

City of Potterville - Council Agenda

Thursday, March 21, 2024 at 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Meeting minutes from February 15, 2024

F. Approval of Bills: General Bills \$219,292.03 + \$36,327.83 = \$255,619.86
Gizzard Fest \$324.00 + \$187.50 = \$511.50
TOTAL AP \$ 256,131.36

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

H. Public Comment on agenda items:

I. Communications:

J. Department Reports: Reports in the packet.

K. New Business:

1. Budget Hearing of 2023-24 Fiscal Budget Amendments
2. Resolution No. 2024-0321-03, Budget Amendments
3. Resolution No. 2024-0321-04, Disaster Assistance MI State Contingency Fund
4. CLOSED SESSION: Evaluations for City Manager and City Clerk, MCL15.268(a)

L. Public Comment on non-agenda items:

M. Communications from Council:

N. Next Regular Meeting: Thursday, April 18, 2024, at 6:00 p.m.

O. Excuse absent member(s):

P. 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 Special Meeting was called to order by Mayor Lenneman on Thursday, February 15, 2024, 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 Myers-Southerly, Member Nichols, and Member Ranshaw.

Absent: Member Sweeney.

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

Approval of Minutes: January 15, 2024. Motion by Member Myers-Southerly. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Approval of Bills: Motion to pay General Bills in the amount of \$96,740.73 by Deputy Mayor Potter. Supported by Member Ranshaw. Roll Call Vote: Unanimous. Motion Carried (6-0).

Public Comment on Agenda Items: None.

Department Reports: Chief Barry invited the Council to sign up to experience the virtual reality program they have for police training. Chief Barry invited the Council to look at the Silverado truck they are test driving to possibly replace one of the out of warranty vehicles. Member Nichols shared the TIFA had a good response in bids for the sidewalk project.

Resolution No. 2024-0215-02, Street Light Request from School District: Motion by Member Nichols and Supported by Deputy Mayor Potter. Roll Call Vote: Ayes: Mayor Lenneman, Deputy Mayor Potter, Member Connor, Member Myers-Southerly, Member Nichols, and Nays: Member Ranshaw. Motion Carried (5-1).

Public Comment on Non-Agenda Items: None.

Communications from Mayor and Council: Member Ranshaw invited the rest of council to attend the Planning meeting on Tues. Feb. 20, at 7:00 pm. The discussion will be on marijuana.

Excuse Absent Members: None.

Next Regular Meeting: March 21, 2024

Meeting Adjourned: 6:22 pm

Respectfully Submitted by:

Becky Dolman, City Clerk

User: JWest

Bank FEST (GIZZARD FEST)

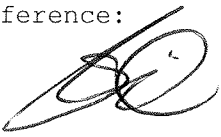
DB: Potterville

FROM 02/01/2024 TO 02/29/2024

Reconciliation Record ID: 239

GL Number	Description	Beginning Balance
211-000-001.000	CASH	43,521.23
Beginning GL Balance:		43,521.23
Less: Cash Disbursements		(14.95)
Add: Journal Entries/Other		176.88
Ending GL Balance:		43,683.16

GL Number	Description	Ending Balance
211-000-001.000	CASH	43,683.16
Ending GL Balance:		43,683.16
Ending Bank Balance:		43,683.16
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		43,683.16
Unreconciled Difference:		0.00

REVIEWED BY:  _____

DATE: 3-5-24

GL Number	Description	Beginning Balance
101-000-001.000	CASH	1,612,856.31
202-000-001.000	CASH	105,334.85
203-000-001.000	CASH	(87,210.23)
208-000-001.000	CASH	4,594.23
370-000-001.000	CASH	
401-000-001.000	CASH	5,834.30
590-000-001.000	CASH	199,331.66
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	810,853.65
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	(113,826.97)

Beginning GL Balance:	3,476,664.06
Add: Cash Receipts	192,942.90
Less: Cash Disbursements	(172,232.45)
Less: Payroll Disbursements	(73,732.45)
Add: Journal Entries/Other	146,530.29
Ending GL Balance:	3,570,172.35

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,689,548.35
202-000-001.000	CASH	108,543.36
203-000-001.000	CASH	(85,219.17)
208-000-001.000	CASH	2,837.33
370-000-001.000	CASH	
401-000-001.000	CASH	5,834.30
590-000-001.000	CASH	170,550.21
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	73.38
591-000-001.000	CASH	683,091.89
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	147,629.44

Ending GL Balance: 3,570,172.35

Ending Bank Balance: 3,571,796.46

Add: Miscellaneous Transactions 717.44

Add: Deposits in Transit 551.70

03/04/2024 *Deposit ID: 1650

551.70

551.70

Less: 8 AP Outstanding Checks 2,893.25

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 3,570,172.35

Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 3-5-24

User: JWest

Bank PR (PAYROLL ACCOUNT)

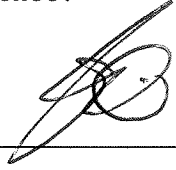
DB: Potterville

FROM 02/01/2024 TO 02/29/2024

Reconciliation Record ID: 236

GL Number	Description	Beginning Balance
750-000-001.000	CASH	16,848.57
Beginning GL Balance:		16,848.57
Add: Payroll Disbursements		794.03
Less: Journal Entries/Other		(9,014.19)
Ending GL Balance:		8,628.41

GL Number	Description	Ending Balance
750-000-001.000	CASH	8,628.41
Ending GL Balance:		8,628.41
Ending Bank Balance:		8,845.63
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 2 PR Outstanding Checks		217.22
Adjusted Bank Balance		8,628.41
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 3-5-24

GL Number	Description	Beginning Balance
703-000-001.000	CASH	257,646.53
Beginning GL Balance:		257,646.53
Add: Cash Receipts		303,371.20
Add: Tax Receipts		28,581.22
Less: Cash Disbursements		(545,829.58)
Add: Journal Entries/Other		921.36
Ending GL Balance:		44,690.73

GL Number	Description	Ending Balance
703-000-001.000	CASH	44,690.73
Ending GL Balance:		44,690.73
Ending Bank Balance:		418,753.65
Add: Miscellaneous Transactions		2,160.57
Add: Deposits in Transit		0.00
Less: 7 AP Outstanding Checks		376,223.49
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		44,690.73
Unreconciled Difference:		0.00

REVIEWED BY: _____



DATE: _____

3-5-24

User: JWest

DB: Potterville

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		(NORMAL)	(NORMAL)	(NORMAL)	(INCREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	599,185.21	599,000.00	605,872.34	379.76
101-000-403.000	SOLID WASTE TAX	76,458.15	76,000.00	77,181.47	48.36
101-000-411.000	DELINQUENT PROP TAX	454.17	200.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,822.50	2,400.00	1,292.00	214.50
101-000-445.000	CITY PENALTY	2,926.99	2,900.00	1,349.78	47.23
101-000-447.000	ADMINISTRATION FEE	30,833.22	30,500.00	31,080.68	5,671.97
101-000-476.000	PERMITS	8,830.00	7,000.00	4,190.00	430.00
101-000-477.000	3% CABLE T.V.	7,142.52	8,500.00	4,726.16	1,686.77
101-000-478.000	BLIGHT FEES	0.00	0.00	175.00	175.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,535.09	11,250.00	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	1,994.85	1,994.85	1,948.65	0.00
101-000-488.000	RECYCLING	1,569.19	1,200.00	408.73	408.73
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	170,864.00	54,455.00
101-000-574.100	CVTRS-CLFRF	41,939.00	41,938.00	21,601.00	7,200.00
101-000-574.200	CVTRS-PUBLIC SAFETY	0.00	0.00	414.00	138.00
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	191.91	95.28
101-000-607.000	CHARGES FOR SERVICES - PD	417.20	350.00	142.90	30.00
101-000-656.000	FINES & FORFEITURES	2,812.68	2,000.00	1,527.73	136.95
101-000-665.000	INTEREST	28,931.97	24,000.00	34,500.86	4,647.46
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	397.42	0.00
101-000-675.030	COMMUNITY POLICING DONATION	1,540.00	0.00	0.00	0.00
101-000-676.000	REIMBURSEMENT	3,985.59	0.00	10,721.68	0.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	41,768.40	43,000.00	25,377.37	13,698.14
101-000-684.000	MISC INCOME	33.44	0.00	367.71	243.86
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	0.00	666,599.03	0.00
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	1,773,518.58	89,707.01
TOTAL REVENUES		1,657,865.90	1,666,433.28	1,773,518.58	89,707.01
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,436.50	3,000.00	1,440.94	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	107.86	0.00
101-101-731.000	PUBLICATION	327.30	600.00	199.00	0.00
101-101-740.000	SUPPLIES	67.94	200.00	35.37	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	60,488.43	800.71
101-101-961.000	CONFERENCE AND WORKSHOPS	85.00	100.00	135.00	135.00
Total Dept 101 - CITY COUNCIL		59,584.92	63,439.00	62,406.60	935.71
Dept 171 - MAYOR					
101-171-703.000	SALARIES	660.00	850.00	450.00	0.00
101-171-719.000	FRINGE BENEFITS	27.54	85.00	34.43	0.00
Total Dept 171 - MAYOR		687.54	935.00	484.43	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	78,477.39	79,285.52	49,569.66	6,184.94
101-172-719.000	FRINGE BENEFITS	17,268.95	17,631.79	10,701.09	1,390.49
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	60,410.66	7,575.43
Dept 215 - CLERK					
101-215-703.000	SALARIES	33,067.14	33,672.38	22,426.69	2,838.72
101-215-719.000	FRINGE BENEFITS	3,137.52	3,276.37	1,880.28	299.48
101-215-740.000	SUPPLIES	376.73	450.00	105.54	0.00
101-215-741.000	POSTAGE	282.00	400.00	1,154.88	23.88

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 (NORMAL)	2023-24 ORIGINAL BUDGET	YTD BALANCE 02/29/2024 (NORMAL)	ACTIVITY FOR MONTH 02/29/2024 (INCREASE / DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-781.000	COMPUTER SOFTWARE	374.14	400.00	0.00	0.00
101-215-809.000	TRAINING	1,468.19	2,400.00	0.00	0.00
101-215-822.000	ELECTIONS	8,376.55	11,000.00	5,215.86	80.30
101-215-958.000	DUES AND SUBSCRIPTIONS	95.00	160.00	111.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	150.00	150.00	0.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	0.00	800.00	0.00	0.00
Total Dept 215 - CLERK		47,327.27	52,708.75	30,894.25	3,242.38
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,450.00	23,850.00	21,850.00	0.00
Total Dept 223 - AUDIT		21,450.00	23,850.00	21,850.00	0.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	67,773.33	68,471.41	42,807.39	5,341.16
101-253-719.000	FRINGE BENEFITS	21,990.22	22,858.53	13,841.27	815.73
101-253-740.000	SUPPLIES	365.78	400.00	358.09	10.06
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	2,418.69	241.90
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	248.00	0.00
101-253-980.100	COMPUTER EQUIPMENT	0.00	0.00	423.48	0.00
Total Dept 253 - TREASURERS OFFICE		95,125.49	97,979.94	60,575.09	6,408.85
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,010.35	1,205.78	709.04	88.47
101-257-719.000	FRINGE BENEFITS	705.87	750.00	371.64	37.34
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	511.34	502.09
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	2,256.32	265.45
101-257-813.000	BOARD OF REVIEW	1,079.76	1,575.00	75.00	0.00
101-257-818.000	CONTRACT LABOR	15,999.63	16,000.00	6,666.98	0.00
Total Dept 257 - ASSESSOR		23,296.97	24,331.05	10,940.31	893.35
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,893.98	23,295.84	14,594.95	1,815.34
101-265-719.000	FRINGE BENEFITS	8,999.44	9,240.87	5,200.06	688.81
101-265-731.000	PUBLICATION	708.30	650.00	0.00	0.00
101-265-740.000	SUPPLIES	3,370.68	3,970.00	2,500.18	404.77
101-265-741.000	POSTAGE	950.41	1,400.00	1,113.18	0.00
101-265-775.000	REPAIRS & MAINT	862.23	900.00	17,320.37	0.00
101-265-781.000	COMPUTER SOFTWARE	20,998.98	18,000.00	19,847.72	2,000.00
101-265-802.000	SERVICE	1,951.27	2,100.00	1,246.68	116.98
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	2,250.50	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	1,911.54	1,900.00	494.49	0.00
101-265-913.000	INSURANCE-LIAB & WORKMAN COMP	0.00	0.00	0.00	(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	176.66	0.00
Total Dept 265 - CITY HALL		67,659.02	65,143.71	64,744.79	4,311.94
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	32,317.61	25,000.00	18,364.60	0.00
Total Dept 266 - ATTORNEY		32,317.61	25,000.00	18,364.60	0.00
Dept 301 - POLICE					
101-301-703.000	SALARIES	208,756.25	212,290.21	132,276.12	17,153.94
101-301-703.002	OVERTIME SALARIES	13,203.83	15,000.00	7,944.30	95.99
101-301-719.000	FRINGE BENEFITS	55,338.11	53,722.00	36,975.62	3,294.17
101-301-728.000	UNIFORM EXPENSES	6,042.10	5,000.00	5,294.92	0.00
101-301-740.000	SUPPLIES	8,154.21	7,300.00	4,759.28	42.50

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 02/29/2024 DUAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2024 BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-740.700	GUNS AND AMMUNITION	5,257.45	500.00	4,761.04	0.00
101-301-775.000	REPAIRS & MAINT	3,741.69	5,000.00	2,485.84	57.84
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	1,078.40	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	1,193.65	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	401.20	115.00
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	199,101.46	20,932.63
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	250.00	500.00	569.88	0.00
Total Dept 302 - POLICE STATE TRAINING		250.00	500.00	569.88	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	127,200.00	129,600.00	129,600.00	0.00
Total Dept 337 - EMS		127,200.00	129,600.00	129,600.00	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	7,890.31	0.00
Total Dept 441 - DPW		5,326.18	10,000.00	7,890.31	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	3,836.40	5,000.00	549.22	507.00
Total Dept 445 - DRAIN AT LARGE		3,836.40	5,000.00	549.22	507.00
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	24,670.43	3,078.20
101-702-719.000	FRINGE BENEFITS	3,599.42	3,648.54	2,065.82	324.75
101-702-731.000	PUBLICATION	827.88	1,700.00	395.00	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	429.55	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	27,586.38	3,456.67
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	22,748.29	0.00
Total Dept 906 - DEBT SERVICE		76,753.72	77,722.93	56,368.29	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	0.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	0.00

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-966-965.590	CONTRIBUTION TO SEWER FUND	81,028.33	54,000.00	0.00	0.00
101-966-965.591	CONTRIBUTION TO WATER	48,588.02	0.00	0.00	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	18,500.00	0.00	0.00	0.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	103,316.72	116,591.01	116,591.01	16,591.01
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		525,482.87	458,756.28	319,245.01	16,591.01
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	1,071,581.28	64,854.97
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,657,865.90	1,666,433.28	1,773,518.58	89,707.01
TOTAL EXPENDITURES		1,616,483.01	1,500,427.48	1,071,581.28	64,854.97
NET OF REVENUES & EXPENDITURES		41,382.89	166,005.80	701,937.30	24,852.04
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	1,623,976.31	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,581.18	5,400.00	5,101.65	22.53
202-000-553.000	ACT 51	246,961.71	227,000.00	130,357.06	26,740.53
202-000-582.000	COUNTY ROAD MILL 2014	41,255.60	41,000.00	15,207.41	15,198.49
202-000-665.000	INTEREST	6,981.91	6,338.74	7,962.20	1,041.15
Total Dept 000		300,780.40	279,738.74	158,628.32	43,002.70
TOTAL REVENUES		300,780.40	279,738.74	158,628.32	43,002.70
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	810.35	333.30
202-463-818.000	CONTRACT LABOR	0.00	0.00	161,756.89	0.00
202-463-956.000	TREE TRIMMING	3,750.00	5,200.00	0.00	0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	78,000.00	78,000.00	78,000.00	28,000.00
Total Dept 463 - ROUTINE MAINT		173,186.00	175,200.00	328,067.24	28,333.30
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	27,396.39	11,460.89
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	27,396.39	11,460.89
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	4,511.23	0.00
Total Dept 906 - DEBT SERVICE		16,979.78	17,424.99	4,511.23	0.00
TOTAL EXPENDITURES		235,889.27	223,974.99	359,974.86	39,794.19
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		300,780.40	279,738.74	158,628.32	43,002.70
TOTAL EXPENDITURES		235,889.27	223,974.99	359,974.86	39,794.19
NET OF REVENUES & EXPENDITURES		64,891.13	55,763.75	(201,346.54)	3,208.51
BEG. FUND BALANCE		244,998.77	309,889.90	309,889.90	
END FUND BALANCE		309,889.90	365,653.65	108,543.36	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	BASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	36,000.00	29,498.94	137.47
203-000-553.000	ACT 51	98,129.37	95,000.00	51,839.27	10,634.05
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	11,941.67	11,941.67
203-000-665.000	INTEREST	698.19	790.00	796.22	104.12
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	181,576.10	22,817.31
TOTAL REVENUES		511,064.74	351,290.00	181,576.10	22,817.31
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-818.000	CONTRACT LABOR	0.00	0.00	161,756.95	0.00
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	20,000.00	25,000.00	25,000.00	20,000.00
Total Dept 463 - ROUTINE MAINT		20,000.00	25,000.00	186,756.95	20,000.00
Dept 478 - WINTER MAINT					
203-478-782.000	STREET MATERIALS & SUPPLIES	370.96	600.00	0.00	0.00
Total Dept 478 - WINTER MAINT		370.96	600.00	0.00	0.00
Dept 480 - CONSTRUCTION					
203-480-803.000	ENGINEERS FEES	11,657.85	15,000.00	826.25	826.25
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	826.25	826.25
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	83,621.57	0.00
Total Dept 906 - DEBT SERVICE		299,633.47	302,154.08	117,290.57	0.00
TOTAL EXPENDITURES		565,533.23	351,290.00	304,873.77	20,826.25
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		511,064.74	351,290.00	181,576.10	22,817.31
TOTAL EXPENDITURES		565,533.23	351,290.00	304,873.77	20,826.25
NET OF REVENUES & EXPENDITURES		(54,468.49)	0.00	(123,297.67)	1,991.06
BEG. FUND BALANCE		92,546.99	38,078.50	38,078.50	
END FUND BALANCE		38,078.50	38,078.50	(85,219.17)	

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 DUAL (ABNORMAL)	2023-24 ORIGINAL BUDGET DUAL	YTD BALANCE 02/29/2024 DUAL (ABNORMAL)	ACTIVITY FOR MTH 02/29/2024 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	11,103.00	150.00
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	7,000.00	6,225.00
208-000-667.000	PAVILION RENT	1,520.00	1,500.00	750.00	0.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,650.00	1,775.00	600.00
208-000-674.000	DONATIONS	1,300.00	0.00	500.00	0.00
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	0.00
Total Dept 000		188,360.99	345,641.27	237,135.73	6,975.00
TOTAL REVENUES		188,360.99	345,641.27	237,135.73	6,975.00
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	48,748.06	51,395.88	35,358.20	4,173.15
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	14,957.02	646.84
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	2,931.97	0.00
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	4,007.50	0.00
208-751-809.000	TRAINING	1,073.11	1,200.00	775.00	575.00
208-751-810.100	GRANT EXPENSE	0.00	166,600.00	1,377.50	0.00
208-751-818.000	CONTRACT LABOR	5,439.62	2,500.00	165,088.04	900.00
208-751-853.000	TELEPHONE EXPENSE	647.27	875.00	597.51	221.68
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	352.10	0.00
Total Dept 751 - PARK ADMIN		128,188.90	286,131.27	236,569.16	6,516.67
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	10,615.08	235.00
208-770-802.000	SERVICE	323.40	500.00	895.84	0.00
208-770-920.000	UTILITIES	13,784.36	12,500.00	6,387.18	1,084.15
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		19,905.80	19,000.00	20,327.44	1,319.15
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	232.40	232.40
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	0.00
Total Dept 774 - BASEBALL		2,682.79	3,600.00	2,302.74	232.40
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	02/29/2024	MTH 02/29/2024
		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	3,105.77	0.00
208-778-719.000	FRINGE BENEFITS	839.67	570.00	410.31	0.00
208-778-740.000	SUPPLIES	13,434.84	11,500.00	5,683.89	0.00
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	611.67	76.80
Total Dept 778 - CONCESSIONS		22,303.39	19,650.00	9,811.64	76.80
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	271,758.80	8,145.02
Fund 208 - PARK FUND:					
TOTAL REVENUES		188,360.99	345,641.27	237,135.73	6,975.00
TOTAL EXPENDITURES		183,134.25	345,641.27	271,758.80	8,145.02
NET OF REVENUES & EXPENDITURES		5,226.74	0.00	(34,623.07)	(1,170.02)
BEG. FUND BALANCE		31,971.41	37,198.15	37,198.15	
END FUND BALANCE		37,198.15	37,198.15	2,575.08	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		AMAL (ABNORMAL)	BUDGET	AMAL (ABNORMAL)	BASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	601.37	600.00	1,039.99	126.88
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	1,014.00	50.00
211-000-686.000	PAGEANT	3,176.53	2,500.00	0.00	0.00
211-000-687.000	INSURANCE REIMBURSEMENT	0.00	0.00	402.00	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	2,609.99	176.88
TOTAL REVENUES		56,589.04	41,700.00	2,609.99	176.88
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
211-779-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST	0.00	0.00	14.95	14.95
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	1,961.27	14.95
TOTAL EXPENDITURES		46,540.10	49,000.00	1,961.27	14.95
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		56,589.04	41,700.00	2,609.99	176.88
TOTAL EXPENDITURES		46,540.10	49,000.00	1,961.27	14.95
NET OF REVENUES & EXPENDITURES		10,048.94	(7,300.00)	648.72	161.93
BEG. FUND BALANCE			43,034.44	43,034.44	
FUND BALANCE ADJUSTMENTS		32,985.50			
END FUND BALANCE		43,034.44	35,734.44	43,683.16	

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2023 MAL (ABNORMAL)	2023-24 ORIGINAL BUDGET MAL	YTD BALANCE 02/29/2024 MAL (ABNORMAL)	ACTIVITY FOR MTH 02/29/2024 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	183,809.96	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	3,113.01	90.99
Total Dept 728 - TIFA DEPT		195,508.04	199,150.00	209,484.16	90.99
TOTAL REVENUES		195,508.04	199,150.00	209,484.16	90.99
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,900.00	3,341.65	408.34
247-728-727.000	OFFICE EXPENSE	1,123.05	1,120.00	25.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	5,058.86	8,000.00	13,876.38	675.00
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	79,784.28	1,083.34
TOTAL EXPENDITURES		84,663.54	94,503.00	79,784.28	1,083.34
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	199,150.00	209,484.16	90.99
TOTAL EXPENDITURES		84,663.54	94,503.00	79,784.28	1,083.34
NET OF REVENUES & EXPENDITURES		110,844.50	104,647.00	129,699.88	(992.35)
BEG. FUND BALANCE		50,368.77	161,213.27	161,213.27	
END FUND BALANCE		161,213.27	265,860.27	290,913.15	

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	ASE (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	0.00
401-729-818.000	CONTRACT LABOR	145.00	600.00	420.00	0.00
Total Dept 729 - DOWNTOWN		2,703.48	3,600.00	638.98	0.00
TOTAL EXPENDITURES		2,703.48	3,600.00	638.98	0.00
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	638.98	0.00
NET OF REVENUES & EXPENDITURES		(49.48)	(946.00)	2,015.02	0.00
BEG. FUND BALANCE		3,868.76	3,819.28	3,819.28	
END FUND BALANCE		3,819.28	2,873.28	5,834.30	

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		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	91,321.62	13,950.93
590-000-642.001	FIXED COSTS	484,377.11	486,422.00	289,613.99	40,889.94
590-000-656.000	FINES & FORFEITURES	17,803.76	15,000.00	12,269.56	1,402.33
590-000-665.000	INTEREST	10,472.82	10,200.00	11,943.28	1,561.73
590-000-666.000	INSPECTION FEE	250.00	250.00	400.00	0.00
590-000-672.000	HOOK UP FEES	27,400.00	27,400.00	36,750.00	36,750.00
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	442,298.45	94,554.93
TOTAL REVENUES		778,128.65	748,272.00	442,298.45	94,554.93
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	845.43	3,000.00	6,818.00	1,071.50
590-537-809.000	TRAINING	0.00	100.00	70.00	70.00
Total Dept 537 - ADMINISTRATIVE		845.43	3,100.00	6,888.00	1,141.50
Dept 556 - DPW					
590-556-740.000	SUPPLIES	7,857.29	14,000.00	8,237.65	80.00
590-556-743.000	METERS	1,201.48	4,550.00	6,411.72	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	913.69	0.00
590-556-803.000	ENGINEERS FEES	22,907.48	15,000.00	12,107.44	2,009.95
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	190,000.00	140,000.00
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	128,023.59	66,073.84
Total Dept 556 - DPW		521,156.89	297,050.00	345,962.99	208,163.79
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	132,103.18	0.00
Total Dept 906 - DEBT SERVICE		201,707.23	374,677.00	175,103.18	0.00
TOTAL EXPENDITURES		723,709.55	674,827.00	527,954.17	209,305.29
Fund 590 - SEWER FUND:					
TOTAL REVENUES		778,128.65	748,272.00	442,298.45	94,554.93
TOTAL EXPENDITURES		723,709.55	674,827.00	527,954.17	209,305.29
NET OF REVENUES & EXPENDITURES		54,419.10	73,445.00	(85,655.72)	(114,750.36)
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	2,881,398.31	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		AMAL (ABNORMAL)	BUDGET	AMAL (ABNORMAL)	BASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	200,282.75	197,000.00	119,572.95	20,504.41
591-000-642.001	FIXED COSTS	382,824.32	392,183.28	232,784.74	37,399.56
591-000-644.000	PENALTIES	650.00	650.00	580.00	100.00
591-000-656.000	FINES & FORFEITURES	15,380.61	14,000.00	11,024.62	1,333.00
591-000-665.000	INTEREST	23,738.38	20,000.00	27,071.42	3,539.92
591-000-666.000	INSPECTION FEE	175.00	175.00	350.00	0.00
591-000-672.000	HOOK UP FEES	18,500.00	18,500.00	29,724.62	(36,425.38)
591-000-684.000	MISC INCOME	87.50	0.00	0.00	(324.62)
591-000-699.101	GF CONTRIBUTION	48,588.02	48,588.02	0.00	0.00
Total Dept 000		690,226.58	691,096.30	421,108.35	26,126.89
TOTAL REVENUES		690,226.58	691,096.30	421,108.35	26,126.89
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	490.65	490.65
591-537-741.000	POSTAGE	3,134.02	3,500.00	2,242.88	0.00
591-537-781.000	COMPUTER SOFTWARE	0.00	1,500.00	1,018.80	0.00
591-537-809.000	TRAINING	75.00	1,200.00	1,018.60	421.80
Total Dept 537 - ADMINISTRATIVE		4,966.59	8,200.00	4,770.93	912.45
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,473.95	4,000.00	1,794.40	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	86,632.01	45,376.57
591-556-802.000	SERVICE	8,462.96	12,000.00	36,505.04	1,624.00
591-556-803.000	ENGINEERS FEES	28,538.99	29,000.00	15,870.24	2,009.96
591-556-818.000	CONTRACT LABOR	(2,575.07)	25,000.00	17,071.15	0.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	200,000.00	100,000.00
591-556-968.000	DEPRECIATION EXPENSE	153,658.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	35,064.35	40,000.00	0.00	0.00
Total Dept 556 - DPW		412,921.66	326,000.00	357,872.84	149,010.53
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	75,991.62	0.00
Total Dept 906 - DEBT SERVICE		114,044.55	210,674.00	102,991.62	0.00
TOTAL EXPENDITURES		531,932.80	544,874.00	465,635.39	149,922.98
Fund 591 - WATER FUND:					
TOTAL REVENUES		690,226.58	691,096.30	421,108.35	26,126.89
TOTAL EXPENDITURES		531,932.80	544,874.00	465,635.39	149,922.98
NET OF REVENUES & EXPENDITURES		158,293.78	146,222.30	(44,527.04)	(123,796.09)
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	2,977,178.73	

