.00	48,978.15	0.00
NET OF REVENUES & EXPENDITURES		(54,468.49)	0.00	48,365.37	96,986.81
BEG. FUND BALANCE		92,546.99	38,078.50	38,078.50	
END FUND BALANCE		38,078.50	38,078.50	86,443.87	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MONTH 08/31/2023
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.000	LEAGUE FEES	325.00	0.00	0.00	325.00
208-000-478.030	CONCESSIONS	29,281.18	28,030.00	9,917.09	5,457.98
208-000-478.070	FIELD RENTAL	28,559.00	21,000.00	4,360.00	2,046.00
208-000-478.084	FLAG FOOTBALL	1,620.00	1,250.00	990.00	900.00
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	445.00	210.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,650.00	650.00	425.00
208-000-674.000	DONATIONS	1,300.00	0.00	0.00	0.00
208-000-680.001	SPECIAL EVENTS	700.00	700.00	350.00	350.00
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	50,000.00	50,000.00
Total Dept 000		188,360.99	345,641.27	66,712.09	59,713.98
TOTAL REVENUES		188,360.99	345,641.27	66,712.09	59,713.98
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	48,748.06	51,395.88	10,234.24	4,875.06
208-751-719.000	FRINGE BENEFITS	20,483.45	20,060.39	3,885.67	1,949.46
208-751-728.000	UNIFORM EXPENSES	0.00	550.00	0.00	0.00
208-751-731.000	PUBLICATION	562.28	600.00	446.08	446.08
208-751-740.000	SUPPLIES	6,460.80	5,500.00	880.42	743.05
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	1,465.00	1,465.00
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	147.50	147.50
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	107.28	53.59
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	163.21	163.21
Total Dept 751 - PARK ADMIN		128,188.90	286,131.27	17,329.40	9,842.95
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	2,396.61	2,500.00	2,405.99	2,405.99
208-770-775.000	REPAIRS & MAINT	3,401.43	3,500.00	564.59	264.59
208-770-802.000	SERVICE	323.40	500.00	552.00	552.00
208-770-920.000	UTILITIES	13,784.36	12,500.00	1,704.21	1,513.28
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		19,905.80	19,000.00	5,226.79	4,735.86
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	0.00
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	0.00
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	49.94	49.94
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	49.94	49.94
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,441.17	4,500.00	1,247.82	1,247.82
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	0.00
208-777-802.000	SERVICE	0.00	450.00	0.00	0.00

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 208 - PARK FUND					
Expenditures					
Total Dept 777 - BALLFIELD		8,407.26	14,150.00	1,442.82	1,247.82
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	6,227.66	5,700.00	1,105.96	530.00
208-778-719.000	FRINGE BENEFITS	839.67	570.00	144.33	69.15
208-778-740.000	SUPPLIES	13,434.84	11,500.00	3,812.16	2,501.21
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	56.18	24.77
Total Dept 778 - CONCESSIONS		22,303.39	19,650.00	5,118.63	3,125.13
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	29,462.58	19,001.70
Fund 208 - PARK FUND:					
TOTAL REVENUES		188,360.99	345,641.27	66,712.09	59,713.98
TOTAL EXPENDITURES		183,134.25	345,641.27	29,462.58	19,001.70
NET OF REVENUES & EXPENDITURES		5,226.74	0.00	37,249.51	40,712.28
BEG. FUND BALANCE		31,971.41	37,198.15	37,198.15	
END FUND BALANCE		37,198.15	37,198.15	74,447.66	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		AMAL (ABNORMAL)	BUDGET AMAL	(ABNORMAL)	BASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	601.37	600.00	259.24	127.76
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
211-000-687.000	INSURANCE REIMBURSEMENT	0.00	0.00	402.00	402.00
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	4.00	4.00
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	665.24	533.76
TOTAL REVENUES		56,589.04	41,700.00	665.24	533.76
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	1,472.98	77.98
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	473.34	473.34
Total Dept 779 - SPECIAL EVENTS		46,540.10	49,000.00	1,946.32	551.32
TOTAL EXPENDITURES		46,540.10	49,000.00	1,946.32	551.32
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		56,589.04	41,700.00	665.24	533.76
TOTAL EXPENDITURES		46,540.10	49,000.00	1,946.32	551.32
NET OF REVENUES & EXPENDITURES		10,048.94	(7,300.00)	(1,281.08)	(17.56)
BEG. FUND BALANCE			43,034.44	43,034.44	
FUND BALANCE ADJUSTMENTS		32,985.50			
END FUND BALANCE		43,034.44	35,734.44	41,753.36	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		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	148,660.46	148,660.46
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	202.81	155.48
Total Dept 728 - TIFA DEPT		195,508.04	199,150.00	148,863.27	148,815.94
TOTAL REVENUES		195,508.04	199,150.00	148,863.27	148,815.94
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,900.00	816.66	333.33
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	2,250.00	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	3,066.66	333.33
TOTAL EXPENDITURES		84,663.54	94,503.00	3,066.66	333.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	199,150.00	148,863.27	148,815.94
TOTAL EXPENDITURES		84,663.54	94,503.00	3,066.66	333.33
NET OF REVENUES & EXPENDITURES		110,844.50	104,647.00	145,796.61	148,482.61
BEG. FUND BALANCE		50,368.77	161,213.27	161,213.27	
END FUND BALANCE		161,213.27	265,860.27	307,009.88	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		{MAL (ABNORMAL)	BUDGET{MAL	(ABNORMAL)	BASE (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
Total Dept 000		2,654.00	2,654.00	2,654.00	2,654.00
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	2,654.00
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	2,654.00	2,654.00
TOTAL EXPENDITURES		2,703.48	3,600.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(49.48)	(946.00)	2,654.00	2,654.00
BEG. FUND BALANCE		3,868.76	3,819.28	3,819.28	
END FUND BALANCE		3,819.28	2,873.28	6,473.28	



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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		AMAL (ABNORMAL)	BUDGET	AMAL (ABNORMAL)	BASE (DECREASE)
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	156,709.13	155,000.00	28,563.24	13,622.05
590-000-642.001	FIXED COSTS	484,377.11	486,422.00	84,671.11	43,838.23
590-000-656.000	FINES & FORFEITURES	17,803.76	15,000.00	3,266.44	1,602.19
590-000-665.000	INTEREST	10,472.82	10,200.00	2,462.13	1,235.50
590-000-666.000	INSPECTION FEE	250.00	250.00	100.00	0.00
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	119,062.92	60,297.97
TOTAL REVENUES		778,128.65	748,272.00	119,062.92	60,297.97
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	456.83	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	1,605.00	1,605.00
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
590-556-968.000	DEPRECIATION EXPENSE	295,167.00	0.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	0.04	60,000.00	38,261.00	0.00
Total Dept 556 - DPW		521,156.89	297,050.00	39,866.00	1,605.00
Dept 906 - DEBT SERVICE					
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	168,000.00	43,000.00	0.00
590-906-993.000	BOND INTEREST	201,707.23	206,677.00	32,545.06	0.00
Total Dept 906 - DEBT SERVICE		201,707.23	374,677.00	75,545.06	0.00
TOTAL EXPENDITURES		723,709.55	674,827.00	115,411.06	1,605.00
Fund 590 - SEWER FUND:					
TOTAL REVENUES		778,128.65	748,272.00	119,062.92	60,297.97
TOTAL EXPENDITURES		723,709.55	674,827.00	115,411.06	1,605.00
NET OF REVENUES & EXPENDITURES		54,419.10	73,445.00	3,651.86	58,692.97
BEG. FUND BALANCE		2,912,634.93	2,967,054.03	2,967,054.03	
END FUND BALANCE		2,967,054.03	3,040,499.03	2,970,705.89	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		AMAL (ABNORMAL)	BUDGET AMAL	(ABNORMAL)	BASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	200,282.75	197,000.00	36,540.37	17,385.87
591-000-642.001	FIXED COSTS	382,824.32	392,183.28	64,965.64	32,480.09
591-000-644.000	PENALTIES	650.00	650.00	100.00	0.00
591-000-656.000	FINES & FORFEITURES	15,380.61	14,000.00	2,929.54	1,461.34
591-000-665.000	INTEREST	23,738.38	20,000.00	5,580.81	2,800.46
591-000-666.000	INSPECTION FEE	175.00	175.00	50.00	0.00
591-000-672.000	HOOK UP FEES	18,500.00	18,500.00	9,450.00	0.00
591-000-684.000	MISC INCOME	87.50	0.00	324.62	324.62
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	119,940.98	54,452.38
TOTAL REVENUES		690,226.58	691,096.30	119,940.98	54,452.38
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	944.36	222.74
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	944.36	222.74
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,473.95	4,000.00	909.00	909.00
591-556-743.000	METERS	2,661.48	6,000.00	0.00	0.00
591-556-775.000	REPAIRS & MAINT	(16,363.00)	10,000.00	650.00	0.00
591-556-802.000	SERVICE	8,462.96	12,000.00	848.00	48.00
591-556-803.000	ENGINEERS FEES	28,538.99	29,000.00	1,605.00	1,605.00
591-556-818.000	CONTRACT LABOR	(2,575.07)	25,000.00	15,075.65	2,795.65
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	50,000.00	50,000.00
591-556-968.000	DEPRECIATION EXPENSE	153,658.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	35,064.35	40,000.00	0.00	0.00
Total Dept 556 - DPW		412,921.66	326,000.00	69,087.65	55,357.65
Dept 906 - DEBT SERVICE					
591-906-992.000	BOND PRINCIPAL	0.00	98,000.00	27,000.00	0.00
591-906-993.000	BOND INTEREST	114,044.55	112,674.00	20,092.87	0.00
Total Dept 906 - DEBT SERVICE		114,044.55	210,674.00	47,092.87	0.00
TOTAL EXPENDITURES		531,932.80	544,874.00	117,124.88	55,580.39
Fund 591 - WATER FUND:					
TOTAL REVENUES		690,226.58	691,096.30	119,940.98	54,452.38
TOTAL EXPENDITURES		531,932.80	544,874.00	117,124.88	55,580.39
NET OF REVENUES & EXPENDITURES		158,293.78	146,222.30	2,816.10	(1,128.01)
BEG. FUND BALANCE		2,863,411.99	3,021,705.77	3,021,705.77	
END FUND BALANCE		3,021,705.77	3,167,928.07	3,024,521.87	

