

City of Pottersville - Council Agenda

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

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Meeting minutes from November 16, 2023 and December 14, 2023

F. Approval of Bills: General Bills of \$146,197.43 + \$11,937.13
TOTAL AP \$ 158,134.56

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. Public Hearing – Resolution No.2023-1116-16 - New Water Utility Fee Rates & Tap Fee(s)
- b. Resolution No.2023-1116-16 - New Water Utility Fee Rates & Tap Fee(s)
- c. Poverty Exemption Resolution No. 2023-1221-17
- d. Approval of 2024 City Council Meetings Dates
- e. DPW Garage and Salt Barn Repair Bids
- f. Wellhead Pilot Study Proposals

K. Public Comment on non-agenda items:

L. Communications from Council:

M. Next Regular Meeting: Thursday, January 18, 2024, at 6:00 p.m.

N. Excuse absent member(s):

O. Adjourn:

City of Potterville

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

The City Council Meeting was called to order by Mayor Lenneman on Thursday, November 16, 2023, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter, Member Connor, Member Nichols, and Member Ranshaw.

Absent: Member Pulda and Member Sweeney.

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

Approval of Minutes from October 19, 2023: Motion by Deputy Mayor Potter. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (5-0).

Approval of Bills: Motion to pay General Bills in the amount of \$247,066.84 by Member Nichols. Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (5-0).

City Manager's Report: Manager's report is in the November 16, 2023, Council packet.

Public Comment on Agenda Items: Resident Dewaine Watson shared his opposition to the water increase and he feels like there was not enough notice of public hearing. Resident Bryan Titus said he opposed a 15 % water increase and asked how the City was addressing the Fry amendment. Resident Joey Staszuk asked why an increase in the water rate when inflation was already impacting the people so much.

Department Reports: Chief Barry shared the officers are attending training.

New Business:

Open Public Hearing – Resolution No. 2023-1116-16, New Water Utility Fee Rates & Tap Fee: Motion Member Ranshaw. Supported by Member Potter. Vote: Unanimous. Motion Carried (5-0).

- **Resident Brian Titus** opposes the increase and would like to see Fry amendment removed. Would like to make sure the water money is not funding other City items.
- **Resident Dewaine Watson** voiced his concern regarding the timing of the posting of the notice and people are in hard times and thinks the City should tighten the budget and find savings to fund project.
- **Resident Katherine Bussard** encourages the Council to look for other alternative financial solutions to funding the water project. Bussard feels the community is already struggling with costs.

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Close Public Hearing – Resolution No. 2023-1116-16, New Water Utility Fee Rates & Tap Fee:
Motion Mayor Lenneman. Supported by Member Connor. Vote: Unanimous. Motion Carried (5-0).

Baker Tilly Municipal Advisors, LLC, presents Draft Water Rates analysis by Andy Campbell, CPA, Director. Mr. Campbell shared a power point with information on the Unrestricted and RRI Cash & Investments, User Rate Revenue, Operating Expenses, Current Debt Payments, and Cash Flow Analysis. Overall cash balances are trending in a positive direction. The inflationary rate increases implemented but still need increased. The current debt payments are level for the foreseeable future. The current cash flow is in a good position, but not enough to pay for expected debt payments for USDA project.

Resolution No. 2023-1116-16, New Water Utility Fee Rates & Tap Fee Police Purchase Policy:
Motion to table by Member Potters. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (5-0).

Water Tower AWWA Inspection Proposal: Motion by Mayor Lenneman. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (5-0).

2024 Road Maintenance Bid Acceptance: Motion by Member Connor. Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (5-0).

Public Comment on Non-Agenda Items: Resident Katherine Bussard asks the Council to consider having a workshop discussion for the community on the water project rate increase. Resident Bryant Titus speaks of concerns of the speed of drivers on Vermontville Hwy and thanks the Council for tabling the issue for more information to be shared. Resident Joey Staszuk asked additional questions on the water project.

Communications from Mayor and Council: Mayor Lenneman reminded everyone that on December 2 about the Christmas Parade at 6 pm and Fill a Cop Car 10 am -1 pm.

Excuse Absent Members: Motion to excuse Member Pulda and Member Sweeney by Deputy Mayor Potter and Supported by Member Ranshaw Vote: Unanimous. Motion Carried (5-0).

Next Regular Meeting: December 21, 2023

Meeting Adjourned: 7:55 pm

Respectfully Submitted by:

City of Potterville

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

Becky Dolman

City Clerk

City of Potterville

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The City Council Special Meeting was called to order by Deputy Mayor Potter on Thursday, December 14, 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, and Member Ranshaw, and Member Sweeney.

Absent: Mayor Lenneman and Member Pulda.

Also, in attendance to answer questions: DPW Director Stanley and Engineer Sameul Leatch with Wightman

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

Public Comment on Agenda Items: None

Open Public Hearing and dispense regular meeting rules – Resolution No. 2023-1116-16, New Water Utility Fee Rates & Tap Fee: Motion Deputy Mayor Potter. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (5-0).

Six community members joined the Public Hearing to ask questions and understand the process. Questions were answered by DPW Director Stanley, Mr. Leatch with Wightman and City Manager Sheridan.

Close Public Hearing and reinstate regular meeting rules– Resolution No. 2023-1116-16, New Water Utility Fee Rates & Tap Fee: Motion Deputy Mayor Potter. Supported by Member Nichols. Vote: Unanimous. Motion Carried (5-0).

Public Comment on Non-Agenda Items: Susan shared the construction repairs on her lawn were not completed. When she inquired about it being done she was told the DPW was too busy right now.

Communications from Mayor and Council: Deputy Mayor Potter and Member Ranshaw thank the audience for their participation in the hearing.

Excuse Absent Members: Motion to excuse Mayor Lenneman and Member Pulda by Deputy Mayor Potter and Supported by Member Connor. Vote: Unanimous. Motion Carried (5-0).

Next Regular Meeting: December 21, 2023

Meeting Adjourned: 7:40 pm

City of Potterville

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

Respectfully Submitted by:

Becky Dolman

City Clerk

12/14/2023 04:53 PM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 11/17/2023 - 12/14/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
6665	ADAPTER, CEMENT/PRIMER, BALL VALVE,	32.15
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		32.15
VENDOR NAME: ALL-STAR FLEET SERVICES, LLC		
.1225-23	GRADING LAKE ALLIANCE	1,275.00
TOTAL VENDOR ALL-STAR FLEET SERVICES, LLC		1,275.00
VENDOR NAME: ALTOGAS, INC		
696961	PROPANE	948.19
TOTAL VENDOR ALTOGAS, INC		948.19
VENDOR NAME: APPLIED IMAGING		
2378863	EQUIPMENT AND PRINTING	83.05
TOTAL VENDOR APPLIED IMAGING		83.05
VENDOR NAME: BARRY, RICHARD		
DEC. 7	FOOD FOR TRAINING	16.38
TOTAL VENDOR BARRY, RICHARD		16.38
VENDOR NAME: BENTON TWP FIRE DEPT.		
185	FIRE/EMS SERVICE 2ND PAYMENT	64,800.00
TOTAL VENDOR BENTON TWP FIRE DEPT.		64,800.00
VENDOR NAME: BUTLER HEATING & AIR CONDITIONING		
2296	REPLACED SEIZED MOTOR	451.19
2308	SERVICE UNIT HEATER MOTOR	178.00
TOTAL VENDOR BUTLER HEATING & AIR CONDITIONING		629.19
VENDOR NAME: CARDMEMBER SERVICE		
11/7-12/6/23	STORM -(APPLIANCE 729.98) ELECTION FOOD	3,338.58
TOTAL VENDOR CARDMEMBER SERVICE		3,338.58
VENDOR NAME: CHUCK BRAND BUILDERS INC		
00-01	STORM - RENTAL WOOD CHIPPER	950.00
TOTAL VENDOR CHUCK BRAND BUILDERS INC		950.00
VENDOR NAME: CINTAS CORPORATION #725		
NOV 2023	UNIFORM EXPENSE	245.08
TOTAL VENDOR CINTAS CORPORATION #725		245.08
VENDOR NAME: CITY OF POTTERVILLE		
10/26-11/27/23	UTILITIES	467.83
TOTAL VENDOR CITY OF POTTERVILLE		467.83
VENDOR NAME: CIVICPLUS		
269750	UPDATES	395.00
TOTAL VENDOR CIVICPLUS		395.00
VENDOR NAME: COLLINS, TYLER		
DEC. 6	TRAINING	51.82
TOTAL VENDOR COLLINS, TYLER		51.82
VENDOR NAME: CONSUMERS ENERGY		
9325862323	STORM - REPAIR TO DAMAGE	167.74
10/25-11/21/23	UTILITIES	8,382.87
TOTAL VENDOR CONSUMERS ENERGY		8,550.61
VENDOR NAME: CUMMINS, INC		
S3-93531	REPAIR CONTROL BOARD AND RIBBON CABLE AD.	3,417.53
S3-95067	EQUIPMENT REPAIR	17,666.59
TOTAL VENDOR CUMMINS, INC		21,084.12
VENDOR NAME: DELTA DENTAL		
DEC 2023	DENTAL BENEFITS	938.66
TOTAL VENDOR DELTA DENTAL		938.66

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DETROIT SALT CO		
S124-22468	ROCK SALT	7,100.46
TOTAL VENDOR DETROIT SALT CO		7,100.46
VENDOR NAME: DJ'S LANDSCAPE MANAGEMENT		
146683	STORM - WEEK OF 10/23-10/29/23	6,813.34
TOTAL VENDOR DJ'S LANDSCAPE MANAGEMENT		6,813.34
VENDOR NAME: DUROTECH AUTOMOTIVE		
43415	2013 DODGE OIL CHANGE	51.24
43835	2018 DODGE	132.00
43862	2020 FORD	55.00
43962	2020 FORD	84.26
TOTAL VENDOR DUROTECH AUTOMOTIVE		322.50
VENDOR NAME: EATON COUNTY TREASURER		
2024-00000014	PREE CHANGE 2022	8.42
DRAINS	DRAIN TAX	21.11
TOTAL VENDOR EATON COUNTY TREASURER		29.53
VENDOR NAME: EGLE		
761-11164036	NPDES ANNUAL PERMIT FEE 2024	400.00
TOTAL VENDOR EGLE		400.00
VENDOR NAME: ELHORN ENGINEERING		
300046	CHLORINE, FERROVER IRON	520.50
TOTAL VENDOR ELHORN ENGINEERING		520.50
VENDOR NAME: FCI AUTOMATION - LANSING		
75149	Z SERIES HOSE ASSY, HOSE PROTECTION SLEE	46.49
75559	HOSE-WEATHERSHIELD, CRIMP, Z SERIES HOSE	307.27
TOTAL VENDOR FCI AUTOMATION - LANSING		353.76
VENDOR NAME: FERGUSON ENTERPRISES, INC		
0183462	METERS	6,411.72
TOTAL VENDOR FERGUSON ENTERPRISES, INC		6,411.72
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
874085	GENERAL & CHERRY ST SANITARY SEWER	728.50
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		728.50
VENDOR NAME: GORDON'S FOOD SERVICE		
809256993	CHRISTMAS CELEBRATION	152.57
TOTAL VENDOR GORDON'S FOOD SERVICE		152.57
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
26307094	WASTE SERVICES	226.75
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		226.75
VENDOR NAME: INTERSTATE BATTERIES		
110114655	BATTERY	123.20
TOTAL VENDOR INTERSTATE BATTERIES		123.20
VENDOR NAME: KENNEDY INDUSTRIES INC.		
639460	REPAIRED PUM[1,995.50
TOTAL VENDOR KENNEDY INDUSTRIES INC.		1,995.50
VENDOR NAME: MENARDS-LANSING WEST		
66488	RED/BLACK PRESENT, PINE/BERRY SPRAY, ORN	181.78
66766	STAPPLER, POLY CLEAR, ODOR FILTER, RUST/	216.11
66817	POST IT TABS, 3 RING BINDER	20.55
66818	POLY CLEAR, GORILLA BLACK TAPE, PAPER PL	70.37
67029	ALL WEATHER CORD	79.98
67266	PAINT SUPPLIES	403.94
TOTAL VENDOR MENARDS-LANSING WEST		972.73
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11171706	WATER TESTING	48.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
	TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL	48.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
190431	GLOCK WITH FIXED SIGHTS , UPGRADE	27.00
	TOTAL VENDOR MICHIGAN POLICE EQUIPMENT	27.00
VENDOR NAME: MID MICHIGAN ELECTRICAL		
DEC. 8	REPLACE GFI ON LIGHT POLE BY RAIROAD TRA	165.00
	TOTAL VENDOR MID MICHIGAN ELECTRICAL	165.00
VENDOR NAME: MISSION COMMUNICATIONS, LLC		
1082339	SERVICE PACKAGE	1,018.80
	TOTAL VENDOR MISSION COMMUNICATIONS, LLC	1,018.80
VENDOR NAME: MMTA		
9213	REGISTRATION FOR WORKSHOP	149.00
	TOTAL VENDOR MMTA	149.00
VENDOR NAME: PETTY CASH		
OCT 2023	REIMBURSE FOR POSTAGE	100.00
	TOTAL VENDOR PETTY CASH	100.00
VENDOR NAME: PHILLIPS-ELLSWORTH, CHERYL		
12/07/2023	UB refund for account: ELIZ-000121-0000-	32.47
	TOTAL VENDOR PHILLIPS-ELLSWORTH, CHERYL	32.47
VENDOR NAME: PHP		
DEC 2023	MEDICAL BENEFITS	6,160.92
	TOTAL VENDOR PHP	6,160.92
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
26686	DELL 24" MONITOR	176.66
26727	ONSITE - ELECTION LAPTOP REPAIR	300.00
	TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY	476.66
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
OCT. 2023	ASSESSING SERVICES	1,333.33
	TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC	1,333.33
VENDOR NAME: QUILL CO		
174146531	CALENDAR	20.18
35887301	CALENDARS, SOAP	103.85
	TOTAL VENDOR QUILL CO	124.03
VENDOR NAME: SHARE CORPORATION		
251808	PIG FLEECE LINED DRIVER KEYSTONE THUMB-	316.49
	TOTAL VENDOR SHARE CORPORATION	316.49
VENDOR NAME: ST. REGIS CULVERT, INC.		
121210	SBC VALLITE BLADE	297.60
	TOTAL VENDOR ST. REGIS CULVERT, INC.	297.60
VENDOR NAME: STATE OF MICHIGAN (E) STATE POLICE		
551-628032	TOKEN FEE	33.00
	TOTAL VENDOR STATE OF MICHIGAN (E) STATE POLICE	33.00
VENDOR NAME: THE COUNTY JOURNAL		
269386	ANNUAL CHRISTMAS EVENT PUBLISHED	116.20
269387	ANNUAL CHRISTMAS EVENT PUBLISHED	116.20
	TOTAL VENDOR THE COUNTY JOURNAL	232.40
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
258931	MOTOR TREATMENT	62.60
577-259171	PARTS	24.08
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	86.68

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: UNITED STATES POST OFFICE		
NOV 2023	WATER BILL POSTAGE	491.29
DEC 23	WATER/SEWER BILLS DEC 23	218.00
TOTAL VENDOR UNITED STATES POST OFFICE		709.29
VENDOR NAME: UNUM LIFE INSURANCE		
NOV. 2023	SHORT/LONG TERM DISABILITY INSURANCE	306.19
TOTAL VENDOR UNUM LIFE INSURANCE		306.19
VENDOR NAME: VERIZON WIRELESS		
9950606406	CELL PHONES	483.48
9950970822	SERVICE11/6-12/5-23	39.02
TOTAL VENDOR VERIZON WIRELESS		522.50
VENDOR NAME: VISION SERVICE PLAN		
DEC 2023	VISION	202.52
TOTAL VENDOR VISION SERVICE PLAN		202.52
VENDOR NAME: WIGHTMAN		
84965	USDA PROJECT	1,380.00
84966	CHERRY STREET	250.00
84967	GENERAL	2,268.83
TOTAL VENDOR WIGHTMAN		3,898.83
GRAND TOTAL:		146,197.43

12/21/2023 10:28 AM
 User: RDOLMAN
 DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 12/15/2023 - 12/21/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ABFALTER REPAIR LLC		
342	REPLACE BOX LIFT CYLINDER	4,780.00
TOTAL VENDOR ABFALTER REPAIR LLC		4,780.00
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
6753	MINI CARABINER	9.28
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		9.28
VENDOR NAME: ALRO STEEL		
DLM7302LZ	SUPPLIES	35.10
TOTAL VENDOR ALRO STEEL		35.10
VENDOR NAME: BENTON TOWNSHIP		
26102507	STORM - DUMP YOUR JUNK	2,054.79
TOTAL VENDOR BENTON TOWNSHIP		2,054.79
VENDOR NAME: CITY OF POTTERVILLE		
11/28-12/22/23	UTILITIES	475.58
TOTAL VENDOR CITY OF POTTERVILLE		475.58
VENDOR NAME: FALIN, TIFFANI		
NOV/DEC	MILEAGE AND REIMBURSEMENT	195.46
TOTAL VENDOR FALIN, TIFFANI		195.46
VENDOR NAME: MENARDS-LANSING WEST		
67576	SPOTLIGHT, CLEANING SUPPLIES, UTILITY KN	70.77
TOTAL VENDOR MENARDS-LANSING WEST		70.77
VENDOR NAME: MICHIGAN RURAL WATER		
2020-09178	MEMBER REGISTRATION TRAINING	860.00
TOTAL VENDOR MICHIGAN RURAL WATER		860.00
VENDOR NAME: OAKLAND COMMUNITY COLLEGE/CREST		
8999	RED DOT INSTRUTOR TRIANING	250.00
TOTAL VENDOR OAKLAND COMMUNITY COLLEGE/CREST		250.00
VENDOR NAME: STANLEY, DONALD		
03692132	REIMBURSEMENT	47.97
TOTAL VENDOR STANLEY, DONALD		47.97
VENDOR NAME: UNITED STATES POST OFFICE		
DEC	UTILITIES POSTAGE	219.23
POSTAGE	ELECTION POSTAGE	264.00
TOTAL VENDOR UNITED STATES POST OFFICE		483.23
VENDOR NAME: VILLAGE OF DIMONDALE		
1/18/24	INTERNATIONAL FLOW TRUCK BELLY- BLADE	2,000.00
TOTAL VENDOR VILLAGE OF DIMONDALE		2,000.00
VENDOR NAME: WOW!BUSINESS		
12/6/23-1/5/24	.PHONE AND INTERNET	674.95
TOTAL VENDOR WOW!BUSINESS		674.95
GRAND TOTAL:		11,937.13

12/04/2023 09:46 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TAX (TAX ACCOUNT)
FROM 11/01/2023 TO 11/30/2023
Reconciliation Record ID: 221

GL Number	Description	Beginning Balance
703-000-001.000	CASH	14,742.89
Beginning GL Balance:		14,742.89
Add: Cash Receipts		7,727.29
Add: Tax Receipts		4,159.85
Less: Cash Disbursements		(24,350.67)
Add: Journal Entries/Other		70.62
Ending GL Balance:		2,349.98

GL Number	Description	Ending Balance
703-000-001.000	CASH	2,349.98
Ending GL Balance:		2,349.98
Ending Bank Balance:		10,695.75
Add: Deposits in Transit		
	11/30/2023 Deposit ID: 1535	250.00
		<u>250.00</u>
Less: 6 AP Outstanding Checks		8,595.77
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		2,349.98
Unreconciled Difference:		0.00

REVIEWED BY:  _____

DATE: 12-5-23

User: JWest

Bank FEST (GIZZARD FEST)

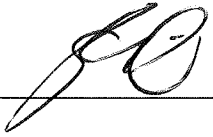
DB: Potterville

FROM 11/01/2023 TO 11/30/2023

Reconciliation Record ID: 225

GL Number	Description	Beginning Balance
211-000-001.000	CASH	42,161.95
Beginning GL Balance:		42,161.95
Add: Journal Entries/Other		675.98
Ending GL Balance:		42,837.93

GL Number	Description	Ending Balance
211-000-001.000	CASH	42,837.93
Ending GL Balance:		42,837.93
Ending Bank Balance:		42,837.93
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		42,837.93
Unreconciled Difference:		0.00



REVIEWED BY: _____

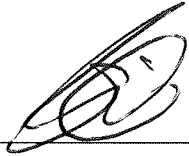
DATE: 12-5-23

User: JWest
DB: Potterville

Bank PR (PAYROLL ACCOUNT)
FROM 11/01/2023 TO 11/30/2023
Reconciliation Record ID: 222

GL Number	Description	Beginning Balance
750-000-001.000	CASH	5,076.83
Beginning GL Balance:		5,076.83
Add: Payroll Disbursements		1,583.96
Ending GL Balance:		6,660.79

GL Number	Description	Ending Balance
750-000-001.000	CASH	6,660.79
Ending GL Balance:		6,660.79
Ending Bank Balance:		6,800.27
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 1 PR Outstanding Checks		139.48
Adjusted Bank Balance		6,660.79
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 12-5-23

GL Number	Description	Beginning Balance
101-000-001.000	CASH	1,297,749.07
202-000-001.000	CASH	79,210.09
203-000-001.000	CASH	(30,370.49)
208-000-001.000	CASH	(86,627.94)
370-000-001.000	CASH	
401-000-001.000	CASH	6,404.29
590-000-001.000	CASH	129,839.27
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	91,613.00
591-000-001.000	CASH	699,823.00
591-000-010.000	CASH IN BANK - BOND RESERVE	184,370.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	329,330.00
598-000-001.000	CASH	5,033.26
641-000-001.000	CASH	66,457.34

Beginning GL Balance:	3,101,380.89
Add: Cash Receipts	558,837.17
Less: Cash Disbursements	(184,567.54)
Less: Payroll Disbursements	(71,887.17)
Add: Journal Entries/Other	42,956.60
Ending GL Balance:	3,446,719.95

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,500,625.86
202-000-001.000	CASH	73,372.24
203-000-001.000	CASH	(63,870.88)
208-000-001.000	CASH	29,860.42
370-000-001.000	CASH	
401-000-001.000	CASH	6,254.30
590-000-001.000	CASH	178,705.70
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	91,613.00
591-000-001.000	CASH	747,582.32
591-000-010.000	CASH IN BANK - BOND RESERVE	184,370.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	329,330.00
598-000-001.000	CASH	5,033.26
641-000-001.000	CASH	35,293.73

Ending GL Balance: 3,446,719.95

Ending Bank Balance: 3,504,027.25

Add: Miscellaneous Transactions 2,733.84

Add: Deposits in Transit

11/30/2023 Deposit ID: 1534 5,375.75

AMERICAN EXPRESS PAYMENT TO CLEAR IN DEC 2023 (84.11)

5,291.64

Less: 12 AP Outstanding Checks 65,332.78

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 3,446,719.95

Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 12-5-23

User: JWest

DB: Potterville

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		DUAL (ABNORMAL)	BUDGET DUAL	(ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	599,185.21	599,000.00	601,465.53	7,284.35
101-000-403.000	SOLID WASTE TAX	76,458.15	76,000.00	76,660.29	969.17
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	647.00	215.50
101-000-445.000	CITY PENALTY	2,926.99	2,900.00	905.22	479.97
101-000-447.000	ADMINISTRATION FEE	30,833.22	30,500.00	21,562.03	192.48
101-000-476.000	PERMITS	8,830.00	7,000.00	2,650.00	30.00
101-000-477.000	3% CABLE T.V.	7,142.52	8,500.00	3,039.39	1,518.07
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	1,948.65	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	569.88	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	238,606.49	230,000.00	111,721.08	0.00
101-000-574.000	ST SHARED REV - SALES TAX	333,973.00	320,000.00	56,448.00	0.00
101-000-574.100	CVTRS-CLFRF	41,939.00	41,938.00	7,201.00	0.00
101-000-574.200	CVTRS-PUBLIC SAFETY	0.00	0.00	138.00	0.00
101-000-579.000	GRANT REVENUE	63,450.00	118,600.00	0.00	0.00
101-000-602.000	FOIA	252.56	0.00	96.63	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	417.20	350.00	70.00	25.00
101-000-656.000	FINES & FORFEITURES	2,812.68	2,000.00	749.10	0.00
101-000-665.000	INTEREST	28,931.97	24,000.00	20,673.77	4,112.58
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	293.88	0.00
101-000-674.000	DONATIONS	993.00	0.00	250.65	250.00
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	7,575.00	5,075.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	41,768.40	43,000.00	11,679.23	11,679.23
101-000-684.000	MISC INCOME	33.44	0.00	123.85	3.00
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	0.00	447,528.61	447,292.04
101-000-689.000	CASH OVER & UNDER	0.00	0.00	3.32	0.00
101-000-693.000	SALE OF FIXED ASSETS	1,450.00	0.00	0.00	0.00
Total Dept 000		1,657,865.90	1,666,433.28	1,374,000.11	479,126.39
TOTAL REVENUES		1,657,865.90	1,666,433.28	1,374,000.11	479,126.39
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,436.50	3,000.00	310.94	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	21.42	0.00
101-101-731.000	PUBLICATION	327.30	600.00	118.70	0.00
101-101-740.000	SUPPLIES	67.94	200.00	25.98	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	59,639.83	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	60,116.87	0.00
Dept 171 - MAYOR					
101-171-703.000	SALARIES	660.00	850.00	60.00	0.00
101-171-719.000	FRINGE BENEFITS	27.54	85.00	4.59	0.00
Total Dept 171 - MAYOR		687.54	935.00	64.59	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	78,477.39	79,285.52	31,014.84	6,184.94
101-172-719.000	FRINGE BENEFITS	17,268.95	17,631.79	6,518.59	1,302.34
101-172-740.000	SUPPLIES	19.64	30.00	139.91	0.00
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	200.00	0.00	0.00
Total Dept 172 - CITY MANAGER		95,765.98	97,297.31	37,673.34	7,487.28
Dept 215 - CLERK					
101-215-703.000	SALARIES	33,067.14	33,672.38	13,910.53	2,838.72
101-215-719.000	FRINGE BENEFITS	3,137.52	3,276.37	1,064.16	217.16
101-215-740.000	SUPPLIES	376.73	450.00	59.56	0.00
101-215-741.000	POSTAGE	282.00	400.00	195.00	0.00
101-215-781.000	COMPUTER SOFTWARE	374.14	400.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 11/30/2023 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2023 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-809.000	TRAINING	1,468.19	2,400.00	0.00	0.00
101-215-822.000	ELECTIONS	8,376.55	11,000.00	3,575.82	2,267.15
101-215-958.000	DUES AND SUBSCRIPTIONS	95.00	160.00	75.00	75.00
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	18,880.07	5,398.03
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,450.00	23,850.00	19,000.00	0.00
Total Dept 223 - AUDIT		21,450.00	23,850.00	19,000.00	0.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	67,773.33	68,471.41	26,783.91	5,341.16
101-253-719.000	FRINGE BENEFITS	21,990.22	22,858.53	9,281.36	1,700.58
101-253-740.000	SUPPLIES	365.78	400.00	269.57	0.00
101-253-741.000	POSTAGE	922.71	1,650.00	478.17	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	1,553.02	276.15
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	99.00	99.00
Total Dept 253 - TREASURERS OFFICE		95,125.49	97,979.94	38,465.03	7,416.89
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,010.35	1,205.78	443.63	88.47
101-257-719.000	FRINGE BENEFITS	705.87	750.00	250.78	46.20
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	9.25	0.00
101-257-781.000	COMPUTER SOFTWARE	235.00	250.00	349.99	0.00
101-257-810.050	RE INSPECTION - 20%	3,350.27	3,350.27	1,459.97	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	4,000.32	0.00
Total Dept 257 - ASSESSOR		23,296.97	24,331.05	6,513.94	400.12
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,893.98	23,295.84	9,038.46	1,666.47
101-265-719.000	FRINGE BENEFITS	8,999.44	9,240.87	3,177.85	624.76
101-265-731.000	PUBLICATION	708.30	650.00	0.00	0.00
101-265-740.000	SUPPLIES	3,370.68	3,970.00	1,757.89	54.44
101-265-741.000	POSTAGE	950.41	1,400.00	453.84	0.00
101-265-775.000	REPAIRS & MAINT	862.23	900.00	17,320.37	17,320.37
101-265-781.000	COMPUTER SOFTWARE	20,998.98	18,000.00	8,214.30	804.00
101-265-802.000	SERVICE	1,951.27	2,100.00	967.35	55.26
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	319.88	200.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	1,911.54	1,900.00	225.72	0.00
101-265-913.000	INSURANCE-LIAB & WORKMAN COMP	0.00	0.00	713.96	713.96
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	42,189.62	21,439.26
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	32,317.61	25,000.00	16,555.10	1,102.50
Total Dept 266 - ATTORNEY		32,317.61	25,000.00	16,555.10	1,102.50
Dept 301 - POLICE					
101-301-703.000	SALARIES	208,756.25	212,290.21	84,258.74	16,684.68
101-301-703.002	OVERTIME SALARIES	13,203.83	15,000.00	2,740.60	597.24
101-301-719.000	FRINGE BENEFITS	55,338.11	53,722.00	23,811.78	4,460.36
101-301-728.000	UNIFORM EXPENSES	6,042.10	5,000.00	5,294.92	4,438.97
101-301-740.000	SUPPLIES	8,154.21	7,300.00	3,641.67	690.00
101-301-740.700	GUNS AND AMMUNITION	5,257.45	500.00	4,761.04	74.95
101-301-775.000	REPAIRS & MAINT	3,741.69	5,000.00	2,043.90	0.00