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		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	

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023	ORIGINAL	02/29/2024	MTH 02/29/2024
		AMAL (ABNORMAL)	BUDGET	AMAL (ABNORMAL)	BASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	604,591.01	609,591.01	304,591.01
Total Dept 000		591,316.72	604,591.01	609,591.01	304,591.01
TOTAL REVENUES		591,316.72	604,591.01	609,591.01	304,591.01
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	242,702.38	240,786.55	165,458.05	19,131.90
641-932-703.002	OVERTIME SALARIES	15,379.82	14,500.00	14,896.56	2,365.98
641-932-719.000	FRINGE BENEFITS	76,880.60	78,092.19	52,664.14	1,288.28
641-932-728.000	UNIFORM EXPENSES	3,060.15	3,000.00	2,933.61	232.32
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	18,699.12	2,538.46
641-932-775.000	REPAIRS & MAINT	51,842.25	45,237.98	40,907.43	(6,906.52)
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	7,100.46	0.00
641-932-802.000	SERVICE	2,291.46	4,000.00	10,795.93	0.00
641-932-809.000	TRAINING	865.00	2,000.00	860.00	0.00
641-932-853.000	TELEPHONE EXPENSE	3,267.08	3,900.00	2,115.43	241.87
641-932-862.000	GAS	25,421.65	28,000.00	17,813.91	1,033.80
641-932-920.000	UTILITIES	121,252.59	129,000.00	79,531.00	19,725.27
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	500.00	507.24	0.00
641-932-968.000	DEPRECIATION EXPENSE	40,099.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	3,754.75	5,000.00	66,220.26	8,300.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		617,815.49	591,316.72	480,503.14	47,951.36
TOTAL EXPENDITURES		617,815.49	591,316.72	480,503.14	47,951.36
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		591,316.72	604,591.01	609,591.01	304,591.01
TOTAL EXPENDITURES		617,815.49	591,316.72	480,503.14	47,951.36
NET OF REVENUES & EXPENDITURES		(26,498.77)	13,274.29	129,087.87	256,639.65
BEG. FUND BALANCE		149,435.95	122,937.18	122,937.18	
END FUND BALANCE		122,937.18	136,211.47	252,025.05	
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,990,995.06	4,930,566.60	4,038,604.69	588,042.72
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		4,628,950.72	4,379,454.46	3,564,665.94	541,898.35
NET OF REVENUES & EXPENDITURES		362,044.34	551,112.14	473,938.75	46,144.37
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	8,105,941.54	

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
7124	KWIKSET LOCK	76.88
7149	1/2" BALL	15.99
7189	FASTENERS	14.88
7278	KEY VIRO LOCK, SUPER GLUE	10.17
7317	FASTENERS	3.49
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		121.41
VENDOR NAME: APPLIED IMAGING		
2454574	EQUIPMENT AND PRINTING	97.22
TOTAL VENDOR APPLIED IMAGING		97.22
VENDOR NAME: BUILD MASTERS RENTAL LLC		
6759A	STORM -ADDITIONAL EXPENSE FOR MINI EXCAVATOR, WHEEL LOADER,	4,600.00
TOTAL VENDOR BUILD MASTERS RENTAL LLC		4,600.00
VENDOR NAME: CARDMEMBER SERVICE		
2/16-3/5/24	PARKS UNIFORMS, EQUIPMENT, POSTAGE, ELECTION FOOD, CONFERENCES, SCREEN PROTECTOR	2,472.71
TOTAL VENDOR CARDMEMBER SERVICE		2,472.71
VENDOR NAME: CASH		
MARCH 2024	WATER/SEWER BILLS MARCH 2024	221.55
TOTAL VENDOR CASH		221.55
VENDOR NAME: CHARLOTTE LITHOGRAPH INC.		
130596	PROPERTY TAX ENVELOPES	281.00
TOTAL VENDOR CHARLOTTE LITHOGRAPH INC.		281.00
VENDOR NAME: CINTAS CORPORATION #725		
FEB 2024	UNIFORM EXPENSE	254.36
TOTAL VENDOR CINTAS CORPORATION #725		254.36
VENDOR NAME: CITY OF POTTERVILLE		
1/25-2/27/24	UTILITIES	553.99
TOTAL VENDOR CITY OF POTTERVILLE		553.99
VENDOR NAME: CMP DISTRIBUTORS		
014056	BEAN BAG AMNO	95.90
TOTAL VENDOR CMP DISTRIBUTORS		95.90
VENDOR NAME: CONSUMERS ENERGY		
2/1-2/29/24	UTILITIES	2,090.95
1/24-2/21/24	UTILITIES	7,402.79
TOTAL VENDOR CONSUMERS ENERGY		9,493.74
VENDOR NAME: CRANDELL BROS. TRUCKING CO.		
20383	SAND	29.38
TOTAL VENDOR CRANDELL BROS. TRUCKING CO.		29.38
VENDOR NAME: D & L FUELS		
205024	UNLEAD REG GAS	989.97
205023	PREMIUM DYED DIESEL	617.20
TOTAL VENDOR D & L FUELS		1,607.17
VENDOR NAME: DELTA DENTAL		
5506840	DENTAL BENEFITS MARCH 2024	803.40
TOTAL VENDOR DELTA DENTAL		803.40
VENDOR NAME: DOLMAN, REBECCA		
FEB. 2024	MILEAGE FOR ELECTIONS	28.14
TOTAL VENDOR DOLMAN, REBECCA		28.14
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
INV74459	SIGN HARDWARE KIT	16.80

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
	TOTAL VENDOR DORNBOS SIGN & SAFETY INC.	16.80
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
2024-0000007	WORK CREW 2/8/24	300.00
	TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT	300.00
VENDOR NAME: EGLE		
HQ1-XX9P-AX5MT	NATIONAL POLLUTANT ELIMINATION SYSTEM	75.00
	MUNICIPAL APP 2024-28	
761-11184370	2023 WATER USE REPORTING FEE	200.00
	TOTAL VENDOR EGLE	275.00
VENDOR NAME: ELHORN ENGINEERING		
300944	10 ML SAMPLE CELL (SINGLE)	105.60
300962	CHLOR 30 GAL DRUM	465.00
	TOTAL VENDOR ELHORN ENGINEERING	570.60
VENDOR NAME: ETNA SUPPLY COMPANY		
S105537960.001	FLANGE AND GASKET	253.06
S105557697.001	SEWER PLUMBING SUPPLIES	305.92
	TOTAL VENDOR ETNA SUPPLY COMPANY	558.98
VENDOR NAME: FCI AUTOMATION - LANSING		
00079154	DUST CAP ALUMINUM 4", COUPLING	77.08
	TOTAL VENDOR FCI AUTOMATION - LANSING	77.08
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
878185	GENERAL AND CHERRY STREET	4,260.30
	TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH	4,260.30
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
26628006	STORM - 550.02 WASTE SERVICES	793.57
	TOTAL VENDOR GRANGER CONTAINER SERVICE, INC	793.57
VENDOR NAME: KENDAL ELECTRIC INC		
S113886010.002	BUS FUSE 600V FUSETRON DUAL	70.24
S113886010.003	BUS 600V MIDGET TD FUSE	160.35
S113886010.004	IDL POCKET FUSE PULLER	21.75
	TOTAL VENDOR KENDAL ELECTRIC INC	252.34
VENDOR NAME: KENNEDY INDUSTRIES INC.		
640654	UPGRADE RADIOM ATENNA,	1,856.88
640194	WESTSIDE STATION & PLANT	68,460.00
	TOTAL VENDOR KENNEDY INDUSTRIES INC.	70,316.88
VENDOR NAME: L & G SERVICES		
FEB. 9,2024	LIGHTS IN TUNNEL	1,624.62
	TOTAL VENDOR L & G SERVICES	1,624.62
VENDOR NAME: MASON BASEBALL SOFTBALL CLUB		
2024	4 YOUTH BASEBALL TEAMS IN PONY LEAGUE	620.00
	TOTAL VENDOR MASON BASEBALL SOFTBALL CLUB	620.00
VENDOR NAME: MAVERICK ENVIRONMENTAL EQUIPMENT		
10068A	EQUIPMENT RENTAL	6,700.00
	TOTAL VENDOR MAVERICK ENVIRONMENTAL EQUIPMENT	6,700.00
VENDOR NAME: MENARDS-LANSING WEST		
71800	MAGNETIC SWEEPER	36.17
71964	SALT PELETS	36.99
	TOTAL VENDOR MENARDS-LANSING WEST	73.16
VENDOR NAME: MICHIGAN CAT		
PD15805661	LENS AMBER	9.88
PD15803682	BRACKET	821.98
PD15805664	LAMP	3.05

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MICHIGAN CAT		
PD15811124	LENS AMBER	(9.88)
PD1581411112	LAMP A49.35	49.35
PD15755374	BRACKET, FENDER, WASHER, BOLT, PLATE INSERT-SQ	1,148.68
PD15779534	BRACKET RETURN	(821.98)
TOTAL VENDOR MICHIGAN CAT		1,201.08
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11206857	WATER SAMPLES	48.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		48.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
SO190625	HOGUE STOCK FOREND SET LESS THAN LETHAL ORANGE WINCHESTER 1300	160.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		160.00
VENDOR NAME: MICHIGAN RURAL WATER		
2020-09944	APR 2-3, 24 LIMITED TREATMENT TREVOR	360.00
2020-09945	MAR 13-14 ACTIVATED SLUDGE PROCESS & CONTROL, TREVOR LOVE	360.00
TOTAL VENDOR MICHIGAN RURAL WATER		720.00
VENDOR NAME: MISS DIG SYSTEM INC		
20240691	2024 MEMBERSHIP FEE AND ANNUAL MAINTENANCE FEE	1,515.51
TOTAL VENDOR MISS DIG SYSTEM INC		1,515.51
VENDOR NAME: OUDBIER INSTRUMENT CO		
10767	SERVICE CALL FOR WELL 3	498.60
TOTAL VENDOR OUDBIER INSTRUMENT CO		498.60
VENDOR NAME: PETTY CASH		
MARCH 21, 2024	EDGING, POSTAGE TAX, PARKING, FLOWERS COUNCIL, SUPPLIES	93.25
TOTAL VENDOR PETTY CASH		93.25
VENDOR NAME: PHP		
MARCH 2024	MEDICAL BENEFITS	5,403.71
TOTAL VENDOR PHP		5,403.71
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
JANUARY 2024	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: PRINTING SYSTEMS		
232256	CHECKS	185.64
TOTAL VENDOR PRINTING SYSTEMS		185.64
VENDOR NAME: QUILL CO		
37439313	NAME PLATES	126.69
TOTAL VENDOR QUILL CO		126.69
VENDOR NAME: SERVPRO OF EATON COUNTY		
2024-03-05-1114	CLEAN UP AT SAM ALAGNA	3,685.44
TOTAL VENDOR SERVPRO OF EATON COUNTY		3,685.44
VENDOR NAME: SPECTRUM PRINTERS, INC.		
78800	VOTE TEST DECK FOR FEB 27, 2024 ELECTION	80.00
TOTAL VENDOR SPECTRUM PRINTERS, INC.		80.00
VENDOR NAME: STATE OF MICHIGAN (C)		
245	MIDEAL MEMBERSHIP 2024	180.00
TOTAL VENDOR STATE OF MICHIGAN (C)		180.00

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: STATE OF MICHIGAN (E) STATE POLICE		
551-633827	TOKEN FEE	33.00
TOTAL VENDOR STATE OF MICHIGAN (E) STATE POLICE		33.00
VENDOR NAME: THE COUNTY JOURNAL		
273285	YOUTH BASEBALL	116.20
273409	BOARD OF REVIEW	89.90
273498	PUBLIC ACCURACY TEST	80.30
273929	ZONING BOARD OF APPEALS NOTICE	128.30
TOTAL VENDOR THE COUNTY JOURNAL		414.70
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
577-262358	SUPPLIES	12.76
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		12.76
VENDOR NAME: TREVOR LOVE		
3/4/24	USE OF TRUCK & TRAILER FOR HAULING MINI EXCAVATOR, USE OF MINI EXCAVATOR	550.00
TOTAL VENDOR TREVOR LOVE		550.00
VENDOR NAME: UNITED STATES POST OFFICE		
ASSESSING	ASSESSMENT NOTICES	502.09
TOTAL VENDOR UNITED STATES POST OFFICE		502.09
VENDOR NAME: UNUM LIFE INSURANCE		
FEB 2024	SHORT/LONG TERM DISABILITY INSURANCE	306.19
TOTAL VENDOR UNUM LIFE INSURANCE		306.19
VENDOR NAME: VISION SERVICE PLAN		
MARCH 024	VISION	87.57
TOTAL VENDOR VISION SERVICE PLAN		87.57
VENDOR NAME: VISIONARY BUILDERS		
1300A	STORM - ROOFING, METAL AG PANEL, INSULATION	93,287.67
TOTAL VENDOR VISIONARY BUILDERS		93,287.67
VENDOR NAME: WIGHTMAN		
86028	GENERAL ENGINEERING	1,767.50
TOTAL VENDOR WIGHTMAN		1,767.50
GRAND TOTAL:		219,292.03

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ABFALTER REPAIR LLC		
377	LARGE TRUCK	305.00
TOTAL VENDOR ABFALTER REPAIR LLC		305.00
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
7363	5 PK 9" TORCH	23.99
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		23.99
VENDOR NAME: ALTOGAS, INC		
736136	PROPANE	973.12
TOTAL VENDOR ALTOGAS, INC		973.12
VENDOR NAME: C & J ELECTRIC, LLC		
3132	ELECTRICAL REPAIRS	1,987.00
TOTAL VENDOR C & J ELECTRIC, LLC		1,987.00
VENDOR NAME: CANDY FORD		
140735	BOLT	3.12
TOTAL VENDOR CANDY FORD		3.12
VENDOR NAME: D & L FUELS		
204852	PREMIUM DIESEL	247.68
204853	UNLEADED GASOLINE	1,058.14
TOTAL VENDOR D & L FUELS		1,305.82
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
INV74893	STREET SIGNS	64.60
TOTAL VENDOR DORNBOS SIGN & SAFETY INC.		64.60
VENDOR NAME: DUROTECH AUTOMOTIVE		
44292	2005 FORD PICKUP F150 REPAIRS	387.58
TOTAL VENDOR DUROTECH AUTOMOTIVE		387.58
VENDOR NAME: EGLE		
WW RENEWAL	TLOVE WASTWATER RENEWAL CERTIFICATION	95.00
TOTAL VENDOR EGLE		95.00
VENDOR NAME: ETNA SUPPLY COMPANY		
S105536825.001	TOILET WALL HUNG	1,848.00
TOTAL VENDOR ETNA SUPPLY COMPANY		1,848.00
VENDOR NAME: FALIN, TIFFANI		
FEB - MAR	MILEAGE AND EXPENSES	178.98
TOTAL VENDOR FALIN, TIFFANI		178.98
VENDOR NAME: GRIFFIN, DEBRA		
MARCH	MILEAGE	34.30
TOTAL VENDOR GRIFFIN, DEBRA		34.30
VENDOR NAME: JODI WEST		
MARCH	MILEAGE TO BANK	8.17
TOTAL VENDOR JODI WEST		8.17
VENDOR NAME: MAVERICK ENVIRONMENTAL EQUIPMENT		
9225A	REPAIR DAMAGES TO MAIN CONVEYOR	25,580.44
TOTAL VENDOR MAVERICK ENVIRONMENTAL EQUIPMENT		25,580.44
VENDOR NAME: MENARDS-LANSING WEST		
72129	SOLAR AREA LIGHT	33.69
72130	COPPER TEE, PIPE, ELBOW, COPPER REDUCER	80.94
TOTAL VENDOR MENARDS-LANSING WEST		114.63
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
27620	ONSITE LAPTOP PICKUP, DIAGNOSTIC, REPAIR	525.00
27525	TROUBLESHOOTING EMAIL ISSUE	37.50

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 03/15/2024 - 03/21/2024
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
275245	EMAIL SET UP FOR COUNCIL MEMBER	37.50
TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY		600.00
VENDOR NAME: PRESTON COMMUNITY SERVICES LLC		
FEBRUARY 2024	ASSESSING SERVICES	1,333.33
TOTAL VENDOR PRESTON COMMUNITY SERVICES LLC		1,333.33
VENDOR NAME: THE COUNTY JOURNAL		
273410	BOARD OF REVIEW NOTICE	89.90
TOTAL VENDOR THE COUNTY JOURNAL		89.90
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
263673	RED THREADLOCKER	17.98
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		17.98
VENDOR NAME: VERIZON WIRELESS		
9958007663	CELL PHONES	663.46
9958372146	SERVICE	39.02
TOTAL VENDOR VERIZON WIRELESS		702.48
VENDOR NAME: WOW!BUSINESS		
3/6-4/5/24	INTERNET AND PHONES	674.39
TOTAL VENDOR WOW!BUSINESS		674.39
GRAND TOTAL:		36,327.83

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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BANK CODE: FEST

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: CARDMEMBER SERVICE 2/16/24	CARDMEMBER SERVICE WEBSITE	324.00
TOTAL VENDOR CARDMEMBER SERVICE		324.00
GRAND TOTAL:		324.00

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: POTTERVILLE APPLIED TECHNOLOGY		
27727	EMAIL FOR GIZZARD FEST	187.50
TOTAL VENDOR POTTERVILLE APPLIED TECHNOLOGY		187.50
GRAND TOTAL:		187.50

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
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March 13, 2024

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

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

1. The City's annual Fiscal Year Budget Amendments for 2023-2024 accounts for activities of Governmental Operating Funds General Fund 101, Parks Fund 208, Major Street Fund 202, Local Street Fund 203. While not a legal requirement, the City also provides amendments by Department for all Proprietary Funds of Sewer Fund 590 and Water Fund 591, and Interservice Fund 641 Equipment Repair and Replacement (DPW) in its budget amendment reports. The reports account for unanticipated expenditures including disaster storm activities and up to date revenues/expenditures through June 30th 2024 of the calendar year. Projected fund balances are shown per Fund as well as net revenues over expenses as displayed comparatively to last year's Budget. The Fiscal Year Budget Amendments for 2023-2024 accounts for all debts, operations, maintenance, capital outlays and obligations that fund prepaid services, intergovernmental agreements, employee services, contractor service, etc. Budget amendments are based upon fully reconciled financial statements and up-to-date revenues and expenditures reports, and generated by BS&A professional accounting systems. These systems are the gold standard in local government accounting in the State of Michigan, and use *only* GASB accounting and reporting standards recommended by the auditor and the State. They are accurate and up to date.

In summary, the City's General Fund 101 is projected to increase about \$80,603.78, that could be prioritized towards USDA Rural Development financing of a new Type I production well and iron removal plant. This is a conservative estimate that will likely go up as we progress through the fiscal year. The GF fund balance this fiscal period is heavily impacted by losses and disaster storm damage reimbursements of about \$673,897 from EMC Insurance, and appropriations from the General Fund for repair expenses as show in GF Department 966 to the Parks Fund 208, Street Funds 202 and 203, and Fund 641 Equipment Repair and Replacement that accounts for DPW activities. GF Revenue Account 101-000-687.000 and Appropriation/Expense Dept. 966 show these activities in a manner that is easy to find in your report (page 20). The General Fund's Ending Fund Balance, with an assumption no large-scale losses, is projected to increase from \$922,039.01 to \$1,002,642.79, due to reimbursements from EMC as well as increases in property tax revenues, investment earnings, and grant revenues from the MDNR Trust Fund and Eaton County Parks Department. Also, smaller reductions in appropriations/expenses from General Fund Dept. 445 Drains at Large expense with Dept. Debt Services offset total expenditures for to Parks, Local Streets and Major Street Funds and related equipment allowance for DPW facilities as shown in Fund 641 Equipment Repair Replacement Capital Outlay Account 641-932-970.000 (page 59).

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Parks Fund 208 reflects significantly higher revenues and expenditures this Fiscal Year in comparison to a “normal year” mostly due to the unexpected storm event of August 24th 2023 and one grant acquisition/project. Notable changes are appropriated from the General Fund 101 (General Fund Dept. 966, page 20) to the Parks Fund 208 Revenues Account 208-000-699.101 on page 33. The additional revenues received from the General Fund to the Parks Fund are primarily for storm repairs as reported in Dept 208-751 Contract Labor and Dept 208-770 Repairs & Maintenance, and (1) additional grant award approved after last year budget adoption. Parks Fund Grant awards in the Fiscal Year of 2023-2024 are the highest in recent memory (hence the larger budget) as funded by the DNR Recreational Passport Grant Program (\$118,600) and Eaton County Community Parks Grant (\$65,557). This equals a total an additional \$187,157 that is not normally seen in a Potterville Parks budget. Grant project activities are larger this fiscal period, and almost entirely reflected in two-line item accounts of Fund 208 Dept.’s 751-810.000 Grant Expense AC# 208-751-810.000 and Engineers Fees AC# 208-751-853.000 (p.34).

Similar to the Parks Fund 208 and Equipment Repair and Replacement Fund 641, both Local Street and Major Street Funds have increases in amended appropriations from the General Fund 101 (to their Funds) primarily due to disaster relief of August 24th 2023. Total expenses for Local Street and Major Street Funds Contractor labor line items are anticipated at \$323,513.90 as reported in Major Street Fund 202 Department 463-818.000 and Local Street Fund 203 Department 463-818.000. Also, Engineer Fees were increased for the Major Street Fund 202 that were incurred ahead of schedule for the City’s Main Street project to provide time of review for the School and Drain Commission Engineers. Both the PHS and Eaton County Drain Commission are anticipating large public projects in the same project area as the City around the Summer construction of 2025 and allowing their engineers more time for review helps planning.

Fund 641 Equipment Repair and Replacement Fund is the City’s Interservice Fund for DPW activities – that is amended down in Fund Balance from \$136,21147 to \$122,937 due to increases in expenditures to Capital Outlay (replacement of equipment and DPW garage repairs), equipment rental, and storm related expenditures for Repairs & Maintenance, Services, and Overtime Salaries. Also, included in the amended appropriations is an allowance for the City to consider a buyout option of about \$32,200 over several months of leased equipment, 924 Cat Articulating Front End Loader Tractor w/ loader forks, that was used extensively during storm remediation. This “key” piece of equipment is a standard for DPW street and utility crews and regularly retails at \$70,000 - \$80,000. If acquired, the tractor would enhance DPW and Park improvement capabilities, including composting, construction, excavating, snow removal, street maintenance, storm related responses etc... and negate a future need for leases. This equipment use/expense is an eligible expense of Act 51 Street Funds as well as General Fund 101, and Sewer and Water Funds 590 and 591.

2. The City’s DPW Garage Storm repairs are underway with a second pay request of \$93,287.67 from Visionary Builders, LLC that’s been included with the packet for approval. I recommend approval of this planned expense and look forward to project completion by the end of this month or early April.

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3. City Council has a draft Resolution to consider requesting assistance from the Michigan State Disaster and Emergency Contingency Fund, and to name me (Manager) to apply on behalf of the City to receive expense reimbursements resulting from the August 24th 2023 disaster. I'll have more information to report next week following a meeting with Emergency Management and Homeland Security Division should the City wish to apply for assistance. The City qualifies for these funds under Section 19 of the Emergency Management Act to recoup extraordinary expenses incurred from the "Lower Peninsula Severe Storms" of August 24-26 2023. Per law, Section 19 provides reimbursement from the State Disaster and Emergency Contingency Fund for eligible disaster expenditures up to \$1,000,000 based on population or 10% of the total annual operating budget of the previous year, whichever is less, for each eligible political subdivision. Grants can only be awarded in areas (like Potterville) that have been declared an emergency or disaster by the Governor. This assistance is for public entities that were directly impacted by the storm.

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TREASURER'S REPORT March 21, 2024

Utility bills—as of 02/29/24 (bills due on 15th) \$26,736.81 is outstanding with \$19,752.17 over 30 days past due.

Water usage month of Feb (Mar billing): 4,720,959 gallons

Sewer usage month of Feb (Mar billing) 4,717,082 gallons

Ready to service charge-water: \$37,517.81

Ready to service charge-sewer: \$41,020.18

Total water and sewer billed out from 1/25-2/27/24 is \$116,466.42

Payroll month of February, 2024: \$73,732.45 (this includes all payroll taxes + MERS).

Tax collection for 23-24 has been completed (not including real property on leased land). The tax collection rate was 97.9%. The City has settled with Eaton County in regards to outstanding real property and will receive a settlement check in June. Summer 2024 tax bills will be mailed to be received by July 1st.

Bank reconciliations completed for month of February 2024:

General account – Reconciled balance: **\$3,570,172.35**

Payroll account - Reconciled balance: **\$8,628.41**

Tax account – Reconciled balance: **\$44,690.73**

Gizzard Fest – Reconciled balance: **\$43,683.16**

Respectfully submitted,

Jodi West, Treasurer

City of Potterville

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March 2024

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.

- The 5 Year Parks & Recreation Plan is in its last year (2024). The current plan is from 2020-2024. During 2024, we are in progress of making updates. Having a 5-year parks and recreation plan is to be approved by MDNR, and it is 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 the parks and recreation can 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.
- We have another High School Service Day on March 22nd.
- Continue to further education by webinars, meetings, certifications, conferences etc.
- mParks conference concluded at the beginning of the month. Networking with others and speaking with vendors of a variety of components in the Parks & Recreation field. The conference had a variety of educational sessions to further our understanding of the ever-changing world especially with adapting to the changing weather we are facing now. I look forward to the conference next year.
- Continue to work on sponsorship documentation.
- Youth Baseball registration has concluded, and we have double our teams. Last year we only had 10U and 14U baseball teams. This year for the 2024 season we have four (4) teams: 8U, 10U, 12U, 14U. What a great increase in numbers and to get these kids playing ball outside.
- T-Ball and Coach Pitch Registrations are open, and the deadline is April 5, 2024.
- The City and Sycamore Creek Church are working together on the Easter Event again this year. The event is to take place at City Park on March 30, 2024.
- Work is in the process out at Lake Alliance Softball Complex to fix the storm damage prior to the first tournament of the 2024 Season.
- We are in the process of getting dirt for all the ball fields to level them back up and fixing the much-needed maintenance they all need.
- Meetings for the Sunset Hills Park Grant took place and schedules have been set and the process is moving forward.

Respectfully Submitted,

Tiffani Falen, Parks & Recreation Director

City of Potterville 5 Year Parks & Recreation Survey

We want to hear your feedback so we can keep improving our parks and recreation. Complete this survey and let us know your thoughts (your answers will be anonymous).

To comply with the MDNR and to receive State Funding grants, a City, Township, Village, needs to have a 5 Year Parks & Recreation Plan on file. This is 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 developmental guide that preserves other recreation amenities. In other words, its a brainstorming document where ideas of where the future of the parks and recreation can go with the input of the community. Not all ideas in this "plan" will be complete. Having ideas in the plan will help advance us and give us more of an advantage when applying for grants.

We thank you for taking the time to complete this survey and helping us gather community input to further our efforts in providing services in the parks and recreation field.

* Indicates required question

1. Where do you live? *

Mark only one oval.

- City of Potterville
- Within 1/4 to 1/2 mile from the City of Potterville
- Within 1 to 2 miles from the City of Potterville
- More than 2 miles from the City of Potterville

2. Which of the following best characterizes your primary connection with the City Parks and/or City Recreation Programs? Select all that apply. *

Check all that apply.

- Resident
- Work in the City
- Business Owner
- Commercial Property Owner
- Landlord
- Student
- High School Sports
- Recreation Programs
- Special Events
- Other:

3. How long have you lived in the City of Potterville? If not a resident, please specify the community in which you reside. *

Mark only one oval.

- More than 20 years
- 10-20 years
- 6-9 years
- 3-5 years
- less than 3 years
- Other:

4. What is your age? *

Mark only one oval.

- 65+
- 55-64
- 45-54
- 35-44
- 25-34
- 18-24
- Under 18

5. Including yourself, how many people live in your household? *

Mark only one oval.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8+

6. How many children in your household are under the age of 18? *

Mark only one oval.

- 0
 1
 2
 3
 4
 5
 6+

7. How many in your household are over the age of 65? *

Mark only one oval.

