

City of Pottersville - Council Agenda

Thursday, April 18, 2024 at 6:00 p.m. – Pottersville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Regular Meeting and Closed Session Minutes from March 21, 2024

F. Approval of Bills: General Bills \$58,387.27 + \$4078.72 = \$62,465.99
Gizzard Fest \$13,430.00

TOTAL AP \$ 75,895.99

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. EMC Insurance Coverage Proposal
2. Purchase option for the Caterpillar 926 Front End Loader
3. Resolution No. 2024-0418-05 Noise Exemption for Gizzard Fest
4. Resolution No. 2024-0418-06 Authorization for change in standard Lighting Contract with Consumers

L. Public Comment on non-agenda items:

M. Communications from Council:

N. Next Regular Meeting: Thursday, May 16, 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, March 21, 2024, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter (arrived at 6:10), Member Connor, Member Myers-Southerly, Member Nichols, Member Ranshaw, and Member Sweeney.

Absent: None

Approval of Amended Agenda to add Accept Purchase of Police Truck in New Business: Motion by Member Connor. Supported by Member Nichols. Vote: Unanimous. Motion Carried (6-0).

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

Approval of Bills: Motion to pay General Bills in the amount of \$255,619.86 and Gizzard Fest by \$511.50 with total of \$256,131.36 by Member Connor. Supported by Member Myers-Southerly. Roll Call Vote: Unanimous. Motion Carried (6-0).

Public Comment on Agenda Items: Resident Linda Amey inquired about where to give historical documents regarding the City.

Department Reports: City Manager shared the Mayor and himself attended the County FEMA meeting regarding Disaster Assistance MI State Contingency Fund from the storm. Member Nichols on behalf of TIFA said the sidewalk project was due to start soon and because the bids were less than anticipated, TIFA was able to purchase the Police Truck. Member Nichols reminded that the Planning Commission is discussing the marijuana topic for zoning ordinances. Encouraged others to attend.

Close Regular Meeting and Open Public Budget Amendment Hearing: Motion by Deputy Mayor Potter and Supported by Member Nichols. Vote: Unanimous. Motion Carried (7-0).

No Public Comment for Hearing.

Close Public Budget Amendment Hearing and Open Regular Meeting: Motion by Deputy Mayor Potter and Supported by Member Nichols. Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2021-0321-03, 2023-2024 Budget Amendments: Motion to adopt by Member Nichols and supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (7-0).

Resolution No. 2021-0321-04, Disaster Assistance MI State Contingency Fund: Motion to adopt by Member Nichols and supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (7-0)

Accept Purchase of Police Truck from TIFA: Motion by Deputy Mayor Potter and Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (7-0).

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Close Regular Meeting and Open Close Session for Employee Evaluation at 6:30 pm: Motion by Member Connor and Supported by Member Myers-Southerly. Vote: Unanimous. Motion Carried (7-0).

Close Closed Session for Employee Evaluation at 6:55 pm and Open Regular Meeting: Motion by Member Nichols and Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (7-0).

Public Comment on Non-Agenda Items: None.

Communications from Mayor and Council: Member Ranshaw invited the rest of council to attend the Planning Commission and TIFA meetings. Deputy Mayor apologized for being late to the meeting. Mayor shared Brian Titus communicated he appreciated the community's support.

Excuse Absent Members: None.

Next Regular Meeting: April 18, 2024

Meeting Adjourned: 7:06 pm

Respectfully Submitted by:

Becky Dolman, City Clerk

User: JWest
DB: Potterville

Bank GEN (GENERAL POOLED ACCOUNT)
FROM 03/01/2024 TO 03/31/2024
Reconciliation Record ID: 245

GL Number	Description	Beginning 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	170,772.89
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	683,323.47
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

Beginning GL Balance:	3,570,626.61
Add: Cash Receipts	127,613.22
Less: Cash Disbursements	(186,724.61)
Less: Payroll Disbursements	(105,640.34)
Add: Journal Entries/Other	66,993.86
Ending GL Balance:	3,472,868.74

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,649,207.52
202-000-001.000	CASH	127,652.45
203-000-001.000	CASH	(78,885.49)
208-000-001.000	CASH	(9,851.11)
370-000-001.000	CASH	
401-000-001.000	CASH	5,826.89
590-000-001.000	CASH	224,118.90
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	720,780.70
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	(13,337.76)

Ending GL Balance: 3,472,868.74

Ending Bank Balance: 3,478,458.94

Add: Miscellaneous Transactions 4,570.87

Add: Deposits in Transit

03/28/2024 Deposit ID: 1679 333.46
TAX \$ ENDED UP IN GENERAL (18.93)

314.53

Less: 18 AP Outstanding Checks 10,475.60

Less: 0 PR Outstanding Checks

Adjusted Bank Balance 3,472,868.74

Unreconciled Difference: 0.00

REVIEWED BY: _____

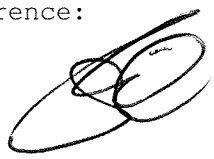
DATE: 4-8-24

04/01/2024 12:04 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 03/01/2024 TO 03/31/2024
Reconciliation Record ID: 244

GL Number	Description	Beginning Balance
750-000-001.000	CASH	8,628.41
Beginning GL Balance:		8,628.41
Add: Payroll Disbursements		9,391.98
Ending GL Balance:		18,020.39

GL Number	Description	Ending Balance
750-000-001.000	CASH	18,020.39
Ending GL Balance:		18,020.39
Ending Bank Balance:		19,799.58
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 5 PR Outstanding Checks		1,779.19
Adjusted Bank Balance		18,020.39
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 4-8-24

04/01/2024 11:58 AM

BANK RECONCILIATION FOR CITY OF POTTERVILLE

User: JWest

Bank TAX (TAX ACCOUNT)

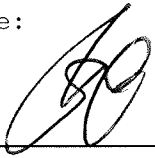
DB: Potterville

FROM 03/01/2024 TO 03/31/2024

Reconciliation Record ID: 241

GL Number	Description	Beginning Balance
703-000-001.000	CASH	45,107.79
Beginning GL Balance:		45,107.79
Add: Cash Receipts		1,413.92
Add: Tax Receipts		39.19
Less: Cash Disbursements		(39,638.65)
Add: Journal Entries/Other		146.01
Ending GL Balance:		7,068.26

GL Number	Description	Ending Balance
703-000-001.000	CASH	7,068.26
Ending GL Balance:		7,068.26
Ending Bank Balance:		7,223.34
Add: Miscellaneous Transactions		77.58
Add: Deposits in Transit		0.00
Less: 2 AP Outstanding Checks		232.66
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		7,068.26
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 4-8-24

04/01/2024 11:53 AM

BANK RECONCILIATION FOR CITY OF POTTERVILLE

User: JWest

Bank FEST (GIZZARD FEST)

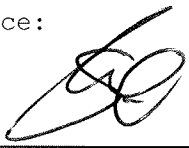
DB: Potterville

FROM 03/01/2024 TO 03/31/2024

Reconciliation Record ID: 243

GL Number	Description	Beginning Balance
211-000-001.000	CASH	43,683.16
Beginning GL Balance:		43,683.16
Add: Cash Receipts		5,650.00
Less: Cash Disbursements		(511.50)
Add: Journal Entries/Other		290.69
Ending GL Balance:		49,112.35

GL Number	Description	Ending Balance
211-000-001.000	CASH	49,112.35
Ending GL Balance:		49,112.35
Ending Bank Balance:		49,112.35
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		49,112.35
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 4-8-24

04/11/2024 02:18 PM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 03/22/2024 - 04/11/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
7401	ELECTRICAL SUPPLIES	78.49
7409	PLUMBING SUPPLIES	9.99
7414	PLUMBING SUPPLIES	19.98
7426	LIGHT BULBS	14.99
7444	PLUMBING SUPPLIES	71.93
7482	PLUMBING SUPPLIES	39.95
7488	PLUMBING SUPPLIES	18.98
7532	FASTNERS BALLFIELD	98.81
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		353.12
VENDOR NAME: AMERICAN RENTALS		
574521	PORTABLE TOILET RENTAL	323.20
TOTAL VENDOR AMERICAN RENTALS		323.20
VENDOR NAME: APPLIED IMAGING		
2480150	EQUIPMENT AND PRINTING	65.83
TOTAL VENDOR APPLIED IMAGING		65.83
VENDOR NAME: AT&T		
287339515497X03112	(SOFTBALL FIELDS INTERNET	238.15
TOTAL VENDOR AT&T		238.15
VENDOR NAME: ATHLETE'S CONNECTION		
3203	BALL SOCKS, HATS AND BELTS	2,147.87
TOTAL VENDOR ATHLETE'S CONNECTION		2,147.87
VENDOR NAME: BARRY/EATON DIST HEALTH DEPARTMENT		
2024	FOOD SERVICE LICENSE RENEWAL	620.00
TOTAL VENDOR BARRY/EATON DIST HEALTH DEPARTMENT		620.00
VENDOR NAME: CARDMEMBER SERVICE		
3/6-4/3/24	TRAININGS, PARKS SUPPLIES, WELL 3 REPAIR,BOR MEALS, POLICE SUPPLIES	3,223.68
TOTAL VENDOR CARDMEMBER SERVICE		3,223.68
VENDOR NAME: CASH		
APRIL	REPLENISH DRAWER 1	221.00
TOTAL VENDOR CASH		221.00
VENDOR NAME: CINTAS CORPORATION #725		
MARCH 2024	UNIFORM EXPENSE	276.75
TOTAL VENDOR CINTAS CORPORATION #725		276.75
VENDOR NAME: CITY OF POTTERVILLE		
2/28-3/28/24	UTILITIES	680.91
TOTAL VENDOR CITY OF POTTERVILLE		680.91
VENDOR NAME: CONSUMERS ENERGY		
2/22-3/21/24	UTILITIES	9,396.51
TOTAL VENDOR CONSUMERS ENERGY		9,396.51
VENDOR NAME: DELTA DENTAL		
APRIL 2024	DENTAL BENEFITS	803.40
TOTAL VENDOR DELTA DENTAL		803.40
VENDOR NAME: EGLE		
WWF	MUNICIPAL WASTEWATER TREATMENT PLANT OPERATOR CERTIFICATION RENEWAL	95.00
TOTAL VENDOR EGLE		95.00
VENDOR NAME: ELHORN ENGINEERING		
3011601	CHLORINE, IRON	622.55
TOTAL VENDOR ELHORN ENGINEERING		622.55
VENDOR NAME: ETNA SUPPLY COMPANY		
S10569589.001	PLUMBING SUPPLIES	83.00

04/11/2024 02:18 PM
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ETNA SUPPLY COMPANY		
S105569447.001	DRINKING FOUNTAIN	2,822.00
S105593110.001	FILTER	492.80
S105602506.001	CITY BATHROOMS	68.00
TOTAL VENDOR ETNA SUPPLY COMPANY		3,465.80
VENDOR NAME: FERGUSON WATERWORKS- METER ACCT		
0196292	METERS	475.96
TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT		475.96
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
881198	GENERAL, PROSECUTIONS, CHERRY ST	9,083.30
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		9,083.30
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
26736088	WASTE SERVICES	243.55
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		243.55
VENDOR NAME: JODI WEST		
UMPIRES	U-8 TO U-14 UMPIRE FEES	1,050.00
MARCH	MILEAGE TO BANK	8.17
TOTAL VENDOR JODI WEST		1,058.17
VENDOR NAME: L & G SERVICES		
APRIL 9	SOFTBALL COMPLEX AT CITY CONCESSIONS BLDG, DRINKING FOUNTAIN	5,261.09
TOTAL VENDOR L & G SERVICES		5,261.09
VENDOR NAME: MENARDS-LANSING WEST		
72764	PLUMBING SUPPLIES	48.50
72891	PLUMBING SUPPLIES	393.28
73018	PLUMBING SUPPLIES	301.49
TOTAL VENDOR MENARDS-LANSING WEST		743.27
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11208615	WATER TESTING 2/22-3/7/24	1,504.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		1,504.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
190684	HANDCUFFS	48.81
8297	TALON GRIP	17.50
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		66.31
VENDOR NAME: MID MICHIGAN ELECTRICAL		
APR. 3	TROUBLESHOOT & REPAIR FAULTY WELL CONTROL BOX	125.00
APRIL 6	TROUBLESHOOT & REPAIR SEWAGE PUMP AT BALL FIELD	210.00
TOTAL VENDOR MID MICHIGAN ELECTRICAL		335.00
VENDOR NAME: OUDBIER INSTRUMENT CO		
10803	REPLACED PROGRAMED VFD AT WELL HOUSE 3	7,050.00
10796	INSTALLATION PF DIGITAL READOUT	795.00
TOTAL VENDOR OUDBIER INSTRUMENT CO		7,845.00
VENDOR NAME: PETTY CASH		
APRIL 2024	UTILITIES	221.55
TOTAL VENDOR PETTY CASH		221.55
VENDOR NAME: PHP		
APRIL 2024	MEDICAL BENEFITS	5,403.71
TOTAL VENDOR PHP		5,403.71
VENDOR NAME: PRINTING SYSTEMS		
233018	GENERAL CHECKS	185.69
TOTAL VENDOR PRINTING SYSTEMS		185.69

04/11/2024 02:18 PM
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 EXP CHECK RUN DATES 03/22/2024 - 04/11/2024
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: QUILL CO		
37843788	CITY HALL SUPPLIES	262.34
TOTAL VENDOR QUILL CO		262.34
VENDOR NAME: SITE ONE LANDSCAPE SUPPLY		
139722068-001	DRYING CONDITIONER, WORK GLOVES	170.76
TOTAL VENDOR SITE ONE LANDSCAPE SUPPLY		170.76
VENDOR NAME: THE COUNTY JOURNAL		
273411	BOARD OF REVIEW NOTICE	89.90
274852	BUDGET HEARING NOTICE	109.10
TOTAL VENDOR THE COUNTY JOURNAL		199.00
VENDOR NAME: UNUM LIFE INSURANCE		
MARCH 2024	SHORT/LONG TERM DISABILITY INSURANCE	306.19
TOTAL VENDOR UNUM LIFE INSURANCE		306.19
VENDOR NAME: VERIZON WIRELESS		
9960504512	CELL PHONES	483.30
TOTAL VENDOR VERIZON WIRELESS		483.30
VENDOR NAME: VISION SERVICE PLAN		
APRIL 2024	VISION	137.81
TOTAL VENDOR VISION SERVICE PLAN		137.81
VENDOR NAME: WIGHTMAN		
86600	MAJOR STREET	1,492.50
86601	GENERAL ENGINEERING	375.00
TOTAL VENDOR WIGHTMAN		1,867.50
GRAND TOTAL:		58,387.27

04/18/2024 01:16 PM
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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 04/12/2024 - 04/18/2024
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BUILD MASTERS RENTAL LLC		
APR 15, 2024	EQUIPMENT RENTAL	1,645.00
TOTAL VENDOR BUILD MASTERS RENTAL LLC		1,645.00
VENDOR NAME: D & L FUELS		
204827	GAS REG UNLEADED	896.27
205555	GASOLINE REG UNLEAD	521.33
204828	PREMIUM DEISEL DYED	330.90
TOTAL VENDOR D & L FUELS		1,748.50
VENDOR NAME: FERGUSON WATERWORKS- METER ACCT		
0198154	SMT MTR	388.75
TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT		388.75
VENDOR NAME: MENARDS-LANSING WEST		
73594	AIR HOISE, TORCH, GAS	138.59
TOTAL VENDOR MENARDS-LANSING WEST		138.59
VENDOR NAME: SPECTRUM PRINTERS, INC.		
79629	VOTER ID AND MASTER CARDS, VOTING STICKERS, CANCELATION CARDS	118.86
TOTAL VENDOR SPECTRUM PRINTERS, INC.		118.86
VENDOR NAME: VERIZON WIRELESS		
9960869782	SERVICE MAR 6- APR 5	39.02
TOTAL VENDOR VERIZON WIRELESS		39.02
GRAND TOTAL:		4,078.72

04/18/2024 01:20 PM
User: RDOLMAN
DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 04/12/2024 - 04/18/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: FEST

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BE KIND REWIND 2024	BAND	2,500.00
TOTAL VENDOR BE KIND REWIND		2,500.00
VENDOR NAME: BRENT COLE DJ SERVICES 1	DJ SERVICES	400.00
TOTAL VENDOR BRENT COLE DJ SERVICES		400.00
VENDOR NAME: DELUX TENTS AND EVENT R-040752	TENT, TABLES, CHAIRS, LIGHTS	5,030.00
TOTAL VENDOR DELUX TENTS AND EVENT		5,030.00
VENDOR NAME: FREDERICKS, MICHAEL 2024	BAND	1,500.00
TOTAL VENDOR FREDERICKS, MICHAEL		1,500.00
VENDOR NAME: STARFARM LLC 2024	BAND	3,500.00
TOTAL VENDOR STARFARM LLC		3,500.00
VENDOR NAME: WOODLAND, JOSH 031824	ENTERTAINMENT SERVICES PROVIDED BY CAPITAL SUNDOGS BAND 6/8/24	500.00
TOTAL VENDOR WOODLAND, JOSH		500.00
GRAND TOTAL:		13,430.00

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		(NORMAL)	AMENDED BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	599,185.21	615,000.94	608,984.86	3,112.52
101-000-403.000	SOLID WASTE TAX	76,458.15	78,000.00	77,578.07	396.60
101-000-411.000	DELINQUENT PROP TAX	454.17	200.00	0.00	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	0.00	1,400.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,822.50	2,400.00	1,292.00	0.00
101-000-445.000	CITY PENALTY	2,926.99	2,900.00	1,575.34	225.56
101-000-447.000	ADMINISTRATION FEE	30,833.22	31,080.68	31,888.48	807.80
101-000-476.000	PERMITS	8,830.00	7,000.00	4,710.00	520.00
101-000-477.000	3% CABLE T.V.	7,142.52	7,200.00	4,726.16	0.00
101-000-478.000	BLIGHT FEES	0.00	0.00	175.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,535.09	11,250.00	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	1,994.85	1,948.65	1,948.65	0.00
101-000-488.000	RECYCLING	1,569.19	1,900.00	2,190.64	1,781.91
101-000-528.000	OTHER FEDERAL GRANTS	144,600.43	0.00	0.00	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	736.18	569.88	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	325,000.00	170,864.00	0.00
101-000-574.100	CVTRS-CLFRF	41,939.00	41,938.00	21,601.00	0.00
101-000-574.200	CVTRS-PUBLIC SAFETY	0.00	828.00	414.00	0.00
101-000-579.000	GRANT REVENUE	63,450.00	184,157.00	0.00	0.00
101-000-602.000	FOIA	252.56	191.91	191.91	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	417.20	330.00	142.90	0.00
101-000-656.000	FINES & FORFEITURES	2,812.68	2,000.00	1,527.73	0.00
101-000-665.000	INTEREST	28,931.97	49,853.40	39,836.42	5,335.56
101-000-667.010	DDA PAVILION - FARMERS MARKET	50.00	0.00	50.00	50.00
101-000-671.100	LEASE/RENT	1,764.91	500.00	293.88	0.00
101-000-674.000	DONATIONS	993.00	397.42	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	10,721.68	11,721.68	1,000.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	41,768.40	47,000.00	25,377.37	0.00
101-000-684.000	MISC INCOME	33.44	367.30	369.21	1.50
101-000-687.000	INSURANCE REIMBURSEMENT	6,809.16	666,599.03	691,929.47	25,330.44
101-000-689.000	CASH OVER & UNDER	0.00	3.32	3.70	0.38
101-000-693.000	SALE OF FIXED ASSETS	1,450.00	3,000.00	0.00	0.00
Total Dept 000		1,657,865.90	2,323,737.21	1,812,080.85	38,562.27
TOTAL REVENUES		1,657,865.90	2,323,737.21	1,812,080.85	38,562.27
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,436.50	2,500.00	1,720.94	280.00
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	250.00	129.28	21.42
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	0.00	37.50	37.50
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	54,175.59	60,488.43	60,488.43	0.00
101-101-961.000	CONFERENCE AND WORKSHOPS	85.00	200.00	135.00	0.00
Total Dept 101 - CITY COUNCIL		59,584.92	66,495.43	62,745.52	338.92
Dept 171 - MAYOR					
101-171-703.000	SALARIES	660.00	850.00	540.00	90.00
101-171-719.000	FRINGE BENEFITS	27.54	85.00	41.32	6.89
Total Dept 171 - MAYOR		687.54	935.00	581.32	96.89
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	78,477.39	80,494.36	58,847.07	9,277.41
101-172-719.000	FRINGE BENEFITS	17,268.95	17,631.79	12,240.00	1,538.91
101-172-740.000	SUPPLIES	19.64	150.00	139.91	0.00
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00
Total Dept 172 - CITY MANAGER		95,765.98	98,426.15	71,226.98	10,816.32
Dept 215 - CLERK					
101-215-703.000	SALARIES	33,067.14	36,620.29	26,684.77	4,258.08
101-215-719.000	FRINGE BENEFITS	3,137.52	3,377.68	2,316.89	436.61
101-215-740.000	SUPPLIES	376.73	450.00	105.54	0.00
101-215-741.000	POSTAGE	282.00	1,700.00	1,260.88	106.00