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		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
BEG. FUND BALANCE		7,079.26	5,033.26	5,033.26	
END FUND BALANCE		5,033.26	5,033.26	5,033.26	

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 User: JWest  
 DB: Potterville

## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 15/15

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	08/31/2023	MTH 08/31/2023
		AMAL (ABNORMAL)	BUDGET AMAL	(ABNORMAL) AMAL	BASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	604,591.01	100,000.00	100,000.00
Total Dept 000		591,316.72	604,591.01	100,000.00	100,000.00
TOTAL REVENUES		591,316.72	604,591.01	100,000.00	100,000.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	242,702.38	240,786.55	46,838.68	23,569.97
641-932-703.002	OVERTIME SALARIES	15,379.82	14,500.00	1,959.04	808.79
641-932-719.000	FRINGE BENEFITS	76,880.60	78,092.19	14,434.55	7,251.36
641-932-728.000	UNIFORM EXPENSES	3,060.15	3,000.00	700.88	700.88
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	1,599.34	1,140.92
641-932-775.000	REPAIRS & MAINT	51,842.25	45,237.98	2,993.24	250.77
641-932-781.000	COMPUTER SOFTWARE	0.00	2,100.00	0.00	0.00
641-932-782.000	STREET MATERIALS & SUPPLIES	9,855.18	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	520.93	253.38
641-932-862.000	GAS	25,421.65	28,000.00	3,010.15	1,337.61
641-932-920.000	UTILITIES	121,252.59	129,000.00	15,616.43	14,862.14
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	500.00	0.00	0.00
641-932-968.000	DEPRECIATION EXPENSE	40,099.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	3,754.75	5,000.00	2,425.00	0.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		617,815.49	591,316.72	90,098.24	50,175.82
TOTAL EXPENDITURES		617,815.49	591,316.72	90,098.24	50,175.82
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		591,316.72	604,591.01	100,000.00	100,000.00
TOTAL EXPENDITURES		617,815.49	591,316.72	90,098.24	50,175.82
NET OF REVENUES & EXPENDITURES		(26,498.77)	13,274.29	9,901.76	49,824.18
BEG. FUND BALANCE		149,435.95	122,937.18	122,937.18	
END FUND BALANCE		122,937.18	136,211.47	132,838.94	
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,990,995.06	4,930,566.60	798,703.47	641,255.80
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		4,628,950.72	4,379,454.46	813,288.33	444,252.22
NET OF REVENUES & EXPENDITURES					
NET OF REVENUES & EXPENDITURES		362,044.34	551,112.14	(14,584.86)	197,003.58
BEG. FUND BALANCE - ALL FUNDS					
BEG. FUND BALANCE - ALL FUNDS		7,414,558.88	7,632,002.79	7,632,002.79	
FUND BALANCE ADJ - ALL FUNDS					
FUND BALANCE ADJ - ALL FUNDS		(144,600.43)			
END FUND BALANCE - ALL FUNDS					
END FUND BALANCE - ALL FUNDS		7,632,002.79	8,183,114.93	7,617,417.93	

# City of Potterville

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

September 12, 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. Mr. Ryan Wilkinson from Eaton County Emergency Management has generated an initial Damage Assessments that forecasts around 3.623547M in "public assistance" needs for facilities/services throughout Eaton County. The City's primary insurance policy from EMC will likely cover most of the City's anticipated losses/expenses resulting from the storm event of 8/24. The City's insurance should act as a first line defense for the City's public liabilities as I understand; so FEMA or other relief funds will likely not act as a secondary insurance service for losses that we are covered for, by our Policy. The only exception of EMC coverage that I have heard is whether or not private damages involving 1 residential sewer back up in the Lockview Subdivision will be accepted by EMC. A claim has been opened by EMC for the issue, and is under EMC review with a dedicated Claims agent. The City is in receipt of a Notice of Sewage Disposal System Event Claim Form, from this resident, that has been provided to the Claims agent and City Attorney.

2. The City has DPW and contracted work crews (3) removing tree debris in public streets and parks areas as a priority for the next two weeks. City workers and staff will be hauling debris to the compost where a large wood chipper is scheduled to arrive and grind up a mountainous pile of wood. City Insurance covers this expense. As well as the tree crews. The City has also scheduled a full storm sewer vacuum service and street sweeping services for public facilities after tree debris is clear from public areas. An extra "Dump your Junk" event with Benton Charter Township has been tentatively planned for the end of September, and a draft service agreement from Granger Services has been provided to Benton Township Board Members *via* Supervisor Gary Suits. Supervisor Suits supports bringing the item to his Board's agenda for review, and will let me know if Benton agrees. Depending on the Township's participation and that of brush being cleared from Lake Alliance on time – staff will prepare for Saturday, September 30<sup>th</sup> for the Event. Standard rules apply, and I'd ask for publication in the County Journal.

3. The old Fire Station building on the corner of West Main and North Nelson as well as adjacent commercial offices spaces have been condemned by the Eaton County Construction Code. Clean up of roof debris and cellulose from the area has started, but still unfinished... cleanup services are expected to be completed "soon". EMC structure engineers have performed a walkthrough with Don Stanley of the DPW Garage across from City Hall. EMC Engineers will have a determination stating whether or not the building is salvageable for public use. After speaking with engineers after their walk through, I believe our building repair costs will be less than a total replacement. Whether or not this holds true is unknown as final costs could increase to due discovered electrical surge damaged to HVAC furnaces inside the building. Should repairs be less than replacement, I presume the City will acquire bids for work towards starting repairs before the winter season. All storm repairs to other structures like the Downtown Pavilion and Lake Alliance concession stand/dugout areas, Park pavilions would be included in this bid.

The Imagination Station Play areas at City Park are opened following a safety check by Tiffani. Tree work at the site has been extensive and some piles exist around play areas. So please be careful. Bathrooms are open and have been serviced. The City is not yet cleaned up 100%.... so, I encourage the public to be patient.

# City of Potterville

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4. I have an inquiry for a privately funded memorial bench to be allowed to be placed at Sunset Hill Park- that if placed, could match the two new benches that will be installed (and constructed in Spring/Summer) during the new City's Recreation Passport Grant Project. Any memorial park bench would be funded 100% by private donor(s), and installed by DPW for safety and placement for ADA accessibility. Please let me know if you have questions or concerns on this item moving forward. Should the City collect the full amount of memorial funds in escrow, it will make a purchase and plan installation after the Grant project is complete.

5. The City's Engineers from Wightman Engineering has provided a status report for the City's various projects...

✓ USDA Project

*The environmental report has been updated by RCAP and was submitted to SHPO for review on August 9, 2023. This review period is typically 30 days. Once reviewed by SHPO, it must be provided to the Tribal Historic Preservation Office (THPO). Again, this review period is typically 30 days. RCAP can then finalize the report once comments are received from both SHPO and THPO, if any. The report will then be submitted to USDA for final review/approval. Once approved by USDA, the City can publish both the Notice of Availability of Environmental Assessment and Notice of No Impact (assuming SHPO & THPO concur with Rescoms opinion of no impact). Following the 14-day public comment period, the formal USDA application can be submitted to USDA for review & bond terms. At this time, I expect the application can be drafted in October and submitted in November.*

✓ Main Street Small Urban Project (Major Road Resurfacing)

The topographic survey was completed approximately two (2) weeks ago for East and West Main Streets. We are currently preparing the conceptual plans for review. I spoke with Land and Resource Engineering today, the Eaton County Drain Commissioner's engineer, and plan to coordinate a collaborative meeting this Fall once both projects reach conceptual design. At that time we will also loop in the school and MDOT regarding their respective projects to coordinate efforts/improvements.

✓ DPW Building Structural Inspection – EMC Insurance

We completed the structural inspection on Tuesday, September 5. I spoke with Andrew Baranski from EMC (City Insurance Claims Adjustor) and he confirmed our inspection and the accompanying report would be sufficient for his review. We plan to complete and provide the report later next week to the City and EMC.

✓ Solicitation of Bypass Pump Quotes

I have contacted two (2) suppliers to provide quotes on bypass pumps (for City Sanitary Sewer). Ferguson, Inc. will be providing quotes for both Godwin and Gorman Rupp pumps. Mercino has provided a quote for a Global pump. Once all quotes are received, I will review and provide to you.

# City of Potterville

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## TREASURER'S REPORT

September 20, 2023

Utility bills—as of 08/31/23 (bills due on 15<sup>th</sup>) \$22,540.63 is outstanding with \$17,084.08 over 30 days past due.

Water usage month of July (Aug billing): 4,235,242 gallons

Sewer usage month of July (Aug billing): 4,230,862 gallons

Ready to service charge-water: \$32,401.68

Ready to service charge-sewer: \$40,739.39

Total water and sewer billed out from 7/25-8/25/23- is \$104,590.40

Payroll month of August, 2023: \$76,875.21 (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. Collection rate as of 9/13/23: 92%

EMC has requested a payroll audit as well as MML. Requested documents have been sent to both “auditors.” These audits are randomly done on various years.

Bank reconciliations completed for month of August, 2023:

General account – Reconciled balance: **\$2,807,617.02**

Payroll account - Reconciled balance: **\$5,763.69**

Tax account – Reconciled balance: **\$244,687.00**

Gizzard Fest – Reconciled balance: **\$41,753.36**

Respectfully submitted,

Jodi West

# City of Potterville

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

## *From the Clerk's office – September 2023*

I would like to repeat a thank you for passing the resolution for the City of Potterville to conduct elections on even years. This will save the taxpayer additional funds and provide a smoother election cycle.

Eaton County Clerk Bosworth has determined that the centralized county location will not be ready for early voting for the November 2023 election, it will be implemented for the Presidential primary election. The date has not been determined yet for Michigan. It will either be Feb. 27 or Mar. 12.