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 NORMAL (ABNORMAL)	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2023 INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
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	861.00	0.00
101-301-802.000	SERVICE	10.00	1,000.00	1,070.09	0.00
101-301-809.000	TRAINING	2,577.03	2,500.00	268.00	0.00
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,795.24	2,050.00	656.12	173.19
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	0.00
101-301-960.000	MISC	15.31	100.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	76,381.10	2,500.00	0.00	0.00
101-301-980.100	COMPUTER EQUIPMENT	64.97	500.00	0.00	0.00
Total Dept 301 - POLICE		383,787.68	312,812.21	129,694.06	27,119.39
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	250.00	500.00	569.88	569.88
Total Dept 302 - POLICE STATE TRAINING		250.00	500.00	569.88	569.88
Dept 337 - EMS					
101-337-802.000	SERVICE	127,200.00	129,600.00	64,800.00	0.00
Total Dept 337 - EMS		127,200.00	129,600.00	64,800.00	0.00
Dept 441 - DPW					
101-441-775.000	REPAIRS & MAINT	0.00	2,500.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	5,326.18	7,500.00	5,835.52	1,948.84
Total Dept 441 - DPW		5,326.18	10,000.00	5,835.52	1,948.84
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	15,435.83	3,078.20
101-702-719.000	FRINGE BENEFITS	3,599.42	3,648.54	1,180.85	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	25.58	0.00
101-702-853.000	TELEPHONE EXPENSE	725.31	930.00	268.39	53.72
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	16,910.65	3,367.41
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	9,022.88	9,500.00	8,208.66	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	11,921.52	0.00
Total Dept 906 - DEBT SERVICE		76,753.72	77,722.93	45,541.52	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	200,000.00	150,000.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	0.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	81,028.33	54,000.00	0.00	0.00
101-966-965.591	CONTRIBUTION TO WATER	48,588.02	0.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
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	100,000.00	50,000.00
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		525,482.87	458,756.28	302,654.00	200,000.00
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	805,464.19	276,249.60
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,657,865.90	1,666,433.28	1,374,000.11	479,126.39
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	805,464.19	276,249.60
NET OF REVENUES & EXPENDITURES		41,382.89	166,005.80	568,535.92	202,876.79
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	1,490,574.93	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		DYBAL (ABNORMAL)	BUDGET	DYBAL (ABNORMAL)	BASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,581.18	5,400.00	5,079.12	160.00
202-000-553.000	ACT 51	246,961.71	227,000.00	63,558.86	18,875.85
202-000-582.000	COUNTY ROAD MILL 2014	41,255.60	41,000.00	8.92	0.00
202-000-665.000	INTEREST	6,981.91	6,338.74	4,659.26	1,028.15
Total Dept 000		300,780.40	279,738.74	73,306.16	20,064.00
TOTAL REVENUES		300,780.40	279,738.74	73,306.16	20,064.00
Expenditures					
Dept 463 - ROUTINE MAINT					
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	87,500.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	3,936.00	4,500.00	477.05	350.00
202-463-818.000	CONTRACT LABOR	0.00	0.00	153,345.99	20,138.32
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	50,000.00	0.00
Total Dept 463 - ROUTINE MAINT		173,186.00	175,200.00	291,323.04	20,488.32
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	15,420.25	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	15,420.25	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	3,080.53	3,080.53
Total Dept 906 - DEBT SERVICE		16,979.78	17,424.99	3,080.53	3,080.53
TOTAL EXPENDITURES		235,889.27	223,974.99	309,823.82	23,568.85
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		300,780.40	279,738.74	73,306.16	20,064.00
TOTAL EXPENDITURES		235,889.27	223,974.99	309,823.82	23,568.85
NET OF REVENUES & EXPENDITURES		64,891.13	55,763.75	(236,517.66)	(3,504.85)
BEG. FUND BALANCE		244,998.77	309,889.90	309,889.90	
END FUND BALANCE		309,889.90	365,653.65	73,372.24	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	36,000.00	29,361.47	160.00
203-000-553.000	ACT 51	98,129.37	95,000.00	25,275.47	7,506.36
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	465.92	102.81
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	87,500.00	0.00
203-000-699.101	GF CONTRIBUTION	155,139.99	0.00	0.00	0.00
Total Dept 000		511,064.74	351,290.00	142,602.86	7,769.17
TOTAL REVENUES		511,064.74	351,290.00	142,602.86	7,769.17
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-818.000	CONTRACT LABOR	0.00	0.00	153,346.07	20,138.34
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	20,000.00	25,000.00	5,000.00	0.00
Total Dept 463 - ROUTINE MAINT		20,000.00	25,000.00	158,346.07	20,138.34
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	52,537.17	18,798.22
Total Dept 906 - DEBT SERVICE		299,633.47	302,154.08	86,206.17	18,798.22
TOTAL EXPENDITURES		565,533.23	351,290.00	244,552.24	38,936.56
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		511,064.74	351,290.00	142,602.86	7,769.17
TOTAL EXPENDITURES		565,533.23	351,290.00	244,552.24	38,936.56
NET OF REVENUES & EXPENDITURES		(54,468.49)	0.00	(101,949.38)	(31,167.39)
BEG. FUND BALANCE		92,546.99	38,078.50	38,078.50	
END FUND BALANCE		38,078.50	38,078.50	(63,870.88)	

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 11/30/2023 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2023 BASE (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.000	LEAGUE FEES	325.00	0.00	0.00	0.00
208-000-478.030	CONCESSIONS	29,281.18	28,030.00	14,722.73	0.00
208-000-478.070	FIELD RENTAL	28,559.00	21,000.00	10,803.00	1,623.00
208-000-478.084	FLAG FOOTBALL	1,620.00	1,250.00	1,035.00	0.00
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	500.00	0.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,650.00	950.00	0.00
208-000-674.000	DONATIONS	1,300.00	0.00	500.00	500.00
208-000-680.001	SPECIAL EVENTS	700.00	700.00	250.00	0.00
208-000-684.000	MISC INCOME	40.00	0.00	0.00	0.00
208-000-699.101	GF CONTRIBUTION	116,255.81	285,511.27	200,000.00	150,000.00
Total Dept 000		188,360.99	345,641.27	228,760.73	152,123.00
TOTAL REVENUES		188,360.99	345,641.27	228,760.73	152,123.00
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	48,748.06	51,395.88	22,853.75	3,854.15
208-751-703.002	OVERTIME SALARIES	0.00	0.00	176.42	0.00
208-751-719.000	FRINGE BENEFITS	20,483.45	20,060.39	10,434.94	1,778.03
208-751-728.000	UNIFORM EXPENSES	0.00	550.00	0.00	0.00
208-751-731.000	PUBLICATION	562.28	600.00	892.16	0.00
208-751-740.000	SUPPLIES	6,460.80	5,500.00	2,891.04	231.23
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	3,507.50	0.00
208-751-809.000	TRAINING	1,073.11	1,200.00	0.00	0.00
208-751-810.100	GRANT EXPENSE	0.00	166,600.00	147.50	0.00
208-751-818.000	CONTRACT LABOR	5,439.62	2,500.00	153,647.12	20,138.34
208-751-853.000	TELEPHONE EXPENSE	647.27	875.00	268.39	53.72
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,283.91	9,300.00	10,055.74	0.00
208-751-962.000	MILEAGE	397.08	400.00	235.77	72.56
Total Dept 751 - PARK ADMIN		128,188.90	286,131.27	205,110.33	26,128.03
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	2,396.61	2,500.00	2,429.34	0.00
208-770-775.000	REPAIRS & MAINT	3,401.43	3,500.00	9,094.04	4,450.45
208-770-802.000	SERVICE	323.40	500.00	895.84	343.84
208-770-920.000	UTILITIES	13,784.36	12,500.00	4,013.36	1,197.16
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		19,905.80	19,000.00	16,432.58	5,991.45
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	0.00
208-774-745.000	YOUTH UMPIRE FEES	0.00	100.00	0.00	0.00
208-774-775.000	REPAIRS & MAINT	2,006.90	2,000.00	2,020.40	47.90
Total Dept 774 - BASEBALL		2,682.79	3,600.00	2,070.34	47.90
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,441.17	4,500.00	1,247.82	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	5,556.09	7,400.00	1,010.00	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	11/30/2023	MONTH 11/30/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 208 - PARK FUND					
Expenditures					
Total Dept 777 - BALLFIELD		8,407.26	14,150.00	2,452.82	0.00
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	6,227.66	5,700.00	3,030.02	247.50
208-778-719.000	FRINGE BENEFITS	839.67	570.00	402.31	32.31
208-778-740.000	SUPPLIES	13,434.84	11,500.00	5,683.89	730.79
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	421.17	122.66
Total Dept 778 - CONCESSIONS		22,303.39	19,650.00	9,537.39	1,133.26
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	235,898.46	33,300.64
Fund 208 - PARK FUND:					
TOTAL REVENUES		188,360.99	345,641.27	228,760.73	152,123.00
TOTAL EXPENDITURES		183,134.25	345,641.27	235,898.46	33,300.64
NET OF REVENUES & EXPENDITURES		5,226.74	0.00	(7,137.73)	118,822.36
BEG. FUND BALANCE		31,971.41	37,198.15	37,198.15	
END FUND BALANCE		37,198.15	37,198.15	30,060.42	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		AMAL (ABNORMAL)	BUDGET AMAL	(ABNORMAL)	BASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	601.37	600.00	644.91	127.08
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	150.00	0.00
211-000-682.000	RACE	9,164.32	6,000.00	548.90	548.90
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	0.00
211-000-688.000	CARNIVAL	3,827.90	2,900.00	0.00	0.00
211-000-690.000	TENT TICKET SALES	8,838.27	6,500.00	0.00	0.00
211-000-691.000	ATM	0.00	200.00	4.00	0.00
211-000-695.000	T SHIRT SALES	100.00	0.00	0.00	0.00
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI	1,826.00	0.00	0.00	0.00
Total Dept 000		56,589.04	41,700.00	1,749.81	675.98
TOTAL REVENUES		56,589.04	41,700.00	1,749.81	675.98
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	0.00
211-779-880.500	PAGEANT	2,655.04	1,000.00	0.00	0.00
211-779-880.600	RACE	3,378.79	4,000.00	473.34	0.00
Total Dept 779 - SPECIAL EVENTS		46,540.10	49,000.00	1,946.32	0.00
TOTAL EXPENDITURES		46,540.10	49,000.00	1,946.32	0.00
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		56,589.04	41,700.00	1,749.81	675.98
TOTAL EXPENDITURES		46,540.10	49,000.00	1,946.32	0.00
NET OF REVENUES & EXPENDITURES		10,048.94	(7,300.00)	(196.51)	675.98
BEG. FUND BALANCE			43,034.44	43,034.44	
FUND BALANCE ADJUSTMENTS		32,985.50			
END FUND BALANCE		43,034.44	35,734.44	42,837.93	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	BASE (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	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98	21,000.00	22,561.19	0.00
247-728-665.000	INTEREST INCOME	148.99	150.00	2,859.89	2,399.88
Total Dept 728 - TIFA DEPT		195,508.04	199,150.00	174,081.54	2,399.88
TOTAL REVENUES		195,508.04	199,150.00	174,081.54	2,399.88
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,900.00	2,116.65	483.33
247-728-727.000	OFFICE EXPENSE	1,123.05	1,120.00	25.00	25.00
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	4,350.00	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	50,000.00	0.00
247-728-993.000	BOND INTEREST	17,432.50	15,283.00	8,191.25	0.00
Total Dept 728 - TIFA DEPT		84,663.54	94,503.00	64,682.90	508.33
TOTAL EXPENDITURES		84,663.54	94,503.00	64,682.90	508.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	199,150.00	174,081.54	2,399.88
TOTAL EXPENDITURES		84,663.54	94,503.00	64,682.90	508.33
NET OF REVENUES & EXPENDITURES		110,844.50	104,647.00	109,398.64	1,891.55
BEG. FUND BALANCE		50,368.77	161,213.27	161,213.27	
END FUND BALANCE		161,213.27	265,860.27	270,611.91	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN					
Revenues					
Dept 000					
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00	0.00
Total Dept 000		2,654.00	2,654.00	2,654.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	0.00
Expenditures					
Dept 729 - DOWNTOWN					
401-729-740.600	LANDSCAPING SUPPLIES	2,558.48	3,000.00	218.98	149.99
401-729-818.000	CONTRACT LABOR	145.00	600.00	0.00	0.00
Total Dept 729 - DOWNTOWN		2,703.48	3,600.00	218.98	149.99
TOTAL EXPENDITURES		2,703.48	3,600.00	218.98	149.99
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:					
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	0.00
TOTAL EXPENDITURES		2,703.48	3,600.00	218.98	149.99
NET OF REVENUES & EXPENDITURES		(49.48)	(946.00)	2,435.02	(149.99)
BEG. FUND BALANCE		3,868.76	3,819.28	3,819.28	
END FUND BALANCE		3,819.28	2,873.28	6,254.30	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		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	55,216.96	(187.34)
590-000-642.001	FIXED COSTS	484,377.11	486,422.00	166,717.89	76.76
590-000-656.000	FINES & FORFEITURES	17,803.76	15,000.00	7,921.98	1,588.51
590-000-665.000	INTEREST	10,472.82	10,200.00	6,988.88	1,542.22
590-000-666.000	INSPECTION FEE	250.00	250.00	375.00	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	237,220.71	3,020.15
TOTAL REVENUES		778,128.65	748,272.00	237,220.71	3,020.15
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	845.43	3,000.00	5,746.50	2,297.00
590-537-809.000	TRAINING	0.00	100.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		845.43	3,100.00	5,746.50	2,297.00
Dept 556 - DPW					
590-556-740.000	SUPPLIES	7,857.29	14,000.00	8,157.65	8,157.65
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	268.90	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	8,713.07	0.00
590-556-818.000	CONTRACT LABOR	700.00	5,000.00	0.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	190,000.00	190,000.00	50,000.00	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	40,865.63	0.00
Total Dept 556 - DPW		521,156.89	297,050.00	108,005.25	8,157.65
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	72,508.81	0.00
Total Dept 906 - DEBT SERVICE		201,707.23	374,677.00	115,508.81	0.00
TOTAL EXPENDITURES		723,709.55	674,827.00	229,260.56	10,454.65
Fund 590 - SEWER FUND:					
TOTAL REVENUES		778,128.65	748,272.00	237,220.71	3,020.15
TOTAL EXPENDITURES		723,709.55	674,827.00	229,260.56	10,454.65
NET OF REVENUES & EXPENDITURES		54,419.10	73,445.00	7,960.15	(7,434.50)
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	2,975,014.18	

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		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	200,282.75	197,000.00	71,297.98	8.26
591-000-642.001	FIXED COSTS	382,824.32	392,183.28	130,165.20	60.65
591-000-644.000	PENALTIES	650.00	650.00	480.00	140.00
591-000-656.000	FINES & FORFEITURES	15,380.61	14,000.00	7,110.86	1,478.14
591-000-665.000	INTEREST	23,738.38	20,000.00	15,841.44	3,495.69
591-000-666.000	INSPECTION FEE	175.00	175.00	325.00	0.00
591-000-672.000	HOOK UP FEES	18,500.00	18,500.00	61,425.00	0.00
591-000-684.000	MISC INCOME	87.50	0.00	324.62	0.00
591-000-699.101	GF CONTRIBUTION	48,588.02	48,588.02	0.00	0.00
Total Dept 000		690,226.58	691,096.30	286,970.10	5,182.74
TOTAL REVENUES		690,226.58	691,096.30	286,970.10	5,182.74
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	1,805.65	591.29
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	596.80	0.00
Total Dept 537 - ADMINISTRATIVE		4,966.59	8,200.00	2,402.45	591.29
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,473.95	4,000.00	1,273.90	0.00
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	13,426.86	5,433.00
591-556-802.000	SERVICE	8,462.96	12,000.00	34,747.04	1,666.08
591-556-803.000	ENGINEERS FEES	28,538.99	29,000.00	8,713.07	0.00
591-556-818.000	CONTRACT LABOR	(2,575.07)	25,000.00	15,075.65	0.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	100,000.00	0.00
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	173,236.52	7,099.08
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	42,271.62	0.00
Total Dept 906 - DEBT SERVICE		114,044.55	210,674.00	69,271.62	0.00
TOTAL EXPENDITURES		531,932.80	544,874.00	244,910.59	7,690.37
Fund 591 - WATER FUND:					
TOTAL REVENUES		690,226.58	691,096.30	286,970.10	5,182.74
TOTAL EXPENDITURES		531,932.80	544,874.00	244,910.59	7,690.37
NET OF REVENUES & EXPENDITURES		158,293.78	146,222.30	42,059.51	(2,507.63)
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	3,063,765.28	

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		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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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	11/30/2023	MONTH 11/30/2023
		DML (ABNORMAL)	BUDGET DML	(ABNORMAL)	BASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	604,591.01	305,000.00	50,000.00
Total Dept 000		591,316.72	604,591.01	305,000.00	50,000.00
TOTAL REVENUES		591,316.72	604,591.01	305,000.00	50,000.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	242,702.38	240,786.55	107,074.10	19,380.30
641-932-703.002	OVERTIME SALARIES	15,379.82	14,500.00	7,566.69	1,287.59
641-932-719.000	FRINGE BENEFITS	76,880.60	78,092.19	39,189.84	6,642.11
641-932-728.000	UNIFORM EXPENSES	3,060.15	3,000.00	1,497.39	245.08
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	14,022.62	7,622.79
641-932-775.000	REPAIRS & MAINT	51,842.25	45,237.98	39,790.09	26,989.29
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	10,795.93	4,102.38
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	1,377.79	241.87
641-932-862.000	GAS	25,421.65	28,000.00	14,101.22	2,614.28
641-932-920.000	UTILITIES	121,252.59	129,000.00	38,151.04	8,856.25
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	500.00	507.24	360.00
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	7,233.35	2,821.67
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		617,815.49	591,316.72	281,307.30	81,163.61
TOTAL EXPENDITURES		617,815.49	591,316.72	281,307.30	81,163.61
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		591,316.72	604,591.01	305,000.00	50,000.00
TOTAL EXPENDITURES		617,815.49	591,316.72	281,307.30	81,163.61
NET OF REVENUES & EXPENDITURES		(26,498.77)	13,274.29	23,692.70	(31,163.61)
BEG. FUND BALANCE		149,435.95	122,937.18	122,937.18	
END FUND BALANCE		122,937.18	136,211.47	146,629.88	
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,990,995.06	4,930,566.60	2,826,346.02	720,361.31
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		4,628,950.72	4,379,454.46	2,418,065.36	472,022.60
NET OF REVENUES & EXPENDITURES		362,044.34	551,112.14	408,280.66	248,338.71
BEG. FUND BALANCE - ALL FUNDS		7,414,558.88	7,632,002.79	7,632,002.79	
FUND BALANCE ADJ - ALL FUNDS		(144,600.43)			
END FUND BALANCE - ALL FUNDS		7,632,002.79	8,183,114.93	8,040,283.45	

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
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December 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. Last month City council reviewed a draft Resolution for the City's water rates and connection tap fees that was prepared with input from Baker Tilly Municipal Financial Advisors. The Resolution's intent was (and is) to meet the first of three designed 15% increases to the City's water system rates and tap fees that would fund, without new taxes or assessments, Revenue Bond financing from USDA Rural Development Program in the amount \$6.95 million (engineer's maximum). Sanitary Sewer fees and rates would not be impacted by the proposed rate increases. Per Baker Tilly, Sanitary Utility Rate Fee revenues are not eligible to be used to fund Water System USDA Rural Development Revenue Bonds per guidelines of the USDA Rural Development Program. If funded, the USDA RD Bond would allow the City to commence with a project to install an all-new Type I Municipal Water Well on City owned property, and Iron Removal Plant that would significantly increase the City's potable drinking water supply and firm water capacity as measured by the EGLE while updating antiqued iron removal processes (circa 1986). Two Public Hearings have been held on the Rate Resolution to allow for ample public input and consideration from utility customers. The City's Financial Review from Baker Tilly that has been presented to Council and the public, shows detailed financials of the Water systems and outlays including necessary USDA Bond reserve. Existing tap fee(s), applicable to new construction and development, have been included in the draft Resolution with the same flat increase of 15% for future water customers.

2. The City made contact with Representative Angela Witwer's Office of the 76th House District and followed up with a face-to-face meeting on December 12th at the Capital Building to discuss the City's latest USDA Rural Development Bond Project and its potential impact upon taxable value growth/development, housing, and jobs in District 76. Representative Witwer was extremely interested in the City project but can not guarantee line-item appropriation funds for a development project, even if the project is of critical importance unless it is vetted thoroughly and reviewed by the legislature in next year's State budget. The Representative's Office did pledge strong support for our project, and her assistance to investigate grants or other sources of revenue for the project.

3. City council will have for review multiple competitive bid proposals for a "pilot study" of Water Well #4 at City Park that if completed, would provide critical treatment design information (cost saving information) for well/Iron removal plant construction items like chemical treatment facilities, size of containments, pumpage draw downs, pipe sizes and quantities for a new proposed Iron removal plant construction. When I have all the Wellhead Pilot Study proposals in hand, I'll follow up with Council on this next step in any new production well and Iron Removal Plant.

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4. The City has received comparable bids for general contracting services that includes materials and labor to restore the DPW garage and salt barn across the street from City Hall. Both proposals are valid and include roof replacement (steel), roof sheeting, exterior sides, trim and soffits, gutters, structural damage repairs to trusses and timbers, interior surfaces, insulation, and permitting to start the project. EMC, Inc. Insurance Claims adjustor Andrew Baranski has reviewed both proposals as a service, and finds them to be acceptable for the proposed work. Upon authorized start, work can start soon after permitting is issued via Eaton County Construction Code and a deposit check is authorized to be issued to the contractor(s). Final payment of services for either proposal is contingent upon favorable final inspection and approval of ECC. Scope of work for the proposals requires significantly more planning and permit requirements than other lesser repairs, and accounts for the DPW Garage major work items and interior work only. Again, the comparable quotes for the site (includes west storage bay and salt barn) across Nelson Street from City Hall only. Both contractors have included prices for other projects to review at a later time. The bidders for the project are 1. Belfour Property Restoration who submits a comprehensive proposal with itemized work for \$140,431.89, and 2. Visionary Builders for \$133,355. Both bids are close, and represent fair prices for work as needed to repair the City buildings. Both bids are based upon accurate measurements of the structures and diligent inspection of the buildings. Both are generated from detailed walk throughs and discussions with contractor(s), myself and Don Stanley, DPW Director who has experience in building trades. After review of the bid materials and discussing the scope of work, I'd recommend Visionary Builders for the planned/permitted work to the DPW Garage & Salt Barn. Visionary Builders has excellent references from public offices and suppliers, and recent experiences with the same type of DPW barn construction in Eaton Rapids. To authorize the work I'm able to sign the proposal with your consent, and I ask to move forward with the project with some immediacy given the damaged roof(s) and displacement of DPW resources from the barn.

5. The City met with the City of Albion's Director of Public Works and Wightman Engineering on December 11th for a tour and onsite analysis of their Iron Removal Plant *and* wellfield that is going through a rehabilitation project. Results from the tour and discussions with real life operators alongside design engineers were fruitful in my opinion. I believe several valuable design concepts were generated that may be useful for the City's proposed wellhead project. A few important design items were the City's chemical storage handling (manganese, chlorine), safety accesses, environmental controls for humidity that destroys water treatment facilities at a fast rate, outdoor site security and worker pedestrian accesses, OSHA safety showers and placement of entrances, interior drainage of large containers that are prone to condensate, pre-installed connection pipes in concrete for later expansion of use.

City of Potterville

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TREASURER'S REPORT

December 21, 2023

Utility bills—as of 11/30/23 (bills due on 15th) \$19,072.22 is outstanding with \$15,396.43 over 30 days past due. The total amount outstanding is approximately \$9,000 less than last month at the same time.

Water usage month of Nov (Dec billing): 3,058,868 gallons

Sewer usage month of Nov (Dec billing): 3,174,337 gallons

Ready to service charge-water: \$32,564.96

Ready to service charge-sewer: \$40,946.08

Total water and sewer billed out from 10/26-11/27/23 is \$96,793.39

Payroll month of November, 2023: \$71,887.17 (this includes all payroll taxes + MERS).

Tax bill summer collection percentage: 97.1%. All tax payments received through 11/30/23 have been disbursed. Winter tax bills have been mailed. Winter tax bills are due on 2/14/24.

Bank reconciliations completed for month of November, 2023:

General account – Reconciled balance: **\$3,446,719.95**

Payroll account - Reconciled balance: **\$6,660.79**

Tax account – Reconciled balance: **\$2,349.98**

Gizzard Fest – Reconciled balance: **\$42,837.93**

Respectfully submitted,
Jodi West

City of Potterville

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From the Clerk's office – December 2023

It is hard to believe that we are preparing for the next election. The presidential primary is Tues. February 27th. This election is different as you will have to choose which ballot you want either a republican or democrat ballot. Unlike other primaries where there is one ballot and you choose which the democrat or republican side to vote, you will have to ask for the ballot you want to participate in. The Clerk's office will be mailing the presidential primary ballot selection form, with prepaid return postage, to all permanent mail ballot voters who have not made selection.

This election will be the first election for many of the new election laws to be put in place. The biggest change will be the nine days of early voting. The City of Potterville early voting site is at Carmel Township Hall, 661 Beech Street, Charlotte, from Sat. Feb. 17 – Sun. Feb. 25.

To remain accredited, clerks must complete the continuing education training requirements by the end of the year. The continuing education curriculum consists of the following: Signature Verification Training; Signature Verification, Voter Notification, and Signature Cure Document and Address Confidentiality Program Module. I have completed all the requirements.

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

Becky Dolman

City of Potterville

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

- We continue to work on the MDNR Recreation Passport Grant, as construction is set to start in Spring of 2024. We need to resize the interpretive sign and add the correct QR code, and this sign will be ordered.
- Creating a project list to complete for 2024. We are making goals for next year in anticipation of a great turnout for programs and events.
- The 5-Year Parks & Recreation Plan is coming up in the last year of its cycle. The current plan is for 2020-2024. We will be taking this last year (2024) to make edits, new photos, new survey, etc. So we can get it approved by the MDNR. Having a 5-year Parks & Recreation Plan is having an inventory of existing facilities, resources and assets identifying community recreation and open space needs and to remain eligible for State of Michigan grants. A 5-Year Parks & Recreation plan is an overall operation and development guide that preserves other recreation amenities. In other words, it's a brainstorming documentation, with ideas of where the future of parks and recreation will go with the input of the community. Not all ideas in this "plan" will be completed. Having ideas in the plan will help advance us and give us more of an advantage when applying for grants.
- The City is decorated for the Christmas Season. Garland is up on the street poles of Main Street and Vermontville Highway. The Veterans Park and downtown Pavilion are decorated with additional decorations added this year. The tree and star are ready to go and are all on a timer to turn on with the sensor of the streetlights. Merry Christmas!
- We concluded the City of Potterville's Annual Christmas Event that was held on Saturday, December 2, 2023. We had a total of 16 participants this year prior to the event, cookies were from M Street Baking and looked fantastic, Santa made the trip this year and really enjoyed his time and cannot wait to visit again. We already have participants ready to come back for next year.
- The 7th Annual Best Holiday House Contest concluded. We had a total of six participants this year which is a decrease of participants from last year. Residents that live inside the City limits of Potterville are eligible to participate and needed to provide our department with their address and confirmation was sent out. Judges went out to judge based on the criteria they were given and utilized a scale for scoring. The top two winners were announced on social media and prizes are visa gift cards.
- Continue to further education by webinars, zoom meetings, certification, etc.

- The Parks & Recreation Director attend the NSA Michigan Hall of Fame Awards & Banquet on Saturday, December 2, 2023. She was presented with a crystal that is at City Hall. Our Lake Alliance Complex has been in partnership with NSA for over 20+ years and our partnership continues to grow with NSA. Our Lake Alliance Softball Complex was inducted into the NSA Michigan Hall of Fame. This is the highest honor in this organization. Lake Alliance Softball Complex was the only park inducted into the Hall of Fame in the Park Category. Over the years we've had:
 - 250 Slowpitch Qualifier Tournaments
 - 150 Girls Fastpitch Qualifier Tournaments
 - 50 BPA Qualifier Tournaments
 - 50 Slowpitch NIT Tournaments
 - 100 State Championships for Slowpitch & Girls Fastpitch
 - 25 BPA State Championship
 - 25 Slowpitch Regional Championship
 - 25 Slowpitch World Series
- We are currently still in the top tier of the booking tournament stage for 2024, as schedules are still trying to get finalized.
- Upcoming Events:
 - February 27-March 1, 2024: mParks Annual Conference & Trade Show- "Leap! Leadership Education for Advancing the Profession"

Respectfully Submitted,

Tiffany Falin, Parks & Recreation Director



Potterville
Police Department
Chief Richard Barry



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

Dear Councilors,

Please see the following update regarding your police department.