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		(NORMAL)	AMENDED BUDGET	(NORMAL)	(INCREASE)
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	7,355.38	2,139.52
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	57,057.97	37,834.46	6,940.21
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,450.00	21,850.00	21,850.00	0.00
Total Dept 223 - AUDIT		21,450.00	21,850.00	21,850.00	0.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	67,773.33	69,513.19	50,819.13	8,011.74
101-253-719.000	FRINGE BENEFITS	21,990.22	22,858.53	15,832.74	1,991.47
101-253-740.000	SUPPLIES	365.78	400.00	639.09	281.00
101-253-741.000	POSTAGE	922.71	1,200.00	509.17	31.00
101-253-775.000	REPAIRS & MAINT	0.00	0.00	8.17	8.17
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	2,715.11	296.42
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	248.00	0.00
101-253-980.100	COMPUTER EQUIPMENT	0.00	500.00	423.48	0.00
Total Dept 253 - TREASURERS OFFICE		95,125.49	99,071.72	71,194.89	10,619.80
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,010.35	1,205.78	841.74	132.70
101-257-719.000	FRINGE BENEFITS	705.87	750.00	505.19	133.55
101-257-731.000	PUBLICATION	269.70	450.00	179.80	179.80
101-257-740.000	SUPPLIES	178.50	250.00	0.00	0.00
101-257-741.000	POSTAGE	467.89	535.00	535.73	24.39
101-257-781.000	COMPUTER SOFTWARE	235.00	349.99	349.99	0.00
101-257-810.050	RE INSPECTION - 20%	3,350.27	3,500.00	2,654.50	398.18
101-257-813.000	BOARD OF REVIEW	1,079.76	1,575.00	975.00	900.00
101-257-818.000	CONTRACT LABOR	15,999.63	16,000.00	9,333.64	1,333.33
Total Dept 257 - ASSESSOR		23,296.97	24,615.77	15,375.59	3,101.95
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,893.98	23,863.75	17,375.60	2,780.65
101-265-719.000	FRINGE BENEFITS	8,999.44	9,240.87	5,990.69	790.63
101-265-731.000	PUBLICATION	708.30	650.00	0.00	0.00
101-265-740.000	SUPPLIES	3,370.68	3,970.00	2,737.81	237.63
101-265-741.000	POSTAGE	950.41	1,400.00	1,113.18	0.00
101-265-775.000	REPAIRS & MAINT	862.23	20,000.00	19,341.67	2,021.30
101-265-781.000	COMPUTER SOFTWARE	20,998.98	20,000.00	19,885.22	37.50
101-265-802.000	SERVICE	1,951.27	2,100.00	1,343.90	97.22
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	2,900.00	2,250.50	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	1,911.54	500.00	494.49	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	190.00	300.00	180.00	180.00
101-265-970.000	CAPITAL OUTLAY	179.93	0.00	0.00	0.00
101-265-970.100	RD CAPITAL PROJECT COSTS	287.00	0.00	0.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	750.00	500.00	176.66	0.00
Total Dept 265 - CITY HALL		67,659.02	85,824.62	70,889.72	6,144.93
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	32,317.61	38,000.00	22,624.90	0.00
Total Dept 266 - ATTORNEY		32,317.61	38,000.00	22,624.90	0.00
Dept 301 - POLICE					
101-301-703.000	SALARIES	208,756.25	216,809.17	156,295.28	24,019.16
101-301-703.002	OVERTIME SALARIES	13,203.83	15,000.00	7,944.30	0.00
101-301-719.000	FRINGE BENEFITS	55,338.11	58,230.72	42,204.76	5,229.14
101-301-728.000	UNIFORM EXPENSES	6,042.10	6,000.00	5,294.92	0.00
101-301-740.000	SUPPLIES	8,154.21	7,300.00	5,423.18	503.90

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		(NORMAL)	AMENDED BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-740.700	GUNS AND AMMUNITION	5,257.45	5,000.00	4,761.04	0.00
101-301-775.000	REPAIRS & MAINT	3,741.69	5,000.00	2,485.84	0.00
101-301-781.000	COMPUTER SOFTWARE	481.20	600.00	0.00	0.00
101-301-801.000	ATTORNEY	1,394.00	2,300.00	861.00	0.00
101-301-802.000	SERVICE	10.00	1,200.00	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	2,500.00	1,366.84	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	500.00	401.20	0.00
101-301-960.000	MISC	15.31	100.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	76,381.10	5,000.00	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	329,839.89	229,186.85	29,925.39
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	250.00	569.88	569.88	0.00
Total Dept 302 - POLICE STATE TRAINING		250.00	569.88	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	2,055.73	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	5,326.18	10,890.31	7,890.31	0.00
Total Dept 441 - DPW		5,326.18	12,946.04	7,890.31	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	3,836.40	900.00	528.11	(21.11)
Total Dept 445 - DRAIN AT LARGE		3,836.40	900.00	528.11	(21.11)
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	580.00	650.00	180.00	180.00
101-701-719.000	FRINGE BENEFITS	44.39	100.00	13.78	13.78
101-701-731.000	PUBLICATION	837.06	900.00	0.00	0.00
101-701-740.000	SUPPLIES	0.00	0.00	40.21	40.21
101-701-803.000	ENGINEERS FEES	4,356.81	10,000.00	0.00	0.00
Total Dept 701 - PLANNING COMMISSION		5,818.26	11,650.00	233.99	233.99
Dept 702 - ZONING					
101-702-703.000	SALARIES	39,045.93	40,061.43	29,287.73	4,617.30
101-702-719.000	FRINGE BENEFITS	3,599.42	3,648.54	2,516.02	450.20
101-702-731.000	PUBLICATION	827.88	1,300.00	523.30	128.30
101-702-740.000	SUPPLIES	589.56	700.00	119.24	93.66
101-702-853.000	TELEPHONE EXPENSE	725.31	930.00	663.25	233.70
101-702-961.000	CONFERENCE AND WORKSHOPS	25.00	275.00	0.00	0.00
Total Dept 702 - ZONING		44,813.10	46,914.97	33,109.54	5,523.16
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	9,022.88	8,208.66	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	1,080.34	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	64,511.93	56,368.29	0.00
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.202	CONTRIB TO MAJOR STREET FUND	0.00	81,581.81	0.00	0.00
101-966-965.203	CONTRIB TO LOCAL STREET FUND	155,139.99	253,338.70	0.00	0.00

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-966-965.208	CONTRIB TO PARK FUND	116,255.81	480,599.31	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
101-966-965.590	CONTRIBUTION TO SEWER FUND	81,028.33	0.00	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	332,750.24	116,591.01	0.00
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		525,482.87	1,150,924.06	319,245.01	0.00
TOTAL EXPENDITURES		1,616,483.01	2,240,133.43	1,151,055.36	73,720.45
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,657,865.90	2,323,737.21	1,812,080.85	38,562.27
TOTAL EXPENDITURES		1,616,483.01	2,240,133.43	1,151,055.36	73,720.45
NET OF REVENUES & EXPENDITURES		41,382.89	83,603.78	661,025.49	(35,158.18)

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		(NORMAL)	AMENDED 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	0.00
202-000-553.000	ACT 51	246,961.71	250,250.00	149,850.74	19,493.68
202-000-582.000	COUNTY ROAD MILL 2014	41,255.60	41,000.00	15,207.41	0.00
202-000-665.000	INTEREST	6,981.91	12,000.07	9,110.94	1,148.74
202-000-699.101	GF CONTRIBUTION	0.00	81,581.81	0.00	0.00
Total Dept 000		300,780.40	390,231.88	179,270.74	20,642.42
TOTAL REVENUES		300,780.40	390,231.88	179,270.74	20,642.42
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	0.00
202-463-818.000	CONTRACT LABOR	0.00	161,756.89	163,290.22	1,533.33
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	0.00
Total Dept 463 - ROUTINE MAINT		173,186.00	336,956.89	329,600.57	1,533.33
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	35,000.00	27,396.39	0.00
202-480-818.000	CONTRACT LABOR	41,941.82	12,500.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		45,352.53	47,500.00	27,396.39	0.00
Dept 906 - DEBT SERVICE					
202-906-992.000	BOND PRINCIPAL	10,560.00	11,264.00	0.00	0.00
202-906-993.000	BOND INTEREST	6,419.78	6,160.99	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	402,731.88	361,508.19	1,533.33
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		300,780.40	390,231.88	179,270.74	20,642.42
TOTAL EXPENDITURES		235,889.27	402,731.88	361,508.19	1,533.33
NET OF REVENUES & EXPENDITURES		64,891.13	(12,500.00)	(182,237.45)	19,109.09

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PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	34,138.82	30,000.00	29,498.94	0.00
203-000-553.000	ACT 51	98,129.37	97,000.00	59,591.41	7,752.14
203-000-555.100	GRANT ENHANCEMENT - STATE	100,000.00	0.00	0.00	0.00
203-000-582.000	COUNTY ROAD MILL 2014	35,458.37	32,000.00	11,941.67	0.00
203-000-665.000	INTEREST	698.19	1,290.00	911.09	114.87
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	253,338.70	0.00	0.00
Total Dept 000		511,064.74	501,128.70	189,443.11	7,867.01
TOTAL REVENUES		511,064.74	501,128.70	189,443.11	7,867.01
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-818.000	CONTRACT LABOR	0.00	161,756.95	163,290.28	1,533.33
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	20,000.00	25,000.00	25,000.00	0.00
Total Dept 463 - ROUTINE MAINT		20,000.00	186,756.95	188,290.28	1,533.33
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	11,617.67	826.25	0.00
203-480-818.000	CONTRACT LABOR	233,870.95	12,500.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		245,528.80	24,117.67	826.25	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	513,628.70	306,407.10	1,533.33
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		511,064.74	501,128.70	189,443.11	7,867.01
TOTAL EXPENDITURES		565,533.23	513,628.70	306,407.10	1,533.33
NET OF REVENUES & EXPENDITURES		(54,468.49)	(12,500.00)	(116,963.99)	6,333.68

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	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	31,000.00	11,103.00	0.00
208-000-478.084	FLAG FOOTBALL	1,620.00	1,035.00	1,035.00	0.00
208-000-478.090	YOUTH FEES	6,810.00	6,300.00	9,050.00	2,050.00
208-000-667.000	PAVILION RENT	1,520.00	1,500.00	945.00	195.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,950.00	1,650.00	1,775.00	0.00
208-000-674.000	DONATIONS	1,300.00	500.00	500.00	0.00
208-000-680.001	SPECIAL EVENTS	700.00	250.00	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	480,599.31	200,000.00	0.00
Total Dept 000		188,360.99	550,864.31	239,380.73	2,245.00
TOTAL REVENUES		188,360.99	550,864.31	239,380.73	2,245.00
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	48,748.06	53,501.45	40,956.05	5,597.85
208-751-703.002	OVERTIME SALARIES	0.00	176.42	176.42	0.00
208-751-719.000	FRINGE BENEFITS	20,483.45	23,299.43	16,991.21	2,034.19
208-751-728.000	UNIFORM EXPENSES	0.00	550.00	550.00	550.00
208-751-731.000	PUBLICATION	562.28	1,000.00	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	1,511.80	736.80
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	166,800.00	166,921.38	1,533.34
208-751-853.000	TELEPHONE EXPENSE	647.27	875.00	651.23	53.72
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	9,283.91	10,056.00	10,055.74	0.00
208-751-962.000	MILEAGE	397.08	750.00	352.10	0.00
Total Dept 751 - PARK ADMIN		128,188.90	457,458.30	247,375.06	10,505.90
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	2,396.61	5,200.00	2,429.34	0.00
208-770-775.000	REPAIRS & MAINT	3,401.43	29,000.00	10,615.08	0.00
208-770-802.000	SERVICE	323.40	1,300.00	895.84	0.00
208-770-920.000	UTILITIES	13,784.36	17,500.00	6,750.94	363.76
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		19,905.80	53,000.00	20,691.20	363.76
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	16,200.00	295.00	0.00
208-771-818.000	CONTRACT LABOR	0.00	2,000.00	1,624.62	1,624.62
Total Dept 771 - CITY PARK		1,646.11	18,700.00	1,919.62	1,624.62
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	348.60	116.20
208-774-740.000	SUPPLIES	211.09	800.00	249.89	199.95
208-774-745.000	YOUTH UMPIRE FEES	0.00	150.00	0.00	0.00
208-774-775.000	REPAIRS & MAINT	2,006.90	3,000.00	2,020.40	0.00
Total Dept 774 - BASEBALL		2,682.79	4,650.00	2,618.89	316.15
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	2,149.01	1,139.01
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		YTD BALANCE		ACTIVITY FOR	
		06/30/2023	2023-24	03/31/2024	INTH 03/31/2024	INCR	DECR
Fund 208 - PARK FUND							
Expenditures							
Total Dept 777 - BALLFIELD		8,407.26	14,150.00	3,591.83			1,139.01
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	1,150.00	788.42			176.75
Total Dept 778 - CONCESSIONS		22,303.39	19,800.00	9,988.39			176.75
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	568,168.30	286,184.99			14,126.19
Fund 208 - PARK FUND:							
TOTAL REVENUES		188,360.99	550,864.31	239,380.73			2,245.00
TOTAL EXPENDITURES		183,134.25	568,168.30	286,184.99			14,126.19
NET OF REVENUES & EXPENDITURES		5,226.74	(17,303.99)	(46,804.26)			(11,881.19)

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PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2023	2023-24	03/31/2024	03/31/2024	03/31/2024	03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 211 - GIZZARD FEST							
Revenues							
Dept 000							
211-000-665.000	INTEREST	601.37	1,550.00	1,179.18		139.19	
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	2,500.00		2,500.00	
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	2,300.00		2,150.00	
211-000-682.000	RACE	9,164.32	6,000.00	1,165.50		151.50	
211-000-686.000	PAGEANT	3,176.53	2,500.00	1,000.00		1,000.00	
211-000-687.000	INSURANCE REIMBURSEMENT	0.00	402.00	402.00		0.00	
211-000-688.000	CARNIVAL	3,827.90	3,100.00	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	43,252.00	8,550.68		5,940.69	
TOTAL REVENUES		56,589.04	43,252.00	8,550.68		5,940.69	
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	1,984.48		511.50	
211-779-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST	0.00	0.00	14.95		0.00	
211-779-880.500	PAGEANT	2,655.04	1,000.00	0.00		0.00	
211-779-880.600	RACE	3,378.79	4,000.00	473.34		0.00	
Total Dept 779 - SPECIAL EVENTS		46,540.10	49,000.00	2,472.77		511.50	
TOTAL EXPENDITURES		46,540.10	49,000.00	2,472.77		511.50	
Fund 211 - GIZZARD FEST :							
TOTAL REVENUES		56,589.04	43,252.00	8,550.68		5,940.69	
TOTAL EXPENDITURES		46,540.10	49,000.00	2,472.77		511.50	
NET OF REVENUES & EXPENDITURES		10,048.94	(5,748.00)	6,077.91		5,429.19	

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	175,963.07	183,809.96	183,809.96	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98	22,561.19	22,561.19	0.00
247-728-665.000	INTEREST INCOME	148.99	8,447.02	3,197.56	84.55
Total Dept 728 - TIFA DEPT		195,508.04	214,818.17	209,568.71	84.55
TOTAL REVENUES		195,508.04	214,818.17	209,568.71	84.55
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,975.00	3,749.98	408.33
247-728-727.000	OFFICE EXPENSE	1,123.05	1,125.00	1,025.00	1,000.00
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	28,000.00	15,568.88	1,692.50
247-728-807.000	AUDIT	4,250.00	4,350.00	4,350.00	0.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	0.00	150,176.84	0.00	0.00
247-728-967.700	CITY IMPROVEMENTS	1,899.16	0.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	0.00	75,000.00	53,420.27	53,420.27
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	15,282.50	7,091.25
Total Dept 728 - TIFA DEPT		84,663.54	329,709.84	143,396.63	63,612.35
TOTAL EXPENDITURES		84,663.54	329,709.84	143,396.63	63,612.35
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	214,818.17	209,568.71	84.55
TOTAL EXPENDITURES		84,663.54	329,709.84	143,396.63	63,612.35
NET OF REVENUES & EXPENDITURES		110,844.50	(114,891.67)	66,172.08	(63,527.80)

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN					
Revenues					
Dept 000					
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00	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	226.39	7.41
401-729-818.000	CONTRACT LABOR	145.00	600.00	420.00	0.00
Total Dept 729 - DOWNTOWN		2,703.48	3,600.00	646.39	7.41
TOTAL EXPENDITURES		2,703.48	3,600.00	646.39	7.41
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	646.39	7.41
NET OF REVENUES & EXPENDITURES		(49.48)	(946.00)	2,007.61	(7.41)

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2023	2023-24	03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	156,709.13	155,000.00	118,224.72	26,903.10
590-000-642.001	FIXED COSTS	484,377.11	490,000.00	371,840.31	82,226.32
590-000-656.000	FINES & FORFEITURES	17,803.76	15,000.00	13,728.35	1,458.79
590-000-665.000	INTEREST	10,472.82	18,381.55	13,666.39	1,723.11
590-000-666.000	INSPECTION FEE	250.00	400.00	400.00	0.00
590-000-672.000	HOOK UP FEES	27,400.00	36,750.00	36,750.00	0.00
590-000-684.000	MISC INCOME	87.50	0.00	0.00	0.00
590-000-699.101	GF CONTRIBUTION	81,028.33	0.00	0.00	0.00
Total Dept 000		778,128.65	715,531.55	554,609.77	112,311.32
TOTAL REVENUES		778,128.65	715,531.55	554,609.77	112,311.32
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	845.43	9,900.00	6,818.00	0.00
590-537-809.000	TRAINING	0.00	100.00	430.00	360.00
Total Dept 537 - ADMINISTRATIVE		845.43	10,000.00	7,248.00	360.00
Dept 556 - DPW					
590-556-740.000	SUPPLIES	7,857.29	14,000.00	8,237.65	0.00
590-556-743.000	METERS	1,201.48	10,000.00	6,411.72	0.00
590-556-775.000	REPAIRS & MAINT	456.83	1,500.00	2,200.78	75.00
590-556-802.000	SERVICE	2,866.77	7,000.00	4,799.13	3,685.44
590-556-803.000	ENGINEERS FEES	22,907.48	17,000.00	12,991.19	883.75
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	0.00
590-556-968.000	DEPRECIATION EXPENSE	295,167.00	0.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	0.04	195,000.00	128,023.59	0.00
Total Dept 556 - DPW		521,156.89	439,500.00	352,664.06	4,644.19
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	824,177.00	535,015.24	5,004.19
Fund 590 - SEWER FUND:					
TOTAL REVENUES		778,128.65	715,531.55	554,609.77	112,311.32
TOTAL EXPENDITURES		723,709.55	824,177.00	535,015.24	5,004.19
NET OF REVENUES & EXPENDITURES		54,419.10	(108,645.45)	19,594.53	107,307.13