Absent voter ballot applications have been mailed. With the new constitutional changes with each application the voter also received an envelope with a postage paid permit on it to return the application to us with no cost to the voter. The State of Michigan will pay the return postage, but the City was required to provide the preprinted envelopes. They are steadily flowing in. Ballots should arrive by the 23<sup>rd</sup> of September and then we will begin to mail them out.

The new permanent ballot mailing list allows the clerk to mail a ballot to the voter each election without repeatedly requesting an absentee ballot application with a signature. It is a one and done signature. The ballots will also have a prepaid postage return envelope.

On the MI Absentee Voter Application there is an option to check a box-  
**Future Elections:**

- I want to vote absent in all future elections. Automatically send me an absent voter ballot for every election.

The State of Michigan also provided the City with a new secure drop box for the ballots. It will be able to be used for other City business as well. So, watch for a new drop box to be installed.

With the storm's damage we needed to order another public noticeboard. When the new one arrives, it will also have a new location: attached to the building near the front door and the new drop box.

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

*Becky Dolman*



# City of Potterville

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

**September 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.

- In the MDNR Recreation Passport Grant, agreement with the contractor has been submitted and accepted and construction will start in Spring of 2024. The City is starting to get put together (discussions) on tasks that we are taking care of for our in-kind/match of the grant. This includes signage: Street signs and the interpretive sign.
- Youth Flag Football started. We made accommodations the best we could due to the natural disaster to allow kids to still play. However, making those accommodations did not do much. We kept the Flag Football program schedule as is, whatever the numbers were we moved forward. We have enough participation to have two separate age divisions. Our 5-6 age division received the same number as last year, they have two teams. Our 7-9 age division received less numbers (as many players aged out) and this division has two teams as well. This program is six weeks long, with a tentative make-up week.
- We just completed our last slow pitch softball tournament of the 2023 season. The rest of the tournaments are girls fast pitch that will take us through October.
- We still have a few organizations utilizing our fields as its Fall Ball.
- Pavilion Rentals are near the end as there all the rentals we have are for the month of September.
- Projects continue to be in progress, but a lot of them have been finalized and completed.
- We are still gathering and collecting information as we continue to do internal inspections from the storm at the parks.
- Before the end of the year will be taking the CPRP exam.
- Upcoming webinars: Trees, Parks & Recreation Asset Management, presented by Asset Mapping Geospatial Virtual Events and Garden-to-Grave: Sustainable Strategies for Landscape Material Disposal presented by America in Bloom (AIB).
- Upcoming Conventions: Michigan Festivals and Events Association Convention: Creating Connections-Building Bridges... Together.
- Benton Township Fire Department is looking to do their Fire Prevention Special Event in October-they are currently in process of filling out the appropriate application.

Respectfully Submitted,

*Tiffani Falin*, Parks & Recreation Director

# City of Potterville

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Field work, sketching, and data entry is almost complete.

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

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

Thanks,

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

Sarah Payton, MAAO



# City of Potterville

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Fax: (517) 645-7810 ♦ [www.pottervillemi.org](http://www.pottervillemi.org)

September 12, 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. Eight applications are on hold pending receiving the building drawings.
- 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: Mr. Bob Robinson, Eaton County Treasurer, and I will begin working on a variance application in the coming weeks.
- 121 S. Hartel Road: I am excited to announce we have a new barber shop coming to town. For those of you who know the history of the building, Mr. Ken Fry also operated his barber shop from the same building.
- Marihuana (Cannabis): A petition requiring marihuana facilities in the City of Potterville to be voted on was not received this year. The Planning Commission will continue discussions regarding potential rules and regulations at their October 17th meeting.
- Enforcements: Due to the recent storm, enforcement action on properties has been postponed until October.

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](mailto:Zoning@pottervillemi.org).

“City of Helping Hands”

# EATON COUNTY 911

## Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 08/01/2023 00:00:00 - 08/31/2023 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 ABANDONED	0	0	1	1	0%	0:06:54	0:04:37	0:36:15	0:47:46	0:47:46
	911 UNKNOWN CALL	0	0	6	6	3%	0:07:54	0:09:38	0:07:33	1:52:36	0:18:46
	ABANDONED VEHICLE	0	3	0	3	1%	0:00:01	0:00:00	1:57:35	4:17:18	1:25:46
	ALARM ALL	0	0	5	5	2%	0:03:37	0:03:05	0:02:45	0:41:40	0:08:20
	ARGUMENT OR VERBAL ALTERCATION	0	0	3	3	1%	0:02:19	0:06:41	0:19:04	1:24:12	0:28:04
	ASSIST CITIZEN	0	2	0	2	1%	0:00:00	0:00:00	0:11:20	0:22:40	0:11:20
	ASSIST OTHER POLICE DEPT	0	1	0	1	0%	0:00:00	0:00:00	0:06:07	0:06:07	0:06:07
	BARKING DOG	0	0	1	1	0%	0:00:00	0:02:38	0:27:32	0:30:10	0:30:10
	BREAKING AND ENTERING	0	0	1	1	0%	0:00:00	0:08:29	0:23:10	0:31:39	0:31:39
	CAR DEER ACCIDENT	0	0	1	1	0%	0:07:20	0:01:54	0:13:22	0:22:36	0:22:36
	CHECK WELLBEING	0	1	3	4	2%	0:09:18	0:07:09	0:22:00	1:58:46	0:29:42
	CIVIL COMPLAINT	0	0	4	4	2%	0:18:28	0:09:50	0:09:16	2:19:46	0:34:57
	DIRECTED TRAFFIC ENFORCE	0	8	0	8	3%	0:00:01	0:00:00	0:00:04	0:00:37	0:00:05
	DOG RUNNING LOOSE	0	1	0	1	0%	0:00:01	0:00:00	0:04:28	0:04:29	0:04:29
	DOMESTIC DISPUTE	0	1	3	4	2%	0:04:48	0:11:33	1:50:11	8:04:59	2:01:15
	EMS ASSIST	0	0	2	2	1%	0:00:04	0:00:14	0:19:46	0:40:08	0:20:04
	FIRE DEPT ASSIST	0	1	1	2	1%	0:00:04	0:00:00	0:02:48	0:11:26	0:05:43
	FOLLOWUP OF ANY KIND	0	6	1	7	3%	0:06:56	0:04:36	0:15:06	4:21:32	0:37:22
	FRAUD RETAIL EMBEZZLEMENT	0	0	1	1	0%	0:02:58	0:00:00	0:00:00	0:23:00	0:23:00
	HARASSMENT	1	1	0	2	1%	0:00:00	0:00:00	0:44:39	0:44:39	0:44:39
	LARCENY	0	3	2	5	2%	0:03:17	0:00:00	0:30:59	2:25:50	0:29:10
	LOCKOUT	0	0	1	1	0%	0:01:26	0:00:00	0:00:00	0:17:12	0:17:12
	LOUD NOISE	0	1	1	2	1%	0:04:16	0:04:03	1:28:12	1:42:18	0:51:09
	MESSAGE FOR OFFICER	0	13	0	13	6%	0:00:01	0:00:00	0:00:33	0:07:18	0:00:34

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
	MOTORIST ASSIST	0	2	0	2	1%	0:00:00	0:00:00	0:12:26	0:24:52	0:12:26
	OPEN DOOR	0	2	0	2	1%	0:00:00	0:00:00	0:05:38	0:11:17	0:05:39
	PERSONAL INJURY CRASH	0	0	2	2	1%	0:00:00	0:03:16	0:16:22	0:36:00	0:18:00
	PROPERTY CHECK	0	24	0	24	10%	0:00:01	0:00:00	0:00:08	0:03:21	0:00:08
	PROPERTY DAMAGE CRASH	0	0	1	1	0%	0:00:00	0:00:00	0:00:00	0:27:06	0:27:06
	PUBLIC RELATIONS	0	1	0	1	0%	0:00:01	0:00:00	2:00:58	2:00:59	2:00:59
	RAILROAD GATE DOWN	0	0	1	1	0%	0:02:03	0:00:00	0:00:00	0:28:13	0:28:13
	RUNAWAY	0	1	0	1	0%	0:00:01	0:00:00	0:09:19	0:09:20	0:09:20
	STALKING COMPLAINT	0	1	0	1	0%	0:00:00	0:00:00	0:18:25	0:18:25	0:18:25
	STRAY CAT	0	0	1	1	0%	0:00:00	0:00:00	0:00:00	0:21:13	0:21:13
	SUICIDAL THRT OR ATTEMPT	0	1	0	1	0%	0:00:00	0:00:40	0:19:50	0:20:30	0:20:30
	SUSPICIOUS SITUATION	0	1	2	3	1%	0:03:34	0:02:17	0:06:24	0:42:22	0:14:07
	SUSPICIOUS SUBJECT	0	0	1	1	0%	0:07:09	0:08:05	0:10:02	0:25:16	0:25:16
	SUSPICIOUS VEHICLE	0	3	0	3	1%	0:00:01	0:00:00	0:04:46	0:14:19	0:04:46
	THREATS	1	0	0	1	0%	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00
	TRAFFIC CONTROL	0	3	0	3	1%	0:00:00	0:00:00	1:30:16	4:30:50	1:30:17
	TRAFFIC HAZARD	0	3	1	4	2%	0:00:50	0:00:00	0:02:45	0:09:50	0:02:28
	TRAFFIC STOP	0	99	0	99	42%	0:00:01	0:00:00	0:07:24	12:06:52	0:07:21
	TRAFFIC VIOLATION	0	2	0	2	1%	0:00:00	0:00:00	0:02:12	0:04:24	0:02:12
	TRESPASSING	0	1	0	1	0%	0:00:00	0:00:00	0:04:37	0:04:37	0:04:37
	WEAPONS VIOLATION	0	0	1	1	0%	0:00:00	0:00:00	0:00:00	0:02:26	0:02:26
	<b>Subtotals for No Summary Code</b>	<b>2</b>	<b>186</b>	<b>47</b>	<b>235</b>	<b>100%</b>	<b>0:03:20</b>	<b>0:05:13</b>	<b>0:24:51</b>	<b>58:00:56</b>	<b>0:26:02</b>
	<b>Subtotals for PPD</b>	<b>2</b>	<b>186</b>	<b>47</b>	<b>235</b>	<b>100%</b>	<b>0:03:20</b>	<b>0:05:13</b>	<b>0:24:51</b>	<b>58:00:56</b>	<b>0:26:02</b>