- 0
 1
 2
 3
 4
 5+

8. What is your overall level of satisfaction with the current parks and recreation offerings in the City of Pottersville? *

Mark only one oval.

- Highly Satisfied
 Very satisfied
 Satisfied
 Neutral
 Dissatisfied
 Very dissatisfied

9. Who in your household is the most active user of the parks & recreation facilities? *

Mark only one oval.

- Our whole family
- An adult in the household
- A senior in the household
- Children (under 18)
- Myself
- No one in my family
- Other:

10. How important are public parks, trails, and public open space to the quality of life in your household? *

Mark only one oval.

- Extremely important
- Very important
- Somewhat important
- Not so important
- Not at all important

11. In 2023, how frequently did the members in your household visit the following parks and recreation facilities? *

Mark only one oval per row.

	Everyday	A few times a week	About once a week	A few times a month	Once a Month	Never
Lake Alliance Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
City Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Veteran's Memorial Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sunset Hills Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. How would you rate the condition of the following parks and recreation facilities in the City of Pottersville? *

Mark only one oval per row.

	Excellent	Good	Fair	Poor	Don't Know
Lake Alliance Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
City Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Veteran's Memorial Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sunset Hills Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13. What additional programs would you like to see being offered? *

Mark only one oval.

- Community Events
- Adult Programs
- Youth Programs
- Senior Programs
- Run/Walks
- Other:

14. What Park in the City of Potterville do you use the most? *

Mark only one oval.

- Sunset Hills Park
- City Park
- Downtown Pavilion "Farmer's Market"
- Veterans Memorial Park
- Lake Alliance Park

15. If you do not currently use any parks in the City of Potterville, what is the reason? *

Check all that apply.

- I'm not interest
- No time
- Lack of facilities
- Poorly maintained
- I do not know what is available
- I use parks in other communities
- I do not know the location of the parks
- Not conveniently located or close to me
- I do not have transporation
- Other:

16. In terms of parks and recreation priorities in the City of Potterville, which of the following are the most important? Please select your top TWO choices. *

Mark only one oval per row.

	Improving existing parks and facilities	Maintaining existing parks and facilities	Increasing programming in parks (classes, activities, outdoor education)	Expanding the non-motorized trail/pathway system	Increasing accessibility for all ages and abilities	Developing new facilities
First Choice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Second Choice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Would you support paying more property taxes to develop a new Park feature or improvement? *

Mark only one oval.

- Yes
- No

18. Would you support paying more property taxes to develop a new Recreation Program? *

Mark only one oval.

- Yes
- No

19. With the existing facilities, which would you like to see added or improved? *

Check all that apply.

- New play apparatus at City Park
- Renovations for Veterans Memorial Park (monuments, parking, landscape, vegetative berm, etc)
- New Disc Golf Course (new layout, baskets, signage, etc)
- Renovations to City Park Bathroom
- Trails/Walking Path throughout existing parks
- Updating and maintaining all the pavilions
- Updating horseshoes at Lake Alliance
- Other: _____

20. Which of the following groups (if any) do you feel are underserved by current recreation facilities and amenities in the City of Pottersville? Check all that apply. *

Check all that apply.

- Preschoolers and toddlers (under 5 years)
- Elementary school aged children (5-9 years)
- Adolescents (10-18 years)
- Young Adults (19-34 years)
- Adults (35-64 years)
- Seniors (65+ years)
- None; everyone is adequately served

21. If new park types were to be established or expanded by the City of Pottersville, what type(s) are most needed? Please check all that apply. *

Check all that apply.

- Large multi-use parks that serve the whole community
- Non-motorized trails and pathways
- Natural preservation areas
- Small neighborhood parks
- No additional parks are needed at this time
- Other: _____

22. If amenities, facilities, or services were added to existing or future parks, what would you be most interested in? Please check all that apply. *

Check all that apply.

- Outdoor water recreation facilities (splash pad, fountains)
- Dog Park
- ADA accessible kayak/canoe launch at Lake Alliance Park
- Tennis Court
- Pickleball Court
- Public art installations
- Skate park
- Other: _____

CITY OF POTTERVILLE

Eaton County, Michigan

5-Year Park & Recreation Plan 2025 - 2029

2024

Prepared by the City of Potterville



DRAFT

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Introduction

This Plan presents an evaluation of the City of Potterville's recreational opportunities and needs. It considers existing facilities in and around the City, the anticipated demand for additional or improved facilities, and the means for providing those facilities during the course of the planning period.

Potterville has experienced continued growth in recent years and is expected to experience further growth pressures. The City has realized greater growth opportunities and an increase in its visibility in the region due to I-69 interchange at M-100 into the heart of the City. The attraction of Potterville's residential environment and its direct highway link with the employment centers of the Lansing Metropolitan Area will likely continue to encourage residential growth.

Population growth generates a demand for recreational opportunities in the community. Active and passive recreational opportunities must be made available within the City in relative proximity to the people being served.

The planning process and the purposes of the plan are to assess community characteristics, to determine and describe existing and future recreational opportunities, and to serve as a resource for recreational objectives. The information gathered for this document represents the City's plan for recreational improvements, including goals and objectives, priorities for development and methods for plan implementation.

Section A – Community Description

PHYSICAL CONDITIONS

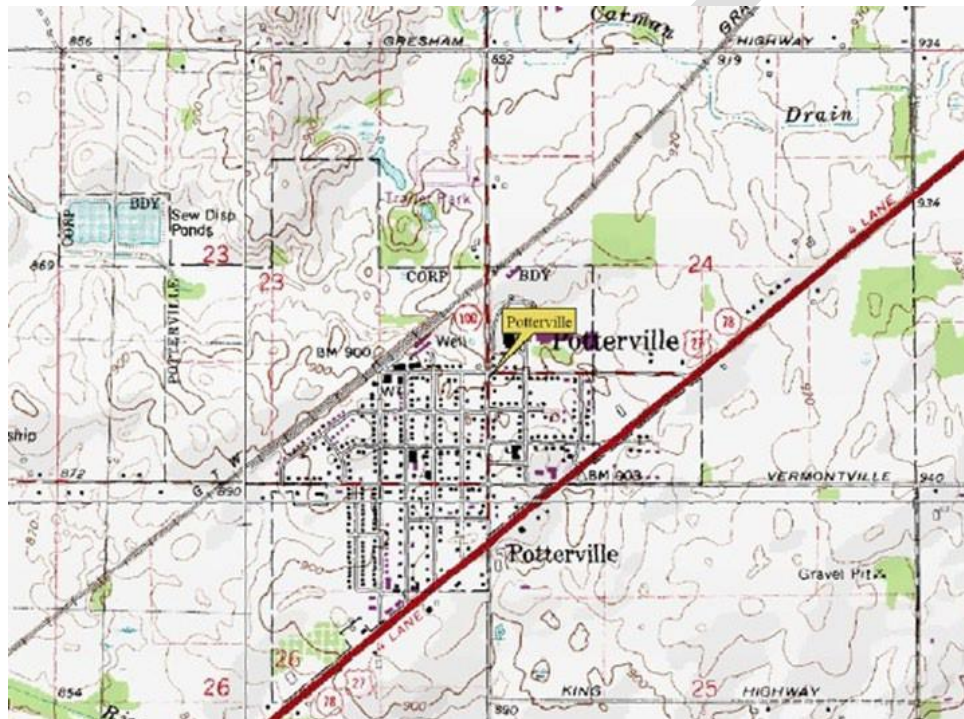
LOCATION

The City of Potterville is located approximately 15 miles southwest of Metropolitan Lansing in Northeastern Eaton County. It is located at the intersection of M-100 and I-69. This represents excellent access to the Lansing area and the entire region.



TOPOGRAPHY

The topography of the City is rolling, with gentle slopes and no extreme variations. Elevations range from 880 to 900 feet. The highest land is found in the southeastern portion of the City, with low-lying areas located in the northern and western portions. These low areas tend to flood in times of heavy rainfall and during spring snow melt and would not be appropriate for active recreational activities. Passive uses, such as nature areas, would be excellent in these rich and unique wetland areas. Sloping areas are conducive to sledding areas; although manmade sledding hills may also be acceptable.



EXISTING LAND USE

The City of Potterville has a predominant amount of its land currently in residential uses. There are approximately 1,220 total housing units in the City, the majority of which are located in this area. Lot sizes range from 7,200 square feet to 30,000 square feet; this represents approximately 3 units per acre. There are also a number of multi-unit housing structures located throughout the City as well as two manufactured housing communities. Commercial uses are located downtown and along Lansing Road. An industrial park is located in the southwestern portion of the City and a few small industries exist along East Main Street. There is one new industry on Lansing Road at the east edge of the City with substantial additional land for future development. The Potterville School System facilities are located in the northeast quadrant of the City. Recreational areas should be easily accessible to the major residential areas of the City.

ZONING MAP

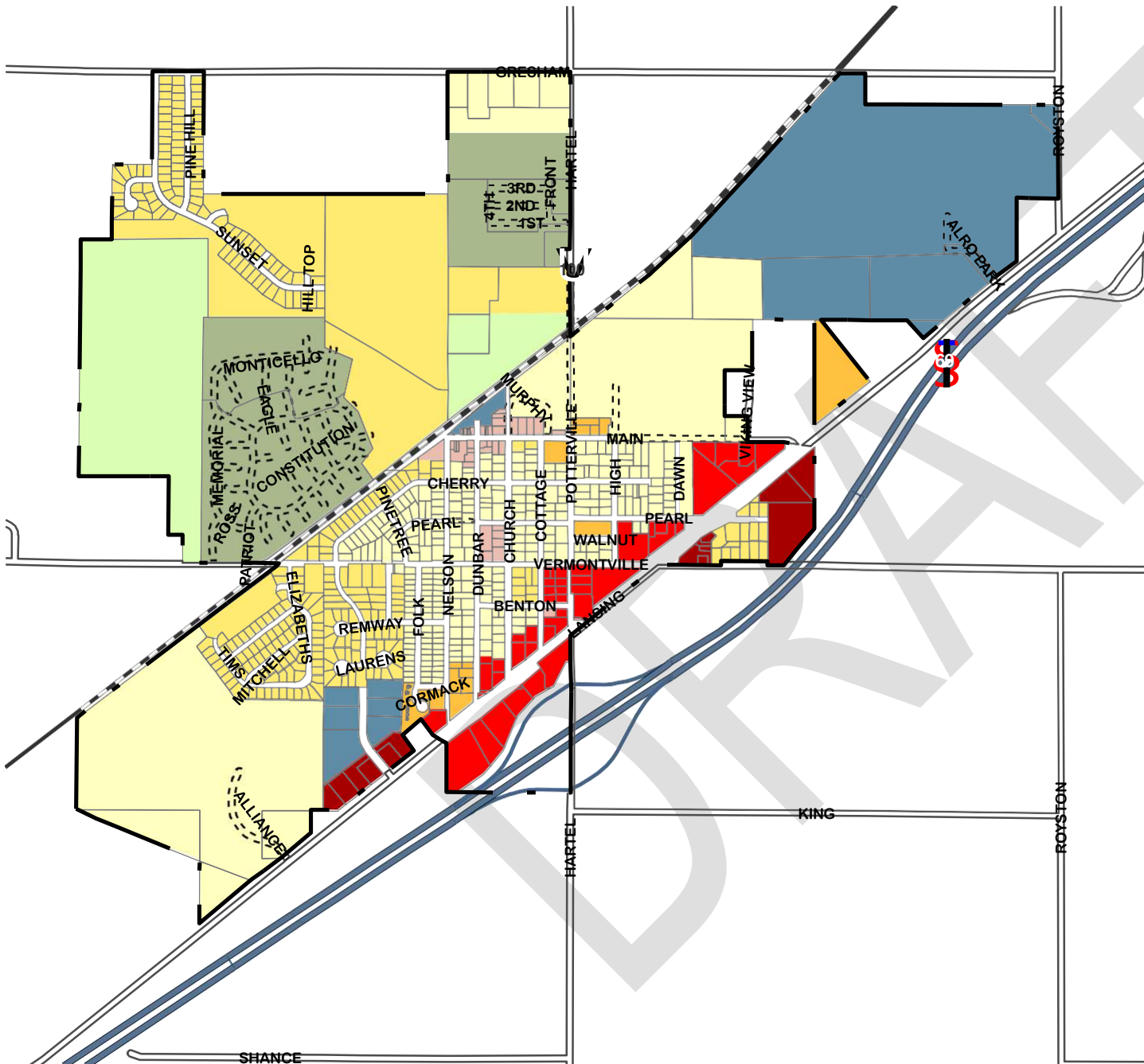
The zoning pattern of the City is similar to the existing land use pattern. The majority of the City is zoned residential. Commercial districts are located downtown and along Lansing Road.

City of Potterville Eaton County, Michigan

ZONING MAP

Effective date: February 2009

Adopted March 9, 1992
Amended October 14, 1996
Amended August 27, 1997
Amended February 2009



- R-R, Rural Residential
- R-1, Low Density Residential
- R-2, Medium Density Residential
- R-3, High Density Residential
- R-4, Mobile Home Park
- B-1, General Business
- B-2, Light Highway Business
- B-3, General Highway Business
- I-1, Light Industrial
- Easements



Data Sources: Michigan CGI, Eaton County GIS

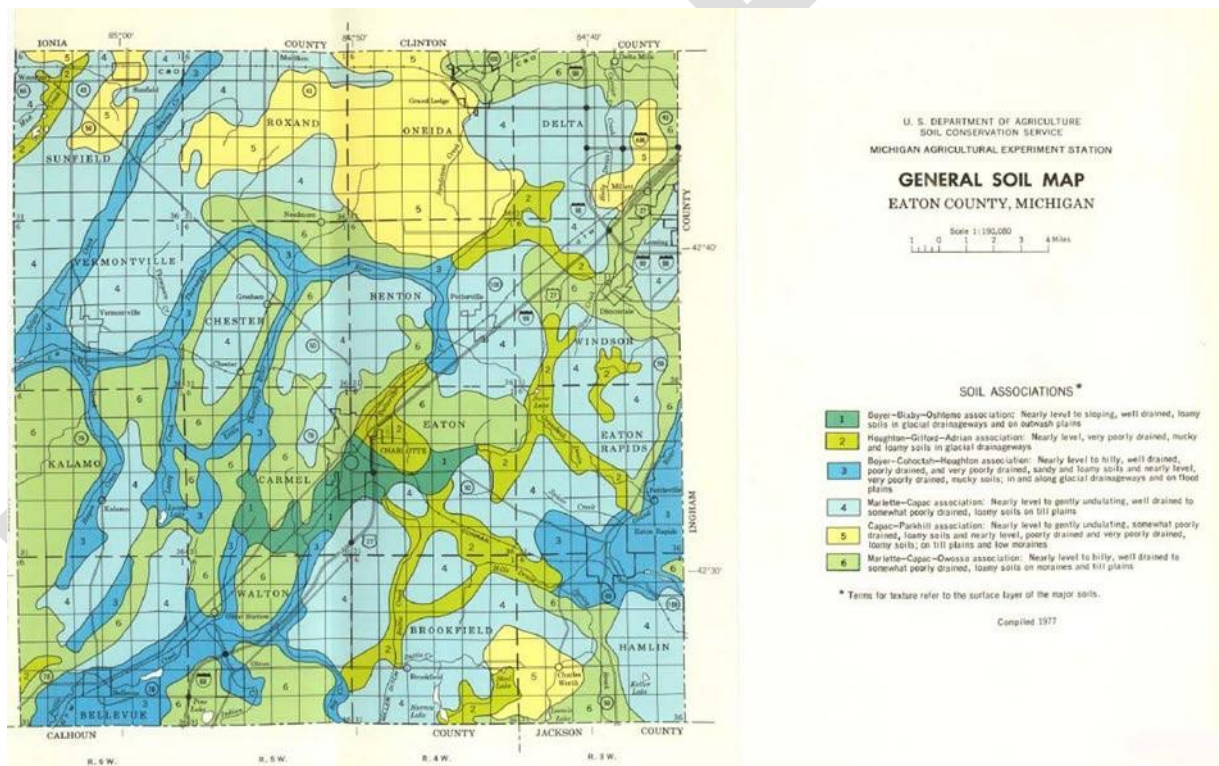
VEGETATION

Although most of the older residential streets are tree-lined, there is relatively little vegetative cover in the City. Exceptions to this are in portions of the undeveloped area north of the railroad tracks and along the Thornapple River in the southwest where sizable wooded areas can be found.

The Potterville area landscape is primarily rural in character. Few large tracts of trees remain. Therefore, preservation of these resources would be important for both its recreational use and aesthetic value. Wooded areas would be excellent features for local trail systems as well as for windbreaks.

SOILS

The majority of the soils in the City are well drained, especially in the developed portions of the City. Poorly drained soils are found in the northern and southwestern portions of the City. High and dry soils would be most appropriate for active recreational use, while poorly drained soils may still be appropriate for more passive uses such as trails and nature areas. The soil characteristics of the site would determine, to a significant extent, the type of recreational activities that would be appropriate as well as cost effective. Therefore, more detailed soil analysis (analyses) will be conducted on specific sites identified for recreational use.



SURFACE WATER

The Thornapple River runs through the southwestern most portion of the City for approximately 2,000 feet. The vegetative cover and terrain along the river add to its unique natural beauty. This is an asset to the City and offers an excellent opportunity for trails, fishing, boat access, and views. Also within the City is Lake Alliance, a 10 acre, manmade lake on City owned property near the Thornapple River. This provides excellent water- resource based recreational opportunities.



WETLANDS

The term "wetland" includes marshes, swamps, bogs, and similar areas that are often found between open water and upland land. Many, but not all of these areas, are subject to State regulation under the Goemaere-Anderson Wetland Protection Act of 1979, now Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

The Wetland Inventory map contained in this section was prepared utilizing The National Wetland Inventory as conducted by the U.S. Fish and Wildlife Service by interpreting topographic data and aerial photographs. The inventories represent existing information that suggests the probability that a wetland may or may not exist in a given area. Areas shown as wetlands, wetland soils or open water on the map are potential wetlands and deserve further site investigation to verify if wetlands are actually present. The map may not identify all potential wetlands in the City. It may show wetlands that are not actually present and it may not show wetlands which are actually present.

In the past, wetlands were often regarded as wastelands – sources of mosquitoes, flies, and unpleasant odors. Most people felt that they were places to be avoided, or better yet, eliminated. This negative view, combined with the demand for more developable land, has resulted in the destruction of some of the City's poorly drained lands. These areas have been drained and converted to farmland, industrial use or filled for housing development. Of the estimated 11 million acres of wetlands that stood in Michigan 150 years ago, 3 million acres remain.

Since there is little historical data on wetland identification, it is not possible to estimate the total loss of wetlands within the City. Pockets of wetlands are found in areas associated with the Thornapple River drainage area as well as areas adjacent to Lake Alliance.

Because they occur where the dry land meets the water, wetlands play a critical role in the management of the City's water-based resources. Acre for acre, wetlands produce more wildlife and plants than any other Michigan habitat type. Michigan boasts about 2,300 native plant species; 50 percent of these are wetland species and over 25 percent of the wetland species are threatened

or endangered.



Other benefits of wetlands include the following:

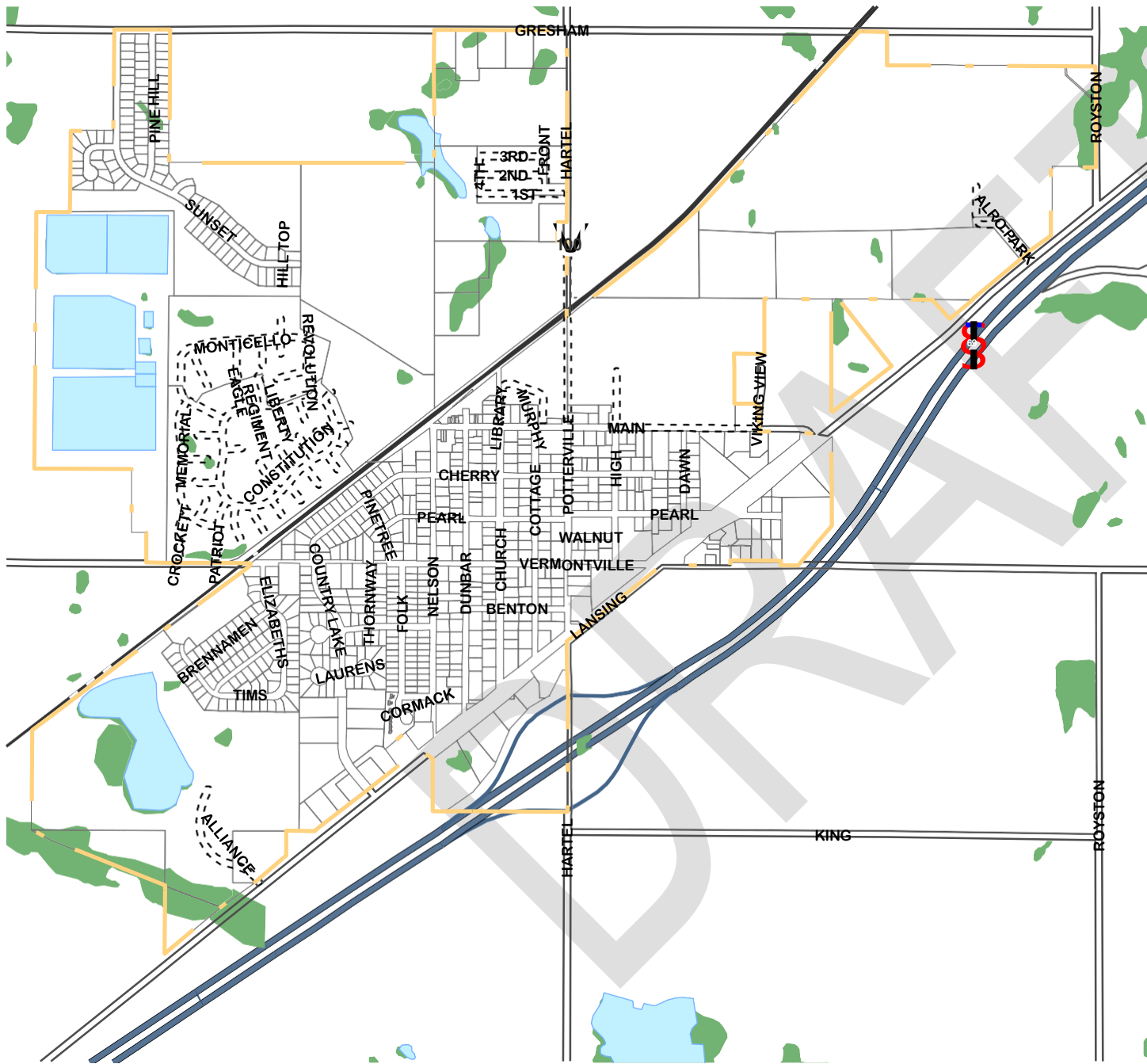
- They help reduce the extent of flooding by absorbing runoff from rain and melting snow, slowly releasing excess water into rivers and lakes. (A one-acre swamp, when flooded to a depth of one foot, contains 325,851 gallons of water.)
- They filter pollutants from surface runoff by trapping fertilizers, pesticides, sediment and other potential contaminants and help to break them down into less harmful substances.
- They recharge groundwater supplies when connected to underground aquifers.
- They form part of the natural nutrient and water cycles and produce vital atmospheric gases, including oxygen.
- They provide commercial and recreational value to the economy by producing plants, game birds and fur-bearing mammals. Survival of many varieties of fish is directly connected to wetlands, as they require shallow water areas for breeding, feeding, and escape from predators.
- They contribute to the open, natural character of the City, by providing natural areas of open space interspersed with developed land. Wetland areas can provide a valuable site design element in residential development, providing separation between neighboring properties and attractive natural areas which serve as a property value-enhancing amenity.

In Michigan, the Goemaere-Anderson Wetland Protection Act (Act 203 of the Public Acts of 1979), now Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, provides for the statewide preservation, management, protection and use of wetland areas. Wetlands having an area of at least five (5) acres in size, or those that are contiguous with a lake or stream, are subject to State regulation. The Act requires a permit from the Department of Natural Resources (DNR) for activities such as filling, dredging, and draining.

City of Potterville Eaton County, Michigan

WETLAND INVENTORY

-  City of Potterville
-  Wetlands



Data Sources: Michigan CGI, Eaton County GIS

SOCIAL CONDITIONS

POPULATION TRENDS AND PROJECTIONS

According to the U.S. Census Bureau, the population of the City was 3,036 in 2020 with a growth rate between 2010 and 2020 of 16.7%. Comparatively, the 2022 U.S. Census Bureau Estimates Program estimates a 2024 city population of 3,099. Potterville is growing at a rate of 0.29% annually and its total population has increased by 1.18% since the 2020 census. For planning purposes, it is helpful to be able to forecast future populations and trends.

Two (2) population projection techniques have been used for analysis of future populations, with the average of the two used as the 2030 projection figure. The 2030 population projection is 3,158 which is a 3.1 percent rate of growth over the ten-year period from 2020 to 2030. As the population increases, a greater demand will be placed on recreational facilities in the City.

<https://worldpopulationreview.com/us-cities/potterville-mi-population>

The population projections are shown below:

Table 1 POPULATION PROJECTIONS (Based on 2020 Census)			
Projection Technique	2020 (Actual)	2024	2030
Growth Rate (0.29% annum)	3,063	3,099	3,108
Arithmetic (+9 average annum)	3,063	3,099	3,153

Source: U.S. Census Bureau, 2020

AGE DISTRIBUTION

According to the US Census Bureau American Community Survey, 30.2 percent of the City residents were 0-19 years of age, 59.9 percent were between 20 and 64 years of age, and 9.9 percent were 65 years of age or older. As shown in Table 2, Potterville has a younger population than both the County and the State.

TABLE 2 AGE CHARACTERISTICS			
Age Category	Potterville	Eaton County	State
0 to 19 years	30.2%	22.7%	23.5%
20 to 64 years	59.9%	57.4%	57.8%
65 years and Older	9.9%	19.9%	18.7%
<i>Median Age</i>	32	42	40.3

Source: U.S. Census Bureau, 2020

The largest age categories are those under the age of 40, which represents a large, youthful population. In general, a younger population requires more active recreational areas than older populations. Future recreational development should reflect this demand, while meeting the needs of the entire population.

INCOME

The income levels of a community's population greatly influences recreational needs. Persons with higher disposable incomes tend to spend more money on recreational pursuits, while those with less tend use park systems more if they have lesser fees and/or no added cost for entry for park use. The median household income for the City is \$59,250 in 2022, which is less than both Eaton County at \$77,158 and the State of Michigan at \$68,505. This lesser income has qualified the City for incentive bonuses in certain grant programs funded by the DNR Michigan Trust Fund and Eaton County Parks system, and has helped the City acquire two development grants in the last 5 years from said funding sources. It is planned that the amount of disposable income in the City will remain relatively the same or marginally higher in consideration of increased single family housing development, and that the City will continue with its 5 year strategy of maintaining moderate/low parks fees for recreational programming and no fees or charges for entry/use to City park facilities. See Income information online at <https://censusreporter.org/profiles/16000US2666100-potterville-mi/>

EDUCATION

Persons with a higher level of education generally have an awareness of recreational opportunities and have more diverse recreational needs. A very high percentage (96.8 percent) of the City residents have completed high school. This compares with 94.8 percent for the County and 91.8 percent for the State.

<https://censusreporter.org/profiles/16000US2666100-potterville-mi/>

EMPLOYMENT

The 2022 American Community Survey estimates reveal that Potterville residents work in proportionately similar occupations as the state and county. However, Potterville and Eaton County both have a slightly higher proportion of residents who work in professional services and public administration, which is likely due to Potterville's proximity to Lansing and government employment. National and State projections also indicate that manufacturing jobs will become increasingly automated, which may shorten work weeks and increase the availability of recreational time. This trend is evident in Potterville.

