

The City of Potterville Tax Increment Finance Authority

Potterville City Hall, 319 N. Nelson Street – (517) 645-7641 – www.pottervillemi.org

TIFA MEETING AGENDA

Tuesday, November 12th (rescheduled for Holiday) 2024 at 5:30 p.m.

A. Call the Meeting to Order:

B. Pledge of Allegiance:

C. Roll Call: Members Bob Nichols, Vacant Seat, Joseph Bristol Jr., Judy Lenneman, Jon McNett, Elizabeth Ross, Ronald Norman.

1. Members Present: _____

2. Members Absent: _____

D. Agenda Approval:

E. Approval of Minutes:

1. Draft Meeting Minutes from October 14th 2024.

F. Approval of Bills: \$3,150.83

G. Public Comment: Items on the Agenda.

H. Old Business: None.

I. New Business:

1. Lake Alliance Park Non-Motorized Trail and Sidewalk Connection Project - MDNR Trust Fund Grant – Grant Match Commitment.

2. TIFA Certificate of Deposit Investment and Cashflow Analysis.

J. Public Comment: Items not on the Agenda.

K. Communications from Board Members:

L. Next Meeting: December 9th 2024 at 5:30 p.m.

M. Administrative Report: In attendance.

N. Excuse absent Members:

O. Meeting Adjourn:

Potterville TIFA Board Minutes

Monday, October 14, 2024 @ 5:30 p.m. – Potterville City Hall, 319 N. Nelson Street

Meeting was called to order by B. Nichols at 5:30 p.m.

Pledge of Allegiance was recited by all.

Roll Call: **Present:** B. Nichols, R. Norman, J. Bristol, L. Ross, B. Goodman, J. McNett, and J. Lenneman.
 Absent: N/A

Agenda Approval: Motion by Member Ross to add New Business line-item: Formal Resignation of Member Brian Goodman, and approve the agenda as amended, seconded by Member Lenneman. Motion carried (7-0-0).

Approval of Minutes: Motion by Member Norman to approve the minutes from September 9, 2024, seconded by Member Ross. Motion carried (7-0-0).

Approval of Bills: Motion by Member Goodman to pay bills totaling \$11,280.84, seconded by Member Bristol. Motion carried (7-0-0).

Public Comment: N/A

Old Business:

1. Lake Alliance Park Non-Motorized Trail and Sidewalk Connection Project – MDNR Trust Fund Development Grant Application – up to 50% match amount of \$246,550.00 to reserve by calendar date *August-September 2026*: New renderings included in packet on website. Director explains different types of trust fund grants, our chances, percentage matches, DNR scoring, and TIFA reimbursement periods vs. when invoices come due. Deadline of April 1st, including notices and public hearings. Discussion of revenue over the next few years – the ability to pick up other projects, and opportunities to invest and gain interest.
2. TIFA Fiscal Year 2024 Public Audit and Financial Statements: Included in packet on website. Lake Alliance Baseball field discussion with John Arens. Motion by Member Goodman to spend \$11,700 on fieldwork at Lake Alliance Park, seconded by Member Bristol. Motion carried (7-0-0).

New Business: Formal Resignation of Member Brian Goodman – The business is staying, but he is moving to setup a new location and wishes our town the best of luck for the future!

Public Comment: N/A

Communications from Board:

1. Member Norman wants everyone to prepare for the upcoming hearings in next meetings.
2. Member Nichols would like a quote on CD options.
3. Member McNett would like a quote on blinking-light speed limit signs.
4. Member Bristol hopes everyone had a Happy Halloween and enjoyed the Drunk-or-Treat!

Next Meeting: Monday, November 11, 2024 at 5:30 p.m.

Administrative Report: In attendance.

Motion to Excuse Absent Members: N/A

Motion to Adjourn: Meeting adjourned by Member Norman at 6:17 p.m.

Respectfully submitted,
Kayla Schwartz, TIFA Secretary

Approved by TIFA Board _____, 2024.

DRAFT

User: JWest

Bank TIFA (TIFA)

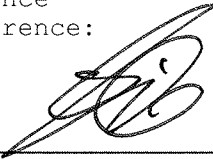
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FROM 10/01/2024 TO 10/31/2024

Reconciliation Record ID: 280

GL Number	Description	Beginning Balance
247-000-001.000	CASH	159,786.89
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	
Beginning GL Balance:		159,786.89
Less: Cash Disbursements		(11,280.84)
Add: Journal Entries/Other		22,805.81
Ending GL Balance:		171,311.86

GL Number	Description	Ending Balance
247-000-001.000	CASH	171,311.86
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	
Ending GL Balance:		171,311.86
Ending Bank Balance:		171,311.86
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		171,311.86
Unreconciled Difference:		0.00

REVIEWED BY: _____ 

DATE: 11-5-2024

11/07/2024 10:10 AM
User: JWest
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 10/15/2024 - 11/12/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TIFA

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: JODI WEST		
NOV 2024	FINANCIAL SECRETARIAL DUTIES MONTH OF NOV 2024	333.33
TOTAL VENDOR JODI WEST		333.33
VENDOR NAME: KAYLA SCHWARTZ		
NOV 2024	SECRETARIAL DUTIES MONTH OF NOV 2024	75.00
TOTAL VENDOR KAYLA SCHWARTZ		75.00
VENDOR NAME: WIGHTMAN		
90501	GENERAL ENGINEERING THROUGHT 10/13/24 (RENDERINGS)	2,742.50
TOTAL VENDOR WIGHTMAN		2,742.50
GRAND TOTAL:		3,150.83

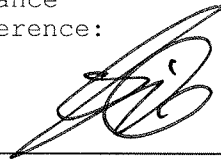
11/04/2024 12:32 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TIFA (TIFA)
FROM 10/01/2024 TO 10/31/2024
Reconciliation Record ID: 280

GL Number	Description	Beginning Balance
247-000-001.000	CASH	159,786.89
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	
Beginning GL Balance:		159,786.89
Less: Cash Disbursements		(11,280.84)
Add: Journal Entries/Other		22,805.81
Ending GL Balance:		171,311.86

GL Number	Description	Ending Balance
247-000-001.000	CASH	171,311.86
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	
Ending GL Balance:		171,311.86
Ending Bank Balance:		171,311.86
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		171,311.86
Unreconciled Difference:		0.00

