

**City of Potterville - Council Agenda**

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

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**A. Call to Order:**

**B. Pledge of Allegiance:**

**C. Roll Call:**

**D. Approval of Agenda:**

**E. Approval of Minutes:** Regular Meeting October 17, 2024

**F. Approval of Bills: General Bills -**           \$183,900.71(adj.+250.38) + \$16,874.44

**TOTAL AP     =     \$201,025.53**

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

**H. Public Comment on agenda items:**

**I. Communications:**

**J. Department Reports:** Reports are in the packet.

**K. New Business:**

1. Appointments to Planning Commission, Zoning Board of Appeals and TIFA
2. Proposals for Well #3

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

**M. Communications from the Council:**

**N. Next Regular Meeting:** Thursday, December 19, 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, October 17, 2024, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

**Roll Call:** Present: Mayor Lenneman, Deputy Mayor Potter, Member Connor, Member Myers-Southerly, Member Nichols, Member Ranshaw and Member Sweeney-(absent first 2 motions).

**Absent:** None

**Approval of Agenda:** Motion to remove items 8 & 9 and accept the remainder agenda by Deputy Mayor Potter. Supported by Member Nichols. Vote: Unanimous. Motion Carried (6-0).

**Approval of Minutes:** August 15, 2024. Motion by Deputy Mayor Potter. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

**Approval of Bills:** Motion to pay General Bills in the amount of \$111,989.01 by Member Nichols. Supported by Member Meyers-Southerly. Roll Call Vote: Unanimous. Motion Carried (7-0).

**Public Comment on Agenda Items:** None

**Department Reports:** Zoning Administrator Miller reports that the Planning Commission will consider Alro and Cambria requests. Progressive Architects & Engineers met with the Planning Commission.

**Resolution 2024-1017-11 to File Petition to Abandon a Portion of the Potter Drain:** Motion for approval by Deputy Mayor Potter and supported by Member Connor. Vote: Unanimous. Motion Carried (7-0).

**Petition to Abandon the Portion of Drain and have filed at EC Register of Deeds Abandon Partial Release Agreement at the request of the ECDC and Property Owner and have filed at EC Register of Deeds:** Motion for approval by Deputy Mayor Potter and supported by Member Sweeney. Vote: Unanimous. Motion Carried (7-0).

**Abandon Partial Release Agreement at the request of the ECDC and Property Owner and have filed at EC Register of Deeds:** Motion by Deputy Mayor Potter and supported by Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (7-0).

**Drain Easement for Parcel ID #700-023-400-600-01 (City Park) and have Drain Easement filed at Eaton County Register of Deeds and Drain Commission:** Motion by Deputy Mayor Potter and supported by Supported by Member Nichols. Roll Call Vote: Unanimous. Motion Carried (7-0).

**Renewal Benton Potterville EMS and Fire Agreement:** Motion by Member Nichols and supported by Member Myers-Southerly. Roll Call Vote: Unanimous. Motion Carried (7-0).

# City of Potterville

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**Excuse Absent Members:** None

**Public Comment on Non-Agenda Items:** Brandy Miller shared the Gizzard Fest donated \$4000.00 to Benton Township Fire Department for their Open House.

**Next Regular Meeting:** November 21, 2024

**Meeting Adjourned:** 6:50 pm

Respectfully Submitted by:

*Becky Dolman*, City Clerk

11/14/2024 03:11 PM  
 User: RDOLMAN  
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE  
 EXP CHECK RUN DATES 10/18/2024 - 11/14/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GEN

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
9325	CABLE LOCK RING, KEY	27.99
9394	SWIVEL STAPLES, GATE HOOK/EYE, HINGES, MAILBOX POST	110.30
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		138.29
VENDOR NAME: APPLIED IMAGING		
11/8-12/7/24	EQUIPMENT AND PRINTING	70.22
TOTAL VENDOR APPLIED IMAGING		70.22
VENDOR NAME: AXON ENTERPRISE, INC.		
INUS293971	BODY CAMERAS LICENSE	4,123.80
TOTAL VENDOR AXON ENTERPRISE, INC.		4,123.80
VENDOR NAME: BENTON TOWNSHIP		
1ST INSTALLMENT	FIRE AND EMS AGREEMENT 2024/2025	81,200.00
TOTAL VENDOR BENTON TOWNSHIP		81,200.00
VENDOR NAME: BERESFORD		
77382	CLOUD ID SUBSCRIPTION RENEWS ANNUALLY	60.00
TOTAL VENDOR BERESFORD		60.00
VENDOR NAME: BUTLER HEATING & AIR CONDITIONING		
2989	REPAIR HEAT IN WELL HOUSE	202.83
TOTAL VENDOR BUTLER HEATING & AIR CONDITIONING		202.83
VENDOR NAME: CARDMEMBER SERVICE		
10/8-11/6/24	UNIFORMS, TOOLS, ELECTION FOOD, PARKS ANTIFREEZE	1,441.68
TOTAL VENDOR CARDMEMBER SERVICE		1,441.68
VENDOR NAME: CITY OF POTTERVILLE		
9/26-10/25/24	UTILITIES	558.55
TOTAL VENDOR CITY OF POTTERVILLE		558.55
VENDOR NAME: CMP DISTRIBUTORS		
017815	CARRIER FOR CONCEALABLE BALLISTIC PANELS	270.00
017899	AMNO, TOURNIQUET, BADGE CASE	387.65
017734	HOLSTER	216.25
TOTAL VENDOR CMP DISTRIBUTORS		873.90
VENDOR NAME: COMCAST		
10/20-11/19/24	OFFICE INTERNET	136.90
TOTAL VENDOR COMCAST		136.90
VENDOR NAME: COMPASS MINERALS		
1390415	BULK HWY COARSE SALT	3,681.86
TOTAL VENDOR COMPASS MINERALS		3,681.86
VENDOR NAME: CONSUMERS ENERGY		
OCTOBER '24	UTILITIES	2,536.57
9/20-10/20/24	UTILITIES	6,539.23
TOTAL VENDOR CONSUMERS ENERGY		9,075.80
VENDOR NAME: CUMMINS, INC		
S3-21020599	SUPPLIES	2,545.25
S3-241122163	PLANNED MAINTENANCE	811.41
TOTAL VENDOR CUMMINS, INC		3,356.66
VENDOR NAME: DELTA DENTAL		
NOVEMBER 2024	DENTAL BENEFITS	856.38
TOTAL VENDOR DELTA DENTAL		856.38
VENDOR NAME: DOLMAN, REBECCA		
NOV 2024	MILEAGE FOR ELECTIONS	42.88