# Eaton County Central Dispatch

## Total Calls For Service

August 2023				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,564	18.0%	11,358	18.9%
Fire	1,422	16.4%	6,622	11.0%
Police	5,679	65.5%	42,123	70.1%
<b>Total Calls</b>	<b>8,665</b>	<b>100.0%</b>	<b>60,103</b>	<b>100.0%</b>

# Eaton County Central Dispatch

## EMS Calls For Service

August 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	92	5.9%	585	5.2%
Delta Twp. EMS	545	34.8%	3,825	33.7%
Eaton Area EMS	552	35.3%	4,239	37.3%
Grand Ledge EMS	204	13.0%	1,397	12.3%
Vermontville EMS	19	1.2%	133	1.2%
Windsor Twp. EMS	122	7.8%	875	7.7%
Outside Agencies* <i>DLHE, LIFE, LTEM, MARE NEMS</i>	30	1.9%	304	2.7%
<b>Total EMS Calls</b>	<b>1,564</b>	<b>100.0%</b>	<b>11,358</b>	<b>100.0%</b>

\* Agencies Outside Eaton County

# Eaton County Central Dispatch

## Fire Calls For Service

August 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	27	1.9%	214	3.2%
Benton Twp. Fire	75	5.3%	221	3.3%
Charlotte Fire	130	9.1%	653	9.9%
Delta Fire	463	32.6%	2,380	35.9%
Eaton Rapids City	100	7.0%	535	8.1%
Eaton Rapids Twp.	109	7.7%	537	8.1%
Grand Ledge Fire	236	16.6%	721	10.9%
Hamlin Twp Fire	25	1.8%	155	2.3%
Olivet Fire	28	2.0%	187	2.8%
Roxand Twp. Fire	32	2.3%	110	1.7%
Sunfield Fire	33	2.3%	196	3.0%
Vermontville Fire	20	1.4%	107	1.6%
Windsor Fire	130	9.1%	497	7.5%
Outside Agencies*	14	1.0%	109	1.6%
<i>LAFD, LTFD</i>				
<b>Total Fire Calls</b>	<b>1,422</b>	<b>100.0%</b>	<b>6,622</b>	<b>100.0%</b>

\* Agencies Outside Eaton County



# Eaton County Central Dispatch

## Police Calls For Service

August 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	49	0.9%	224	0.5%
Charlotte Police	709	12.5%	5,277	12.5%
Eaton County Sheriff	2,825	49.7%	21,320	50.6%
<i>Delta</i>	1,720	30.3%	12,480	29.6%
<i>Out County</i>	1,105	19.5%	8,132	19.3%
<i>Animal Control</i>	179	3.2%	1,402	3.3%
Eaton Rapids Police	296	5.2%	2,491	5.9%
Grand Ledge Police	397	7.0%	3,047	7.2%
Michigan State Police	1,129	19.9%	7,771	18.4%
Olivet Police	32	0.6%	256	0.6%
Pottersville Police	235	4.1%	1,652	3.9%
Outside Agencies* <i>DNR, ME,</i>	7	0.1%	85	0.2%
<b>Total Police Calls</b>	<b>5,679</b>	<b>100.0%</b>	<b>42,123</b>	<b>100.0%</b>



# Benton Township Fire Department

4713 Hartel Road

Potterville, MI 48876

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

**Proudly Serving Benton Township & the City of Potterville**

## Monthly Report August 2023

### Operational Information:

- Cleaned out & reorganized the copy room, added additional lockers for staff
- Cleaned out & reorganized the common room
- August 24<sup>th</sup> Storm Response -

### Training:

- Crews toured new build homes in Sunset Hills
- Annual Drivers Training

### Meetings & Special Events:

- Potterville/Benton Township Library Summer Reading Program
- Potterville Community National Night Out
- Potterville Public Schools Summer School Days x 2
- Potterville Public School Athletic Standby's
- Benton Township Board Meeting
- Eaton County Fire Chiefs
- Eaton County Central Dispatch Fire/EMS meeting

### Calls for Service (CFS):

- **Fire** – 119 City of Potterville, 87 Benton Township, 12 Mutual Aid, all run numbers are approximate due to the storm response. Not all calls for service during the storm received run numbers.
- **EMS** – 30 City of Potterville, 23 Benton Township, 39 Mutual Aid



# WASTE COLLECTION SERVICES AGREEMENT

## Community Clean Up

Thank you for choosing Granger Waste Services, Inc. for your waste handling needs. This Waste Collection Services Agreement, together with the attached Terms and Conditions and any applicable schedule, sets forth our agreement ("Agreement") for providing these services to you.

Customer: City of Potterville  
319 N Nelson St  
Potterville, MI 48876

Contact: Aaron Sheridon  
manager@pottervillemi.org  
517-645-7642

Effective Date: 08/29/2023

Term: Three (3) 30-yard roll-offs for September 30, 2023  
One (1) 20-yard roll-offs for September 30, 2023

Services & Rates: See Attachment A

Access: Granger is not responsible for any damage to pavement, asphalt, dirt/gravel, sidewalks, parking areas, lawn, landscaping or associated structures and sub-grade that may be caused directly or indirectly by Granger's equipment when utilizing a route deemed reasonably necessary to perform service.

Waste Acceptance Guidelines: See Attachment B

### Special Notes:

The undersigned Customer represents and warrants that he or she is duly authorized and has the legal capacity to execute and deliver this Agreement.

AGREED:

**GRANGER WASTE SERVICES, INC.**

**CITY OF POTTERVILLE**

By: Jami Anderson

By: \_\_\_\_\_

Name: Jami Anderson

Name: \_\_\_\_\_

Title: Market Development Specialist

Title: \_\_\_\_\_

Date: September 5, 2023

Date: \_\_\_\_\_

Acceptance of services is agreement to Granger Waste Services Terms & Conditions.



## TERMS AND CONDITIONS

1. **APPLICABILITY.** These terms and conditions (these "Terms," and together with the Service Agreement, if any, this "Agreement") govern the provision of Services (defined below) by Granger Waste Services ("Granger") to you, Granger's Customer ("Customer," "you," "your," and, together with Granger, the "Parties"). No edit, addition, strikeout or other modification to these Terms shall be effective unless signed by both Parties. These Terms supersede all other agreements, including any of your general terms and conditions, regardless of whether or when you communicated them to Granger. Your acceptance of Granger's Services shall constitute acceptance of this Agreement, including these Terms. If these Terms conflict with the Service Agreement, the Service Agreement will control any such conflict.
2. **TERM.** This Agreement shall remain in effect during the term specified in the Service Agreement, and if no term is specified, until the end of the current calendar year (the "Term"). The Term shall automatically renew for additional Terms of 12 months each unless either Party gives written notice of termination at least 90 days, but not more than 180 days, before the Term expires. For Residential Curbside Service only, the Term shall be the current calendar month, and shall automatically renew for additional Terms of 1 month each unless either Party gives written notice of termination before the Term expires.
3. **SERVICES.** You grant to Granger the exclusive right to provide you with the services described in the Service Agreement and any other services mutually agreed to by the Parties (the "Services") during the Term. Granger shall have a right of first refusal to match any offer relating to services similar to those provided hereunder upon termination of this Agreement, and you shall give Granger prompt written notice of any such offer and a reasonable opportunity to respond to it.
4. **GRANGER'S PLEDGE TO YOU.** Granger will perform the Services using its equipment and personnel in a professional and workmanlike manner. If Granger fails to perform as required in this Agreement, you may terminate this Agreement unless Granger cures the failure within 10 business days after receipt of your written notice.
5. **PAYMENT AND FEES.** You agree to pay Granger's fees for Services, and to reimburse Granger for all other fees, taxes and surcharges which may be imposed from time to time on the management of Waste (defined below), within 25 days of the date of Granger's invoice. For Residential Curbside Service only, you also agree to pay all container management and other fees posted from time to time to Granger's website at <http://www.grangerwasteservices.com/welcome>. You shall pay a late payment fee on all past due amounts accruing from the date of invoice at a rate of 18% per annum or \$10.00, whichever is greater, or if less, the maximum amount allowed by law. If Granger does not receive your payment by the due date, Granger may suspend performance of all Services until payment has been made in full. Granger may increase its fees from time to time during the Term to reflect increases in the Consumer Price Index, and to account for any increase in transportation, fuel, or disposal costs; any change to the characteristics of your Waste; any change in law; or any cost increase due to circumstances beyond Granger's control. Granger will not increase its fees during the Term for other reasons without your consent, which may be indicated in writing, verbally, or through the Parties' actions. Granger may increase its fees for any reason at the start of a new Term.
6. **ACCESS.** You will ensure that your premises are accessible and, in a condition to allow Granger to enter and perform the Services. You represent, warrant and covenant that the surfaces on your premises will be sufficient to bear the weight of Granger's equipment and vehicles, and you accept all risk of damage and release Granger from all claims and damages that may arise from Granger entering your premises to perform Services (e.g., damage to driveway, pavement, curbs, lawns, etc.).
7. **EQUIPMENT.** All equipment furnished by Granger shall remain Granger's property; however, you shall have custody and control of the equipment and shall be responsible and liable for all loss or damage to the equipment and for its contents while at your premises. You shall use the equipment only for its intended purpose and shall comply with all of Granger's guidelines on equipment usage. At the termination of this Agreement, you shall either return the equipment to Granger in the condition in which it was provided, normal wear and tear excepted, or pay Granger's replacement costs.
8. **WASTE ACCEPTANCE.** You represent, warrant and covenant that all of

the materials that you provide to Granger or place in Granger's equipment ("Waste") (i) will not contain any hazardous, radioactive, infectious, or toxic waste or substance that is inappropriate for disposal at a municipal solid waste landfill, and (ii) will not contain any material that Granger designates as unacceptable in the Service Agreement or on Granger's website located at [www.grangernet.com](http://www.grangernet.com), in each case as may be amended from time to time in Granger's sole discretion. Waste which meets these requirements shall be "Acceptable Waste" unless Granger designates otherwise. Waste which does not meet these requirements (whether in Granger's possession or otherwise), including any other Waste that may be comingled within the same container, shall be considered "Unacceptable Waste." Granger reserves the right to deem certain special Waste streams (e.g., industrial process waste, demolition waste, contaminated soils, etc.) as Unacceptable Waste unless approved by Granger as Acceptable Waste on a case by case basis, based on the specific characteristics of the Waste determined by Granger in its sole discretion.