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	200,282.75	218,000.00	159,149.51	39,576.56
591-000-642.001	FIXED COSTS	382,824.32	415,000.00	307,990.76	75,206.02
591-000-644.000	PENALTIES	650.00	650.00	630.00	50.00
591-000-656.000	FINES & FORFEITURES	15,380.61	14,000.00	12,472.21	1,447.59
591-000-665.000	INTEREST	23,738.38	42,531.50	30,977.14	3,905.72
591-000-666.000	INSPECTION FEE	175.00	350.00	350.00	0.00
591-000-672.000	HOOK UP FEES	18,500.00	29,724.62	29,724.62	0.00
591-000-684.000	MISC INCOME	87.50	0.00	0.00	0.00
591-000-699.101	GF CONTRIBUTION	48,588.02	0.00	0.00	0.00
Total Dept 000		690,226.58	720,256.12	541,294.24	120,185.89
TOTAL REVENUES		690,226.58	720,256.12	541,294.24	120,185.89
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	0.00
591-537-741.000	POSTAGE	3,134.02	3,700.00	2,464.43	221.55
591-537-781.000	COMPUTER SOFTWARE	0.00	1,500.00	1,018.80	0.00
591-537-809.000	TRAINING	75.00	1,500.00	1,378.60	360.00
Total Dept 537 - ADMINISTRATIVE		4,966.59	8,700.00	5,352.48	581.55
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,473.95	4,000.00	2,365.00	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)	97,000.00	87,130.61	498.60
591-556-802.000	SERVICE	8,462.96	50,000.00	36,555.54	50.50
591-556-803.000	ENGINEERS FEES	28,538.99	29,000.00	16,753.99	883.75
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	0.00
591-556-968.000	DEPRECIATION EXPENSE	153,658.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	35,064.35	40,000.00	0.00	0.00
Total Dept 556 - DPW		412,921.66	451,000.00	359,876.29	1,432.85
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	670,374.00	468,220.39	2,014.40
Fund 591 - WATER FUND:					
TOTAL REVENUES		690,226.58	720,256.12	541,294.24	120,185.89
TOTAL EXPENDITURES		531,932.80	670,374.00	468,220.39	2,014.40
NET OF REVENUES & EXPENDITURES		158,293.78	49,882.12	73,073.85	118,171.49

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GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 598 - STORM DRAIN MAINTENANCE					
Revenues					
Dept 000					
598-000-699.101	GF CONTRIBUTION	18,500.00	0.00	0.00	0.00
Total Dept 000		18,500.00	0.00	0.00	0.00
TOTAL REVENUES		18,500.00	0.00	0.00	0.00
Expenditures					
Dept 556 - DPW					
598-556-740.000	SUPPLIES	1,358.50	0.00	0.00	0.00
598-556-818.000	CONTRACT LABOR	18,500.00	0.00	0.00	0.00
598-556-931.000	DPW MAINT & REPAIR	687.50	0.00	0.00	0.00
Total Dept 556 - DPW		20,546.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,546.00	0.00	0.00	0.00
Fund 598 - STORM DRAIN MAINTENANCE:					
TOTAL REVENUES		18,500.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,546.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(2,046.00)	0.00	0.00	0.00

PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023		03/31/2024	MTH 03/31/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	{ASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	591,316.72	825,750.24	609,591.01	0.00
Total Dept 000		591,316.72	825,750.24	609,591.01	0.00
TOTAL REVENUES		591,316.72	825,750.24	609,591.01	0.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	242,702.38	265,458.05	194,855.23	29,397.18
641-932-703.002	OVERTIME SALARIES	15,379.82	24,000.00	17,128.44	2,231.88
641-932-719.000	FRINGE BENEFITS	76,880.60	78,092.19	59,412.76	6,748.62
641-932-728.000	UNIFORM EXPENSES	3,060.15	3,200.00	3,187.97	254.36
641-932-740.000	SUPPLIES	21,143.58	23,000.00	21,778.15	617.88
641-932-775.000	REPAIRS & MAINT	51,842.25	46,000.00	49,207.39	7,879.38
641-932-782.000	STREET MATERIALS & SUPPLIES	9,855.18	12,000.00	7,165.06	64.60
641-932-802.000	SERVICE	2,291.46	14,000.00	11,345.93	550.00
641-932-809.000	TRAINING	865.00	2,000.00	1,247.58	387.58
641-932-853.000	TELEPHONE EXPENSE	3,267.08	3,900.00	2,357.30	241.87
641-932-862.000	GAS	25,421.65	28,000.00	20,726.90	1,305.82
641-932-920.000	UTILITIES	121,252.59	129,000.00	85,456.90	4,410.39
641-932-958.000	DUES AND SUBSCRIPTIONS	0.00	900.00	602.24	95.00
641-932-968.000	DEPRECIATION EXPENSE	40,099.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	3,754.75	196,200.00	160,057.95	93,837.69
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		617,815.49	825,750.24	634,529.80	148,022.25
TOTAL EXPENDITURES		617,815.49	825,750.24	634,529.80	148,022.25
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		591,316.72	825,750.24	609,591.01	0.00
TOTAL EXPENDITURES		617,815.49	825,750.24	634,529.80	148,022.25
NET OF REVENUES & EXPENDITURES		(26,498.77)	0.00	(24,938.79)	(148,022.25)
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,990,995.06	6,288,224.18	4,346,443.84	307,839.15
TOTAL EXPENDITURES - ALL FUNDS		4,628,950.72	6,427,273.39	3,889,436.86	310,085.40
NET OF REVENUES & EXPENDITURES		362,044.34	(139,049.21)	457,006.98	(2,246.25)

City of Potterville

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April 10, 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. I have been provided a report from the City's Financial Advisor, Andy Campbell of Bakertilly Municipal Advisors who spoke to Council last year regarding its utility rate increase and efforts to obtain USDA Rural Development Bond Financing for the IRP/wellhead project. Andy's information is educational and extremely valuable for small governments and administrators to review who must/shall upkeep its own water and sewer utilities under mandated standards. Andy's report also includes a tax-exempt schedule of interest rates for USDA Rural Development Bond Markets that Potterville is targeting to fund its project with good news that USDA-RD bond rates continue to decrease. This bodes well for the City's USDA project as Mr. Campbell assumed an accurate 3.25% rate (intermediate) when completing the City's rate analysis for the project last year.

As stated, "with the rising costs of inflation, salaries and wages, chemicals, utilities and a variety of other line items in the budget, it is very important that water and sewer systems keep up with these costs. We (Bakertilly) are seeing more and more communities having to implement double digit (and even some doing triple digit) increases to make up for these cost increases. In addition, although engineers do a great job putting together project cost estimates and giving everyone as much information as possible related to capital improvement plans, the construction market volatility is presenting many communities with challenges as well.

The easiest way to implement this approach is to have a discussion with your council/board in the next budget cycle. Some of the most successful and financially stable communities we work with have adopted multi-year rate plans all at one time and/or adopt a resolution that implements a continual yearly increase to the rates that is effective until a future council/board rescinds the action. It is important to have an internal or external rate study plan that shows the need for the increases, but it is very unusual for a water or sewer to not warrant inflationary increases.

One of the major questions we get asked is how to set the inflationary rate increase. While it works for some of our clients, we typically don't recommend tying the increase to an index (such as CPI) as this number can greatly fluctuate, and most likely doesn't track well with the needs of the system. Here are some aspects to keep in mind to get you closer to the answer:

- ✓ If you are on a supplier system (buying water or sending sewer to another government or authority), matching the increase that they do might be a good approach
- ✓ Cash funding capital improvements usually requires a more aggressive inflationary rate increase assumptions to weather the project bid prices and cash reserve ups and downs better

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- ✓ 4-5% increases/year will get most communities in the right ballpark and limit the large increases as much as possible.

Keep this in mind when you (City) are going through your next budget session. I have yet to hear a community say that they wish they didn't implement an inflationary increase program, it's always the regret that one wasn't implemented sooner. No one likes to implement rate increases, but a steady approach to increases could help your users and council/board have a more realistic and known funding approach that everyone can get behind. Don't hesitate to reach out if you want to talk through your particular situation."

TAX-EXEMPT MUNICIPAL BOND RATES

	July 13, 2023		October 12, 2023		January 4, 2024		April 4, 2024
11-Bond GO 20-Year Index (1)	3.56	↑	3.87	↓	3.21	↑	3.58
20-Bond GO 20-Year Index(1)	3.66	↑	3.97	↓	3.31	↑	3.68
	July-September 2023		October-December 2023		January-March 2024		April-June 2024
USDA Rural Utilities – Market	3.625	↑	3.875	↓	3.75	↓	3.50
USDA Rural Utilities - Intermediate 2.875		↑	3.125	↓	3.00	↓	2.75 (City of Potterville Bond target)
USDA Rural Utilities – Poverty	2.125	↑	2.375	↓	2.25	↓	2.125
State Revolving Fund - CWSRF/DWSRF (20 years)	1.875	↑	2.50		2.50		2.50
State Revolving Fund - CWSRF/DWSRF (30 years)	2.125	↑	2.75		2.75		2.75

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State Revolving Fund - CWSRF
 (20 or 30 years - overburdened)

1.875 ↑ 2.00 2.00 2.00

State Revolving Fund - DWSRF
 (20, 30 or 40 years - overburdened)

1.875 ↑ 2.00 2.00 2.00

State Revolving Fund - CWSRF
 (20 or 30 years – significantly overburdened)

1.875 ↓ 1.00 1.00 1.00

State Revolving Fund - DWSRF
 (20, 30 or 40 years – significantly overburdened)

1.875 ↓ 1.00 1.00 1.00

2. As reported last month, Council has amended Fund 641 Equipment Repair and Replacement Fund is the City's Interservice Fund for DPW activities –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. Included in the appropriations is an allowance for the City to consider a buyout option of up to \$32,200 from Build Master Rentals LLC of leased equipment 924 Cat Articulating Front End Loader Tractor w/ loader forks, that is being used extensively for storm remediation. This “key” piece of equipment is a considered 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. I recommend a separate motion to approve this proposed buyout purchase of the large equipment for DPW 924 Cat Articulating Front End Loader Tractor w/ loader forks and tires.

3. As a direct result of a City Charter Amendment affirmed by voters in 1988, the City has effectively lost an excessive of revenues to its own General Fund of more than \$100,000 - that if utilized to reduce its own long term debt incurred 1988 interest rates and/or outstanding principal balance of long term debt, in my opinion, it will help your community more than a marginal tax reduction for a majority of Potterville citizens who own “normal/average” amounts of taxable property. The opportune loss of this money not being available for City's own debt reduction at a time when that community is actively

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borrowing (and asking to borrow more) millions of dollars is nonsensical. It is a reality that this Charter Amendment as passed 36 years ago in 1988 is little more than a subsidy being provided for at the cost of your utility fee customers for water and sewer and capital replacement funds for your roads and storm sewer drain improvements. In effect, the City is paying for a tax reduction then getting penalties incurred by banks for that same money... at cost to its own customers. If asked, I'd say that redacting/dissolving/amending this city Charter Amendment as it's currently enacted will save your taxpayers and utility customers money long term, and remove "fingers in the pie" and waste in the form interest penalties and terms of debt from your balance sheets/budget. The act of changing this Amendment needs to be done as soon as possible should you wish to effectively plan your utilities' finances. I recommend either acting to eliminate this outdated Charter Amendment or repurposing its value amount towards WATER AND SEWER RATE SUSTAINABILITY.

4. The Gizzard Fest Committee has requested a special event exemption from noise prohibitions for the City's world-famous Gizzard Fest Event 2024. A City Resolution has been prepared and included in your packet for consideration. If approved, the Resolution would temporarily allow music concerts to take place downtown that would normally exceed noise prohibitions and terms as stated in Section 22-82 of Chapter 22 entitled Prohibited Noise. Concerts of live bands have been a valuable component of the Gizzard Fest fundraising efforts for several years and has helped generated sufficient funds for the Public Event to be held... temporarily permission may be granted by City Council on a case by case basis rather than City employees or volunteer coordinators.

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TREASURER'S REPORT

April 18, 2024

Utility bills—as of 02/29/24 (bills due on 15th) \$31,064.94 is outstanding with \$20,571.21 over 30 days past due.

Water usage month of Mar (Apr billing): 3,509,863 gallons

Sewer usage month of Mar (Apr billing) 3,507,180 gallons

Ready to service charge-water: \$37,608.62

Ready to service charge-sewer: \$41,118.40

Total water and sewer billed out from 2/28/24-3/28/24 is \$107,127.69

Payroll month of March, 2024: \$70,970.82 (this includes all payroll taxes + MERS+ election workers + board of review).

Bank reconciliations completed for month of March, 2024:

General account – Reconciled balance: **\$3,472,868.74**

Payroll account - Reconciled balance: **\$18,020.39**

Tax account – Reconciled balance: **\$7,068.26**

Gizzard Fest – Reconciled balance: **\$49,112.35**

Respectfully submitted,

Jodi West, Treasurer

City of Potterville

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From the Clerk's office – April 2024

With the Presidential Election behind us, it is time to prepare for the upcoming August primary. So, with a slower pace, it is the perfect opportunity to do cleaning, organization, and planning. We located a place where we could take the documents that can be shredded according to the State of Michigan Retention Schedule. This allows us to properly destroy documents and have a convenient system. My goal is to continually work to bring ease of storing, retrieving, and inventorying the most current documents to allow for everyone to locate when necessary.

If you ever would like to go back in history for information, in the Clerk's office, are binders with Minutes, Resolutions, Published Notices, and Posted Notices. Also available are the full Council packet for each meeting as well as all the documents supporting all expenses. The minutes and council packets are always available online at the City of Potterville's website.

If you need assistance with locating any information, the Clerk is available, and in the office Tuesday, Thursday, and Fridays from 8:30-5, please contact me on my direct number 517-224-8103 or email cityclerk@pottervillemi.org. It would be my pleasure to assist in any way that you might need.

Becky Dolman

City of Potterville

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April 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.

- It's our busy time of year! Ball Season is in full swing.
- Our Youth Baseball Program has doubled its teams from last year to this year. For the 2024 Season we have 4 Youth Baseball Teams. These teams compete with other surrounding communities in the Mid-Michigan Pony League based out of Mason. At this level, every position, all the skills, techniques the players learned over the years all come to play. Each team has a 12-game season, 6 home and 6 away; totaling this season our youth baseball program has 48 games plus an end of season tournament. Each team has a field that they are using for all their practices and home games.
- 8U will be playing against: Lansing Catholic, Webberville, Holt, Dansville, and Olivet.
- 10U will be playing against: Olivet, Holt, Mason, Waverly, Lansing Christian, and Grand Ledge.
- 12U will be playing against: Stockbridge, Leslie, Olivet, Bellevue, Holt 1, Mason, and Holt 2.
- 14U will be playing against: Stockbridge, Holt, Meridian Township, Dansville, Olivet, Lansing Christian, and Mason.
- The Mid-Michigan Pony League is also continuing its advance league for tournament teams. (Teams that play mostly in tournaments) at Lake Alliance Baseball Field.
- At this time, all six fields are getting highly used this season and schedules are filled.
- T-Ball & Coach Pitch registrations are closed. We have multiple teams again where we are looking at anywhere between four-six teams.
- Continue to work on sponsorship documentation.
- With more teams this year, we'll be spending more time out on the ball fields getting them prepared for practices and games in addition to the tournaments that are scheduled on the weekend.
- Lake Alliance building at the Softball Complex had work done on the soffit, the work has been completed.
- One of the shelters between two ball fields at Lake Alliance Softball Complex is getting replaced with different material for the siding.
- We are in progress of rolling the outfields. This process takes a few hours per field, and we have six fields to do. If the ground is too wet, equipment gets stuck, if the ground is too dry, rolling the fields will not do anything. Rolling the fields takes care of the bumps, mounds, holes (that critters dig up) that are in the grass. Fills them in and squish the ground to compact it to level. Leveling helps eliminate potential injuries and bad hops for when a ball is hit.
- We have been continuing our efforts and found someone that will put more dirt on all the ball fields, level/realigning the anchors (raising them up with the new dirt), etc. These ball fields are going to look much better with this much need maintenance they need.
- The first tournament of the year took place. The weather cooperated and players were happy to get back out on the fields.

- The Easter Event took place on Saturday, March 30, 2024. It was a rain or shine event. There were over 6,000 eggs that were stuffed and divided into the three age groups. The event went very well despite the rain. The Easter Bunny made his appearance and was stationed under a canopy to keep him dry. Eight bikes were raffled off and given away. Prizes were also given away for those lucky ones that got a ticket in one of their eggs. Event goers were able to get hot chocolate from Kona Ice and/or coffee from Biggby. Set up and cleaning was taken care of by Potterville Parks & Recreation and Sycamore Creek Church and volunteers. We look forward to the 2025 Easter Egg Event.
- Sunset Hills Park Project is in progress prior to breaking ground.
- The next step before the Parks & Recreation Plan's survey is sent out to collect responses is sending it over to the engineer's approval.
- Continue to further education by webinars, meetings, certifications, conferences, etc.
- With the continuing of maintaining the trails and wooded area at Lake Alliance there is still work to be done prior to working on the disc golf course, which is the next phase after the maintaining the trails and woods project is complete.
- We have another High School Service Day on May 10th.

Respectfully Submitted,
Tiffani Falin, Parks & Recreation Director

City of Potterville

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DPW Council report for April 11, 2024

To: City Council

From: Don Stanley, DPW Director

1. DPW had the water tower inspection and cleaning done the week of April 1st we should expect to see the report in the next few weeks from Dixion Engineering.
2. We have picked up the woodchips from most of the stumps that were ground we still have a few to grind and pick up around streets and parks.
3. The DPW barn and salt barn are almost complete we are just waiting for electrical to be finished then clean and paint floors.
4. While our water tower was down for cleaning and inspection the VFD that controls the well quit working and had to be replaced which put us in a very bad spot as we only have the one well to count on... due to quick thinking and response the DPW was able to advert a crisis of no water this would not be an issue if we had the new well and iron plant in service as it would have been a backup for us.
5. We had to replumb some of the softball fields concession stand plumbing due to pipes cracking when we turned on the water at this facility all is back up and running well.
6. Our spring sanitary discharge went well for wastewater and we should be all set for fall.
7. The City Park bathrooms are under construction for the drains and is coming along well should have the new drains and toilets in within the next few weeks.

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All reports and data post MBOR have been sent to county equalization. The Board of Commissioners will be approving assessed values at their April meeting. The state will approve the values by the beginning of May.

All deed, PTA, and PRE data is up to date.

The annual assessing update has been posted on the City's website:

<https://pottervillemi.org/assessor/>

Key points from the annual update:

- 16.5% increase in Assessed Value in the residential class
- Average sales price for residential homes within the City is \$191,900 based on the analysis of arms-length transactions during the 2-year sales period
- 12% overall increase in Taxable Value
- Disabled Veteran Exemption legislative changes

Thanks,



Sarah Payton, MAAO



City of Potterville

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April 11, 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 29 open enforcement files. The enforcements consist of blight and unapproved parking.
- We are working with MEDC to complete the process of becoming a Redevelopment Ready Community. This status allows the City of Potterville access to funds needed for the Master Plan and Capital Improvement Plan updates. In addition, the funds are needed for the much needed update to the Zoning Ordinance.
- Marihuana (Cannabis): At the March 19th Planning Commission Meeting, the Planning Commission directed staff to write a Zoning Ordinance Text Amendment Application proposing to amend the Zoning Ordinance allowing one marihuana retail facility. The Application will be heard by the Planning Commission at their May 21st meeting. If the Planning Commission approves the application, Council will consider the application at their June 20th meeting. Staff will also work on an amendment to the Code of Ordinances proposing to remove the prohibition of marihuana facilities and adding regulations. This will be reviewed by Council at the May 16th meeting with the public hearing taking place at the June 20th Council Meeting.
- Comcast/ACD.Net restoration of property – Staff is working with the companies and property owners to come up with solutions to the restoration issues brought up at the March Council Meeting.
- 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 has held two meetings so far. Planning is going well. Volunteers are always welcome! If any council members wish to volunteer for Gizzard Fest, please give me a call. 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”



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

Potterville Monthly Fire Report March 2024

Operational Information:

- The Epi delivery system was changed from EPI pen to Epi draw.
- The new extrication tool was delivered. Will be put in service following training and installation of a mounting bracket.
- Ladder testing.
- Two new hires have begun the on-boarding process.
- Fire hose purchased.

Training:

- EPI draw delivery.
- Brush fires.

Plan reviews:

- Potterville Gizzard Fest: Approved.
- Hidden Creek Farms: Completed.

Calls for Service (CFS) year-to-date:

- **Fire** – 11 City of Potterville, 9 Benton Township, 6 Mutual Aid
- **EMS** – 32 City of Potterville, 16 Benton Township, 15 Mutual Aid
- **Total** – 89 calls for service for March 2024.



Benton Township Fire Department

4713 Hartel Road
 Pottersville Mi. 48876
 517-645-7061
 Fax 517-645-7074

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Proposed Benton Township Organizational Structure

Proposed changes

The following document is a proposed BTFD organizational structure. Currently the department is made up of a Chief, Assistant Chief, Captain, and Lieutenant. The department has had three full-time paramedics and in October 2023 the department hired three additional EMT's. The Fire Chief, A/C, Captain, and Lieutenant are all part-time employees; the paramedics and EMT's are all full-time employees. The proposed changes are as follows: Fire Chief, Assistant Chief, two (2) Captains, and three Paramedic/Lieutenants. One of the Paramedics would also be the department's training officer.