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 DB: Pottersville

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DOLMAN, REBECCA		
	TOTAL VENDOR DOLMAN, REBECCA	42.88
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
77973	POST SLEEVE AND 4X6 WOOD POST AND RETURN	63.18
	TOTAL VENDOR DORNBOS SIGN & SAFETY INC.	63.18
VENDOR NAME: EATON COUNTY CLERK		
2024-00043	BALLOT PROGRAMMING, PUBLISHED NOTICE OF ELECTION & CLOSE OF REG., FOLDING BALLOTS	306.68
	TOTAL VENDOR EATON COUNTY CLERK	306.68
VENDOR NAME: EGLE		
761-11274051	LAKE ALLIANCE PARK SOFTBALL COMPLEX	137.42
761-11274401	LAKE ALLIANCE PARK- BASEBALL COMPLEX	137.42
761-11240144	CITY OF POTTERVILLE-WW PERMIT	1,293.38
	TOTAL VENDOR EGLE	1,568.22
VENDOR NAME: ELHORN ENGINEERING		
304257	POCKET COLORIMETER, FERROVER IRON	848.00
	TOTAL VENDOR ELHORN ENGINEERING	848.00
VENDOR NAME: FERGUSON WATERWORKS- METER ACCT		
0212478	WATER SERVICE	201.40
	TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT	201.40
VENDOR NAME: GORDON'S FOOD SERVICE		
809268570	CONCESSIONS	411.93
	TOTAL VENDOR GORDON'S FOOD SERVICE	411.93
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
27495626	WASTE SERVICES	2,903.71
	TOTAL VENDOR GRANGER CONTAINER SERVICE, INC	2,903.71
VENDOR NAME: HAVILAND PRODUCTS COMPANY		
520278	ALUMINUM SULFATE	8,073.95
	TOTAL VENDOR HAVILAND PRODUCTS COMPANY	8,073.95
VENDOR NAME: JODI WEST		
OCT.2024	MILEAGE TO BANK	8.17
	TOTAL VENDOR JODI WEST	8.17
VENDOR NAME: KENDAL ELECTRIC INC		
S114823566.002	INSULATED LONG NOSE PLIERS SIDE CUTTERS	64.98
S114823566.001	PAN FORK, PAN RING, PAN STRONHOLD CABLE	266.19
	TOTAL VENDOR KENDAL ELECTRIC INC	331.17
VENDOR NAME: KENNEDY INDUSTRIES INC.		
643736	FIELD SERVICE	996.00
	TOTAL VENDOR KENNEDY INDUSTRIES INC.	996.00
VENDOR NAME: LANSING UNIFORM		
105233	BOOTS FOR OFFICER HAYNOR	165.00
104773	PULL OVER JACKET	394.90
105105	BOOTS FOR CRABTREE	200.00
	TOTAL VENDOR LANSING UNIFORM	759.90
VENDOR NAME: M & K JETTING & TELEVISIONING, INC		
242993	CATCH BASINS CLEANED	1,300.00
242817	CLEANED CB	3,400.00
242816	CLEANED CB -33	3,300.00
2428878	CATCH BASINS	900.00
242917	CLEANED CATCH BASINS	1,000.00
242941	CLEAN CATCH BASIN	1,100.00
242942	CLEAN CATCH BASIN	2,500.00
242955	CLEAN CATCH BASIN	2,000.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: M & K JETTING & TELEVISIONS, INC		
242968	CLEAN CATCH BASIN	3,200.00
242970	CLEAN CATCH BASIN	600.00
243081	CLEANED CATCH BASINS	3,000.00
243084	CLEANED CATCH BASINS	1,700.00
TOTAL VENDOR M & K JETTING & TELEVISIONS, INC		24,000.00
VENDOR NAME: MENARDS-LANSING WEST		
85720	100 PC BIT SET	22.99
84711	CLEANING SUPPLIES	44.16
TOTAL VENDOR MENARDS-LANSING WEST		67.15
VENDOR NAME: MICHIGAN ASSN OF CLERKS		
10528	2025 CLERK'S MEMBERSHIP	75.00
TOTAL VENDOR MICHIGAN ASSN OF CLERKS		75.00
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11286684	WATER TESTING	241.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		241.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE		
2474	CDL DRIVERS FEE	360.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE		360.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
191289	HANDCUFFS	614.00
19152	HOLSTERS	196.00
191255	GUNS	713.80
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		1,523.80
VENDOR NAME: MOORMAN, DIXIE		
11/05/2024	UB refund for account: CHEW-000325-0000	44.45
	-	
NOV. 2024	UB REFUND	44.45
TOTAL VENDOR MOORMAN, DIXIE		88.90
VENDOR NAME: NYE UNIFORM		
897588	HAYNOR, EMBROIDERED SHIRT	223.79
897590	CRABTREE EMBROIDERED SHIRT	212.00
TOTAL VENDOR NYE UNIFORM		435.79
VENDOR NAME: PAYTON ASSESSING, LLC		
OCT. 2024	ASSESSING SERVICES	1,416.67
TOTAL VENDOR PAYTON ASSESSING, LLC		1,416.67
VENDOR NAME: PHP		
NOV. 2024	MEDICAL BENEFITS	5,728.40
TOTAL VENDOR PHP		5,728.40
VENDOR NAME: POTTERVILLE APPLIED TECHNOLOGY		
30242	INTERNET AND PHONES	3,320.15
30288	55' FREE STANDING TOWER FOR SUNSET DRIVE PUMP LOCATION	13,040.00
TOTAL VENDOR POTTERVILLE APPLIED TECHNOLOGY		16,360.15
VENDOR NAME: SPECTRUM PRINTERS, INC.		
83284	TEST DECK FOR NOV 2024 ELECTION	105.00
TOTAL VENDOR SPECTRUM PRINTERS, INC.		105.00
VENDOR NAME: THE COUNTY JOURNAL		
282911	PUBLIC ACCURACY TEST	89.90
283474	PUBLIC APPT.	118.70
TOTAL VENDOR THE COUNTY JOURNAL		208.60
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
577-272839	SUPPLIES	98.53

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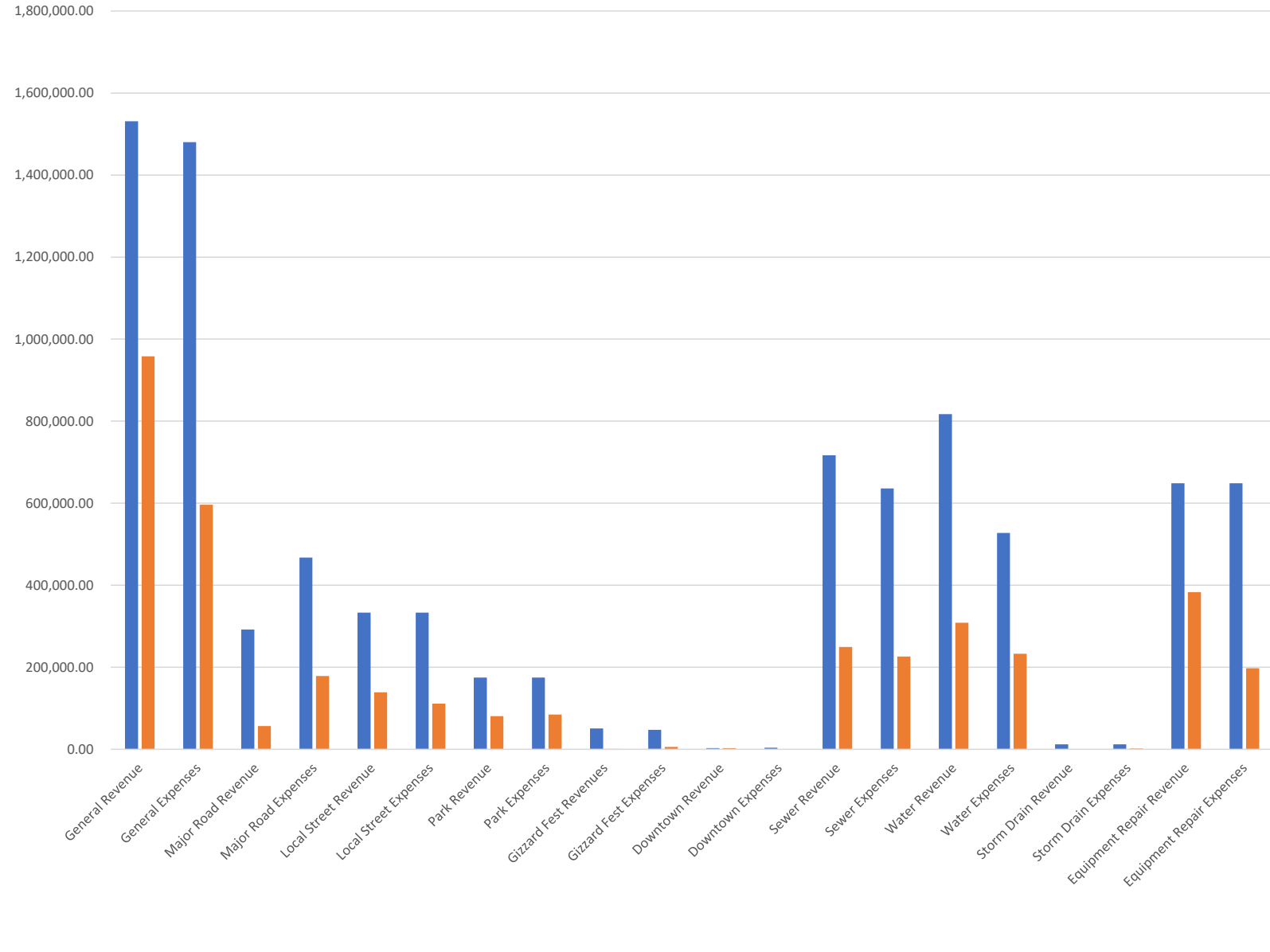
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	98.53
VENDOR NAME: UNITED STATES POST OFFICE		
NOV. 13. 2024	POSTAGE FOR OFFICE	730.00
	TOTAL VENDOR UNITED STATES POST OFFICE	730.00
VENDOR NAME: UNUM LIFE INSURANCE		
OCT. 2024	SHORT/LONG TERM DISABILITY INSURANCE	338.70
	TOTAL VENDOR UNUM LIFE INSURANCE	338.70
VENDOR NAME: VERIZON WIRELESS		
10/6-11/5/24	SERVICE	39.02
10/2-11/1/24	CELL PHONES	593.77
	TOTAL VENDOR VERIZON WIRELESS	632.79
VENDOR NAME: VIRTUAL ACADEMY		
VA13377	TRAINING 11/01/2024 - 11/01/2025	375.00
	TOTAL VENDOR VIRTUAL ACADEMY	375.00
VENDOR NAME: VISION SERVICE PLAN		
NOV. 2024	VISION	152.28
	TOTAL VENDOR VISION SERVICE PLAN	152.28
VENDOR NAME: VREDEVELD HAEFNER LLC		
6571	COMPLETION OF STATE REPORTING, COMPLETION OF ACT 51 & ACT 34	1,650.00
	TOTAL VENDOR VREDEVELD HAEFNER LLC	1,650.00
VENDOR NAME: WIGHTMAN		
90497	SMALL URBAN PROJECT	2,050.00
90495	CAMBRIA RIDGE PHASE II	1,739.24
90496	GENERAL ENGINEERING	1,769.15
90494	SUNSET HILLS DEVELOPEMENT PHASE 5	1,072.50
90493	GENERAL ENGINEERING	390.00
	TOTAL VENDOR WIGHTMAN	7,020.89
GRAND TOTAL:		183,900.71