9. **WASTE REJECTION.** Granger shall have the right, but not the obligation, to (i) refuse or reject any Waste at any time and at Granger's sole discretion, and (ii) inspect all vehicles and containers of Waste. Title to any and all Unacceptable Waste shall remain with you at all times.

10. **TERMINATION.** Granger may terminate this Agreement upon notice to you if you: (i) fail to pay any amount when due under this Agreement; (ii) are in default of any obligation in this Agreement, in whole or in part; or (iii) become insolvent, file a petition for bankruptcy or commence or have commenced against you proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors.

You may terminate this Agreement if Granger is in default of any obligation in this Agreement and such default remains uncured for 10 business days after receipt of your written notice of the default. If you terminate this Agreement prior to the expiration of any Term for any reason other than Granger's default, or if Granger terminates this Agreement under this paragraph, you agree to pay the most recent monthly charges multiplied by the number of months remaining in the Term. You will remain responsible for all amounts due for Services performed prior to the date of termination.

11. **INDEMNITY.** You agree to indemnify, hold harmless, and defend Granger and its subsidiaries from and against any and all costs, damages, or liability Granger or its subsidiaries may incur as a result of bodily injury (including death), property damage, or violation or alleged violation of law, arising out of or in connection with (i) any Unacceptable Waste, (ii) your breach of this Agreement, or (iii) your negligent acts or omissions or willful misconduct. The indemnification obligations stated in this paragraph survive the termination of this Agreement.

IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR LOSS OF USE, REVENUE OR PROFIT; DIMINUTION IN VALUE; OR FOR CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES. IN NO EVENT SHALL GRANGER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO GRANGER PURSUANT TO THIS AGREEMENT IN THE 3-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

12. **LIMITATION ON WARRANTY.** EXCEPT AS EXPRESSLY STATED HEREIN, GRANGER MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE SERVICES.

13. **MISCELLANEOUS.** This Agreement shall be governed by the laws of the State of Michigan. No waiver of a breach shall be construed to be a waiver of any prior or succeeding breach of the same obligation or of any other obligation. No modification, release, discharge or waiver of any provision or obligation hereof shall be effective unless in writing signed by all Parties. If any provision of this Agreement is held unenforceable, this Agreement shall remain in effect and be construed without regard to such provision. This Agreement constitutes the entire understanding between the Parties, replacing and amending any prior agreements, and shall be binding upon all Parties, their successors and assigns. Granger is an independent contractor, and is not an agent, nor an authorized representative of Customer. All notices shall be considered as having been given upon: (i) receipt if delivered personally or electronically, or (ii) being placed in the mail, postage prepaid addressed to the Party's address stated in the Service Agreement or to such other address as may be given to the other Party in writing.



## ATTACHMENT A SERVICES & RATES

Location	Date	Details	Rate	Delivery Fee
515 Lake Alliance Dr Potterville, MI 48876	September 30, 2023	(3) 30YD roll-offs Deliver: Friday, Sept.29 Remove: Monday, Oct.2	\$590.00/roll-off	\$75.00/roll-off
515 Lake Alliance Dr Potterville, MI 48876	September 30, 2023	(1) 20YD roll-off Deliver: Friday, Sept.29 Remove: Monday, Oct.2	\$495.00/roll-off	\$75.00/roll-off

*Pricing includes surcharges. As required, the Customer will reimburse Granger for all government-imposed surcharges, fees and taxes levied on the disposal or management of Waste, including all surcharges, fees and taxes that Granger is obligated to pass-through to, and collect from, Customer. Such surcharge, fee or tax is rolled into the total rate quoted but will appear as a separate line item on an invoice.*



## ATTACHMENT B WASTE ACCEPTANCE GUIDELINES

### PROHIBITED WASTES

The following prohibited wastes cannot be accepted under any condition or from any source:

- Hazardous or toxic waste as defined by local, state or federal laws or regulations
  - Hazardous wastes are materials that are ignitable, corrosive, reactive or toxic, as well as listed wastes, such as pesticides, herbicides, solvents and their containers
- Hazardous waste containers/labels
- Explosives, ammunition and firearms
- Low-level radioactive waste and radioactive labeled containers (including, but not limited to, TENORM)
- PCBs or materials containing PCBs (including, but not limited to, ballasts and transformers)
- Materials grossly contaminated with PFAS (e.g., PFAS-containing firefighting foam)
- Lead acid batteries
- Lithium-ion batteries
- Liquid wastes (or free liquids)
- Sewage and septic waste
- Oil-based paint
- Used oil
- Hot ashes (including, but not limited to, cigarette paraphernalia, hot coals and/or wood)
- Materials that adversely affect the liner or leachate system

The following conditionally prohibited wastes can be accepted if the specific conditions indicated are met:

- Appliances containing Freon (Freon must be removed by a qualified person and have certificate of removal)
- Asbestos (requires proper packaging, handling and manifest)
- Empty drums (must be clean and crushed)
- Medical waste (decontaminated or packaged as required)
- Whole motor vehicle tires (must be cut in half)
- Yard clippings or yard waste (diseased or invasive)

### SPECIAL WASTES

The following special wastes can be accepted if the specific conditions indicated are met:

- Compressed gas cylinders (must be empty and valve must be removed)
- Contaminated soil (requires testing to confirm non-hazardous and landfill pre-approval)
- Animal carcasses (must be non-diseased and will not be accepted in large quantities)
- Electronic waste (accepted only from households and exempt generators)
- Fluorescent light ballasts (without PCBs only)
- Fluorescent tubes (accepted only from households and exempt generators)
- Latex or acrylic household paint (must be in non-liquid form)
- Incinerator ash (requires testing to confirm non-hazardous and landfill pre-approval)
- Oil filters (must be drained for 24 hours)
- Industrial/manufacturing byproducts including, but not limited to, sandblasting materials, grinding or cutting waste, sludges from pits or tanks, degreasing waste and printing waste (require testing to confirm non-hazardous and landfill pre-approval)

**LETTER OF UNDERSTANDING  
VACATION**



THE CITY OF POTTERVILLE, MICHIGAN  
-AND-  
CAPITOL CITY LABOR PROGRAM, INC.



POTTERVILLE POLICE DEPARTMENT NON-SUPERVISORY DIVISION

**RESOLUTION NO. 2023-0921-14**

This Agreement is made and entered into by and between the City of Potterville (hereinafter "City") and the Capitol City Labor Program, Inc. ("CCLP") (hereinafter "Union"), on the 21 day of September, 2023.

**WHEREAS**, the City and the Union are parties to a collective bargaining agreement ("CBA") effective 01 July 2021 to 30 June 2025; and

**WHEREAS**, Article 8 – Leave of Absence, Section 6 – Holiday Vacation Leave, of the CBA, provides an employee shall be eligible for a vacation allowance with pay as follows:

<b>Seniority</b>	<b>Vacation Allowance</b>
1 year through 2 years	10 Days
3 years through 5 years	14 Days
6 years through 10 years	16 Days
11 years through 14 years	20 Days
15 years through 20 years	22 Days
20 years through 25 years	26 Days

All full-time employees accrue paid vacation leave on their anniversary date each year. Vacation leave shall be taken at a time approved by the Chief of Police. Vacation leave shall be requested by the 10<sup>th</sup> of the month prior to the month of the intended time off. Vacation leave shall not be carried over into the next fiscal year.

**WHEREAS**, the Union has filed a grievance (11-NS-001-23-015 / Betts, L.) under the collective bargaining agreement disputing the annual vacation entitlement provided to the aggrieved member; and

**WHEREAS**, the parties mutually desire to resolve the above-referenced grievance amicably and clarify their contractual agreement as vacation time.

**NOW, THEREFORE**, the parties agree as follows:

- A.** In exchange for the terms set forth in this Agreement, the Union and Grievant agree to withdraw and not re-file the above-referenced grievance.

- B.** Upon execution of this Agreement, the following language shall replace and supersede all prior agreements between the parties as to *Article 8 – Leave of Absence, Section 6 – Vacation Time*:

“An employee shall be eligible for a vacation allowance with pay as follows:

<b>Seniority</b>	<b>Vacation Allowance</b>
1 year through 3 years	80 Hours
3 years through 6 years	120 Hours
6 years through 11 years	160 Hours
11 years through 14 years	180 Hours
15 years	200 Hours

All full-time employees accrue paid vacation leave on their anniversary date each year. The employee shall provide the City with the exact number of hours they wish to use for a vacation day. Vacation leave shall be taken at a time approved by the Chief of Police. Vacation leave shall not be carried over into the next fiscal year.”

-end-

- C.** All other terms of the CBA between the City and the Union remain unaltered and shall continue to govern the terms and conditions of employment for members of the bargaining unit.

This Memorandum of Understanding Shall take effect on the 21 day of September, 2023.

**Capitol City Labor Program:**

**City of Potterville:**

\_\_\_\_\_  
Bradley Richman,  
Executive Director

\_\_\_\_\_  
Richard Barry,  
Chief of Police

\_\_\_\_\_  
Tyler Collins,  
Union President

\_\_\_\_\_  
Aaron Sheridan,  
City Manager



**LETTER OF UNDERSTANDING  
WORK WEEK**



THE CITY OF POTTERVILLE, MICHIGAN  
-AND-  
CAPITOL CITY LABOR PROGRAM, INC.