Percentage Employed In	2022 (est.) Potterville	Eaton County	State
Manufacturing/Construction	21.9%	20.6%	24.1%
Professional Services/Education/Health Care /Public Administration	36.5%	39.7%	35.7%
Wholesale/Retail Trades	15.1%	12.2%	12.6%
Transportation, Warehousing, Utilities, Finance, Real Estate, Information	12.3%	13.5%	12.2%
Arts, Entertainment, Recreation	7.3%	8.3%	8.7%
Other Services	6.9%	5.7%	6.7%

Source: 2022 American Community Survey

Section B - Administrative Structure

The administrative structure of the City is shown in this Section. The Potterville City Council has the authority to acquire, develop and operate parks and recreational facilities. The Planning Commission has recommended authority in terms of longer-range recreation planning. City residents, of course, have a direct influence on both the planning commission and City Council as all meetings are open to the public for comment. The City Council employs a City Manager to oversee the day-to-day decision making of the City. The City Manager supervises the Department of Public Works (DPW) supervisor. The Parks and Recreation Director reports to the City Manager and oversees all park & recreation functions.

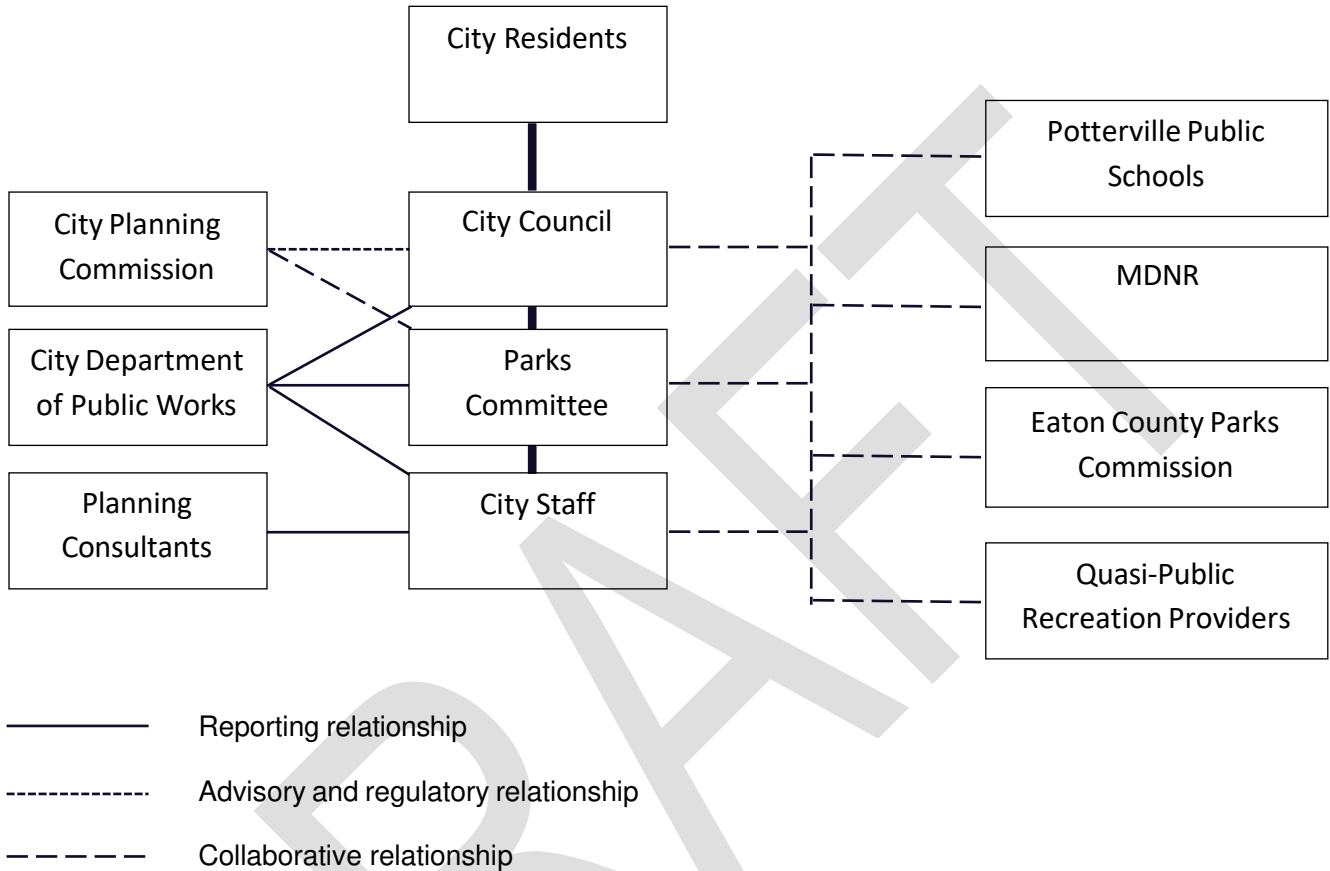
The DPW operates and maintains the existing City Parks. The DPW includes a full-time supervisor, three full-time employees and one-three part-time employee(s). During the peak activity summer months, seasonal hires work for the Parks & Recreation Department and DPW to help maintain assets and improve the parks.

Operation and maintenance is paid through the park fund. This fund receives money from pavilion rentals, private donations, and cable television revenues. There is also a community building fund for the purpose of constructing a much-needed community building. This fund is financed through local donations.

In February 2009, the City of Potterville established a Parks Advisory Committee. The duties of the committee include:

- Advise the City Council, City Manager, and Parks and Recreation Director on matters concerning recreation in the City.
- Make recommendations on the location of sites for parks and recreational areas to the City Council, City Manager, and Parks and Recreation Director.
- Recommend to the City Council, City Manager, and Parks and Recreation Director such measures as it deems necessary and proper for the betterment of the City recreation programs.
- Work with Community Education groups to improve and expand recreational programs for the betterment of the City residents.
- Work with the Planning Commission, City Council, City Manager, and Parks and Recreation Director regarding a schedule of capital improvements with regards to park and recreation facilities.
- Perform other related duties as may be assigned to the committee by the City Council.

The chart below illustrates the relationship among the various entities involved in recreation within the City.



The following sums represent the general funds expended for park operation and maintenance for 2022 - 2024 (fiscal year ending in June). These budgeted funds include acquired park grant funds from Eaton County and Michigan MDNR Recreation Passport Grant Project expenses incurred as a result of park planning, operation & maintenance, capital improvements:

2022	\$157,071
2023	\$183,134
2024 (Projected)	\$390,000 (includes 2 Grant Expenses)

Section C - Description of the Planning Process

Community recreational facilities cannot be effectively provided without some basis from which the type, quantity, location, need, and priority for that facility has been determined. Several methods for determining a community's recreation needs and priorities have been identified. A few methods include observed use levels for existing facilities, comparisons of recreational facilities between similar communities, unique opportunities for certain types of facilities, guidelines or standards based on quantity per population, and projected population growth.

Comparison of existing recreation opportunities to recreation standards can be used to determine deficiencies. However, great care must be taken to apply common sense and knowledge of the community. These standards will be used only in conjunction with other methods to determine recreation deficiencies and priorities.

Citizen opinion on recreation priorities is a key consideration in plan development. It is important to involve the public early in the process through public meetings, surveys, or other means. Early citizen involvement not only helps in defining needs and priorities, but it also keeps the public informed about what is going on. This in turn helps to build support and to avoid unnecessary controversy. It is highly recommended that additional effort be put forth to solicit comments from residents in close vicinity to or who may be negatively impacted by future projects. Public review and comment was done when this plan was in its draft stage.

2008 CITIZEN OPINION SURVEY

Beginning in November of 2008, the Pottersville Recreation Survey was disseminated throughout the City. In addition, surveys were given to elementary school children to take home and to Junior and Senior high school classes. During this process, 268 surveys were returned. Because children and youth are primary users of recreation facilities, the City felt it was important to receive their input. The survey used was similar to the survey conducted in 2000. The following provides a brief summary of the survey findings

The survey indicated that 61% of the people use the local parks and that 84% were in favor of hiring individuals to oversee the parks. All respondents were very favorable for making connections between the parks as well as the County Park. They also indicated that Lake Alliance Park needs upgrading because of heavy use.

2009 RECREATION PLAN

For this Recreation Plan, strategic planning workshops facilitated by the City staff and planning consultants were held on December 4, 2008 and December 18, 2008 which involved community leaders and concerned citizens. The community was invited through public notice and receiving direct invitations were the representatives of the City Council, the City Planning Commission, and the public schools.

The purpose of the strategic planning process was to receive direct input from key individuals within the community relative to the identification and ranking of the community's current recreation needs. The issues and needs were identified and discussed at the workshop and are incorporated

into this document. This information was presented to the Recreation Advisory Board at a meeting on January 22nd, 2009 to further discuss the issues and needs of the community. A draft copy of this plan was placed on file at the City Hall and a public notice was placed in the local newspaper (see appendix) to invite further public comment on the plan.

Lastly, on February 26, 2009, the City of Potterville City Council reviewed and formally adopted this recreation plan.

2019 Recreation Plan

In 2018, with the assistance of a planning consultant, the City facilitated a targeted update to the 2009 Parks and Recreation Plan focusing on updates to the goals and objectives, action plan, and look of the document. In May-November 2018, the City of Potterville issued an online community survey for the purpose of gathering public opinions regarding parks and recreation facilities and programming. Approximately 95 community members completed the survey which was posted on the City's website and distributed locally. General observations and highlights of the survey included the following:

- 95% of respondents reported living in the City of Potterville.
- 75% of respondents reported being between the age of 25 and 54.
- 56% of respondents reported being "satisfied" or "highly satisfied" with the current parks and recreation offerings in the City of Potterville.
- 89% of respondents indicated that parks, trails, and open space are "important" or "very important" to the quality of life in their household.
- Respondents indicated that Lake Alliance Park is their most frequently visited park in the City.
- 76% of respondents indicated that improving existing parks and facilities was one of their most important parks and recreation priorities.
- 70% of respondents indicated that maintaining existing parks and facilities was one of their most important parks and recreation priorities.

Responses and survey data is included in the appendix of this Plan. The results were used to update policy and inform recreational needs which have changed since 2009.

2024 UPDATE

The City facilitated a renewal of their current recreation and parks plan from 2020-2024, focusing on updates and new additions that occurred during the last Parks & Recreation Plan period goals. From (month-month)2024, the City of Potterville issued a community survey for the purpose of gathering public opinions regarding parks & recreation facilities and programming. Input methods were obtained through online services and in-person. Surveys with a sealed container was also placed at high traffic areas like the City's Gizzard Fest Community Festival, businesses, and local athletic events at the Potterville Public School. Throughout the City to gather in-person surveys as well. Locations were, the Potterville-Benton Township Library, Potterville Public School during sporting events, Post Office and at City Hall. It was also posted on the City's website and on social media, and on the utility billing for [REDACTED] months. Online platforms included the City's social media pages on Facebook.

Section D - Park and Recreation Inventory

Describing the community and its characteristics establishes the special qualities that will help in determining the possible type, quantity and location of parks and recreation facilities in the City. It is similarly important to establish the types, quantities, and locations of existing parks and recreational facilities already available. Between what is available and what is needed for recreation in the City comes the identification of recreational deficiencies that must eventually be accompanied by a strategy for alleviating these identified deficiencies.

An inventory of recreational facilities and programs should include not only those opportunities available locally, but also those regional recreational opportunities available to City residents beyond the boundaries of their own community. In addition, the role of privately owned and operated recreational facilities is also included.

For the purpose of this study recreational areas are classified as follows:

Type of Park – Neighborhood

Description - Areas for intense Recreational Activities, such as playgrounds, field game areas, court game areas, skating areas, and picnic areas

Location - Easily accessible to neighborhoods and geographically centered with safe pedestrian and vehicle access

Service Area - ¼ to ½ mile

Type of Park – Community

Description - Areas suitable for intense recreational facilities and/or areas of unique natural quality for outdoors recreation, such as various trails and picnic areas

Location - Easily accessible to neighborhoods served

Service Area - 1 to 2 miles

Type of Park – Regional

Description - Large parks serving more than one community, offering an area of natural or ornamental quality for outdoor recreation; activities may include picnicking, boating, fishing, swimming, camping, trail uses, and play areas.

Location - Contiguous to or encompassing natural resources

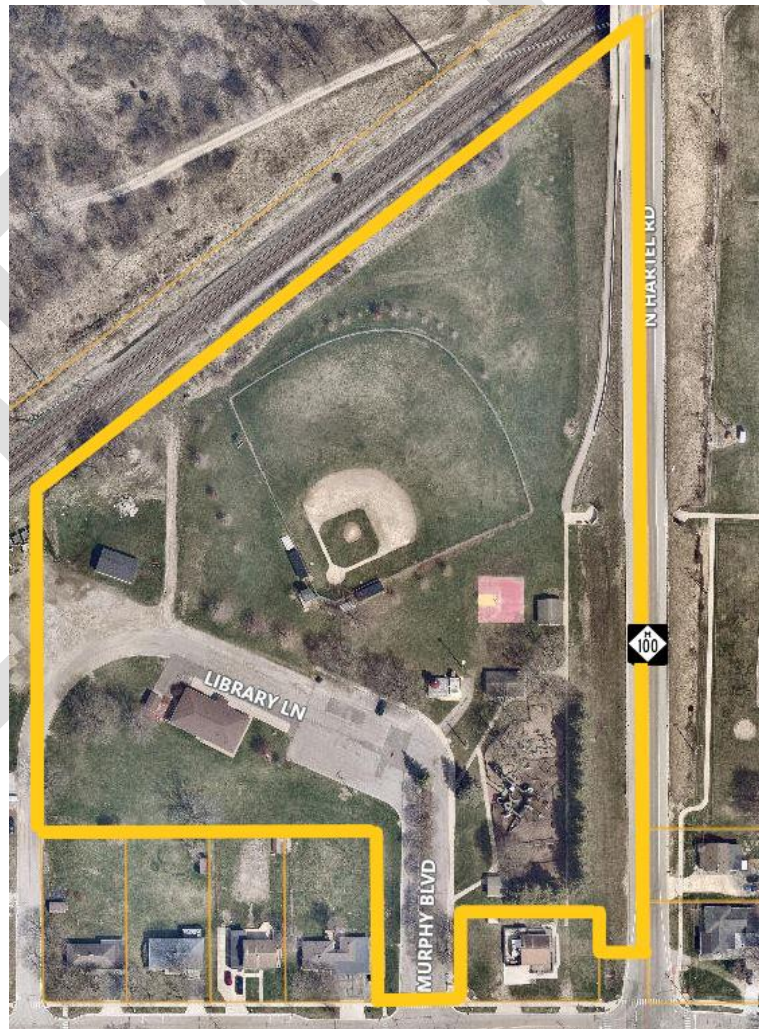
Service Area - Up to 30 miles

EXISTING PARK FACILITIES

The City of Potterville owns and operates five (5) public park facilities as seen within the borders the Recreation Inventory map in this Section. All city parks are open to the general public from dawn until dusk without added “gate fees”, special millage taxes, or subscriptions to users.

1. City Park

City Park is the largest downtown community park in Potterville consisting of 3.6-acres that host a variety of park assets and the Potterville-Benton Township District Library. City Park services the needs of many Potterville and Benton Charter Township residents as well as School district enrollees with a large parking lot, landscaped open space, basketball court, baseball diamond, playground, rest room facilities, and a picnic area with 2 pavilions and 12 picnic tables. The pavilion and surrounding grounds are decorated and landscaped year-round for private parties, rentals, and City hosted special events like the Annual Easter Egg Hunt and Gizzard Fest. In the spring of 1999, the community came together to construct a wooden playground apparatus, known as the “Imagination Station,” that has substantially increased the usage of the park. A “Safe Walk to School” grant was acquired by the City in 2014 during reconstruction of State Highway M-100 (N. Hartel Road) and was used to develop sidewalks at the toe of the slope of the Highway with a pedestrian tunnel from Potterville School District campus to City Park.



2. Veterans Memorial Park

The City's Veteran Memorial Park is one-half acre in size and picnic area with one available picnic table, park benches, and several veteran war memorials with a flagpole. The interior of the neighborhood park has power outlets for community events, a small walking path, shrub garden and ornamental landscaping. The Veteran Memorial park location is ideal being across the street from the City's large Downton Pavilion, that is utilized in conjunction with the park during civic functions and events like the City's annual Memorial Day parade.



3. Downtown Pavilion

The City owns and operates a large downtown Pavilion facility, constructed in 2013 on a .15-acre commercial property located on the corner of major street intersection of W. Main Street and N. Dunbar. The Downtown Pavilion is located across West Main Street from the Veterans Memorial Park. The pavilion and surrounding grounds are decorated and landscaped year-round for private parties, rentals, and City hosted special events like the Annual Christmas Event, Farmer's Market, and Gizzard Fest. The Downtown Pavilion features a large covered open space with ADA Van Accessible parking, multiple power outlets, lighting, and landscaping.



4. Lake Alliance Park

Lake Alliance Park has become a major recreation area in Eaton County and services many visitors from the City and County at large. Its beginnings as a gravel pit for the construction of I-69 have led to numerous development projects and grants from the State of Michigan, MEDC, Eaton County Conservation District, and local capital improvement projects from the City and the City Tax Increment Finance Authority (TIFA). Lake Alliance Park prominently features landscaped open areas, State permitted composting site, fishing facilities w/ wetlands, a boat launch, frisbee golf course, charcoal grills, natural shorelines learning station and observing stations, fishing docks, fishing pier, asphalt non-motorized trails and nature pathways along the Thornapple River tributary. The park's aquatic flora and fauna have been successfully managed through proper introduction of aquatic plants and fish species and hosts healthy populations of native catfish, bass and bluegill species. The park has an octagon pavilion for rental use and a large pavilion with power and lighting and year-round bathroom facilities. A modern children's playground was also developed in 2016-18 with volleyball, horseshoes, and picnic tables. A multitude of park activities like downhill sledding, picnicking, fishing, biking, hiking, and jogging are all commonly seen at this regional park area. A large baseball facility and four (4) softball diamonds for league and tournament play, both with outdoor lights, concessions *and* rest rooms are additions to this park. Lake Alliance Park has the highest visibility of all City Parks located along the busy Lansing Road Highway and less than 1.0 mile from I-69 Exit 66.



5. Sunset Hills Park

Located in the northwest section of the City and south of E. Gresham Highway, Sunset Hills Park consists of 14.31 acres with 1.0 acres of developed area that includes a new van accessible parking lot, ADA accessible zip line, playground, swings, picnic table(s) and multi-purpose lawn areas located on a 1.0-acre section near Sunset Drive. All park amenities are highly visible and in close proximity to single family housing developments of Sunset Hills and Cambria Ridge Estates. Both residential areas are interconnected with lighted sidewalks and non-motorized trail improvements open to the public. New construction is planned in the Spring of 2024 that will add 6-foot pathways (outside the right way of the Sunset Drive) as well as a full size vehicle parking lot with ADA Van accessible parking, and a unique feature of a ADA accessible dual zipline. This is made possible by Michigan Trust Fund DNR Recreation Passport grant and Eaton County Community Parks grant acquisitions in 2023.

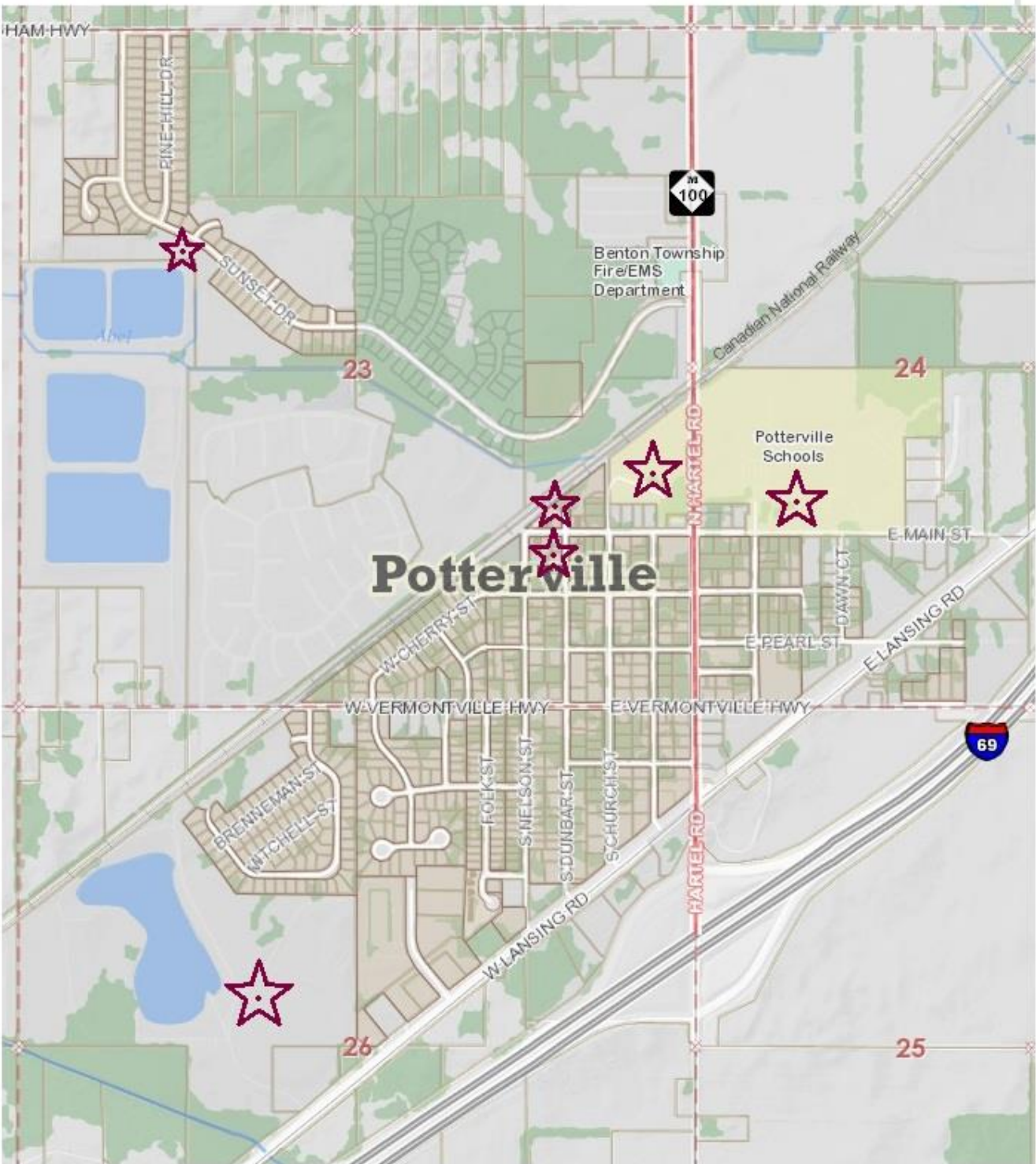


6. Potterville Public Schools

The Potterville Public Schools facilities contains 1 playground, a running track, a football/soccer field, a baseball and softball diamonds, hiking/nature trails, and a nature study area. The approximate acreage for the total school facilities complex is 69 acres. In 2021, a Bond Proposal was passed by the constitutes of making improvements to the facilities such as a new Early Childhood Center, an auxiliary gym, improve safety and security throughout all school buildings for new access controls, roof improvements, replacing flooring, ceiling, lighting, and fire alarm system, new furniture and equipment and providing more spaces for conference room and central office support



PARK FACILITIES LOCATIONS



ACCESSIBILITY ASSESSMENT

The ultimate goal is to provide recreation opportunities that are accessible by everyone. Federal and State laws prohibit the discrimination on the basis of physical ability in connection with recreation facilities owned by the City. Developed parks and recreation facilities must comply with barrier-free design standards. Parks and recreation facilities in Potterville were critiqued to understand the need for improvements relating to barrier-free accessibility. In addition, as park development is considered in the future, barrier-free accessibility is a significant priority item to help ensure that recreation can be enjoyed by all residents and visitors of the City. The community is devoted to this effort.

The following is a summary of an adapted scoring system generally in accordance with DNR standards:

- Level 1. None of the facilities in the park meet accessibility guidelines. Little pavement is provided and access routes to the facilities are not accessible.
- Level 2. Some of the facilities meet accessibility guidelines, but many of the facilities or the access routes to them are not easily accessible.
- Level 3. Most of the facilities meet accessibility guidelines. Parking areas and walkways are paved; and while most facilities are generally accessible, some barriers may exist for certain people because of age, ability, or situation.
- Level 4. All of the facilities meet accessibility guidelines. The park is accessible and the routes to facilities within the park are accessible, but some play or other equipment may not be designed for everyone.
- Level 5. Universal design guidelines were used to design the entire park.

Common components that require evaluation include parking, paths of travel from parking, street or sidewalk to activity areas, the activity areas themselves, signage, support facilities such as restrooms, surfacing, and communications required for recreation programs and general use of a facility or area. Due to the lack of continued improvements in parks and recreation facilities, many existing parks are not ADA compliant and lack basic universal design components. The following table summarizes the accessibility of parks and recreation facilities in the City of Potterville:

Facility	Ownership	Accessibility Level
City Park	City of Potterville	Level 3
Veterans Memorial Park	City of Potterville	Level 3
Alliance Lake Park	City of Potterville	Level 2
Sunset Hills Park	City of Potterville	Level 1

The City has scheduled in each phase of any new development, as outlined in the capital improvement schedule, that ADA accessibility concerns will be addressed as a first priority. Furthermore, the goal of full accessibility is stated as a primary goal outlined by the City. Basic elements will include restroom improvements, paved parking and pathways, designated handicap parking, universal accessible play areas, observation overlooks, and other recreational opportunities as appropriate for the specific park in question as needs are identified. Furthermore, recreational opportunities must go beyond just mere efforts of ADA compliance. The City must create recreation and programming opportunities that are specifically targeted towards residents and visitors with disabilities.

REGIONAL PARK FACILITIES

In addition to the parks located within the City limits, regional park facilities also serve City residents. Most notable is the 160-acre Fox Memorial County Park. This regional park is located on Gresham Highway northwest of the City. Approximately 50 acres of park land are currently developed. The park contains a picnic area with several pavilions, observatory, playgrounds, toilet and shower facilities, fishing, swimming, ice skating, skiing, hiking, and nature trails.

County and community parks serving a regional interest, according to the Eaton County Parks and Recreation Plan, are shown in Table 4. State recreational facilities serving the City are shown in Table 5.

TABLE 4 COUNTY COMMUNITY REGIONAL PARKS	
Location	Facility
Eaton County	Bennet Park, Charlotte Township
Eaton County	Crandell County Park
Eaton County	Delta Mills Park, Delta Township
Eaton County	Mt. Hope Park, Delta Township
Eaton County	Dyer Kiln County Park
Eaton County	Eaton County Fairgrounds and Bennet Municipal Park
Eaton County	Fitzgerald County Park, Grand Ledge
Eaton County	Fox Memorial County Park
Eaton County	G.A.R. Island Park, Eaton Rapids
Eaton County	Grand Woods Park, Lansing
Eaton County	Jaycees Park, Grand Ledge
Eaton County	Keehne Environmental Area
Eaton County	Lincoln Brick County Park
Eaton County	Optimist Youth Park
Eaton County	Sharp Park, Delta Township
Eaton County	Veteran's Memorial Park, Charlotte Township
Eaton County	Woldumar Outdoor Education Center
Ingham County	Adado Riverfront Park, Lansing
Ingham County	Burchfield County Park
Ingham County	Frances Park, Lansing
Ingham County	Hawk Island County Park
Ingham County	Lake Lansing County Park South
Ingham County	Potter Park Zoo, Lansing
Ingham County	Riverbend Natural Area
Ionia County	Bertha Brock County Park
Jackson County	Pleasant Lake County Park
Jackson County	Swains Lake County Park
Jackson County	Pleasant Lake County Park

**TABLE 5
STATE REGIONAL FACILITIES**

Facility Name	Location	Acres
Yankee Springs Recreation Area	Barry County	5,004
Barry State Game Area	Barry County	16,692
Middleville State Game Area	Barry County	4,583
Rose Lake State Wildlife Area	Clinton and Shiawassee Counties	6,135
Sleepy Hollow State Park	Clinton County	2,678
Maple River State Game Area	Clinton County	9,252
Muskrat Lake State Game Area	Clinton County	212
Charlotte State Game Area	Eaton County	39
Lake Interstate State Game Area	Eaton County	123
Tamarack Lake State Game Area	Eaton County	237
Windsor Township State Game Area	Eaton County	356
Dansville State Game Area	Ingham County	4,755
Saranac-Lowell State Game Area	Ionia and Kent Counties	1,560
Ionia Recreation Area	Ionia County	3,998
Flat River State Game Area	Ionia County	11,235
Portland State Game Area	Ionia County	2,373
Grand River State Game Area	Ionia County	870
Waterloo Recreation Area	Jackson and Washtenaw Counties	18,017
Sharonville State Game Area	Jackson and Washtenaw Counties	4,337
E.G. Hayes State Park	Jackson, Lenawee, and Washtenaw Counties	654
Fort Custer Recreational Facility	Kalamazoo County	2,962
	<i>Total Acres</i>	<i>91,068</i>

There are no public camping facilities in the County and there are only three (3) private camping facilities, as shown below. None of these are located directly adjacent to the I-69 expressway.