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
9468	MOTOR TREATMENT, FUEL STABILIZER	33.98
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		33.98
VENDOR NAME: CHARLOTTE LITHOGRAPH INC.		
501841	ELECTION THANK YOU'S	8.95
TOTAL VENDOR CHARLOTTE LITHOGRAPH INC.		8.95
VENDOR NAME: CINTAS CORPORATION #725		
OCT. 2024	UNIFORM EXPENSE	273.60
TOTAL VENDOR CINTAS CORPORATION #725		273.60
VENDOR NAME: CUMMINS, INC		
S3-241122368	PLANNED MAINTENANCE COMPLETED	768.73
S3-241122473	PLANNED MAINTENANCE	1,008.44
TOTAL VENDOR CUMMINS, INC		1,777.17
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
898842	GENERAL & CHERRY STREET	2,872.10
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		2,872.10
VENDOR NAME: GRAND TRUNK WESTERN		
91766291	MI SIGNAL & GATES ON TRACK	2,257.00
TOTAL VENDOR GRAND TRUNK WESTERN		2,257.00
VENDOR NAME: GRIFFIN, DEBRA		
OCT. 2024	MILEAGE FOR SHREDDING	20.10
TOTAL VENDOR GRIFFIN, DEBRA		20.10
VENDOR NAME: M & K JETTING & TELEVISIONING, INC		
243110	CLEANED CATCH BASINS	3,500.00
TOTAL VENDOR M & K JETTING & TELEVISIONING, INC		3,500.00
VENDOR NAME: MENARDS-LANSING WEST		
85857	ACRYLIC SHEET, BARN PAINT, FILL AND SEAL, BIG GAP FILLER	158.92
TOTAL VENDOR MENARDS-LANSING WEST		158.92
VENDOR NAME: PROGRESSIVE ARCHITECTS,ENGINEE		
200472	ZONING ORDINANCE, MASTER PLAN AND CIP THRU 10/31/24	3,000.00
TOTAL VENDOR PROGRESSIVE ARCHITECTS,ENGINEE		3,000.00
VENDOR NAME: RAPELJE, MARK		
003	SANTA SERVICE FOR DEC. 7, 2024	200.00
TOTAL VENDOR RAPELJE, MARK		200.00
VENDOR NAME: UNITED STATES POST OFFICE		
NOV.	WATER/SWR BILL	232.62
TOTAL VENDOR UNITED STATES POST OFFICE		232.62
VENDOR NAME: WIGHTMAN		
90994	CHERRY STREET	882.50
90995	GENERAL	1,657.50
TOTAL VENDOR WIGHTMAN		2,540.00
GRAND TOTAL:		16,874.44



Revenue/Expenses Year end 10/31/24



	<b>Budgeted</b>	<b>Actual</b>
<b>General Revenue</b>	<b>1,531,215.05</b>	<b>958,192.66</b>
<b>General Expenses</b>	<b>1,480,189.24</b>	<b>596,091.23</b>
Major Road Revenue	291,894.29	56,647.34
Major Road Expenses	467,476.49	178,810.92
Local Street Revenue	333,253.06	138,949.90
Local Street Expenses	333,386.76	111,491.53
Park Revenue	174,690.00	80,743.21
Park Expenses	174,690.00	84,814.07
Gizzard Fest Revenues	50,650.00	1,071.51
Gizzard Fest Expenses	47,520.00	5,870.01
Downtown Revenue	2,654.00	2,654.00
Downtown Expenses	3,600.00	542.21
Sewer Revenue	716,850.00	249,530.77
Sewer Expenses	635,746.00	225,971.33
Water Revenue	817,183.09	308,536.60
Water Expenses	527,248.00	232,961.19
Storm Drain Revenue	12,000.00	0.00
Storm Drain Expenses	12,000.00	1,677.49
Equipment Repair Revenue	648,793.45	383,000.00
Equipment Repair Expenses	648,793.45	197,737.83