Benefits

The benefits of the newly proposed changes include:

- A more complete officer structure.
- An on-duty officer is available 24 hours a day.
- A more available contact for citizens to address concerns or issues.

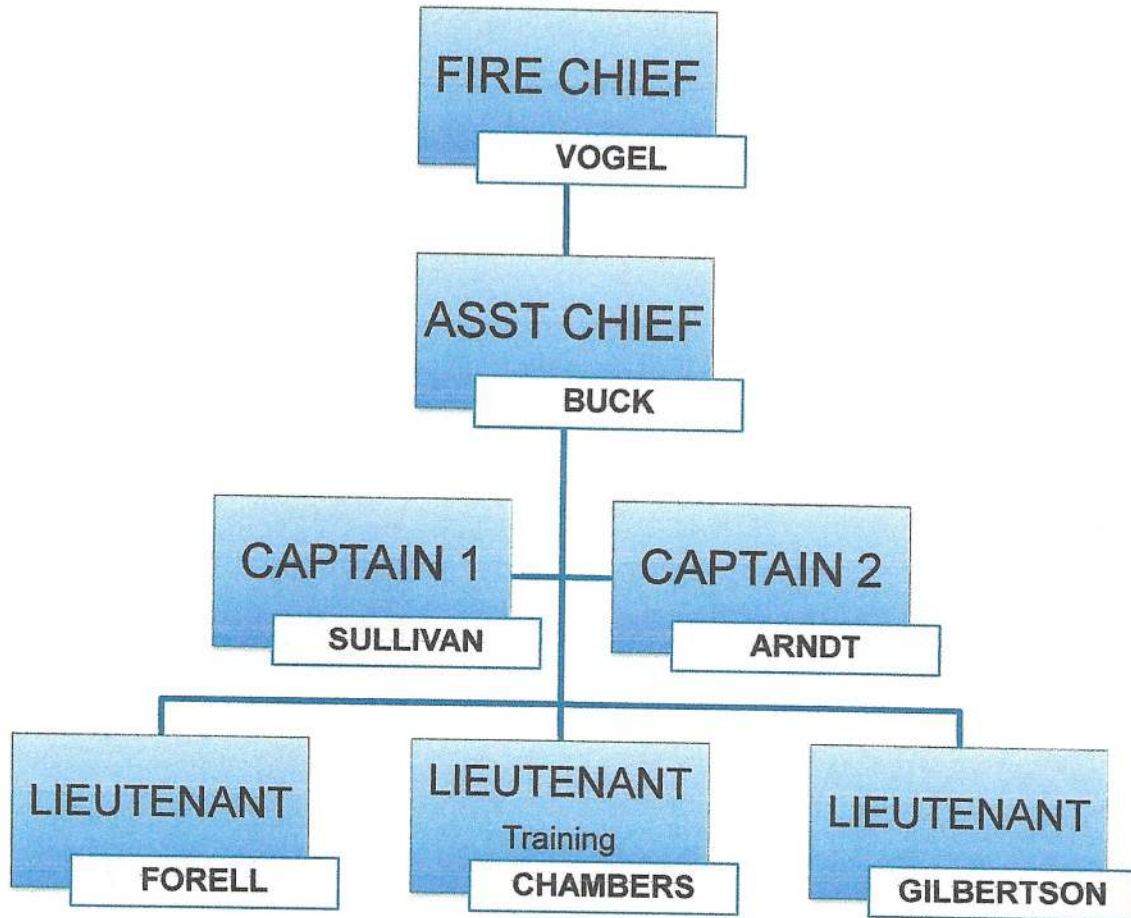
Impact / costs (zero budget increase projected)

- Captain officer stipend: \$1,661.04 additional per year.
- Lieutenant (2) *: \$4,322.80 per year.
- Training officer stipend: \$1,500 per year.

Summary

It is of the opinion that these proposed changes have a big benefit for the department and citizens of Benton Township and City of Pottersville at a minimal cost. These changes keep BTFD competitive in the current environment paramedic job market.

Proposed Organizational Chart



Eaton County Central Dispatch

Fire Calls For Service

March 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	26	3.5%	93	4.1%
Benton Twp Fire	26	3.5%	63	2.8%
Charlotte Fire	42	5.7%	158	7.0%
Delta Fire	312	42.4%	928	41.2%
Eaton Rapids City	50	6.8%	153	6.8%
Eaton Rapids Twp.	50	6.8%	149	6.6%
Grand Ledge Fire	81	11.0%	253	11.2%
Hamlin Twp Fire	13	1.8%	70	3.1%
Olivet Fire	23	3.1%	64	2.8%
Roxand Twp. Fire	18	2.4%	39	1.7%
Sunfield Fire	30	4.1%	81	3.6%
Vermontville Fire	11	1.5%	33	1.5%
Windsor Fire	48	6.5%	142	6.3%
Outside Agencies*	6	0.8%	27	1.2%
<i>BATH(1), LAFD, LTFD(5)</i>				
Total Fire Calls	736	100.0%	2,253	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

EMS Calls For Service

March 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	62	4.6%	176	4.3%
Delta Twp. EMS	483	35.6%	1,437	34.7%
Eaton Area EMS	522	38.5%	1,563	37.8%
Grand Ledge EMS	173	12.7%	529	12.8%
Vermontville EMS	7	0.5%	39	0.9%
Windsor Twp. EMS	91	6.7%	303	7.3%
Outside Agencies* <i>LIFE, LTEM(15), MARE, NEMS(4)</i>	19	1.4%	93	2.2%
Total EMS Calls	1,357	100.0%	4,140	100.0%

* Agencies Outside Eaton County

EATON COUNTY 911

Events by Nature Code by Agency

Agency: BEMS, Event date/Time range: 03/01/2024 00:00:00 - 03/31/2024 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
BEMS	ABDOMINAL PAIN/PROBLEMS	0	0	1	1	2%	0:01:16	0:08:52	0:45:09	0:55:17	0:55:17
	ASSAULT/SEXUAL ASSAULT	0	0	1	1	2%	0:00:12	0:12:20	0:29:08	0:41:40	0:41:40
	BACK PAIN (NON TRAUMATIC)	0	0	1	1	2%	0:02:18	0:04:58	0:36:55	0:44:11	0:44:11
	BREATHING PROBLEMS	0	0	11	11	18%	0:01:53	0:06:54	1:11:22	14:37:55	1:19:49
	CARDIAC OR RESP ARREST	0	0	1	1	2%	0:01:49	0:04:41	0:29:55	0:36:25	0:36:25
	CHEST PAIN (NON-TRAUMATIC)	0	0	2	2	3%	0:01:19	0:06:31	1:07:06	2:29:53	1:14:57
	CONVULSIONS/SEIZURES	0	0	1	1	2%	0:02:06	0:10:39	1:14:14	1:26:59	1:26:59
	DIABETIC PROBLEMS	0	0	1	1	2%	0:01:51	0:05:27	1:10:01	1:17:19	1:17:19
	FALLS	0	0	8	8	13%	0:01:56	0:08:46	0:21:45	4:00:58	0:30:07
	HEART PROBLEMS	0	0	2	2	3%	0:02:17	0:05:06	0:37:18	1:29:20	0:44:40
	HEMORRHAGE/LACERATIONS	0	0	3	3	5%	0:03:16	0:11:21	1:14:06	2:57:35	0:59:12
	PERSONAL INJURY CRASH	0	0	8	8	13%	0:00:11	0:07:06	0:50:32	6:05:15	0:45:39
	SICK PERSON	0	1	10	11	18%	0:01:50	0:06:44	0:55:25	8:37:02	0:47:00
	STROKE (CVA)	0	0	2	2	3%	0:01:59	0:08:10	1:01:33	2:21:25	1:10:43
	TRAFFIC/TRANSPORTATION ACCIDEN	0	0	2	2	3%	0:00:36	0:05:55	0:52:46	1:57:57	0:58:59
	TRAUMATIC INJURIES	0	0	1	1	2%	0:01:24	0:04:25	0:09:53	0:15:42	0:15:42
	UNCONSCIOUS/FAINTING (NEAR)	0	0	2	2	3%	0:01:44	0:11:52	0:40:05	1:45:38	0:52:49
	UNKNOWN PROBLEM (MAN DOWN)	0	2	2	4	6%	0:00:40	0:04:30	0:40:20	2:57:34	0:44:24
	Subtotals for No Summary Code	0	3	59	62	100%	0:01:35	0:07:28	0:48:12	55:18:05	0:53:40
	Subtotals for BEMS	0	3	59	62	100%	0:01:35	0:07:28	0:48:12	55:18:05	0:53:40

EATON COUNTY 911

Events by Nature Code by Agency

Agency: BTFD, Event date/Time range: 03/01/2024 00:00:00 - 03/31/2024 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
BTFD	BRUSH FIRE	0	0	1	1	4%	0:00:01	0:00:00	0:00:00	0:09:33	0:09:33
	CARDIAC OR RESP ARREST	0	0	2	2	8%	0:00:31	0:08:40	0:16:05	0:50:31	0:25:16
	COMMERCIAL STRUCTURE FIRE	0	0	1	1	4%	0:00:00	0:00:00	0:00:00	0:07:35	0:07:35
	COMPLAINT FIRE INVESTIGATION	0	0	1	1	4%	0:02:03	0:18:28	0:05:14	0:25:45	0:25:45
	MEDICAL ASSIST	0	0	9	9	35%	0:00:16	0:06:22	0:18:29	3:25:30	0:22:50
	ODOR INVESTIGATION	0	0	1	1	4%	0:00:39	0:05:37	0:31:41	0:37:57	0:37:57
	PERSONAL INJURY CRASH	0	0	7	7	27%	0:00:22	0:07:01	0:44:41	5:27:07	0:46:44
	STRUCTURE FIRE LARGE	0	0	4	4	15%	0:00:00	0:18:17	1:02:10	4:06:46	1:01:42
	Subtotals for No Summary Code	0	0	26	26	100%	0:00:39	0:10:44	0:29:43	15:10:44	0:29:40
	Subtotals for BTFD	0	0	26	26	100%	0:00:39	0:10:44	0:29:43	15:10:44	0:29:40

Benton Charter Township Fire Dept
 Year to Date Income Statement
 Compared with Budget and Last Year
 For the Twelve Months Ending March 31, 2024
 March 20, 2024

	Current Year Actual	Current Year Budget	Variance	Variance	Last Year Actual
Revenues					
4100-00 Support - Benton Township	\$ 99,000.00	\$ 99,000.00	0.00	\$	242,000.00
4101-00 Support - Potterville City	129,600.00	129,600.00	0.00		127,200.00
4105-00 Millage - Benton Township	233,933.82	226,353.00	7,580.82	3.35	215,273.07
4106-00 Delinquent Taxes	0.00	0.00	0.00	0.00	10,091.43
4134-00 EMS Revenues	314,252.48	280,000.00	34,252.48	12.23	313,963.95
4134-01 EMS Collections	(16,335.19)	0.00	(16,335.19)	0.00	(25,732.25)
4135-01 Auto Extrication	0.00	3,000.00	(3,000.00)	(100.00)	0.00
4135-02 Hazardous Materials	720.89	1,000.00	(279.11)	(27.91)	900.00
4135-03 Fire Responses	500.00	4,500.00	(4,000.00)	(88.89)	3,200.00
4135-04 EMS Transport	0.00	0.00	0.00	0.00	1,305.79
4135-05 Incident Report Fees	0.00	0.00	0.00	0.00	30.00
4200-00 Interest Income	0.00	0.00	0.00	0.00	2.76
4300-00 Donations/Fund Raisers	2,310.00	0.00	2,310.00	0.00	0.00
4400-00 Sale of Equipment	9,000.00	0.00	9,000.00	0.00	8,731.00
4450-00 Insurance Proceeds	0.00	0.00	0.00	0.00	213,612.76
4500-00 Grant Income	1,725.45	0.00	1,725.45	0.00	0.00
4505-00 Loan Proceeds	0.00	0.00	0.00	0.00	200,358.50
Total Revenues	774,707.45	743,453.00	31,254.45	4.20	1,310,937.01
Cost of Sales					
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00
Gross Profit	774,707.45	743,453.00	31,254.45	4.20	1,310,937.01
Expenses					
6100-01 Wages Paramedic Fire Fighter	283,290.75	240,000.00	43,290.75	18.04	162,611.10
6100-02 Wages Chief	21,109.88	20,000.00	1,109.88	5.55	19,340.64
6101-00 Accounting/Legal	6,955.00	7,800.00	(845.00)	(10.83)	8,307.00
6102-01 Wages Assistant Chief	14,100.06	15,000.00	(899.94)	(6.00)	4,880.79
6102-02 Wages Captains	3,161.04	6,322.00	(3,160.96)	(50.00)	3,161.04
6102-03 Wages Lieutenants	2,375.00	4,500.00	(2,125.00)	(47.22)	2,500.00
6102-04 Wages Amb Duty Holiday	1,530.00	5,000.00	(3,470.00)	(69.40)	4,792.50
6102-05 Wages Fire/EMS Callout	15,488.40	15,500.00	(11.60)	(0.07)	18,865.32
6102-06 Wages Part Paid Paramedic	16,932.92	10,000.00	6,932.92	69.33	38,074.70
6102-07 Wages Ambulance Duty	70,967.64	145,920.00	(74,952.36)	(51.37)	143,715.82
6102-10 Employer 401k Match	2,248.06	7,200.00	(4,951.94)	(68.78)	0.00
6103-00 Department Education/Training	9,307.62	8,500.00	807.62	9.50	12,949.45

For Management Purposes Only

Benton Charter Township Fire Dept
 Year to Date Income Statement
 Compared with Budget and Last Year
 For the Twelve Months Ending March 31, 2024
 March 20, 2024

	Current Year Actual	Current Year Budget	Variance	Variance	Last Year Actual	
6104-01	Wages Fire Board	1,540.00	1,260.00	280.00	22.22	1,400.00
6104-02	Wages Fire Board Chair	480.00	360.00	120.00	33.33	440.00
6105-00	Payroll Taxes	34,173.81	35,322.00	(1,148.19)	(3.25)	38,386.68
6106-00	Work Comp Insurance	5,573.32	8,400.00	(2,826.68)	(33.65)	7,470.28
6107-00	Liability/Pool Fleet Insure	16,682.00	15,000.00	1,682.00	11.21	16,009.00
6108-00	Health Insurance	21,463.33	18,000.00	3,463.33	19.24	16,619.45
6109-00	Life Insurance	2,846.45	3,000.00	(153.55)	(5.12)	2,743.60
6110-00	Uniforms Allowance Full Time	2,384.32	1,200.00	1,184.32	98.69	1,010.75
6111-00	Uniform Allowance Part Paid	2,029.80	1,200.00	829.80	69.15	1,107.90
6112-00	Office Supplies	1,207.50	2,000.00	(792.50)	(39.63)	1,467.49
6113-00	Photo Copies/Printing	104.64	400.00	(295.36)	(73.84)	0.00
6114-00	Operating Supplies	14,912.67	18,000.00	(3,087.33)	(17.15)	21,880.53
6115-00	Station Tools	0.00	120.00	(120.00)	(100.00)	233.17
6116-00	Building Repairs/Maintenance	8,287.93	5,000.00	3,287.93	65.76	3,443.07
6117-00	Equipment Repairs/Maintenance	5,553.72	4,000.00	1,553.72	38.84	5,018.45
6118-00	Grounds Maintenance	2,393.72	3,000.00	(606.28)	(20.21)	2,206.08
6119-00	Health & Safety	2,920.00	2,000.00	920.00	46.00	2,878.39
6120-00	Contractual/External Services	14,021.27	10,200.00	3,821.27	37.46	10,877.26
6121-00	Telephone	1,651.89	1,200.00	451.89	37.66	1,708.31
6122-00	Telephone Cellular	800.00	1,500.00	(700.00)	(46.67)	920.00
6123-00	Radio/Pager Maintenance	0.00	400.00	(400.00)	(100.00)	1,067.57
6124-00	Gasoline/Diesel Fuel	11,062.24	11,000.00	62.24	0.57	17,196.87
6126-00	Vehicle Maintenance	21,544.84	15,000.00	6,544.84	43.63	15,423.27
6127-00	Utilities	14,876.95	15,000.00	(123.05)	(0.82)	17,356.25
6128-00	Membership & Dues	1,806.00	3,000.00	(1,194.00)	(39.80)	2,421.92
6129-00	Meeting/Conferences/Seminars	20.00	1,650.00	(1,630.00)	(98.79)	3,932.71
6130-00	Proper Protective Equipment	6,592.94	3,500.00	3,092.94	88.37	3,550.17
6131-00	Debt Service - Ambulance	49,945.29	47,888.00	2,057.29	4.30	24,703.14
6132-00	Medical Billing	23,226.23	22,000.00	1,226.23	5.57	24,366.82
6133-00	C.I.P.	42,545.76	11,300.00	31,245.76	276.51	589,846.85
6134-00	Loan Interest	13,643.68	15,702.20	(2,058.52)	(13.11)	13,715.09
6135-00	Accrued Interest	0.00	0.00	0.00	0.00	(286.67)
	Total Expenses	771,756.67	763,344.20	8,412.47	1.10	1,268,312.76
	Net Income	\$ 2,950.78	\$ (19,891.20)	\$ 22,841.98	\$ (114.83)	\$ 42,624.25

For Management Purposes Only

3/20/24 at 12:02:02.57

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Benton Charter Township Fire Dept
Cash Disbursements Journal
For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/8/24	10463	2100-00 1100-00	Invoice: 941 030824 Benton Charter Township	3,445.31	3,445.31
3/8/24	10464	2100-00 2100-00 1100-00	Invoice: 7162/4 Invoice: 7193/4 Grand Ledge Ace Hardware	69.98 23.04	93.02
3/8/24	10465	2100-00 1100-00	Invoice: 517645244902/24 A T & T	177.04	177.04
3/8/24	10466	2100-00 1100-00	Invoice: 80214 Bullseye Pest Defense	540.00	540.00
3/8/24	10467	2100-00 1100-00	Invoice: 38646 Candy Ford	112.81	112.81
3/8/24	10468	2100-00 1100-00	Invoice: 203055135239 Consumers Energy	905.81	905.81
3/8/24	10469	2100-00 1100-00	Invoice: 24043 Court-Side Inc.	236.00	236.00
3/8/24	10470	2100-00 1100-00	Invoice: 5692-476510 Grand Ledge Auto Parts	8.95	8.95
3/8/24	10471	2100-00 1100-00	Invoice: CFSI-10312 Hassel Free Fuel Inc	262.68	262.68
3/8/24	10472	2100-00 2100-00 2100-00 1100-00	Invoice: 2040255 Invoice: 2058870 Invoice: 2060199 J & B Medical	65.80 10.43 44.20	120.43
3/8/24	10473	2100-00 1100-00	Invoice: 722 JW2 Fire Consultants	1,688.00	1,688.00
3/8/24	10474	2100-00 1100-00	Invoice: 491-436333 State of Michigan	501.32	501.32
3/8/24	10475	2100-00 1100-00	Invoice: 07302 Michigan Association of Fire Chiefs	20.00	20.00
3/8/24	10476	2100-00 2100-00 1100-00	Invoice: 234132228 Invoice: 234132175 Mohre Soft Water	19.80 27.05	46.85
3/8/24	10477	2100-00 1100-00	Invoice: 01/25-02/27/24 City of Potterville	580.85	580.85
3/8/24	10478	2100-00 1100-00	Invoice: 250303 Potterville Pharmacy	9.64	9.64
3/8/24	10479	2100-00 1100-00	Invoice: 37240936 Quill LLC	90.76	90.76
3/8/24	10480	2100-00	Invoice: 2024-0797	650.00	