**TABLE 6
PRIVATE CAMPING FACILITIES IN EATON COUNTY**

Name	Location
Sherwood Forest Camping	Olivet
Pine Lake Resort	Olivet
Gillespie's Ponderosa Campground	Vermontville
Michigan State Holiness Association Campgrounds	Eaton Rapids
Narrow Lake Landing Campground	Springport
Travel Trailer Club	Bellevue

There are five (5) boat ramp / public access sites in the County. One of these is located along the Thornapple River.

PRIVATE RECREATION FACILITIES

There are limited private recreational facilities in the City. There are several proposed halls located on Main Street and one on Lansing Road. Potterville residents wishing to hold large receptions or social gatherings must go to Charlotte or Lansing. There are no private athletic clubs, golf clubs, tennis courts, shooting ranges, miniature golf courses, theaters, swimming pools, roller-skating rinks, bowling alleys, or arcade halls in the City. However, a proposed golf stimulator located on Lansing Road is in the works. Any resident wanting these facilities must also travel to Charlotte or Lansing.

WATERWAYS INVENTORY

The City of Potterville borders the Thornapple River and is home to one lake (Lake Alliance). As such, some waterway access points exist in the City.

UNIMPROVED WATER ACCESS LOCATIONS

These locations are designated access points for carry-down boats, canoes, and kayaks launching without significant infrastructure. Lake Alliance Park contains this type of facility.

UNIMPROVED BOATING ACCESS SITE

These locations are designated boat launch locations for trailered boats without a formal launch ramp. Lake Alliance Park contains a boat launch site with concrete launch pad; however, no additional facilities are present.

CITY OF POTTERVILLE RECREATIONAL NEEDS

In order to understand the recreation needs of the City, existing recreation areas were evaluated in relation to established standards as well as regional and local needs. For the purposes of this plan, recreation standards were used that reflect the local recreation needs of a small community. These standards are shown in Table 7.

Recreation Area	Acres/1,000 people	Size of Site (Acres)	Radius of Area Served (miles)	Characteristics
Neighborhood Park	1-2	5-15	¼ to ½	Serve the surrounding neighborhoods with open space and facilities such as basketball courts, children's play equipment, and picnic tables
Community Park	5-8	25+	1-2	May include areas suited for intense recreation facilities such as athletic complexes and large swimming pools. Easily accessible to nearby neighborhoods and other neighborhoods.
Regional Park	5-10	200+	Several Communities	Contiguous with or encompassing natural resources.
Special Use Areas	Variable	Variable Depending on use	No Applicable Standards	Area for specialized or single purpose recreation activities such as campgrounds, golf courses etc.

Regional parks not located within the City actually serve City residents as they have a service area of approximately 50 miles (one-hour driving time). Regional parks serving the City were discussed in the previous section.

Table 8 shows the recommended acreage for neighborhood and community parks based in the National Recreation and Park Association Standards. The standards show that there is an abundance of neighborhood and community park land within the City limits.

TABLE 8 RECREATION AREA NEEDS	
Neighborhood Park – Potterville Park + Sunset Hills	
Recommended Acreage	4.2
Actual Acreage	3.6 +14.31
Excess Acreage	+13.7
Community Park – Alliance Lake	
Recommended Acreage	12.0
Actual Acreage	66.4
Excess Acreage	+54.4

Now that Lake Alliance Park and Sunset Hills Park are partially developed, the greatest need is for improving and maintaining existing parks and facilities. 76% of respondents of the community survey indicated that improving existing parks and facilities was one of their most important parks and recreation priorities. Similarly, 70% of respondents indicated that maintaining existing parks and facilities was one of their most important parks and recreation priorities.

RECREATION FACILITY STANDARDS

Another planning tool used to assess recreation needs is a suggested community standard for recreational facility development. Standards can be a useful guide in determining what recreational opportunities may be absent or inadequate within a community. These standards are often based on averages per population as estimated from and compared with various communities from across the country.

Standards for recreational facilities are useful but they possess significant limitations, especially when the standard is not supported by other criteria for assessing a community's recreation needs, such as a community survey or local input. Standards often lack an appreciation for the differences that exist between different communities. For example, standards will suggest that a community of a certain size should have so many tennis courts or playgrounds. However, perhaps in a certain community, their existing tennis courts are unused and the community is characterized by a high percentage of individuals of retirement age that would not require the devotion of so many acres for playgrounds.

Although standards for recreational development are not absolutes, and this should be recognized whenever they are used, these standards do offer some guidance on what may be an appropriate number or size for a certain recreational facility. For the City of Potterville, the use of facility standards in combination with the results of the community survey and past Focus Group input can suggest how the community compares with other communities and whether there might be a greater or lesser demand for certain facilities than the standards indicate.

Tables 9A and 9B compare suggested community standards for those recreational facilities that

were identified in past and current surveys with the City's existing facilities and nearby facilities. The result of this comparison shows that picnic shelters, and tennis courts are deficient given the current and projected population. It should be noted that not all recreational facilities desired by the community have established standards and are thus not included in the table.

RECREATION STANDARDS

TABLE 9A EVALUATION OF PARK/RECREATION FACILITY NEEDS				
			Year 2019	
Activity	Standard	Number Existing	Number Needed	Surplus or Deficiencies
Volleyball	1:5000	1	1	0
Shuffleboard	1:2000	0	0	--
Horseshoes	1:5000	1	0	--
Picnic Shelter	1:2000	5	7	-2
Picnic Tables	1:300*	12	10	+2
Grills	1:900*	5	3	+2
Boat Launch	--	1	--	+1
Sledding Area	1:40,000	1	0	+1
Non-motorized Route (miles)	--	.5	--	--
Nature Trails (miles)	--	--	--	--
Play Equipment	1:3000	3	1	+2
Basketball	1:5000	2	1	+1
Tennis Courts (outdoor)	1:4000	0	1	-1
Baseball (little league)	1:5000	1	1	0
Baseball (adults)	1:5000	1	0	--
Softball	1:3000	4	1	+3
Football/Track	1:20,000	1	0	+1
Soccer	1:20000	0	0	--
Gymnasium	1:5000	1	1	0
Rifle Ranges	1:50000	0	0	--
Golf Courses	1:25000	0	0	--
Ice Rink (indoor, MANI, private)	1:50,000	0	0	--
Ice Rink (outdoor)	1:20,000	0	0	--
Swimming Pool (indoor)	1:20,000	0	0	--
Swimming Pool (outdoor)	1:40,000	0	0	--
Auditorium	1:20,000	1	0	+1
Community Center	1:20,000	0	0	--
Waterfront/Fishing Access	--	1	--	+1
NEIGHBORHOOD PKS (AC.)	2 AC/1000	3.6 ac	17.9 ac	+13.7ac
COMMUNITY PKS (AC.)	5 AC/1000	66 ac	12 ac	+54 ac
REGIONAL PARKS (AC.)	10 AC/1000	85,173ac	150ac	+1,194ac
Source: Building Michigan's Recreation Future Recreation, Park and Open Space Standards and Guidelines, NRPA, 1983				

**TABLE 9B
RESOURCE-BASED OPPORTUNITIES**

Activity	Standard	Number Existing	Number Needed	Surplus or Deficiencies
Boat Launch (parking spaces)	1/400	0	5	-5
Campsites	1/10,000	0	13	-13
Ski Trails (miles)	1/1000	0	0	--
Fishing Access (ft)	1000/1000	2000	1950	+50
Hiking Trails (miles)	1/5000	1	1	0
Snowmobile Trails	1/3,000	0	1	-1



ADDITIONAL DOCUMENTATION OF NEED

1. Boat/Kayak/Canoe Launch Sites

The Thornapple River in Eaton County has been identified by the Department of Natural Resources as a river which requires additional boat launch sites to serve the regional public access needs (see Lake List for Public Access Site Acquisition from the Michigan Natural Resources Trust Fund, Recreation Division Department of Natural Resources January 1989). More recently, the Michigan Statewide Comprehensive Outdoor Recreation Plan (2018-2022) identified as an implementation action that the "recreation community should ensure adequate access to water-based recreation by continuing support for marina and boat launch facilities through the development of water trails and by increasing access

points for canoes, kayaks, and fishing.” The river has excellent potential for canoe activity from Potterville downstream through Eaton County and into neighboring Barry County.

The river is approximately 10 to 12 feet wide and 2 to 4 feet deep as it passes through the City. The river widens and deepens as it flows downstream. It is especially attractive for canoeing during the spring and early-summer seasons. Some clearing of trees, brush, and rocks may be required to optimize the use of the river. A permit from the Department of Natural Resources pursuant to the Inland Lakes and Streams Act may be required for this activity.

There are no public access sites along the Thornapple River anywhere in Eaton County to Thornapple Lake in Hastings Township of Barry County. This is approximately 36 miles of canoeable river with no available public access points.

The Thornapple River is also attractive to fishing interests. Potterville area residents have historically used the river for successful fishing activities. However, there is no public fishing access or canoe access for fishing trips.

A public canoe access site or livery in Potterville may be the catalyst for a regional river-corridor public access system. Additional access points at M-50 and Vermontville would provide 10 and 12 miles of river stretch between each access point.

2. Public Campground

An identified need at both the local and regional levels is for campground facilities. The plan proposes locating an RV campground on the City-owned property on the southwest corner of the City. This site would have easy access to the I-69 interchange and be adjacent to the boating and fishing access sites at Lake Alliance for added amenities. It would also be located with excellent access to Potterville via Vermontville Highway and Lansing Road.

The I-69 interstate serves the regional transportation needs of South-Central Michigan as well as Ohio, Indiana, and the Chicago Metropolitan Area (through I-94). 1988 traffic counts for this corridor were 25,300 per day, as the traffic counts in 2019 had increased to 37,300 per day. Recently traffic counts in 2023 were 33,571 and increase from the previous update. Many of these trips will be for recreation and tourism purposes into northeastern Michigan, the Upper Peninsula, and/or Ontario, Canada (either through Port Huron or Sault Ste. Marie). Michigan has a history of attracting tourists from its neighboring states to the south. The Potterville area would provide a convenient half-day or full-day stopover for this tourist traffic.

There are very few existing campground facilities along the I-69 corridor to serve this growing demand. In the 72-mile stretch from the southeastern border of Calhoun County to eastern edge of Clinton County, there are only two (2) campground facilities directly adjacent to the I-69 corridor. Neither of the two (2) facilities is public. The closest campground to the north of Potterville is in Durand, on the western edge of Shiawassee County.

~TABLE 10~ I-69 CAMPGROUND FACILITIES (CALHOUN, EATON, AND CLINTON COUNTIES)							
Facility	Location	Sites	Type	Open	Facilities	Toilets	Acres
Tri-County Trails	Marshall, Calhoun County	272	Tent, RV	May 1, Oct 1	S,BR,F,P, N	F,P	300
Sherwood Forest	Olivet, Eaton County	70	Tent, RV	April 14, Oct 14	N,S,F,P, ,L	F,P	55
N=Nature Trails BR=Boat Rental P=Playground F=Flush P=Pit S=Swimming F=Fishing L=Laundry							

This demonstrates a demand for additional campgrounds to serve the local and regional need for this activity. Regional needs are especially apparent with regard to serving tourists from neighboring states. The City-owned parcel would combine stopover camping facilities with unique natural resource attributes such as woodlands, fishing access, and boating access.

Section E – Goals and Objectives

The establishment of community goals and objectives for providing recreational opportunities create a framework from which decisions can be made on a daily basis. Goals represent a long-term ideal to be aimed for by the community in providing recreational opportunities. For the City of Pottersville, the following goals and objectives have been formulated to establish an ideal for community recreation and to identify what steps can be taken to reach that ideal.

GOAL 1:

Assure that adequate land is available for the appropriate use and improvement of park and recreation facilities in the city.

OBJECTIVES

- A. Work with groups such as the State of Michigan, the Land Conservancy of West Michigan, Eaton County Parks, City Residents and Township residents to evaluate potential acquisition of property to provide recreational opportunities as well as protect natural land features and open space.
- B. Explore other land acquisition in the residential portions of the City for neighborhood park development.
- C. Acquire available land adjacent to existing parks for improved access, parking, expansion of green space, and enhanced use areas and facilities.
- D. Acquire land or negotiate joint ventures with other governmental entities to provide for and assure access to nearby open space, water frontage or access points, parks, and trail systems that provide expanded leisure time opportunities for members of the community.
- E. Acquire land in populated areas for potential public neighborhood parks with open play space, play apparatus, sitting facilities, and other activities focused towards younger families with children, non-motorized pathway users, and seniors.
- F. Acquire land or long-term use-rights for the connection of non-motorized trails and pathways throughout the community.
- G. Continue to re-evaluate available land in the City for possible acquisition or development as future recreation land, through systematic approach, by utilizing data under resource inventory.
- H. Encourage and coordinate easement or ownership for non-motorized pedestrian pathway trail extensions as a result of private developments.

GOAL 2:

Provide upgrades and improvements to the existing park system by developing new facilities or improving/repairing existing facilities and equipment.

OBJECTIVES

- A. Perform necessary improvements to enhance universal access that provides equal levels of experiences for all age groups and abilities and their specific recreational needs.
- B. Evaluate and improve exiting recreational facilities to meet changing needs to recreational users.
- C. Consider the long-term or on-going maintenance costs of all future park improvements to City recreational facilities prior to making such improvements.
- D. Apply for grants.

GOAL 3:

Continue the improvements and development of universal design concepts at all the city park locations in accordance with each park's respective development master plan.

OBJECTIVES

- A. Provide for paved parking areas and trails to provide barrier-free access to all areas.
- B. Update the playground and parking areas to meet current ADA guidelines and requirements.
- C. Consider the long-term or on-going maintenance costs of all future park improvements to City recreational facilities prior to making such improvements.
- D. Develop a master plan for each respective park in the City.

GOAL 4:

Develop a system of non-motorized paths which will link the city's residential neighborhoods with schools, parks, commercial centers, and destination points and which will link the city to adjacent communities.

OBJECTIVES

- A. Integrate existing pedestrian path segments with the City business district, business corridors, parks, destinations, and adjacent community pedestrian pathways.
- B. Continue to provide a separate, Class I, looped/connected pedestrian pathway system.
- C. Pursue additional parklands for the future.

GOAL 5:

Provide more opportunities for waterfront access in the city.

OBJECTIVES

- A. Explore options of recreational facilities (bathrooms, paved parking, pathways, observation decks, Camping, Launches, etc.) that would improve resident's access to the waterfront along the Thornapple River and at Lake Alliance Park.

GOAL 6:

Continue the improvements and development to promote year-round, 4-season use of all the city's parks.

OBJECTIVES

- A. Develop new and expanded facilities and programs at parks including new restrooms, paved parking, walking paths, signage, and lighting.
- B. Improve and expand existing winter sports hill to accommodate expanded use for sledding. Spoils from park expansions should be left on site and utilized for expansion of sledding hill.
- C. Provide for non-motorized paths at all the parks that could be used for cross-country skiing during winter months.
- D. Provide for development of spray park or splash pad to expand use of park during summer months.
- E. Develop seasonal pavilion for use for outdoor concerts, performing arts, and outdoor educational opportunities.
- F. Develop area for outdoor winter ice-skating.
- G. Pave major entry roads and parking areas in park to provide for expanded all season use.
- H. Explore the development of a small campground area consisting of 25-30 sites adjacent to the nature area along the west section of the Lake Alliance Park. Amenities at a minimum to include electrical hook-ups, clean, convenient water source, and restroom facilities suitable for camp users.

GOAL 7:

Enhance the quality of life in the city by providing multi- generational, fully accessible, and safe recreational facilities that are responsive to the needs of all residents with high quality recreational facilities that efficiently utilize available resources.

OBJECTIVES

- A. Develop a variety of recreational facilities that reflect the changing and diverse needs of the City residents.
- B. Improve existing recreational facilities to more effectively fulfill the needs of City residents and to encourage regular use of these facilities.
- C. Develop certain recreational facilities as identified by the survey and needs assessment and establish priorities for their development.
- D. Whenever feasible, take advantage of other resources for the development and maintenance of recreational facilities, such as non-local funding sources.
- E. Utilize design, construction, and maintenance practices that maximize the benefits provided for the resources expended.
- F. Plan improvements that offer both active and passive recreation opportunities.
- G. Develop unique recreational opportunities for elderly and physically challenged citizens. Every recreational opportunity should be fully accessible to all individuals whenever possible.
- H. Provide play areas that are in conformance with the "Playground Equipment Safety Act".

GOAL 8:

To promote the coordination, cooperation, and expansion of recreational programs with other public agencies, private enterprise, citizen groups, and other interested organizations with the common goal of improvement of recreational opportunities for city residents and avoiding duplication of facilities and services.

OBJECTIVES

- A. Encourage the participation of volunteers in the development of recreational facilities.
- B. Assure communication to encourage public awareness and involvement in the recreation process and recreation resources.
- C. Utilize public and private sector cooperation in the promotion of recreation and the improvement of recreational opportunities.
- D. Coordinate existing recreational projects with school systems, community education and volunteer groups and look for ways to expand recreational programs as new facilities are

developed.

- E. Encourage the cooperation and participation of adjacent townships in the formation of a regional recreational advisory board in an effort to combine resources and avoid duplication of facilities and services.
- F. Develop a cooperative relationship with Eaton County to establish a joint use access and parking area for the continued improvements of nearby County parks.

GOAL 9:

Develop mechanisms to meet future recreational needs in the city.

OBJECTIVES:

- A. Pursue a dedicated City millage levy for parks, recreation, pedestrian pathway, and/or open space facilities and acquisition.
- B. Budget for implementation funds for a recreational capital improvement program each year.
- C. Pursue a variety of possible funding sources, including State and Federal grant programs.
- D. Explore mechanisms for evaluating and accepting private donations of land, time, and monies.

GOAL 10:

Encourage preservation and integration of city natural resources.

OBJECTIVES:

- A. Pursue the acquisition of land or development right to land by the City, County, State or private land trust.

GOAL 11:

To continually improve the quality of and the opportunities for recreation in the city by reassessing community recreation needs, trends, and characteristics.

OBJECTIVES

- A. Regularly update this Recreation Plan.
- B. Develop an expanded survey to ensure public needs and desires in areas of parks and recreation.
- C. Provide opportunities for the involvement of City residents in the identification, selection, and development of recreational facilities.
- D. Monitor the effectiveness of the City's efforts in fulfilling identified goals and objectives by

providing opportunities for City residents to evaluate the progress of recreational development.

- E. Monitor the effectiveness of the City's efforts in providing fully accessible opportunities for City residents.
- F. Cooperate with intergovernmental efforts to establish a regional greenway and trail system along the Thornapple River from Charlotte to the Lansing Metro Region.

ANALYSIS OF FACILITY NEEDS

Determining what recreational facilities should be provided to City residents in the future to most effectively satisfy their needs is a critical and difficult element of a recreation plan. No community can casually fund recreation projects without being assured that these facilities would be used. Funds for recreation are difficult to obtain when other community needs must also be addressed. Consequently, it is important to accurately predict and prioritize what recreational facilities will be popular now and in the future.

Making these predictions about recreation needs and priorities has not been an exact science. Therefore, a variety of methods have been utilized to determine what residents will want for improving recreational opportunities in a community.

A variety of means were used to identify the City's recreation needs and develop a planned program of recreation facility improvements for the future. These included: consideration of the growth and demographic trends discussed in the previous section; review of resident participation data in area recreation programs; review of the results of community surveys conducted in 2008, 2018 and 2024; review of past Recreation Plans; review of Recreation Plans of adjacent communities and on-site inspection of existing recreation facilities. State and Federal recreation facility guidelines were also considered.



Section F – Action Program

FINANCIAL CONSIDERATIONS

This section identifies high-priority projects expected to be accomplished over the next 5 years, brief project descriptions and estimated costs. Consideration must be given to how these projects will be funded. The best possible method is to apply for Land and Water Conservation Funds or the Michigan Land Trust Funds programs. The Land and Water Conservation Funds Acquisition and Development programs both required a (fixed) 50% match, which can be in the form of cash outlay, land and labor donations and other direct services. The Michigan Land Trust Funds programs: Acquisition and Development both required a minimum of a 25% match. The Michigan Recreation Passport Grant requires a 25% match. There are also quality of life grants which fund recreation facilities, but do not require a match. Spark Grants was created to create, renovate and redevelop public recreation opportunities for residents and visitors, this does not require a match. Another method of financing is through the use of daily, seasonal or parking fees, local donations or City general revenues. A promotional program may be the key to gaining the interest of residents to donate land or services (labor and/or building materials) for recreational purposes. The primary concern in the implementation of any plan is funding. It will be the responsibility of the City to monitor short-term project goals and to ensure that funds are made available to complete this short-term program.

ACTION PROGRAM FOCUS

The five-year capital improvement program for the City focuses on three (5) major projects: (1) continued development and improvements of the existing Lake Alliance Park; (2) improvements to Veteran's Memorial Park; (3) improvements to Sunset Hills Park; (4) a trail system linking recreational facilities; (5) improvements to City Park.

1. Lake Alliance Park Improvements

The community and local resource persons have identified a need for a number of facilities that would be best served within the Lake Alliance Park facility. These facilities are boat launch, parking, camping, a community center, warming house and rest room facilities, picnic areas, playgrounds, nature areas and trails, baseball diamonds, soccer/football fields, ice-skating rinks, splashpad, dog park, and sledding hills. Moreover, many of these facilities were identified as deficient at the City, County, and regional levels, as previously documented.

Lake Alliance Park is located within two (2) miles of all City and many non-city area residents. The park is large in size (100 acres) and has good access to the scenic Thornapple River. It has an attractive, wooded, vegetative cover. Its soils are conducive to development of roads and other physical improvements. It has nearby sewer and water facilities for public rest room usage. It is readily accessible to I-69, providing excellent access to a strong and growing demand for RV camping, as previously documented.

The existing park is approximately 66 acres in size with approximately 1,900 feet of frontage on the Thornapple River. It is anticipated that nearly the entire parcel will be used for recreational purposes. The City has constructed a manmade lake on this property. The lake provides additional water-resource recreation opportunities, such as non-motorized boating and fishing to the park users.

The more resource-oriented uses such as trails, nature areas, and campgrounds will be located in the wooded areas adjacent to the Thornapple River. More user-oriented facilities such as fishing access, canoe launches, a community center, picnic areas, playgrounds, and beaches will be located on more open higher ground to the east.

In order to fully utilize the area's positive natural features, the plan is to use the 1,900 feet of Thornapple River frontage for fishing and canoe access purposes.

2. Veteran's Memorial Park Improvements

Residents of Potterville continue to support the ongoing improvement and maintenance of existing parks. This Plan envisions improvements to Veteran's Memorial Park which include a new shelter/gazebo, brick pathway, fountain, flag poles, plaques, service seals, new site furniture, benches, lights, and landscaping such as a vegetative berm, proper and ADA accessible parking lot and spaces and additional electrical power sources.

3. Sunset Hills Park Improvements

Further improvements to Sunset Hills Park will assure that past deficiencies in neighborhood park facilities are further addressed. This Plan envisions improvements to Sunset Hills Park which include developing restrooms, off-street parking, path extensions, a bridge over the Thornapple River, benches, site furnishings, landscape improvements, a half-court basketball court, a unique feature of a dual ADA Zipline and play surfacing that is accessible for all.

4. Bicycle Paths

One of the major specific improvements desired by the survey respondents was bicycle paths. Bike paths will serve as excellent recreational facilities by themselves but may also function as important non-motorized circulation through the City. The plan proposes locating a bikeway (shared bicycle/pedestrian path adjacent to the roadway) along existing road rights-of-way. It is intended to allow bicycle and pedestrian circulation from major residential areas, recreation areas, recreation areas, community centers and educational facilities. Major connections within the bike trail system should include: (1) Fox Memorial Park and Lake Alliance Park (along the sewage treatment lagoons); (2) Vermontville Highway between M-50 and M-100; and (3) connect nearby "rails to trails" facilities. Additionally, connectivity of sidewalk along Lansing Road of the local business district to Lake Alliance Park. With this the City will have completed connecting all City Parks by sidewalks for everyone to have access with safety in mind.

5. City Park Improvements

Residents of Potterville continue to support the ongoing improvement and maintenance of existing parks. This plan envisions improvements to City Park which include improved restroom facilities, improved parking area with ADA spaces, improved tunnel under M-100, improved playground apparatus, a skatepark, improved baseball field, signage, landscaping, and site furniture additions.

CAPITAL IMPROVEMENT SCHEDULE

The following table shows the five-year capital improvement schedule outlining the years, cost and funding sources for future park needs. Actual costs will vary with regard to the specific design and site conditions. Development costs have been based on mean construction estimates, comparison to similar recent projects in other communities and construction costs provided by the Michigan Department of Natural Resources' Recreation Division. The estimates have been based on normal development costs and do not allow for any unusual circumstances that may be unique to a specific site (i.e. heavy clay soils and utility needs).

On the basis of those recreation needs and priorities that have been identified by the results of the recreation survey and on the basis of the knowledge that the City of Pottersville Park Committee has acquired in talking with and listening to City residents, the following "action program" has been developed. This action program proposes a variety of activities, some which are physical and others that are policy oriented. The following provides a summary of the recommendations.

Recreation Action Plan and Cost Estimates, 2025-2029

This is a preliminary estimation of construction costs. The rates listed are generalizations informed by past experience and are subject to change based on final design, material selection, site, and market influences. It should be noted that having an item on this list does not mean that it should or

will be built in the year in which it is programmed. This action plan may be utilized as a menu of desired improvements planned incrementally.