User: JWest

DB: Potterville

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		DUAL (ABNORMAL)	BUDGET	DUAL (ABNORMAL)	BASE (DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	620,875.80	669,190.03	638,542.27	24,817.60
101-000-403.000	SOLID WASTE TAX	79,091.52	87,969.46	83,942.73	3,262.53
101-000-411.000	DELINQUENT PROP TAX	216.02	200.00	816.96	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	625.85	625.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,147.00	2,400.00	425.50	0.00
101-000-445.000	CITY PENALTY	3,020.95	2,900.00	380.10	380.10
101-000-447.000	ADMINISTRATION FEE	32,441.83	35,580.01	23,677.53	797.03
101-000-476.000	PERMITS	6,310.00	6,000.00	3,300.00	1,270.00
101-000-477.000	3% CABLE T.V.	7,717.69	7,200.00	0.00	0.00
101-000-478.000	BLIGHT FEES	175.00	150.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,006.90	11,006.90	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	3,395.70	1,994.85	385.00	0.00
101-000-488.000	RECYCLING	3,200.65	1,570.00	0.00	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	1,068.18	550.00	599.01	599.01
101-000-543.020	CONTINUING PROFESSIONAL EDUCATION-POLICE	1,500.00	1,500.00	0.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	244,495.88	240,000.00	99,426.07	99,426.07
101-000-574.000	ST SHARED REV - SALES TAX	327,470.00	320,000.00	62,177.00	62,177.00
101-000-574.100	CVTRS-CLFRF	43,206.00	41,000.00	7,408.00	7,408.00
101-000-574.200	CVTRS-PUBLIC SAFETY	831.00	550.00	0.00	0.00
101-000-579.000	GRANT REVENUE- STATE	267,490.34	0.00	0.00	0.00
101-000-602.000	FOIA	191.91	150.00	0.00	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	207.90	150.00	35.00	0.00
101-000-656.000	FINES & FORFEITURES	2,334.59	2,000.00	372.90	28.05
101-000-665.000	INTEREST	52,064.84	45,000.00	19,413.52	7,610.61
101-000-667.010	DDA PAVILION - FARMERS MARKET	100.00	0.00	0.00	0.00
101-000-671.100	LEASE/RENT	1,159.30	1,100.00	206.00	0.00
101-000-674.000	DONATIONS	397.42	0.00	10,000.00	0.00
101-000-676.000	REIMBURSEMENT	31,244.13	5,000.00	6,500.66	5,519.36
101-000-677.000	SCHOOL SRO REIMBURSEMENT	47,591.77	44,428.80	0.00	0.00
101-000-684.000	MISC INCOME	728.21	0.00	40.06	0.06
101-000-687.000	INSURANCE REIMBURSEMENT	703,850.64	0.00	545.00	0.00
101-000-689.000	CASH OVER & UNDER	3.69	0.00	(0.65)	(0.65)
101-000-693.000	SALE OF FIXED ASSETS	0.00	3,000.00	0.00	0.00
Total Dept 000		2,496,160.71	1,531,215.05	958,192.66	213,294.77
TOTAL REVENUES		2,496,160.71	1,531,215.05	958,192.66	213,294.77
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,060.94	2,500.00	320.00	320.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,257.00	0.00	0.00
101-101-719.000	FRINGE BENEFITS	155.29	240.00	24.48	24.48
101-101-731.000	PUBLICATION	526.30	600.00	0.00	0.00
101-101-740.000	SUPPLIES	35.37	200.00	25.96	14.82
101-101-775.000	REPAIRS & MAINT	37.50	50.00	0.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	60,488.43	70,000.00	65,462.56	1,933.00
101-101-961.000	CONFERENCE AND WORKSHOPS	135.00	200.00	0.00	0.00
Total Dept 101 - CITY COUNCIL		65,695.83	76,047.00	65,833.00	2,292.30
Dept 171 - MAYOR					
101-171-703.000	SALARIES	570.00	850.00	60.00	60.00
101-171-719.000	FRINGE BENEFITS	43.61	85.00	4.59	4.59
Total Dept 171 - MAYOR		613.61	935.00	64.59	64.59
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	80,494.36	82,825.18	24,515.93	6,135.20
101-172-719.000	FRINGE BENEFITS	16,389.88	16,881.58	5,516.24	1,417.84
101-172-740.000	SUPPLIES	139.91	150.00	0.00	0.00
101-172-781.000	COMPUTER SOFTWARE	0.00	0.00	1,169.40	0.00
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	500.00	0.00	0.00
Total Dept 172 - CITY MANAGER		97,024.15	100,506.76	31,201.57	7,553.04
Dept 215 - CLERK					
101-215-703.000	SALARIES	36,612.90	39,141.65	12,049.76	3,010.56
101-215-719.000	FRINGE BENEFITS	3,076.39	3,168.68	921.80	230.30
101-215-740.000	SUPPLIES	260.38	450.00	35.50	0.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024 (NORMAL)	2024-25 ORIGINAL BUDGET	YTD BALANCE 10/31/2024 (NORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-741.000	POSTAGE	1,260.88	1,700.00	722.00	0.00
101-215-781.000	COMPUTER SOFTWARE	0.00	400.00	0.00	0.00
101-215-809.000	TRAINING	0.00	2,400.00	0.00	0.00
101-215-822.000	ELECTIONS	7,355.38	10,000.00	3,014.07	80.53
101-215-958.000	DUES AND SUBSCRIPTIONS	111.00	160.00	0.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	0.00	150.00	0.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	0.00	800.00	0.00	0.00
Total Dept 215 - CLERK		48,676.93	58,370.33	16,743.13	3,321.39
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,850.00	22,250.00	18,400.00	8,400.00
Total Dept 223 - AUDIT		21,850.00	22,250.00	18,400.00	8,400.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	69,513.19	71,513.31	21,167.18	5,297.28
101-253-719.000	FRINGE BENEFITS	19,830.15	21,368.34	8,316.62	2,760.15
101-253-740.000	SUPPLIES	708.94	700.00	63.41	63.41
101-253-741.000	POSTAGE	1,000.46	1,100.00	533.35	21.35
101-253-781.000	COMPUTER SOFTWARE	0.00	100.00	0.00	0.00
101-253-814.000	BANK SERVICE CHARGES	3,439.88	4,308.00	1,208.58	282.51
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	99.00	99.00
101-253-962.000	MILEAGE	49.02	0.00	0.00	0.00
101-253-980.100	COMPUTER EQUIPMENT	423.48	500.00	0.00	0.00
Total Dept 253 - TREASURERS OFFICE		95,213.12	99,831.65	31,388.14	8,523.70
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,151.39	1,186.15	358.78	89.56
101-257-719.000	FRINGE BENEFITS	620.58	630.00	166.64	37.78
101-257-731.000	PUBLICATION	269.70	450.00	0.00	0.00
101-257-740.000	SUPPLIES	37.98	250.00	0.00	0.00
101-257-741.000	POSTAGE	535.73	550.00	0.00	0.00
101-257-781.000	COMPUTER SOFTWARE	349.99	250.00	260.00	0.00
101-257-810.050	RE INSPECTION - 20%	3,450.85	3,649.45	1,208.88	268.64
101-257-813.000	BOARD OF REVIEW	1,121.63	1,500.00	0.00	0.00
101-257-818.000	CONTRACT LABOR	13,333.63	17,000.00	4,250.01	1,416.67
Total Dept 257 - ASSESSOR		20,871.48	25,465.60	6,244.31	1,812.65
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	23,508.39	25,374.59	7,143.86	1,585.74
101-265-719.000	FRINGE BENEFITS	8,041.27	8,759.43	2,844.19	695.74
101-265-731.000	PUBLICATION	0.00	650.00	0.00	0.00
101-265-740.000	SUPPLIES	4,628.26	3,970.00	412.33	222.34
101-265-741.000	POSTAGE	1,110.82	1,400.00	3.95	8.20
101-265-775.000	REPAIRS & MAINT	12,322.65	900.00	161.53	0.00
101-265-781.000	COMPUTER SOFTWARE	23,978.95	20,000.00	17,592.80	4,165.15
101-265-802.000	SERVICE	1,797.02	2,100.00	300.98	61.72
101-265-818.000	CONTRACT LABOR	0.00	400.00	180.00	0.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	2,250.50	2,300.00	0.00	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	494.49	500.00	500.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	180.00	300.00	0.00	0.00
101-265-962.000	MILEAGE	34.30	35.00	25.61	25.61
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	176.66	500.00	0.00	0.00
Total Dept 265 - CITY HALL		78,523.31	67,189.02	29,165.25	6,764.50
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	53,045.44	25,000.00	20,190.57	16,556.05
Total Dept 266 - ATTORNEY		53,045.44	25,000.00	20,190.57	16,556.05
Dept 301 - POLICE					
101-301-703.000	SALARIES	214,662.44	220,641.80	65,843.11	17,339.96
101-301-703.002	OVERTIME SALARIES	8,185.98	9,000.00	4,710.89	1,414.35
101-301-719.000	FRINGE BENEFITS	54,093.97	55,160.45	21,158.32	6,772.13
101-301-728.000	UNIFORM EXPENSES	2,700.02	5,000.00	2,795.20	1,095.45
101-301-740.000	SUPPLIES	7,998.63	7,600.00	1,665.22	510.20