Benton Charter Township Fire Dept
Cash Disbursements Journal
For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		1100-00	Riverside Accounting Inc		650.00
3/8/24	10481	2100-00 1100-00	Invoice: 1 uniforms Robert Vogel	413.45	413.45
3/22/24	10496	2100-00 1100-00	Invoice: 941 032224 Benton Charter - Township	3,707.45	3,707.45
3/22/24	10497	2100-00 2100-00 1100-00	Invoice: 6835/4 Invoice: 7274/4 Grand Ledge Ace Hardware	24.99 104.95	129.94
3/22/24	10498	2100-00 1100-00	Invoice: 04/01-04/30/2024 Blue Cross Blue Shield of Michgian	2,863.96	2,863.96
3/22/24	10499	2100-00 1100-00	Invoice: 2302-72 Don Buck	50.00	50.00
3/22/24	10500	2100-00 1100-00	Invoice: 5692-476719 Grand Ledge Auto Parts	39.96	39.96
3/22/24	10501	2100-00 1100-00	Invoice: 26628352 Granger Waste Services	64.92	64.92
3/22/24	10502	2100-00 1100-00	Invoice: 2079049 J & B Medical	388.62	388.62
3/22/24	10503	2100-00 1100-00	Invoice: 17740 Medical Management Sytems of Michiga	1,683.02	1,683.02
3/22/24	10504	2100-00 1100-00	Invoice: 27726 PotterVilla Applied Technology	150.00	150.00
3/22/24	10505	2100-00 2100-00 2100-00 2100-00 1100-00	Invoice: 37513326 Invoice: 37521977 Invoice: 37516357 Invoice: 37534935 Quill LLC	39.59 14.39 33.29 26.34	113.61
3/22/24	10506	2100-00 2100-00 1100-00	Invoice: swt 030824 Invoice: SWT 032224 Benton Charter Township	645.66 699.57	1,345.23
3/22/24	10507	2100-00 1100-00	Invoice: 1066 Tri-County Emergency Medical	38.40	38.40
3/22/24	10508	2100-00 1100-00	Invoice: 1040 Vehicle Alliance Group	1,694.00	1,694.00
3/22/24	10509	2100-00 1100-00	Invoice: 2 Robert Vogel	50.00	50.00

3/20/24 at 12:02:02.60

Benton Charter Township Fire Dept
Cash Disbursements Journal
For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/22/24	10510	2100-00 1100-00	Invoice: 56480 Workhealth	1,226.00	1,226.00
3/22/24	10511	2100-00 1100-00	Invoice: Simple 03/2024 Edward Jones	1,594.38	1,594.38
	Total			25,042.41	25,042.41

3/20/24 at 12:02:02.93

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Benton Charter Township Fire Dept
Account Register
For the Period From Mar 1, 2024 to Mar 31, 2024
1100-00 - Checking - Independent Bank

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
3/6/24	2024-0006	Deposit	Beginning Balance			206,232.53
		Deposit	Benton Charter Townshi	43,510.84		249,743.37
		Deposit	Donations	260.00		250,003.37
3/8/24	10448	Withdraw	Constance S. Arndt		8.90	249,994.47
3/8/24	10449	Withdraw	Jason Arndt		1.46	249,993.01
3/8/24	10450	Withdraw	Marissa N. Arndt		1,383.06	248,609.95
3/8/24	10451	Withdraw	James W. Bethea		1,530.11	247,079.84
3/8/24	10452	Withdraw	Donald J. Buck		425.39	246,654.45
3/8/24	10453	Withdraw	Chad R. Chambers		1,741.98	244,912.47
3/8/24	10454	Withdraw	David W. Eastman		422.88	244,489.59
3/8/24	10455	Withdraw	Amy E. Forell		1,513.44	242,976.15
3/8/24	10456	Withdraw	Roy J. Gilbertson		1,828.55	241,147.60
3/8/24	10457	Withdraw	Timothy A. James		556.93	240,590.67
3/8/24	10458	Withdraw	Dustin L. Leik		226.20	240,364.47
3/8/24	10459	Withdraw	Jeffrey J. Murphy		1,547.79	238,816.68
3/8/24	10460	Withdraw	Cameron S. Parker		18.28	238,798.40
3/8/24	10461	Withdraw	Richard D. Sullivan		656.55	238,141.85
3/8/24	10462	Withdraw	Robert Vogel		435.66	237,706.19
3/8/24	10463	Withdraw	Benton Charter Townshi		3,445.31	234,260.88
3/8/24	10464	Withdraw	Grand Ledge Ace Hardw		93.02	234,167.86
3/8/24	10465	Withdraw	A T & T		177.04	233,990.82
3/8/24	10466	Withdraw	Bullseye Pest Defense		540.00	233,450.82
3/8/24	10467	Withdraw	Candy Ford		112.81	233,338.01
3/8/24	10468	Withdraw	Consumers Energy		905.81	232,432.20
3/8/24	10469	Withdraw	Court-Side Inc.		236.00	232,196.20
3/8/24	10470	Withdraw	Grand Ledge Auto Parts		8.95	232,187.25
3/8/24	10471	Withdraw	Hassel Free Fuel Inc		262.68	231,924.57
3/8/24	10472	Withdraw	J & B Medical		120.43	231,804.14
3/8/24	10473	Withdraw	JW2 Fire Consultants		1,688.00	230,116.14
3/8/24	10474	Withdraw	State of Michigan		501.32	229,614.82
3/8/24	10475	Withdraw	Michigan Association of		20.00	229,594.82
3/8/24	10476	Withdraw	Mohre Soft Water		46.85	229,547.97
3/8/24	10477	Withdraw	City of Potterville		580.85	228,967.12
3/8/24	10478	Withdraw	Potterville Pharmacy		9.64	228,957.48
3/8/24	10479	Withdraw	Quill LLC		90.76	228,866.72
3/8/24	10480	Withdraw	Riverside Accounting Inc		650.00	228,216.72
3/8/24	10481	Withdraw	Robert Vogel		413.45	227,803.27
3/18/24	2024-0008	Deposit	Miscellaneous	950.00		228,753.27
		Deposit	Benton Charter Townshi	27,087.66		255,840.93
3/22/24	10482	Withdraw	Constance S. Arndt		75.12	255,765.81
3/22/24	10483	Withdraw	Jason Arndt		7.20	255,758.61
3/22/24	10484	Withdraw	Marissa N. Arndt		1,387.38	254,371.23
3/22/24	10485	Withdraw	James W. Bethea		1,588.32	252,782.91
3/22/24	10486	Withdraw	Donald J. Buck		547.61	252,235.30
3/22/24	10487	Withdraw	Chad R. Chambers		1,856.62	250,378.68
3/22/24	10488	Withdraw	David W. Eastman		88.10	250,290.58
3/22/24	10489	Withdraw	Amy E. Forell		1,536.79	248,753.79
3/22/24	10490	Withdraw	Roy J. Gilbertson		1,805.79	246,948.00
3/22/24	10491	Withdraw	Dustin L. Leik		489.17	246,458.83
3/22/24	10492	Withdraw	Jeffrey J. Murphy		1,594.70	244,864.13
3/22/24	10493	Withdraw	Cameron S. Parker		99.78	244,764.35
3/22/24	10494	Withdraw	Richard D. Sullivan		1,099.99	243,664.36
3/22/24	10495	Withdraw	Robert Vogel		1,193.69	242,470.67
3/22/24	10496	Withdraw	Benton Charter Townshi		3,707.45	238,763.22
3/22/24	10497	Withdraw	Grand Ledge Ace Hardw		129.94	238,633.28
3/22/24	10498	Withdraw	Blue Cross Blue Shield o		2,863.96	235,769.32
3/22/24	10499	Withdraw	Don Buck		50.00	235,719.32
3/22/24	10500	Withdraw	Grand Ledge Auto Parts		39.96	235,679.36
3/22/24	10501	Withdraw	Granger Waste Services		64.92	235,614.44
3/22/24	10502	Withdraw	J & B Medical		388.62	235,225.82
3/22/24	10503	Withdraw	Medical Management Sy		1,683.02	233,542.80
3/22/24	10504	Withdraw	PotterVilla Applied Tech		150.00	233,392.80
3/22/24	10505	Withdraw	Quill LLC		113.61	233,279.19

3/20/24 at 12:02:02.96

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Benton Charter Township Fire Dept
Account Register
For the Period From Mar 1, 2024 to Mar 31, 2024
1100-00 - Checking - Independent Bank

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
3/22/24	10506	Withdraw	Benton Charter Townshi		1,345.23	231,933.96
3/22/24	10507	Withdraw	Tri-County Emergency M		38.40	231,895.56
3/22/24	10508	Withdraw	Vehicle Alliance Group		1,694.00	230,201.56
3/22/24	10509	Withdraw	Robert Vogel		50.00	230,151.56
3/22/24	10510	Withdraw	Workhealth		1,226.00	228,925.56
3/22/24	10511	Withdraw	Edward Jones		1,594.38	227,331.18
			Total	71,808.50	50,709.85	



Benton Township Fire Department

4713 Hartel Road
Pottersville Mi. 48876
517-645-7061
Fax 517-645-7074

Chief Vogel,

This is a synopsis of the training that FF Chambers, FF Murphy, and FF Bethea attended in Charlotte on 03/23/2024.

On Saturday, March 23, 2024, we attended a training burn that was sponsored by the Charlotte Fire Department. There were multiple Eaton County fire departments in attendance. Among the many evolutions we participated in included live fire behavior, live fire attack, RIC crew operations, water supply, and tanker shuttle operations.

FF Murphy participated in the water supply and tanker shuttle operations portion of the training while FF Bethea participated in the live fire behavior, live fire attack, and RIC crew operations. FF Chambers was the lead instructor for the RIC crew operations portion of the training and supervised fire recruits from the Eaton County Training Committee Fire Training Academy after the completion of the live fire training portion of the day.

Each of us discussed the training we participated in, and each member believed the training was a valuable learning experience.

If you would like further information, please let me know.

Respectfully submitted,

Chad R. Chambers,
Benton Township Fire Department
Training Coordinator



Robert Vogel <btfirechief2@gmail.com>

Help in the time of need.

1 message

Mark Wood <hvacrguymw@gmail.com>

To: "btfirechief2@gmail.com" <btfirechief2@gmail.com>

Sat, Mar 23, 2024 at 10:44 PM

Chief Robert Vogel

I had the opportunity to meet two of your outstanding firefighters tonight on the road. We are brand new citizens of Michigan recently moved from Minnesota. My family and I were stranded because I had run out of gas. We were one mile North out of town when it happened we had called AAA but we were told at 8:04 it would be 9:59 before we would get help. First Dustin stopped after the fire call in the Grand Ledge area and asked if we were alright and if we had help coming. He said our 4-way flashers were getting dim and that he would stay behind us so we could shut off our 4-ways to keep our battery up. Well as time went by Dustin must have called Rick and soon Rick was at our location with gas and jumper cables. They would not take anything for coming to our aid and were genuinely glad to help. We heard not a foul word and they conducted themselves in a very professional manner. They are a tribute to your fire department and your community. I am deeply touched by their hospitality and service.

May God Richly bless Rick, Dustin and your Potterville Fire Department.

Mark Wood
218/671/3099

"Don't let yesterday use up too much of today." - Will Rogers



City of Potterville - Gizzard Fest

June 10, 2023

\$5,000 Proposal

Includes Insurance & Labor

Opening Barrage

72 3"
1 150 Shot Titanium Salutes Chained 12/1
Flower Rain Z Shape

Body

72 3" US Designer Assorted Shells
Consisting of: Red peony, white chrys, blue chrys, yellow peony, silver peony, green peony, pink chrys, purple chrys, orange chrys, color chrys, green palm tree w/tail, red palm tree w/tail, dragon eggs, blue diadem, green coral, red coral, color coral, twinkle stars, red comet peony, crackling palm w/tail, red tip willow w/tail, gold wave chrys, silver strobe to blue, pink chrys willow to crackling, flickering silver chry. willow to crackling, silver bees, red circle w/green pistil, red & green crossette, silver diadem, golden big willow, color dahlia, half red to green & half green red, gold wave to green, double hearts, blue peony to yellow, gold willow to red, brocade to white, brocade to blue, blue to green wave, green crossette, yellow crossette, purple crossette, silver palm tree w/tail, blue jellyfish, brocade golden chrys, gold comet peony, silver comet peony, red & green to white peony, twin petal peony, yellow coral, purple coral, blue coral, white coral, gold wave to yellow glitter, golden glitter crown chry., purple to crackling peony, purple tiger tail w/willow, red & blue peony w/crackling stars, color chrys to silver glitter, red bouquet, green bouquet, silver bouquet, red fish, star pattern, five rings, green & white peony, green to red to purple peony, red to green to white peony, red to blue chry, 1000 assorted chrys, blue butterfly

36 4" Flower King Assorted Shells
Consisting of: Multicolor comet w/time rain pistil, brocade crown crossette, red palm to thousand of brocade crown, golden willow to green, blue chrys w/bright willow ring, red & green falling leaves, brocade crown to white, charcoal chrys, color dahlia, brocade crown waterfall, chrys to cherry, green peony w/silver coco core, purple peony w/green pistil, silver strobe waterfall, glittering crossette, white twinkling chrys, color iron tree, red green swimming dragon

3 4" Canister Titanium Salute (*Made in Michigan*)

Multi-Shot Cake Items:

1 100 Shot 1.2" Super Yellow Strobe Willow Waterfall w/Yellow Tail



City of Potterville - Gizzard Fest

June 10, 2023

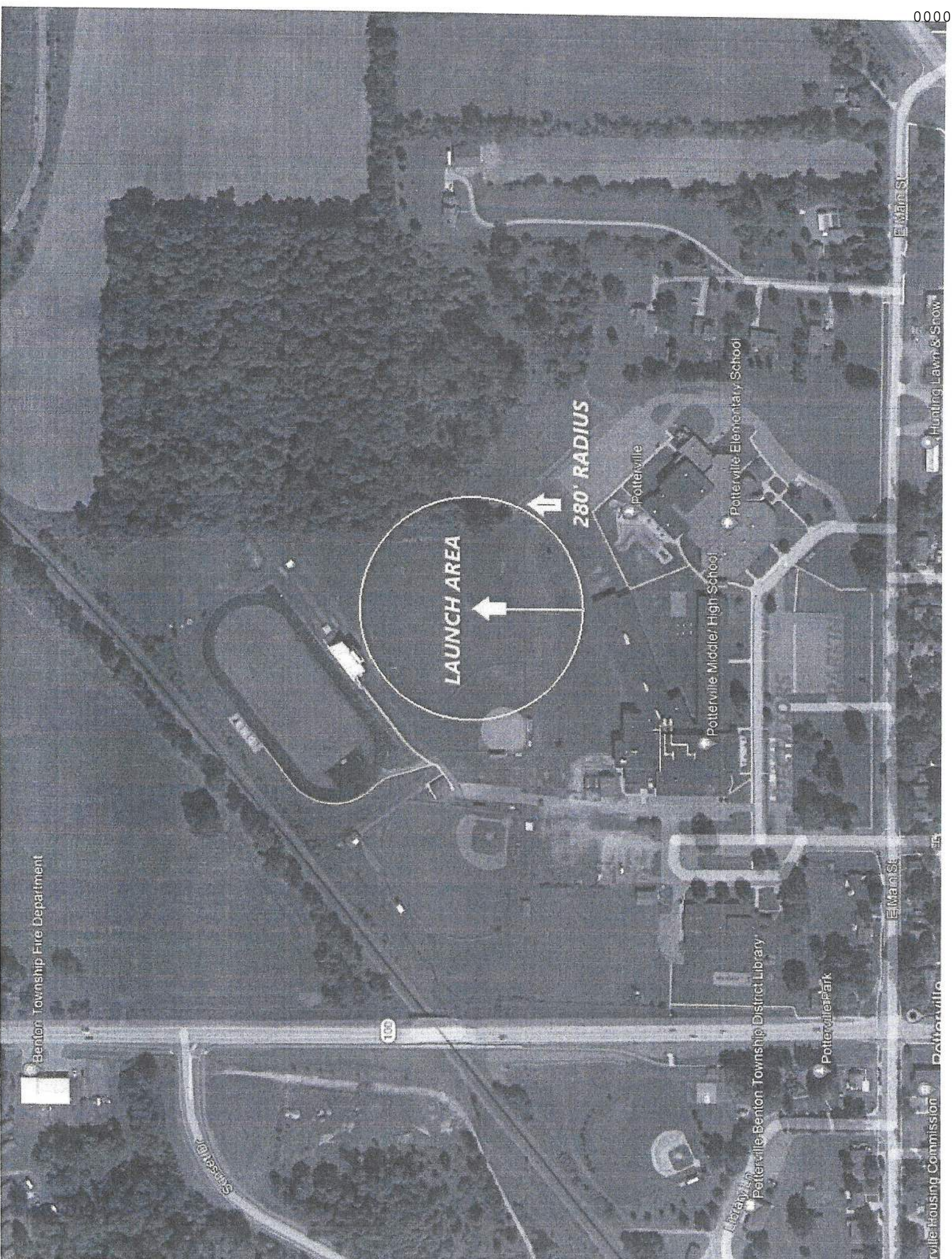
\$5,000 Proposal

Includes Insurance & Labor

1	182 Shot	Purple Crossette/Lemon Crossette
1	96 Shot	Brocade Crown Mine

Finale

72	3"	Titanium Salutes Chained 12/1
72	3"	Golden Brocade Chained 12/1



Benton Township Fire Department

100

LAUNCH AREA

280' RADIUS

Potterville

Potterville Middle High School

Potterville Elementary School

Potterville-Benton Township District Library

Potterville Park

E Main St

E Main St

ererville Housing Commission

Potterville

Hunting Lawn & Snow

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. 24-0418-05

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 18th day of April, 2024, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION OF EXCEPTION OF NOISE PROHIBITION FOR SPECIAL EVENT 2024 GIZZARD FEST

WHEREAS, pursuant to Chapter 12 Environment of the City of Potterville Code of Ordinances, City Council is empowered to review and consider certain legal exception(s) to terms or prohibitions of Noise nuisances for Special Events such as the 2024 Gizzard Fest for the purposes of musicals or theatric performances; and

WHEREAS, The Potterville Gizzard Fest Committee has requested such a review by City Council and exemption be granted by City Council for noise prohibitions and terms as stated in Section 22-82 of Chapter 22 entitled Prohibited Noise; and

WHEREAS, exceptions of noise prohibition and terms as provided for in the City Code of Ordinance and/or provided for by City Council shall be limited, and applicable to the 2024 Gizzard Fest hours of operation from:

Friday, June 7th from 11:00 pm until 1:00 am on June 8th
Saturday, June 8th from 11:00 pm until 1:00 am on June 9th

City of Potterville

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

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

City Council exempts the Gizzard Fest 2024 of noise prohibitions and terms of Chapter 12 Environment, Section 12-92 during the evening hours of Friday June 7th from 11:00 pm until 1:00 am on June 8th, and Saturday, June 8th from 11:00 pm until 1:00 am on June 9th 2024 for the purposes of providing music during the Special Event 2024 Gizzard Fest.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the April 18th, 2024.

Becky Dolman

City Clerk

Ted Hartleb Agency

5840 Kings Highway
Kalamazoo, MI 49048
269-385-5911

April 15, 2024

Aaron Sheridan, City Manager
319 N Nelson Street
Pottersville, MI 48876

Dear Aaron,

Thank you again for allowing me to present out insurance renewal proposal with EMC Insurance Companies for the City of Pottersville. I believe that you would agree that EMC Insurance Companies offer an excellent package of insurance protection and service.

To address the increase in premium for the City of Pottersville it is important to know a few items:

1) The total premium increase from last year is \$5,712. Of this increase, 61% is in the Property premium (an increase of \$3,473). Inflation for materials and labor has been extremely high the last 2 years and the increase in loss from storm related claims has only exacerbated this problem. (Property Values increased \$516,616)

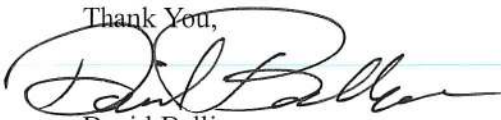
Auto also saw an increase of \$673. Most of this again is in the cost of materials for repair and replacement of damage or total vehicles/fire trucks. Even small claims on vehicles have had large dollar amounts in repair costs.

Inland Marine (\$225 increase), Umbrella (\$221 increase) and Law Enforcement Liability (\$46) also had an increase in premium that represented increased risk exposure. The other lines of coverage in the policy saw \$0 increases from last year.

2) Losses: there have been 17 claims filed in the last 5 years for the City of Pottersville. Frequency of claims filed for the City of Pottersville is an issue. Statistically, for every 100 claims filed, 1 of them will be a full policy limit (or higher) claim. The City has experienced some losses recently, while most have been out of their control, they have been substantial financially. This is a concern and it has been taken into account for the renewal.

If you have any additional questions or concerns please let me know.