RANK	ITEM DESCRIPTION	COST*	PROGRAM YEAR
1	A. Develop ADA parking at Sunset Hills Park	\$18,000 (per small parking lot)	2025
	B. Path extensions at Sunset Hills Park as indicated in the Goals	\$105,000 (\$35 per linear foot 5' wide concrete pathway x 3,000 linear feet)	
	C. A unique play apparatus for all ages- a Dual ADA Zipline, border, safety surfacing, ramp	\$46,000 (\$33,225 for equipment, \$6,646 for safety surfacing, \$5,080 for border timbers)	
	D. Miscellaneous landscaping, benches, site furnishings & pollinator garden at Sunset Hills Park	\$35,000 (variable per unit prices)	
	E. Develop restrooms Sunset Hills Park	\$75,000 (per structure)	
	F. Develop a half-court basketball court	\$15,000 (per half-court unit)	
	G. Develop bridge over Thornapple River at Sunset Hills Park	\$50,000 (per bridge)	
	TOTAL	\$344,000	

2	A. Develop trails, fishing piers, lookouts & paths at Lake Alliance Park	\$265,000 (\$100 per linear foot MDOT grade non-motorized trail x 1,500 linear feet; \$35 per linear foot 5' wide concrete pathway x 3,000 linear feet; \$50,000 per fishing pier or lookout x 2)	2026
	B. Develop soccer/lacrosse fields (3) at Lake Alliance Park	\$1,110,000 (\$370,000 per grass field x 3)	
	C. Miscellaneous improvements, landscaping, signage, roadway improvements	\$40,000 (variable per unit prices)	
	D. Develop spray/splash park at Lake Alliance Park	\$185,000 (per splash pad with less than 10 water features and a flow through system)	
	E. Dog Park	\$12,800 (\$1,000 per litter receptacle x2; \$200 per dog waste station x2; \$12 per linear foot chain link fencing x800; \$200 per chain link fence gate x4)	
	F. Develop Campground at Lake Alliance Park (30 sites)	\$456,000 (\$200 per camp site for clearing and earthwork x 30; \$450 per linear foot private road and utility construction x 1,000 linear feet)	
	TOTAL	\$2,068,800	
3	A. Develop an ADA parking at Veterans Memorial Park	\$63,664 (no unit prices for improvements)	2027
	B. Develop sidewalk & brick pathway at Veteran's Memorial Park	\$29,571 (no unit prices for improvements)	
	C. Install fountain, flag poles, plaques, service seals, monument wall at Veteran's Memorial Park	\$112,609 (\$25,000 per custom fountain; \$700 per flagpole; \$500 per plaque or service seal, \$77,609 for monument wall)	
	D. Install new site furniture, benches, lights at Veteran's Memorial Park	\$51,000 (\$1,000 per litter receptacle x1; \$2,500 per picnic table or bench x 4; \$8,000 per light x 5)	
	E. Miscellaneous improvements, landscaping (vegetative berm), signage at Veteran's Memorial Park	\$46,000 (variable per unit prices)	
	F. Develop a shelter/gazebo at Veteran's Memorial Park	\$35,000	
	TOTAL	\$337,844	

4	A. Improve tunnel connection under M-100 to school property from City Park	\$25,000 (no unit prices for improvements)	2028
	B. Improve and expand the play apparatus "Imagination Station" at City Park	\$904,200 (no unit prices for improvements)	
	C. Improve restroom facilities at City Park	\$125,000 (no unit prices for improvements)	
	D. Improve parking area with improved ADA spaces at City Park	\$80,000 (no unit prices for improvements)	
	E. Improve and expand existing baseball field at City Park	\$60,000 (no unit prices for improvements; \$4.50 per square foot of ballfield expansion)	
	F. Miscellaneous improvements, signage, landscape improvements, and site furniture at City Park	\$50,000 (no unit prices for improvements)	
	G. Develop skate park at City Park	\$175,000 (\$35 per square foot x 5,000 square feet)	
	TOTAL	\$1,419,200	
5	A. Bike path extensions as indicated in the goals	\$330,000 (\$100 per linear foot MDOT grade non-motorized trail)	2029
	B. Maintenance/improvement fund for ball fields	\$40,000 (no unit prices for improvements)	
	C. Budget funds for property acquisition	\$20,000 (variable per unit prices)	
		TOTAL	

*Notes: All tentative costs for acquisition projects are based on a 50% local match. All tentative costs for development projects are based on a 40% local match.

FUNDING SOURCES FOR RECREATION FACILITIES

The following is a summary description of the primary sources of funding available to assist with implementation of planned recreation improvements in the City of Pottersville. State and Federal funding sources are described first, followed by a description of potential local sources of funding.

It should be pointed out that the funding sources identified in the Action Plan table are based on the assumption that all projects will receive grant funding from State or Federal sources, and that the local match provided by the City will be the minimum required by the applicable grant programs, or 25 percent. These funding source projections are somewhat unrealistic in that it is unlikely that the City will receive the entire grant funding for which it applies. In addition, the City Council will need to consider on a case-by-case basis whether a local match amount in excess of the minimum requirements of the grant program should be provided in order to improve the ranking of the grant application and the likelihood of a grant award.

LOCAL SOURCES

General Fund Revenues

Local governments may use general fund revenues for the development, operation and maintenance of park and recreation facilities. Given the many competing needs for general fund millage, many Michigan municipalities have obtained voter approval of dedicated millage for general park and recreation facilities and programs, or for specific facility types.

Dedicated Millage

Dedicated property tax millage is an increasingly used means of financing park and recreation improvements. Several communities in West and Central Michigan have voter- approved levies ranging from 0.5 to 1 mill, dedicated to use for park improvements or specific types of recreation facilities. Many of these millages are restricted specifically for non-motorized trail improvements, as in the case of Holland Township, Port Sheldon Township, and Spring Lake Township. This type of financing measure may merit consideration by the City.

Private Donations

Another important source of funds for local recreation projects involves community fund-crowdfunding-raising campaigns. Major employers, service clubs, and neighborhood groups are potential sources of assistance in projects of this type.

~STATE AND FEDERAL SOURCES~

Michigan Natural Resources Trust Fund

The Michigan Natural Resources Trust Fund (MNRTF) replaced the Michigan Land Trust Fund on October 1, 1985. Starting in 1986, recreation land acquisition and development proposals were eligible for MNRTF funding. Between 15 and 25 percent of the annual fund expenditure will be for recreation facility development, with the balance allocated for land acquisition. The MNRTF Program receives revenue from oil, gas, and other mineral development on State-owned lands. A five (5) member board, appointed by the Governor, administers the fund. The MDNR Grants Management Section provides staff support to the MNRTF Board.

MNRTF grant applications are accepted on April 1 of each year. Any individual, group, organization, or unit of government may submit a land acquisition proposal, but only units of government, including the State, can take title to and manage the land. Units of government can submit development proposals for local grants and must include a local match of at least 25% of the total project costs. Only one proposal per year may be submitted. There is no minimum or maximum for acquisition projects; for development projects the minimum grant amount is \$15,000, (\$20,000 minimum total project cost) and the maximum is \$400,000. Proposals must be for outdoor recreation purposes, especially those that protect natural resources or provide natural resource-based recreation.

Recreation Passport Grants

Recreation Passport Grants, administered by the Michigan Department of Natural Resources, are intended to provide local funding to local units for the development of new and the renovation of old public recreation facilities. Criteria emphasize renovations to existing facilities that have outlived their useful life expectancy. At least 25% of the cost of a project is required as a match from applicants. Development project minimum/maximum grant amounts are \$7,500 to \$150,000. Grants are funded through Recreation Passport revenue deposited in the Local Parks and Recreation Facilities Fund.

Land and Water Conservation Fund

The Land and Water Conservation Fund (LWCF), created by the U.S. Congress in 1965, provide Federal funds to buy land and develop facilities for outdoor recreation. The Grants Management Section of the Michigan Department of Natural Resources (MDNR) administers the Michigan LWCF Program. The minimum grant request amount is \$30,000(\$60,000 minimum total project cost) and the maximum grant request amount is \$500,000 (\$1,000,000 maximum total project cost) for development and there is no minimum or maximum for acquisition. Applications are evaluated using established criteria and alignment with Michigan's Statewide Comprehensive

Outdoor Recreation Plan (SCORP). The criteria used to evaluate the projects is Need for the Project, Site and Project Quality, Applicant History, Financial Need of the Applicant, Quality of the Overall Park Design, Project Facilities/Scope Items and Universal Access Design. Detailed information on the scoring criteria and application requirements can be found in the Recreation Grants Application Guidelines booklet. The Michigan Department of Natural Resources (DNR) makes recommendations to the National Park Service (NPS) on which applications to fund, and the NPS gives final approval.

Michigan Department of Transportation Enhancement Fund

The Transportation Enhancement (TE) program is a competitive grant program that funds projects such as non-motorized paths, streetscapes and historic preservation of transportation facilities that enhance Michigan's intermodal transportation system and improves the quality of life for Michigan citizens. ACT 51 agencies (cities, villages, counties) include MDOT, MDNR, Native American Tribes and other Federal Agencies. Townships are not eligible to apply for TE funds, although they are encouraged to work with their local County Road Commission or MDOT Transportation Service Center for project development.

To apply for the TE program, simply go to www.michigan.gov/mdot/tea and fill out an on-line application. A help guide for the on-line application is available on the same website. The TE program accepts applications year-round. The program holds Selection Advisory Committee meetings four (4) to eight (8) times per year to determine which applications will be recommended for selection.

APPENDICIES

DRAFT

APPENDIX 1: GRANT HISTORY AND POST-COMPLETION SELF
CERTIFICATION REPORTS

DRAFT



Michigan Department of Natural Resources - Grants Management

PUBLIC OUTDOOR RECREATION GRANT**POST-COMPLETION SELF-CERTIFICATION REPORT**

*This information required under authority of Part 19, PA 451 of 1994, as amended;
the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.*

GRANT TYPE: MICHIGAN NATURAL RESOURCES TRUST FUND CLEAN MICHIGAN INITIATIVE

(Please select one) LAND AND WATER CONSERVATION FUND RECREATION PASSPORT BOND FUND

GRANTEE: City of Potterville

PROJECT NUMBER: 26-0503 **PROJECT TYPE:** Park Improvements

PROJECT TITLE: Potterville Park

PROJECT SCOPE: Develop restroom, ball field, bleachers, parking, walkway.

TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)

Name of Agency (Grantee) City of Potterville	Contact Person Tiffani Schaner	Title Parks & Recreation Dir.
Address 319 N. Nelson Street	Telephone 517-645-7641	
City, State, ZIP Potterville, MI 48876	Email tschaner@pottervillemi.org	

SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided?
If yes, please describe change(s). Yes No

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.) [8:] Yes No

Well building was built about 1984. On South East of ball field used for DPW
Potterville-Benton Township Library. On South West side of Park, educational services.

Are any of the facilities obsolete? If yes, please explain. [8:] Yes No

Improve ADA standards such as access from parking lot to ball field, signage for parking spaces (van accessibility).

SITE QUALITY

Is there a park entry sign which identifies the property or facility as a public recreation area?
If yes, please provide a photograph of the sign. If no, please explain. [8:] Yes No

Please see photograph attached to document.

Are the facilities and the site being properly maintained? If no, please explain. [8:] Yes No

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism. [8:] Yes No

Routine checks by staff have been enforced in addition to security cameras, new lighting was put in place.

POST COMPLETION SELF-CERTIFICATION REPORT-CONT'D

Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. Yes No

Maintenance is on a routine weekly basis. In the winter season, it is kept plowed and lights are in place for utilization.

GENERAL

Is a Program Recognition plaque permanently displayed at the site? If yes, please provide a photograph. (Not required for Bond Fund Grants) Yes No N/A

Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain. Yes No

Is a fee charged for use of the site or facilities? If yes, please provide fee structure. Yes No

Large Pavilion Rental: \$65.00 Small Pavilion Rental: \$40.00

What are the hours and seasons for availability of the site?

A year-round facility with full maintenance from dawn to dusk (est. 7:00 a.m.-8:00 p.m.).

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

POST COMPLETION SELF-CERTIFICATION REPORT-CONT'D

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

Tiffani Schaner
Please print

[Signature]
Grantee Authorized Signature

12/20/19
Date

Aaron Sheridan
Please print

[Signature]
Witness Signature

12-20-19
Date

Send completed report to:

POST COMPLETION GRANT INSPECTION REPORTS
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING MI 48909-7925

DRAFT







Michigan Department of Natural Resources - Grants Management

**PUBLIC OUTDOOR RECREATION GRANT
POST-COMPLETION SELF-CERTIFICATION REPORT**

*This information required under authority of Part 19, PA 451 of 1994, as amended;
the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.*

GRANT TYPE: MICHIGAN NATURAL RESOURCES TRUST FUND CLEAN MICHIGAN INITIATIVE
 (Please select one) LAND AND WATER CONSERVATION FUND RECREATION PASSPORT BOND FUND

GRANTEE: City of Potterville

PROJECT NUMBER: BF90-138 **PROJECTTYPE:** Park Improvements

PROJECT TITLE: Potterville City Park Improvement

Renovate park facilities, including picnic area, playground, ball

PROJECT SCOPE: field

TO BE COMPLETED BY LOCAL GOVERNMENT		GRANTEE	
Name of Agency (Grantee)	City of Potterville	Contact Person	Tiffani Schaner
		Title	Parks & Recreation Dir.
Address	319 N. Nelson Street	Telephone	517-645-7641
City, State, ZIP	Potterville, MI 48876	Email	tschaner@pottervillemi.org

SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided?
 If yes, please describe change(s). Yes No

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.) Yes No

Well building was built in 1984. On South East of ball field used for DPW.
 Potterville-Benton Township Library. On South West side of Park, educational services.

Are any of the facilities obsolete? If yes, please explain. Yes No

Improving ADA standards such as access from parking lot to ball field, signage for parking spaces, striping.

SITE QUALITY

Is there a park entry sign which identifies the property or facility as a public recreation area?
 If yes, please provide a photograph of the sign. If no, please explain. Yes No

Please see photograph attached to document.

Are the facilities and the site being properly maintained? If no, please explain. Yes No

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism. Yes No

Security cameras are in use to prevent and/or minimize vandalism, staff are making routine checks, new lighting put in place.

POST COMPLETION SELF-CERTIFICATION REPORT-CONT'D

Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. Yes No

Maintenance is on a routine weekly basis. In the winter season, it is kept plowed and lights are in place for utilization.

GENERAL

Is a Program Recognition plaque permanently displayed at the site? If yes, please provide a photograph. (Not required for Bond Fund Grants) Yes No N/A

Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain. Yes No

Is a fee charged for use of the site or facilities? If yes, please provide fee structure. Yes No

Large Pavilion Rental: \$65.00 Small Pavilion Rental: \$40.00

What are the hours and seasons for availability of the site?

A year-round facility with full maintenance from dawn to dusk (est. 7:00 a.m.-8:00 p.m.).

COMMENTS ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

Tiffani Schaner
Please print

Tiffani Schaner
Grantee Authorized Signature

2/20/19
Date 1 / 1

Aaron Sheridan
Please print

[Signature]
Witness Signature

12-20-19
Date

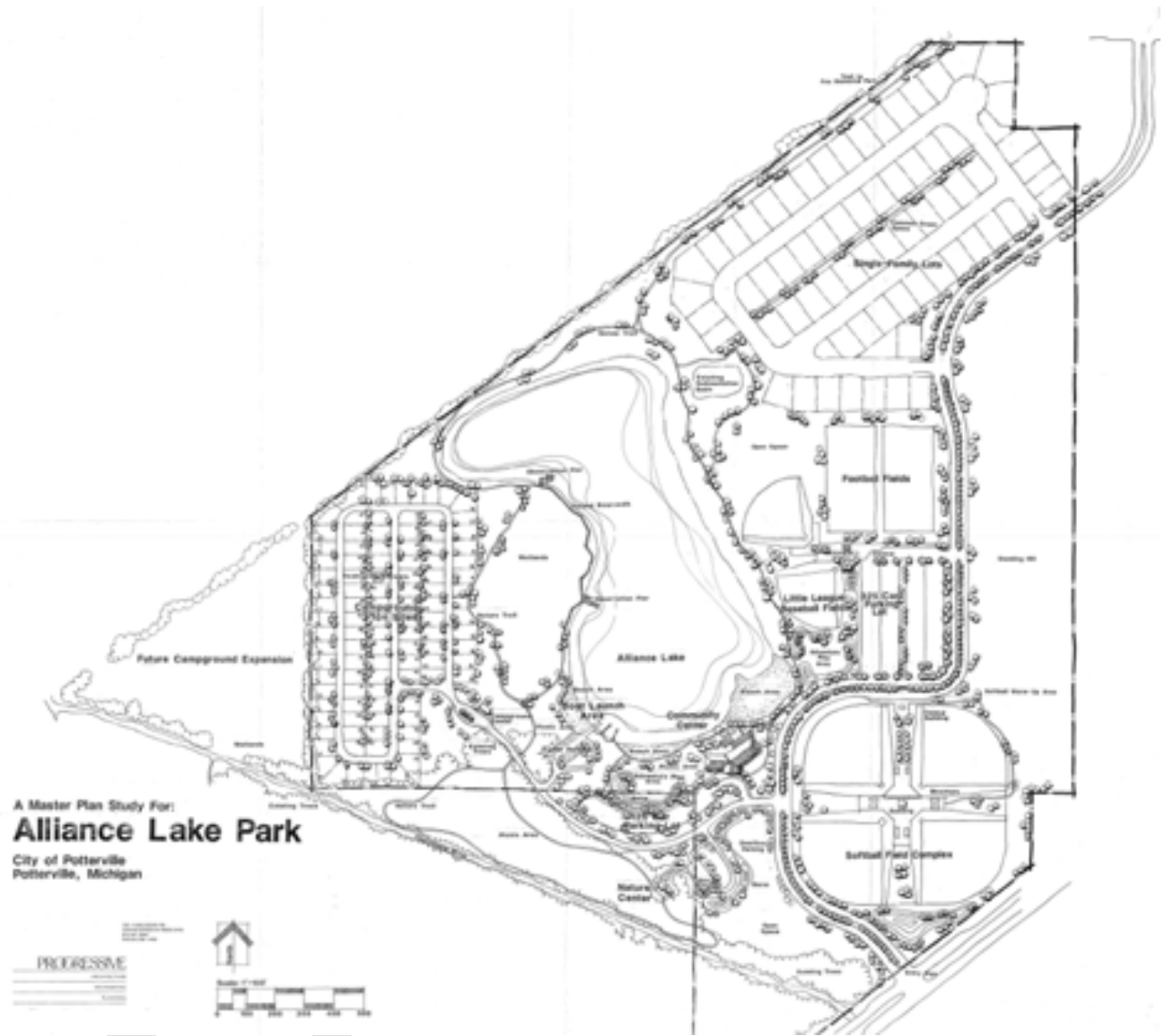
Send completed report to: **POST COMPLETION GRANT INSPECTION REPORTS
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING MI 48909-7925**

DRAFT

APPENDIX 2: SURVEY INSTRUMENT AND COMMENTS

DRAFT

APPENDIX 3: LAKE ALLIANCE PARK PLAN



APPENDIX 4: NOTICE OF 30-DAY REVIEW PERIOD

DRAFT

APPENDIX 5: RESOLUTION OF ADOPTION BY PARKS COMMITTEE

DRAFT

APPENDIX 6: NOTICE OF CITY COUNCIL PUBLIC HEARING

DRAFT

APPENDIX 7: RESOLUTION OF ADOPTION BY CITY COUNCIL

DRAFT

APPENDIX 8: MINUTES FROM CITY COUNCIL ADOPTION MEETING

DRAFT

APPENDIX 9: CERTIFICATION CHECKLIST

DRAFT

APPENDIX 10: FORWARDING LETTERS

DRAFT

City of Potterville

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

March 14, 2023

To: City Council

From: Don Stanley, DPW Director

1. DPW completed Spring sampling and Sanitary sewer discharge at the City Waste Water Treatment Plant.
2. Recycled scrap metal from "Dump you Junk" . So far we've received \$2,190.64 in metal.
3. Leveled and seeded ground around storm drain retention pond - Lake Alliance Park.
4. Finished two large tree removals with main trunk in town.
5. Visionary Builders has started interior spray foam, framing and steel roof at garage.
6. Pilot Test Study at Well #4 at City Park is complete. City is awaiting test results.
7. Replaced Stop sign and post at Cormack Street. New Street sign is ordered.
8. Sanitary sewer clean out and jetting of East Cherry Street sewer main and manhole.



City of Potterville

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

March 14, 2024

To: City of Potterville Council Members

From: Brandy Miller, Zoning Administrator

Re: Report to Council

Below is a list of the projects I am currently working on for the City of Potterville. Please keep in mind, these projects do not include the day-to-day commutations or projects with property owners located in the City of Potterville.

- There are currently 39 open enforcement files. The enforcements consist of blight and unapproved parking. One ticket was issued this month for failure to clean up a property; the ticket has been paid.
- 117 E. Lansing Road: The Zoning Board of Appeals approved a Variance request for an addition onto the east side of the building on February 20th.
- 104 S. Cottage Street: The Zoning Board of Appeals will hear a Variance request for this property in May.
- Marihuana (Cannabis): The Planning Commission will continue discussions regarding potential Zoning Ordinance regulations for Marihuana Facilities on March 19th. The attorney who drafted the proposed petition requesting two Marihuana Retail Facilities will be present.
- Alro Steel: The Zoning Board of Appeals and Planning Commission will consider applications for a proposed addition onto the west side of the building this fall. Actual construction will take place in 2025-2026.
- The Gizzard Fest Committee will begin meeting in March. Gizzard Fest will be held June 6th, 7th and 8th.

Please do not hesitate to reach out to me directly with any questions or concerns. I can be reached by calling (517) 281-5659 or e-mail Zoning@pottervillemi.org.

“City of Helping Hands”



**Potterville
Police Department**

Chief Richard Barry



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

Dear Councilors,

Please see the following update regarding your police department.

- **Upcoming Events:** Officer Lopez will be attending the School Mass Shooting and Critical Incident Preparedness Forum on April 17th. This conference focuses on the role of local leaders and their staff in preparing for and responding to, a critical incident at a school. This event is also open to City leadership including the mayor, council members, school district officials, and the city manager. If anyone is interested in attending, please contact me directly via email for a registration link.
- **Completed Training:** I completed a LEIN TAC (Terminal Agency Coordinator) course which stipulates rules and laws for LEIN work within the department. This is a requirement of all TACs within the department every 2 years to maintain proficiency.
- **Notes from Chief Barry:** After completing in-depth research on all available options, including hands-on testing for replacing our 2013 Dodge Charger, I have decided to expand our capabilities within our fleet and introduce a 2024 Chevrolet Silverado as our next patrol vehicle. After a meeting with TIFA, it was decided that they would be funding the purchase of the vehicle as well as the upfitting costs associated with preparing a stock vehicle for police patrol. I am requesting a motion to accept the new vehicle purchase and replace the previous patrol vehicle. The Charger will be listed for sale in its current form to other police departments and then listed to the public after all police equipment has been removed if it is not sold to another department. If the motion passes, the vehicle will be taken into possession by the city in the coming week but will not be placed into service until it is upfitted with all required emergency items, which will take approximately 6-10 weeks.

Total Calls for February: 135

-Traffic Stops: 46

-Unarmed robbery: 1

-Suspicious Situations: 5

-Warrant Attempts: 13

-Stolen Vehicle: 1

-Retail Fraud: 3

Calls for Service: 33

-Assist Citizen: 1

-Follow up: 8

-Traffic Crashes: 2

Respectfully Submitted,

Chief R. Barry



CENTER FOR HOMELAND
DEFENSE AND SECURITY
NAVAL POSTGRADUATE SCHOOL

SCHOOL MASS SHOOTING & CRITICAL INCIDENT PREPAREDNESS FORUM THE ROLE OF LOCAL LEADERS

SAVE THE DATE

APRIL 17, 2024

8:30 AM - 1:00 PM

THE CROWNE PLAZA LANSING
925 SOUTH CREYTS ROAD
LANSING, MICHIGAN 48917

EATON COUNTY 911

Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 02/01/2024 00:00:00 - 02/29/2024 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
PPD	911 UNKNOWN CALL	0	0	1	1	1%	0:00:00	0:01:20	0:02:47	0:04:07	0:04:07
	ABANDONED VEHICLE	0	1	0	1	1%	0:00:01	0:00:00	0:17:52	0:17:53	0:17:53
	ALARM ALL	0	0	2	2	1%	0:01:57	0:02:58	0:02:00	0:11:11	0:05:36
	ASSAULT	1	0	0	1	1%	0:00:00	0:00:00	0:00:00	0:00:00	0:00:00
	ASSIST CITIZEN	0	0	1	1	1%	0:02:12	0:11:24	0:10:34	0:24:10	0:24:10
	ASSIST OTHER POLICE DEPT	0	0	1	1	1%	0:02:07	0:00:00	0:00:00	0:42:45	0:42:45
	BARKING DOG	0	0	1	1	1%	0:02:43	0:14:02	0:07:03	0:23:48	0:23:48
	CAR IN THE DITCH	0	1	0	1	1%	0:00:00	0:00:00	0:04:30	0:04:30	0:04:30
	CHECK WELLBEING	0	1	1	2	1%	0:01:45	0:04:58	0:15:29	0:37:42	0:18:51
	CIVIL COMPLAINT	0	0	1	1	1%	0:15:27	0:00:00	0:00:00	0:35:30	0:35:30
	DISORDERLY PERSON OR SUBJECT	0	1	2	3	2%	0:08:45	0:03:20	0:21:27	1:28:30	0:29:30
	EMS ASSIST	0	0	1	1	1%	0:01:12	0:00:00	0:00:00	0:01:42	0:01:42
	FIRE DEPT ASSIST	0	0	1	1	1%	0:00:03	0:01:47	0:09:24	0:11:14	0:11:14
	FOLLOWUP OF ANY KIND	0	8	0	8	6%	0:00:01	0:13:30	0:20:22	3:10:02	0:23:45
	HARASSMENT	0	0	2	2	1%	0:04:19	0:00:00	0:00:00	1:40:31	0:50:16
	INCAPACITATED PERSON	0	0	1	1	1%	0:00:00	0:01:25	0:43:56	0:45:21	0:45:21
	LARCENY	0	0	1	1	1%	0:06:13	0:50:55	0:03:29	1:00:37	1:00:37
	LOST PROPERTY	0	0	1	1	1%	0:03:12	0:01:48	0:04:46	0:09:46	0:09:46
	LOUD NOISE	0	0	1	1	1%	0:03:15	0:22:48	0:10:17	0:36:20	0:36:20
	MDOP	0	1	0	1	1%	0:00:01	0:00:00	0:06:31	0:06:32	0:06:32
	MESSAGE FOR OFFICER	0	12	0	12	9%	0:00:01	0:00:00	0:00:25	0:05:09	0:00:26
	MISCELLANEOUS INCIDENT	0	2	0	2	1%	0:00:01	0:04:21	0:52:50	1:50:02	0:55:01
	OPEN DOOR	0	1	0	1	1%	0:00:00	0:00:00	0:05:17	0:05:17	0:05:17
	PARKING VIOLATIONS	0	1	0	1	1%	0:00:01	0:00:00	0:03:53	0:03:54	0:03:54

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
	PRISONER TRANSPORT	0	1	1	2	1%	0:58:17	1:45:48	0:18:19	5:07:24	2:33:42
	PROPERTY DAMAGE CRASH	0	0	1	1	1%	0:00:00	0:00:00	1:11:54	1:11:54	1:11:54
	STALKING COMPLAINT	0	1	1	2	1%	0:02:46	0:03:46	0:19:30	0:45:33	0:22:47
	STOLEN VEHICLE	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:18:59	0:18:59
	STRAY DOG	0	0	1	1	1%	0:00:01	0:00:00	0:12:09	0:12:10	0:12:10
	SUBPOENA SERVICE	0	2	0	2	1%	0:00:01	0:00:00	0:15:50	0:47:24	0:23:42
	SUICIDAL THRT OR ATTEMPT	0	0	1	1	1%	0:06:36	0:01:54	2:13:48	2:22:18	2:22:18
	SUSPICIOUS SITUATION	0	1	1	2	1%	0:00:00	0:00:00	0:05:28	0:13:52	0:06:56
	SUSPICIOUS VEHICLE	0	2	1	3	2%	0:01:58	0:13:01	0:08:50	0:43:27	0:14:29
	THREATS	0	1	0	1	1%	0:00:00	0:00:00	0:20:20	0:20:20	0:20:20
	TRAFFIC HAZARD	0	2	1	3	2%	0:02:31	0:00:00	0:11:40	0:42:00	0:14:00
	TRAFFIC STOP	0	46	0	46	34%	0:00:01	0:03:08	0:06:31	7:17:22	0:09:30
	TRAFFIC VIOLATION	0	0	3	3	2%	0:04:24	0:06:24	0:16:36	0:39:35	0:13:12
	TRESPASSING	0	1	0	1	1%	0:00:00	0:00:00	1:06:39	1:06:39	1:06:39
	UNARMED ROBBERY	0	0	1	1	1%	0:00:49	0:00:00	2:38:36	2:39:25	2:39:25
	UNKNOWN PROBLEM	0	1	2	3	2%	0:01:40	0:03:39	0:55:00	2:57:17	0:59:06
	WARRANT ATTEMPT PICKUP	0	13	0	13	10%	0:00:01	0:08:55	0:11:09	3:12:16	0:14:47
	WEAPONS VIOLATION	0	1	0	1	1%	0:00:00	0:00:00	0:15:23	0:15:23	0:15:23
	Subtotals for No Summary Code	1	101	33	135	100%	0:04:16	0:13:23	0:24:44	45:29:51	0:33:05
	Subtotals for PPD	1	101	33	135	100%	0:04:16	0:13:23	0:24:44	45:29:51	0:33:05

Eaton County Central Dispatch

Total Calls For Service

February 2024				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,311	18.7%	2,783	19.7%
Fire	664	9.5%	1,517	10.8%
Police	5,032	71.8%	9,801	69.5%
Total Calls	7,007	100.0%	14,101	100.0%

Eaton County Central Dispatch

EMS Calls For Service

February 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	49	3.7%	114	4.1%
Delta Twp. EMS	471	35.9%	954	34.3%
Eaton Area EMS	471	35.9%	1,041	37.4%
Grand Ledge EMS	170	13.0%	356	12.8%
Vermontville EMS	14	1.1%	32	1.1%
Windsor Twp. EMS	104	7.9%	212	7.6%
Outside Agencies* <i>DLHE, LIFE, LTEM, NEMS</i>	32	2.4%	74	2.7%
Total EMS Calls	1,311	100.0%	2,783	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

February 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	26	3.9%	67	4.4%
Benton Twp Fire	14	2.1%	37	2.4%
Charlotte Fire	48	7.2%	116	7.6%
Delta Fire	248	37.3%	616	40.6%
Eaton Rapids City	56	8.4%	103	6.8%
Eaton Rapids Twp.	56	8.4%	99	6.5%
Grand Ledge Fire	79	11.9%	172	11.3%
Hamlin Twp Fire	27	4.1%	57	3.8%
Olivet Fire	24	3.6%	41	2.7%
Roxand Twp. Fire	4	0.6%	21	1.4%
Sunfield Fire	21	3.2%	51	3.4%
Vermontville Fire	12	1.8%	22	1.5%
Windsor Fire	39	5.9%	94	6.2%
Outside Agencies*	10	1.5%	21	1.4%
<i>LAFD, LTFD, MARE, ONON</i>				
Total Fire Calls	664	100.0%	1,517	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

February 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	65	1.3%	123	1.3%
Charlotte Police	625	12.4%	1,278	13.0%
Eaton County Sheriff	2,400	47.7%	4,756	48.5%
<i>Delta</i>	1,434	28.5%	2,823	28.8%
<i>Out County</i>	966	19.2%	1,933	19.7%
<i>Animal Control</i>	141	2.8%	310	3.2%
Eaton Rapids Police	290	5.8%	572	5.8%
Grand Ledge Police	371	7.4%	799	8.2%
Michigan State Police	1,098	21.8%	1,922	19.6%
Olivet Police	25	0.5%	42	0.4%
Pottersville Police	135	2.7%	274	2.8%
Outside Agencies*	23	0.5%	35	0.4%
<i>DNR, ME</i>				
Total Police Calls	5,032	100.0%	9,801	100.0%

City of Potterville

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

From the Clerk's office – March 2024

The Presidential Primary Election went smoothly. The Election Inspectors were prepared and professional. They balanced at the end of the night. We had a new Absent Voter Counting Board Chair. I believe we will be prepared with experienced election Inspectors for our next two elections which will be quite a bit busier.