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-740.700	GUNS AND AMMUNITION	5,819.04	5,800.00	0.00	0.00
101-301-775.000	REPAIRS & MAINT	3,107.39	5,000.00	510.00	0.00
101-301-781.000	COMPUTER SOFTWARE	0.00	600.00	0.00	0.00
101-301-801.000	ATTORNEY	1,106.00	2,200.00	245.00	245.00
101-301-802.000	SERVICE	1,070.09	1,200.00	0.00	0.00
101-301-809.000	TRAINING	1,078.40	2,500.00	509.00	0.00
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	2,011.30	2,100.00	607.29	202.50
101-301-862.000	GAS	0.00	500.00	82.62	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	401.20	500.00	0.00	0.00
101-301-960.000	MISC	0.00	50.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	4,123.80	2,500.00	0.00	0.00
101-301-972.010	CAPITAL OUTLAY	0.00	0.00	10,217.88	0.00
101-301-980.100	COMPUTER EQUIPMENT	0.00	500.00	0.00	0.00
Total Dept 301 - POLICE		306,358.26	321,152.25	108,344.53	27,579.59
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	569.88	580.00	0.00	0.00
Total Dept 302 - POLICE STATE TRAINING		569.88	580.00	0.00	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	129,600.00	160,000.00	81,200.00	81,200.00
Total Dept 337 - EMS		129,600.00	160,000.00	81,200.00	81,200.00
Dept 441 - DPW					
101-441-775.000	REPAIRS & MAINT	0.00	300.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	10,550.31	7,000.00	0.00	0.00
Total Dept 441 - DPW		10,550.31	7,300.00	0.00	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	528.11	900.00	0.00	0.00
Total Dept 445 - DRAIN AT LARGE		528.11	900.00	0.00	0.00
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	180.00	650.00	0.00	0.00
101-701-719.000	FRINGE BENEFITS	13.78	100.00	0.00	0.00
101-701-731.000	PUBLICATION	256.60	900.00	0.00	0.00
101-701-740.000	SUPPLIES	40.21	50.00	0.00	0.00
101-701-803.000	ENGINEERS FEES	0.00	38,000.00	4,500.00	4,500.00
Total Dept 701 - PLANNING COMMISSION		490.59	39,700.00	4,500.00	4,500.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	40,061.43	41,263.27	12,199.85	3,053.10
101-702-719.000	FRINGE BENEFITS	3,340.20	3,440.40	933.30	233.56
101-702-731.000	PUBLICATION	523.30	1,300.00	0.00	0.00
101-702-740.000	SUPPLIES	217.79	700.00	0.00	0.00
101-702-853.000	TELEPHONE EXPENSE	891.80	930.00	202.43	67.50
101-702-961.000	CONFERENCE AND WORKSHOPS	0.00	275.00	0.00	0.00
Total Dept 702 - ZONING		45,034.52	47,908.67	13,335.58	3,354.16
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	8,208.66	7,900.00	0.00	0.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	28,388.40	29,353.50	25,170.00	0.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	1,080.34	0.00	0.00	0.00
101-906-993.000	BOND INTEREST	26,468.01	26,025.25	11,656.56	829.79
Total Dept 906 - DEBT SERVICE		64,145.41	63,278.75	36,826.56	829.79
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.202	CONTRIB TO MAJOR STREET FUND	96,400.81	0.00	0.00	0.00
101-966-965.203	CONTRIB TO LOCAL STREET FUND	260,280.72	82,686.76	0.00	0.00

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-966-965.208	CONTRIB TO PARK FUND	507,883.04	110,640.00	50,000.00	50,000.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	0.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	15,465.30	0.00	0.00	0.00
101-966-965.591	CONTRIBUTION TO WATER	18,221.17	0.00	0.00	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	0.00	12,000.00	0.00	0.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	381,867.30	155,793.45	80,000.00	0.00
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		1,282,772.34	363,774.21	132,654.00	50,000.00
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	596,091.23	222,751.76
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		2,496,160.71	1,531,215.05	958,192.66	213,294.77
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	596,091.23	222,751.76
NET OF REVENUES & EXPENDITURES		174,597.42	51,025.81	362,101.43	(9,456.99)
BEG. FUND BALANCE		922,039.01	1,096,636.43	1,096,636.43	
END FUND BALANCE		1,096,636.43	1,147,662.24	1,458,737.86	

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	4,894.29	4,894.29	5,341.47	1,323.09
202-000-553.000	ACT 51	253,134.51	231,000.00	45,475.85	20,605.32
202-000-579.000	GRANT REVENUE- STATE	83,333.33	0.00	0.00	0.00
202-000-582.000	COUNTY ROAD MILL 2014	44,000.00	44,000.00	1,760.62	43.63
202-000-665.000	INTEREST	12,133.87	12,000.00	4,069.40	1,118.70
202-000-699.101	GF CONTRIBUTION	96,400.81	0.00	0.00	0.00
Total Dept 000		493,896.81	291,894.29	56,647.34	23,090.74
TOTAL REVENUES		493,896.81	291,894.29	56,647.34	23,090.74
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	810.35	2,500.00	0.00	0.00
202-463-818.000	CONTRACT LABOR	165,783.79	0.00	0.00	0.00
202-463-956.000	TREE TRIMMING	0.00	1,500.00	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		332,094.14	169,500.00	165,500.00	0.00
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	0.00	600.00	0.00	0.00
Total Dept 478 - WINTER MAINT		0.00	600.00	0.00	0.00
Dept 480 - CONSTRUCTION					
202-480-803.000	ENGINEERS FEES	36,291.11	80,000.00	10,379.64	3,407.14
202-480-818.000	CONTRACT LABOR	11,117.50	200,000.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		47,408.61	280,000.00	10,379.64	3,407.14
Dept 906 - DEBT SERVICE					
202-906-992.000	BOND PRINCIPAL	11,264.00	11,264.00	0.00	0.00
202-906-993.000	BOND INTEREST	6,161.06	5,862.49	2,931.28	2,931.28
Total Dept 906 - DEBT SERVICE		17,425.06	17,126.49	2,931.28	2,931.28
TOTAL EXPENDITURES		396,927.81	467,476.49	178,810.92	6,338.42
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		493,896.81	291,894.29	56,647.34	23,090.74
TOTAL EXPENDITURES		396,927.81	467,476.49	178,810.92	6,338.42
NET OF REVENUES & EXPENDITURES		96,969.00	(175,582.20)	(122,163.58)	16,752.32
BEG. FUND BALANCE		309,889.90	406,858.90	406,858.90	
END FUND BALANCE		406,858.90	231,276.70	284,695.32	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		{MAL (ABNORMAL)	BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	29,866.30	29,866.30	22,368.39	3,429.33
203-000-553.000	ACT 51	100,665.86	97,000.00	18,197.05	8,245.17
203-000-579.000	GRANT REVENUE- STATE	83,333.33	0.00	0.00	0.00
203-000-582.000	COUNTY ROAD MILL 2014	35,257.36	35,000.00	10,477.52	0.00
203-000-665.000	INTEREST	1,213.37	1,200.00	406.94	111.87
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	260,280.72	82,686.76	0.00	0.00
Total Dept 000		598,116.94	333,253.06	138,949.90	11,786.37
TOTAL REVENUES		598,116.94	333,253.06	138,949.90	11,786.37
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-818.000	CONTRACT LABOR	165,783.84	0.00	0.00	0.00
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	25,000.00	25,000.00	25,000.00	0.00
Total Dept 463 - ROUTINE MAINT		190,783.84	25,000.00	25,000.00	0.00
Dept 478 - WINTER MAINT					
203-478-782.000	STREET MATERIALS & SUPPLIES	64.60	600.00	0.00	0.00
Total Dept 478 - WINTER MAINT		64.60	600.00	0.00	0.00
Dept 480 - CONSTRUCTION					
203-480-803.000	ENGINEERS FEES	826.25	2,500.00	975.00	975.00
203-480-818.000	CONTRACT LABOR	11,117.50	5,000.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		11,943.75	7,500.00	975.00	975.00
Dept 906 - DEBT SERVICE					
203-906-992.000	BOND PRINCIPAL	165,347.60	168,382.50	34,830.00	0.00
203-906-993.000	BOND INTEREST	136,952.01	131,904.26	50,686.53	35,704.55
Total Dept 906 - DEBT SERVICE		302,299.61	300,286.76	85,516.53	35,704.55
TOTAL EXPENDITURES		505,091.80	333,386.76	111,491.53	36,679.55
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		598,116.94	333,253.06	138,949.90	11,786.37
TOTAL EXPENDITURES		505,091.80	333,386.76	111,491.53	36,679.55
NET OF REVENUES & EXPENDITURES		93,025.14	(133.70)	27,458.37	(24,893.18)
BEG. FUND BALANCE		38,078.50	131,103.64	131,103.64	
END FUND BALANCE		131,103.64	130,969.94	158,562.01	