POTTERVILLE POLICE DEPARTMENT NON-SUPERVISORY  
DIVISION

**RESOLUTION NO. 2023-0921-15**

This Agreement is made and entered into by and between the City of Potterville (hereinafter "City") and the Capitol City Labor Program ("CCLP") (hereinafter "Union"), on the 21 day of September, 2023.

**WHEREAS**, the City and the Union are parties to a collective bargaining agreement effective 01 July 2021 to 30 June 2025 ("CBA"); and

**WHEREAS**, Pursuant to *Article 9 – Hours of Work, Section 2 – Workweek* of the CBA, employees covered by this agreement shall be scheduled to be on duty a minimum of eight (8) hours during each scheduled duty day and shall be required to be on duty a minimum of forty (40) hours per week, except as excused by the employer; and

**WHEREAS**, the parties have discussed and agreed to revise *Article 9, Section 2*, of the CBA to clarify the hours of work and the workweek; and

**WHEREAS**, the parties wish to formalize their understanding and agreement regarding hours of work and the workweek.

**NOW, THEREFORE**, the parties agree as follows:

**A.** Upon execution of this Agreement, the following language shall replace and supersede all prior agreements between the parties as to *Article 9 – Hours of Work, Section 2 – Workweek*:

**1.** "Employees covered by this agreement shall be scheduled to be on duty a minimum of eight (8) hours during each scheduled duty day and shall be required to be on duty a minimum of forty (40) hours per week, except as excused by the Chief of Police.

**2.** A normal duty day shall be defined as eight (8) hours. The Union and City hereby agree that hours of work for a duty day may be extended beyond eight (8) upon mutual agreement of the Chief of Police and the affected employee or at the discretion of the Chief of Police in the event of an emergency or where a lack of personnel jeopardizes the efficient operations of the Department."

-end-

- B.** All other terms of the CBA between the City and the Union remain unaltered and shall continue to govern the terms and conditions of employment for members of the bargaining unit.

This Letter of Understanding, as signed by the parties' authorized representatives, shall take effect on the 21 day of September, 2023.

**Capitol City Labor Program:**

**City of Potterville:**

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Bradley Richman,  
Executive Director

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Richard Barry,  
Chief of Police

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Tyler Collins,  
Union President

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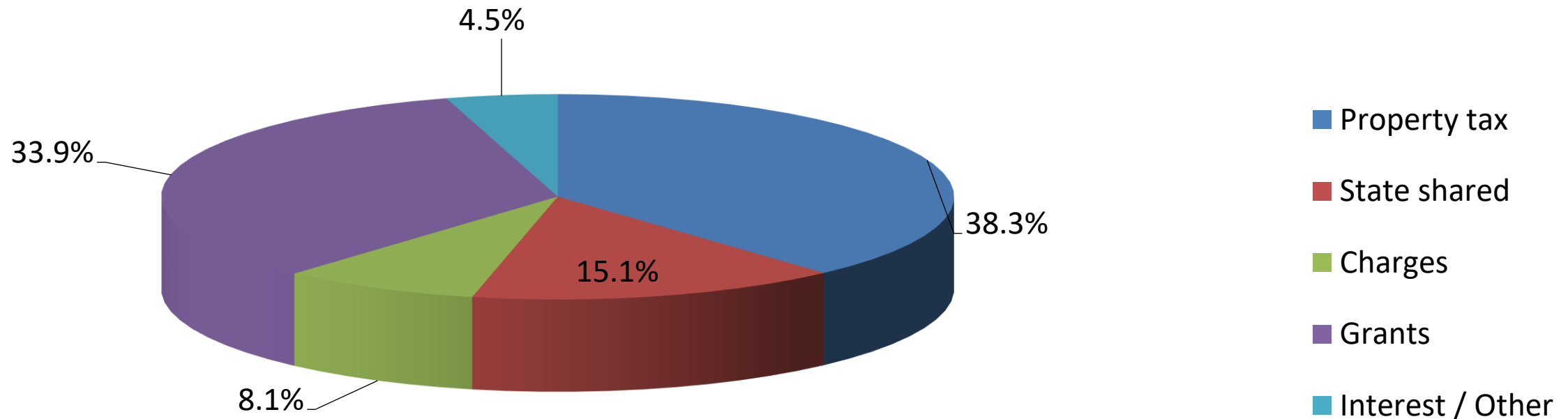
Aaron Sheridan,  
City Manager

# **CITY OF POTTERVILLE YEAR ENDED JUNE 30, 2023**

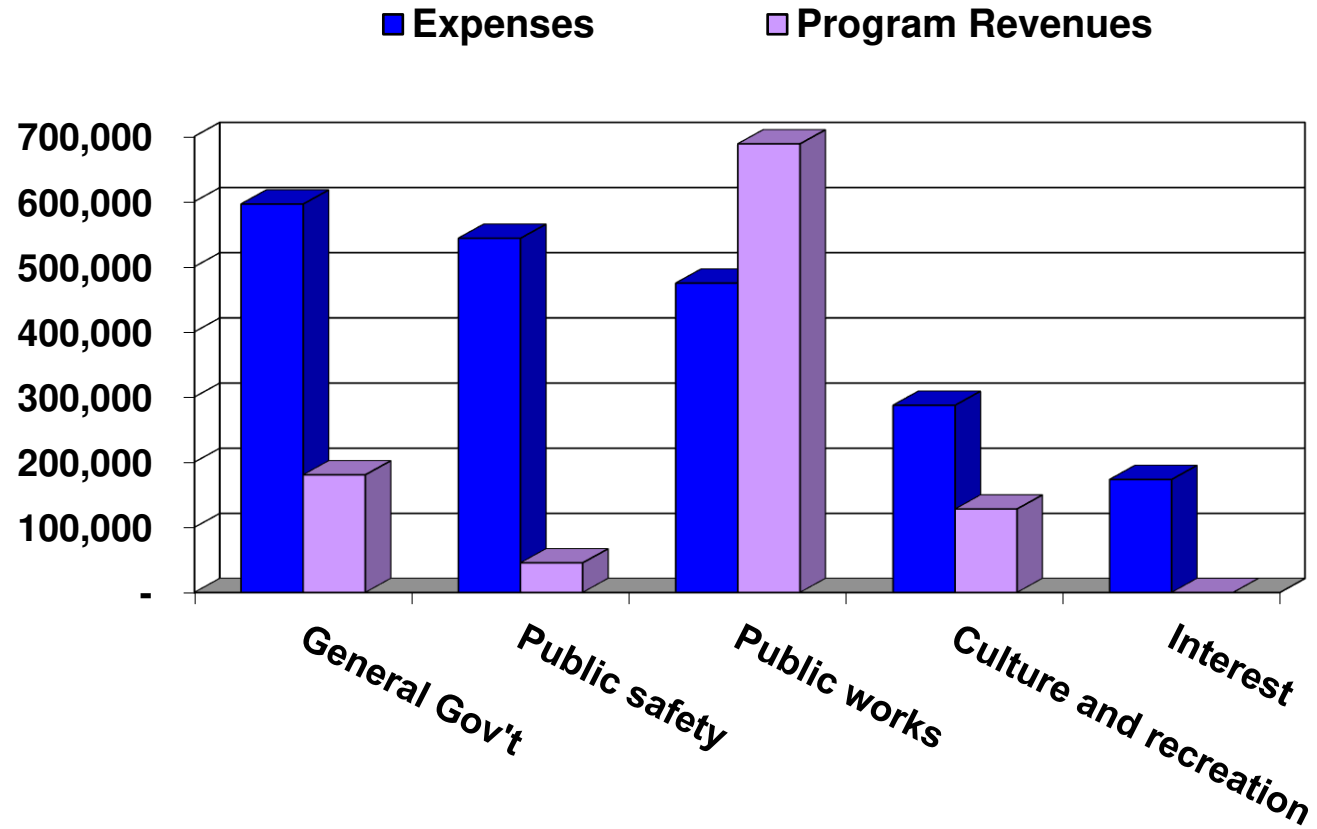
**VREDEVELD HAEFNER LLC**  
CPAS AND CONSULTANTS



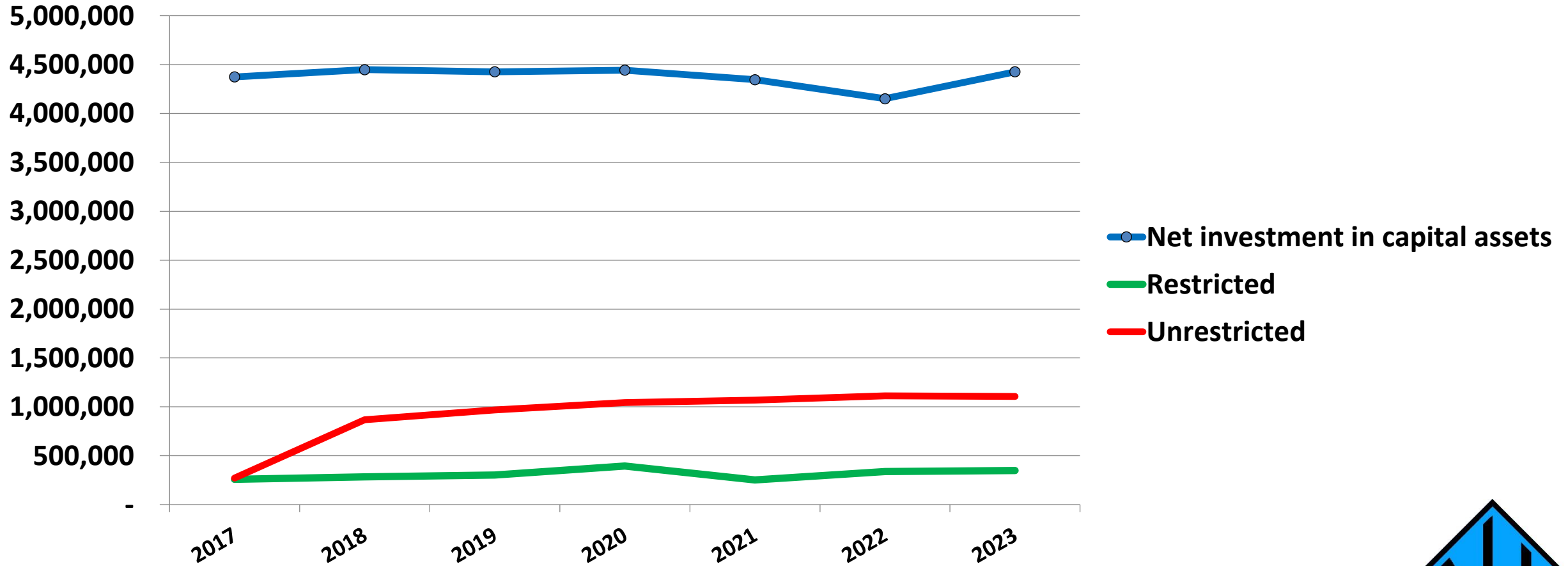
# REVENUE BY TYPE GOVERNMENTAL ACTIVITIES