- **Completed Training:** Officer Collins and Chief Barry completed the Red Dot Instructor course at Oakland Community College.
- **Upcoming Training:** None scheduled
- **Completed Events:** Fill a cop car was a success, overfilling the explorer and partially filling the charger, which was donated to the local food pantry. We led the Christmas parade and our local talented officer serenaded the crowd afterward.
- **Upcoming Events:** On December 19th, we are participating in the Shop with a Hero event at the Charlotte Meijer.
- **Notes from Chief Barry:** Please remember during the holiday season that this is a time for celebration and joy for many, but not for all. Depression and stress during this time of the year can make someone say or do something that they normally would not. Pay close attention to your family, friends, and neighbors as they may be going through a battle that you can't see on the outside. Provide comfort to those around you and remind them that help is available. The number for the suicide and crisis hotline is 988, which can provide assistance seeking medical and mental treatment for those who are in need.

Total Calls for July: 122

-Traffic Stops: 25
 -Civil Complaints: 6
 -Suspicious Situations: 7

-Property Checks: 6
 -Retail Frauds: 2
 -Stolen Vehicles: 1

Calls for Service: 43

-Follow-up: 14
 -Traffic Violations: 4
 -Traffic Crashes: 4

Respectfully Submitted,

Chief R. Barry

EATON COUNTY 911

Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 11/01/2023 00:00:00 - 11/30/2023 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
PPD	911 UNKNOWN CALL	0	0	2	2	2%	0:11:41	0:04:03	0:07:20	0:34:49	0:17:25
	ABANDONED VEHICLE	0	1	0	1	1%	0:00:00	0:00:00	0:50:44	0:50:44	0:50:44
	ASSAULT	0	0	3	3	2%	0:42:57	0:00:00	0:17:29	1:44:49	0:34:56
	ASSIST CITIZEN	0	2	3	5	4%	0:04:36	0:34:55	0:35:03	3:27:42	0:41:32
	ASSIST OTHER POLICE DEPT	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:09:38	0:09:38
	CAR DEER ACCIDENT	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:07:24	0:07:24
	CHECK WELLBEING	0	1	2	3	2%	0:02:55	0:05:43	0:12:10	0:53:45	0:17:55
	CIVIL COMPLAINT	0	0	6	6	5%	0:03:06	0:04:17	0:14:38	2:12:01	0:22:00
	CRIMINAL SEXUAL CONDUCT REPORT	0	2	0	2	2%	0:00:00	0:00:00	0:00:37	0:01:15	0:00:38
	DIRECTED TRAFFIC ENFORCE	0	2	0	2	2%	0:00:00	0:00:00	0:00:03	0:00:06	0:00:03
	DOG RUNNING LOOSE	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:21:41	0:21:41
	EMS ASSIST	0	0	2	2	2%	0:00:06	0:00:03	0:40:10	0:42:45	0:21:23
	FOLLOWUP OF ANY KIND	0	14	0	14	11%	0:00:01	0:09:33	0:13:09	3:48:54	0:16:21
	FRAUD RETAIL EMBEZZLEMENT	0	0	3	3	2%	0:54:40	0:05:46	0:15:25	3:32:33	1:10:51
	LOCKOUT	0	1	0	1	1%	0:00:01	0:00:00	0:04:20	0:04:21	0:04:21
	MDOP	0	1	2	3	2%	0:49:29	1:56:41	0:13:56	3:14:10	1:04:43
	MESSAGE FOR OFFICER	0	9	0	9	7%	0:00:01	0:00:00	0:00:05	0:00:53	0:00:06
	MISCELLANEOUS ANIMAL	0	0	2	2	2%	0:04:28	0:00:00	0:00:00	0:27:42	0:13:51
	MISCELLANEOUS INCIDENT	0	2	0	2	2%	0:00:01	1:50:43	0:45:58	3:22:40	1:41:20
	PRISONER TRANSPORT	0	0	1	1	1%	0:00:27	0:15:22	1:38:22	1:54:11	1:54:11
PRIVATE PROPERTY DAMAGE CRASH	0	1	0	1	1%	0:00:00	0:00:00	0:17:01	0:17:01	0:17:01	
PROPERTY CHECK	0	6	0	6	5%	0:00:01	0:00:00	0:00:08	0:00:51	0:00:09	
PROPERTY DAMAGE CRASH	0	0	2	2	2%	0:02:10	0:04:35	0:53:50	2:01:09	1:00:35	

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
	PROPERTY DAMAGE HIT AND RUN	0	0	1	1	1%	0:02:33	0:22:17	0:50:58	1:15:48	1:15:48
	PROWLER	0	0	1	1	1%	0:00:54	0:02:57	0:06:17	0:10:08	0:10:08
	PUBLIC RELATIONS	0	1	0	1	1%	0:00:00	0:00:00	0:41:47	0:41:47	0:41:47
	RUNAWAY	0	0	2	2	2%	0:01:45	0:07:50	0:24:55	1:08:58	0:34:29
	SCHOOL THREAT	0	1	0	1	1%	0:00:00	0:00:00	0:58:52	0:58:52	0:58:52
	STOLEN VEHICLE	0	0	1	1	1%	0:03:08	0:14:15	0:04:31	0:21:54	0:21:54
	SUSPICIOUS SITUATION	0	0	4	4	3%	0:02:35	0:15:14	0:02:32	0:53:54	0:13:29
	SUSPICIOUS SUBJECT	0	1	0	1	1%	0:00:00	0:00:00	0:06:43	0:06:43	0:06:43
	SUSPICIOUS VEHICLE	0	2	1	3	2%	0:00:00	0:03:17	0:03:18	0:13:12	0:04:24
	TRAFFIC HAZARD	0	0	1	1	1%	0:02:58	0:04:45	0:21:00	0:28:43	0:28:43
	TRAFFIC STOP	0	25	0	25	20%	0:00:01	0:00:00	0:10:17	4:17:12	0:10:17
	TRAFFIC VIOLATION	0	0	1	1	1%	0:04:45	0:00:00	0:00:00	0:19:08	0:19:08
	WARRANT ATTEMPT PICKUP	0	7	0	7	6%	0:00:01	0:00:00	0:10:10	1:17:29	0:11:04
	Subtotals for No Summary Code	0	79	43	122	100%	0:07:49	0:21:14	0:22:00	42:04:52	0:29:03
	Subtotals for PPD	0	79	43	122	100%	0:07:49	0:21:14	0:22:00	42:04:52	0:29:03

Eaton County Central Dispatch

Total Calls For Service

November 2023				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,285	18.5%	15,543	19.0%
Fire	656	9.5%	8,794	10.8%
Police	4,991	72.0%	57,378	70.2%
Total Calls	6,932	100.0%	81,715	100.0%

Eaton County Central Dispatch

EMS Calls For Service

November 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	54	4.2%	816	5.2%
Delta Twp. EMS	488	38.0%	5,305	34.1%
Eaton Area EMS	450	35.0%	5,718	36.8%
Grand Ledge EMS	163	12.7%	1,923	12.4%
Vermontville EMS	23	1.8%	201	1.3%
Windsor Twp. EMS	76	5.9%	1,181	7.6%
Outside Agencies*	31	2.4%	399	2.6%
<i>DLHE (0), LIFE (5), LTEM (22), NEMS (4)</i>				
Total EMS Calls	1,285	100.0%	15,543	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

November 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	29	4.4%	316	3.6%
Benton Twp. Fire	17	2.6%	289	3.3%
Charlotte Fire	59	9.0%	875	9.9%
Delta Fire	260	39.6%	3,156	35.9%
Eaton Rapids City	41	6.3%	700	8.0%
Eaton Rapids Twp.	41	6.3%	702	8.0%
Grand Ledge Fire	72	11.0%	945	10.7%
Hamlin Twp Fire	17	2.6%	210	2.4%
Olivet Fire	23	3.5%	251	2.9%
Roxand Twp. Fire	15	2.3%	151	1.7%
Sunfield Fire	23	3.5%	266	3.0%
Vermontville Fire	7	1.1%	137	1.6%
Windsor Fire	34	5.2%	640	7.3%
Outside Agencies*	18	2.7%	156	1.8%
<i>LTFD (15), LAFD (2), MNGO (1)</i>				
Total Fire Calls	656	100.0%	8,794	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

November 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	37	0.7%	368	0.6%
Charlotte Police	817	16.4%	7,568	13.2%
Eaton County Sheriff	2,353	47.1%	28,678	50.0%
<i>Delta</i>	1,451	29.1%	16,923	29.5%
<i>Out County</i>	902	18.1%	11,047	19.3%
<i>Animal Control</i>	142	2.8%	1,886	3.3%
Eaton Rapids Police	243	4.9%	3,327	5.8%
Grand Ledge Police	392	7.9%	4,255	7.4%
Michigan State Police	989	19.8%	10,630	18.5%
Olivet Police	19	0.4%	331	0.6%
Pottersville Police	122	2.4%	2,098	3.7%
Outside Agencies*	19	0.4%	123	0.2%
ME (13), LANS (0), DNR (6)				
Total Police Calls	4,991	100.0%	57,378	100.0%

* Agencies Outside Eaton County



POTTERVILLE, MI

"The City of Helping Hands"

Sign up for City Alerts through RAVE!



Text PVAlerts to 67283



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Text PVAlerts to 67283

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Please review and approve the Poverty Exemption resolution for 2024. MCL 211.7u provides for a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute to the public charges. For purposes of the poverty exemption “principal residence” means how principal residence exemption and qualified agricultural property are defined in MCL 211.7dd. The exemption does not apply to property of a corporation. MCL 211.7u requires local units to adopt guidelines that must include the specific income and asset levels of the applicant and the total household income and assets.

Per the Eaton County Equalization studies, there will be an increase in *assessed* value for the City in 2024: Residential- approx. 11%, Commercial- less than 1%, and a decrease in Industrial- approx. 3%

Per the State of Michigan Bulletin 16 of 2023 the Inflation Rate Multiplier for use in the 2024 capped value formula is 1.05, so taxpayers will see a 5% increase in their *taxable* value next year.

Inputting drawings, data, and photos (from field work including any new construction) into the system is almost complete.

December Board of Review was cancelled due to no items.

Thanks,



Sarah Payton, MAAO



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 November 2023

Operational Information:

- No update on the Michigan Fire Grant reimbursement, equipment has been received
- Lights replaced in the apparatus bay
- Milwaukee Tool Donation
- 4075 & 4079 E. Gresham Hwy site plan
- Windshield Replaced in A-111
- Batteries Replaced in A-111
- Agency EMS license renewal in progress
- PPS AED's
- ECHO vent saw repaired

Training:

- Behavioral Emergencies

Meetings & Special Events:

- Potterville High School & Middle School Football Games were completed
- Eaton County MABAS 3106 Meeting
- Eaton County Central Dispatch Fire & EMS Meeting
- Eaton County Fire Chief Association meeting
- TCEMCA Board of Directors meeting
- Holiday Stocking Stuffing December 23rd @ 6:00 pm at the Fire Station
- Holiday Stocking delivery December 24th starting @ 4:00pm

Calls for Service (CFS):

- **Fire** – 10 City of Potterville, 5 Benton Township, 3 Mutual Aid
- **EMS** – 21 City of Potterville, 19 Benton Township, 21 Mutual Aid

City of Potterville

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RESOLUTION NO. 23-1116-16

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 21st day of December 2023, at 6:00 p.m.

Present:

Absent:

The following Resolution was offered by _____ and seconded by _____

RESOLUTION TO ADOPT NEW WATER UTILITY FEE RATES AND TAP FEES IN ACCORDANCE WITH BAKER TILLY MUNICIPAL ADVISORS FINANCIAL RATE ANALYSIS

WHEREAS, the City Council of the City of Potterville (“the City”) shall fund all principal and interest payments on all United States Department of Agriculture Rural Development (USDA RD) Revenue Bonds issued to the City for the construction and development of the City’s water utility systems, payable from net revenues that shall meet the revenue requirements of total costs resulting from operation of the water systems, after paying costs of operation and maintenance, replacement of operating equipment, capital improvement, administrative expenses of financial management, billing and meter reading etc., and debt service expenses of those systems; and

WHEREAS, such revenues shall consist of and be derived from utility fee rates and charges billed to the users of the City’s water utility systems and composed in fee schedules as determined by the City and amended from time to time upon analysis of the City and professional studies as provided by service groups such as Baker Tilly Municipal Advisors; and

WHEREAS, the City’s new water utility fee rates per month and connection tap fees are listed below and enclosed as “Exhibit A” are consistent with the Baker Tilly Municipal Advisors Financial Rate Analysis as provided to the City;

NEW WATER UTILITY FEE RATES PER MONTH and CONNECTION TAP FEES

	<u>Current Rate</u>	<u>New Rate</u>	<u>Change +/-</u>
“Usage” per 1,000 gal.	\$4.13 per 1,000 gal.	\$4.75 per 1,000 gal.	+\$0.62 per meter
“Ready to Serve” Mobile Home Unit Connection Tap	\$14.00 per unit N/A	\$16.10 per unit N/A	+\$2.10 per meter N/A
“Ready to Serve” 5/8-inch Meter Size Connection Tap	\$27.99 per meter \$2,100.00 per meter	\$32.19 per meter \$2,415.00 per meter	+\$4.20 per meter +\$315.00 per meter

City of Potterville

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	<u>Current Rate</u>	<u>New Rate</u>	<u>Change +/-</u>
“Ready to Serve” 1-inch Meter Size Connection Tap	\$69.99 per meter \$5,250.00 per meter	\$80.49 per meter \$6,037.50 per meter	+\$10.50 per meter +\$787.50 per meter
“Ready to Serve” 2-inch Meter Size Connection Tap	\$223.98 per meter \$16,800.00 per meter	\$257.57 per meter \$19,320 per meter	+\$33.59 per meter +2,520 per meter
“Ready to Serve” 3-inch Meter Size Connection Tap Fee	\$419.96 per meter \$31,500.00 per meter	\$482.95 per meter \$36,225.00 per meter	+\$62.99 per meter +\$4,725.00 per meter
“Ready to Serve” 4-inch Meter Size Connection Tap Fee	\$699.93 per meter \$52,500.00 per meter	\$804.92 per meter \$60,375.00 per meter	+\$104.99 per meter +\$7,875.00 per meter
“Ready to Serve” 6-inch Meter Size Connection Tap Fee	\$1,399.86 per meter \$105,000.00 per meter	\$1,609.84 per meter \$120,750.00 per meter	+\$209.98 per meter +\$15,750.00 per meter

WHEREAS, the City has reviewed and held public hearing upon these new water utility fee rates and connection tap fees that are in accordance with Baker Tilly Municipal Financial Rate Analysis; and

WHEREAS, the new utility fee rates and connection tap fees for water services as listed above and enclosed in “Exhibit A,” are based upon water system costs of the City, and fairness and equity amongst customers of the City’s water systems; and

WHEREAS, the City is an equal opportunity provider and employer that determines water fees rates in a manner that is based on good business practices, fairness, and professional study from such groups as the Michigan Rural Water Association (MRWA) Baker Tilly Municipal Advisors; and

WHEREAS, the City shall make available all utility fee rates and include them in a consolidated fee schedule that is available to the public and on file in the Office of the City Clerk; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council of the City of Potterville (the City) adopts new water utility fee rates and connection tap fees for its public water services as set forth in “Exhibit A” as enclosed and as summarized above in this Resolution. The City’s new utility fee rates shall be applied in a manner that is fair and uniform, and shall replace current water utility fees rates and connection

City of Potterville

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tap fees. All new fee rates shall be incorporated in a new Utility Fee Schedule and Consolidated Fee Schedule for the City of Potterville that is to be on file with the Office of the City Clerk.

2. The new water fee rates for water utility services and connection tap fees shall go into effect no more than 60 days upon adoption of this Resolution.
3. Any and all City Council Resolutions that are in conflict with this Resolution are hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the 21st December of 2023.

Becky Dolman

City Clerk

City of Potterville

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

“EXHIBIT A”

City of Potterville

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NEW WATER UTILITY FEE RATES PER MONTH and CONNECTION TAP FEES

	<u>Current Rate</u>	<u>New Rate</u>	<u>Change +/-</u>
“Usage” per 1,000 gal.	\$4.13 per 1,000 gal.	\$4.75 per 1,000 gal.	+\$0.62 per meter
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City of Potterville

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RESOLUTION NO. 23-1221-17

At a meeting of the City Council of the City of Potterville, Eaton County, Michigan, held in the City of Potterville City Hall 319 N. Nelson Street, Potterville, MI 48876, on the 21st day of December 2022, at 6:00 p.m.

PRESENT:

ABSENT:

RESOLUTION TO ADOPT POVERTY EXEMPTION ELIGIBILITY REQUIREMENTS, INCOME STANDARDS/ASSET TEST FOR 2024

WHEREAS, the principal residence of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the City of Potterville Council is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions; and

WHEREAS, the following (1) Eligibility Requirements and (2) Income Standards/Asset Test have been developed to comply with MCL 211.7u:

(1.) ELIGIBILITY REQUIREMENTS

Unless a claimant is exempt from the annual reapplication requirement pursuant to a separate Resolution, in order to be eligible for the poverty exemption, the claimant must do all of the following **on an annual basis**:

- 1) Own and occupy as principal residence the property for which the exemption is requested.
- 2) File a claim with the Board of Review after January 1, 2024, but before the day prior to the last day of the Board of Review on Form 5737, *Application for MCL 211.7u Poverty Exemption* is the approved application form.
- 3) Provide a completed and signed Form 5739, *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty*.
- 4) Provide Federal and State income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. All persons residing in the residence who were not required to file federal or state income tax

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returns in the current or immediately preceding year must file Form 4988, *Poverty Exemption Affidavit*.

- 5) Produce a valid driver’s license or other form of identification if requested.
- 6) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is being requested, if requested.
- 7) Meet the poverty income level guidelines adopted by the governing body of the local assessing unit (which shall not be set lower than the federal poverty guidelines published in 2023 in the Federal Register by the United States Department of Health and Human Services).
- 8) Meet the asset levels set by the governing body of the local assessing unit.
- 9) Mail all application materials to City of Potterville Assessor, 319 N. Nelson St., Potterville, MI 48876.

A claimant may Request a Poverty Exemption and Appeal the Property’s Assessment to the City of Potterville Board of Review in the same year.

(2.) INCOME STANDARDS/ASSET TEST

The following are the federal poverty income guidelines that the United States Office of Management and Budget recommend that federal departments and agencies use. The City of Potterville has adopted these Income Guidelines for the basis of granting poverty exemptions. These amounts are adjusted annually.

To be eligible for a poverty exemption in the City of Potterville for 2024 the claimant’s household income MAY NOT exceed these guidelines. If household income exceeds the levels listed below, the claimant does not qualify for a Poverty Exemption:

1 person.....	\$ 14,580
2 persons.....	\$ 19,720
3 persons.....	\$ 24,860
4 persons.....	\$ 30,000
5 persons.....	\$ 35,140
6 persons.....	\$ 40,280
7 persons.....	\$ 45,420
8 persons.....	\$ 50,560
For Each Additional Person add.....	\$ 5,140

City of Potterville

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MAXIMUM ASSET STANDARDS TO BE ELIGIBLE FOR A POVERTY EXEMPTION

(PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall include an asset level test)

The City of Potterville has adopted the following MAXIMUM ASSET STANDARDS for a household to be eligible for a POVERTY EXEMPTION. The below asset levels DO NOT include the value of the claimant’s principal residence.

1 person	\$ 27,180
2 persons	\$ 36,620
3 persons.....	\$ 46,060
4 persons.....	\$ 55,500
5 persons.....	\$ 64,940
6 persons.....	\$ 74,380
7 persons.....	\$ 83,820
8 persons or more.....	\$ 93,260

If applicant household assets exceed this amount, the applicant is NOT eligible for a POVERTY EXEMPTION.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED: ()

STATE OF MICHIGAN

COUNTY OF EATON

CLERK’S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the 21st^h of December 2023.

Becky Dolman, City Clerk

City of Potterville

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

CITY OF POTTERVILLE MEETING DATES 2024

All meetings are held at the City Hall at 319 N Nelson Street, Potterville, MI 48876

TAX INCREMENT FINANCING AUTHORITY (TIFA) Meets the 2nd Monday of each month unless otherwise noted at City Hall at 6:00 p.m.	ZONING BOARD OF APPEALS & PLANNING COMMISSION Meets the 3rd Tuesday of each month unless otherwise noted at City Hall at 6:00 p.m. for ZBA & 7:00 p.m. for PC	CITY COUNCIL Meets the 3rd Thursday of each month unless otherwise noted at City Hall at 6:00 p.m.
Monday, January 8, 2024	Tuesday, January 16, 2024	Thursday, January 18, 2024
Monday, February 12, 2024	Tuesday, February 20, 2024	Thursday, February 15, 2024
Monday, March 11, 2024	Tuesday, March 19, 2024	Thursday, March 21, 2024
Monday, April 08, 2024	Tuesday, April 16, 2024	Thursday, April 18, 2024
Monday, May 13, 2024	Tuesday, May 21, 2024	Thursday, May 16, 2024
Monday, June 10, 2024	Tuesday, June 18, 2024	Thursday, June 20, 2024
Monday, July 08, 2024	Tuesday, July 16, 2024	Thursday, July 18, 2024
Monday, August 12, 2024	Tuesday, August 20, 2024	Thursday, August 15, 2024
Monday, September 9, 2024	Tuesday, September 17, 2024	Thursday, September 19, 2024
Monday, October 14, 2024	Tuesday, October 15, 2024	Thursday, October 17, 2024
Monday, November 11, 2024	Tuesday, November 19, 2024	Thursday, November 21, 2024
Monday, December 9, 2024	Tuesday, December 17, 2024	Thursday, December 19, 2024

The City of Potterville will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing to cityclerk@pottervillemi.org or calling (517)645-7641. The City of Potterville is an equal opportunity provider and employer.

**Proposal Submitted to:****Customer Name Full Name**

Aaron Sheridan

Date

11/29/2023

Job Address

319 North Nelson Street, Potterville, Michigan, 48876

Phone

(517) 645-7642

Email

Manager@PottervilleMI.org

Thank you for the opportunity to bid your home project. Below are the conditions and specifications for your project.

Scope of Work- Demo, spray foam, new framing, steel inside and outside.**Prior work- (to be prepared by homeowner)**

1. To choose colors and confirm material selections on contract.
2. To provide deposit check (personal/cashier is fine).
3. To sign contract and agree to terms below.
4. To remove all of the tools out of the shop and place in a different location.
5. Contractor not responsible for any damage done by not moving personal items out of work area.

Prior work- (to be completed by contractor)

1. To pull all required building permits.
2. To order materials and have them in-stock before project commences.

Timing of project- Work to commence in January, February no penalties or cancelations for not meeting these requirements. Weather, material, and labor dependent.

Prep work-

1. Suppliers to place materials on site for ease of the contractor and homeowner to work around.
2. To ensure all items are out of the way before the start of construction.
3. Bring in electrician to ensure all of our electric is unhooked and placed in the proper location.
4. Remove all of the current construction materials off from the walls and place in the dumpster. This is on the inside of the workshop area all other areas to be left alone.

Framing/purlins-

1. The last storm has damaged trusses on the roof. Remove anything broken and replace with new trusses and 2x4 bracing.
2. Furnish and install new 2x4 purlins on the walls and the ceiling in preparation for new steel to be installed.
3. Check that all of the structure is in good shape and correct framing as needed.

Insulation-

1. Furnish & install new closed cell spray foam in the shop at a thickness of 3" for an R-value of 21.
2. Spray foam will only be applied on the walls.
3. Furnish and install new baffles in the attic with new fiberglass loose fill insulation.

Steel inside-

1. Furnish and install new white steel panel for all of the walls and the ceiling on the inside of the building.
2. All necessary trims and flashing to be included.
3. Build attic access into attic in between the trusses.

Outside Demo-



BELFOR Property Restoration

3421 James Phillips Dr. - Okemos, MI 48864
 (800) 421-4141 Tel. - (517) 827-4440 Fax.
 MI License # 21022160913 - Fed ID # 84-1309171

Property: 320 North Nelson Street
 Potterville, MI 48876

Estimator: Isaiah Bosworth
 Company: BELFOR Property Restoration
 Business: 3421 James Phillips Dr Ste B
 Okemos, MI 48864

Business: (517) 245-8514
 E-mail: isaiah.bosworth@us.belfor.com

Claim Number: Y00004437

Policy Number: 4A76898

Type of Loss: Wind Damage

Date of Loss: _____ Date Received: _____
 Date Inspected: _____ Date Entered: 10/10/2023 12:59 PM

Price List: MILA8X_AUG23
 Restoration/Service/Remodel
 Estimate: POTTERVILLEDPW2023

We would like to thank you for the opportunity to provide you with this estimate. The total cost for the repairs detailed in the following estimate is **\$242,504.42**.

The attached estimate details the specific work to be completed. Additional work outside of that specified in this estimate will be through separate proposal(s) and/or change order(s) detailing the additional/changed scope of work as well as the terms and pricing of those changes. Repairs will be scheduled after a signed copy of this estimate is received.

Progress payments may be billed at 25%, 50%, 75%, and 90% of completion with the balance due upon substantial completion of this scope of work. Change orders will be billed as completed and credits will be applied to the final contract billing.

Unless noted otherwise, the customer is required to provide heat, water and electricity on-site for the duration of this project. The customer is responsible for providing continuous access to the project area during normal business hours, Monday - Friday, 8:00 am - 5:00 pm. Where an item is being replaced, we will be matching the existing item's quality, color, finish, texture or material as close as possible where applicable unless noted otherwise, there is no guaranty either specified or implied on exact matches. This estimate does not include hazardous material testing or abatement unless specifically detailed in the following estimate.

This estimate is valid for 30 days from 10/12/2023. If you have any questions about this estimate, please contact Isaiah Bosworth to discuss those questions.

I/we agree to the terms and conditions of this proposal.

 Owner/Authorized signature

Date _____

 BELFOR Representative

Date _____

1. Remove the old steel and shingles from the exterior of the building and haul away from the job site.
2. Clean and prep for the installation of the new steel.

Roofing-

1. Furnish and install new 2x4 purlins on the roof in preparation for new steel.
2. Frame new fascia and soffit as needed.
3. Furnish and install new steel ag panel 28-gauge steel on the roof. Predrill panels before installation for correct screw alignment.

Siding-

1. Check and correct all of the 2x4 purlins on the exterior walls.
2. Wrap the entire building in new Tyvek house wrap.
3. Furnish and install new 28-gauge ag panel steel on the exterior of the building.
4. New steel soffit and fascia to be installed as well.
5. All trims and flashings to be used. Wrap all of the entry doors and garage doors.

Gutters-

1. Furnish and install 6" gutters and downs.

Doors & Windows-

1. All of the garage doors to be replaced by another company. We need this to be completed when we are completed with our job.

Touch-ups and finalization-

1. Contractor to clean-up and haul away all job-related materials.
2. Complete walk around with Customer to ensure job is completed to their satisfaction.
3. Collect final payment.

Material & Color Selections-

-Garage doors: Size, style, color, windows, garage door opener, insulated, vinyl backed.

-Steel color one XXXX: Walls

-Steel color two XXXX: Roof, corners, soffit, fascia, wainscoating

-Windows:

-Doors:

-Gutters: Size/color

Large work shop-\$121,412.00

Salt storage-\$12,143.00

Dug out roofs Qty 2-\$6,370.00

new roof and siding on at baseball field-\$8,855.080

This instrument contains the entire agreement between the contractor & owner and no terms or understanding have been upon or understood except as described above or on subsequent signed change order form. Contractor shall not be responsible for delay due to cause beyond their reasonable control, or for leakage of previously installed eavestrough, or for electrical or plumbing adjustments needed to facilitate the work unless specified above. Contractor will not be held liable for damage caused by any third-party equipment (I.E., concrete trucks, material delivery trucks etc.) Contractor will clean up job site upon completion and haul away job related trash. Contractor will haul away old building materials related with the current project unless otherwise specified above. All surplus material is the property of the contractor. Product rebates are property of the contractor unless otherwise stated in this contract. All labor performed by Visionary Builders is guaranteed to be free from original defects for as long as the owner, named above, continues to own the property. Contractor retains the right to photograph/take videos of the homeowners' property pertaining to the work being done and publish marketing content and media with said photography/videos.