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024 (MAL (ABNORMAL))	2024-25 ORIGINAL BUDGET (MAL	YTD BALANCE 10/31/2024 (MAL (ABNORMAL))	ACTIVITY FOR MONTH 10/31/2024 BASE (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.030	CONCESSIONS	27,204.92	28,000.00	13,291.21	3,225.96
208-000-478.070	FIELD RENTAL	25,067.00	21,000.00	14,632.00	3,716.00
208-000-478.084	FLAG FOOTBALL	1,035.00	1,050.00	1,350.00	0.00
208-000-478.090	YOUTH FEES	10,175.00	10,000.00	0.00	0.00
208-000-667.000	PAVILION RENT	1,715.00	1,550.00	770.00	65.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	2,525.00	2,200.00	350.00	0.00
208-000-674.000	DONATIONS	500.00	0.00	0.00	0.00
208-000-680.001	SPECIAL EVENTS	600.00	250.00	350.00	0.00
208-000-699.101	GF CONTRIBUTION	507,883.04	110,640.00	50,000.00	50,000.00
Total Dept 000		576,704.96	174,690.00	80,743.21	57,006.96
TOTAL REVENUES		576,704.96	174,690.00	80,743.21	57,006.96
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	56,393.33	54,600.00	17,056.21	4,023.17
208-751-703.002	OVERTIME SALARIES	1,218.03	295.00	290.24	0.00
208-751-719.000	FRINGE BENEFITS	21,095.37	21,500.00	8,866.45	2,980.05
208-751-728.000	UNIFORM EXPENSES	570.00	600.00	0.00	0.00
208-751-731.000	PUBLICATION	892.16	1,000.00	446.08	0.00
208-751-740.000	SUPPLIES	5,999.95	5,000.00	937.79	8.98
208-751-781.000	COMPUTER SOFTWARE	0.00	150.00	0.00	0.00
208-751-803.000	ENGINEERS FEES	8,182.50	3,000.00	7,160.98	0.00
208-751-809.000	TRAINING	1,511.80	0.00	0.00	0.00
208-751-810.000	EXPENSE	0.00	0.00	20,478.22	0.00
208-751-810.100	GRANT EXPENSE	190,811.63	5,000.00	2,747.57	2,138.02
208-751-818.000	CONTRACT LABOR	172,199.95	2,500.00	0.00	0.00
208-751-853.000	TELEPHONE EXPENSE	866.05	900.00	202.43	67.50
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	10,055.74	10,075.00	10,921.44	0.00
208-751-962.000	MILEAGE	680.23	700.00	360.76	182.78
Total Dept 751 - PARK ADMIN		470,476.74	105,320.00	69,468.17	9,400.50
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	8,159.32	4,500.00	2,520.00	0.00
208-770-775.000	REPAIRS & MAINT	24,585.21	5,000.00	306.00	65.79
208-770-802.000	SERVICE	895.84	1,100.00	0.00	0.00
208-770-920.000	UTILITIES	9,896.51	13,100.00	2,742.14	1,323.70
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		43,536.88	23,700.00	5,568.14	1,389.49
Dept 771 - CITY PARK					
208-771-740.000	SUPPLIES	1,032.83	1,300.00	0.00	0.00
208-771-775.000	REPAIRS & MAINT	8,372.50	3,000.00	712.62	11.21
208-771-818.000	CONTRACT LABOR	1,624.62	2,000.00	0.00	0.00
Total Dept 771 - CITY PARK		11,029.95	6,300.00	712.62	11.21
Dept 772 - SUNSET HILLS PARK					
208-772-775.000	REPAIRS & MAINT	0.00	300.00	0.00	0.00
Total Dept 772 - SUNSET HILLS PARK		0.00	300.00	0.00	0.00
Dept 774 - BASEBALL					
208-774-731.000	PUBLICATION	348.60	500.00	0.00	0.00
208-774-740.000	SUPPLIES	422.09	500.00	6.35	6.35
208-774-775.000	REPAIRS & MAINT	2,111.26	2,500.00	0.00	0.00
Total Dept 774 - BASEBALL		2,881.95	3,500.00	6.35	6.35
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,247.82	2,500.00	1,146.00	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	8,697.30	8,700.00	0.00	0.00
208-777-745.000	YOUTH UMPIRE FEES	3,445.00	3,200.00	640.00	1,290.00
208-777-802.000	SERVICE	1,585.00	0.00	0.00	0.00
Total Dept 777 - BALLFIELD		14,975.12	14,400.00	1,786.00	1,290.00