Election Stats:

Registered Voters: 2286

Voted in Presidential Primary: 377

Percentage of Voters who voted: 16.49%.

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

Becky Dolman



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 February 2024

Operational Information:

- Chief James's last day was February 29th.

Training:

- SCBA training

Meetings & Special Events:

- Tri-County medical control
- Fire Board
- Township Board

Calls for Service (CFS):

- **Fire** – 7 City of Potterville, 6 Benton Township, 2 Mutual Aid
- **EMS** – 27 City of Potterville, 13 Benton Township, 10 Mutual Aid
- **Total** – 65 calls for service.

Text to 9-1-1 Calls

	January 2024	37
	February 2024	14
	March 2024	
	April 2024	
	May 2024	
2	June 2024	
0	July 2024	
2	August 2024	
4	September 2024	
	October 2024	
	November 2024	
	December 2024	

Eaton County 911 Phone Calls Received in 2024			
Month	911	Non-emergency	Total Calls
January	3,511	6,025	9,536
February	2,943	5,431	8,374
March			-
April			-
May			-
June			-
July			-
August			-
September			-
October			-
November			-
December			-
TOTAL	6,454	11,456	17,910

City of Potterville

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RESOLUTION NO. 24-0321-03

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 March 2024, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT FOR THE CITY BUDGET AMENDMENTS OF THE 2023-2024 FISCAL YEAR

WHEREAS, pursuant to the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, the City Council of the City of Potterville has the authority and obligation to pass a general appropriation act for all funds except trust or agency, internal service, enterprise, debt service or capital project funds.

BE IT RESOLVED, by the City Council of the City of Potterville as follows:

1. The City Council of the City of Potterville sets forth the millage rate of 11.7745 that will be levied as ad valorem property taxes during the 2023-2024 fiscal year and an additional 1.5 mills to be levied as ad valorem property taxes for solid waste collection per Public Act 298 of 1917, MCL 123.261, as amended.
2. The purposes for which the millage will be levied under paragraph 1 is set forth in the general appropriations act ("Budget") for the 2023-2024 fiscal year, attached hereto as "**Exhibit A**", which sets forth a statement of estimated revenues, by source, in each Fund for the 2023-2024 fiscal year.

City of Potterville

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

3. The City Council adopts the **City Budget Amendments of the 2023-2024 Fiscal Year** attached hereto as “**Exhibit A**”, which shall be effective immediately.
4. The City Manager and Treasurer are hereby authorized and directed to provide a certified copy of this Resolution and the 2023-2024 Tax Rate Request on Michigan Department of Treasury Form L-4029 to the Eaton County Clerk and the Eaton County Equalization Department.
5. This Resolution, together with “**Exhibit A**”, shall constitute the general appropriations act as defined by the Uniform Budgeting and Accounting Act, Public Act 2 of 1968.

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 HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the March 21st 2024.

Becky Dolman
City Clerk

"EXHIBIT A"

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
ESTIMATED REVENUES						
Dept 000						
101-000-402.000	PROPERTY TAX	599,158.36	599,185.21	599,000.00	608,985.59	615,000.94
101-000-403.000	SOLID WASTE TAX	76,458.15	76,458.15	76,000.00	77,578.07	78,000.00
101-000-411.000	DELINQUENT PROP TAX	454.17	454.17	200.00		200.00
101-000-432.000	PAYMENT IN LIEU OF TAXES					1,400.00
101-000-434.000	TRAILER COURT TAX	2,500.00	2,822.50	2,400.00	1,292.00	2,400.00
101-000-445.000	CITY PENALTY	2,926.99	2,926.99	2,900.00	1,575.34	2,900.00
101-000-447.000	ADMINISTRATION FEE	30,833.22	30,833.22	30,500.00	31,888.48	31,080.68
101-000-476.000	PERMITS	8,630.00	8,830.00	7,000.00	4,450.00	7,000.00
101-000-477.000	3% CABLE T.V.	8,500.00	7,142.52	8,500.00	4,726.16	7,200.00
101-000-478.000	BLIGHT FEES				175.00	
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,535.09	11,535.09	11,250.00		11,250.00
101-000-481.000	LIQUOR LICENSE FEES	1,994.85	1,994.85	1,994.85	1,948.65	1,948.65
101-000-488.000	RECYCLING	1,208.61	1,569.19	1,200.00	2,190.64	1,900.00
101-000-528.000	OTHER FEDERAL GRANTS	144,600.43	144,600.43	144,600.43		
101-000-543.010	PUBLIC ACT 302 LAW ENF.	736.18	736.18	500.00	569.88	569.88
101-000-573.000	LOCAL COMMUNITY STABILIZATION	238,606.49	238,606.49	230,000.00	111,721.08	230,000.00
101-000-574.000	ST SHARED REV - SALES TAX	323,758.00	333,973.00	320,000.00	170,864.00	325,000.00
101-000-574.100	CVTRS-CLFRF	41,935.00	41,939.00	41,938.00	21,601.00	41,938.00
101-000-574.200	CVTRS-PUBLIC SAFETY				414.00	828.00
101-000-579.000	GRANT REVENUE	63,450.00	63,450.00	118,600.00		184,157.00
101-000-602.000	FOIA	163.58	252.56		191.91	191.91
101-000-607.000	CHARGES FOR SERVICES - PD	412.20	417.20	350.00	142.90	330.00
101-000-656.000	FINES & FORFEITURES	2,779.58	2,812.68	2,000.00	1,527.73	2,000.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
101-000-665.000	INTEREST	28,254.59	28,931.97	24,000.00	35,241.46	49,853.40
101-000-667.010	DDA PAVILION - FARMERS MARKET	50.00	50.00		50.00	
101-000-671.100	LEASE/RENT	1,250.62	1,764.91	500.00	293.88	500.00
101-000-674.000	DONATIONS	993.00	993.00		397.42	397.42
101-000-675.030	COMMUNITY POLICING DONATION	1,540.00	1,540.00			
101-000-676.000	REIMBURSEMENT	3,984.59	3,985.59		11,721.68	10,721.68
101-000-677.000	SCHOOL SRO REIMBURSEMENT	43,249.00	41,768.40	43,000.00	25,377.37	47,000.00
101-000-684.000	MISC INCOME	33.44	33.44		367.71	367.30
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	6,809.16		691,929.47	666,599.03
101-000-689.000	CASH OVER & UNDER				3.32	3.32
101-000-693.000	SALE OF FIXED ASSETS	1,450.00	1,450.00			3,000.00
Totals for dept 000 -		1,648,255.30	1,657,865.90	1,666,433.28	1,807,224.74	2,323,737.21
TOTAL ESTIMATED REVENUES		1,648,255.30	1,657,865.90	1,666,433.28	1,807,224.74	2,323,737.21

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 101 - CITY COUNCIL						
101-101-703.000	SALARIES	3,000.00	2,436.50	3,000.00	1,440.94	2,500.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,260.00	2,257.00	2,257.00		2,257.00
101-101-719.000	FRINGE BENEFITS	300.00	235.59	200.00	107.86	250.00
101-101-731.000	PUBLICATION	600.00	327.30	600.00	199.00	600.00
101-101-740.000	SUPPLIES	200.00	67.94	200.00	35.37	200.00
101-101-775.000	REPAIRS & MAINT	50.00		50.00		
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	55,500.00	54,175.59	57,032.00	60,488.43	60,488.43
101-101-961.000	CONFERENCE AND WORKSHOPS	100.00	85.00	100.00	135.00	200.00
Totals for dept 101 - CITY COUNCIL		62,010.00	59,584.92	63,439.00	62,406.60	66,495.43

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 171 - MAYOR						
101-171-703.000	SALARIES	850.00	660.00	850.00	450.00	850.00
101-171-719.000	FRINGE BENEFITS	85.00	27.54	85.00	34.43	85.00
Totals for dept 171 - MAYOR		935.00	687.54	935.00	484.43	935.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 172 - CITY MANAGER						
101-172-703.000	SALARIES	76,976.23	78,477.39	79,285.52	55,754.60	80,494.36
101-172-719.000	FRINGE BENEFITS	17,118.24	17,268.95	17,631.79	11,967.56	17,631.79
101-172-740.000	SUPPLIES	30.00	19.64	30.00	139.91	150.00
101-172-809.000	TRAINING	150.00		150.00		150.00
101-172-980.100	COMPUTER EQUIPMENT	200.00		200.00		
Totals for dept 172 - CITY MANAGER		94,474.47	95,765.98	97,297.31	67,862.07	98,426.15

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 215 - CLERK						
101-215-703.000	SALARIES	32,691.63	33,067.14	33,672.38	25,265.41	36,620.29
101-215-719.000	FRINGE BENEFITS	3,180.94	3,137.52	3,276.37	2,179.76	3,377.68
101-215-740.000	SUPPLIES	450.00	376.73	450.00	105.54	450.00
101-215-741.000	POSTAGE	400.00	282.00	400.00	1,154.88	1,700.00
101-215-781.000	COMPUTER SOFTWARE	400.00	374.14	400.00		400.00
101-215-809.000	TRAINING	2,300.00	1,468.19	2,400.00		2,400.00
101-215-822.000	ELECTIONS	8,500.00	8,376.55	11,000.00	6,531.86	11,000.00
101-215-958.000	DUES AND SUBSCRIPTIONS	160.00	95.00	160.00	111.00	160.00
101-215-961.000	CONFERENCE AND WORKSHOPS	150.00	150.00	150.00		150.00
101-215-980.100	COMPUTER EQUIPMENT	500.00		800.00		800.00
Totals for dept 215 - CLERK		48,732.57	47,327.27	52,708.75	35,348.45	57,057.97

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Dept 223 - AUDIT							
101-223-807.000	AUDIT	22,000.00	21,450.00	23,850.00	21,850.00	21,850.00	

Totals for dept 223 - AUDIT		22,000.00	21,450.00	23,850.00	21,850.00	21,850.00	

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 253 - TREASURERS OFFICE						
101-253-703.000	SALARIES	66,477.10	67,773.33	68,471.41	48,148.55	69,513.19
101-253-719.000	FRINGE BENEFITS	22,192.75	21,990.22	22,858.53	14,735.02	22,858.53
101-253-740.000	SUPPLIES	500.00	365.78	400.00	358.09	400.00
101-253-741.000	POSTAGE	1,600.00	922.71	1,650.00	478.17	1,200.00
101-253-781.000	COMPUTER SOFTWARE	100.00		100.00		100.00
101-253-814.000	BANK SERVICE CHARGES	4,100.00	3,825.45	4,250.00	2,418.69	4,250.00
101-253-961.000	CONFERENCE AND WORKSHOPS	240.00	248.00	250.00	248.00	250.00
101-253-980.100	COMPUTER EQUIPMENT				423.48	500.00
Totals for dept 253 - TREASURERS OFFICE		95,209.85	95,125.49	97,979.94	66,810.00	99,071.72

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 257 - ASSESSOR						
101-257-703.000	SALARIES	988.87	1,010.35	1,205.78	797.50	1,205.78
101-257-719.000	FRINGE BENEFITS	705.87	705.87	750.00	486.53	750.00
101-257-731.000	PUBLICATION	600.00	269.70	450.00		450.00
101-257-740.000	SUPPLIES	250.00	178.50	250.00		250.00
101-257-741.000	POSTAGE	500.00	467.89	500.00	511.34	535.00
101-257-781.000	COMPUTER SOFTWARE	250.00	235.00	250.00	349.99	349.99
101-257-810.050	RE INSPECTION - 20%	3,350.27	3,350.27	3,350.27	2,521.78	3,500.00
101-257-813.000	BOARD OF REVIEW	1,575.00	1,079.76	1,575.00	975.00	1,575.00
101-257-818.000	CONTRACT LABOR	16,000.00	15,999.63	16,000.00	6,666.98	16,000.00
Totals for dept 257 - ASSESSOR		24,220.01	23,296.97	24,331.05	12,309.12	24,615.77

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 265 - CITY HALL						
101-265-703.000	SALARIES	22,513.46	22,893.98	23,295.84	16,443.91	23,863.75
101-265-719.000	FRINGE BENEFITS	8,971.72	8,999.44	9,240.87	5,892.40	9,240.87
101-265-731.000	PUBLICATION	708.30	708.30	650.00		650.00
101-265-740.000	SUPPLIES	3,850.00	3,370.68	3,970.00	2,500.18	3,970.00
101-265-741.000	POSTAGE	1,200.00	950.41	1,400.00	1,113.18	1,400.00
101-265-775.000	REPAIRS & MAINT	1,500.00	862.23	900.00	17,320.37	20,000.00
101-265-781.000	COMPUTER SOFTWARE	23,000.00	20,998.98	18,000.00	19,847.72	20,000.00
101-265-802.000	SERVICE	2,300.00	1,951.27	2,100.00	1,246.68	2,100.00
101-265-818.000	CONTRACT LABOR	2,500.00	2,500.00	400.00		400.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	1,500.00	1,105.26	1,400.00	2,250.50	2,900.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	1,950.00	1,911.54	1,900.00	494.49	500.00
101-265-958.000	DUES AND SUBSCRIPTIONS	350.00	190.00	300.00		300.00
101-265-970.000	CAPITAL OUTLAY	500.00	179.93	500.00		
101-265-970.100	RD CAPITAL PROJECT COSTS	287.00	287.00	287.00		
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	800.00	750.00	800.00	176.66	500.00
Totals for dept 265 - CITY HALL		71,930.48	67,659.02	65,143.71	67,286.09	85,824.62

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Dept 266 - ATTORNEY							
101-266-801.000	ATTORNEY	38,000.00	32,317.61	25,000.00	18,364.60	38,000.00	

Totals for dept 266 - ATTORNEY		38,000.00	32,317.61	25,000.00	18,364.60	38,000.00	

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 301 - POLICE						
101-301-703.000	SALARIES	206,107.00	208,756.25	212,290.21	148,475.53	216,809.17
101-301-703.002	OVERTIME SALARIES	15,000.00	13,203.83	15,000.00	7,944.30	15,000.00
101-301-719.000	FRINGE BENEFITS	52,157.28	55,338.11	53,722.00	39,897.45	58,230.72
101-301-728.000	UNIFORM EXPENSES	6,000.00	6,042.10	5,000.00	5,294.92	6,000.00
101-301-740.000	SUPPLIES	8,500.00	8,154.21	7,300.00	4,759.28	7,300.00
101-301-740.700	GUNS AND AMMUNITION	4,500.00	5,257.45	500.00	4,761.04	5,000.00
101-301-775.000	REPAIRS & MAINT	5,000.00	3,741.69	5,000.00	2,485.84	5,000.00
101-301-781.000	COMPUTER SOFTWARE	600.00	481.20	600.00		600.00
101-301-801.000	ATTORNEY	1,000.00	1,394.00	2,300.00	861.00	2,300.00
101-301-802.000	SERVICE	1,000.00	10.00	1,000.00	1,070.09	1,200.00
101-301-809.000	TRAINING	2,800.00	2,577.03	2,500.00	1,078.40	2,500.00
101-301-851.000	RADIO REPAIRS	300.00		300.00		300.00
101-301-853.000	TELEPHONE EXPENSE	2,500.00	1,795.24	2,050.00	1,193.65	2,500.00
101-301-862.000	GAS	1,000.00	435.19	1,000.00		1,000.00
101-301-958.000	DUES AND SUBSCRIPTIONS	1,150.00	140.00	1,150.00	401.20	500.00
101-301-960.000	MISC	250.00	15.31	100.00		100.00
101-301-970.000	CAPITAL OUTLAY	77,000.00	76,381.10	2,500.00		5,000.00
101-301-980.100	COMPUTER EQUIPMENT	500.00	64.97	500.00		500.00
Totals for dept 301 - POLICE		385,364.28	383,787.68	312,812.21	218,222.70	329,839.89

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Dept 302 - POLICE STATE TRAINING							
101-302-810.000	EXPENSE	500.00	250.00	500.00	569.88	569.88	

Totals for dept 302 - POLICE STATE TRAINING		500.00	250.00	500.00	569.88	569.88	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Dept 337 - EMS							
101-337-802.000	SERVICE	127,200.00	127,200.00	129,600.00	129,600.00	129,600.00	

Totals for dept 337 - EMS		127,200.00	127,200.00	129,600.00	129,600.00	129,600.00	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
		Calculations as of 03/13/2024				
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 441 - DPW						
101-441-775.000	REPAIRS & MAINT	1,000.00		2,500.00		2,055.73
101-441-802.000	SERVICE	100.00				
101-441-810.020	RECYCLING EXPENSE	7,500.00	5,326.18	7,500.00	7,890.31	10,890.31
Totals for dept 441 - DPW		8,600.00	5,326.18	10,000.00	7,890.31	12,946.04

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 445 - DRAIN AT LARGE						
101-445-810.000	EXPENSE	3,900.00	3,836.40	5,000.00	528.11	900.00
Totals for dept 445 - DRAIN AT LARGE		3,900.00	3,836.40	5,000.00	528.11	900.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET

Dept 701 - PLANNING COMMISSION						
101-701-703.000	SALARIES	650.00	580.00	650.00		650.00
101-701-719.000	FRINGE BENEFITS	100.00	44.39	100.00		100.00
101-701-731.000	PUBLICATION	800.00	837.06	900.00		900.00
101-701-803.000	ENGINEERS FEES	6,500.00	4,356.81	7,000.00		10,000.00

Totals for dept 701 - PLANNING COMMISSION		8,050.00	5,818.26	8,650.00		11,650.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 702 - ZONING						
101-702-703.000	SALARIES	38,298.80	39,045.93	39,447.76	27,748.63	40,061.43
101-702-719.000	FRINGE BENEFITS	3,542.27	3,599.42	3,648.54	2,390.56	3,648.54
101-702-731.000	PUBLICATION	1,700.00	827.88	1,700.00	395.00	1,300.00
101-702-740.000	SUPPLIES	700.00	589.56	700.00	25.58	700.00
101-702-853.000	TELEPHONE EXPENSE	925.00	725.31	930.00	429.55	930.00
101-702-961.000	CONFERENCE AND WORKSHOPS	275.00	25.00	275.00		275.00
Totals for dept 702 - ZONING		45,441.07	44,813.10	46,701.30	30,989.32	46,914.97

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 906 - DEBT SERVICE						
101-906-738.000	TOWNSHIP/MILL	9,023.00	9,022.88	9,500.00	8,208.66	8,208.66
101-906-991.000	DEBT SERVICE - PRINCIPAL	27,800.00	27,423.30	28,388.40	24,331.00	28,388.40
101-906-991.500	DEBT PRINCIPAL & INTEREST	3,590.00	0.03			
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	13,000.00	12,709.08	13,000.00	1,080.34	1,080.34
101-906-993.000	BOND INTEREST	28,000.00	27,598.43	26,834.53	22,748.29	26,834.53
Totals for dept 906 - DEBT SERVICE		81,413.00	76,753.72	77,722.93	56,368.29	64,511.93

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS						
101-966-965.202	CONTRIB TO MAJOR STREET FUND					81,581.81
101-966-965.203	CONTRIB TO LOCAL STREET FUND	155,139.99	155,139.99			253,338.70
101-966-965.208	CONTRIB TO PARK FUND	116,255.81	116,255.81	285,511.27	200,000.00	480,599.31
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	2,654.00	2,654.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	81,028.33	81,028.33	54,000.00		
101-966-965.591	CONTRIBUTION TO WATER	48,588.02	48,588.02			
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	18,500.00	18,500.00			
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	103,316.72	103,316.72	116,591.01	116,591.01	332,750.24
Totals for dept 966 - CONTRIBUTIONS TO OTHER FUNDS		525,482.87	525,482.87	458,756.28	319,245.01	1,150,924.06
TOTAL APPROPRIATIONS		1,643,463.60	1,616,483.01	1,500,427.48	1,116,134.98	2,240,133.43
NET OF REVENUES/APPROPRIATIONS - FUND 101		4,791.70	41,382.89	166,005.80	691,089.76	83,603.78
BEGINNING FUND BALANCE		1,058,242.05	1,058,242.05	922,039.01	922,039.01	922,039.01
FUND BALANCE ADJUSTMENTS		(177,585.93)	(177,585.93)			
ENDING FUND BALANCE		885,447.82	922,039.01	1,088,044.81	1,613,128.77	1,005,642.79

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 202 - MAJOR STREET FUND						
ESTIMATED REVENUES						
Dept 000						
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,581.18	5,581.18	5,400.00	5,101.65	5,400.00
202-000-553.000	ACT 51	235,000.00	246,961.71	227,000.00	149,850.74	250,250.00
202-000-582.000	COUNTY ROAD MILL 2014	41,212.71	41,255.60	41,000.00	15,207.41	41,000.00
202-000-665.000	INTEREST	7,838.81	6,981.91	6,338.74	7,962.20	12,000.07
202-000-699.101	GF CONTRIBUTION					81,581.81
Totals for dept 000 -		289,632.70	300,780.40	279,738.74	178,122.00	390,231.88
TOTAL ESTIMATED REVENUES		289,632.70	300,780.40	279,738.74	178,122.00	390,231.88

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
APPROPRIATIONS							
Dept 463 - ROUTINE MAINT							
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	87,500.00	87,500.00	87,500.00	
202-463-782.000	STREET MATERIALS & SUPPLIES	6,000.00	3,936.00	4,500.00	810.35	4,500.00	
202-463-818.000	CONTRACT LABOR				161,756.89	161,756.89	
202-463-956.000	TREE TRIMMING	6,000.00	3,750.00	5,200.00		5,200.00	
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIP	78,000.00	78,000.00	78,000.00	78,000.00	78,000.00	
Totals for dept 463 - ROUTINE MAINT		177,500.00	173,186.00	175,200.00	328,067.24	336,956.89	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET

Dept 474 - TRAFFIC SIGNS						
202-474-782.000	STREET MATERIALS & SUPPLIES	250.00		250.00		250.00

Totals for dept 474 - TRAFFIC SIGNS		250.00		250.00		250.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Dept 478 - WINTER MAINT							
202-478-782.000	STREET MATERIALS & SUPPLIES	500.00	370.96	600.00		600.00	

Totals for dept 478 - WINTER MAINT		500.00	370.96	600.00		600.00	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 480 - CONSTRUCTION						
202-480-803.000	ENGINEERS FEES	8,000.00	3,410.71	5,500.00	27,396.39	35,000.00
202-480-818.000	CONTRACT LABOR	48,000.00	41,941.82	25,000.00		12,500.00
Totals for dept 480 - CONSTRUCTION		56,000.00	45,352.53	30,500.00	27,396.39	47,500.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 906 - DEBT SERVICE						
202-906-992.000	BOND PRINCIPAL	10,600.00	10,560.00	11,264.00		11,264.00
202-906-993.000	BOND INTEREST	6,500.00	6,419.78	6,160.99	4,511.23	6,160.99
Totals for dept 906 - DEBT SERVICE		17,100.00	16,979.78	17,424.99	4,511.23	17,424.99
TOTAL APPROPRIATIONS		251,350.00	235,889.27	223,974.99	359,974.86	402,731.88
NET OF REVENUES/APPROPRIATIONS - FUND 202		38,282.70	64,891.13	55,763.75	(181,852.86)	(12,500.00)
BEGINNING FUND BALANCE		244,998.77	244,998.77	309,889.90	309,889.90	309,889.90
ENDING FUND BALANCE		283,281.47	309,889.90	365,653.65	128,037.04	297,389.90

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 203 - LOCAL STREET FUND						
ESTIMATED REVENUES						
Dept 000						
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	34,138.82	36,000.00	29,498.94	30,000.00
203-000-553.000	ACT 51	93,867.37	98,129.37	95,000.00	59,591.41	97,000.00
203-000-555.100	GRANT ENHANCEMENT - STATE	100,000.00	100,000.00	100,000.00		
203-000-582.000	COUNTY ROAD MILL 2014	35,458.37	35,458.37	32,000.00	11,941.67	32,000.00
203-000-665.000	INTEREST	790.00	698.19	790.00	796.22	1,290.00
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET	87,500.00	87,500.00	87,500.00	87,500.00	87,500.00
203-000-699.101	GF CONTRIBUTION	155,139.99	155,139.99			253,338.70
Totals for dept 000 -		506,894.55	511,064.74	351,290.00	189,328.24	501,128.70
TOTAL ESTIMATED REVENUES		506,894.55	511,064.74	351,290.00	189,328.24	501,128.70

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
APPROPRIATIONS							
Dept 463 - ROUTINE MAINT							
203-463-818.000	CONTRACT LABOR				161,756.95	161,756.95	
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIP	20,000.00	20,000.00	25,000.00	25,000.00	25,000.00	
Totals for dept 463 - ROUTINE MAINT		20,000.00	20,000.00	25,000.00	186,756.95	186,756.95	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET

Dept 478 - WINTER MAINT						
203-478-782.000	STREET MATERIALS & SUPPLIES	500.00	370.96	600.00		600.00

Totals for dept 478 - WINTER MAINT		500.00	370.96	600.00		600.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 480 - CONSTRUCTION						
203-480-803.000	ENGINEERS FEES	16,500.00	11,657.85	15,000.00	826.25	11,617.67
203-480-818.000	CONTRACT LABOR	239,000.00	233,870.95	7,035.92		12,500.00
Totals for dept 480 - CONSTRUCTION		255,500.00	245,528.80	22,035.92	826.25	24,117.67

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
Dept 740 - SPECIAL MAINT							
203-740-956.000	TREE TRIMMING	1,500.00		1,500.00			
Totals for dept 740 - SPECIAL MAINT							
		1,500.00		1,500.00			