In consideration of the said work to be done by the contractor, the homeowner agrees to pay the contractor the specified amounts below. If payment method is debit or credit, there will be an additional charge of 3.5% to the project total. If the final payment is not paid with in the 48 hours of the job completion, homeowner accrue additional charges of 1.5% per month on open balances after completion until final payment is fulfilled. If homeowner does not



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Property DPW ROOF

DPW BIG ROOF



5407.78 Surface Area
 321.98 Total Perimeter Length

54.08 Number of Squares
 113.23 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
84. Metal roofing	5,407.78 SF	8.68	791.70	9,546.25	57,277.47	(5,909.91)	51,367.56
89. Ridge cap - metal roofing	113.23 LF	7.26	19.70	168.35	1,010.10	(80.23)	929.87
85. Sheathing - OSB - 5/8"	5,407.78 SF	3.30	236.86	3,616.51	21,699.05	(953.14)	20,745.91
86. Truss - 4/12 slope	210.00 LF	10.30	68.17	446.23	2,677.40	(122.42)	2,554.98
87. Crane and operator - 14 ton capacity - 65' extension boom	8.00 HR	188.00	0.00	300.80	1,804.80	(0.00)	1,804.80
88. Tear off composition shingles (no haul off)	54.08 SQ	47.09	0.00	509.33	3,055.96	(0.00)	3,055.96
91. Furnace vent - rain cap and storm collar, 8"	1.00 EA	106.03	2.61	21.73	130.37	(0.00)	130.37
136. General Demolition - per hour tarp removal	4.00 HR	56.89	0.00	45.51	273.07	(0.00)	273.07
Totals: DPW BIG ROOF			1,119.04	14,654.70	87,928.22	7,065.70	80,862.52
Total: DPW ROOF			1,119.04	14,654.70	87,928.22	7,065.70	80,862.52

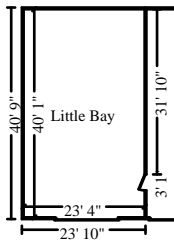
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
93. Wall/roof panel - corrugated - 26 gauge	3,710.50 SF	5.52	509.82	4,198.36	25,190.15	(6,218.06)	18,972.09
94. Fascia - metal - 6"	313.23 LF	5.95	41.53	381.05	2,286.31	(885.29)	1,401.02
95. Soffit - metal	533.00 SF	7.33	116.41	804.66	4,827.96	(1,910.38)	2,917.58
96. Wrap wood garage door frame & trim with aluminum (PER LF)	145.00 LF	15.38	29.06	451.83	2,710.99	(939.63)	1,771.36
98. Gutter / downspout - aluminum - 6"	279.00 LF	12.86	137.94	745.18	4,471.05	(3,550.11)	920.94
99. Recessed light fixture	3.00 EA	143.49	6.39	87.37	524.24	(394.89)	129.34
100. Exterior light fixture - Detach & reset	1.00 EA	82.17	0.00	16.43	98.60	(0.00)	98.60
103. Paint door or window opening - 2 coats (per side)	2.00 EA	33.68	0.66	13.60	81.63	(68.02)	13.61
105. Siding Installer - per hour detach and reset signs	2.00 HR	90.62	0.00	36.25	217.49	(0.00)	217.49


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CONTINUED - Exterior

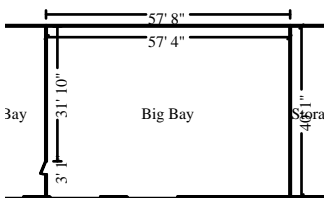
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
Totals: Exterior			841.82	6,734.74	40,408.41	13,966.38	26,442.03

Interior

Little Bay
Height: 8'

983.71 SF Walls	935.98 SF Ceiling
1919.70 SF Walls & Ceiling	935.98 SF Floor
104.00 SY Flooring	114.87 LF Floor Perimeter
126.89 LF Ceil. Perimeter	

Door
12' 5/16" X 11' 10 3/8"
Opens into Exterior

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
117. Overhead (garage) door opener - Detach & reset	1.00 EA	288.85	0.00	57.77	346.62	(0.00)	346.62
118. Add for square window - overhead door - per window	3.00 EA	38.76	6.98	24.65	147.91	(35.21)	112.70
119. Overhead door & hardware - 10' x 12'	1.00 EA	2,543.10	108.55	530.33	3,181.98	(724.31)	2,457.67
120. Carpenter - General Framer - per hour	32.00 HR	73.60	0.00	471.04	2,826.24	(0.00)	2,826.24
121. 2" x 4" lumber (.667 BF per LF)	31.72 LF	3.40	1.43	21.86	131.13	(5.85)	125.28
135. General Demolition - per hour	2.00 HR	56.89	0.00	22.76	136.54	(0.00)	136.54
172. Final cleaning - construction - Commercial	935.98 SF	0.24	0.00	44.93	269.57	(0.00)	269.57
Totals: Little Bay			116.96	1,173.33	7,039.99	765.37	6,274.62


Big Bay
Height: 8'

1494.08 SF Walls	2299.85 SF Ceiling
3793.93 SF Walls & Ceiling	2299.85 SF Floor
255.54 SY Flooring	170.95 LF Floor Perimeter
194.89 LF Ceil. Perimeter	

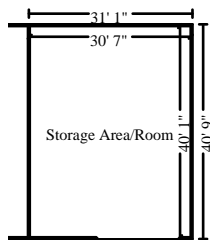
Door
11' 11 5/8" X 11' 11 5/8"
Opens into Exterior
Door
11' 11 5/8" X 11' 11 5/8"
Opens into Exterior



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DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
112. Overhead (garage) door opener - Detach & reset	2.00 EA	288.85	0.00	115.54	693.24	(0.00)	693.24
113. Add for square window - overhead door - per window	6.00 EA	38.76	13.95	49.30	295.82	(70.44)	225.38
114. Overhead door & hardware - 10' x 12'	2.00 EA	2,543.10	217.10	1,060.66	6,363.96	(1,448.64)	4,915.33
122. 5/8" drywall - hung & fire taped only	2,299.85 SF	3.12	92.45	1,453.60	8,721.58	(403.27)	8,318.31
124. Blown-in insulation - 16" depth - R44	2,299.85 SF	3.44	193.19	1,620.93	9,725.60	(314.93)	9,410.67
126. Rigid foam insulation board - 1"	2,299.85 SF	1.70	111.77	804.30	4,825.83	(206.77)	4,619.06
127. Compressed air piping	50.00 LF	0.78	0.00	7.80	46.80	(0.00)	46.80
129. Compressed air piping	50.00 LF	11.52	0.00	115.20	691.20	(38.40)	652.80
130. Content Manipulation charge - per hour	32.00 HR	51.35	0.00	328.64	1,971.84	(0.00)	1,971.84
132. Fluorescent - four tube - 4' - fixture w/lens	1.00 EA	159.30	5.29	32.92	197.51	(73.56)	123.95
133. Fluorescent - four tube - 4' - fixture w/lens	7.00 EA	80.32	0.00	112.45	674.69	(0.00)	674.69
134. Sheathing - OSB - 5/8"	32.00 SF	2.36	1.40	15.38	92.31	(3.63)	88.68
139. 220 volt outlet - Detach & reset	1.00 EA	41.11	0.00	8.22	49.33	(0.00)	49.33
142. Rigid conduit, 1 1/4"	52.00 LF	3.93	0.00	40.87	245.23	(0.00)	245.23
143. Rigid conduit, 1 1/4"	52.00 LF	11.35	0.00	118.04	708.24	(59.02)	649.22
144. Outlet or switch - Detach & reset	4.00 EA	19.85	0.00	15.88	95.28	(0.00)	95.28
162. Space Heater - Ceiling hung gas unit - 225,000 BTU	2.00 EA	2,741.71	186.14	1,133.91	6,803.48	(3,616.66)	3,186.82
174. Final cleaning - construction - Commercial	2,299.85 SF	0.24	0.00	110.39	662.35	(0.00)	662.35
Totals: Big Bay			821.31	7,144.05	42,864.29	6,235.32	36,628.97



Storage Area/Room

Height: 8'

1115.21 SF Walls	1226.73 SF Ceiling
2341.94 SF Walls & Ceiling	1226.73 SF Floor
136.30 SY Flooring	125.23 LF Floor Perimeter
141.39 LF Ceil. Perimeter	

Door

16' 1 7/8" X 10' 2 7/8"

Opens into Exterior

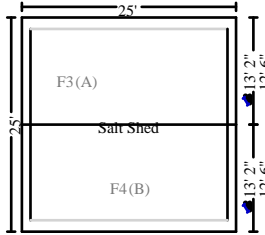
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
115. Overhead (garage) door opener - Detach & reset	1.00 EA	288.85	0.00	57.77	346.62	(0.00)	346.62
116. Sectional overhead door, 10' x 16'	1.00 EA	2,279.38	92.56	474.39	2,846.33	(647.13)	2,199.20
Totals: Storage Area/Room			92.56	532.16	3,192.95	647.13	2,545.82
Total: Interior			1,030.83	8,849.54	53,097.22	7,647.82	45,449.41



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Salt Shed



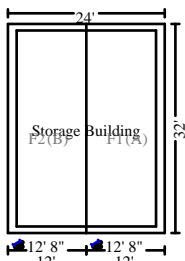
Salt Shed

570.26 Surface Area
 102.70 Total Perimeter Length

5.70 Number of Squares
 25.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
145. Tear off composition shingles (no haul off)	5.70 SQ	47.09	0.00	53.68	322.09	(0.00)	322.09
146. Laminated - comp. shingle rfg. - w/out felt	6.33 SQ	281.91	46.52	366.20	2,197.21	(305.17)	1,892.04
147. Roofing felt - synthetic underlayment - Standard grade	5.70 SQ	45.02	3.95	52.11	312.67	(65.14)	247.53
148. Drip edge	102.70 LF	3.19	6.72	66.87	401.19	(47.76)	353.43
149. Ridge cap - composition shingles*	25.00 LF	5.36	1.98	27.20	163.18	(22.66)	140.52
150. Asphalt starter - universal starter course	50.00 LF	2.40	1.71	24.34	146.05	(30.43)	115.62
161. Sheathing - plywood - 5/8" CDX	192.00 SF	3.61	11.98	141.02	846.12	(19.02)	827.10
Totals: Salt Shed			72.85	731.42	4,388.51	490.18	3,898.33
Total: Salt Shed			72.85	731.42	4,388.51	490.18	3,898.33

City Park



Storage Building

809.54 Surface Area
 114.60 Total Perimeter Length

8.10 Number of Squares
 32.00 Total Ridge Length

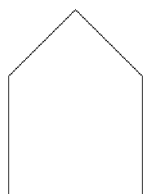
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
1. Tear off composition shingles (no haul off)	8.10 SQ	47.09	0.00	76.29	457.72	(0.00)	457.72
4. Roofing felt - synthetic underlayment - Standard grade	8.10 SQ	45.02	5.61	74.05	444.32	(92.57)	351.75
5. Drip edge	114.60 LF	3.19	7.49	74.61	447.68	(53.29)	394.39
6. Ridge cap - composition shingles*	32.00 LF	5.36	2.53	34.81	208.87	(29.01)	179.86
7. Roof vent - turtle type - Metal	4.00 EA	90.85	5.62	73.80	442.82	(46.27)	396.55
8. Sheathing - OSB - 5/8"	32.00 SF	3.30	1.40	21.40	128.40	(2.82)	125.58


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CONTINUED - Storage Building

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
61. Asphalt starter - universal starter course	64.00 LF	2.40	2.19	31.16	186.95	(38.95)	148.00
152. 3 tab - 25 yr. - comp. shingle roofing - w/out felt	9.00 SQ	266.14	59.35	490.92	2,945.53	(490.92)	2,454.61
Totals: Storage Building			84.19	877.05	5,262.28	753.83	4,508.45

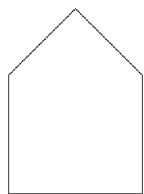
Siding

South Elevation

288.00 SF Walls
 288.00 SF Long Wall
 32.00 LF Ceil. Perimeter

Formula Elevation 32' x 9' x 0"

32.00 LF Floor Perimeter
 288.00 SF Short Wall

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
9. Siding - vinyl	288.00 SF	5.11	37.50	301.84	1,811.01	(135.37)	1,675.64
12. House wrap (air/moisture barrier)	288.00 SF	0.42	3.28	24.85	149.09	(3.66)	145.43
Totals: South Elevation			40.78	326.68	1,960.10	139.03	1,821.07


West Elevation

172.00 SF Walls
 300.00 SF Long Wall
 27.78 LF Ceil. Perimeter

Formula Elevation 24' x 9' x 7'

8.00 LF Floor Perimeter
 300.00 SF Short Wall

Missing Wall - Goes to Floor
(2) 8' X 8'
Opens into Exterior

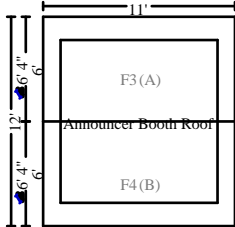
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
13. Siding - vinyl	172.00 SF	5.11	22.39	180.26	1,081.58	(80.84)	1,000.74


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CONTINUED - West Elevation

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
14. House wrap (air/moisture barrier)	172.00 SF	0.42	1.96	14.84	89.04	(2.19)	86.85
Totals: West Elevation			24.36	195.10	1,170.62	83.03	1,087.59
Total: Siding			65.14	521.79	3,130.72	222.06	2,908.66


Announcer Booth Roof

139.14 Surface Area
 47.30 Total Perimeter Length

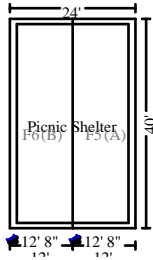
1.39 Number of Squares
 11.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
16. Tear off composition shingles (no haul off)	1.39 SQ	47.09	0.00	13.09	78.55	(0.00)	78.55
153. Laminated - comp. shingle rfg. - w/out felt	1.67 SQ	281.91	12.27	96.61	579.67	(80.52)	499.15
18. Roofing felt - synthetic underlayment - Standard grade	1.39 SQ	45.02	0.96	12.71	76.25	(15.89)	60.36
19. Drip edge	47.30 LF	3.19	3.09	30.80	184.78	(22.00)	162.78
20. Ridge cap - composition shingles*	11.00 LF	5.36	0.87	11.97	71.80	(9.98)	61.82
60. Asphalt starter - universal starter course	22.00 LF	2.40	0.75	10.71	64.26	(13.39)	50.87
165. Additional charge for high roof (2 stories or greater)	1.39 SQ	6.63	0.00	1.84	11.06	(0.00)	11.06
166. Additional charge for high roof (2 stories or greater)	1.39 SQ	26.04	0.00	7.24	43.44	(0.00)	43.44
Totals: Announcer Booth Roof			17.95	184.97	1,109.82	141.78	968.05



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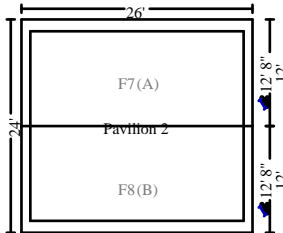
Picnic Shelter

1011.93 Surface Area
 130.60 Total Perimeter Length

10.12 Number of Squares
 40.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
21. Tear off composition shingles (no haul off)	10.12 SQ	47.09	0.00	95.31	571.86	(0.00)	571.86
155. Add. layer of comp. shingles, remove & disp. - 3 tab	10.12 SQ	42.35	0.00	85.72	514.30	(0.00)	514.30
23. Roofing felt - synthetic underlayment - Standard grade	10.12 SQ	45.02	7.01	92.52	555.13	(115.65)	439.48
24. Drip edge	130.60 LF	3.19	8.54	85.03	510.18	(60.74)	449.44
25. Ridge cap - composition shingles*	40.00 LF	5.36	3.17	43.51	261.08	(36.26)	224.82
59. Asphalt starter - universal starter course	80.00 LF	2.40	2.74	38.95	233.68	(48.68)	185.00
154. Laminated - comp. shingle rfg. - w/out felt	11.33 SQ	281.91	83.26	655.46	3,932.76	(546.22)	3,386.54

Totals: Picnic Shelter **104.71** **1,096.50** **6,578.99** **807.55** **5,771.45**



Pavilion 2

657.75 Surface Area
 102.60 Total Perimeter Length

6.58 Number of Squares
 26.00 Total Ridge Length

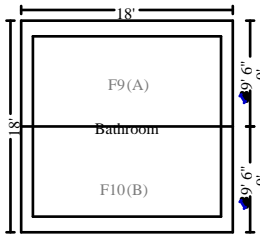
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
26. Tear off composition shingles (no haul off)	6.58 SQ	47.09	0.00	61.97	371.82	(0.00)	371.82
27. Laminated - comp. shingle rfg. - w/out felt	7.33 SQ	281.91	53.87	424.05	2,544.32	(353.38)	2,190.94
28. Roofing felt - synthetic underlayment - Standard grade	6.58 SQ	45.02	4.56	60.16	360.94	(75.20)	285.74
29. Drip edge	102.60 LF	3.19	6.71	66.80	400.80	(47.72)	353.08
30. Ridge cap - composition shingles*	26.00 LF	5.36	2.06	28.28	169.70	(23.57)	146.13
58. Asphalt starter - universal starter course	52.00 LF	2.40	1.78	25.32	151.89	(31.64)	120.25

Totals: Pavilion 2 **68.97** **666.58** **3,999.48** **531.51** **3,467.97**



BELFOR Property Restoration

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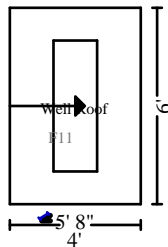


Bathroom

341.53 Surface Area
 73.95 Total Perimeter Length

3.42 Number of Squares
 18.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
31. Gutter / downspout - aluminum - up to 5"	24.00 LF	9.81	7.79	48.65	291.88	(45.62)	246.25
Totals: Bathroom			7.79	48.65	291.88	45.62	246.25



Well Roof

33.94 Surface Area
 23.31 Total Perimeter Length

0.34 Number of Squares

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
33. Tear off composition shingles (no haul off)	0.34 SQ	47.09	0.00	3.20	19.21	(0.00)	19.21
35. Roofing felt - synthetic underlayment - Standard grade	0.34 SQ	45.02	0.24	3.11	18.65	(3.89)	14.76
36. Drip edge	23.31 LF	3.19	1.52	15.18	91.06	(10.84)	80.22
56. Asphalt starter - universal starter course	12.00 LF	2.40	0.41	5.84	35.05	(7.30)	27.75
157. 3 tab - 25 yr. - comp. shingle roofing - w/out felt	0.67 SQ	266.14	4.42	36.55	219.27	(36.54)	182.73
Totals: Well Roof			6.59	63.88	383.25	58.57	324.68
Total: City Park			355.34	3,459.40	20,756.43	2,560.92	18,195.51

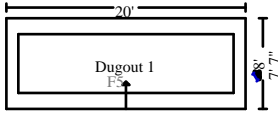
Alliance Lake Park



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Dugout 1

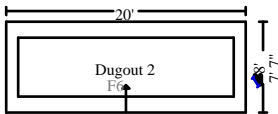


160.59 Surface Area
 56.06 Total Perimeter Length

1.61 Number of Squares

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
72. Rafters - 2x4 - 24" OC (3-5/12 Gable, per SF of floor)	160.00 SF	3.11	6.82	100.88	605.30	(12.02)	593.28
74. Sheathing - OSB - 5/8"	160.00 SF	2.36	7.01	76.92	461.53	(9.08)	452.45
75. Metal roofing	160.59 SF	8.68	23.51	283.49	1,700.92	(87.75)	1,613.16
76. Fencing Installer - per hour	2.00 HR	57.10	0.00	22.84	137.04	(0.00)	137.04
78. Chain-link fence - top rail	10.00 LF	4.25	1.93	8.89	53.31	(7.40)	45.91
Totals: Dugout 1			39.26	493.02	2,958.10	116.25	2,841.84

Dugout 2



160.59 Surface Area
 56.06 Total Perimeter Length

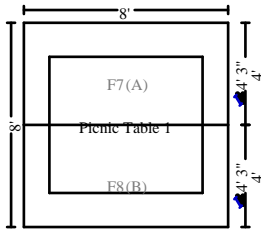
1.61 Number of Squares

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
79. Rafters - 2x4 - 24" OC (3-5/12 Gable, per SF of floor)	160.00 SF	3.11	6.82	100.88	605.30	(12.02)	593.28
80. Sheathing - OSB - 5/8"	160.00 SF	2.36	7.01	76.92	461.53	(9.08)	452.45
81. Metal roofing	160.59 SF	8.68	23.51	283.49	1,700.92	(87.75)	1,613.16
82. Fencing Installer - per hour	2.00 HR	57.10	0.00	22.84	137.04	(0.00)	137.04
83. Chain-link fence - top rail	10.00 LF	4.25	1.93	8.89	53.31	(7.40)	45.91
Totals: Dugout 2			39.26	493.02	2,958.10	116.25	2,841.84



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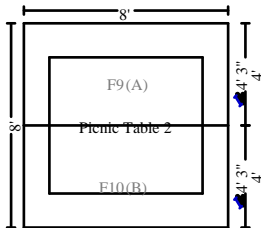


Picnic Table 1

67.46 Surface Area
 32.87 Total Perimeter Length

0.67 Number of Squares
 8.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
38. Tear off composition shingles (no haul off)	0.67 SQ	47.09	0.00	6.31	37.86	(0.00)	37.86
40. Roofing felt - synthetic underlayment - Standard grade	0.67 SQ	45.02	0.46	6.12	36.75	(7.66)	29.09
41. Drip edge	32.87 LF	3.19	2.15	21.40	128.41	(15.29)	113.12
42. Ridge cap - composition shingles*	8.00 LF	5.36	0.63	8.70	52.22	(7.26)	44.96
54. Asphalt starter - universal starter course	16.00 LF	2.40	0.55	7.79	46.74	(9.74)	37.00
159. Laminated - comp. shingle rfg. - w/out felt	1.00 SQ	281.91	7.35	57.85	347.11	(48.21)	298.90
Totals: Picnic Table 1			11.14	108.18	649.08	88.16	560.92



Picnic Table 2

67.46 Surface Area
 32.87 Total Perimeter Length

0.67 Number of Squares
 8.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
43. Tear off composition shingles (no haul off)	0.67 SQ	47.09	0.00	6.31	37.86	(0.00)	37.86
45. Roofing felt - synthetic underlayment - Standard grade	0.67 SQ	45.02	0.46	6.12	36.75	(7.66)	29.09
46. Drip edge	32.87 LF	3.19	2.15	21.40	128.41	(15.29)	113.12
47. Ridge cap - composition shingles*	8.00 LF	5.36	0.63	8.70	52.22	(7.26)	44.96
55. Asphalt starter - universal starter course	16.00 LF	2.40	0.55	7.79	46.74	(9.74)	37.00
160. Laminated - comp. shingle rfg. - w/out felt	1.00 SQ	281.91	7.35	57.85	347.11	(48.21)	298.90
Totals: Picnic Table 2			11.14	108.18	649.08	88.16	560.92

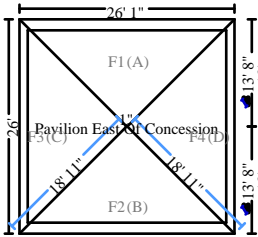


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Alliance Concessions/Bathroom

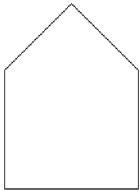
DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
71. Soffit - PVC - 5/8"	480.00 SF	10.57	164.16	1,047.55	6,285.31	(500.74)	5,784.57
Totals: Alliance Concessions/Bathroom			164.16	1,047.55	6,285.31	500.74	5,784.57



Pavilion East Of Concession

714.85 Surface Area	7.15 Number of Squares
104.17 Total Perimeter Length	0.08 Total Ridge Length
75.55 Total Hip Length	

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
48. Tear off composition shingles (no haul off)	7.15 SQ	47.09	0.00	67.34	404.03	(0.00)	404.03
50. Roofing felt - synthetic underlayment - Standard grade	7.15 SQ	45.02	4.95	65.37	392.21	(81.71)	310.50
51. Drip edge	104.17 LF	3.19	6.81	67.82	406.94	(48.44)	358.50
52. Ridge cap - composition shingles*	0.08 LF	5.36	0.01	0.09	0.52	(0.07)	0.45
53. Asphalt starter - universal starter course	104.17 LF	2.40	3.56	50.71	304.29	(63.39)	240.90
158. Laminated - comp. shingle rfg. - w/out felt	8.00 SQ	281.91	58.79	462.81	2,776.88	(385.68)	2,391.20
Totals: Pavilion East Of Concession			74.12	714.14	4,284.87	579.29	3,705.58



Elevations

130.00 SF Walls
130.00 SF Long Wall
26.00 LF Ceil. Perimeter

Formula Elevation 26' x 5' x 0"

26.00 LF Floor Perimeter
130.00 SF Short Wall

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
15. Siding - vinyl	520.00 SF	5.11	67.70	544.98	3,269.88	(244.41)	3,025.47
Totals: Elevations			67.70	544.98	3,269.88	244.41	3,025.47
Total: Alliance Lake Park			406.79	3,509.07	21,054.43	1,733.26	19,321.17



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Township Hall Building

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
69. Siding - vinyl	455.00 SF	5.11	59.24	476.86	2,861.15	(213.86)	2,647.29
70. House wrap (air/moisture barrier)	455.00 SF	0.42	5.19	39.26	235.54	(5.78)	229.76
Totals: Township Hall Building			64.43	516.12	3,096.69	219.64	2,877.05

DDA Pavilion Downtown

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
62. Fascia - metal - 8"	32.00 LF	6.83	5.43	44.80	268.79	(21.02)	247.77
63. Soffit & Fascia Installer - per hour custom bent fascia	3.00 HR	90.62	0.00	54.37	326.23	(0.00)	326.23
64. Hip / Ridge cap - High profile - composition shingles	20.00 LF	11.22	4.49	45.78	274.67	(26.12)	248.55
167. Roofer - per hour	2.00 HR	166.00	0.00	66.40	398.40	(0.00)	398.40
65. Light bulb - LED tube - 4' - material only	24.00 EA	28.18	40.58	143.38	860.28	(448.06)	412.22
66. Fluorescent - two tube - 4' - fixture w/lens	12.00 EA	131.08	43.20	323.23	1,939.39	(351.57)	1,587.83
Totals: DDA Pavilion Downtown			93.70	677.96	4,067.76	846.77	3,220.99

General

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
68. Tandem axle dump trailer - per load - including dump fees for All other roofs	3.00 EA	247.75	0.00	148.65	891.90	(0.00)	891.90
137. Dumpster load - Approx. 30 yards, 5- 7 tons of debris for DPW	2.00 EA	730.00	0.00	292.00	1,752.00	(0.00)	1,752.00
168. Commercial Supervision / Project Management - per hour	40.00 HR	82.29	0.00	658.32	3,949.92	(0.00)	3,949.92
175. General clean - up General site and construction cleanup	16.00 HR	47.94	0.01	153.41	920.46	(0.00)	920.46
169. Taxes, insurance, permits & fees (Bid Item)	1.00 EA	0.00	0.00	0.00	0.00	(0.00)	0.00
Totals: General			0.01	1,252.38	7,514.28	0.00	7,514.28

Labor Minimums Applied



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DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV	
104. Painting labor minimum	1.00	EA	160.39	0.00	32.08	192.47	(0.00)	192.47
Totals: Labor Minimums Applied			0.00	32.08	192.47	0.00	192.47	
Line Item Totals: Property			3,984.81	40,417.40	242,504.42	34,530.67	207,973.75	

Grand Total Areas:

4,183.00 SF Walls	4,462.56 SF Ceiling	8,645.56 SF Walls and Ceiling
4,462.56 SF Floor	495.84 SY Flooring	477.06 LF Floor Perimeter
718.00 SF Long Wall	718.00 SF Short Wall	548.96 LF Ceil. Perimeter
4,462.56 Floor Area	4,591.10 Total Area	3,593.00 Interior Wall Area
22,864.97 Exterior Wall Area	619.95 Exterior Perimeter of Walls	
10,142.82 Surface Area	101.43 Number of Squares	1,199.05 Total Perimeter Length
281.32 Total Ridge Length	75.55 Total Hip Length	



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Summary for Dwelling

Line Item Total	198,102.21
Material Sales Tax	3,984.81
Subtotal	202,087.02
Overhead	20,208.70
Profit	20,208.70
Replacement Cost Value	\$242,504.42
Less Depreciation	(34,530.67)
Actual Cash Value	\$207,973.75
Net Claim	\$207,973.75
Total Recoverable Depreciation	34,530.67
Net Claim if Depreciation is Recovered	\$242,504.42

Isaiah Bosworth



BELFOR Property Restoration

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Recap of Taxes, Overhead and Profit

	Overhead (10%)	Profit (10%)	Material Sales Tax (6%)	Storage Tax (6%)
Line Items	20,208.70	20,208.70	3,984.81	0.00
Total	20,208.70	20,208.70	3,984.81	0.00



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Recap by Room

Estimate: Property

Area: DPW ROOF

DPW BIG ROOF	72,154.48	36.42%
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Area Subtotal: DPW ROOF	72,154.48	36.42%
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Exterior	32,831.86	16.57%
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Area: Interior