REVIEWED BY: _____



DATE: _____

11-5-2024

PERIOD ENDING 10/31/2024

TIFA

GL NUMBER	DESCRIPTION	BALANCE		2024-25 AMENDED BUDGET	END BALANCE 10/31/2024
		NORMAL	(ABNORMAL)		
Assets					
247-000-001.000	CASH	168,720.36			171,311.86
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	100,000.00			0.00
TOTAL ASSETS		268,720.36			171,311.86
Fund Equity					
247-000-390.000	FUND BALANCE	161,213.27			90,135.90
TOTAL FUND EQUITY		161,213.27			90,135.90
Revenues					
247-728-401.000	PROPERTY TAXES	148,660.46		198,266.61	159,460.86
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,561.19		23,732.63	22,685.72
247-728-665.000	INTEREST INCOME	460.01		6,000.00	361.86
TOTAL REVENUES		171,681.66		227,999.24	182,508.44
Expenditures					
247-728-703.005	WAGES - OTHER	1,633.32		5,025.00	1,633.33
247-728-727.000	OFFICE EXPENSE	0.00		1,120.00	0.00
247-728-731.000	PUBLICATION	0.00		300.00	0.00
247-728-801.000	ATTORNEY	0.00		500.00	0.00
247-728-803.000	ENGINEERS FEES	0.00		15,000.00	5,360.00
247-728-807.000	AUDIT	4,350.00		4,600.00	4,400.00
247-728-970.000	CAPITAL OUTLAY	0.00		20,000.00	27,847.90
247-728-992.000	BOND PRINCIPAL	50,000.00		55,000.00	55,000.00
247-728-993.000	BOND INTEREST	8,191.25		12,945.00	7,091.25
TOTAL EXPENDITURES		64,174.57		114,490.00	101,332.48
Total - All Funds:		0.00		(113,509.24)	0.00

CASH SUMMARY BY FUND FOR CITY OF POTTERVILLE
FROM 07/01/2024 TO 10/31/2024
FUND: 247
CASH ACCOUNTS

Fund	Description	Beginning Balance 07/01/2024	Total Debits	Total Credits	Ending Balance 10/31/2024
247	TAX INCREMENT FINANCING AUTHOR	97,335.57	244,599.69	170,623.40	171,311.86

11/07/2024 09:59 AM
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DB: Potterville

MONTHLY BALANCES FOR CITY OF POTTERVILLE
From 07/31/2024 to 10/31/2024
Funds: 247
Bank code: TIFA - TIFA
Account Category: Cash

GL #	DESCRIPTION	BALANCE	BALANCE	BALANCE	BALANCE
		07/31/2024	08/31/2024	09/30/2024	10/31/2024
247-000-001.000	CASH	90,470.10	85,561.96	159,786.89	171,311.86
	TOTAL - ALL FUNDS	90,470.10	85,561.96	159,786.89	171,311.86

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	10/31/2024	MONTH 10/31/20
		NORMAL	(ABNORM AMENDED BUDGET	NORMAL	(ABNORM INCREASE (DECR
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	183,809.96	198,266.61	159,460.86	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,561.19	23,732.63	22,685.72	22,685.72
247-728-665.000	INTEREST INCOME	8,404.88	6,000.00	361.86	120.09
Total Dept 728 - TIFA DEPT		214,776.03	227,999.24	182,508.44	22,805.81
TOTAL REVENUES		214,776.03	227,999.24	182,508.44	22,805.81
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,974.97	5,025.00	1,633.33	408.34
247-728-727.000	OFFICE EXPENSE	1,000.00	1,120.00	0.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	32,851.21	15,000.00	5,360.00	872.50
247-728-807.000	AUDIT	4,350.00	4,600.00	4,400.00	1,150.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	121,332.94	0.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	56,061.78	20,000.00	27,847.90	8,850.00
247-728-992.000	BOND PRINCIPAL	50,000.00	55,000.00	55,000.00	55,000.00
247-728-993.000	BOND INTEREST	15,282.50	12,945.00	7,091.25	7,091.25
Total Dept 728 - TIFA DEPT		285,853.40	114,490.00	101,332.48	73,372.09
TOTAL EXPENDITURES		285,853.40	114,490.00	101,332.48	73,372.09
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		214,776.03	227,999.24	182,508.44	22,805.81
TOTAL EXPENDITURES		285,853.40	114,490.00	101,332.48	73,372.09
NET OF REVENUES & EXPENDITURES		(71,077.37)	113,509.24	81,175.96	(50,566.28)
BEG. FUND BALANCE		161,213.27	90,135.90	90,135.90	
END FUND BALANCE		90,135.90	203,645.14	171,311.86	

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2024-25 Amended Budget	YEAR-TO-DATE THRU 10/31/24	Available Balance	% Used
Revenues					
Department 728: TIFA DEPT					
401.000	PROPERTY TAXES				
09/14/2024	GJ TAX DISTRIBUTION SUMMER 24		127522 159,460.86 JE# 7431		
401.000	PROPERTY TAXES	198,266.61	159,460.86	38,805.75	80.43
573.000	LOCAL COMMUNITY STABILIZATION				
10/28/2024	GJ LCSA PAYMENT		127952 22,685.72 JE# 7458		
573.000	LOCAL COMMUNITY STABILIZATION	23,732.63	22,685.72	1,046.91	95.59
665.000	INTEREST INCOME				
07/31/2024	GJ INTEREST MONTH OF JULY 2024		126178 74.63 JE# 7383		
08/31/2024	GJ INTEREST MONTH OF AUG 2024		126681 70.59 JE# 7411		
09/30/2024	GJ INTEREST MONTH OF SEPT 2024		127711 96.55 JE# 7447		
10/31/2024	GJ INTEREST- MONTH OF OCT 2024		127995 120.09 JE# 7463		
665.000	INTEREST INCOME	6,000.00	361.86	5,638.14	6.03
Total - Dept 728		227,999.24	182,508.44	45,490.80	80.05
Total Revenues		227,999.24	182,508.44	45,490.80	80.05
Expenditures					
Department 728: TIFA DEPT					
703.005	WAGES - OTHER				
07/08/2024	AP SECRETARIAL DUTIES MONTH OF JULY 2024		125754 75.00 Inv #: 'JULY 2024' Vendor '0000011144'		
07/08/2024	AP FINANCIAL SECRETARIAL DUTIES MONTH OF JU		125753 333.33 Inv #: 'JULY 2024' Vendor '09752'		
08/12/2024	AP SECRETARIAL DUTIES AUGUST 2024		126288 75.00 Inv #: 'AUG 2024' Vendor '0000011144'		
08/12/2024	AP FINANCIAL DUTIES MONTH OF AUG 2024		126289 333.33 Inv #: 'AUG 2024' Vendor '09752'		
09/04/2024	AP SEPT 2024 FINANCIAL DUTIES		127051 333.33 Inv #: 'SEPT 2024' Vendor '09752'		
09/09/2024	AP SECRETARIAL DUTIES SEPT 2024		127052 75.00 Inv #: 'SEPT 2024' Vendor '0000011144'		
10/14/2024	AP SECRETARIAL DUTIES MONTH OF OCT 2024		127789 75.00 Inv #: 'OCT2024' Vendor '0000011144'		
10/14/2024	AP FINANCIAL DUTIES MONTH OF OCT 2024		127790 333.34 Inv #: 'OCT2024' Vendor '09752'		
703.005	WAGES - OTHER	5,025.00	1,633.33	3,391.67	32.50
727.000	OFFICE EXPENSE	1,120.00	0.00	1,120.00	0.00
731.000	PUBLICATION	300.00	0.00	300.00	0.00
801.000	ATTORNEY	500.00	0.00	500.00	0.00
803.000	ENGINEERS FEES				
07/17/2024	AP LANSING ROAD SERVICES THROUGHT 07/172024		126286 335.00 Inv #: '88544' Vendor '0000011326'		
07/17/2024	AP ENGINEERING WORK LAKE ALLIANCE THROUGH 0		126287 3,567.50 Inv #: '88545' Vendor '0000011326'		
09/09/2024	AP DRAFT PRELIMINARY EST FOR SIDEWALK CONNEC		127055 585.00 Inv #: '88546' Vendor '0000011326'		
10/14/2024	AP GENERAL ENGINEERING THROUGH 09/15/2024		127787 872.50 Inv #: '89777' Vendor '0000011326'		
803.000	ENGINEERS FEES	15,000.00	5,360.00	9,640.00	35.73
807.000	AUDIT				
09/09/2024	AP AUDIT PROGRESS ON 23-24 TIFA STATEMENT		127054 3,250.00 Inv #: '6501' Vendor '11101'		
10/14/2024	AP COMPLETION OF AUDIT AND QUALIFYING STATE		127786 1,150.00 Inv #: '6548' Vendor '11101'		