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 906 - DEBT SERVICE						
203-906-992.000	BOND PRINCIPAL	158,016.70	158,016.70	165,347.60	33,669.00	165,347.60
203-906-993.000	BOND INTEREST	141,616.77	141,616.77	136,806.48	83,621.57	136,806.48
Totals for dept 906 - DEBT SERVICE		299,633.47	299,633.47	302,154.08	117,290.57	302,154.08
TOTAL APPROPRIATIONS		577,133.47	565,533.23	351,290.00	304,873.77	513,628.70
NET OF REVENUES/APPROPRIATIONS - FUND 203		(70,238.92)	(54,468.49)		(115,545.53)	(12,500.00)
BEGINNING FUND BALANCE		92,546.99	92,546.99	38,078.50	38,078.50	38,078.50
ENDING FUND BALANCE		22,308.07	38,078.50	38,078.50	(77,467.03)	25,578.50

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 208 - PARK FUND						
ESTIMATED REVENUES						
Dept 000						
208-000-478.000	LEAGUE FEES		325.00			
208-000-478.030	CONCESSIONS	28,500.00	29,281.18	28,030.00	14,722.73	28,030.00
208-000-478.070	FIELD RENTAL	21,500.00	28,559.00	21,000.00	11,103.00	31,000.00
208-000-478.084	FLAG FOOTBALL	1,620.00	1,620.00	1,250.00	1,035.00	1,035.00
208-000-478.090	YOUTH FEES	6,810.00	6,810.00	6,000.00	8,465.00	6,300.00
208-000-667.000	PAVILION RENT	1,455.00	1,520.00	1,500.00	815.00	1,500.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,800.00	1,950.00	1,650.00	1,775.00	1,650.00
208-000-674.000	DONATIONS	1,300.00	1,300.00		500.00	500.00
208-000-680.001	SPECIAL EVENTS	700.00	700.00	700.00	250.00	250.00
208-000-684.000	MISC INCOME	40.00	40.00			
208-000-699.101	GF CONTRIBUTION	116,255.81	116,255.81	285,511.27	200,000.00	480,599.31
Totals for dept 000 -		179,980.81	188,360.99	345,641.27	238,665.73	550,864.31
TOTAL ESTIMATED REVENUES		179,980.81	188,360.99	345,641.27	238,665.73	550,864.31

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 751 - PARK ADMIN						
208-751-703.000	SALARIES	47,626.52	48,748.06	51,395.88	39,163.85	53,501.45
208-751-703.002	OVERTIME SALARIES				176.42	176.42
208-751-719.000	FRINGE BENEFITS	20,453.89	20,483.45	20,060.39	15,804.98	23,299.43
208-751-728.000	UNIFORM EXPENSES	600.00		550.00		550.00
208-751-731.000	PUBLICATION	600.00	562.28	600.00	892.16	1,000.00
208-751-740.000	SUPPLIES	6,500.00	6,460.80	5,500.00	2,931.97	5,500.00
208-751-781.000	COMPUTER SOFTWARE	150.00	72.00	150.00		150.00
208-751-803.000	ENGINEERS FEES	34,000.00	35,021.32	27,000.00	4,007.50	27,000.00
208-751-809.000	TRAINING	1,100.00	1,073.11	1,200.00	775.00	1,200.00
208-751-810.100	GRANT EXPENSE			166,600.00	1,377.50	166,600.00
208-751-818.000	CONTRACT LABOR	7,000.00	5,439.62	2,500.00	165,088.04	166,800.00
208-751-853.000	TELEPHONE EXPENSE	900.00	647.27	875.00	597.51	875.00
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,300.00	9,283.91	9,300.00	10,055.74	10,056.00
208-751-962.000	MILEAGE	400.00	397.08	400.00	352.10	750.00
Totals for dept 751 - PARK ADMIN		128,630.41	128,188.90	286,131.27	241,222.77	457,458.30

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>THRU 06/30/23</u>	<u>BUDGET</u>	<u>THRU 03/13/24</u>	<u>BUDGET</u>
Dept 770 - LAKE ALLIANCE MAINTENANCE						
208-770-740.000	SUPPLIES	2,600.00	2,396.61	2,500.00	2,429.34	5,200.00
208-770-775.000	REPAIRS & MAINT	6,000.00	3,401.43	3,500.00	10,615.08	29,000.00
208-770-802.000	SERVICE	500.00	323.40	500.00	895.84	1,300.00
208-770-920.000	UTILITIES	12,300.00	13,784.36	12,500.00	6,387.18	17,500.00
Totals for dept 770 - LAKE ALLIANCE MAINTENANCE		21,400.00	19,905.80	19,000.00	20,327.44	53,000.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
		Calculations as of 03/13/2024				
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 771 - CITY PARK						
208-771-740.000	SUPPLIES	800.00		500.00		500.00
208-771-775.000	REPAIRS & MAINT	2,600.00	1,646.11	1,200.00	295.00	16,200.00
208-771-818.000	CONTRACT LABOR	1,000.00		1,000.00		2,000.00
Totals for dept 771 - CITY PARK		4,400.00	1,646.11	2,700.00	295.00	18,700.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET

Dept 772 - SUNSET HILLS PARK						
208-772-775.000	REPAIRS & MAINT	500.00		310.00		310.00

Totals for dept 772 - SUNSET HILLS PARK		500.00		310.00		310.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>THRU 06/30/23</u>	<u>BUDGET</u>	<u>THRU 03/13/24</u>	<u>BUDGET</u>
Dept 774 - BASEBALL						
208-774-731.000	PUBLICATION	700.00	464.80	700.00	232.40	700.00
208-774-740.000	SUPPLIES	800.00	211.09	800.00	49.94	800.00
208-774-745.000	YOUTH UMPIRE FEES			100.00		150.00
208-774-775.000	REPAIRS & MAINT	3,000.00	2,006.90	2,000.00	2,020.40	3,000.00
Totals for dept 774 - BASEBALL		4,500.00	2,682.79	3,600.00	2,302.74	4,650.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 777 - BALLFIELD						
208-777-740.000	SUPPLIES	5,000.00	1,441.17	4,500.00	1,247.82	4,500.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	7,500.00	5,556.09	7,400.00	1,630.00	7,400.00
208-777-745.000	YOUTH UMPIRE FEES	2,000.00	1,410.00	1,800.00	195.00	1,800.00
208-777-802.000	SERVICE	250.00		450.00		450.00
Totals for dept 777 - BALLFIELD		14,750.00	8,407.26	14,150.00	3,072.82	14,150.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 778 - CONCESSIONS						
208-778-703.000	SALARIES	6,440.76	6,227.66	5,700.00	3,105.77	5,700.00
208-778-719.000	FRINGE BENEFITS	849.41	839.67	570.00	410.31	570.00
208-778-740.000	SUPPLIES	15,100.00	13,434.84	11,500.00	5,683.89	11,500.00
208-778-746.000	CONCESSION - FOOD LICENSE	900.00	870.51	880.00		880.00
208-778-814.000	BANK SERVICE CHARGES	900.00	930.71	1,000.00	611.67	1,150.00
Totals for dept 778 - CONCESSIONS		24,190.17	22,303.39	19,650.00	9,811.64	19,800.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 779 - SPECIAL EVENTS						
208-779-740.000	SUPPLIES	250.00		100.00		100.00
Totals for dept 779 - SPECIAL EVENTS		250.00		100.00		100.00
TOTAL APPROPRIATIONS		198,620.58	183,134.25	345,641.27	277,032.41	568,168.30
NET OF REVENUES/APPROPRIATIONS - FUND 208		(18,639.77)	5,226.74		(38,366.68)	(17,303.99)
BEGINNING FUND BALANCE		31,971.41	31,971.41	37,198.15	37,198.15	37,198.15
ENDING FUND BALANCE		13,331.64	37,198.15	37,198.15	(1,168.53)	19,894.16

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 211 - GIZZARD FEST						
ESTIMATED REVENUES						
Dept 000						
211-000-665.000	INTEREST	600.00	601.37	600.00	1,039.99	1,550.00
211-000-674.000	DONATIONS	4,140.10	4,287.65	3,000.00		3,000.00
211-000-674.100	SPONSORSHIP	13,835.00	14,835.00	12,000.00	500.00	12,000.00
211-000-678.000	POTTERVILLE ATHLETICS		232.00			
211-000-681.000	VENDOR BOOTHS	9,200.00	9,700.00	8,000.00	550.00	8,000.00
211-000-682.000	RACE	7,225.82	9,164.32	6,000.00	1,014.00	6,000.00
211-000-686.000	PAGEANT	3,176.53	3,176.53	2,500.00		2,500.00
211-000-687.000	INSURANCE REIMBURSEMENT				402.00	402.00
211-000-688.000	CARNIVAL	2,900.00	3,827.90	2,900.00		3,100.00
211-000-690.000	TENT TICKET SALES	6,500.00	8,838.27	6,500.00		6,500.00
211-000-691.000	ATM	200.00		200.00	4.00	200.00
211-000-695.000	T SHIRT SALES		100.00			
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI		1,826.00			
Totals for dept 000 -		47,777.45	56,589.04	41,700.00	3,509.99	43,252.00
TOTAL ESTIMATED REVENUES		47,777.45	56,589.04	41,700.00	3,509.99	43,252.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 779 - SPECIAL EVENTS						
211-779-740.000	SUPPLIES	20,000.00	11,149.08	16,000.00		16,000.00
211-779-818.000	CONTRACT LABOR	24,000.00	17,207.00	18,000.00		18,000.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	15,000.00	12,150.19	10,000.00	1,472.98	10,000.00
211-779-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST				14.95	
211-779-880.500	PAGEANT	1,000.00	2,655.04	1,000.00		1,000.00
211-779-880.600	RACE	3,500.00	3,378.79	4,000.00	473.34	4,000.00
Totals for dept 779 - SPECIAL EVENTS		63,500.00	46,540.10	49,000.00	1,961.27	49,000.00
TOTAL APPROPRIATIONS		63,500.00	46,540.10	49,000.00	1,961.27	49,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 211		(15,722.55)	10,048.94	(7,300.00)	1,548.72	(5,748.00)
BEGINNING FUND BALANCE				43,034.44	43,034.44	43,034.44
FUND BALANCE ADJUSTMENTS		32,985.50	32,985.50			
ENDING FUND BALANCE		17,262.95	43,034.44	35,734.44	44,583.16	37,286.44

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
Fund 247 - TAX INCREMENT FINANCING AUTHOR							
ESTIMATED REVENUES							
Dept 728 - TIFA DEPT							
247-728-401.000	PROPERTY TAXES	175,963.07	175,963.07	178,000.00	183,809.96	183,809.96	
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98	19,395.98	21,000.00	22,561.19	22,561.19	
247-728-665.000	INTEREST INCOME	90.00	148.99	150.00	3,113.01	8,447.02	
Totals for dept 728 - TIFA DEPT		195,449.05	195,508.04	199,150.00	209,484.16	214,818.17	
TOTAL ESTIMATED REVENUES		195,449.05	195,508.04	199,150.00	209,484.16	214,818.17	

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 728 - TIFA DEPT						
247-728-703.005	WAGES - OTHER	4,900.00	4,899.97	4,900.00	3,749.98	4,975.00
247-728-727.000	OFFICE EXPENSE	1,120.00	1,123.05	1,120.00	1,025.00	1,125.00
247-728-731.000	PUBLICATION	300.00		300.00		300.00
247-728-801.000	ATTORNEY	500.00		500.00		500.00
247-728-803.000	ENGINEERS FEES	8,000.00	5,058.86	8,000.00	15,568.88	28,000.00
247-728-807.000	AUDIT	4,650.00	4,250.00	4,500.00	4,350.00	4,350.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE					150,176.84
247-728-967.700	CITY IMPROVEMENTS	2,000.00	1,899.16	1,900.00		
247-728-970.000	CAPITAL OUTLAY	8,000.00		8,000.00		75,000.00
247-728-992.000	BOND PRINCIPAL	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
247-728-993.000	BOND INTEREST	17,432.00	17,432.50	15,283.00	15,282.50	15,283.00
Totals for dept 728 - TIFA DEPT		96,902.00	84,663.54	94,503.00	89,976.36	329,709.84
TOTAL APPROPRIATIONS		96,902.00	84,663.54	94,503.00	89,976.36	329,709.84
NET OF REVENUES/APPROPRIATIONS - FUND 247		98,547.05	110,844.50	104,647.00	119,507.80	(114,891.67)
BEGINNING FUND BALANCE		50,368.77	50,368.77	161,213.27	161,213.27	161,213.27
ENDING FUND BALANCE		148,915.82	161,213.27	265,860.27	280,721.07	46,321.60

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	

Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN							
ESTIMATED REVENUES							
Dept 000							
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00	2,654.00	2,654.00	
Totals for dept 000 -		2,654.00	2,654.00	2,654.00	2,654.00	2,654.00	

TOTAL ESTIMATED REVENUES		2,654.00	2,654.00	2,654.00	2,654.00	2,654.00	

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 729 - DOWNTOWN						
401-729-740.600	LANDSCAPING SUPPLIES	3,000.00	2,558.48	3,000.00	218.98	3,000.00
401-729-818.000	CONTRACT LABOR	600.00	145.00	600.00	420.00	600.00
Totals for dept 729 - DOWNTOWN		3,600.00	2,703.48	3,600.00	638.98	3,600.00
TOTAL APPROPRIATIONS		3,600.00	2,703.48	3,600.00	638.98	3,600.00
NET OF REVENUES/APPROPRIATIONS - FUND 401		(946.00)	(49.48)	(946.00)	2,015.02	(946.00)
BEGINNING FUND BALANCE		3,868.76	3,868.76	3,819.28	3,819.28	3,819.28
ENDING FUND BALANCE		2,922.76	3,819.28	2,873.28	5,834.30	2,873.28

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
Fund 590 - SEWER FUND							
ESTIMATED REVENUES							
Dept 000							
590-000-642.000	BILLS	152,500.00	156,709.13	155,000.00	106,694.04	155,000.00	
590-000-642.001	FIXED COSTS	484,654.00	484,377.11	486,422.00	330,642.30	490,000.00	
590-000-656.000	FINES & FORFEITURES	17,300.00	17,803.76	15,000.00	12,269.56	15,000.00	
590-000-665.000	INTEREST	10,100.00	10,472.82	10,200.00	11,943.28	18,381.55	
590-000-666.000	INSPECTION FEE	250.00	250.00	250.00	400.00	400.00	
590-000-672.000	HOOK UP FEES	27,400.00	27,400.00	27,400.00	36,750.00	36,750.00	
590-000-684.000	MISC INCOME		87.50				
590-000-699.101	GF CONTRIBUTION	81,028.30	81,028.33	54,000.00			
Totals for dept 000 -		773,232.30	778,128.65	748,272.00	498,699.18	715,531.55	
TOTAL ESTIMATED REVENUES							
		773,232.30	778,128.65	748,272.00	498,699.18	715,531.55	

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE					
Calculations as of 03/13/2024							
		2022-23	2022-23	2023-24	2023-24	2023-24	
			ACTIVITY		ACTIVITY	AMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET	
APPROPRIATIONS							
Dept 537 - ADMINISTRATIVE							
590-537-775.000	REPAIRS & MAINT	3,000.00	845.43	3,000.00	6,818.00	9,900.00	
590-537-809.000	TRAINING	100.00		100.00	70.00	100.00	
Totals for dept 537 - ADMINISTRATIVE		3,100.00	845.43	3,100.00	6,888.00	10,000.00	

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 556 - DPW						
590-556-740.000	SUPPLIES	14,000.00	7,857.29	14,000.00	8,237.65	14,000.00
590-556-743.000	METERS	4,550.00	1,201.48	4,550.00	6,411.72	10,000.00
590-556-775.000	REPAIRS & MAINT	1,500.00	456.83	1,500.00	343.90	1,500.00
590-556-802.000	SERVICE	7,000.00	2,866.77	7,000.00	913.69	7,000.00
590-556-803.000	ENGINEERS FEES	23,000.00	22,907.48	15,000.00	12,107.44	17,000.00
590-556-818.000	CONTRACT LABOR	5,000.00	700.00	5,000.00		5,000.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIP	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00
590-556-968.000	DEPRECIATION EXPENSE		295,167.00			
590-556-970.000	CAPITAL OUTLAY	90,000.00	0.04	60,000.00	128,023.59	195,000.00
Totals for dept 556 - DPW		335,050.00	521,156.89	297,050.00	346,037.99	439,500.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>THRU 06/30/23</u>	<u>BUDGET</u>	<u>THRU 03/13/24</u>	<u>BUDGET</u>
Dept 906 - DEBT SERVICE						
590-906-991.000	DEBT SERVICE - PRINCIPAL	163,000.00		168,000.00	43,000.00	168,000.00
590-906-993.000	BOND INTEREST	203,034.23	201,707.23	206,677.00	132,103.18	206,677.00
Totals for dept 906 - DEBT SERVICE		366,034.23	201,707.23	374,677.00	175,103.18	374,677.00
TOTAL APPROPRIATIONS		704,184.23	723,709.55	674,827.00	528,029.17	824,177.00
NET OF REVENUES/APPROPRIATIONS - FUND 590		69,048.07	54,419.10	73,445.00	(29,329.99)	(108,645.45)
BEGINNING FUND BALANCE		2,912,634.93	2,912,634.93	2,967,054.03	2,967,054.03	2,967,054.03
ENDING FUND BALANCE		2,981,683.00	2,967,054.03	3,040,499.03	2,937,724.04	2,858,408.58

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 591 - WATER FUND						
ESTIMATED REVENUES						
Dept 000						
591-000-642.000	BILLS	196,000.00	200,282.75	197,000.00	142,144.86	218,000.00
591-000-642.001	FIXED COSTS	382,000.00	382,824.32	392,183.28	270,310.01	415,000.00
591-000-644.000	PENALTIES	650.00	650.00	650.00	630.00	650.00
591-000-656.000	FINES & FORFEITURES	15,000.00	15,380.61	14,000.00	11,024.62	14,000.00
591-000-665.000	INTEREST	23,200.00	23,738.38	20,000.00	27,071.42	42,531.50
591-000-666.000	INSPECTION FEE	175.00	175.00	175.00	350.00	350.00
591-000-672.000	HOOK UP FEES	18,500.00	18,500.00	18,500.00	29,724.62	29,724.62
591-000-684.000	MISC INCOME		87.50			
591-000-699.101	GF CONTRIBUTION	48,588.02	48,588.02	48,588.02		
Totals for dept 000 -		684,113.02	690,226.58	691,096.30	481,255.53	720,256.12
TOTAL ESTIMATED REVENUES		684,113.02	690,226.58	691,096.30	481,255.53	720,256.12

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 537 - ADMINISTRATIVE						
591-537-731.000	PUBLICATION	500.00	1,112.68	500.00		500.00
591-537-740.000	SUPPLIES	1,500.00	644.89	1,500.00	490.65	1,500.00
591-537-741.000	POSTAGE	3,500.00	3,134.02	3,500.00	2,464.43	3,700.00
591-537-781.000	COMPUTER SOFTWARE	1,500.00		1,500.00	1,018.80	1,500.00
591-537-809.000	TRAINING	1,200.00	75.00	1,200.00	1,018.60	1,500.00
Totals for dept 537 - ADMINISTRATIVE		8,200.00	4,966.59	8,200.00	4,992.48	8,700.00

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 556 - DPW						
591-556-740.000	SUPPLIES	4,000.00	3,473.95	4,000.00	1,794.40	4,000.00
591-556-743.000	METERS	6,000.00	2,661.48	6,000.00		6,000.00
591-556-775.000	REPAIRS & MAINT	10,000.00	(16,363.00)	10,000.00	86,632.01	97,000.00
591-556-802.000	SERVICE	12,000.00	8,462.96	12,000.00	36,505.04	50,000.00
591-556-803.000	ENGINEERS FEES	29,000.00	28,538.99	29,000.00	15,870.24	29,000.00
591-556-818.000	CONTRACT LABOR	25,000.00	(2,575.07)	25,000.00	17,071.15	25,000.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIP	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00
591-556-968.000	DEPRECIATION EXPENSE		153,658.00			
591-556-970.000	CAPITAL OUTLAY	68,000.00	35,064.35	40,000.00		40,000.00
Totals for dept 556 - DPW		354,000.00	412,921.66	326,000.00	357,872.84	451,000.00

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Dept 906 - DEBT SERVICE						
591-906-992.000	BOND PRINCIPAL	95,000.00		98,000.00	27,000.00	98,000.00
591-906-993.000	BOND INTEREST	114,823.55	114,044.55	112,674.00	75,991.62	112,674.00
Totals for dept 906 - DEBT SERVICE		209,823.55	114,044.55	210,674.00	102,991.62	210,674.00
TOTAL APPROPRIATIONS		572,023.55	531,932.80	544,874.00	465,856.94	670,374.00
NET OF REVENUES/APPROPRIATIONS - FUND 591		112,089.47	158,293.78	146,222.30	15,398.59	49,882.12
BEGINNING FUND BALANCE		2,863,411.99	2,863,411.99	3,021,705.77	3,021,705.77	3,021,705.77
ENDING FUND BALANCE		2,975,501.46	3,021,705.77	3,167,928.07	3,037,104.36	3,071,587.89

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET

Fund 598 - STORM DRAIN MAINTENANCE						
ESTIMATED REVENUES						
Dept 000						
598-000-699.101	GF CONTRIBUTION	18,500.00	18,500.00			
Totals for dept 000 -		18,500.00	18,500.00			

TOTAL ESTIMATED REVENUES		18,500.00	18,500.00			

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 556 - DPW						
598-556-740.000	SUPPLIES	1,500.00	1,358.50			
598-556-818.000	CONTRACT LABOR	22,000.00	18,500.00			
598-556-931.000	DPW MAINT & REPAIR	800.00	687.50			
Totals for dept 556 - DPW		24,300.00	20,546.00			
TOTAL APPROPRIATIONS		24,300.00	20,546.00			
NET OF REVENUES/APPROPRIATIONS - FUND 598		(5,800.00)	(2,046.00)			
BEGINNING FUND BALANCE		7,079.26	7,079.26	5,033.26	5,033.26	5,033.26
ENDING FUND BALANCE		1,279.26	5,033.26	5,033.26	5,033.26	5,033.26

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT						
ESTIMATED REVENUES						
Dept 000						
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	591,316.72	604,591.01	609,591.01	825,750.24
Totals for dept 000 -		591,316.72	591,316.72	604,591.01	609,591.01	825,750.24
TOTAL ESTIMATED REVENUES		591,316.72	591,316.72	604,591.01	609,591.01	825,750.24

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
APPROPRIATIONS						
Dept 932 - EQUIPMENT REPAIR ACTIVITY						
641-932-703.000	SALARIES	233,773.35	242,702.38	240,786.55	185,080.68	265,458.05
641-932-703.002	OVERTIME SALARIES	15,000.00	15,379.82	14,500.00	15,990.27	24,000.00
641-932-719.000	FRINGE BENEFITS	75,817.66	76,880.60	78,092.19	55,444.16	78,092.19
641-932-728.000	UNIFORM EXPENSES	3,300.00	3,060.15	3,000.00	2,933.61	3,200.00
641-932-731.000	POSTAGE	1,200.00		1,200.00		
641-932-740.000	SUPPLIES	23,000.00	21,143.58	23,000.00	18,699.12	23,000.00
641-932-775.000	REPAIRS & MAINT	54,000.00	51,842.25	45,237.98	40,907.43	46,000.00
641-932-781.000	COMPUTER SOFTWARE	2,100.00		2,100.00		
641-932-782.000	STREET MATERIALS & SUPPLIES	12,500.00	9,855.18	11,000.00	7,100.46	12,000.00
641-932-802.000	SERVICE	8,000.00	2,291.46	4,000.00	10,795.93	14,000.00
641-932-809.000	TRAINING	2,000.00	865.00	2,000.00	860.00	2,000.00
641-932-853.000	TELEPHONE EXPENSE	3,900.00	3,267.08	3,900.00	2,115.43	3,900.00
641-932-862.000	GAS	26,500.00	25,421.65	28,000.00	17,813.91	28,000.00
641-932-920.000	UTILITIES	128,000.00	121,252.59	129,000.00	81,621.95	129,000.00
641-932-958.000	DUES AND SUBSCRIPTIONS	500.00		500.00	507.24	900.00
641-932-968.000	DEPRECIATION EXPENSE		40,099.00			
641-932-970.000	CAPITAL OUTLAY	15,000.00	3,754.75	5,000.00	66,220.26	196,200.00
Totals for dept 932 - EQUIPMENT REPAIR ACTIVITY		604,591.01	617,815.49	591,316.72	506,090.45	825,750.24

03/13/2024		FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE				
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
TOTAL APPROPRIATIONS		604,591.01	617,815.49	591,316.72	506,090.45	825,750.24

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
NET OF REVENUES/APPROPRIATIONS - FUND 641		(13,274.29)	(26,498.77)	13,274.29	103,500.56	
BEGINNING FUND BALANCE		149,435.95	149,435.95	122,937.18	122,937.18	122,937.18
ENDING FUND BALANCE		136,161.66	122,937.18	136,211.47	226,437.74	122,937.18

03/13/2024 FISCAL BUDGET AMENDMENT REPORT FOR CITY OF POTTERVILLE						
Calculations as of 03/13/2024						
		2022-23	2022-23	2023-24	2023-24	2023-24
			ACTIVITY		ACTIVITY	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/23	BUDGET	THRU 03/13/24	BUDGET
	ESTIMATED REVENUES - ALL FUNDS	4,937,805.90	4,990,995.06	4,930,566.60	4,218,534.58	6,288,224.18
	APPROPRIATIONS - ALL FUNDS	4,739,668.44	4,628,950.72	4,379,454.46	3,650,569.19	6,427,273.39
	NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	198,137.46	362,044.34	551,112.14	567,965.39	(139,049.21)
	BEGINNING FUND BALANCE - ALL FUNDS	7,414,558.88	7,414,558.88	7,632,002.79	7,632,002.79	7,632,002.79
	FUND BALANCE ADJUSTMENTS - ALL FUNDS	(144,600.43)	(144,600.43)			
	ENDING FUND BALANCE - ALL FUNDS	7,468,095.91	7,632,002.79	8,183,114.93	8,199,968.18	7,492,953.58

City of Potterville

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

RESOLUTION NO. 24-0321-04

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 March 2024, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION FOR THE MICHIGAN STATE DISASTER CONTINGENCY FUND GRANT

BE IT RESOLVED, by the City Council of the City of Potterville,

WHEREAS, the City of Potterville, Michigan, is a political subdivision within the State of Michigan with an official Emergency Operations Plan in compliance with Section 19 of the Emergency Management Act, Act 390, Public Acts of 1976, as amended; and

WHEREAS, the City of Potterville, sustained severe losses of major proportions brought on by the disastrous storm events of August 24th - 26th 2023, resulting in but not limited to the following conditions:

- Large scale debris clean up and disposal throughout City owned properties, public streets, rights-of-ways, parks, and City Hall.
- Damaged public sewer and water utility assets, utility service buildings, park structures, ball fields, parking lot lights, ball field light systems, traffic control signs, etc...
- Damage to critical public utilities owned by the City of Potterville including Water System Type I production well variable frequency drives, electronic monitoring systems, generators, electrical components, wiring systems, sanitary sewer system lift station controls and pumps, sanitary treatment facility generator and control panels, debris and obstructions to storm sewer facilities, catch basins and culverts.
- Damage to City owned vehicles, service equipment, City owned building facilities, HVAC and Electrical apparatuses such as furnaces, heaters and electrical control panels, and lighting systems.
- Large scale City response and overtime compensation for emergency service personnel from the City's Dept. of Public Works, Departments of Water and Sanitary Sewer, and Police & Fire/EMS Departments.

City of Potterville

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WHEREAS, the City Council of the City of Potterville certifies that the City of Potterville / Eaton County Emergency Operations Plan (EOP) was implemented at the onset of the disaster of August 24th – 26th 2023, and all applicable disaster relief forces identified therein were exhausted; and

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Potterville request the Governor authorize a grant to the City of Potterville from the State Disaster Contingency Fund pursuant to Section 19, Act 390, Public Acts of 1976, as amended; and

FUTHERMORE, that Aaron Sheridan, City Manager of the City of Potterville, is authorized to execute for an on behalf of the City of Potterville the application for financial assistance and to provide to the State any information required for that purpose.

Action taken and incorporated in the minutes of a regular meeting of The City Council of the City of Potterville on the date of March 21, 2024.

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 HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the March 21st 2024.

Becky Dolman
City Clerk