Little Bay	5,749.70	2.90%
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Big Bay	34,898.93	17.62%
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Storage Area/Room	2,568.23	1.30%
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Area Subtotal: Interior	43,216.86	21.82%
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Area: Salt Shed

Salt Shed	3,584.24	1.81%
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Area Subtotal: Salt Shed	3,584.24	1.81%
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Area: City Park

Storage Building	4,301.04	2.17%
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Area: Siding

South Elevation	1,592.64	0.80%
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West Elevation	951.16	0.48%
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Area Subtotal: Siding	2,543.80	1.28%
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Announcer Booth Roof	906.90	0.46%
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Picnic Shelter	5,377.78	2.71%
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Pavilion 2	3,263.93	1.65%
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Bathroom	235.44	0.12%
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Well Roof	312.79	0.16%
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Area Subtotal: City Park	16,941.68	8.55%
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Area: Alliance Lake Park

Dugout 1	2,425.82	1.22%
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Dugout 2	2,425.82	1.22%
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Picnic Table 1	529.76	0.27%
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Picnic Table 2	529.76	0.27%
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Alliance Concessions/Bathroom	5,073.60	2.56%
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Pavilion East Of Concession	3,496.60	1.77%
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Elevations	2,657.20	1.34%
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Area Subtotal: Alliance Lake Park	17,138.56	8.65%
Township Hall Building	2,516.15	1.27%
DDA Pavilion Downtown	3,296.10	1.66%
General	6,261.89	3.16%
Labor Minimums Applied	160.39	0.08%
Subtotal of Areas	198,102.21	100.00%
Total	198,102.21	100.00%

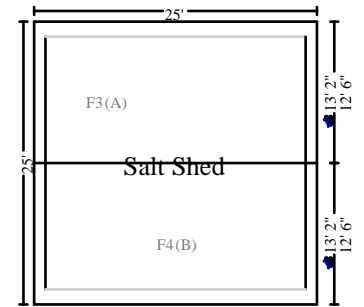
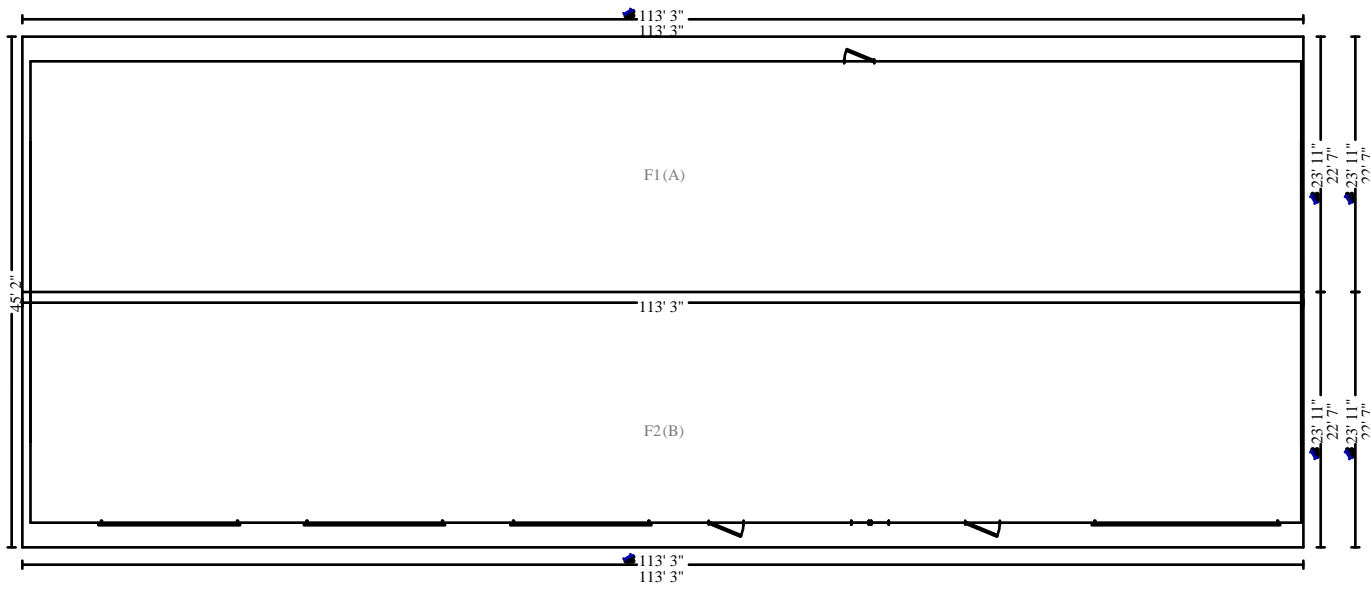


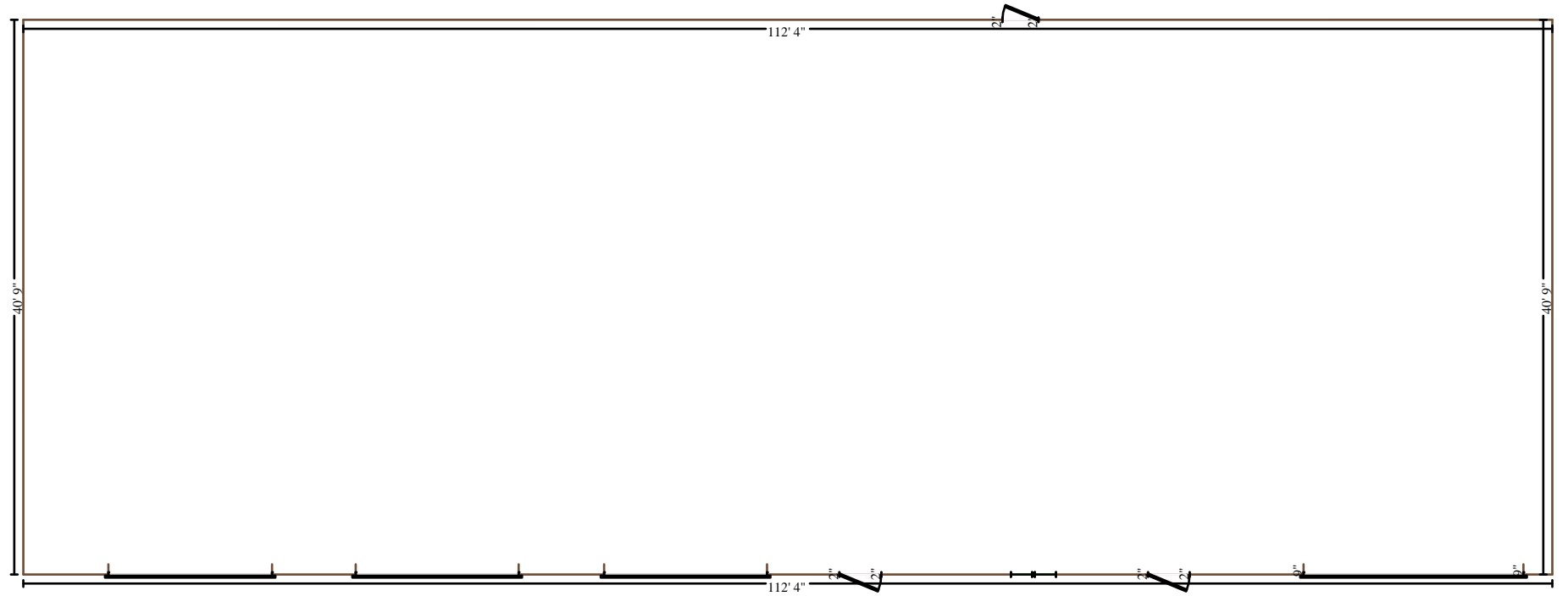
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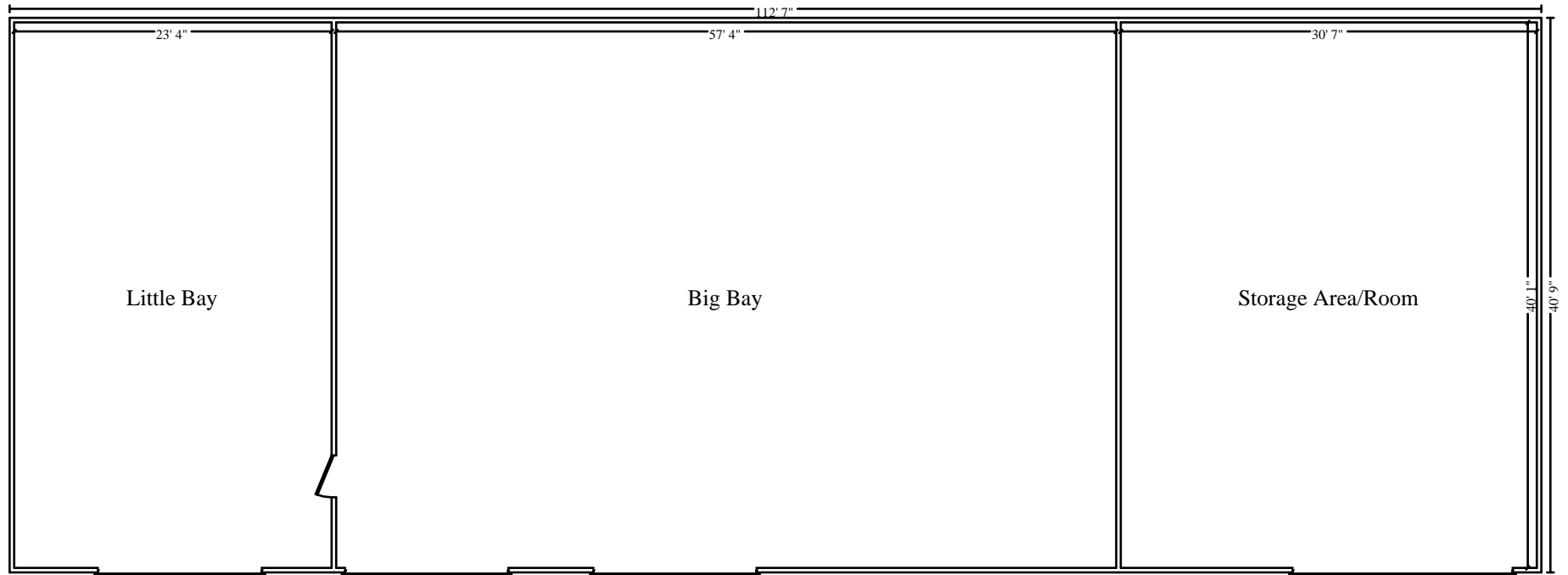
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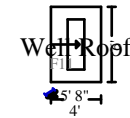
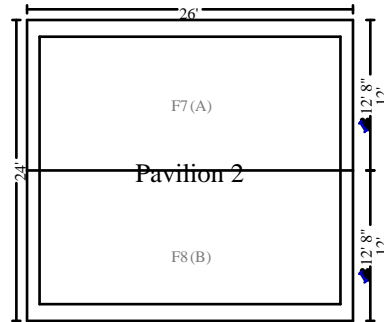
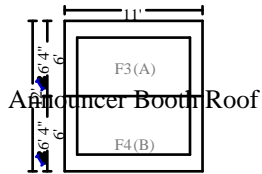
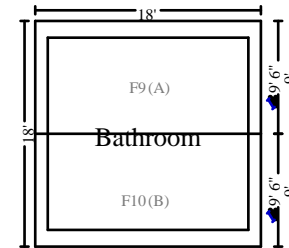
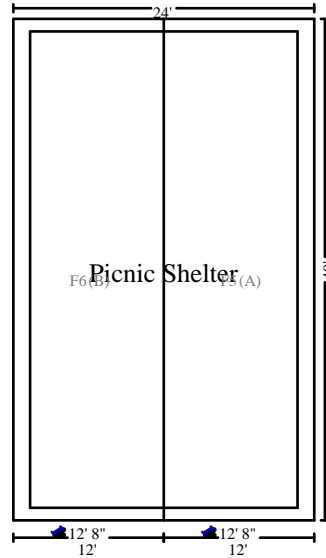
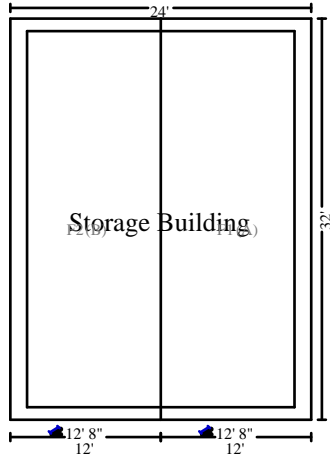
Recap by Category with Depreciation

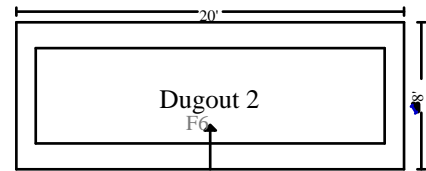
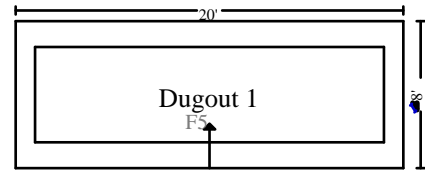
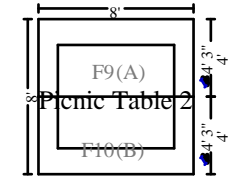
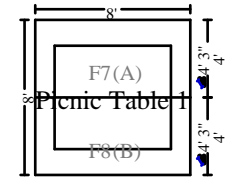
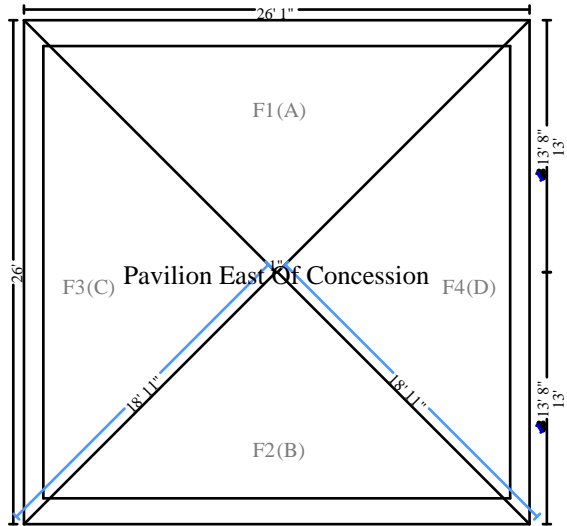
O&P Items	RCV	Deprec.	ACV
CLEANING	1,543.64		1,543.64
CONTENT MANIPULATION	1,643.20		1,643.20
GENERAL DEMOLITION	27,350.14		27,350.14
DOORS	10,956.30	2,800.26	8,156.04
DRYWALL	5,956.61	397.11	5,559.50
ELECTRICAL	710.71	59.02	651.69
HEAVY EQUIPMENT	1,504.00		1,504.00
FENCING	313.40	14.16	299.24
FRAMING & ROUGH CARPENTRY	5,501.20	168.45	5,332.75
HEAT, VENT & AIR CONDITIONING	5,238.84	3,492.56	1,746.28
INSULATION	7,520.51	501.37	7,019.14
LABOR ONLY	3,291.60		3,291.60
LIGHT FIXTURES	3,214.12	1,222.88	1,991.24
METAL STRUCTURES & COMPONENTS	18,726.35	6,125.72	12,600.63
PLUMBING	576.00	38.40	537.60
PAINTING	227.75	67.36	160.39
ROOFING	80,514.17	10,400.49	70,113.68
SIDING	8,927.94	1,592.18	7,335.76
SOFFIT, FASCIA, & GUTTER	14,385.73	6,677.73	7,708.00
O&P Items Subtotal	198,102.21	33,557.69	164,544.52
Material Sales Tax	3,984.81	972.98	3,011.83
Overhead	20,208.70		20,208.70
Profit	20,208.70		20,208.70
Total	242,504.42	34,530.67	207,973.75












BELFOR Property Restoration

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 (800) 421-4141 Tel. - (517) 827-4440 Fax.
 MI License # 21022160913 - Fed ID # 84-1309171

Sketch Roof Annotations
DPW ROOF

Face	Square Feet	Number of Squares	Slope - Rise / 12
F1	2,703.89	27.04	4.14
F2	2,703.89	27.04	4.14
F3	240.86	2.41	4.00
F4	329.40	3.29	4.00
Estimated Total:	5,978.04	59.78	

City Park

Face	Square Feet	Number of Squares	Slope - Rise / 12
F1	404.77	4.05	4.00
F2	404.77	4.05	4.00
F3	69.57	0.70	4.00
F4	69.57	0.70	4.00
F5	505.96	5.06	4.00
F6	505.96	5.06	4.00
F7	328.88	3.29	4.00
F8	328.88	3.29	4.00
F9	170.76	1.71	4.00
F10	170.76	1.71	4.00
F11	33.94	0.34	12.00
Estimated Total:	2,993.83	29.94	

Alliance Lake Park

Face	Square Feet	Number of Squares	Slope - Rise / 12
F1	179.28	1.79	4.00
F2	179.28	1.79	4.00
F3	178.14	1.78	4.00
F4	178.14	1.78	4.00
F5	160.59	1.61	4.18
F6	160.59	1.61	4.18
F7	33.73	0.34	4.00
F8	33.73	0.34	4.00
F9	33.73	0.34	4.00
F10	33.73	0.34	4.00
Estimated Total:	1,170.95	11.71	

1. Remove the old steel and shingles from the exterior of the building and haul away from the job site.
2. Clean and prep for the installation of the new steel.

Roofing-

1. Furnish and install new 2x4 purlins on the roof in preparation for new steel.
2. Frame new fascia and soffit as needed.
3. Furnish and install new steel ag panel 28-gauge steel on the roof. Predrill panels before installation for correct screw alignment.

Siding-

1. Check and correct all of the 2x4 purlins on the exterior walls.
2. Wrap the entire building in new Tyvek house wrap.
3. Furnish and install new 28-gauge ag panel steel on the exterior of the building.
4. New steel soffit and fascia to be installed as well.
5. All trims and flashings to be used. Wrap all of the entry doors and garage doors.

Gutters-

1. Furnish and install 6" gutters and downs.

Doors & Windows-

1. All of the garage doors to be replaced by another company. We need this to be completed when we are completed with our job.

Touch-ups and finalization-

1. Contractor to clean-up and haul away all job-related materials.
2. Complete walk around with Customer to ensure job is completed to their satisfaction.
3. Collect final payment.

Material & Color Selections-

-Garage doors: Size, style, color, windows, garage door opener, insulated, vinyl backed.

-Steel color one XXXX: Walls

-Steel color two XXXX: Roof, corners, soffit, fascia, wainscoating

-Windows:

-Doors:

-Gutters: Size/color

Large work shop-\$121,412.00

Salt storage-\$12,143.00

Dug out roofs Qty 2-\$6,370.00

new roof and siding on at baseball field-\$8,855.080

This instrument contains the entire agreement between the contractor & owner and no terms or understanding have been upon or understood except as described above or on subsequent signed change order form. Contractor shall not be responsible for delay due to cause beyond their reasonable control, or for leakage of previously installed eavestrough, or for electrical or plumbing adjustments needed to facilitate the work unless specified above. Contractor will not be held liable for damage caused by any third-party equipment (I.E., concrete trucks, material delivery trucks etc.) Contractor will clean up job site upon completion and haul away job related trash. Contractor will haul away old building materials related with the current project unless otherwise specified above. All surplus material is the property of the contractor. Product rebates are property of the contractor unless otherwise stated in this contract. All labor performed by Visionary Builders is guaranteed to be free from original defects for as long as the owner, named above, continues to own the property. Contractor retains the right to photograph/take videos of the homeowners' property pertaining to the work being done and publish marketing content and media with said photography/videos.

In consideration of the said work to be done by the contractor, the homeowner agrees to pay the contractor the specified amounts below. If payment method is debit or credit, there will be an additional charge of 3.5% to the project total. If the final payment is not paid with in the 48 hours of the job completion, homeowner accrue additional charges of 1.5% per month on open balances after completion until final payment is fulfilled. If homeowner does not

fulfill payment obligations, all actual legal, expert, and professional fees accrued to collect payment will be the responsibility of the homeowner. Homeowner understands Michigan law allows contractors who make an improvement to real property to record a construction lien against the owner of the property to secure repayment.

Good Through Date 12-15-2023	Project Total \$148,780.00
--	--------------------------------------

_____ % is due prior to beginning your project. Contractor draws for progress completion throughout project with the remaining balance is due within 48 hours of job completion.

<i>Signature</i>
Signature Date

Customer

<i>Jordan Williams</i>
11/29/2023

Authorized Signer



VIEW 3D MODEL



Complete Measurements

320 North Nelson Street, Pottery...

SUMMARY

Areas	Siding	Other
Facades	3559 ft ²	-
Openings	711 ft ²	-
Trims*	24 ft ²	-
Unknown (no photos)*	-	-
Total	4294 ft²	0 ft²

*Any trim or unknown material that touches siding is included in the 'Siding' column. If it does not touch siding, then it's included in the 'Other' column.

Openings	Siding	Other
Quantity	9	0
Tops Length	67' 7"	-
Sills Length	3' 8"	-
Sides Length	138'	-
Total Perimeter	209' 2"	-

Corners	Siding	Other
Inside Qty	0	0
Inside Length	-	-
Outside Qty	4	0
Outside Length	51' 4"	-

Accessories	Siding	Other
Shutter Qty	0	0
Shutter Area	0 ft ²	0 ft ²
Vents Qty	0	0
Vents Area	0 ft ²	0 ft ²

Trim	Siding	Other
Level Starter	240' 4"	-
Sloped Trim	-	-
Vertical Trim	-	-

Roofline	Length	Avg. Depth	Soffit Area
Eaves Fascia	226' 6"	-	-
Level Frieze Board	223' 8"	2' 2"	494 ft ²
Rakes Fascia	95' 6"	-	-
Sloped Frieze Board	85' 3"	6"	39 ft ²

SIDING WASTE TOTALS

Siding & Trim Only*	Area	Squares
Zero Waste	3585 ft ²	36
+10%	3944 ft ²	39½
+18%	4231 ft ²	42½

+ Openings < 20ft ²	Area	Squares
Zero Waste	3660 ft ²	36¾
+10%	4026 ft ²	40½
+18%	4319 ft ²	43¼

+ Openings < 33ft ²	Area	Squares
Zero Waste	3702 ft ²	37¼
+10%	4073 ft ²	40¾
+18%	4369 ft ²	43¾

*The first three rows of the Siding Waste Factor table are calculated using the total ft² of siding facades, ft² of trim touching siding, and ft² of unknowns touching siding.

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PROPERTY ID: 10283892
 POTTERVILLE DPW
 11 SEP 2023
 Page 2

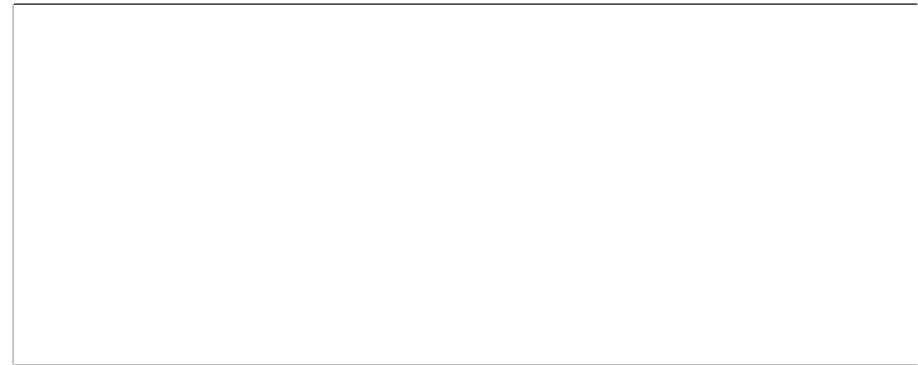


Complete Measurements

320 North Nelson Street, Potterv...
ROOF SUMMARY

Roof	Area	Total	Length
Roof Facets	5408 ft ²	2	-
Ridges / Hips	-	1	113' 3"
Valleys	-	0	-
Rakes	-	4	95' 6"
Eaves	-	2	226' 6"
Flashing	-	0	-
Step Flashing	-	0	-
Drip Edge/Perimeter	-	-	322'

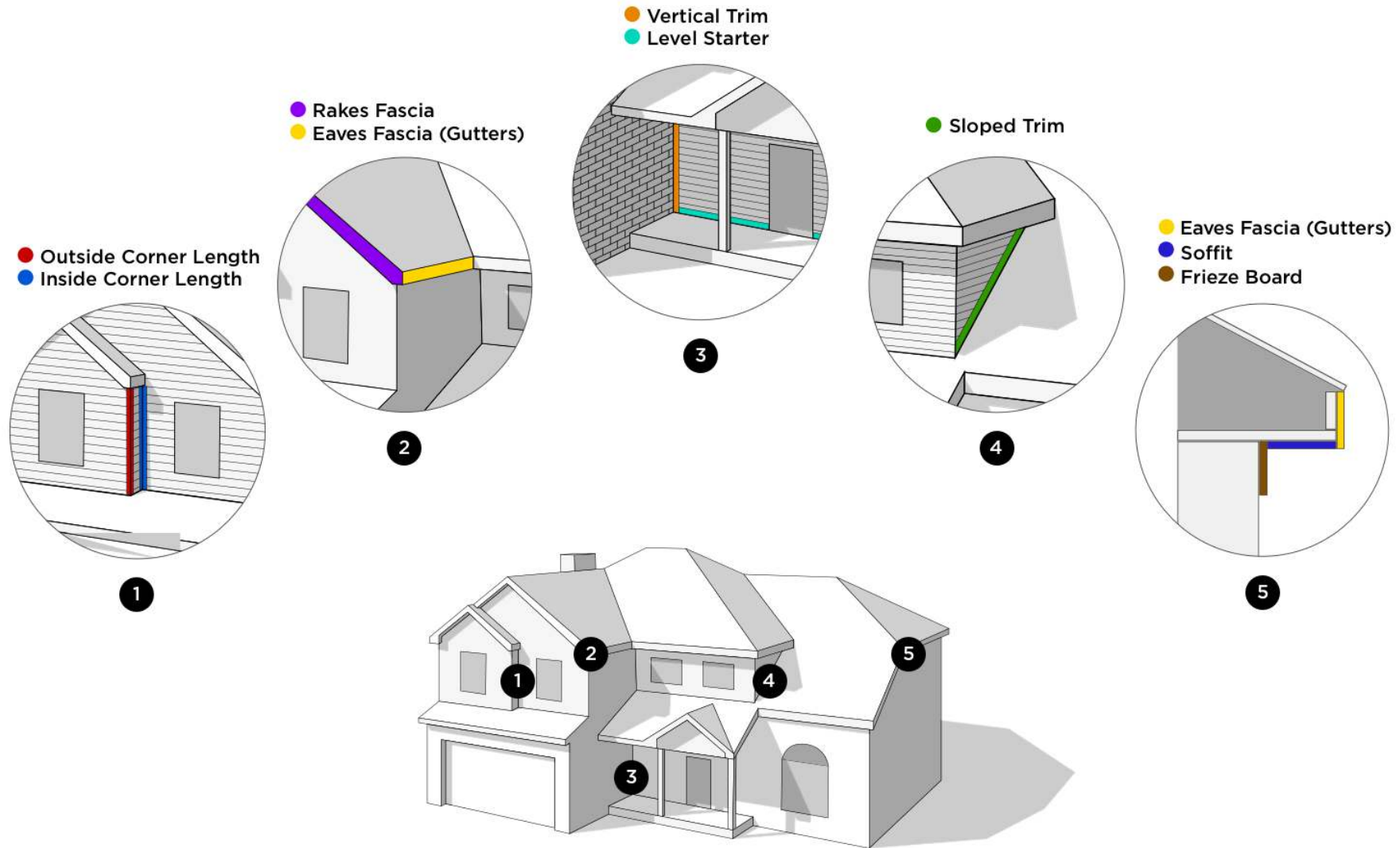
Roof Pitch*	Area	Percentage
4 / 12	5408 ft ²	100%



Example Waste Factor Calculations

	Zero Waste	+5%	+10%	+15%	+20%
Area	5408 ft ²	5678 ft ²	5949 ft ²	6219 ft ²	6490 ft ²
Squares	54 $\frac{1}{3}$	57	59 $\frac{2}{3}$	62 $\frac{1}{3}$	65

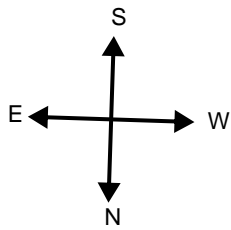
The table above provides the total roof area of a given property using waste percentages as noted. Please consider that area values and specific waste factors can be influenced by the size and complexity of the property, captured image quality, specific roofing techniques, and your own level of expertise. Additional square footage for Hip, Ridge, and Starter shingles are not included in this waste factor and will require additional materials. This table is only intended to make common waste calculations easier and should not be interpreted as recommendations.