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE
 Balances as of 10/31/2024

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2024-25 Amended Budget	YEAR-TO-DATE THRU 10/31/24	Available Balance	% Used
Expenditures					
Department 728: TIFA DEPT					
807.000	AUDIT	4,600.00	4,400.00	200.00	95.65
970.000	CAPITAL OUTLAY				
09/09/2024	AP COMPONENT PARTS TO NEW POLICE SILVERADO		127053 18,997.90	Inv #: '108988' Vendor '0000011393'	
10/14/2024	AP FIELD RENOVATIONS		127788 8,850.00	Inv #: '09192024' Vendor '0000011398'	
970.000	CAPITAL OUTLAY	20,000.00	27,847.90	(7,847.90)	139.24
992.000	BOND PRINCIPAL				
09/11/2024	CD SUMMARY CD 09/11/2024		127124 55,000.00		
09/11/2024	CD BOND PRINCIPAL		127125 (55,000.00)	Check #: '3329 TIFA' Vendor '0000011228'.	
10/01/2024	AP OCT BOND AND INTEREST PAYMENT- TIFA		127123 55,000.00	Inv #: 'BOND PAYMENT' Vendor '0000011228'	
992.000	BOND PRINCIPAL	55,000.00	55,000.00	0.00	100.00
993.000	BOND INTEREST				
09/11/2024	CD SUMMARY CD 09/11/2024		127124 7,091.25		
09/11/2024	CD BOND INTEREST		127125 (7,091.25)	Check #: '3329 TIFA' Vendor '0000011228'.	
10/01/2024	AP OCT BOND AND INTEREST PAYMENT- TIFA		127123 7,091.25	Inv #: 'BOND PAYMENT' Vendor '0000011228'	
993.000	BOND INTEREST	12,945.00	7,091.25	5,853.75	54.78
Total - Dept 728		114,490.00	101,332.48	13,157.52	88.51
Total Expenditures		114,490.00	101,332.48	13,157.52	88.51
NET OF REVENUES AND EXPENDITURES		113,509.24	81,175.96	32,333.28	

City of Potterville

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

To: TIFA
From: Tiffani Falin, Parks & Recreation Director
Subject: Update: Lake Alliance Baseball Field Improvements

The City of Potterville's Lake Alliance Baseball field is a work in progress. With the funding and contributions from TIFA, we cannot express enough of our gratitude to the board members. First, this will help tremendously with time management. Our Staff is majority of Seasonal (high schoolers) which put limits as they are in school and extracurricular activities which puts a lot of the field maintenance on the Parks & Recreation Director, until it's summer vacation. However, the benefits of completing these projects are increasing and improving the lifestyle, visual presentations, the endless potential of the parks, a healthy active way of living, boosting confidence and self-esteem of the community, believing and being proud to live in Potterville, and providing services with many different assets of what one can do. The improvements we've seen has been tremendous already and we truly see a difference that will make a big impact on presentation, field conditions, safety, increase in economic stability, etc.

To recap, the Lake Alliance Baseball Field has basepaths from home plate to 1st base and 3rd base to home plate. These are difficult to maintain as the basepaths are not wide enough to fit the equipment down. It has been time consuming as Staff utilizes rakes on these paths and even than the rake work still would not do the job which causes for safety concern. Home plate is very low, and this is why it floods every time we get rain, it needs to be raised up. There are multiple low areas that flood on the baseball field after a rain fall as well. With standing water and ponds on the field, its poor field condition and takes multiple days to dry out which causes activity to be cancelled and rescheduled many times. Additionally, the pitching mound needs much attention. The lip (where the grass and dirt meet) as it was on the Softball fields is in poor condition, which is another safety concern. The goal and objective of this project is to get the ball fields in playable condition where safety of the fields is limited to none. This will also bring in more teams, players, spectators to our area not just for games, programs and activities, but to visit the City and the local businesses we have.

Here is the work that has been done:

- The lip has been cut out on the field.
- Discussions continue on player safety.
- Measurements of where the sod of the grass will be put and around the bases, pitching mound and home plate.

- The pitching mound has started to be reformed with a platform where the pitching rubber is located and built up. Discussions was talked about the way players dig and the landing area.
- Dirt has been brought in for where the sod will be laid down-base paths, home plate, pitching mound and infield grass.
- Sod has been placed.
- Watering and the rain has helped bond the new grass with the dirt and connecting to the field. Rolling has been discuss but want to make sure the new grass has a strong and firm bond connectivity into the ground.

What's next:

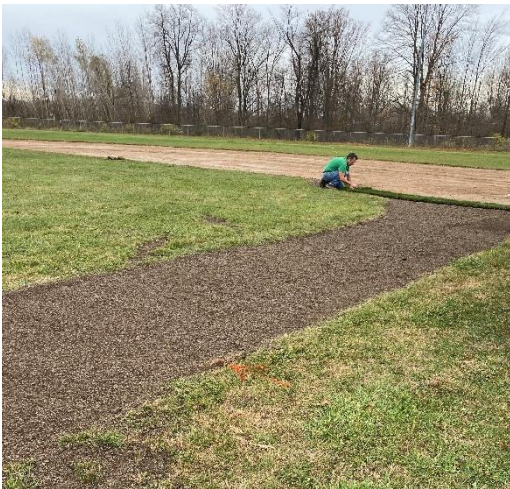
- The infield dirt to be delivered and placed on the dirt area of the field.
- Raising/rebuilding the home plate with dirt and clay material.
- Continue to reform/rebuild the pitching mound with dirt and clay material.
- Realigning the bases, pitching mound and home plate.
- Raising the low areas along the entire lip.
- Grading and leveling the field (this will help with drainage).
- Continue to meet the current baseball regulations.
- Continue the visual presentation.
- Reseeding and fertilize to aid new establishments and strengthen the field conditions.

Attached you will see the changes that have been made, and the visual presentation is better. I can see that maintenance will not be as much of an issue next season as it has been before. We will be able to have better time management with the fields we do manage. We are very excited to see this project through and for the next season to bring in more activity to Pottersville.



*Cutting out the lip, where the dirt and grass meets.