Thank You,



David Bellinger

Ted Hartleb Agency
5840 King Highway
Kalamazoo, MI 49048
Phone: (269) 385-5911
Fax: (269) 385-3370

Michigan Municipal Insurance Coverage Proposal

For

City of Potterville
Eaton County

July 1st, 2024 to July 1st, 2025

David Bellinger

Ted Hartleb Agency

5840 King Highway
Kalamazoo, MI 49048

Since 1977

Ted Hartleb Agency *Service Guarantee!*

“Our Pledge”

To listen to our clients needs, wants, and concerns in regards to their insurance and benefits.

Provide our business partners with the highest quality of insurance products available to us in the market place based on their insurance needs.

Provide our business partners with continuing education of what products they are purchasing, what insurance products are available to them, and how those products can better serve them.

Provide our business partners access to us for questions, renewals, and claims. We give our clients our cell phone numbers so one of us can be reached at your convenience twenty-four hours per day, seven days per week.

Provide our business partners employees with continuing education of the employee benefits that have been purchased for them on their behalf.

Assist employees with questions, problems and concerns regarding their employee benefits.

To always employ individuals who are educated and licensed in the field of insurance and who are committed to making our business partners their number one priority!

For over forty years the Ted Hartleb Agency has had one goal and that is to give you, our clients, the best service that we can offer, you can count on us to be there for you!

We are proud to provide quality insurance programs from Employers Mutual Insurance Company, Grange Insurance, Michigan Millers Mutual Insurance Company, Safeco Insurance Company, Wolverine, West Bend, Liberty Mutual, Progressive, Blue Cross Blue Shield of Michigan, and many others.

Insuring your Municipalities, Fairs and Festivals, Public School Systems, Businesses, Benefits, Home and Auto, etc...

*Please Call Us and Ask How We Can Assist Your Insurance Needs.
269-385-5911*



**EMC INSURANCE GROUP INC.
NAMED TO FORBES.COM 100
MOST TRUSTWORTHY COMPANIES LIST**

FOR IMMEDIATE RELEASE

Contact: Lisa Hamilton (Media)
515-345-7589
Steve Walsh (EMCI Investors)
515-345-2515

EMC Insurance Group Inc. on 50 Most Trustworthy Financial Companies List by *Forbes*

DES MOINES, Iowa (Aug. 26, 2016) — For the third consecutive year, EMC Insurance Group Inc. (EMCI)* is listed on the 50 Most Trustworthy Financial Companies list, announced by *Forbes*. EMCI achieved an accounting and governance risk (AGR) score of 84 in the small-cap category. EMCI was previously listed on the *Forbes* 100 Most Trustworthy Companies list in 2013.

MSCI ESG Research compiled the list separate from the *Forbes* 100 Most Trustworthy Companies list. To create the list, MSCI ESG Research reviewed nearly 700 publicly-traded North American financial companies with market caps of \$250 million or greater for the year ending December 2015. MSCI ESG Research considers accounting and governance behaviors, including high-risk events, revenue and expense recognition methods, SEC actions and bankruptcy risk in scoring a company's credibility. An AGR number is then given to each company and is the final composite by which organizations are scored. "We highlight companies that are most transparent and reporting accurately on their financial outcomes, whether good or bad," states MSCI ESG Research.

The entire list and article can be found here: <http://ow.ly/C09M303g24f>

***About EMC Insurance Group Inc.**

EMC Insurance Group Inc. (EMCI) is a publicly held insurance holding company with operations in property and casualty insurance and reinsurance. EMCI was formed in 1974 and became publicly held in 1982. The company's common stock trades on the Global Select Market tier of the NASDAQ Stock Market under the symbol EMCI. EMCI's parent company is Employers Mutual Casualty Company (EMCC). EMCI and EMCC, together with their subsidiary and affiliated companies, operate under the trade name EMC Insurance Companies. For more information, visit www.emcins.com/ir.

About EMC Insurance Companies

EMC Insurance Companies is among the top 50 insurance organizations in the country based on net written premium, with more than 2,100 employees. The company was organized in 1911 to write workers' compensation protection in Iowa. Today, EMC provides property and casualty insurance products and services throughout the United States and writes reinsurance contracts worldwide. Operating under the trade name EMC Insurance Companies, Employers Mutual Casualty Company and one or more of its affiliated companies is licensed in all 50 states and the District of Columbia. For more information, visit www.emcins.com and www.CountonEMC.com.

--end--

EMC INSURANCE COMPANIES JUMPS TO NUMBER 2 IN 40 BEST COMPANIES FOR LEADERS

(December 29, 2016) – For the fourth consecutive year, EMC is listed as one of the best 40 companies for leaders in the January/February 2016 issue of *Chief Executive* magazine. EMC ranks 2nd this year, jumping from 4th in 2015, and remains listed among notable companies including GE, IBM and P&G.

The annual ranking is based on a survey of organizations worldwide conducted by *Chief Executive* in cooperation with Chally Group Worldwide. The companies are scored on the following criteria:

1. Having a formal leadership process in place
2. Commitment of the CEO to leadership development
3. Percent of senior and middle management positions filled by internal candidates
4. Number of companies that report recruiting from the company
5. A shareholder performance metric

LIST OF COMPANIES (TOP 15 OF 40)

1. GENERAL ELECTRICAL
 2. **EMC INSURANCE COMPANIES**
 3. HITACHI DATA SYSTEMS
 4. IBM
 5. JOHNSON CONTROLS
 6. VF CORPORATION
 7. VERIZON COMMUNICATIONS
 8. 3M
 9. P&G
 10. DOW CHEMICALS
 11. OWENS CORNING
 12. LAFARGEHOLCIM
 13. FLUOR
 14. WIPRO
 15. SOUTHWEST AIRLINES
-

**Features
of the**

EMC PUBLIC ENTITY PROGRAM

- 1) **Designed Exclusively for Michigan Public Entities**
 - 2) **100% of Covered Risk is with Insurance Company – NO POOLING**
 - 3) **Non-Assessable**
 - 4) **Higher Limits Available Upon Request**
 - 5) **Local Loss Control Services Available**
 - 6) **Local Claims Service**
 - 7) **Underwriting of Risk done in Michigan**
-
- 8) **EMC – Providing Insurance Products for over 100 years**
 - 9) **EMC – Insuring Municipalities for over 40 years**
 - 10) **EMC – Over \$4,000,000,000 in assets**
-
- 11) **EMC – A Proud American Company!**

SERVICE COMPANIES

MARKETING AND SERVICE:

Ted Hartleb Agency
5840 King Highway
Kalamazoo, MI 49048
269-385-5911
269-385-3370 (fax)

Your Service Agent is: **David Bellinger**
Your in office Account Manager is: **Rob Koets**

INSURANCE CARRIER:

EMC INSURANCE COMPANY
PO BOX 30546
Lansing, MI 48909
800-292-1320 (toll free)

**Office established in Michigan since 1940*

CLAIMS AND LOSS CONTROL ADMINISTRATION:

EMC INSURANCE COMPANY
PO BOX 30546
Lansing, MI 48909
800-292-1320 (toll free)

Loss Control Services

As an EMC policyholder, you have preferred access to extensive loss control information and resources. All loss control services are free of charge and include:

- Safety Video Library—Online access to hundreds of safety videos
- Compliance Benchmarking—Receive on-site surveys with reports of potential violations
- Environmental Health Services—Identify workplace risks with recommendations
- Ergonomic Assessments—Assess employee work stations
- Fleet EMC—Learn about defensive driving and DOT regulations
- *Loss Control Insights*—Free monthly online newsletter focused on loss control
- Partnership Services—Develop cost-effective safety solutions
- Review of Safety Programs—Evaluate programs to comply with industry standards
- Safety Talks and Safety Signs—Download hundreds of talks and signs
- Security Consulting—Develop an emergency response plan
- Training Certificates—Create certificates for employees who complete training courses

Claims Services

An insurance claim has a financial and personal impact. That's why our primary goal is to handle your claim as fairly and quickly as possible, regardless of the type or size. Claims services include:

- Weekly workers' compensation meetings to discuss difficult claims and new laws
- Quarterly educational meetings for claims staff
- Adjuster credibility
- Open communication with insureds throughout the claims process
- Reduced medical costs with PPOs, prescription programs and a medical claims review unit
- Chiropractic care, physical/occupational therapy, inpatient and outpatient hospitalization and diagnostic procedure reviews
- Insured, claimant and medical provider contact made within 24 hours of claim receipt
- Experienced nurses, life care planning and input on complex medical issues

Attorney Services

The law firm of Zausmer, August & Caldwell, P.C. provides free advice to EMC municipal clients. Licensed attorney Heidi Hudson will work with you directly and can be reached at 248-851-4111. Heidi has experience with labor and employment law, school law, insurance defense and fraud claims. Free advice is offered on issues such as:

- Litigation
- Employment
- Drafting, interpretation and enforcement of ordinances and charters
- Land use, zoning and permits
- Property acquisitions and conveyances
- Facilitation of public works, including bidding, contracts, construction monitoring and disputes
- Review and preparation of municipal policies
- Open Meetings Act and Freedom of Information Act compliance
- Inter-government and shared service agreements
- Enforcement of construction, fire, property maintenance and other codes

COMPREHENSIVE PUBLIC ENTITY PROPERTY COVERAGE

BLANKET PROPERTY LIMIT	\$10,060,126
BUSINESS PERSONAL PROPERTY	INCLUDED
PROPERTY IN THE OPEN	INCLUDED
CO-INSURANCE	SUSPENDED
SPECIAL CAUSE OF LOSS	
PROPERTY DEDUCTIBLE	\$1,000
BUSINESS INCOME & EXTRA EXPENSE	ALS
EARTHQUAKE (subject to a 10% deductible)	AVAILABLE
SEWER BACK UP (per occurrence)	\$100,000
VALUABLE PAPERS AND RECORDS	\$500,000
ACCOUNTS RECEIVABLE (at each premise)	\$250,000
MONEY AND SECURITIES (on and off each premise)	\$10,000

*Schedule of Properties Provided with application and issued with policy

PROPERTY COVERAGE HIGHLIGHTS:

- 1) All signs and fences within 1000 feet of covered property are included in the building limit
- 2) Personal Property within 1000 feet of premises: covered
- 3) Debris Removal: up to an additional **\$250,000.**
- 4) Ordinance and Law coverage included in building limit**
- 5) Electronic Data and Interruption of Computer Operations : \$100,000 annual aggregate
- 6) Fire Extinguisher System Recharge – unlimited
- 7) Fire Department Service Charge: \$50,000
- 8) Pollutant Cleanup and Removal: \$100,000 annual aggregate
- 9) **Personal Property of Others: \$100,000**
- 10) Cost of Taking Inventory - \$50,000 per occurrence limit
- 11) Direct damage to utility services - \$1,000,000 sub limit
- 12) Changes or extremes in temperature or humidity - \$25,000 per occurrence
- 13) Unreported Buildings and Structures - \$50,000 for any one occurrence**
- 14) Appurtenant Buildings and Structures - \$500,000**
- 15) Newly acquired or constructed buildings **\$2,000,000 limit** **120 days**
- 16) Newly acquired personal property **\$2,000,000 limit** **120 days**
- 17) Personal Effects Limit - \$100,000
- 18) Property in transit - **\$250,000 limit**
- 19) Outdoor property tree, shrub or plants: \$500,000 total, \$1,000 max per each (specified perils)**
- 20) Arson Reward: \$25,000
- 21) Lock Replacement and Re-Keying - \$25,000
- 22) Legal Liability including personal property: \$250,000
- 23) Fine Arts Limit - \$100,000
- 24) Expediting Expenses - \$100,000
- 25) Non-owned detached trailers on premises: \$15,000
- 26) Building Foundations and Pilings Limit – up to 10% of building limit not to exceed \$1,000,000 per occurrence**
- 27) Underground Fiber Optic Cable – coverage provided at policy limit subject to a \$2,500 deductible**
- 28) Emergency services commandeered property: \$500,000**

*For additional coverage and exclusions please refer to the coverage document.

CITY OF POTTERVILLE PROPERTY SCHEDULE

Location 1		319 N Nelson Street	
City Hall	Building:	\$786,376	
	Personal Property:	\$53,765	
Fire Barn	Building:	\$466,771	
	Personal Property:	\$110,250	
Location 2		4249 E Vermontville Hwy	
Equipment Storage	Building:	\$163,318	
	Personal Property:	\$7,407	
Lift Station	Property in the Open:	\$132,017	
Waste Water Treatment Plant	Building:	\$3,341,956	
	Personal Property:	\$90,805	
Location 3		Corner of Library Lane & Murphy Blvd	
Restrooms	Building:	\$11,917	
Pavilion	Property in the Open:	\$35,645	
City Park Storage	Building:	\$19,070	
	Personal Property:	\$1,194	
Pavilion 2	Property in the Open:	\$12,068	
Playscape	Property in the Open:	\$283,906	
Location 4		310 S Nelson Street	
Garage	Building:	\$182,752	
	Personal Property:	\$74,797	
Salt Storage Building	Building:	\$39,729	
Location 5		515 Alliance Drive	
Ball Concessions/Restroom	Building:	\$371,039	
	Personal Property:	\$26,795	
Old Pavilion	Property in the Open:	\$8,518	
Gazebo	Property in the Open:	\$32,649	
Fencing	Property in the Open:	\$85,173	
Lighting	Property in the Open:	\$141,953	
Playground Equipment including Frisbee Golf	Property in the Open:	\$42,585	
Bike Trail Lights	Property in the Open:	\$117,823	
Pavilion	Property in the Open:	\$13,810	
Dugouts (2)	Property in the Open:	\$13,810	
Concession Stand Press Box 2014	Building:	\$354,140	
2014 Pavilion	Property in the Open:	\$134,853	
Fencing, Lights, Backstop Bleachers 2014	Property in the Open:	\$67,424	
Dugouts (2) 2014	Property in the Open:	\$13,486	

*For additional coverage and exclusions please refer to the coverage document.

CITY OF POTTERVILLE PROPERTY SCHEDULE - CONTINUED

Location 6	309 Alliance Drive		
Water Tower 2		Building:	\$1,518,402
Location 7	301 Alliance Drive		
Lift Station		Building:	\$231,121
Location 8	4300 Sunset		
Well House/Iron Removal Treatment including 60kw Generator & Pumps		Building:	\$451,444
Location 9	4949 Pine Hill Drive		
Lift Station – Sewer - Sunset Lanes		Building:	\$363,978
Location 10	W. Main Street at N Dunbar Street		
Pavilion at Farmers Market		Property in the Open:	\$161,534
Location 11	Sunset Drive		
Pavilion		Property in the Open:	\$16,571
Playscape and other miscellaneous property		Property in the Open:	\$8,285
Location 12	213 E Main Street		
Monuments		Property in the Open:	\$20,712
M-102 Howitzer		Property in the Open:	\$6,904
Location 13	213 E Main Street		
Signs		Property in the Open:	\$35,089
Planters		Property in the Open:	\$8,285
		Total Building	\$6,350,046
		Total Personal Property:	\$365,013
		Total Property in the Open:	<u>\$3,345,067</u>
		Combined Total:	\$10,060,126

*For additional coverage and exclusions please refer to the coverage document.

INLAND MARINE

LIMIT OF SCHEDULED EQUIPMENT	\$532,072
LIMIT OF UNSCHEDULED EQUIPMENT	\$180,000
PERSONAL EFFECTS OF FIRE FIGHTERS	\$1,000/FF
PROPERTY IN TRANSIT	\$712,072
DEDUCTIBLE	\$250

*Any equipment with a replacement cost value over **\$25,000** must be scheduled on the policy.

*Schedule of equipment provided at application and policy issuance.

SCHEDULED PROPERTY FLOATER

1) BLEACHERS	\$50,000
2) 2 DOCKS AT ALLIANCE PARK	\$20,000
3) MISCELLANEOUS CITY EQUIPMENT	\$180,000
4) CATERPILLAR BACKHOE MDL NUMBER 416F2	\$89,500
5) 2020 JOHN DEERE Z950 Z-TRACK	\$10,380
6) 2020 JOHN DEERE Z930 Z-TRACK	\$9,642
7) 2021 BOBCAT COMPACT SKID STEER TRACKER LOADER MODEL T64	\$78,550
8) 2018 JOHN DEERE Z950 Z-TRACK MOWER/TRACTOR	\$14,000
9) 2006 JOHN DEERE 2305 W/ATTACHMENTS	\$20,000
10) 2004 JOHN DEERE 5320 TRACTOR & LOADER	\$60,000
11) 2019 SEWER SPECIALTIES SEWER JETTER	\$80,000
12) ODB 12 YARD SELF CONTAINED LEAF VACUUM	\$100,000
13) CATERPILLAR 938M FRONT END LOADER	\$285,000

LOSS PAYEE:

- 1) BERKADIA COMMERCIAL MORTGAGE LLC
- 2) DEERE CREDIT, INC ISAOA
- 3) MACALLISTER RENTALS

*For additional coverage and exclusions please refer to the coverage document.

ELECTRONIC DATA PROCESSING

HARDWARE		\$100,000
SOFTWARE		\$50,000
PROTECTION AND CONTROL SYSTEMS		INCLUDED
REPRODUCTION EQUIPMENT		INCLUDED
TELECOMMUNICATION EQUIPMENT		INCLUDED
EXTRA EXPENSE		\$50,000
PROPERTY IN TRANSIT		\$150,000
DEDUCTIBLE		\$250
EARTH MOVEMENT AND VOLCANIC DEDUCTIBLE		\$5,000
MECHANICAL BREAKDOWN DEDUCTIBLE		\$2,500
ELECTRICAL AND POWER SUPPLY DISTURBANCE DEDUCTIBLE		\$2,500
COVERAGE EXTENTIONS:		
Additional Debris Removal		\$25,000
Electrical and Power Supply Disturbance		COVERED
Emergency Removal (Number of Days)		365
Emergency Removal Expense		\$5,000
Fraud and Deceit		\$5,000
SUPPLEMENTAL COVERAGES:		
Newly Purchased or Leased Hardware		\$500,000
Earthquake		COVERED
Flood		N/A
Incompatible Hardware and Media		\$10,000
Pollutant Cleanup and Removal		\$15,000
Property in Transit		\$20,000
Recharge of Fire Extinguishing Equipment		\$15,000
Software Storage		\$50,000
Virus and Hacking	any one occurrence	\$50,000
	annual aggregate	\$150,000
INCOME COVERAGE EXTENTIONS:		
Interruption by Civil Authority (Days)		30
Period of Loss Extension (Days)		30
SUPPLEMENTAL INCOME COVERAGES:		
Acquired Locations		\$50,000
Earthquake		COVERED
Flood		N/A
Property in Transit		\$50,000
Sewer Backup		N/A
UTILITY SERVICE INTERRUPTION:		\$25,000
Overhead Transmission Lines		INCLUDED
Waiting Period (Hours)		24
Virus and Hacking	any one occurrence	\$25,000
	annual aggregate	\$75,000
Waiting Period (Hours)		24

*For additional coverage and exclusions please refer to the coverage document.

BOILER AND MACHINERY

(MECHANICAL BREAKDOWN COVERAGE)

LIMIT OF INSURANCE	\$10,060,126
DEDUCTIBLE	\$1,000

CRIME COVERAGE

COVERAGE IN ADDITION TO PRIMARY PROPERTY COVERAGE

AT EACH NAMED LOCATION	\$25,000
DEDUCTIBLE	\$250

Includes Mysterious Disappearance, Forgery or Alteration, Computer Fraud, Money Orders & Counterfeit Money and Funds Transfer Fraud.*BOND COVERAGE**

EMPLOYEE BLANKET BOND	(\$500 deductible applies)	\$50,000
FAITHFUL PERFORMANCE		INCLUDED

PUBLIC OFFICIALS BONDS

TREASURER	\$50,000
CLERK	\$10,000
CITY MANAGER	\$50,000
FAITHFUL PERFORMANCE	INCLUDED

*For additional coverage and exclusions please refer to the coverage document.