Complete Measurements

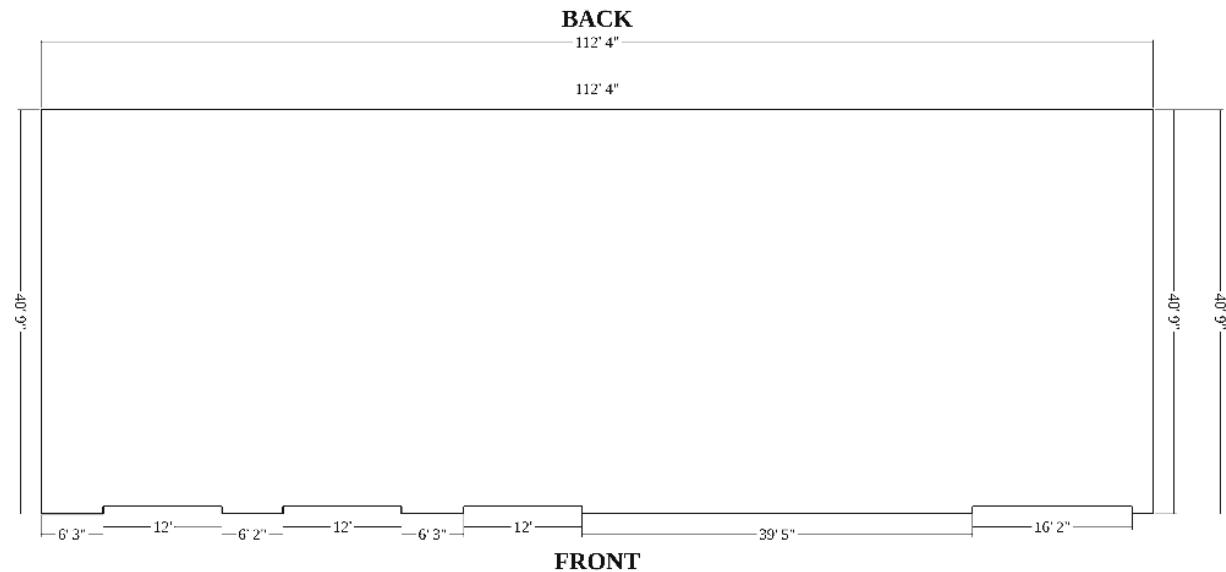
320 North Nelson Street, Potterv...
FOOTPRINT



Number of Stories: 1

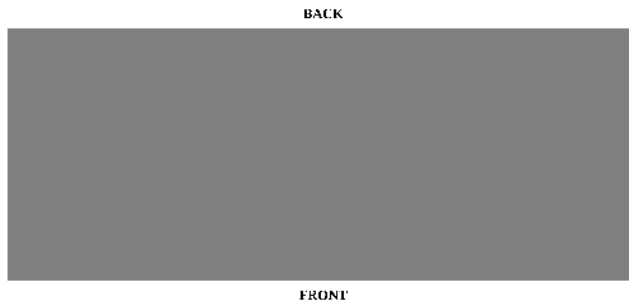
Footprint Perimeter: 312' 3"

Footprint Area: 4542 ft²

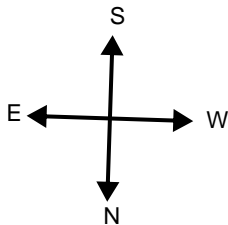


Siding Per Elevation

FRONT		RIGHT		LEFT		BACK	
SI-1	- 765 ft ²	SI-2	- 690 ft ²	SI-4	- 690 ft ²	SI-3	- 1414 ft ²
765 ft²		690 ft²		690 ft²		1414 ft²	



Number of Stories: 1



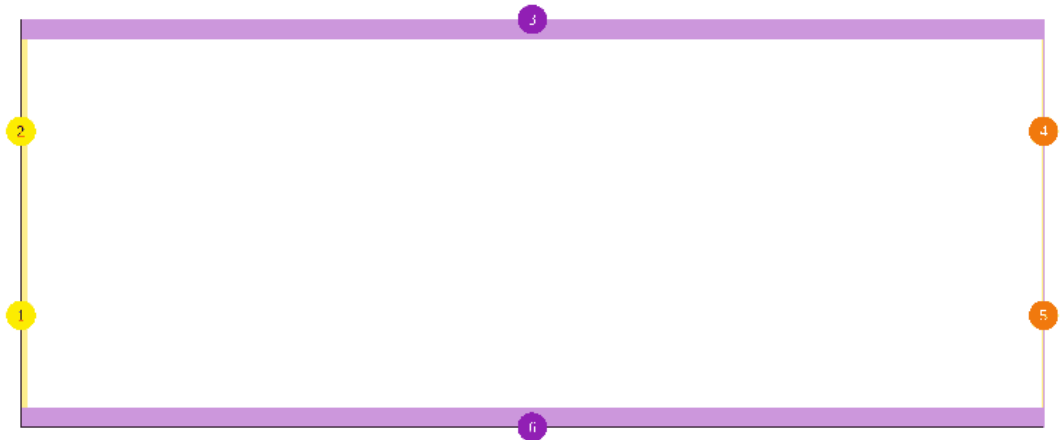


Complete Measurements

320 North Nelson Street, Potteryv...
SOFFIT

Soffit Summary

Depth	Type	Count	Total Length	Total Area
1" - 6"	rakes	2	43' 2"	8 ft ²
6" - 12"	rakes	2	43' 2"	31 ft ²
24" - 48"	eaves	2	226' 6"	494 ft ²
Totals			312' 9"	533 ft²





Complete Measurements

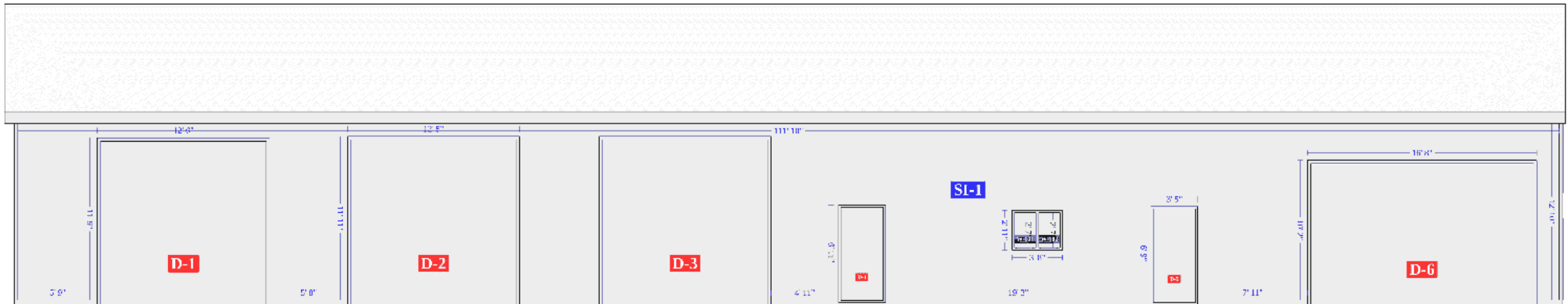
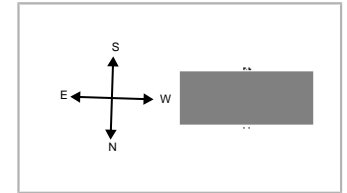
320 North Nelson Street, Pottery...

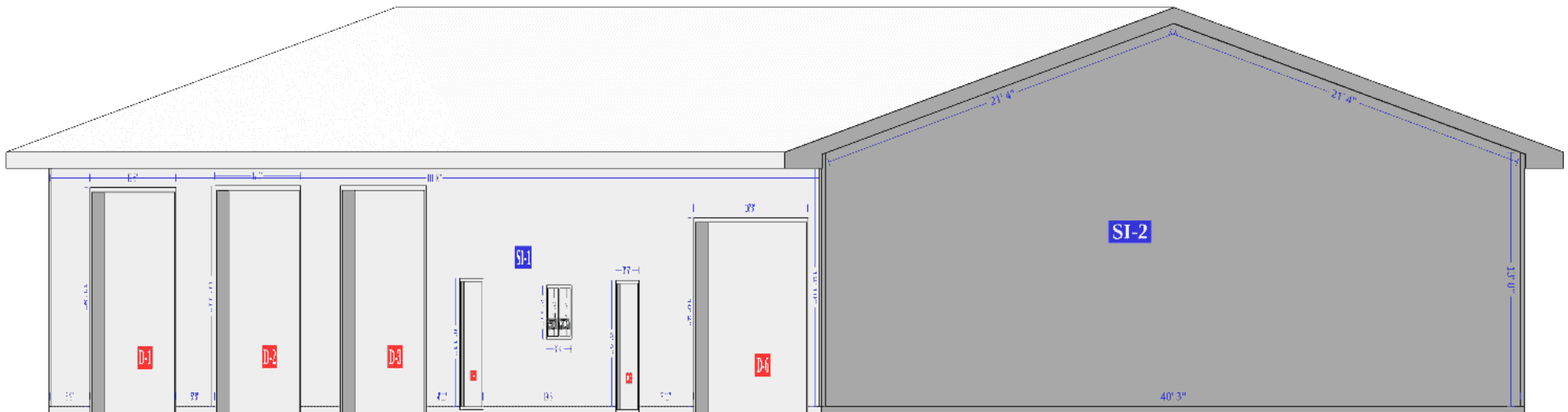
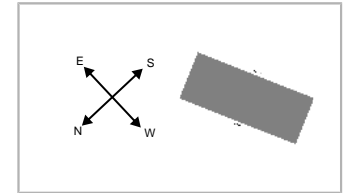
SOFFIT

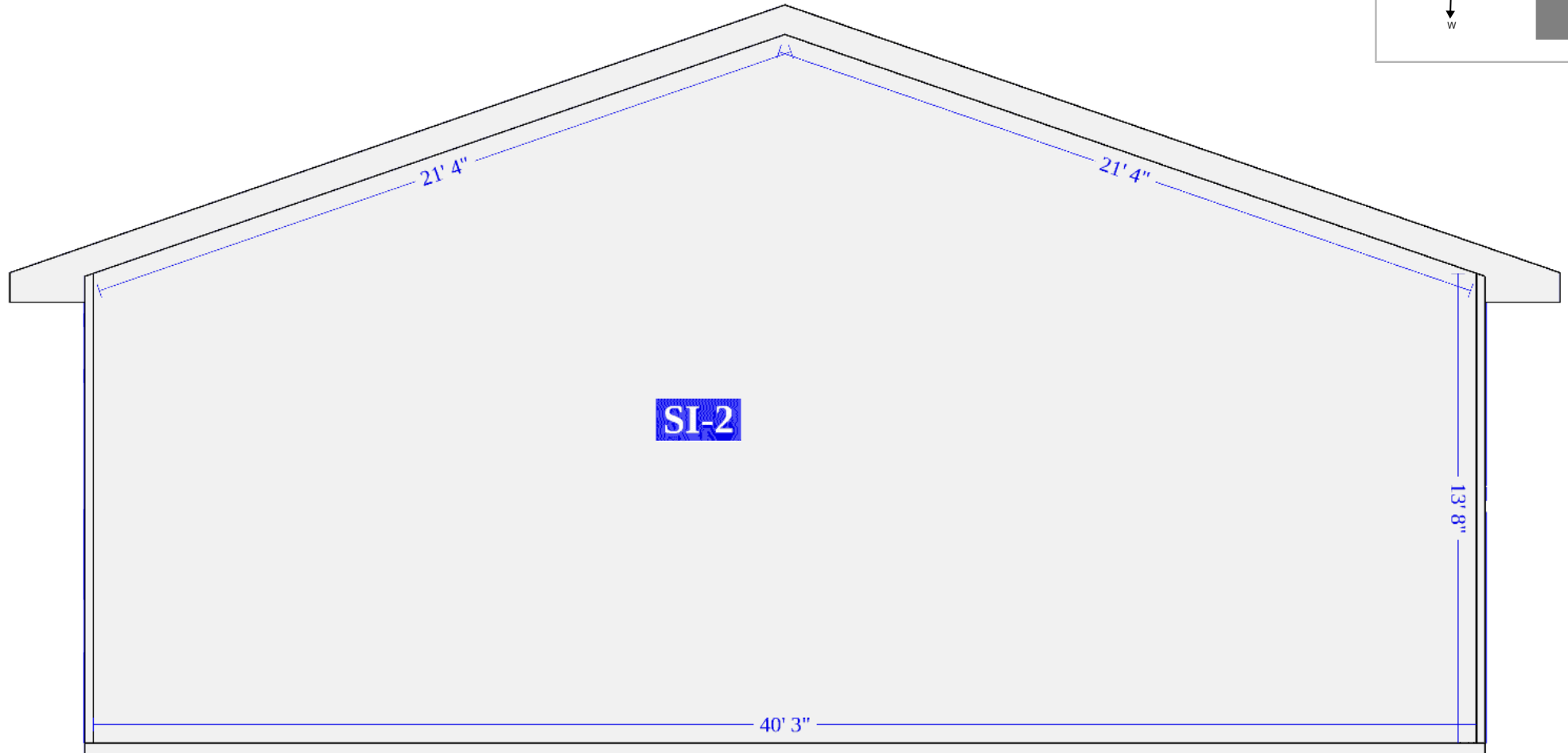
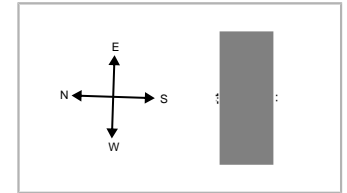
Soffit Breakdown

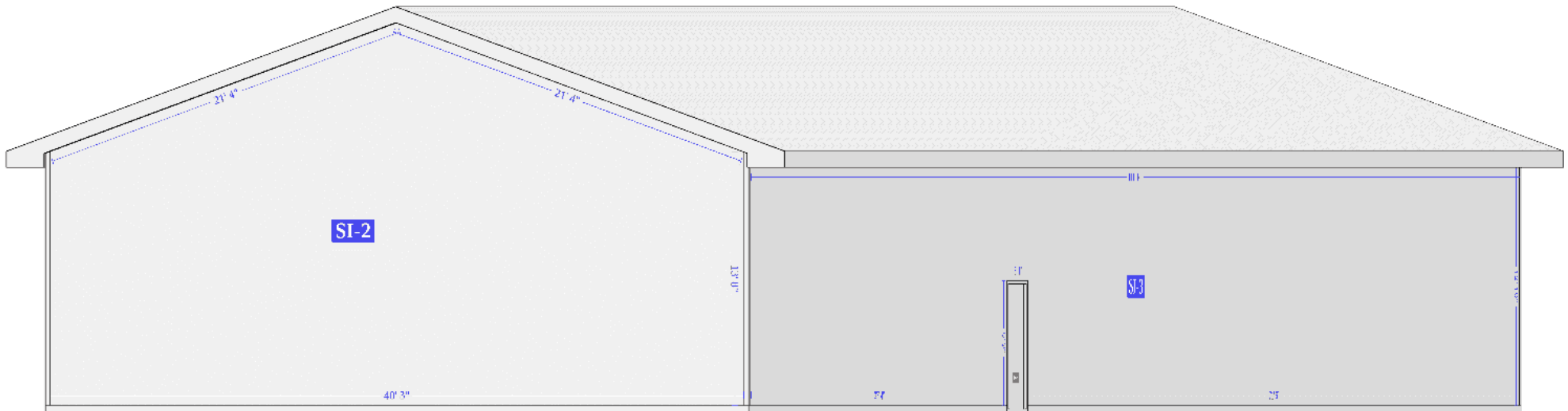
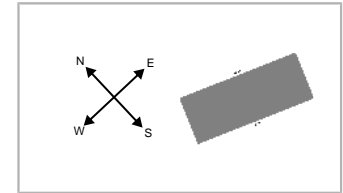
num	Type	Depth	Length	Area	Pitch
1	rake	9"	21' 7"	15 ft ²	4 / 12
2	rake	9"	21' 7"	15 ft ²	4 / 12
3	eave	26"	113' 3"	247 ft ²	4 / 12
4	rake	2"	21' 7"	4 ft ²	4 / 12
5	rake	2"	21' 7"	4 ft ²	4 / 12
6	eave	26"	113' 3"	247 ft ²	4 / 12

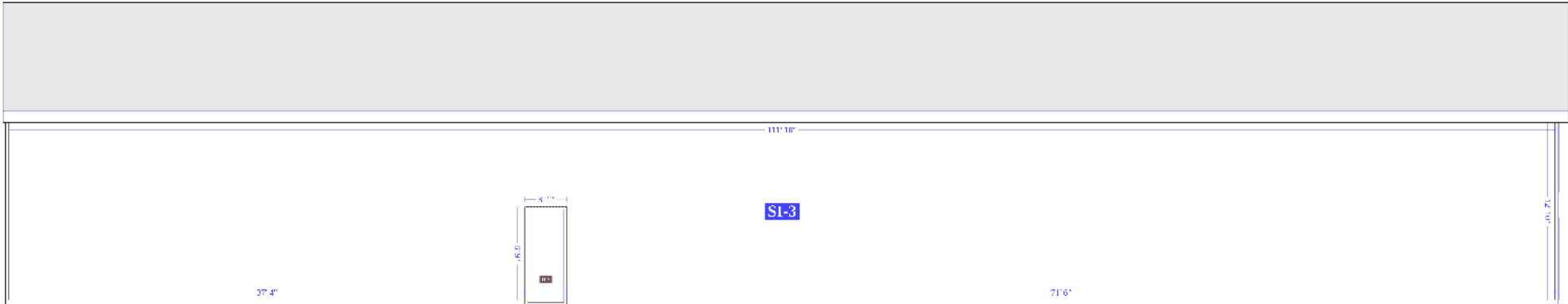
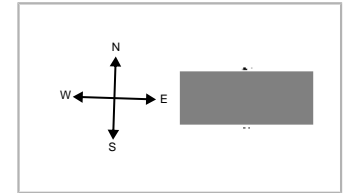
Ø Feature is too small to label on the plan diagram

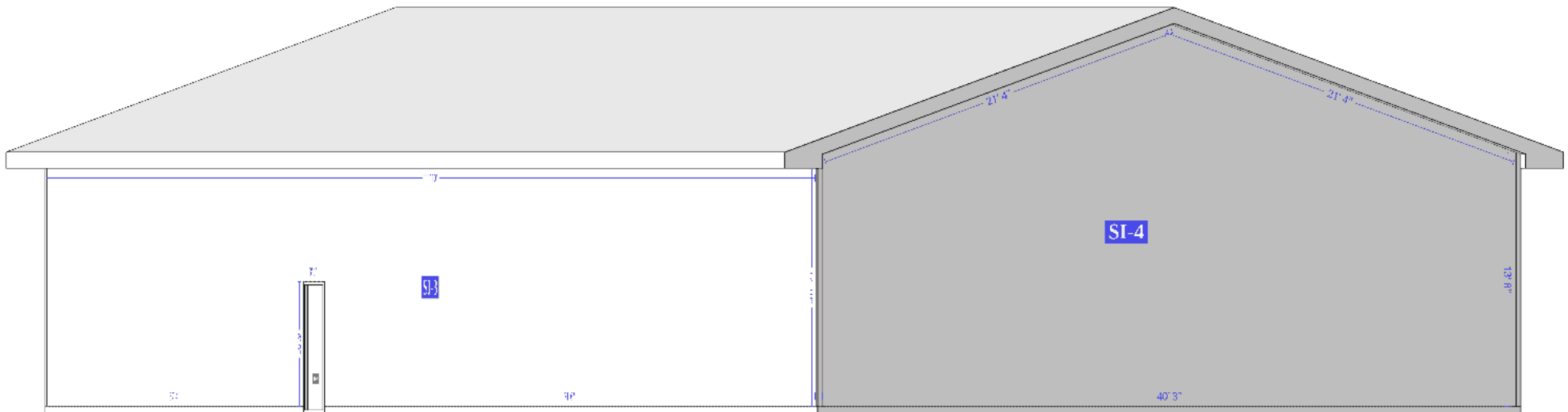
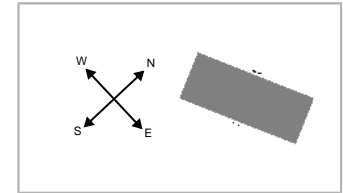


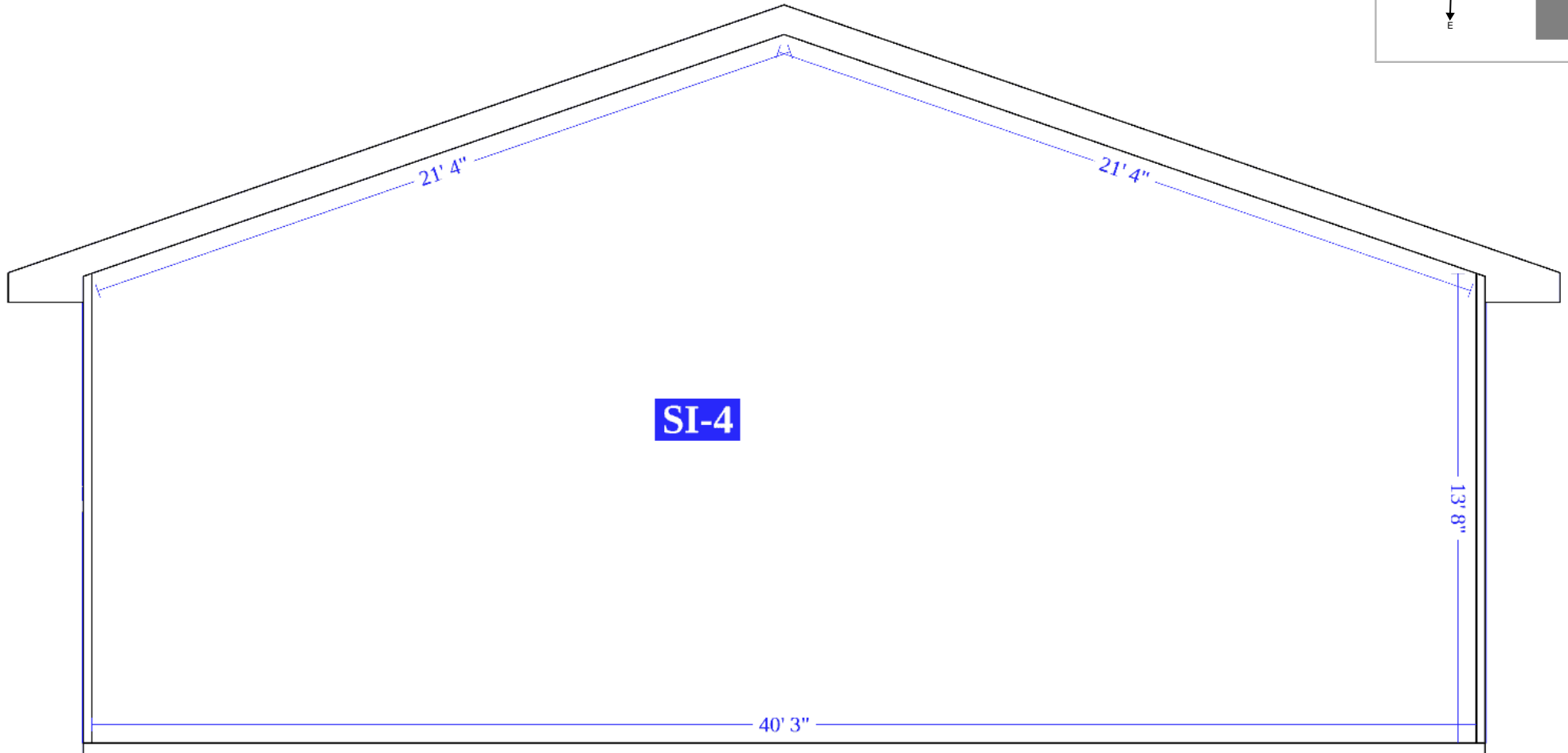
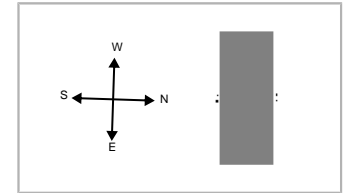


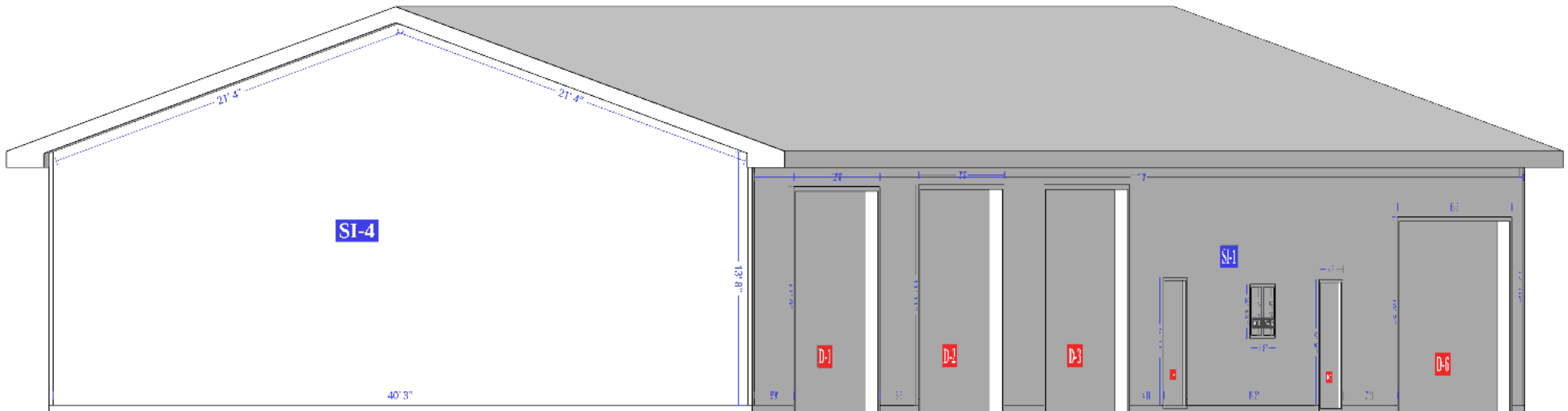
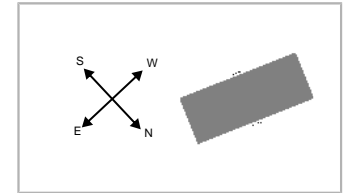














Complete Measurements

320 North Nelson Street, Potterv...
FACADES

Siding

Facade	Area	Inside Corners	Outside Corners	Openings	Shutters	Vents
SI-1	765 ft ²	-	2	8	-	-
SI-2	690 ft ²	-	2	-	-	-
SI-3	1414 ft ²	-	2	1	-	-
SI-4	690 ft ²	-	2	-	-	-
Total	3559 ft ²	0	8	9	0	0

Facades

		Trim			Corners		Roofline		Openings		
Facade	Area	Level Starter	Sloped	Vertical	Inside	Outside	Level Frieze Board	Sloped Frieze Board	Tops	Sills	Sides
SI-1	765 ft ²	50' 11"	-	-	-	25' 8"	111' 10"	-	64' 6"	3' 8"	124' 6"
SI-2	690 ft ²	40' 3"	-	-	-	25' 8"	-	42' 7"	-	-	-
SI-3	1414 ft ²	108' 9"	-	-	-	25' 8"	111' 10"	-	3' 1"	-	13' 5"
SI-4	690 ft ²	40' 3"	-	-	-	25' 8"	-	42' 7"	-	-	-
Total*	3559 ft ²	240' 4"	-	-	-	51' 4"	223' 8"	85' 3"	67' 7"	3' 8"	138'

*Totals de-duplicate any line segments that are shared between multiple facades, and as a result may not represent a total summation of the corresponding column.

Example Waste Factor Calculations

SIDING & TRIM ONLY

	Zero Waste	+10%	+18%
SI-1	765 ft ²	842 ft ²	903 ft ²
SI-2	690 ft ²	759 ft ²	814 ft ²
SI-3	1414 ft ²	1555 ft ²	1669 ft ²
SI-4	690 ft ²	759 ft ²	814 ft ²
Trims	26 ft ²	29 ft ²	31 ft ²
Total	3585 ft ²	3944 ft ²	4231 ft ²

+ OPENINGS < 20FT²

	Zero Waste	+10%	+18%
	773 ft ²	850 ft ²	912 ft ²
	690 ft ²	759 ft ²	814 ft ²
	1432 ft ²	1575 ft ²	1690 ft ²
	690 ft ²	759 ft ²	814 ft ²
	75 ft ²	83 ft ²	89 ft ²
	3660 ft ²	4026 ft ²	4319 ft ²

+ OPENINGS < 33FT²

	Zero Waste	+10%	+18%
	815 ft ²	897 ft ²	962 ft ²
	690 ft ²	759 ft ²	814 ft ²
	1432 ft ²	1575 ft ²	1690 ft ²
	690 ft ²	759 ft ²	814 ft ²
	75 ft ²	83 ft ²	89 ft ²
	3702 ft ²	4073 ft ²	4369 ft ²

The first Siding Waste Factor table is calculated using the total ft² of siding facades, ft² of trim touching siding, and ft² of unknowns touching siding.

The tables above provide the area of siding on a given property, segmented by individual and in sum total form. Values include openings (doors & windows) and waste percentages as noted. Please consider that area values and specific waste factors can be influenced by the size and complexity of the property, captured image quality, specific siding techniques, and your own level of expertise. Accessories are not included in these values and may require additional material.