*Dirt added to the base paths and around the lip that was cut out.



*Measurements for current baseball regulations.



***Work in Progress-
Aerial view of the
presentation of the
field.**



*Grass has been laid and in place.
Watering to connect the bondage has begun.





WIGHTMAN

433 E. RANSOM ST.
KALAMAZOO, MI. 49007
269.327.3532

www.gowightman.com

PROJECT NAME:
**LAKE ALLIANCE
PARK
IMPROVEMENTS**

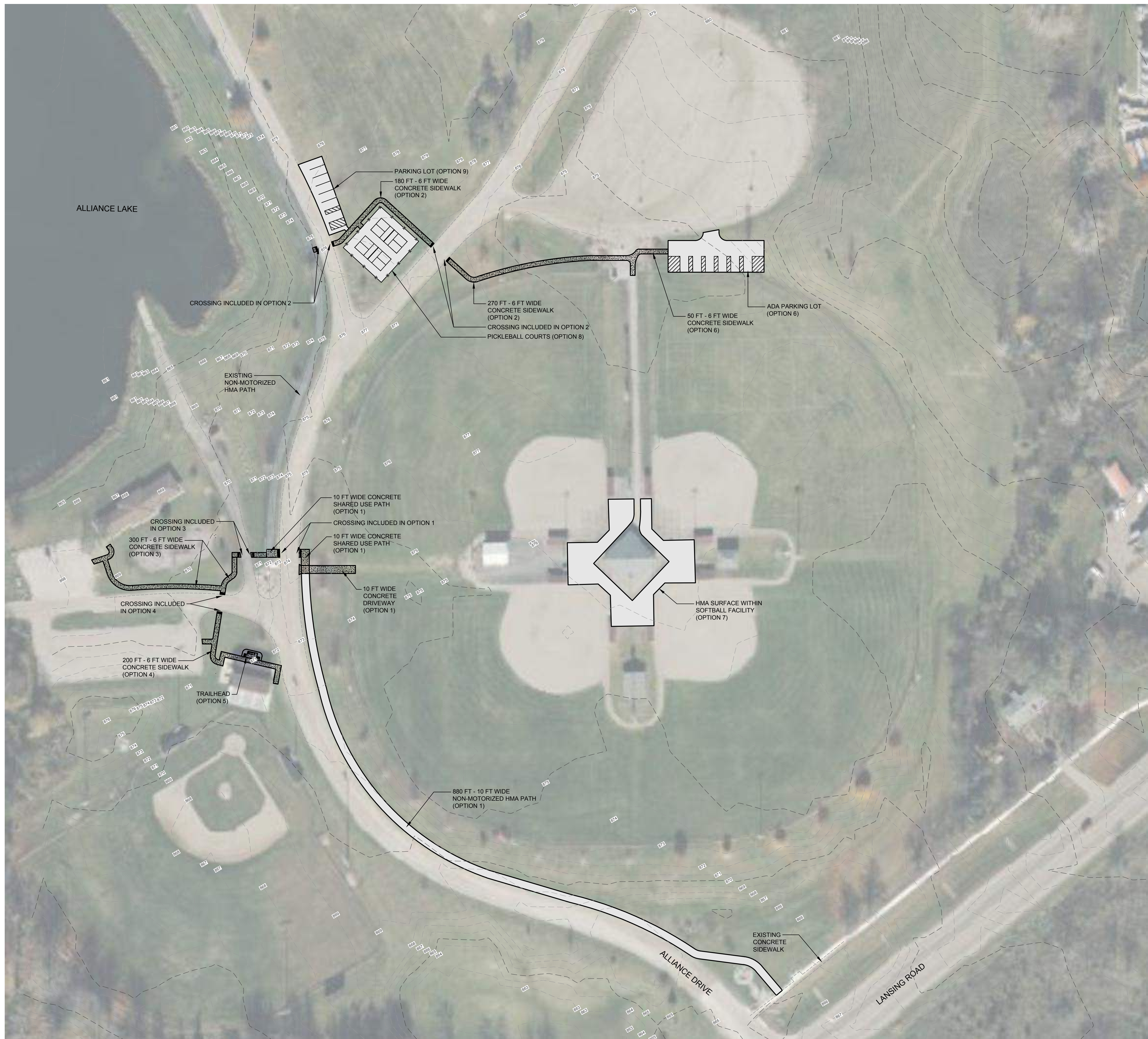
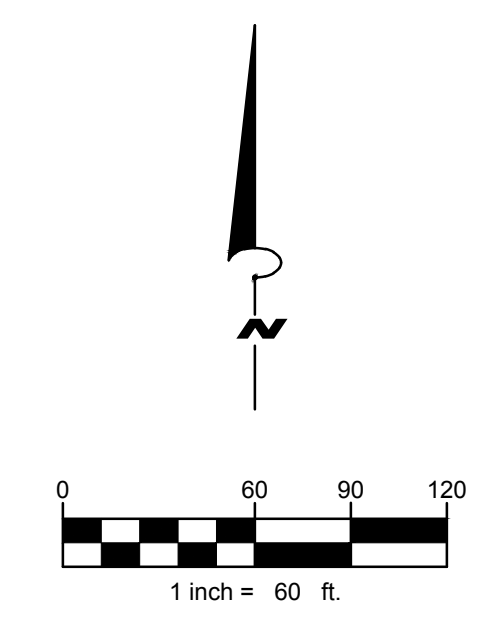
**CITY OF
POTTERVILLE**
319 N. NELSON STREET
POTTERVILLE, MI 48876

01 07/01/2024 SAL
DRAFT REVIEW SET



REVISIONS
DATE: AUGUST, 2024
SCALE: 1" = 60'

PLAN OF PROPOSED

JOB No. 234260
C001



LAKE ALLIANCE PARK IMPROVEMENTS
SCALE: 1" = 60'

-  PROPOSED 10 FT WIDE NON-MOTORIZED HMA PATH.
-  PROPOSED CONCRETE SIDEWALK

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
CLIENT: **City of Potterville**
DATE: November 5, 2024

The project would extend the non-motorized path approximately 900 feet from the existing path to Lansing Road. Additional sections of concrete sidewalk would also be included to connect the existing bathroom facility, pavilion, and proposed paved parking lots. Lastly, two pickleball courts, a new trailhead, permanent signage, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located throughout the park as well as provide increased recreational activities.

Option 1 - Construction Cost		\$	121,250.00
Option 2 - Construction Cost			33,000.00
Option 3 - Construction Cost			22,810.00
Option 4 - Construction Cost			16,550.00
Option 5 - Construction Cost			12,600.00
Option 6 - Construction Cost			34,200.00
Option 7 - Construction Cost			34,900.00
Option 8 - Construction Cost			120,700.00
Option 9 - Construction Cost			<u>26,450.00</u>
<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>		\$	422,460.00
<i>Construction Contingency</i>	10%		42,246.00
<i>Engineering</i>	15%		<u>63,369.00</u>
<i>TOTAL ESTIMATED PROJECT COST</i>		\$	528,500.00
Local Match	25%	\$	132,125.00
MDNR MNRTF Grant	75%	\$	396,375.00
Maximum Grant Amount - \$400,000			

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Pottersville**
 DATE: November 5, 2024

Option 1

This project would extend the non-motorized path approximately 900 feet from the existing path along Alliance Drive to Lansing Road. This project includes approximately 880 feet of HMA shared use path and 20 feet of concrete sidewalk crossing Alliance Drive to connect to existing path. Permanent signage, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located at the park.