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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		ORMAL (ABNORMAL)	BUDGET	ORMAL (ABNORMAL)	ASE (DECREASE)
Fund 208 - PARK FUND					
Expenditures					
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	5,199.49	4,900.00	2,986.82	456.78
208-778-719.000	FRINGE BENEFITS	584.18	590.00	324.13	48.21
208-778-740.000	SUPPLIES	12,923.84	13,500.00	3,778.36	1,475.39
208-778-746.000	CONCESSION - FOOD LICENSE	620.00	880.00	0.00	0.00
208-778-814.000	BANK SERVICE CHARGES	1,084.72	1,200.00	183.48	44.18
Total Dept 778 - CONCESSIONS		20,412.23	21,070.00	7,272.79	2,024.56
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		563,312.87	174,690.00	84,814.07	14,122.11
Fund 208 - PARK FUND:					
TOTAL REVENUES		576,704.96	174,690.00	80,743.21	57,006.96
TOTAL EXPENDITURES		563,312.87	174,690.00	84,814.07	14,122.11
NET OF REVENUES & EXPENDITURES		13,392.09	0.00	(4,070.86)	42,884.85
BEG. FUND BALANCE		37,198.15	50,590.24	50,590.24	
END FUND BALANCE		50,590.24	50,590.24	46,519.38	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		{MAL (ABNORMAL)	BUDGET{MAL (ABNORMAL)	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	1,696.20	1,600.00	645.01	139.07
211-000-674.000	DONATIONS	500.00	500.00	0.00	0.00
211-000-674.100	SPONSORSHIP	23,530.00	15,000.00	0.00	0.00
211-000-678.100	POTTERVILLE BAND BOOSTERS	218.20	0.00	0.00	0.00
211-000-681.000	VENDOR BOOTHS	12,325.00	12,000.00	400.00	150.00
211-000-682.000	RACE	7,900.10	7,900.00	0.00	0.00
211-000-686.000	PAGEANT	1,000.00	1,000.00	0.00	0.00
211-000-687.000	INSURANCE REIMBURSEMENT	402.00	0.00	0.00	0.00
211-000-688.000	CARNIVAL	3,307.20	3,300.00	0.00	0.00
211-000-690.000	TENT TICKET SALES	8,270.00	8,200.00	0.00	0.00
211-000-691.000	ATM	4.00	50.00	26.50	0.00
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI	2,050.00	1,100.00	0.00	0.00
Total Dept 000		61,202.70	50,650.00	1,071.51	289.07
TOTAL REVENUES		61,202.70	50,650.00	1,071.51	289.07
Expenditures					
Dept 779 - SPECIAL EVENTS					
211-779-740.000	SUPPLIES	6,537.94	8,000.00	509.64	0.00
211-779-818.000	CONTRACT LABOR	8,934.00	15,000.00	0.00	0.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	28,164.33	19,500.00	5,160.37	(218.20)
211-779-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST	14.95	20.00	0.00	0.00
211-779-880.500	PAGEANT	999.50	1,000.00	0.00	0.00
211-779-880.600	RACE	6,044.61	4,000.00	200.00	0.00
Total Dept 779 - SPECIAL EVENTS		50,695.33	47,520.00	5,870.01	(218.20)
TOTAL EXPENDITURES		50,695.33	47,520.00	5,870.01	(218.20)
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		61,202.70	50,650.00	1,071.51	289.07
TOTAL EXPENDITURES		50,695.33	47,520.00	5,870.01	(218.20)
NET OF REVENUES & EXPENDITURES		10,507.37	3,130.00	(4,798.50)	507.27
BEG. FUND BALANCE		43,034.44	53,541.81	53,541.81	
END FUND BALANCE		53,541.81	56,671.81	48,743.31	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024 NORMAL (ABNORMAL)	2024-25 ORIGINAL BUDGET	YTD BALANCE 10/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)
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	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN					
Revenues					
Dept 000					
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00	0.00
Total Dept 000		2,654.00	2,654.00	2,654.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	0.00
Expenditures					
Dept 729 - DOWNTOWN					
401-729-740.600	LANDSCAPING SUPPLIES	1,301.56	3,000.00	542.21	542.21
401-729-818.000	CONTRACT LABOR	420.00	600.00	0.00	0.00
Total Dept 729 - DOWNTOWN		1,721.56	3,600.00	542.21	542.21
TOTAL EXPENDITURES		1,721.56	3,600.00	542.21	542.21
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:					
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	0.00
TOTAL EXPENDITURES		1,721.56	3,600.00	542.21	542.21
NET OF REVENUES & EXPENDITURES		932.44	(946.00)	2,111.79	(542.21)
BEG. FUND BALANCE		3,819.28	4,751.72	4,751.72	
END FUND BALANCE		4,751.72	3,805.72	6,863.51	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	159,329.53	159,000.00	62,879.44	31,553.14
590-000-642.001	FIXED COSTS	495,729.94	495,000.00	169,699.98	83,331.55
590-000-656.000	FINES & FORFEITURES	18,516.56	17,000.00	5,547.25	1,301.24
590-000-665.000	INTEREST	18,200.78	18,000.00	6,104.10	1,678.05
590-000-666.000	INSPECTION FEE	500.00	450.00	50.00	0.00
590-000-672.000	HOOK UP FEES	51,188.00	27,400.00	5,250.00	0.00
590-000-699.101	GF CONTRIBUTION	15,465.30	0.00	0.00	0.00
Total Dept 000		758,930.11	716,850.00	249,530.77	117,863.98
TOTAL REVENUES		758,930.11	716,850.00	249,530.77	117,863.98
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	8,449.50	3,000.00	984.50	0.00
590-537-809.000	TRAINING	430.00	500.00	140.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,879.50	3,500.00	1,124.50	0.00
Dept 556 - DPW					
590-556-740.000	SUPPLIES	9,331.69	8,000.00	0.00	0.00
590-556-743.000	METERS	3,845.13	5,000.00	276.54	0.00
590-556-775.000	REPAIRS & MAINT	2,200.78	2,500.00	0.00	0.00
590-556-802.000	SERVICE	4,799.13	7,000.00	0.00	0.00
590-556-803.000	ENGINEERS FEES	19,704.26	15,000.00	9,211.54	3,190.00
590-556-818.000	CONTRACT LABOR	16,000.00	5,000.00	0.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	190,000.00	190,000.00	100,000.00	0.00
590-556-968.000	DEPRECIATION EXPENSE	293,859.00	0.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	21,302.59	25,000.00	0.00	0.00
Total Dept 556 - DPW		561,042.58	257,500.00	109,488.08	3,190.00
Dept 906 - DEBT SERVICE					
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	173,000.00	44,000.00	0.00
590-906-993.000	BOND INTEREST	197,516.30	201,746.00	71,358.75	38,578.75
Total Dept 906 - DEBT SERVICE		197,516.30	374,746.00	115,358.75	38,578.75
TOTAL EXPENDITURES		767,438.38	635,746.00	225,971.33	41,768.75
Fund 590 - SEWER FUND:					
TOTAL REVENUES		758,930.11	716,850.00	249,530.77	117,863.98
TOTAL EXPENDITURES		767,438.38	635,746.00	225,971.33	41,768.75
NET OF REVENUES & EXPENDITURES		(8,508.27)	81,104.00	23,559.44	76,095.23
BEG. FUND BALANCE		2,967,054.03	2,958,545.76	2,958,545.76	
END FUND BALANCE		2,958,545.76	3,039,649.76	2,982,105.20	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-642.000	BILLS	223,594.47	256,323.09	106,727.65	53,499.63
591-000-642.001	FIXED COSTS	421,334.45	483,000.00	175,336.35	87,650.50
591-000-644.000	PENALTIES	750.00	710.00	550.00	190.00
591-000-656.000	FINES & FORFEITURES	17,254.80	17,000.00	6,059.14	1,511.53
591-000-665.000	INTEREST	41,255.07	41,000.00	13,835.95	3,803.59
591-000-666.000	INSPECTION FEE	450.00	400.00	50.00	0.00
591-000-672.000	HOOK UP FEES	59,549.87	18,500.00	5,592.51	0.00
591-000-684.000	MISC INCOME	250.00	250.00	385.00	0.00
591-000-699.101	GF CONTRIBUTION	18,221.17	0.00	0.00	0.00
Total Dept 000		782,659.83	817,183.09	308,536.60	146,655.25
TOTAL REVENUES		782,659.83	817,183.09	308,536.60	146,655.25
Expenditures					
Dept 537 - ADMINISTRATIVE					
591-537-731.000	PUBLICATION	2,678.39	2,000.00	0.00	0.00
591-537-740.000	SUPPLIES	490.65	1,500.00	0.00	0.00
591-537-741.000	POSTAGE	3,262.54	3,850.00	933.80	465.24
591-537-781.000	COMPUTER SOFTWARE	1,018.80	1,500.00	0.00	0.00
591-537-809.000	TRAINING	1,378.60	1,500.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,828.98	10,350.00	933.80	465.24
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,342.55	4,000.00	1,759.24	1,105.00
591-556-743.000	METERS	4,158.00	5,000.00	1,265.00	1,265.00
591-556-775.000	REPAIRS & MAINT	47,218.15	10,000.00	485.50	0.00
591-556-802.000	SERVICE	40,372.91	14,000.00	4,880.00	48.00
591-556-803.000	ENGINEERS FEES	27,114.58	29,000.00	9,211.54	3,190.00
591-556-818.000	CONTRACT LABOR	20,791.15	0.00	0.00	0.00
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	100,000.00	0.00
591-556-968.000	DEPRECIATION EXPENSE	157,718.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	0.00	45,000.00	46,162.36	0.00
Total Dept 556 - DPW		500,715.34	307,000.00	163,763.64	5,608.00
Dept 906 - DEBT SERVICE					
591-906-992.000	BOND PRINCIPAL	0.00	100,000.00	27,000.00	0.00
591-906-993.000	BOND INTEREST	111,200.87	109,898.00	41,263.75	21,381.25
Total Dept 906 - DEBT SERVICE		111,200.87	209,898.00	68,263.75	21,381.25
TOTAL EXPENDITURES		620,745.19	527,248.00	232,961.19	27,454.49
Fund 591 - WATER FUND:					
TOTAL REVENUES		782,659.83	817,183.09	308,536.60	146,655.25
TOTAL EXPENDITURES		620,745.19	527,248.00	232,961.19	27,454.49
NET OF REVENUES & EXPENDITURES		161,914.64	289,935.09	75,575.41	119,200.76
BEG. FUND BALANCE		3,021,705.77	3,183,620.41	3,183,620.41	
END FUND BALANCE		3,183,620.41	3,473,555.50	3,259,195.82	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	10/31/2024	MONTH 10/31/2024
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 598 - STORM DRAIN MAINTENANCE					
Revenues					
Dept 000					
598-000-699.101	GF CONTRIBUTION	0.00	12,000.00	0.00	0.00
Total Dept 000		0.00	12,000.00	0.00	0.00
TOTAL REVENUES		0.00	12,000.00	0.00	0.00
Expenditures					
Dept 556 - DPW					
598-556-818.000	CONTRACT LABOR	0.00	12,000.00	1,677.49	0.00
Total Dept 556 - DPW		0.00	12,000.00	1,677.49	0.00
TOTAL EXPENDITURES		0.00	12,000.00	1,677.49	0.00
Fund 598 - STORM DRAIN MAINTENANCE:					
TOTAL REVENUES		0.00	12,000.00	0.00	0.00
TOTAL EXPENDITURES		0.00	12,000.00	1,677.49	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,677.49)	0.00
BEG. FUND BALANCE		5,033.26	5,033.26	5,033.26	
END FUND BALANCE		5,033.26	5,033.26	3,355.77	