These tables are only intended to make common waste calculations easier and should not be interpreted as recommendations.



Windows

Group	Group Width x Height	Group United Inches	Opening	Width x Height	United Inches	Area
WG-1	40" x 31"	71"	W-101	19" x 31"	49"	4 ft ²
			W-102	19" x 31"	49"	4 ft ²
			Total	-	99"	8 ft ²



Complete Measurements

320 North Nelson Street, Pottery...

OPENINGS

Doors

Opening	Width x Height
D-1	144" x 142"
D-2	144" x 144"
D-3	144" x 144"
D-4	36" x 82"
D-5	36" x 82"
D-6	194" x 123"
D-7	32" x 82"

*Door height and width have been snapped to standard

Entire Doors

Opening	Width x Height	Area
D-1	144" x 142"	143 ft ²
D-2	144" x 144"	143 ft ²
D-3	144" x 144"	143 ft ²
D-4	37" x 81"	21 ft ²
D-5	37" x 82"	21 ft ²
D-6	194" x 123"	165 ft ²
D-7	32" x 81"	18 ft ²
Total	-	654 ft²

*Total door square footage includes entire door package (e.g. with transoms, sidelites, etc.)

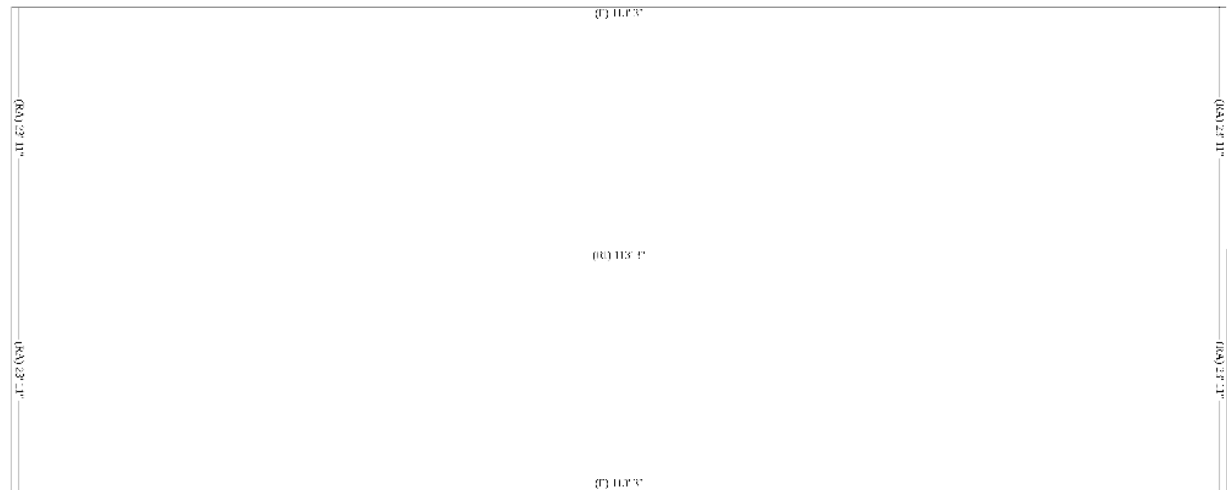


Complete Measurements

320 North Nelson Street, Potterv...
ROOF MEASUREMENTS

Roof	Length
Ridges (RI)	113' 3"
Hips (H)	-
Valleys (V)	-
Rakes (RA)	95' 6"
Eaves (E)	226' 6"
Flashing (F)*	-
Step Flashing (SF)*	-
Transition Line (TL)	-

*Please view the 3D model for more detail (e.g. flashing, step flashing and some other roof lines may be difficult to see on the PDF)



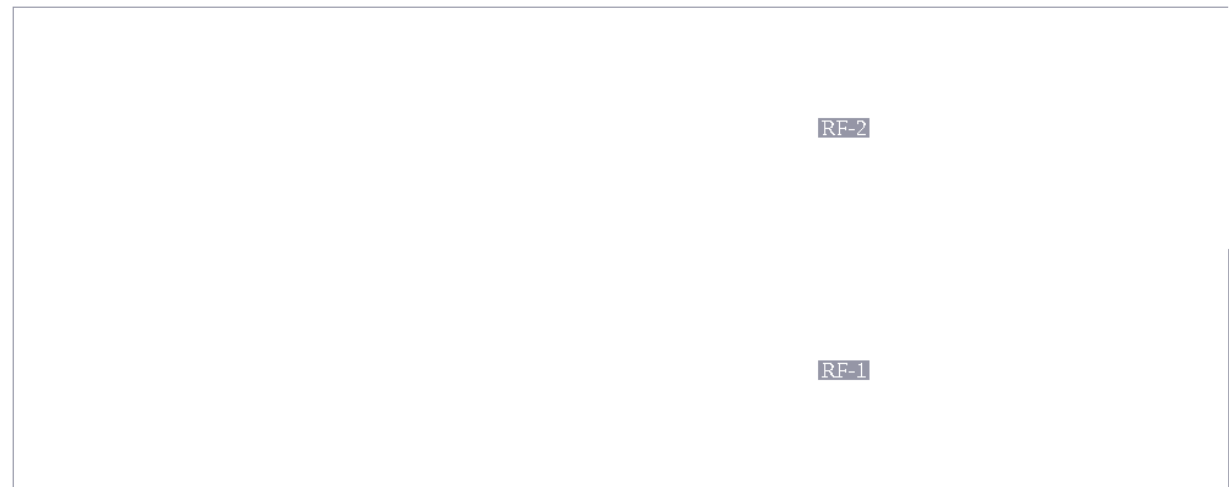


Complete Measurements

320 North Nelson Street, Potterv...
ROOF FACETS

Roof Facets

Facet	Area	Pitch
RF-1	2704 ft ²	4/12
RF-2	2704 ft ²	4/12





Complete Measurements

320 North Nelson Street, Potterv...
ROOF AREA

Roof	Facets	Total
Total	2	5408 ft ²



**Complete Measurements**320 North Nelson Street, Potterv...
ROOF PITCH

Roof Pitch	Area	Percentage
4 / 12	5408 ft ²	100%





Complete Measurements

320 North Nelson Street, Pottery...

PHOTOS









Complete Measurements

320 North Nelson Street, Pottery...

PHOTOS



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Complete Measurements

320 North Nelson Street, Potterv...

PHOTOS





Quotation 23421P

Potterville, MI

Tonka Water, a Kurita brand, Pilot Study

Addressee: **Wightman Engineering**

Quotation #: 23421P

Quotation Date: 12/14/23

We are represented on this project by:

Jason Frederick
DuBois-Cooper Associates
905 Penniman (PO Box 6161)
Plymouth, MI 48170 USA
Office: (734) 455-6700
Cell: (734) 890-9839
jfrederick@duboiscooper.com

Tonka Water Contact:

Rick Mann
6600 94th Ave North
Minneapolis, MN 55445
Cell: 612.289.0014
r.mann@kurita-water.com





000117

Potterville

Michigan

Engineer
Wightman

Representative
Scott Kafka
Hamlett Environmental Technologies
Howell, Michigan
(517) 545-2500
scottk@hamlettenvironmental.com

Contact
Greg Payne
gpayne@westech-inc.com

Justin Roth
jroth@westech-inc.com



Proposal Number: 2130526
Monday, November 27, 2023



WesTech Engineering, LLC. is pleased to present the following proposal utilizing pilot plant R190/PP19C trailer mounted pilot system to demonstrate effective metals reduction with aeration, detention and filtration, radium reduction with HMO treatment, and evaluation of various filter media configurations.

Table of Contents

Scope and Services Summary

Technical Proposal

Item A – R190/PP19C Pilot Trailer and Pilot Operations

Clarifications and Exceptions

Schedule Comments

Commercial Proposal

Bidder's Contact Information

Pricing

Payment Terms

Freight

Lease Agreement with Terms & Conditions

Supplemental Information

Customer Information

Technical Data Sheets

Scope and Services Summary

Scope of Supply

Overall Summary

- R190/19C Pilot Equipment
- Set Up and Operation
- Two Week Fully Staffed Pilot Study
- Decommissioning of Pilot Equipment
- Pilot Study Report

Pilot Equipment Scope of Supply

- Enclosed pilot trailer with three (3) 6-inch diameter filter columns
- Aeration Column and Detention Tanks
- Manganese ANTHRA/SAND Media and Greensand Plus Media Configurations
- Chemical dosing systems
- Treatment chemicals – sodium hypochlorite, potassium permanganate, HMO solution, ferric chloride, etc.
- Filter service and backwash pumps
- Water rate flow meters
- Filter headloss transmitters
- Process control laboratory and reagents (Fe, Mn, Cl₂)
- Datalogger
- 200-gallon raw water EQ/buffer tank

Setup, Operation, and Decommissioning

- One (1) trip with two (2) total travel days
- One (1) day to commission equipment
- Eight (8) days of operation
- One (1) day to decommission equipment.
- OPTIONAL- Pilot weekly extension

By Others

- Secure level location to site pilot trailer
- Raw water supply – standard garden hose connection
- Effluent & waste drain location by gravity flow
- Electrical connection to main power supply by a qualified electrician
- Interconnecting piping with weather protection
- Independent laboratory analysis cost/fees
- Access to toilet facilities

Technical Proposal

Item A – R190/19C Pilot Trailer

R190 Design Overview

Description	Unit	Dimension/Capacity
Application	-	Aeration, Detention, and Filtration HMO Treatment
WesTech Pilot Model	-	R190/19C
Filtration Process		
Pressure Filtration	Number of Filter Cells	3
Flow Rate	gpm	1.89-2.51 gpm Max. Combined 0.63-0.84 gpm Max. per Filter Column
Filtering Area	ft ²	0.2
Filtering Rate	gpm/ft ²	3.14-4.19 gpm/sqft
Filter Media Column 1		Manganese ANTHRA/SAND
Filter Media Column 2		Greensand Plus
Filter Media Column 3		TBD

R190 Design Criteria

Description	Finish Water Goal
Iron	<0.30 mg/L
Manganese	<0.05 mg/L
Radium (combined)	<5.0 pCi/L

Additional Services

On-Site Commissioning, Operations, and Decommissioning

WesTech has included operation services to commission the equipment, operate the system, collect data, decommission equipment. WesTech's Field Process Engineer is typically on-site for eight to ten hours per day, including the weekend. The Field Process Engineer may also check the system after normal work hours. **WesTech anticipates the system will operate twenty-four hours per day including the weekend.**

Item A - Technical Service		
Service	Trips	Number of Days
Travel to site from Ames, IA	1	1
Installation & commissioning		1
Pilot Operations		8
Decommissioning		1
Travel from site to Ames, IA		1
Total Field Service	1	12 Days

The pilot rental and operations may be extended after the initial twelve days of testing on a weekly basis for up to two weeks.

Data Analysis, Report and Recommendations

The pilot study data and laboratory results will be analyzed, and report generated after the conclusion of the pilot study. The report will present the findings of the pilot study and provided full-scale equipment recommendations.

Clarifications/Exceptions and Schedule

Clarifications and Exceptions

- Customer to provide single phase 240 VAC power.
- The Customer will be responsible for all independent laboratory testing, including radium.
- The Customer will be responsible for all interconnecting piping between pilot and source/waste locations including weather protection.
- The pilot report will be issued within four-weeks of receiving independent laboratory analysis.

Schedule

The pilot equipment and personnel can be reserved upon issuance of a purchase order.

Typical pilot schedule

Week 1

- Monday – Unit arrives on-site, and Customer begins process/electrical terminations, WesTech Process Engineer travels to site.
- Tuesday – Set up/Commissioning.
- Wednesday – Optimize and start Performance Runs
- Thursday-Friday – Continue Performance Runs

Week 2

- Saturday-Wednesday – Continue Performance Runs
- Thursday – Buffer Day, Begin Decommissioning
- Friday – Finalize Decommissioning, Unit shipped to Ames, Process Engineer travels.

The pilot unit is typically operated twenty-four hours per day seven-days per week. WesTech's Field Process Engineer will be on site for eight to ten hours per day, including weekends.

Commercial Proposal

Proposal Name: Potterville
 Proposal Number: 2130526
 Monday, November 27, 2023

1. Bidder's Contact Information

Company Name	WesTech Engineering, LLC.
Primary Contact Name	Greg Payne
Phone	801.265.1000
Email	gpayne@westech-inc.com
Address: Number/Street	3665 S West Temple
Address: City, State, Zip	Salt Lake City, UT 84115

2. Firm Pricing

Currency: US Dollars

Scope of Supply for Two-Week Pilot study

Item A	R190/PP19C Pilot System	
	Mobilization, Consumables and Round-trip Freight	\$12,000
	Equipment Rental	\$1,500/week
	Travel, Equipment Commissioning, Eight (8) Days On Site Operations, Decommissioning, Travel/Living Expenses, and Data Analysis/Report	\$20,000
	Estimated Total	\$35,000
	Optional Weekly Extension – Includes Equipment Rental, Operation Labor, and Expenses	\$10,000/week
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included

Prices are valid for a period not to exceed 30 days from date of proposal.

Additional Field Service

Daily Rate (Applicable Only to Field Service Not Included in Scope)	\$1,600
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Pricing does not include field service unless noted in scope of supply but is available at the daily rate plus expenses. The greater of a two-week notice or visa procurement time is required prior to departure date. Our field service policy can be provided upon request for more details.

3. Payment Terms

Mobilization	100% with completion
Rental Period	100% of monthly costs at the beginning of monthly cycle
Optional Extension	100% with completion

All payments are net 30 days. Partial shipments are allowed. An approved Letter of Credit is required if Incoterms CIF, CFR, DAP, CIP, or CPT are applicable. Payment is required in full for all other Incoterms prior to international shipment. Other terms per WesTech proforma invoice. Please note that the advising bank must be named as: Wells Fargo Bank, International Department, 9000 Flair Drive, 3rd Floor, El Monte, California 91731, USA.

4. Schedule

Pilot Availability	December 2023
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*Customer submittal approval is typically required to proceed with equipment fabrication and is not accounted for in the schedule above. Project schedule will be extended to account for time associated with receipt of customer submittal approval.

5. Freight

Domestic	FOB Shipping Destination – Full Freight Allowed	
From	Final Destination	Number of Trucks or Containers
Ames, IA	Potterville, MI	(1) R190/19C Trailer Mounted System



Pilot Rental Lease Agreement with Terms

Lessee: Potterville, MI

Proposal Number: 2130526

Equipment Scope of Supply

R190/PP19C Trailer and Pilot Operations

Terms and Conditions:

1. The charges for the Rental shall be **\$12,000** USD upon shipment, including round trip freight and **\$23,000** USD will be prorated and invoiced on a monthly basis for the duration of the rental/pilot. The rental term can be extended on a weekly basis for up to an additional two-weeks at \$10,000 per week. If pilot is extended beyond four-weeks, it will be at \$2,500 per week equipment rental and \$1,600 per day, plus expenses plus 10%, for any additional pilot operations/field service, invoiced monthly. Unnecessary damage will be the responsibility of the Lessee. The rental shall begin upon shipment of the equipment from our plant and shall continue until the date of shipment from your plant; copy of the shipping manifest is to be submitted to WesTech Engineering LLC. as proof of shipment.
2. Minimum rental period is two (2) weeks. Long term rental agreements (greater than 6 months) are available.
3. Fractional monthly rental charges in excess of one (1) month are prorated on a weekly basis.
4. Invoices are rendered monthly with lease charges payable in advance. Terms on all invoices shall be net 30 days.
5. Freight FOB Shipping Point – Full Freight Allowed
6. Title to rented equipment shall remain in the name of WesTech Engineering and Customer shall not permit any lien, or security interest to be placed on or against the Equipment.
7. The Lessee shall, at his own expense, carry necessary insurance to protect Lessor and Lessee against all risks to the equipment or any liability arising from the use of said equipment while the equipment is in the possession and control of the Lessee. The insurable value is \$200,000.
8. The Lessee shall, at his own expense, maintain and replace any normally wearing parts required during the term of the lease.
9. The above rental price is firm for thirty (30) days. All local, state, Federal, sales, and/or manufacturer's taxes of any sort, and any such taxes and/or charges pertaining there-to, are to be borne by the Lessee.

Installation:

The Lessee agrees to install the equipment according to our instruction and Operation and Maintenance Manuals and to furnish all necessary labor. All piping and wiring connections are to be made by the Purchaser in accordance with our instructions.

Maintenance:

The Lessee is required to provide adequate supervision, maintenance, repairs, grease, and oil, etc., as may be necessary or required by our Operation and Maintenance Manual.

Field Service:

Additional field services beyond those quoted can be purchased for \$1,600 per day, plus expenses plus 10%.

Test Program and Results:

All test, operation, sampling, maintenance, installation, and other labor are part of the Lessee's cost and responsibility unless otherwise agreed upon. All party's access to the test program results will be discussed and agreed upon at the execution of this contact.

WesTech Engineering will be pleased to review and evaluate the results of the test program with Lessee (purchaser) with respect to design and specification of full-scale equipment.

Confidentiality:

All results, information, data, procedures, formulas, compilations, methods, techniques and processes, whether in writing or otherwise, relating to the Equipment or any use thereof by Customer shall be received and maintained in confidence by Customer and shall not be disclosed, directly or indirectly, by Customer, except to those of its employees who (a) need to receive such information to enable Customer to evaluate the performance of the Equipment, and (b) acknowledge that they are bound by and will abide by the confidentiality provisions hereof. Customer shall not use or permit the use of any of such information for any purpose other than to evaluate the performance of the Equipment without written consent of WesTech.

Limitation of Liability:

Notwithstanding anything to the contrary herein, in no event shall WesTech be liable for consequential, incidental, special, exemplary, punitive, or other indirect damages of any kind. These limitations apply whether the liability is based on contract, strict liability, tort, or any other legal theory.

Rental Return:

Upon return of the equipment, we reserve the right to invoice for major repairs, other than normal wear, and for any cleaning cost necessary to return the equipment to the condition at which it was received at the Lessee's plant. To avoid unnecessary cleaning charges, we ask that the Lessee make sure that the unit is cleaned and functional before returning it.

Accepted by:

**WesTech Engineering, LLC
3665 S West Temple St
Salt Lake City UT 84115**

Customer

By: _____
(name)

By: _____

(title)

Name

WesTech Engineering

Title

Date: _____

Date: _____



Supplemental Information

Customer Information
Technical Data Sheets

Customer Information

Please fill out the requested information and return to WesTech. Information is for WesTech use only.

Company Name:		
Ship to Address:		
City:		
State, Zip Code		
Shipping Contact(s):		
Phone:		
Fax:		
Email:		
Directions/Map		* Please include maps or detailed directions.
Bill/Invoice to:		
Address:		
City:		
State, Zip Code		
Accounting Contact:		
Phone:		
Fax:		
Email:		
Taxable:		Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Tax ID (ein or ssn)		
Date:		By:
Please return to:		Pilot Fleet Manager WESTECH ENGINEERING, LLC. Phone #: 801-265-1000 Fax #: 801-265-1080
WESTECH USE ONLY		
Entered by:		Route To:

R190/19C Pilot Technical Information

General Information

Type of Treatment:	Aeration, Detention, and Filtration
Plant Flow Rate (Per Column):	Variable 0.4-5.0 GPM
Trailer Description:	Pilot Plant No. 19C is pulled on a tandem axel 7'-0" x 18'-0" Tag-A-long (bumper hitch) (GVWR #1,800 & 2" ball) trailer that is 9'-1" overall height.
Shipping Weight:	2750 pounds
Operating Weight:	3500 pounds
Power Requirements:	230 v, 30 amp, 1 ph, 60 hz, 4-wire electric service (~50 ft of 4/10 AWG-SOOW power cable provided)
Site Requirements:	10' x 20' minimum level area 19' ceiling height (aeration operation) Drain location below grade for gravity flow

Water Connections

Raw Water Connection:	¾" garden hose connection @ ~20 psi supplied by customer
Potable/Tap Water Connection:	¾" garden hose connection supplied by customer (optional)
Drain Connection:	1.5" Camlock connection (~10 ft of hose supplied by WesTech)

Filter Tanks

Number of Units:	Three
Type:	Vertical pressure filters
Flow Rate:	0.4-5.0 GPM
Diameter:	6" I.D.
Shell Height:	60"
Cross Sectional Area:	0.196 sqft
Underdrain:	614 media retaining nozzle
Filter Media:	Variable based on full scale design
Control:	Kates Flow Control Valve maintains constant flow rate after being manual set

Pressure Aerator

Type:	GFC Atomerator
Flow Rate:	1-5 GPM
Size:	5.5" x 8.5"
Compressor:	1 hp, 110 v, 1 ph, 60 hz

Accessories:	Air pressure regulator, needle valve, and air flow rotameter (max 0.8 SCFH)
Air Release System:	Manual ¾" valve
Control:	Manual

Induced Draft Aerator

Type:	Induced Draft
Flow Rate:	1-5 GPM
Size:	4" (diameter) x 60" (1 section)
Cross Sectional Area:	0.08 sqft
Internals:	Loose fill
Mounting:	Camlock fitting on side of trailer
Water Connection:	¾" garden hose from trailer
Blower:	6" Fan, plastic centrifugal in-line duct fan
Control:	Float valve on aerator influent balances inlet rate to detention tank with filter flow rates

Detention Tanks

Minimum Number of Tanks:	1
Maximum Number of Tanks:	3
Tank Dimensions (Each Tank):	8" wide x 24" long x 30" deep (adjustable water level)
Detention Times:	See table below

Service and Backwash Pumps

Feed Pumps:	3- G&L Model NPE Series 1x1.25x6
Power:	½ hp, 230 v, 1 ph, 60 hz
Capacity:	Approx. 5 GPM
Backwash Pump:	1- Goulds ½ hp Stainless Sump Pump
Backwash Capacity:	Approx.: 5 PGM
Air Scour (Optional):	Air compressor metered via rotameter at 2 – 3 cfm/sqft

Instrumentation

Feed and Backwash Flow Rate:	3- Siemens ½" Magnetic Flow Meter
Filter Differential Development:	3- Siemens Differential Pressure Transmitter
Process Control Laboratory:	Capability of performing portable Hach water quality tests

Chemical Feed System

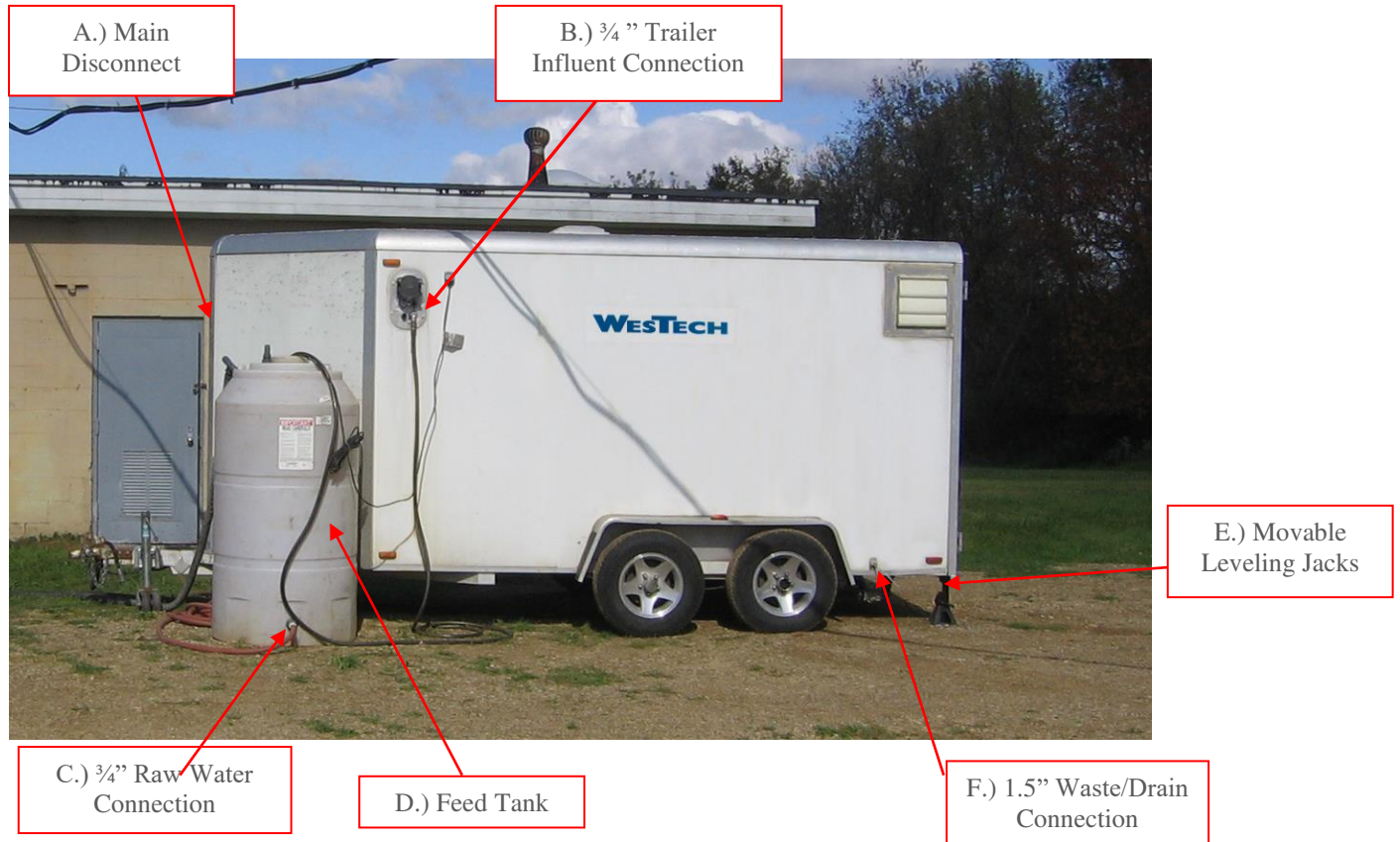
Feed Pumps:	3- Stenner peristaltic pump
Accessible Chemicals:	Caustic soda, soda ash, hypochlorite, alum, coagulant aid, potassium permanganate, ferric chloride, dilute slurries if held in suspension with constant mixing
Feed Capacity:	0-5, 0-17 & 0-40 GPD
Chemical Storage:	3- 15 gal plastic tanks with mixers
Mixer Motors:	3- 1.1 amps, 1/15 hp, 120 v, 1 ph
Accessories:	Connecting tubing and calibration columns
Points of Application:	Aerator effluent, detention tank, filter connections

Detention Time Table

	Loading Rate [GPM/sqft]									
	1	2	3	4	5	6	7	8	9	10
(1) Filter Q [GPM]	0.20	0.40	0.59	0.79	0.99	1.19	1.39	1.58	1.78	1.98
(2) Filters Q [GPM]	0.40	0.79	1.19	1.58	1.98	2.38	2.77	3.17	3.56	3.96
(3) Filters Q [GPM]	0.59	1.19	1.78	2.38	2.97	3.56	4.16	4.75	5.35	5.94
Single DT Tank										
(1) Filter DT [min]	105	53	35	26	21	18	15	13	12	11
(2) Filters DT [min]	53	26	18	13	11	9	8	7	6	5
(3) Filters DT [min]	35	18	12	9	7	6	5	4	4	4
Two DT Tanks										
(1) Filter DT [min]	210	105	70	53	42	35	30	26	23	21
(2) Filters DT [min]	105	53	35	26	21	18	15	13	12	11
(3) Filters DT [min]	70	35	23	18	14	12	10	9	8	7
Three DT Tanks										
(1) Filter DT [min]	316	158	105	79	63	53	45	39	35	32
(2) Filters DT [min]	158	79	53	39	32	26	23	20	18	16
(3) Filters DT [min]	105	53	35	26	21	18	15	13	12	11

19C Process Connections

Direct Filtration or Atomerator Set-up – without Aerator



- A) Main Disconnect Box – The 240 1ph VAC power is hooked up here.
- B) Trailer Influent Connection – 3/4" Garden Hose from transfer pump in Feed Tank
- C) Raw Water Connection – 3/4" Garden Hose connection
- D) Feed Tank – 180 Gallon Tank with float switch
- E) Leveling Jacks
- F) Waste Line to below grade drain

Induced Draft Aeration Set-up



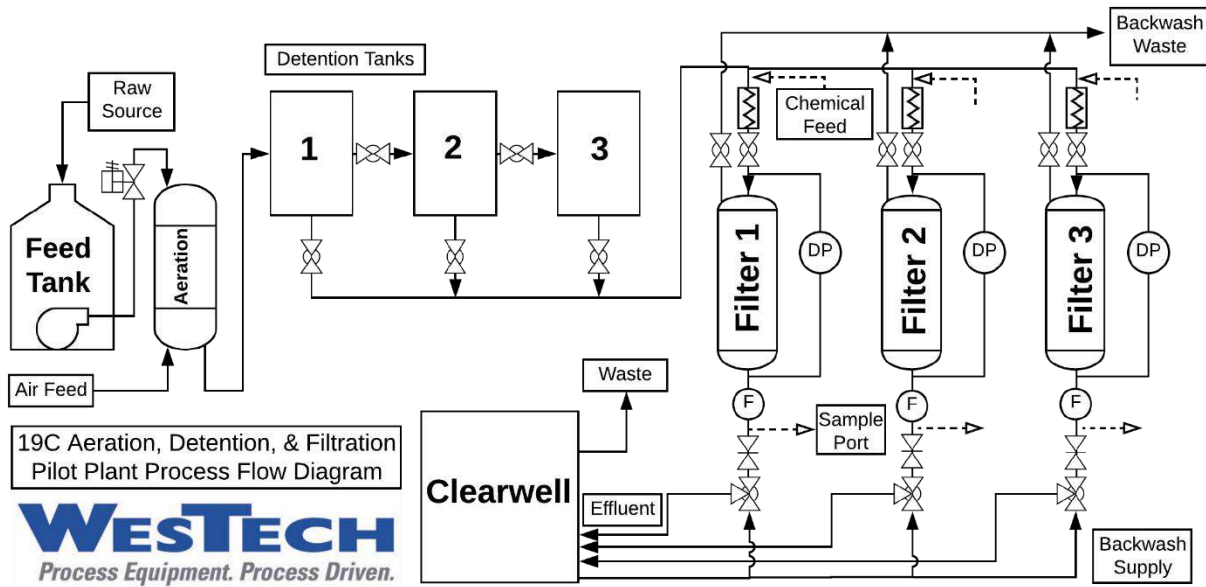
G.) ¾" Induced Draft Aerator Inlet Connection

I.) 1.5" Waste Connection

H.) Main Disconnect Box

- G) Induced Draft Aerator – ¾ " Garden Hose Connection Inlet
- H) Main Disconnect Box – The 240 1ph VAC power is hooked up here.
- I) Waste Connection – 1.5" Waste line to below grade drain

19C Process and Instrumentation Diagram



Piloting for Media Filtration

Tonka Water is pleased to offer this proposal to provide pilot testing equipment and services. The pilot equipment offered in this proposal will be shipped to the site skidded. The equipment will be set-up by a Tonka Water technician, who will operate it for the duration of the study. The pilot will assess the use of media for the removal of iron, manganese, arsenic and radium.