1 L.S. Mobilization	@	\$ 11,000.00	\$ 11,000.00
1 L.S. Traffic Control	@	2,600.00	2,600.00
2 EA Tree, Rem, 6 inch to 18 inch	@	500.00	1,000.00
1 EA Culv, Rem, Less than 24 inch	@	1,000.00	1,000.00
24 LFT Culv, CI E, 12 inch	@	100.00	2,400.00
8 LFT Culv, CI E, 24 inch	@	125.00	1,000.00
2 EA Culv End Sect, 12 inch	@	500.00	1,000.00
1 EA Culv End Sect, 24 inch	@	1,000.00	1,000.00
30 SYD HMA Surface, Rem	@	15.00	450.00
30 SYD Pavt, Rem	@	20.00	600.00
900 LFT Ditching	@	10.00	9,000.00
900 LFT Shared use Path, Grading	@	20.00	18,000.00
180 TON Shared use Path, HMA	@	125.00	22,500.00
60 SYD Shared use Path, Concrete	@	50.00	3,000.00
100 SYD Driveway, Nonreinf Conc, 6 inch	@	60.00	6,000.00
20 LFT Detectable Warning Surface, Modified	@	50.00	1,000.00
100 CYD Subgrade Undercutting	@	30.00	3,000.00
1,200 SYD Aggregate Base, 8 inch	@	15.00	18,000.00
10 CYD Subbase, CIP	@	20.00	200.00
1 L.S. Permanent Signage	@	500.00	500.00
1 L.S. Landscaping	@	2,000.00	2,000.00
2,000 SYD Restoration	@	8.00	16,000.00
<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>			\$ 121,250.00
<i>Construction Contingency</i>			10% 12,125.00
<i>Engineering</i>			15% 18,187.50
<i>TOTAL ESTIMATED PROJECT COST</i>			\$ 151,600.00
Local Match			25% \$ 37,900.00
MDNR MNRTF Grant			\$ 113,700.00



PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 2

The project would extend 6-foot wide sidewalk approximately 450 feet from the non-motorized path along Alliance Drive to the existing gravel parking lot north of the baseball fields. Permanent signage, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located at the park.

1 L.S. Mobilization	@	\$ 3,000.00		\$ 3,000.00
1 L.S. Traffic Control	@	700.00		700.00
2,500 SFT Sidewalk, Conc, 4 inch	@	7.00		17,500.00
240 SFT Curb Ramp, Conc, 6 inch	@	10.00		2,400.00
24 LFT Detectable Warning Surface, Modified	@	50.00		1,200.00
50 CYD Subgrade Undercutting	@	30.00		1,500.00
60 CYD Subbase, CIP	@	20.00		1,200.00
1 L.S. Permanent Signage	@	500.00		500.00
1 L.S. Landscaping	@	1,000.00		1,000.00
500 SYD Restoration	@	8.00		4,000.00
 <i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 33,000.00
<i>Construction Contingency</i>				10% 3,300.00
<i>Engineering</i>				15% <u>4,950.00</u>
 TOTAL ESTIMATED PROJECT COST				 \$ 41,300.00
 Local Match				25% \$ 10,325.00
MDNR MNRTF Grant				\$ 30,975.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 3

The project would extend 6-foot wide sidewalk approximately 300 feet from the non-motorized path along Alliance Drive to the existing pavilion. Permanent signage, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located at the park.

1 L.S. Mobilization	@	\$ 2,000.00		\$ 2,000.00
1 L.S. Traffic Control	@	500.00		500.00
1 EA Tree, Rem, 6 inch to 18 inch	@	500.00		500.00
1,680 SFT Sidewalk, Conc, 4 inch	@	7.00		11,760.00
120 SFT Curb Ramp, Conc, 6 inch	@	10.00		1,200.00
12 LFT Detectable Warning Surface, Modified	@	50.00		600.00
25 CYD Subgrade Undercutting	@	30.00		750.00
40 CYD Subbase, CIP	@	20.00		800.00
1 L.S. Permanent Signage	@	500.00		500.00
1 L.S. Landscaping	@	1,000.00		1,000.00
400 SYD Restoration	@	8.00		3,200.00

<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>		\$ 22,810.00
<i>Construction Contingency</i>	10%	2,281.00
<i>Engineering</i>	15%	3,421.50

TOTAL ESTIMATED PROJECT COST **\$ 28,600.00**

Local Match	25%	\$ 7,150.00
MDNR MNRTF Grant		\$ 21,450.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 4

The project would extend 6-foot wide sidewalk approximately 200 feet from Option 3 sidewalk to the existing concessions stand and future trailhead area. Permanent signage, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located at the park.

1 L.S. Mobilization	@	\$ 1,500.00		\$ 1,500.00
1 L.S. Traffic Control	@	300.00		300.00
1,100 SFT Sidewalk, Conc, 4 inch	@	7.00		7,700.00
120 SFT Curb Ramp, Conc, 6 inch	@	10.00		1,200.00
12 LFT Detectable Warning Surface, Modified	@	50.00		600.00
25 CYD Subgrade Undercutting	@	30.00		750.00
30 CYD Subbase, CIP	@	20.00		600.00
1 L.S. Permanent Signage	@	500.00		500.00
1 L.S. Landscaping	@	1,000.00		1,000.00
300 SYD Restoration	@	8.00		2,400.00
 <i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 16,550.00
<i>Construction Contingency</i>				10% 1,655.00
<i>Engineering</i>				15% <u>2,482.50</u>
 <i>TOTAL ESTIMATED PROJECT COST</i>				 \$ 20,700.00
 Local Match				25% \$ 5,175.00
MDNR MNRTF Grant				\$ 15,525.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 5

The project would construct a primary trailhead located near the existing concessions stand within Lake Alliance Park. Lastly, an interpretive sign, landscaping, and restoration would be completed as part of the project. This project would improve ADA accessibility to both existing and proposed features located at the park.

1 L.S. Mobilization	@	\$ 1,100.00	\$ 1,100.00
1 EA Interpretive Sign	@	4,000.00	4,000.00
15 SYD Conc Pavt, Nonreinf, 6 inch	@	60.00	900.00
10 CYD Subbase, CIP	@	20.00	200.00
1 EA Bench	@	2,500.00	2,500.00
1 EA Trash Receptacle	@	1,500.00	1,500.00
1 L.S. Landscaping	@	2,000.00	2,000.00
50 SYD Restoration	@	8.00	400.00
<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>			\$ 12,600.00
<i>Construction Contingency</i>		10%	1,260.00
<i>Engineering</i>		15%	1,890.00
<i>TOTAL ESTIMATED PROJECT COST</i>			\$ 15,800.00
Local Match		25%	\$ 3,950.00
MDNR MNRTF Grant			\$ 11,850.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 6

The project would construct an ADA compliant parking lot near the softball facility entrance with 6' wide concrete sidewalk connecting the ADA compliant parking lot to the north baseball field entrance.