COMPREHENSIVE PUBLIC ENTITY AUTO POLICY

LIMIT OF LIABILITY		\$1,000,000
PERSON INJURY PROTECTION		INCLUDED
PROPERTY PROTECTION		INCLUDED
UNINSURED MOTORIST		\$1,000,000
UNDERINSURED MOTORIST		\$1,000,000
PHYSICAL DAMAGE		
	COMPREHENSIVE DEDUCTIBLE	\$250
	BROAD FORM COLLISION DEDUCTIBLE	\$500
HIRED AND NON OWNED AUTO COVERAGE		INCLUDED
HIRED AUTO PHYSICAL VEHICLE DAMAGE COVERAGE		\$75,000

*schedule of vehicles provided on application and policy

ADDITIONAL COVERAGES

- 1) Towing is provided up to \$100 for private passenger type vehicles
- 2) Towing is provided up to \$500 for all NON private passenger type vehicles**
- 3) Transportation Expense: \$75 per day to maximum of \$2,500
- 4) Waiver of Deductible for Glass Repair
- 5) Fellow Employee exclusion is deleted
- 6) Comprehensive deductible is waived for glass repair, will apply to glass replacement
- 7) Elected Official Vehicle Endorsement: Up to a \$1,000 deductible reimbursement or repair of a Elected Officials personal vehicle if it is involved in an accident and there is physical damage to their vehicle**
- 8) Fire Fighter Personal Auto Physical Damage Coverage: Up to \$4,500 towards the replacement or repair of your personal vehicle if damaged while responding or returning from a covered activity**
- 9) Personal Property of Others: \$1,000 for "loss" to personal property of others in or on your covered auto
- 10) Freezing Coverage for Fire and Other Emergency Vehicles: exclusion waived
- 11) Designated Value Coverage for scheduled autos: fire and emergency vehicles (see below)**
- 12) New Vehicle Replacement – less than 2 years old and 20,000 GVW or less**
- 13) Permanently attached equipment included in vehicle value
- 14) Broad Form Property Damage and Liability – Included**
- 15) Extension of coverage to borrowed or rented vehicles due to a loss to a covered vehicle**

**How EMC will settle a physical damage claim for a fire or emergency vehicle utilizing form CA7414.3, which is exclusive to EMC.*

- The cost to repair a covered "auto" or a part or parts of it; or
- The cost to replace a part or parts of the covered "auto" with a part or parts of like kind and quality **without deduction for depreciation**; or
- The cost to replace a covered "auto" with a **new** "auto" of like kind and quality **without deduction for depreciation**; or
- **125%** of amount shown in the schedule of Covered Autos You Own for Stated Amount for that vehicle.

*For additional coverage and exclusions please refer to your policy

CITY OF POTTERVILLE AUTO SCHEDULE

VEHICLE	TYPE	COST NEW
2005 FORD F150	PICK UP	\$17,500
2010 INTERNATIONAL	DUMP TRUCK	\$122,790*
2012 FORD SUPER DUTY	PICK UP	\$60,000
2016 FORD F350	DPW	\$39,820
2018 DODGE CHARGER	POLICE	\$36,995
2019 FORD F250	PICK UP	\$45,065
2019 FORD F450SD	STREET SWEEPER	\$104,000*
2004 STERLING	DUMP TRUCK	\$58,000
2020 FORD EXPLORER	POLICE	\$53,000
2004 SUPERLINE TAG	TRAILER	\$6,500

**How EMC will settle a physical damage claim for a fire or emergency vehicle utilizing form CA7414.3, which is exclusive to EMC.*

- The cost to repair a covered “auto” or a part or parts of it; or
- The cost to replace a part or parts of the covered “auto” with a part or parts of like kind and quality **without deduction for depreciation**; or
- The cost to replace a covered “auto” with a **new** “auto” of like kind and quality **without deduction for depreciation**; or
- **125%** of amount shown in the schedule of Covered Autos You Own for Stated Amount for that vehicle.

***This vehicle has a \$1,000 Collision and \$1,000 Comprehensive Deductible**

*For additional coverage and exclusions please refer to the coverage document.

COMPREHENSIVE PUBLIC ENTITY LIABILITY COVERAGE

PER OCCURRENCE LIMIT	\$1,000,000
AGGREGATE LIMIT	\$3,000,000
DEDUCTIBLE	NONE
DAMAGE TO PREMISES RENTED TO YOU	\$300,000
MEDICAL EXPENSE LIMIT	\$10,000
PERSONAL AND ADVERTISING INJURY LIMIT	\$1,000,000
PRODUCTS AND COMPLETED OPERATIONS AGGREGATE LIMIT	\$3,000,000
EMPLOYEE BENEFIT LIABILITY (\$1,000 deductible)	INCLUDED
A) Bodily Injury Included (broadened definition)	
B) Personal Injury Included	
C) Property Damage Included	

ADDITIONALLY NAMED:

The "Persons Covered" provision of the Comprehensive Public Entity Liability coverage also includes the following while acting "on behalf of" or "in the interest of" the Named Entity.

- 1) Any member of the governing body of the named Entity
- 2) Any member of the board/commission of the named Entity
- 3) Any elected or appointed official of the named Entity
- 4) Any employee of the named Entity
- 5) Any volunteer of the named Entity

ADDITIONALLY INCLUDED:

- 1) Personal injury includes hazard groups:
 - a) Detention, Imprisonment, Malicious Prosecution
 - b) Wrongful Entry or Eviction or other Invasion of the Right of Private Occupancy
 - c) A Publication or Utterance of a Libel, Slander or other Defamatory or Disparaging Material
- 2) Contractual Liability – Coverage for the Entity When it Becomes Legally Obligated for Liability Assumed Through an Approved Contractual Agreement
- 3) Advertising Injury Liability – Includes Slogan Infringement
- 4) Host Liquor Liability – Includes Incidental Giving and Serving
- 5) Broad Form Property Damage Liability
- 6) Extended Bodily Injury – bodily injury, sickness or disease sustained by a person, including mental anguish or death resulting from bodily injury, sickness or disease
- 7) Incidental Medical Malpractice - Included
- 8) EMT/EMS coverage - Available
- 9) Fellow Employee Exclusion – Deleted
- 10) Lakes or Reservoirs – Included
- 11) Athletic Programs and Sledding Hill – Included (participant liability and medical payments excluded)
- 12) Contractual Liability – Grand Trunk Western Railroad Company - Included
- 13) Watercraft Liability - Available
- 14) Cemetery Professional – Available
- 15) Care, custody and control exclusion waived (will include vehicles)
- 16) Broad Liability coverage for all electric, gas, sewer and water utility operations – Failure to Supply Exclusion - Deleted**
- 17) Water Companies - Included
- 18) Sewer Back Up coverage – \$10,000 each occurrence/\$25,000 annual aggregate**
- 19) Additional Insureds – Potterville Public Schools, Katie and Dale Hill - Included**

*For additional coverage and exclusions please refer to your policy

POLICE PROFESSIONAL LIABILITY COVERAGE

PER OCCURRENCE LIMIT	\$1,000,000
AGGREGATE LIMIT	\$2,000,000
MEDICAL PAYMENTS	\$10,000
DEDUCTIBLE	\$1,000

OCCURRENCE FORM

WHO IS INSURED:

- 1) Any full or part time employee
- 2) Volunteers or auxiliary members
- 3) Any appointed or elected officer or a member of a governing board or commissioner or agency of yours while acting within the scope of their duties
- 4) The Named Insured "City"

*Bodily Injury or Property Damage is caused by an "occurrence" and arises out of the performance of the law enforcement activities and all operations necessary and incidental thereto.

*Personal and Advertising Injury arising out of the conduct of your law enforcement activities and all operations necessary and incidental thereto.

COVERAGE HIGHLIGHTS:

- 1) False arrest, detention or imprisonment
- 2) Assault and Battery
- 3) Malicious prosecution
- 4) Wrongful entry into, or eviction of a person from a room, dwelling or premises that the person occupies
- 5) Oral or written publication of material that violates a person's right of privacy
- 6) Violation of constitutional/civil rights or improper service of process as it relates solely to the organization's law enforcement activities
- 7) Shooting Range – Available
- 8) Supplementary Payments
- 9) Moonlighting Endorsement – **Available**

COMPREHENSIVE PUBLIC ENTITY ERRORS AND OMISSION COVERAGE

EMC LINEBACKER FORM

PER OCCURRENCE LIMIT	\$1,000,000
AGGREGATE LIMIT	\$2,000,000
EMPLOYMENT PRACTICES LIABILITY	INCLUDED
WRONGFUL ACT	INCLUDED
DEDUCTIBLE	\$0

OCCURRENCE FORM

The "Persons Covered" provision of the Comprehensive Public Entity Liability coverage also includes the following while acting "on behalf of" or "in the interest of" the Named Entity.

- 1) Any member of the governing body of the named Entity
- 2) Any member of the board/commission of the named Entity
- 3) Any elected or appointed official of the named Entity
- 4) Any employee of the named Entity
- 5) Any volunteer of the named Entity

ADDITIONALLY INCLUDED:

Supplementary payments and plaintiff/claimant attorney's fees and expenses

Good Samaritan Coverage - Included

Defense Costs: First Dollar Coverage

Zoning: inverse condemnation, takings - **MONETARY DAMAGE COVERAGE: \$250,000**

****DEFENSE COSTS – OUTSIDE OF POLICY LIMITS**

Actual or alleged errors

Misstatements or misleading statement

Act or omission or neglect or breach of duty

Injunctive Relief (non-monetary)

NO SUBLIMIT

Included

Loss of Salary/Fringe Benefit

\$50,000/\$100,000

Included**

** See options page for additional Monetary Damage Coverage Limits for Regulatory Takings and Inverse Condemnation and Loss of Salary/Fringe Benefit.

*For additional coverage and exclusions please refer to your policy

PUBLIC ENTITY UMBRELLA COVERAGE

LIMIT OF COVERAGE	\$5,000,000
AGGREGATE LIMIT	\$5,000,000
SIR	\$0

EXCESS COVERAGE OVER:	GENERAL LIABILITY	INCLUDED
	EMPLOYEE BENEFIT LIABILITY	INCLUDED
	AUTO LIABILITY	INCLUDED
	ERRORS OR OMISSIONS LIABILITY	INCLUDED
	LAW ENFORCEMENT LIABILITY	INCLUDED
	CYBERSOLUTIONS	EXCLUDED
	WORKERS COMPENSATION	AVAILABLE*
	*Please provide copy of Workers Compensation Dec Page	

WORKERS COMPENSATION*NOT QUOTED AT THIS TIME*

*Payrolls provided at application and subject to annual audit

*For additional coverage and exclusions please refer to your policy

Recommendations

- 1) Obtain certificates of Liability and Worker Compensation Insurance from sub contractor's that preform work on your behalf and/or on your premises.
- 2) Annually review higher limits of Liability and may be obtained through written request.
- 3) Aggressively remove ice and snow from walkways and parking lots.
- 4) Complete proper background checks on new hires.
- 5) Run Motor Vehicle Records periodically on all employees who drive on your behalf.
- 6) Annually obtain certificates of insurance from employees who drive on your behalf.
- 7) Difference In Condition (DIC) Policy – consideration for purchase of coverage for many of the common exclusions found in a Standard Property Policy.
- 8) Document any disciplinary action(s) for review with counsel.
- 9) Regular review of Real and Personal Property Values and Schedules.
- 10) Regular inspections of vehicles, equipment, fire suppression systems and electrical services.
- 11) Document all maintenance and inspections.
- 12) Regular update of employment handbooks, policies and procedures.
- 13) Regular update of zoning and ordinance laws.
- 14) Utilize loss control services and establish a time table for implementation.
- 15) Establish a tree maintenance program or if you already have one, review it to be sure that the Authority is documenting, cutting down and/or removing dead trees/limbs from Authority Property.
- 16) Carefully review Business Income and Extra Expense exposures to insure current limits are met with Authority Board approval.
- 17) Review your bonding exposures and limits to insure that your bonds provide adequate protection for your Authority.
- 18) Cyber Liability is a growing area of litigation for municipalities throughout the country. It is a area of liability you should discuss and review to determine if this type of protection should be added to the Authority Insurance Program.

We can provide assistance in helping with many of these recommendations and/or provide options for you based on written request.

SUMMARY OF COVERAGES AND PREMIUM

1) GENERAL LIABILITY	INCLUDED
2) ERRORS AND OMISSIONS	INCLUDED
3) PROPERTY	INCLUDED
4) INLAND MARINE	INCLUDED
5) ELECTRONIC DATA PROCESSING	INCLUDED
6) AUTO LIABILITY	INCLUDED
7) POLICE PROFESSIONAL LIABILITY	INCLUDED
8) BOILER AND MACHINERY (Mechanical Breakdown)	INCLUDED
9) CRIME COVERAGE	INCLUDED
10) BOND COVERAGE	INCLUDED
11) UMBRELLA	INCLUDED

PACKAGE PREMIUM

\$62,744

Optional Coverage:

UMBRELLA

PER OCCURRENCE

\$5,000,000

AGGREGATE

\$5,000,000

PREMIUM

INCLUDED

**Higher limits are available upon request.*

PUBLIC OFFICIAL LIABILITY

MONETARY DAMAGE COVERAGE

ZONING

\$250,000

\$500,000

\$750,000

\$1,000,000

INCLUDED

\$230

\$489

\$689

LOSS OF SALARY/FRINGE BENEFIT

\$75,000/\$100,000

\$178

GENERAL LIABILITY

OCCURRENCE

\$10,000

\$25,000

\$50,000

\$100,000

SEWER BACK UP

AGGREGATE

\$25,000

\$50,000

\$100,000

\$100,000

INCLUDED

\$504

\$2,008

\$3,016

CYBERSOLUTIONS

\$50,000 - \$100,000

**Higher limits are available upon request.*

\$992

CITY OF POTTERVILLE

Acceptance of Insurance Proposal

Effective Date of Policy: July 1st, 2024

Signature	Title	Date
	<i>PACKAGE PREMIUM</i>	<i>\$62,744</i>

OPTIONAL LIMITS ACCEPTED:

INITIAL	LIMIT	PREMIUM ADJUSTMENT
_____ UMBRELLA	\$ _____	\$ _____
_____ LOSS OF SALARY/FRINGE	\$75,000/\$100,000	\$ _____
_____ MONETARY DAMAGE	\$ _____	\$ _____
_____ SEWER BACK UP	\$ _____	\$ _____
_____ CYBERSOLUTIONS	\$50,000 - \$100,000	\$ _____
_____		\$ _____
_____		\$ _____
_____		\$ _____

TOTAL ANNUAL PREMIUM: \$ _____

Standard of Liability as established by PA222

If a sewage disposal system event occurs, a municipality is subject to PA222 and a “claimant may seek damages from the municipality for damages or injuries caused by the event if the claimant can prove ALL of the following existed at the time of the event:

- 1) The governmental agency at the time of the event owned, or operated, or directly or indirectly discharged into, the portion of the sewage disposal system that allegedly caused damage or injury (an “appropriate government agency”);*
- 2) The sewage disposal system had a construction, design, maintenance, operation, or repair defect (“a defect”);*
- 3) The governmental agency knew, or in the exercise or reasonable diligence should have known, about the defect;*
- 4) The governmental agency, having the legal authority to do so, failed to take reasonable steps in a reasonable amount of time to repair, correct, or remedy the defect; and*
- 5) The defect was 50 percent or more the cause of the event and the damage or injury (a “substantial proximate clause”)*

To recover damages for a sewage disposal system event under PA222's new standard of liability, a claimant must notify the governmental agency within 45 days after the damage or injury was discovered or should have been discovered. PA222 imposes two obligations on municipalities relating to compliance with the Act's Notice Provisions.

First a governmental agency owning or operating a sewage disposal system must make available public information about the provision to the governmental agency of notice of a sewage disposal system event. The public information should include a explanation of the PA22's notice requirements, the name and address of the individual within the governmental agency where written notice of an event may be delivered and the required content of the notice.

To comply with this requirement, municipalities should have this information available for the public upon request. Municipalities could also consider posting such information in public places, providing the information with sewer bills, publishing the information in newsletters, or posting the information on municipal websites.

Second, if prior to providing the required written notice a person owning and occupying property affected by a sewage disposal system notifies, orally or in writing, the governmental agency, or the individual who may lawfully be served with civil process against the governmental agency, of a sewage disposal system event, the governmental agency must provide the personal all of the following information in writing:

- 1) A sufficiently detailed explanation of the PA222's notice requirements to allow a claimant to comply with the requirements;*
- 2) The name and address of the individual within the governmental agency to whom a claimant must send written notice; and*
- 3) The required content of the written notice, limited to the claimant's name, address or telephone number, the address of the affected property, the date of the discovery of any damages or injury, and a brief description of the claim.*

Municipalities should adhere closely to the requirements as failure to comply could extend the time period during which a claimant may seek compensation for a sewage disposal system event.

CYBER SOLUTIONS (EMC) – optional coverage

DATA COMPROMISE COVERAGE

RESPONSE EXPENSE LIMIT	ANNUAL AGGREGATE	\$100,000
LEGAL REVIEW		\$50,000
FORENSIC “IT” REVIEW SUBLIMIT		\$50,000
NAMED MALWARE SUBLIMIT		\$50,000
PUBLIC RELATIONS SUBLIMIT		\$10,000
REGULATORY FINES AND PENALTIES		\$50,000
PCI FINES AND PENALTIES		\$50,000
DEDUCTIBLE		\$1,000

DATA COMPROMISE DEFENSE AND LIABILITY LIMIT

	ANNUAL AGGREGATE	\$100,000
NAMED MALWARE SUBLIMIT		\$50,000
DEDUCTIBLE		\$1,000

IDENTITY RECOVERY COVERAGE

IDENTITY RECOVERY LIMIT	\$25,000
EXPENSE REIMBURSEMENT DEDUCTIBLE	\$0

CYBER COVERAGE

COMPUTER ATTACK LIMIT	\$100,000
LOSS OF BUSINESS SUBLIMIT	\$50,000
PUBLIC RELATIONS SUBLIMIT	\$10,000
CYBER EXTORTION SUBLIMIT	\$10,000
MISDIRECTED FRAUD PAYMENT	\$5,000
DEDUCTIBLE	\$1,000

NETWORK SECURITY DEFENSE AND LIABILITY LIMIT

	ANNUAL AGGREGATE	\$100,000
DEDUCTIBLE		\$1,000
ELECTRONIC MEDIA LIABILITY	\$100,000	
DEDUCTIBLE	\$1,000	

*For additional coverage and exclusions please refer to the coverage document.



COMMERCIAL BILLING PLAN

EMC's billing plan offers you **convenience** and **flexibility** in the payment of your insurance premium.

3 Easy Ways to Pay



Electronic Funds Transfer (EFT)

- ▶ Recurring automatic bank account withdrawals
- ▶ No monthly installment fee

Sign up on Policyholder Access, contact your agent or visit emcins.com and select **Business > Payment and Billing** to find the EFT Authorization Form.



Online

- ▶ Pay by eCheck, credit or debit card
- ▶ Single withdrawal or payment

Visit emcins.com and select **Make a Payment**.



By Mail

- ▶ Pay by check, money order or cashier's check (do not send cash)

Mail your payment along with the bottom portion of your invoice to the address provided on your billing statement.

Allow at least 7 days for your payment to reach us.

Choose Your Amount

With EMC's flexible payment options, you can pick the plan that works for you.

- ▶ Full account premium
- ▶ 12 payments
- ▶ 10 payments
- ▶ Semi-annual
- ▶ Quarterly

All new business direct bill billing plans require a 20% down payment. Contact your agent for more information.

2 Ways to Save

Avoid monthly installment fees by choosing one of these payment methods:

- ▶ Pay your bills with EFT (option 1 above)
- ▶ Pay the account balance in full on the first invoice

Questions?

Contact your local insurance agent.

EMC Insurance Companies
717 Mulberry Street
Des Moines, IA 50309
800-447-2295 • 515-280-2511

emcins.com





Cyber Suite

All companies that maintain data on their clients and employees have a responsibility to safeguard the data. However, businesses are vulnerable to data breaches, cyber attacks by computer thieves, and inadvertent releases of information.



Coverage When You Need It Most

Cyber Suite coverage is a comprehensive cyber insurance solution designed to help businesses respond to a range of cyber incidents. These include: breaches of personally identifying or personally sensitive information, threats of unauthorized intrusion into or interference with computers systems, damage to data and systems from computer attacks and cyber-related litigation.

Available to a wide variety of businesses and organizations, CyberSolutions helps pay for the costs associated with:

- Data Compromise Response Expenses
- Computer Attack
- Data Compromise Liability
- Network Security Liability
- Electronic Media Liability
- Identity Recovery
- Misdirected Payment Fraud
- Extended Income Recovery
- Computer Fraud
- Cyber Extortion Expenses
- Future Loss Avoidance
- Reward Payments
- Telecommunications Fraud
- Reputational Harm

Cyber Suite coverage is designed to help businesses respond to a range of cyber incidents, including breaches of personally identifying or personally sensitive information, threats of unauthorized intrusion into or interference with computer systems, damage to data and systems from a computer attack and cyber-related litigation.