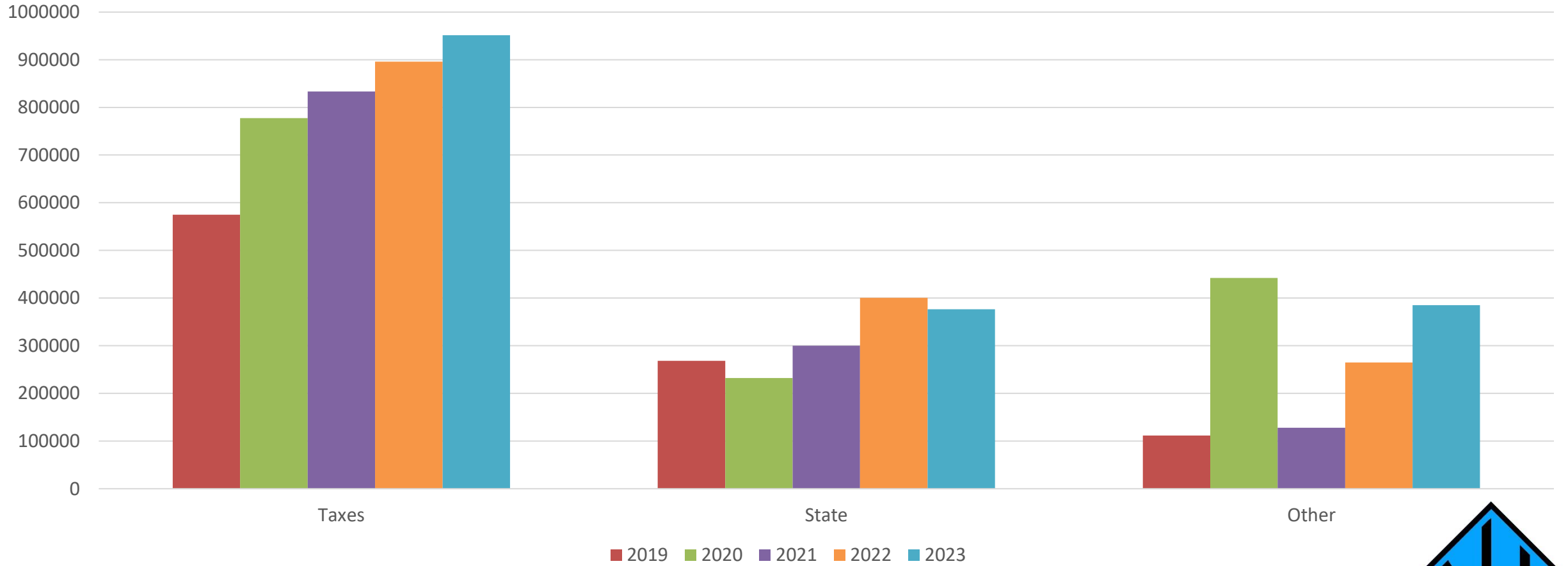
# EXPENSES AND PROGRAM REVENUES GOVERNMENTAL ACTIVITIES



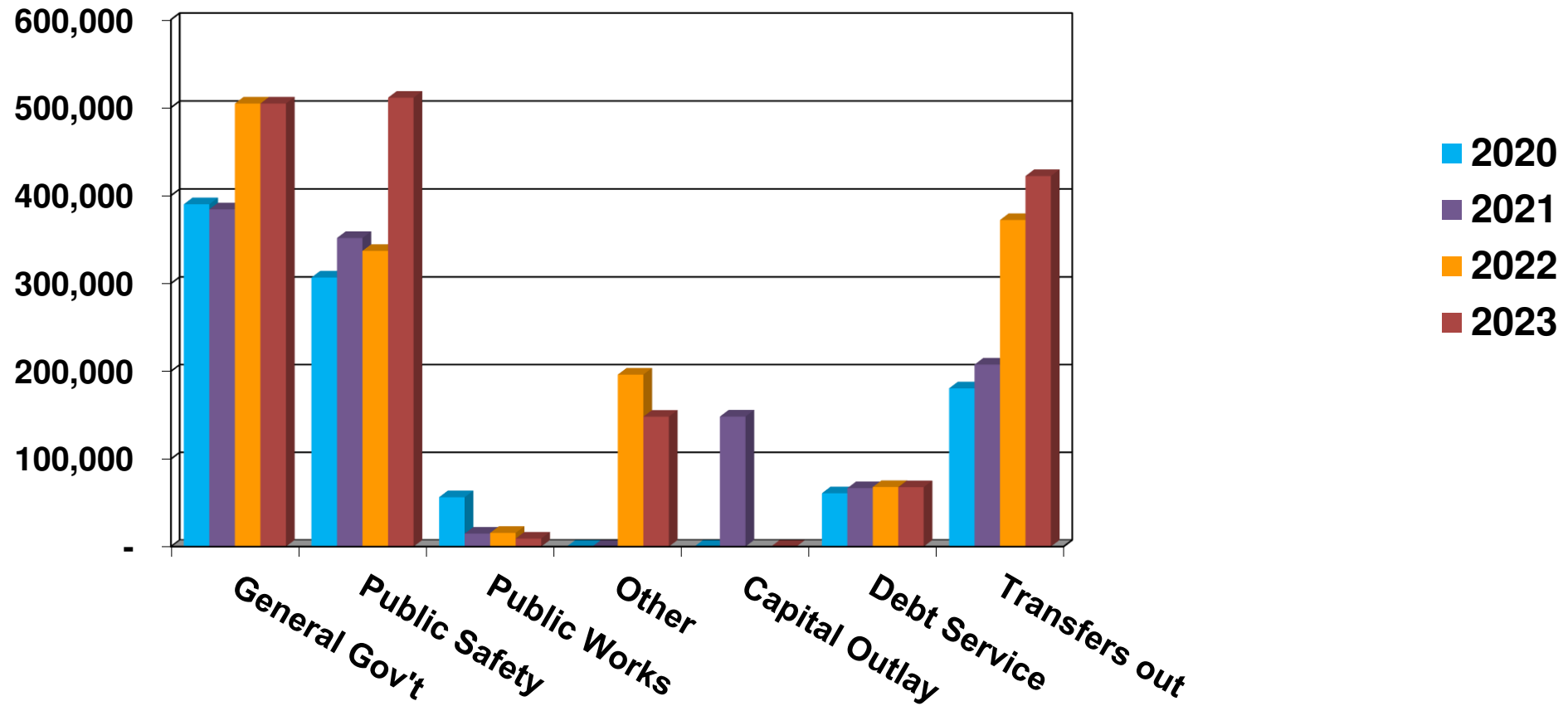
# NET POSITION GOVERNMENTAL ACTIVITIES



# GENERAL FUND REVENUES

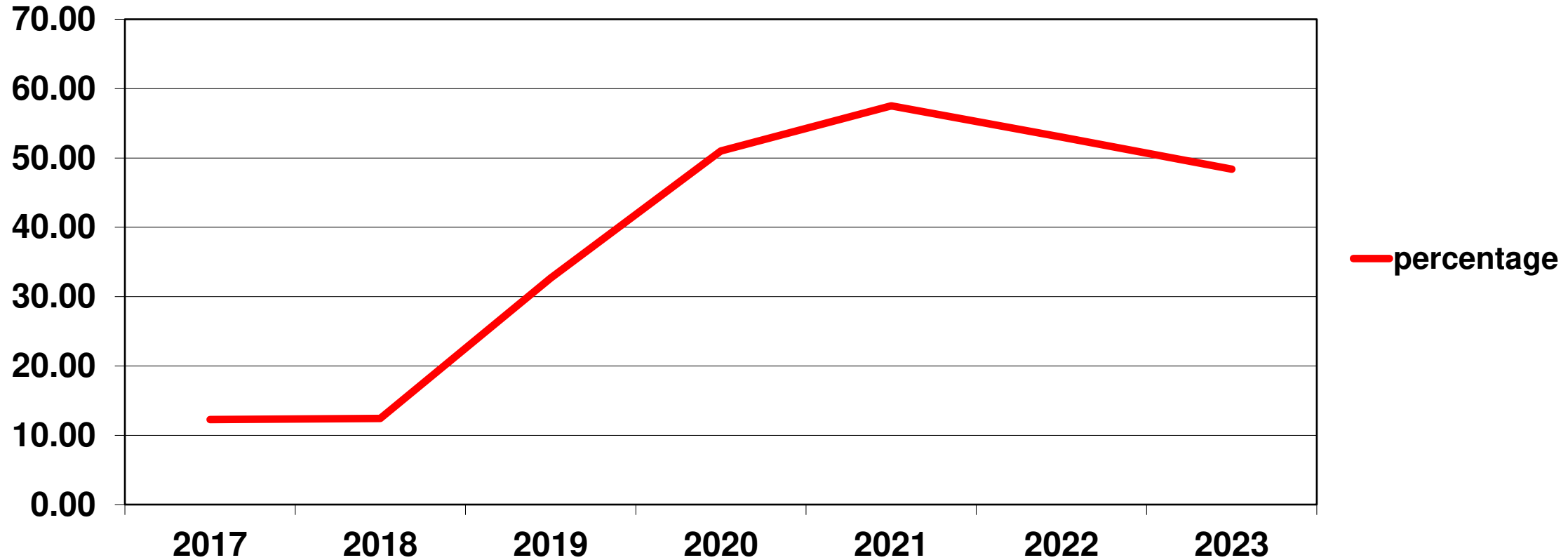


# EXPENDITURES BY FUNCTION GENERAL FUND

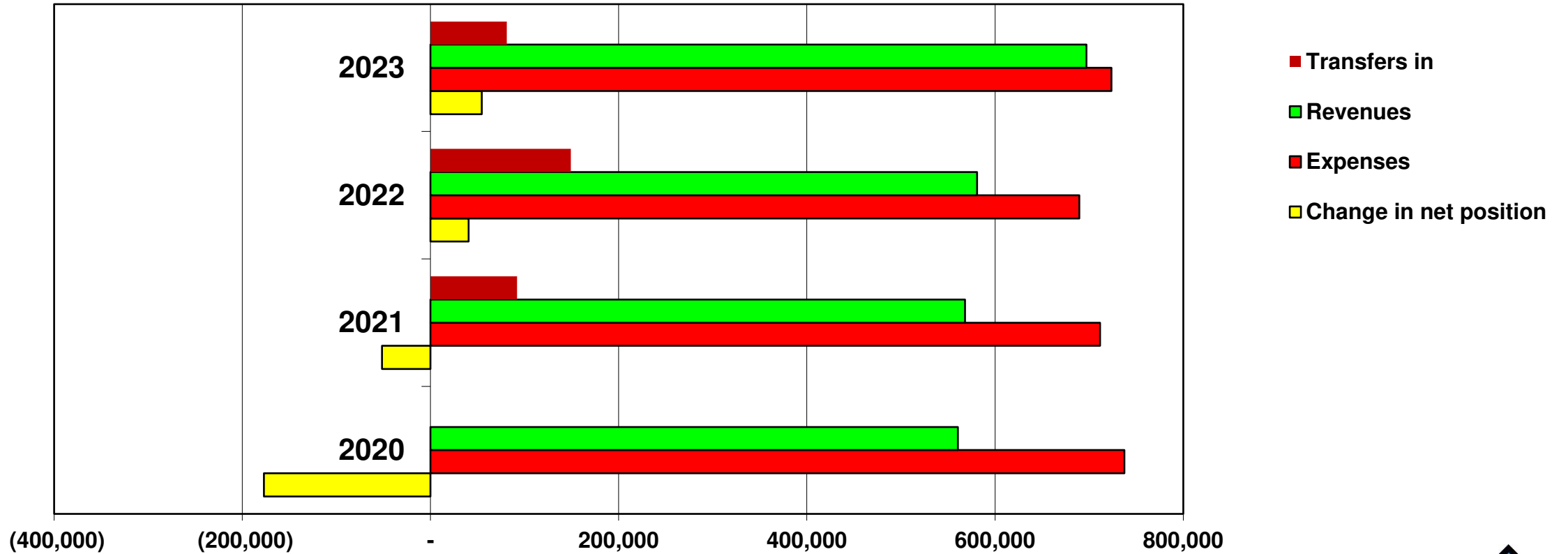




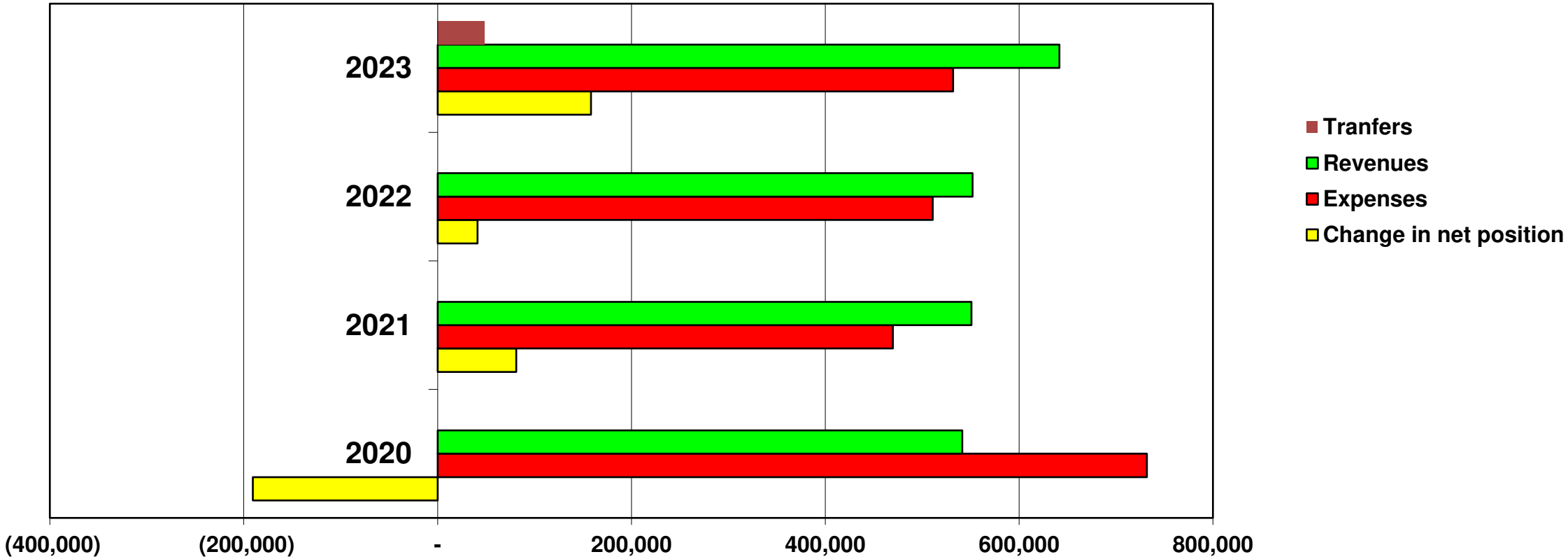