1 L.S. Mobilization	@	\$ 3,100.00		\$ 3,100.00
1 L.S. Grading & Earth Excavation	@	4,000.00		4,000.00
600 SYD Aggregate Base, 8 inch	@	15.00		9,000.00
100 TON HMA, 4EL	@	125.00		12,500.00
10 CYD Subbase, CIP	@	20.00		200.00
300 SFT Sidewalk, Conc, 4 inch	@	7.00		2,100.00
1 L.S. Pavement Markings	@	2,000.00		2,000.00
1 L.S. Permanent Signage	@	500.00		500.00
100 SYD Restoration	@	8.00		800.00
 <i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 34,200.00
<i>Construction Contingency</i>				10% 3,420.00
<i>Engineering</i>				15% <u>5,130.00</u>
 TOTAL ESTIMATED PROJECT COST				 \$ 42,800.00
 Local Match				 25% \$ 10,700.00
MDNR MNRTF Grant				\$ 32,100.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
CLIENT: **City of Potterville**
DATE: November 5, 2024

Option 7

The project would construct a new HMA surface within the softball facility around the existing concession stand.

1 L.S. Mobilization	@ \$	3,100.00	\$	3,100.00
1 L.S. Grading & Earth Excavation	@	2,000.00		2,000.00
8 EA Remove and Relocate Bleachers	@	500.00		4,000.00
200 TON HMA, 4EL	@	125.00		25,000.00
100 SYD Restoration	@	8.00		800.00
<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 34,900.00
<i>Construction Contingency</i>				10% 3,490.00
<i>Engineering</i>				15% <u>5,235.00</u>
<i>TOTAL ESTIMATED PROJECT COST</i>				\$ 43,700.00
Local Match				25% \$ 10,925.00
MDNR MNRTF Grant				\$ 32,775.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
 CLIENT: **City of Potterville**
 DATE: November 5, 2024

Option 8

The project would construct two (2) pickleball courts just north of the softball facility.

1 L.S. Mobilization	@	\$ 10,900.00	\$	10,900.00
1 L.S. Grading & Earth Excavation	@	5,000.00		5,000.00
2 EA Pickleball Court	@	35,000.00		70,000.00
1 L.S. Fencing	@	15,000.00		15,000.00
50 SYD Concrete Footing	@	30.00		1,500.00
2 EA Bench	@	2,500.00		5,000.00
2 EA Picnic Table	@	3,000.00		6,000.00
1 EA Trash Receptacle	@	1,500.00		1,500.00
1 L.S. Permanent Signage	@	2,000.00		2,000.00
1 L.S. Landscaping	@	3,000.00		3,000.00
100 SYD Restoration	@	8.00		800.00
 <i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 120,700.00
<i>Construction Contingency</i>				10% 12,070.00
<i>Engineering</i>				15% <u>18,105.00</u>
 TOTAL ESTIMATED PROJECT COST				 \$ 150,900.00
 Local Match				25% \$ 37,725.00
MDNR MNRTF Grant				\$ 113,175.00

PRELIMINARY ESTIMATE

PROJECT: **234260 - Lake Alliance Park Improvements**
CLIENT: **City of Potterville**
DATE: November 5, 2024

Option 9

The project would construct a parking lot with an ADA compliant stall next to the pickleball courts.

1 L.S. Mobilization	@ \$	2,400.00	\$	2,400.00
1 L.S. Grading & Earth Excavation	@	4,000.00		4,000.00
450 SYD Aggregate Base, 8 inch	@	15.00		6,750.00
80 TON HMA, 4EL	@	125.00		10,000.00
1 L.S. Pavement Markings	@	2,000.00		2,000.00
1 L.S. Permanent Signage	@	500.00		500.00
100 SYD Restoration	@	8.00		800.00
<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>				\$ 26,450.00
<i>Construction Contingency</i>				10% 2,645.00
<i>Engineering</i>				15% <u>3,967.50</u>
<i>TOTAL ESTIMATED PROJECT COST</i>				\$ 33,100.00
Local Match				25% \$ 8,275.00
MDNR MNRTF Grant				\$ 24,825.00