We quote the following pilot equipment and services as outlined below:

Pilot Duration. The pilot study will be conducted over a total of Two (2) weeks.

Pilot Filtration Equipment- Skid Mounted

- One (1) 8" diameter media filtration column with 30" of Tonka Water IMAR™ media – a dual sand/antracite filter media design for this application. The column will be fully plumbed with a valve manifold to accommodate all modes of service and backwash and will include a loss of head gauge and sample taps. The filtration assembly will have approximate dimensions of 4' x 8' and height of approximately 8'. System will require a continuous flow of approximately 2 gpm. The filter column is intended to be operated at between 3 and 5 gpm/sft.
- Sodium hypochlorite feed system (mix tank, feed pump, injector). Sufficient sodium hypochlorite for duration of pilot included.
- Hydrous manganese dioxide (HMO) feed system (mix tank, mixer, feed pump, injector). Sufficient TonkaZorb™ (pre-formed HMO) included.
- Backwash system including finished water/backwash supply storage tank, an air compressor for Simul-Wash, and supply pump for backwash.
- Miscellaneous equipment consisting of flexible tubes, valves, fittings, and other necessary appurtenances to provide a fully operable system.
- Written instructions for the operation of the equipment.

Pilot protocol thoroughly discussing the methods used during piloting, filter details, loading rates during service and backwash, field testing type and frequency, recommend laboratory sample protocol, etc delivered for review and approval by customer prior to start of the pilot study.

Freight of the pilot skid to and from the pilot site. Unloading at site not included – to be provided by customer.

Manpower. Tonka Water will provide a pilot technician for the duration of the pilot. Two (2) trips consisting of 6 total days onsite (4 travel days) for operation of the pilot. Tonka Water will also assign an applications engineer to the project who will oversee pilot operation remotely and be available by phone and email to provide support to the operating personnel throughout the duration of the study.

Field testing. Throughout the pilot study, field tests will be conducted on the different flow streams at various intervals. Tonka Water includes testing apparatus and reagents associated with field tests.

[**Note:** Coincidental with the field tests, samples will be drawn, preserved and routed to an independent lab to verify and substantiate field tests. The costs associated with independent laboratory analyses are NOT included in this proposal and would be provided by the customer.]

Pilot report. Upon completion of the pilot study, and after Tonka Water's receipt of independent laboratory analysis reports, a complete and descriptive pilot study report will be prepared by an applications engineer.

The filtration system will require periodic backwash, which will occur out of service and take approximately 20 minutes. Periodic replenishment of the chemicals will be required as necessary.

Notes:

- Backwash waste will need to be disposed of. This waste will contain elevated arsenic and radium levels – customer to confirm that disposal onsite is available or other considerations have been made.
- A 120V, 30A, single phase power supply will be required to operate the pilot study.



Price Summary conventional pilot as directed in the RFP

Item	Price
Pilot Equipment, Services and Support for up to 6 days of Tonka run pilot over a two week period.	\$ 32,000.00

Delivery:

Pilots are scheduled once a signed Purchase Order has been received. Tentative pilot start date estimated for late February 2024 but subject to change based on arrival date of PO.

**The attached CONDITIONS OF SALE AND WARRANTIES that are incorporated herein.
For your convenience, this sheet may be used as your order for this equipment.**

Items Ordered	_____
P.O. Number	_____
Total Net Price	_____
Firm Name and Address	_____
By (Print)	_____
Signature	_____
Date	_____

KURITA AMERICA INC.
<p>Purchase orders should be addressed to: Kurita America Inc. 6600 94th Ave North Minneapolis, MN 55445</p>

Notes:

1. All permits or regulatory agency approval will be the responsibility of the customer.
2. Kurita America is not responsible for any costs related to laboratory testing. Costs associated with laboratory testing are not included in this proposal.
3. The above costs are in US dollars, and do not include any applicable sales or use taxes.
4. Equipment is quoted f.o.b. factory with full freight allowed to the site. Quoted price also includes return of equipment, f.o.b. pilot site, full freight allowed to Kurita America.
5. The Customer shall be responsible for receiving and unloading pilot equipment upon delivery.
6. The Customer will be responsible for secure storage and protection of pilot equipment until the equipment is shipped and received at Kurita America's facility.
7. The Customer is required to provide a location for discharge of pilot finished water and wastewater. Kurita America is not responsible for the treatment, storage, transport, or disposal of chemicals, waste, or waters produced or used during the pilot study, nor for obtaining any required licenses or permits. Pilot water discharge will be a continuous flow. Upon completion of the pilot study, the customer will be responsible for proper disposal of chemicals, media, reagents or any other hazardous material(s) used during the pilot study.
8. The above pricing is based on use of pilot equipment for the duration as outlined in the above quotation. If pilot equipment is used for durations greater than that designated at the request of the customer, if additional piloting is needed to prove another process, test additional variables, or if additional labor is needed to complete tasks or pilot parameters outside of this proposal, an additional quotation will be required. Kurita America reserves the right to invoice for additional use of the pilot equipment if it is not received at Kurita America within 10 days of completion of the pilot study.
9. It will be the responsibility of the customer to use the equipment with care and to carefully package the equipment for re-shipment to Kurita America in accordance with DOT requirements. The customer will assume any responsibility for damage to the equipment and will be subject to any costs associated with damage, loss or misuse of the equipment. Note: Return shipment of the pilot equipment with chemicals, media, reagents or any other hazardous materials inside is a violation of DOT regulations. Any ramifications from violating DOT regulations by the shipper will be the responsibility of the shipper. Return of chemicals, media, reagents or any other hazardous material with the pilot equipment may result in additional charges being incurred.
10. Final payment will be required 30 days after release of the pilot study report.
11. The attached Kurita America standard Terms and Conditions are incorporated by reference into this quotation, and will be a part of any binding agreement between the customer and Kurita America, and cannot be modified by the customer whether by the terms of the purchase order or otherwise, except to the extent expressly accepted by Kurita America in writing.
12. We do not include any items not specifically described in this proposal.

Conditions of Sale and Warranties

1. Exclusive Terms and Conditions

Together with any other terms the parties agree to in writing, these terms and conditions of sale form the exclusive terms ("Agreement") whereby Buyer agrees to purchase, and Seller agrees to sell goods and provide advice, instruction and other services in connection with the sale of those goods ("Services"). Notwithstanding any provisions communicated in any way by Buyer to Seller prior to this agreement including any terms contained in any request for quote by Buyer, Buyer agrees that this agreement will control the relationship by accepting goods and services from Seller, even if Buyer sends to Seller other terms and conditions to which Seller may not respond.

2. Buyer Obligations

Seller will not control the actual operation of either Buyer's systems or goods at the site, and unless otherwise specifically agreed in writing, installation of goods shall be the responsibility of Buyer. Goods and services provided hereunder are based upon the information Buyer makes available to Seller, and Seller reserves the right to utilize the most compact and feasible design compatible with sound engineering practices, and to make changes in details of design, construction and arrangement of goods unless precluded by limitations (including, but not limited to actual space and feed water/substance quality specifications) specified by Buyer in writing at the time an order is placed. If no such limitations are specified, Seller shall not be held responsible for incompatibility of the goods and services due to changes in feed water/substance quality specifications or site conditions nor for incompatibility with actual space or design limitations, which were not initially disclosed by Buyer and become apparent at a later date. For services to be accurate and goods to work as intended, Buyer must fulfill the following obligations ("Obligations"): (a) provide Seller complete and accurate information and data relevant to the scope of work to be provided, such as information related to Buyer's site conditions, systems, related equipment and processes, feed water or other substances to be treated or measured with the Goods, including any hidden, unapparent, or changing conditions that may affect the effectiveness of the Goods; (b) operate all related systems and the goods within the agreed to control parameters or, if none, within industry customary operating conditions; (c) maintain all related systems and Goods in good operating condition and repair; and (d) maintain and handle goods in a proper and safe manner. If Buyer fails to fulfill the foregoing obligations, Seller shall be relieved of any obligations with respect to warranties or any other commitments made to Buyer in writing, and Seller shall have no liability for any loss, damage or injury which Buyer may sustain or for which Buyer may be liable.

3. Payment and Prices

Unless otherwise specified in writing in section 10 of this proposal document, payment is due net thirty (30) days from the date of Seller's invoice. If Seller shall have any doubt at any time as to Buyer's ability to pay, Seller may decline to make deliveries except on receipt of satisfactory security. The prices quoted herein do not include taxes. Buyer shall be directly responsible, and reimburse Seller, for the gross amount of any present or future sales, use, excise, value-added, or other similar tax applicable to the price, sale of delivery of any products or services furnished hereunder. Buyer shall furnish Seller with evidence of exemption acceptable to the taxing authorities if applicable. [For multi-year agreements, pricing stated shall remain firm for 12 months, after which Seller shall be entitled to adjust pricing upward on an annual basis according to the designated formula used by Seller in Buyer's country and which shall be notified to Buyer.] Unless otherwise specified, all prices are ExWorks Seller's facility. Buyer agrees to reimburse Seller for collection costs, including 2% interest per month, should Buyer fail to timely pay. Buyer shall have no rights to any setoffs of any nature relating to any payments due under the agreement.

4. Payment for Excessive Usage; Lost and Damaged Goods

If payment for goods is based on some factor other than the actual amount of goods delivered (e.g., payment is for a fixed amount, or based on usage or production), then Buyer agrees to pay for all Goods (a) consumed as a result of Buyer's failure to comply with obligations as set forth in Section 2; or (b) lost or damaged after delivery to Buyer. Buyer shall provide Seller all information necessary to calculate amounts due and enable Seller to audit those records.

5. Deliveries

Unless stated otherwise in the proposal, Seller shall deliver all products to Buyer EXW Seller's facility, place of manufacture, or warehouse, according to INCOTERMS 2000. Shipment dates, if applicable, noted in this proposal represent Seller's best estimate of probable delivery time considering conditions known at the time this Proposal was prepared. Upon acceptance of Buyer's purchase order or, where specified in the purchase order, upon receipt of Buyer's notification to proceed with fabrication of equipment that satisfies Seller's requirements for meeting the delivery schedule, Seller shall commence fabrication of equipment. The place of delivery specified therein shall be firm and fixed, provided that Buyer may notify Seller no later than 45 days prior to the scheduled shipment date of the products of an alternate point of delivery. Provided the parties agree a variation to take into account any additional cost [or delay] incurred by Seller in implementing this change, the alternate place of delivery shall become the agreed place of delivery for all purposes under this agreement.

6. Consigned Goods

Buyer shall bear all risk of loss and damage to all consigned goods in Buyer's possession or control, notwithstanding Buyer's exercise of reasonable care. Seller shall have the right to enter Buyer's premises at all reasonable times to inspect such Goods and related records. Upon request, Buyer agrees to return such goods to Seller pursuant to Seller's shipping instructions.

Tanks and SBC's owned by Seller shall be used only for the storage of goods approved by Seller and, at Seller's request, shall be returned to Seller within thirty (30) days.

7. Limited Warranties

Seller warrants that the goods shall conform to published specifications and shall be free from defects in material and workmanship when at all times operated in accordance with Seller's written instructions; and that the services will be performed with the degree of skill which can reasonably be expected from a seller engaged in a comparable business and providing comparable services under comparable circumstances. Unless otherwise provided in any warranty schedule that may be attached hereto, the foregoing warranties are valid: (a) for chemicals and services, for 6 months from their date of delivery or the provision of Services; (b) for consumables, including filters and membranes, 12 months from their date of delivery, (c) for goods other than chemicals and consumables, the earlier of, 15 months from receipt, or 12 months from start-up/first use. Unless expressly agreed in a "performance warranty document" signed between the parties on a separate basis, there is no performance warranty on goods and services or warranty on process results. For goods not manufactured by Seller, the warranty shall be the manufacturer's transferable warranty only. Any claim for breach of these warranties must be promptly notified in writing or the claim will be void. Seller's sole responsibility and Buyer's exclusive remedy arising out of or relating to the goods or services or any breach of these warranties is limited to, at Seller's option: (a) replacement of non-conforming goods or refund of purchase price of the non-conforming Goods; and (b) re-performance of the services at issue, or a refund of the amount paid for the Services at issue. No allowance will be made for repairs or alterations made by Buyer without Seller's written consent or approval. Goods may not be returned to Seller without Seller's written permission. Seller will provide Buyer with a "return material authorization" number to use for returned goods. Buyer, as the original purchaser, is not entitled to extend or transfer this warranty to any other party. The foregoing warranties are in lieu of and exclude all other warranties, statutory, express or implied, including any warranty of merchantability or of fitness for a particular purpose.

8. Use of Equipment, Tanks, and Containers

9. Compliance with Laws; Permits

Buyer is responsible for compliance with all laws and regulations applicable to the storage, use, handling, installation, maintenance, removal, registration and labeling of all goods from and after Buyer's receipt of the goods, as well as for the proper management and disposal of all wastes and residues (including containers) resulting from Buyer's use of the Goods. Buyer agrees to ensure that all Goods and Services provided to Buyer for export are exported only in compliance with applicable export control laws and regulations. Permits and licenses of a permanent nature, or which are required to operate apparatus or equipment or to use the Goods, shall be procured by Buyer at Buyer's sole expense.

10. Installation

For equipment purchase if applicable, installation costs of the equipment and materials supplied shall be the responsibility of the Buyer, unless otherwise provided within the Seller's proposal. Otherwise, unless stipulated in the Seller's proposal, Buyer agrees to pay for start-up supervision and operator instruction, at the Seller's prevailing rate per day. Buyer also agrees to pay reasonable expenses for transportation room and board for Seller's personnel. Standard terms of sale include two sets of operating instructions. If additional sets are required, they are available at an additional charge. Upon receipt of request for additional sets, a price quotation will be forwarded.

11. Differing Site Conditions and Hazardous Materials

In the event that Seller encounters any Hazardous Materials (shall mean toxic substances, hazardous substances, pollutants, contaminants, regulated wastes, or hazardous wastes as such terms may be defined or classified in any law, statute, directive, ordinance or regulations promulgated by any applicable governmental entity) at the Buyer's site, other than Hazardous Materials introduced by Seller or that are otherwise the express responsibility of Seller under this Agreement, Buyer shall immediately take whatever precautions are required to legally eliminate such hazardous conditions so that the Seller's work under this Agreement may safely proceed.

12. Emergencies

In the event an emergency condition should occur where the protection of either the plant equipment, employees at site, or the surrounding community are threatened, Seller may procure the required and necessary equipment, personnel, or subcontract support. Seller must provide immediate notice to Buyer regarding the emergency and then provide a report after reviewing the events and itemizing all expenditures. Buyer will reimburse Seller for all emergency related expenses.

13. Excusable Delay/Non-Performance

Seller shall not be liable nor in breach or default of its obligations under this Agreement to the extent performance of such obligations is delayed or prevented, directly or indirectly, due to causes beyond the reasonable control of Seller, including, but not limited to: acts of God, fire, terrorism, war (declared or undeclared) epidemics, material shortages, insurrection, act (or omissions) of Buyer or Buyer's suppliers or agents, any act (or omission) by any governmental authority, strikes, labor disputes, transportation shortages, or vendor non-performance. The delivery or performance date shall be extended for a period equal to the time lost by reason of delay or non-performance, plus such additional time as may be necessary to overcome the effect of the delay or non-performance. If Seller is delayed by any acts (or omissions) of Buyer, or by the prerequisite work of Buyer's other contractors or suppliers, Seller shall be entitled to an equitable price and performance adjustment as applicable.

14. Confidentiality and Intellectual Property

Both parties agree to keep confidential the other party's proprietary non-public information, if any, which may be acquired in connection with this Agreement. Buyer will not, without Seller's advance written consent, subject Goods to testing, analysis, or any type of reverse engineering. Seller retains all intellectual property rights including copyright which it has in all drawings and data or other deliverables supplied or developed under this Agreement, subject to Buyer's right to use such drawings and data for its own use without additional cost. Buyer acknowledges that Seller is in the business of selling the Goods subject to this Agreement and agrees that it will not file patent applications on the Goods, or processes and methods of using the Goods, without Seller's express written permission. Buyer further agrees that in any event any such patents will not be asserted against Seller or its customers based upon purchase and use of such Goods. Buyer shall be fully liable for any infringement of patent rights of third parties arising out of the products supplied hereunder where the construction, and other characteristics of such products including modification of the Goods and Services, is prescribed to the Seller, or completed independently, by the Buyer or agent(s). Buyer shall fully defend and indemnify the Seller in case of such claim(s). Any software Seller owns and provides pursuant to this Agreement shall remain Seller's property. Seller provides to Buyer a limited, non-exclusive and terminable license to such software for the term of this Agreement. Buyer agrees not to copy, sublicense, translate, transfer, reverse engineer, or decode the software. Unless otherwise expressly agreed by Seller, this license shall terminate and the software shall be returned to Seller upon termination of this Agreement, or the material breach of the terms in this section.

15. Limitation on Liability

To the extent permitted by law, the total liability of the Seller for all claims arising out of or relating to the performance or breach of this Agreement or use of any Goods or Services shall not exceed the annual contract value of this Agreement. Seller shall not be liable for any advice, instruction, assistance or any services that are not required under this Agreement or for which Seller does not charge Buyer. In no event will either party be liable to the other for lost profits or revenues, cost of capital or replacement or increased operating costs, lost or decreased production, claims of Buyer's customers for such damages or any similar or comparable damages, or for any incidental, special, consequential or indirect damages of any type or kind, irrespective of whether arising from actual or alleged breach of warranty, indemnification, product liability or strict liability, or any other legal theory. If Buyer is supplying Seller's Goods or Services to a third party, Buyer shall require the third party to agree to be bound by this clause. If Buyer does not obtain this agreement for Seller's benefit for any reason, Buyer shall indemnify and hold Seller harmless from all liability arising out of claims made by the third party in excess of the limitations and exclusion of this clause.

16. Conflicts; Survival, Assignment

If there is any conflict between this Agreement and any written proposal or quotation provided by Seller, then the terms and conditions set forth in the proposal or quotation shall prevail. If any term or condition of this Agreement or any accompanying terms and conditions are held invalid or illegal, then such terms and conditions shall be reformed to be made legal or valid, or deleted, but the remaining terms and conditions shall remain in full force and effect, and the Agreement shall be interpreted and implemented in a manner which best fulfills our intended agreement. This Agreement may only be assigned by Seller to any affiliate.

17. Termination and Cancellation

This Agreement and any performance pursuant to it may be terminated or suspended by either party if the other party (a) is the subject of bankruptcy or insolvency proceedings; or (b) defaults in its material obligations under this Agreement, and such default is not cured within thirty (30) days. Upon the termination of this Agreement: (a) Buyer agrees to pay for all Goods in Buyer's possession or for which title has passed to Buyer, at current prices or at such other prices as have been agreed to in writing; and (b) all amounts owing, if any, for the equipment or tanks relating to those Goods shall immediately become due and shall be paid within thirty (30) days of receipt of an invoice. In the event of cancellation of an order by Buyer, a cancellation charge will be made against the Buyer, in proportion to the work completed by Seller, or obligated against the order, plus any cancellation charges assessed against Seller by Seller's suppliers.

18. Governing Law and Dispute Resolution

This Agreement shall be governed by the substantive laws of the State of Minnesota. The UN Convention on the International Sale of Goods shall not apply. In the event of a dispute concerning this Agreement, the complaining party shall notify the other party in writing thereof. Management level representatives of both parties shall meet at an agreed location to attempt to resolve the dispute in good faith. Should the dispute not be resolved within thirty (30) days after such notice, the complaining party shall seek remedies exclusively through arbitration. The seat of arbitration shall be the federal district court in Minneapolis, MN, and the rules of the arbitration will be the Commercial Arbitration Rules of the American Arbitration Association, which are incorporated by reference into this clause.

Pilot Test Proposal

Fe/Mn/As Removal
for
Pottersville, Michigan





December 20, 2023

Village of Potterville
Potterville, MI
c/o Sam Leatch

Subject: Pilot Test Proposal for Catalytic Media Treatment System Design at Potterville, MI Water Works.

Sam,

Peerless-Midwest, Inc. would like to thank you for the opportunity to provide the enclosed pilot test quotation and rental agreement. The purpose of the proposed pilot test is to:

- Demonstrate the high loading rate performance of a catalytic filter media for Iron, Manganese and Arsenic reduction/removal.
- Show the operating characteristics of a catalytic media, backwash rate, run time to exhaustion, and pressure drop characteristics.
- Establish performance standards at a loading rates between 4-8 gpm/ft² representing a maximum plant pumping rate (to be determined) through either pressure vessels or an "Aeralator" style gravity filter.

Below, please find a proposal outlining the pilot test rental equipment Peerless-Midwest intends to provide the Village of Potterville (Owner). It will also discuss the protocol that will be followed to demonstrate treatment design as well as describe what is expected of both Owner and Peerless-Midwest, Inc. to successfully execute the test.

If you have any questions, or require additional information, please feel free to contact me at your convenience.

Respectfully submitted,

D.C. Coulier
Project Manager
Peerless-Midwest, Inc.
DC.Coulier@Peerlessmidwest.com



PILOT PROJECT PURPOSE

This pilot test will demonstrate treatment at a greater surface loading rate than what is typically recommended by the Ten States Standards. Higher rates (2-4x) are possible with use of a catalytic high filtration rate media. This filter media can filter particles out of water down to 2-5 microns in size when most filters are rated to remove about 50% of particles at 10 microns. These systems rely on pre-oxidation using both a pressure aerator and Pre-chlorination so that the iron is oxidized by the time it gets to the filters and can be filtered out. This media is an NSF-61 certified material suitable for use in drinking water treatment applications.

Catalytic media is an oxidative media that is particularly useful for iron removal. To maintain efficient reaction rates, sodium hypochlorite is typically chosen as the chemical feed to keep the media in its oxidized state.

This media has been installed in over 500 municipal drinking water treatment facilities across the United States. Loading rates are generally between 6 and 10 gpm/ft² with some plants being designed at rates up to 15 gpm/ft².

The pilot is designed to model the surface loading rate of the full-scale system and use the same depths of filter media as the full-scale plant would.

SITE DETAILS AND WATER QUALITY

We have been instructed that this study will focus on only well #4. We have been provided with the following water chemistry data:

- Iron: 1.01 mg/l
- Manganese: 0.05 mg/l
- Arsenic: 0.00841 mg/l
- Radium: 6.62 PCI/L

It is assumed that a connection can be made to the existing detention tank to take draft off it to supply the pilot plant with aerated water that has been exposed to detention time.

This proposal does not address treatment for radium. If this analyte is of concern, then it will have to be addressed in a separate proposal.



SCOPE OF SUPPLY

Item	Peerless-Midwest, Inc.	Owner
Cart mounted pilot unit including:	X	
One (1) 10" diameter x 54" OAH FRP vessel, rated 100 psi	X	
Three (3) 1" reinforced hoses with camlock fittings (one for inlet connection, one for outlet connection and one spare)	X	
Plastic riser with ABS strainer	X	
Fleck/Pentair 2750 Controller for automatic backwash	X	
IFM Vortex flow meter to measure inlet flow	X	
Three (3) sample ports, one inlet (post-chem feed), one outlet/treated, and one outlet/backwash.	X	
Two (2) SS liquid filled pressure gauges on inlet and outlet	X	
One O&M Manual	X	
Chem Feed System(s)		
10 GPD peristaltic pump and 26-gal HDPE tank for chlorine feed	X	
Sodium hypochlorite (typ. Clorox bleach) and water to mix into chem tank	x	
Media and Gravel		
Pre-washed Gravel (1/4 x 1/8")	X	
OxiPlus ⁷⁵ (36" bed depth)	X	
Utility and Access Requirements		
1" FNPT connection from the existing well head piping capable of supplying up to 15 GPM at minimum of 40 psi. Water temp expected to be 55 °F		X
Electrical connection to pilot unit: 1PH, 120V, 60 HZ		X



Access to switched outlet. Required if pilot is to automatically turn on and off with the well. Not required if flow to pilot will be started and stopped manually.		X
Drain capacity to accommodate pilot discharge flow (service flow: 2-15 GPM. Backwash flow: 25 GPM for 5 minutes. Note that initial backwash during start-up may last 60-90 minutes)		X
Testing Procedures		
Space for a cargo trailer at a well site and security.		X
Personnel to run pilot, collect samples, and record data.	x	
Hach test kit and reagents for desired field test	x	
Sample bottles to collect and send in samples for outside lab analysis. Lab analysis fees too.		X
Media disposal after test is complete	x	

PILOT TEST OBJECTIVES AND PROCEDURES

The loading rate during the test will be predetermined prior to the start of the study. All water will be put through the pilot plan which has a 0.545 ft² pilot column. This loading rate is based on a predetermined maximum flow rate flowrate through a proposed full-scale system to be determined. The intent is to operate the pilot column 8-12 hours per day for up to a maximum of (2) weeks. The procedures below will be followed:

- Use Hach test kits about every two hours (or as often as possible) to measure influent and effluent free residual chlorine, iron, and manganese. Total chlorine should also be measured at least once per day. The key piece of data to record with each sample's contaminant concentration is how many hours the pilot has been running.
- Over the course of the test, take samples and send to outside lab for analysis to verify field results. Take one raw sample per week and multiple effluent samples.
- Feed sodium hypochlorite to the system to oxidize the iron and manganese. Target residual free chlorine after the pilot column should be about 0.5 ppm. The pump should be set between 5-10 GPD. Lower feed rates may cause erratic data.
- The SMCLs for Fe and Mn are 0.3 ppm and 0.05 ppm, respectively- The goal is to treat contaminants to less than half of their SMCLs.
- Conduct as many runs to breakthrough and backwash as possible over the duration of the pilot test (ideally, 3 runs). We define breakthrough as two consecutive finished/treated samples that exceed half the SMCL for the contaminant. When approaching breakthrough, collect data more frequently. After breakthrough occurs, manually initiate a backwash. In addition, backwashes should also be initiated if:
 - The pilot has been running for one full week without a backwash.
 - The pilot has been stagnant for several days.
 - The pressure differential reaches 10 psi.
- Verify that 5 minutes of backwash produces clear water prior to stopping the backwash.



DOCUMENTATION

Peerless-Midwest will supply on-site Technicians to run the pilot plant, maintain chlorine levels, conduct in-field water analysis and all records. The Village of Potterville Water will be asked to take up to (6) water samples to a certified lab to perform a check on field readings. When the pilot test and outside lab analyses are complete, an analysis will be prepared by an outside, third party to ensure the best and proper conclusions are achieved. The final report will include a description of the test, a summary of the data, conclusions on the effectiveness of the treatment and a design recommendation based on the space available and loading rates that were demonstrated. This report will be completed within two weeks of receiving the outside lab results.

COST

The cost of the scope outlined above and based on the assumptions and procedures outlined above will be: \$45,000.00. Any testing for Radium will have to be addressed in a separate proposal.