# GENERAL FUND UNASSIGNED FUND BALANCE AS A PERCENT OF EXPENDITURES AND TRANSFERS



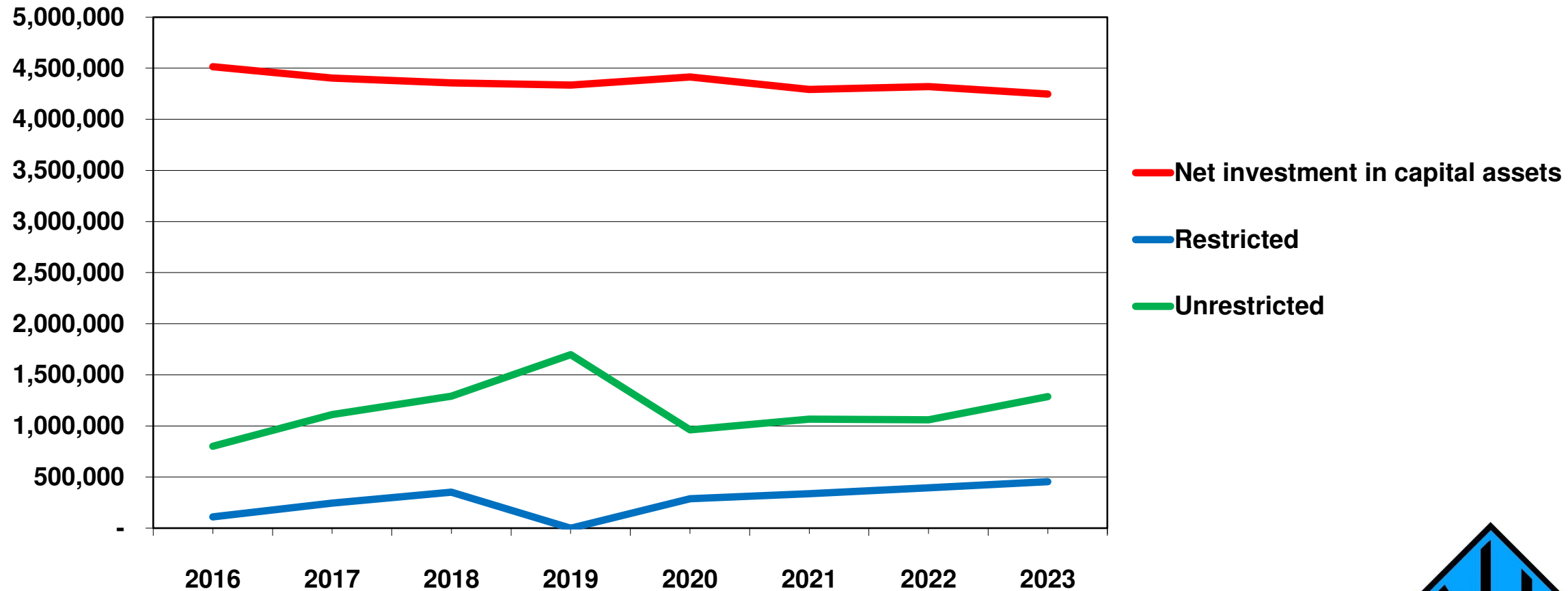
# SEWER FUND



# WATER FUND



# NET ASSETS BUSINESS-TYPE ACTIVITIES



# CONTACT US!

**Douglas J. Vredeveld, CPA, CGFM**

**Partner**

**(616) 446-7474**

**[dvredeveld@vh-cpas.com](mailto:dvredeveld@vh-cpas.com)**

**Peter Haefner, CPA**

**Partner**

**(616) 460-9388**

**[phaefner@vh-cpas.com](mailto:phaefner@vh-cpas.com)**

**Vredeveld Haefner LLC**