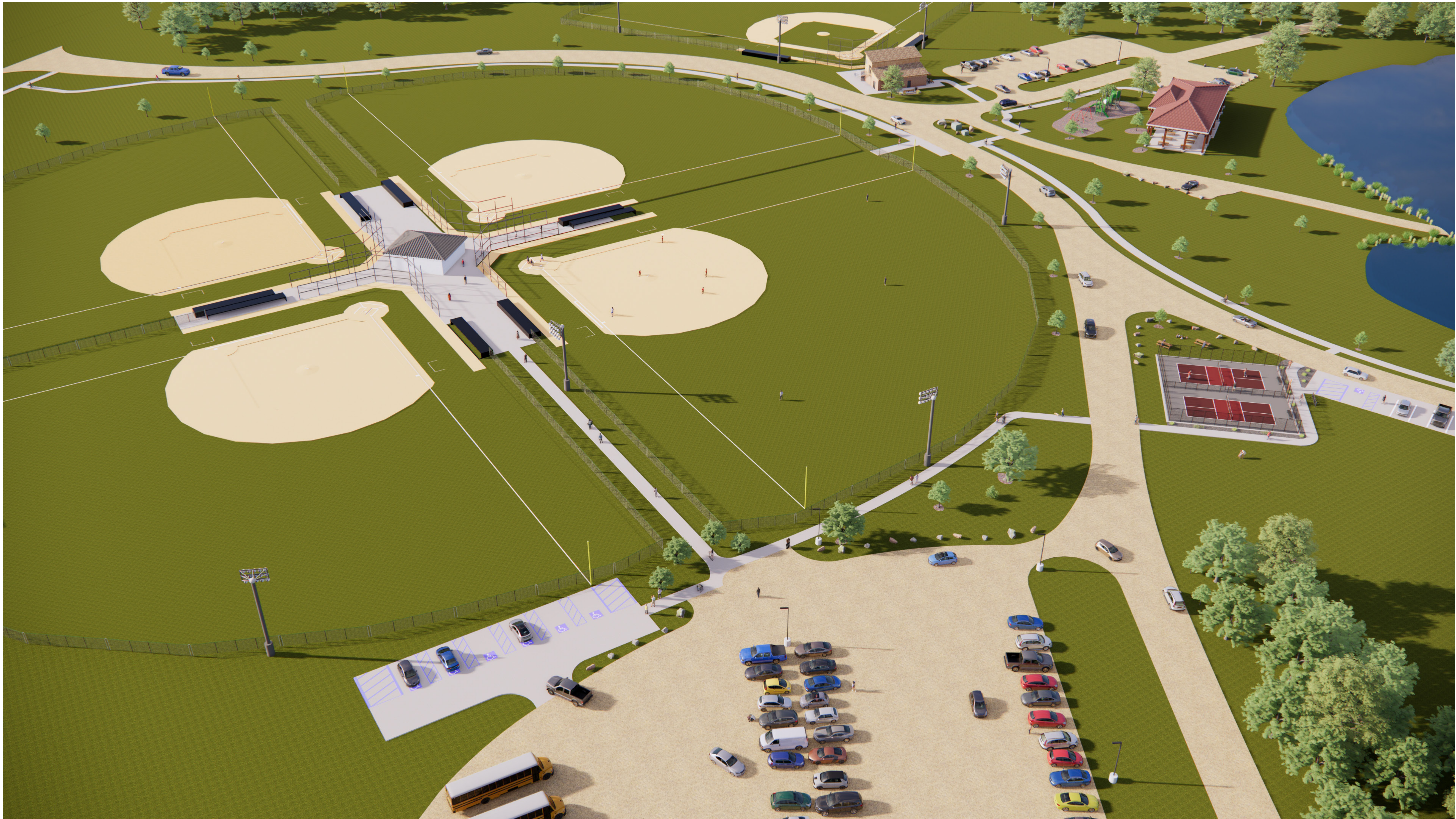












**** PRIOR TO PURCHASE OF CD****

GL NUMBER		END BALANCE		YTD BALANCE		FISCAL YR END 24/25 ADJUSTED	ANTICIPATED BALANCE 11//12/25
		06/30/2024 NORMAL (ABNORMAL)	2024-25 AMENDED BUDGET	11/12/2024 NORMAL (ABNORMAL)			
Fund 247 - TAX INCREMENT FINANCING AUTHOR							
Revenues							
Dept 728 - TIFA DEPT							
247-728-401.000	PROPERTY TAXES	183,809.96	198,266.61	159,460.86		197,570.42	160,000.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,561.19	23,732.63	22,685.72		22,685.72	23,000.00
247-728-665.000	INTEREST INCOME	8,404.88	6,000.00	361.86		1,061.86	300.00
Total Dept 728 - TIFA DEPT		214,776.03	227,999.24	182,508.44		221,318.00	183,300.00
TOTAL REVENUES		214,776.03	227,999.24	182,508.44		221,318.00	183,300.00
Expenditures							
Dept 728 - TIFA DEPT							
247-728-703.005	WAGES - OTHER	4,974.97	5,025.00	2,041.66		5,025.00	2,041.66
247-728-727.000	OFFICE EXPENSE	1,000.00	1,120.00	0.00		1,120.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00		300.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00		500.00	0.00
247-728-803.000	ENGINEERS FEES	32,851.21	15,000.00	8,102.50		25,000.00	15,000.00
247-728-807.000	AUDIT	4,350.00	4,600.00	4,400.00		4,400.00	4,400.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	121,332.94	0.00	0.00		0.00	0.00
247-728-970.000	CAPITAL OUTLAY	56,061.78	20,000.00	27,847.90		27,847.90	0.00
247-728-992.000	BOND PRINCIPAL	50,000.00	55,000.00	55,000.00		55,000.00	55,000.00
247-728-993.000	BOND INTEREST	15,282.50	12,945.00	7,091.25		12,945.00	5,853.75
Total Dept 728 - TIFA DEPT		285,853.40	114,490.00	104,483.31		132,137.90	82,295.41
TOTAL EXPENDITURES		285,853.40	114,490.00	104,483.31		132,137.90	82,295.41
Fund 247 - TAX INCREMENT FINANCING AUTHOR:							
TOTAL REVENUES		214,776.03	227,999.24	182,508.44		221,318.00	183,300.00
TOTAL EXPENDITURES		285,853.40	114,490.00	104,483.31		132,137.90	82,295.41
NET OF REVENUES & EXPENDITURES		(71,077.37)	113,509.24	78,025.13		89,180.10	101,004.59
BEG. FUND BALANCE		161,213.27	90,135.90	90,135.90		90,135.90	179,316.00
END FUND BALANCE		90,135.90	203,645.14	168,161.03		179,316.00	280,320.59 **ON HAND 11/12/25**

Currently earning .90% on sweep account (less than \$500,000)

Independent currently has best rates:

- CD held for 359 days @3.9%

-Interest earned on \$100,000 one year CD would be \$3835.89

-CD held at 180 days @ 3.95%

-Interest earned on \$100,000 6 month CD would be \$1947.95

FY 20-21 thru FY 24-25

5 Year Fund Balance (includes investments)

Application Views

- GL Details
- Manual Journal Entry
- Tables: GL History
- Program Setup

Quick Search

GL Number	F4
All Journal Entries	F5
Manual Jnl Entries	F6

Notifications

Recurring Journal Entries

- 4 by amount...
- None by percent
- [View All Recurring JEs](#)

Unposted Journal Entries:

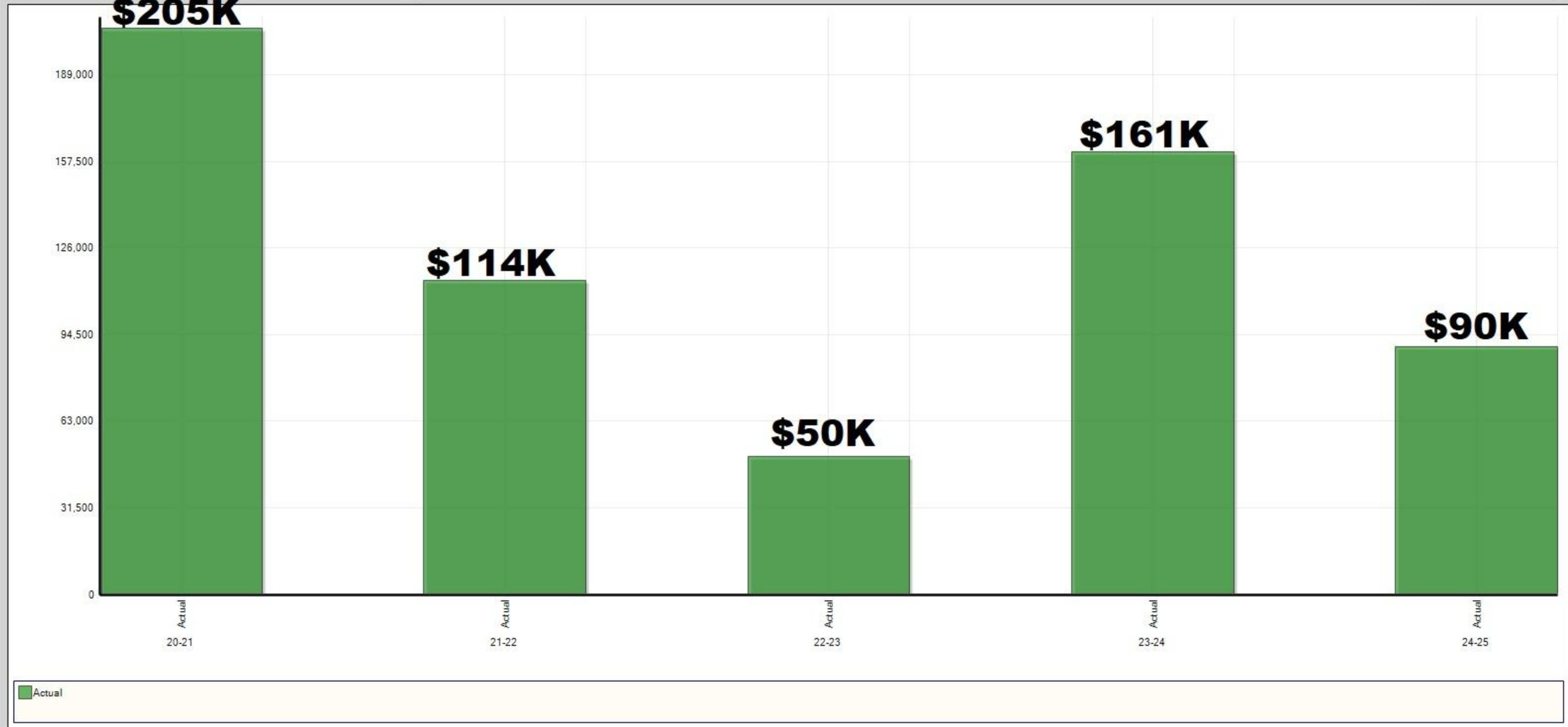
None

View GL Number: FUND BALANCE

Fund: 247 TAX INCREMENT FINANCING AUTHOR
Department: 000 <No Description>
Category/Type: Fund Equity - Unassigned

1. Grid View 2. Chart View

Print Chart... Chart: Year:



H5h

November 6 - 12, 2024

<u>Certificates of Deposit</u>	<u>Rate</u>
7 – 31 Days	4.10%
32 – 89 Days	4.10%
90 – 179 Days	4.10%
180 – 269 Days	3.95%
270 – 359 Days	3.90%
360 - 545 Days	3.80%
546 - 730 Days	3.65%
730+ Days	3.60%

Penalty for early withdrawal

<u>CDARS</u>	<u>Rate</u>
4 Weeks (28 Days)	3.60%
13 Weeks (91 Days)	3.60%
26 Weeks (182 Days)	3.45%
52 Weeks (364 Days)	3.30%
2 Years (728 Days)	3.15%
3 Years (1092 Days)	3.15%

CDARS orders must be placed by 12:00pm on Mondays for Thursday settlement

Penalty for early withdrawal

<u>Business Flex Checking</u>	<u>Rate</u>
\$0-\$99,999.99	0.35%
\$100,000-\$249,999.99	1.00%
\$250,000-\$499,999.99	1.58%
\$500,000-\$999,999.99	2.18%
\$1,000,000-\$2,499,999.99	2.78%
\$2,500,000+	3.48%

<u>Insured Cash Sweep (ICS)</u>	<u>Rate</u>
ICS (0-\$499,999.99)	0.90%
ICS (\$500,000-\$999,999.99)	1.55%
ICS (\$1,000,000-\$2,499,999.99)	2.48%
ICS (\$2,500,000+)	3.44%

<u>Money Market Savings</u>	<u>Rate</u>
\$0-\$99,999.99	0.40%
\$100,000-\$249,999.99	1.10%
\$250,000-\$499,999.99	1.70%
\$500,000-\$999,999.99	2.20%
\$1,000,000-\$2,499,999.99	2.65%
\$2,500,000+	3.35%

<u>FDIC Coverage for Government Entities:</u>
\$250,000 Checking
\$250,000 Savings/CD
\$500,000 total available
CDARS and ICS fully FDIC Insured

CD interest is non-compounding and paid at maturity.

Government Banking

West Michigan
 Jeff Case, ACPFIM
 616.902.7493
 jcase@ibcp.com

East Michigan
 Ben Stone, CTP, ACPFIM
 248.743.7329
 bstone@ibcp.com

TreasuryONE Support | 800.530.3719 | tm_client_support@ibcp.com

Jodi West

From: Keith Wright <keith.wright@consumerscu.org>
Sent: Monday, November 4, 2024 1:07 PM
To: Jodi West
Cc: Leah Petrick
Subject: RE: [EXT]CD Rates

LOW

Hi Jodi,

We would be delighted to assist you with rate for the TIFA. We are not currently offering a 3-month CD so in lieu of that I have included our Business Money Market rate, the Business Money Market is 100% liquid, and the rate is guaranteed for 1 year.

- Business Money Market – 3.00%apy guaranteed for 12 months
- 6 Month CD – 3.50%apy
- 12 Month CD – 3.75%apy

Please let Leah or I know if you any questions or if we can be of any assistance.

Thanks!

Keith Wright
Office Manager II
Consumers Credit Union
517.893.3046, ext. 1546
ConsumersCU.org | [Blog](#) | [Facebook](#) | 800.991.2221

Bank how you want, when you want.

Open a [new account](#).

From: Jodi West <jwest@pottervillemi.org>
Sent: Monday, November 4, 2024 10:55 AM
To: Keith Wright <keith.wright@consumerscu.org>
Subject: [EXT]CD Rates

Hi Keith,

TIFA is looking at possibly doing another CD in the near future. Can you provide current rates for a 3-6 and 12 month CD? They are looking to invest anywhere from \$100-\$150,000.

Thank you,

Jodi West, Treasurer
City of Potterville
319 N Nelson
Potterville, MI 48876
517-224-8100
www.pottervillemi.org

Jodi West

From: Parker, Zakary <zparker@ubmich.com>
Sent: Tuesday, November 5, 2024 1:52 PM
To: Jodi West
Subject: UNION BANK CD RATES

Low

Good Afternoon Jodi,

Below are our current published CD rates. We can do a special rate on the 30-day CD of 4.30%, 4.25% for the 91 day CD and 4.14% for the 182 day CD.

Let me know if you have any questions.

Certificates of Deposit (CD)	APY	Minimum Opening Balance
91 Day	3.03%	\$500
182 Day	4.04%	\$500
9 Month	2.51%	\$500
12 Month	2.78%	\$500
15 Month	2.88%	\$500
18 Month	1.91%	\$500
24 Month	1.51%	\$500
30 Month	1.76%	\$500
36 Month	1.81%	\$500
45 Month	2.01%	\$500
48 Month	2.27%	\$500
60 Month	1.25%	\$500

¹123 Rewards checking account must qualify each month to earn the qualified interest reward. To qualify the following transactions must post to the account during the qualification cycle: A. total of \$1,000 in direct deposit(s) B. 15 or more debit card transactions that are for a purchase amount of at least \$15 each. Qualifying debit card transactions must post and clear the account during the monthly qualification cycle which may take one or more business days to clear from the date the transaction is made. C. One electronic ACH debit. Qualification cycle means a period beginning the first day of the current statement cycle through the last business day of the current statement cycle. If transaction requirements are not met, the account will earn the standard interest rate. ²Balances above \$25,000 will earn the standard 0.20% APY.

Zak Parker
Dimondale Financial Center Manager
NMLS#1648696

Phone: (616) 374-3278 X 4022
Email: zparker@ubmich.com

Union Bank