Claims Scenarios

Data Compromise Response Expenses

A burglar broke into an accountant's office and stole a computer with the tax records of clients. The insured's clients were in four states and he needed assistance meeting the various state law notification requirements. Legal counsel helped to notify affected individuals, who were offered a toll-free hotline and credit monitoring services. **Paid Loss after Deductible: \$28,000**

Data Compromise Liability

An unknown actor stole approximately 20 deal jackets containing the Personal Identifying Information of customers from a dealership. The insured provided breach notifications and credit monitoring services to affected individuals. Two customers subsequently made legal demands as a result of this breach. **Paid Loss after Deductible: \$20,013**

Misdirected Payment Fraud

An employee in the finance department received an email that looked like it was from the company's CFO directing that employee to send a wire for an overdue vendor invoice. Later that day after the employee sent the wire, he bumped into the CFO in the hallway and mentioned he sent the payment. The CFO said he never sent any such request. The employee checked the email and noticed that the CFO's name was spelled slightly incorrectly. The company had been duped by a fraudster that made an outside email look like it came from the CFO. The coverage reimbursed the amount of the wire. **Paid loss after deductible: \$9,500**

Tools and Resources

Access to Cyber Safety, a comprehensive suite of tools and processes designed to help insureds prevent cyber-attacks before they occur. Key features of Cyber Safety include website monitoring, security training, and security policy templates. Receive free access to the foundational level of Cyber Safety and a 20% discount for the first year on increased levels of access including more scans and training for more employees.

Access to eRiskHub®, a risk management portal designed to help business owners prepare and respond effectively to data breaches.

Key features of the eRiskHub® portal include: an incident response plan roadmap, online training modules, risk management tools to manage data breaches, a directory for external resources, a news center with current articles from industry resources, and a learning center with best practices and white papers

Access to one hour of free cybersecurity risk consulting, as well as one hour of free consulting from one of HSB's partner law firms.

Access to "My Tech Support" which offers free computer diagnostics by phone and competitive rates for virus removal, technical assistance and related digital security services.

* Source: Small Business Trends



Visit www.emcins.com/businessins/cybersolutions to view more information about CyberSolutions, including real examples of how this coverage can protect your business or organization.

Learn More

To learn more about CyberSolutions, visit emcins.com or contact your local independent agent.

EMC Insurance Companies
717 Mulberry Street
Des Moines, IA 50309
800-447-2295 • 515-280-2511

emcins.com



Disclaimer: The contents of this brochure are for informational purposes only and are not intended to be all-inclusive. Refer to the issued policy for specific details regarding coverages, conditions and exclusions. In the event of a conflict between the terms contained herein and the policy, the policy terms and conditions will prevail.



Managing Employment Risk

Resources from EMC Insurance Companies

Policyholders with employment practices liability insurance from EMC Insurance Companies can access two resources to help manage business employment exposures, and reduce or prevent costly employment claims.



Workplace Risk Solutions

Online Support From The McCalmon Group, Inc.

This online portal provides up-to-date information, education, loss prevention and training for you and your employees, including:

- **Model Workplace Forms and Policies**—Forms and policies designed for small businesses, including an application for employment, reprimand forms and model employee handbook policies in English and Spanish
- **Web-Based Training**—Online training courses available 24/7; topics include preventing discrimination, harassment and other employment claims
- **Knowledge Vault**—A library full of workplace-related articles, self-audit checklists and more
- **Additional Features**—Email notices of new articles, links to federal and state law resources, and the option to purchase a comprehensive model handbook from The McCalmon Group at a reduced rate

Employment Practices Consultation

Legal Hotline From Jackson Lewis, LLP

Jackson Lewis is one of the nation's largest and most respected employment law firms, representing management in the defense of harassment, discrimination, wrongful discharge and other workplace-related claims.

This consultative service connects you to attorneys who can provide proactive and practical information about a broad range of topics, including:

- **Appropriate steps to take** when investigating reports of harassment
- **Whether the FMLA or state leave laws apply** to your organization, and how they generally should be administered
- **How federal and state employment laws can apply** to your workplace issues
- **Overview of your organization's rights** with respect to the types of actions it could consider when an employee fails to perform job duties

Access the Hotline

Call 800-259-5589, Monday through Friday
9 a.m.–6 p.m. Central Standard Time



Workplace Risk Solutions Website Instructions

Registration

1. Choose a site administrator. We recommend having one person register your organization as the site administrator, and then register additional users.
2. Go to www.emc.wprsolutions.com
3. Click **Register Here** in Member Login box
4. Enter the passcode: **EMC-hrhelp**
5. Complete the registration form

Adding Users

Add Users Using Email Invitations

1. Click **Control Panel**
2. Select **Users**
3. Click **Recruit New Users**
4. Fill in the email addresses with a comma between each address
5. Add your own comments under **Additional Message**
6. Click **Submit** to send the emails

Add New Users Individually

1. Click **Control Panel**
2. Click **Add/Edit Approved Users**
3. Click **Add New User**
4. Fill out the new user form
5. Click **Submit** to complete the registration
6. Assign the new user a username and password

Questions? Call 888-712-7667 for customer support.

Contact Us

Contact your local EMC marketing representative, underwriter or loss control representative for more information.

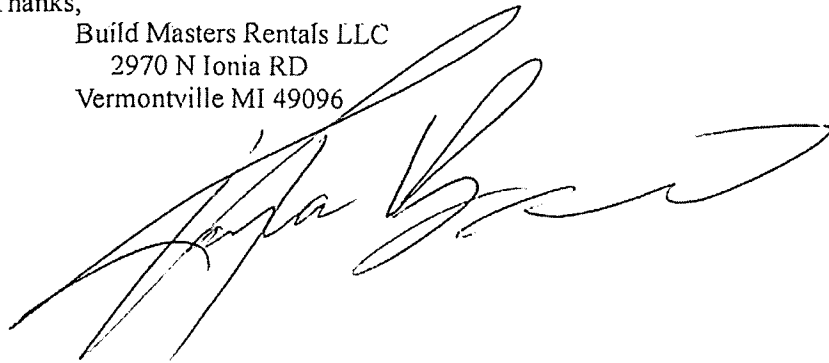


For The CITY OF POTTERVILLE MARCH 19,2024
To whom this may concern,

On Aug. 25, 2023 City of Potterville rented our 924G Vin cat0924gprta00649 and a set of four tires on a rent to own term. We agreed on the price of \$60,000.00, for the 924G and tires. So far the city of Potterville has paid a total of \$27600.00 with a pay off balance of \$32,400.00
Should the City of Potterville Opt. To continue in the the rent to own monthly payments until loader paid off there will be an additional \$5,000.00 added to sales price for finance charges.

Dustin received the set of four tires on March 15, 2024 and City of Potter still has 924 loader.

Thanks,
Build Masters Rentals LLC
2970 N Ionia RD
Vermontville MI 49096



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. 2024-0418-06

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 18th day of April, at 6:00 p.m.

Present:

Absent:

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

AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT

WHEREAS, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Potterville, dated April 8, 2020, in accordance with the Authorization for Change in Standard Lighting Contract dated April 18, 2024.

Heretofore submitted to and considered by this Council and

WHEREAS, further, that the City Manager be and is authorized to execute such authorization for change on behalf of the City.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

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 April 18, 2024.

Becky Dolman

City Clerk



A CMS Energy Company

CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

April 16, 2024

NOTIFICATION #:
1068847610

CITY OF POTTERVILLE
PO BOX 477
POTTERVILLE, MI 48876-0477

REFERENCE: N HARTEL RD AND MAIN ST, POTTERVILLE

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$ -
Installation Charge:	\$ 400.00
Additional Costs	
Total Estimated Cost:	\$ 400.00
Less Prepayment Received:	\$ -
Total Estimated Cost Due:	\$ 400.00

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Gabriel Poletti at 810-760-3485



A CMS Energy Company

Dear New Electric Customer:

Thank you for your request for electric service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These requirements must be met before we can install your service.

CUSTOMER RESPONSIBILITIES

- 1) Service Location: A copy of our design document may be included in your customer packet. If included, your service entrance equipment should be located at the spot indicated by an "X" as shown on the design document (Form 2804). Install the meter socket 3½ - 5 feet above final grade of this location.
- 2) Meter Socket: Residential metering equipment furnished free of charge, owned and maintained by Consumers Energy includes: meters and one or two position self-contained meter sockets. Contact the company representative assigned to your notification for locations to pick-up the meter socket. For metering installations that require a three or more position self-contained meter socket, the customer will be required to purchase approved meter sockets from a distributor or supplier of their choice.
- 3) Payment: An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or a refund issued upon completion of your service installation.
- 4) Site Conditions: The site must be within three (3) inches of final grade before we can install your service. If you have requested an underground service, you will need to clear a 12-foot wide path that is free of building materials, brush, trees, shrubs, etc, along the proposed service route to avoid delays. Our Forestry Department can provide this service for you at an additional charge. For overhead service, nominal line clearing will be provided at no charge. Any extensive line clearing may require additional charges. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for the final restoration and ensuring that the grading over the trench is at the required level.
- 5) Staking: To avoid damage, you must mark (stake) your existing private underground facilities such as: well, septic systems, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. These stakes must be apparent when we arrive to install the service. We cannot reimburse you for damage to facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) Mobile Home or Temporary Service: If you requested service to a mobile home or temporary electric service, you will be required to set your own pole or install a pipe for underground service in accordance with Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) Construction Repair: If additional line work is required to reach your location due to site conditions or other unusual circumstances, extra charges may be incurred.
- 8) **ELECTRICAL INSPECTION: YOU ARE RESPONSIBLE FOR ENSURING THAT ALL ELECTRICAL PERMITS AND INSPECTIONS ARE OBTAINED BEFORE ANY SERVICE CONNECTIONS CAN BE MADE. WIRINGS MUST COMPLY WITH LOCAL AND STATE ELECTRICAL CODES. NOTE: CAUTION SHOULD BE USED WHEN WORKING INSIDE FUSE PANEL. PANEL MAY BE ENERGIZED AFTER SERVICE IS**
- 9) Additional Charges: Underground services installed during the months of December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 10) Joint Trenching: Discounts for installation of electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 11) Usage Rate: Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job. If any of the characteristics of the service request are changed and not communicated to us, you may experience delays and/or additional charges.

If you have any questions regarding these requirements please direct inquiries to:

Gabriel Poletti at **810-760-3485**



A CMS Energy Company

PLEASE RETURN THE CHECKED DOCUMENTS BELOW TO CONSUMERS ENERGY IN THE ENVELOPE PROVIDED	
TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com	
<input type="checkbox"/>	AGREEMENT FOR INSTALLATION (Please return all pages of contracts) (Form 93, Form 94 and Form 95 - 2 Page Document Each) (Form 861, Form 862 and Form 230 - 4 Page Document Each)
<input checked="" type="checkbox"/>	PAYMENT WITH INVOICE STUB (BOTTOM STUB IS REQUIRED FOR PROCESSING)
<input type="checkbox"/>	REQUEST FOR ELEVATED CUSTOMER DELIVERY PRESSURE
<input checked="" type="checkbox"/>	STANDARD LIGHTING CONTRACT (MUST BE CERTIFIED BY CLERK)
<input type="checkbox"/>	SIGNED CUSTOMER ATTACHMENT PROGRAM (CAP) CONTRACT (PLEASE ENSURE TO CHECK PAYMENT OPTION ON CONTRACT)
<input type="checkbox"/>	GO READY FORM (FORM 1250) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	SITE READY PHOTO(S) TO EXPEDITE SERVICE, RETURN VIA EMAIL TO: POBoxCEServiceRequest@cmsenergy.com
<input type="checkbox"/>	OTHER:
ELECTRIC SERVICE NOTIFICATION:	
GAS SERVICE NOTIFICATION:	
ELECTRIC OH DISTRIBUTION NOTIFICATION:	
ELECTRIC UG DISTRIBUTION NOTIFICATION:	
GAS MAIN NOTIFICATION:	
STREETLIGHT NOTIFICATION:	1068847610



Amount Due: \$400.00

Please pay by: April 30, 2024

▶ Invoice Number	9326649027
PO Number	
PO Date	
Bill Date	04/16/24

▶ **Account:** ◀

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Electric Streetlights-CIAC	4.0 EA	\$100.00	\$400.00
TOTAL DUE:			\$400.00

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: Gabriel Poletti -810-760-3485 -

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



Account:

Amount Due: \$400.00

Please pay by: April 30, 2024

▶ **Enclosed:**

Ways to pay your nonenergy bill:



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail

Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274-0309



In person

Cash, check, card
or money order

Varies by authorized payment location

Fee may apply



**AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING
CONTRACT(COMPANY-OWNED) FORM 547**

Contract Number: 103037898204

Consumers Energy Company is authorized as of _____ by the City of POTTERVILLE, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of POTTERVILLE, dated 5/8/2020.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 5/8/2020 shall remain in full force and effect.

Notification Number(s): 1068847610

Comments: 11624485

City of POTTERVILLE

By: _____

(Signature)

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of POTTERVILLE, dated 5/8/2020, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board; and

RESOLVED, further, that the _____ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF EATON

I, _____, clerk of the City of POTTERVILLE do hereby certify that the foregoing resolution was duly adopted by the

commission council board of said municipality, at the meeting held on _____.

Dated:

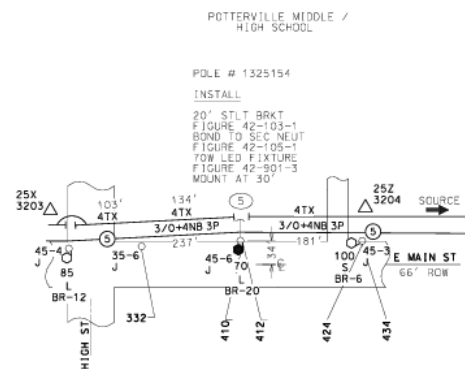
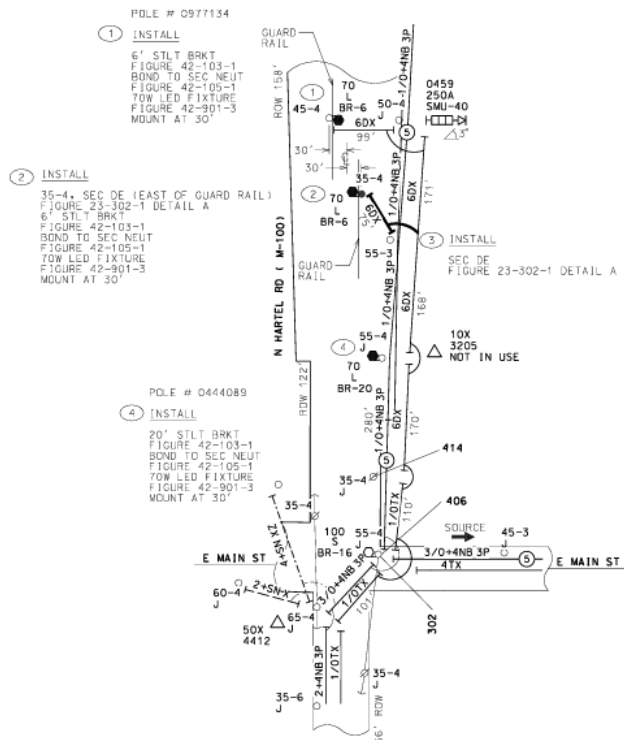
Municipal Customer Type: City

Form 547 11-2014

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (3) 70 watt LED White Cobrahead NA to Install at location 1,2,4 ON HARTEL NORTH OF MAIN;
- (1) 70 watt LED White Cobrahead NA to Install at location LOC 5 MAIN ST WEST OF HIGH ST;

4





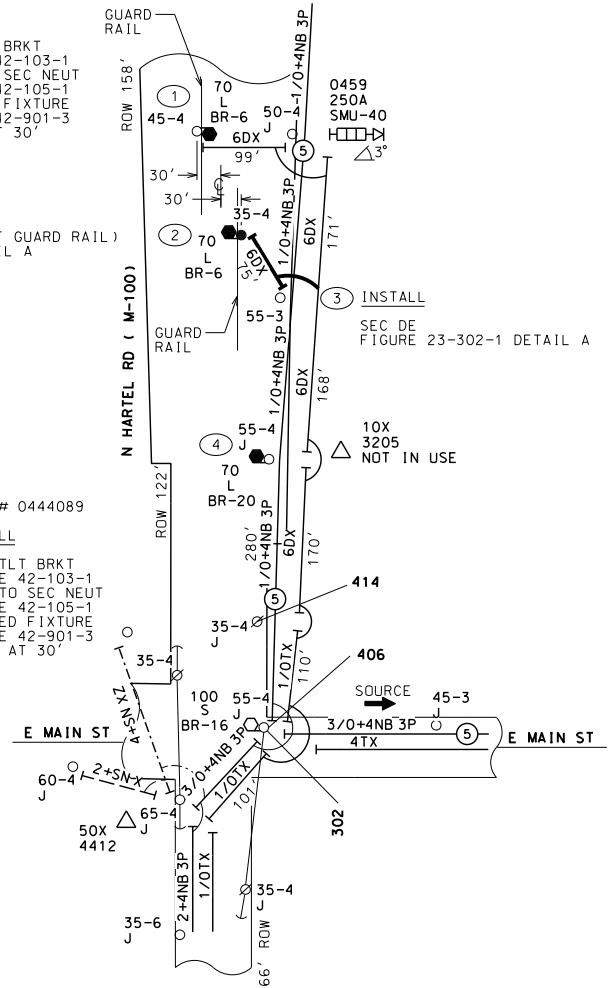
POLE # 0977134

- ① INSTALL
6' STLT BRKT
FIGURE 42-103-1
BOND TO SEC NEUT
FIGURE 42-105-1
70W LED FIXTURE
FIGURE 42-901-3
MOUNT AT 30'

- ② INSTALL
35-4, SEC DE (EAST OF GUARD RAIL)
FIGURE 23-302-1 DETAIL A
6' STLT BRKT
FIGURE 42-103-1
BOND TO SEC NEUT
FIGURE 42-105-1
70W LED FIXTURE
FIGURE 42-901-3
MOUNT AT 30'

POLE # 0444089

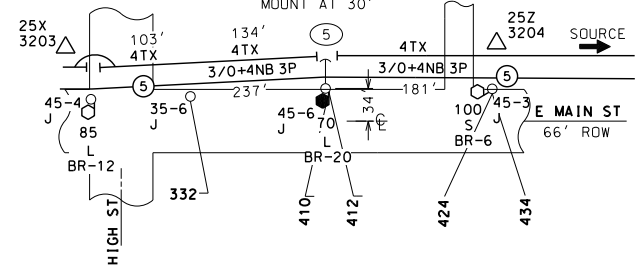
- ④ INSTALL
20' STLT BRKT
FIGURE 42-103-1
BOND TO SEC NEUT
FIGURE 42-105-1
70W LED FIXTURE
FIGURE 42-901-3
MOUNT AT 30'



POTTERVILLE MIDDLE / HIGH SCHOOL

POLE # 1325154

- INSTALL
20' STLT BRKT
FIGURE 42-103-1
BOND TO SEC NEUT
FIGURE 42-105-1
70W LED FIXTURE
FIGURE 42-901-3
MOUNT AT 30'



MISS DIG System, Inc.
1-800-482-7171



SUBSTATION POTTERVILLE		WD NO. 0576	N HARTEL RD AND MAIN ST ECNC STL					METER ORDER NUMBER		METER NUMBER		READ		METER LOCATION	
CIRCUIT M-78		CXT NO. 02	TLM NUMBER 0304243205	# OF RODS	OHMS	ORDER TYPE ECNC	MAT. TYPE STL	NOTIFICATION NUMBER 1068847610	DESIGN NUMBER 11624485	ORDER NUMBER	JOB PURPOSE: CUSTOMER REQUESTED STREETLIGHT INSTALLATION				
CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		UPSTREAM SECTIONALIZING DEVICE: POTTERVILLE SUB		LOCATION: SW COR LANSING RD (1-69) AND PEARL		CONSUMERS ENERGY CONTACTS							
				DEPARTMENT		NAME		NUMBER							
SHEET C SHEET 1 OF 1		SCALE NTS		EATON		CO		BENTON		TWP T 03N R 04W		SEC. 24			