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024 NORMAL (ABNORMAL)	2024-25 ORIGINAL BUDGET	YTD BALANCE 10/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2024 INCREASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	874,867.30	648,793.45	383,000.00	0.00
Total Dept 000		874,867.30	648,793.45	383,000.00	0.00
TOTAL REVENUES		874,867.30	648,793.45	383,000.00	0.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	273,012.70	278,567.04	84,651.92	13,882.82
641-932-703.002	OVERTIME SALARIES	22,657.41	16,000.00	5,738.70	1,937.34
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	0.00	811.41	811.41
641-932-719.000	FRINGE BENEFITS	73,343.69	75,426.41	27,621.81	9,297.45
641-932-728.000	UNIFORM EXPENSES	6,209.24	5,000.00	731.66	233.35
641-932-740.000	SUPPLIES	26,400.10	25,000.00	9,392.20	2,269.48
641-932-775.000	REPAIRS & MAINT	57,588.12	54,000.00	12,061.55	2,585.81
641-932-782.000	STREET MATERIALS & SUPPLIES	6,995.51	10,000.00	3,029.30	0.00
641-932-802.000	SERVICE	15,571.10	4,000.00	868.75	183.75
641-932-809.000	TRAINING	1,967.58	2,500.00	0.00	0.00
641-932-853.000	TELEPHONE EXPENSE	3,388.06	3,900.00	926.78	309.02
641-932-862.000	GAS	27,463.06	29,500.00	6,747.99	1,748.98
641-932-920.000	UTILITIES	124,831.65	130,000.00	37,171.51	15,517.80
641-932-958.000	DUES AND SUBSCRIPTIONS	697.24	900.00	100.00	100.00
641-932-962.000	MILEAGE	0.00	0.00	100.50	0.00
641-932-968.000	DEPRECIATION EXPENSE	39,881.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	29,790.84	14,000.00	7,783.75	(2,096.25)
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		709,797.30	648,793.45	197,737.83	46,780.96
TOTAL EXPENDITURES		709,797.30	648,793.45	197,737.83	46,780.96
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		874,867.30	648,793.45	383,000.00	0.00
TOTAL EXPENDITURES		709,797.30	648,793.45	197,737.83	46,780.96
NET OF REVENUES & EXPENDITURES		165,070.00	0.00	185,262.17	(46,780.96)
BEG. FUND BALANCE		122,937.18	288,007.18	288,007.18	
END FUND BALANCE		288,007.18	288,007.18	473,269.35	
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		6,859,969.39	4,807,182.18	2,361,834.43	592,792.95
TOTAL EXPENDITURES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		6,223,146.93	4,445,139.94	1,737,300.29	469,592.14
NET OF REVENUES & EXPENDITURES					
NET OF REVENUES & EXPENDITURES		636,822.46	362,042.24	624,534.14	123,200.81
BEG. FUND BALANCE - ALL FUNDS					
BEG. FUND BALANCE - ALL FUNDS		7,632,002.79	8,268,825.25	8,268,825.25	
END FUND BALANCE - ALL FUNDS					
END FUND BALANCE - ALL FUNDS		8,268,825.25	8,630,867.49	8,893,359.39	



User: JWest  
DB: Potterville

Bank FEST (GIZZARD FEST)  
FROM 10/01/2024 TO 10/31/2024  
Reconciliation Record ID: 279

GL Number	Description	Beginning Balance
211-000-001.000	CASH	48,236.04
Beginning GL Balance:		48,236.04
Add: Cash Receipts		150.00
Add: Cash Disbursements		218.20
Add: Journal Entries/Other		139.07
Ending GL Balance:		48,743.31

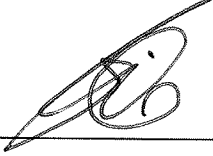
GL Number	Description	Ending Balance
211-000-001.000	CASH	48,743.31
Ending GL Balance:		48,743.31
Ending Bank Balance:		48,743.31
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		48,743.31
Unreconciled Difference:		0.00

REVIEWED BY: 

DATE: 11-5-2024

GL Number	Description	Beginning Balance
750-000-001.000	CASH	6,113.76
Beginning GL Balance:		6,113.76
Add: Payroll Disbursements		981.69
Add: Journal Entries/Other		139.48
Ending GL Balance:		7,234.93

GL Number	Description	Ending Balance
750-000-001.000	CASH	7,234.93
Ending GL Balance:		7,234.93
Ending Bank Balance:		13,341.16
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 3 PR Outstanding Checks		6,106.23
Adjusted Bank Balance		7,234.93
Unreconciled Difference:		0.00




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

DATE: 11-5-2024

GL Number	Description	Beginning Balance
703-000-001.000	CASH	120,974.50
Beginning GL Balance:		120,974.50
Add: Cash Receipts		13,284.16
Add: Tax Receipts		30.75
Less: Cash Disbursements		(82,818.58)
Less: Journal Entries/Other		(3,063.79)
Ending GL Balance:		48,407.04

GL Number	Description	Ending Balance
703-000-001.000	CASH	48,407.04
Ending GL Balance:		48,407.04
Ending Bank Balance:		47,905.94
Add: Deposits in Transit		
	10/31/2024 Deposit ID: 1913	1,486.67
Less: 1 AP Outstanding Checks		1,486.67
Less: 0 PR Outstanding Checks		985.57
Adjusted Bank Balance		48,407.04
Unreconciled Difference:		0.00

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

DATE: 11-5-2024

GL Number	Description	Beginning Balance
101-000-001.000	CASH	1,406,458.49
202-000-001.000	CASH	184,609.67
203-000-001.000	CASH	100,121.86
208-000-001.000	CASH	(1,795.47)
370-000-001.000	CASH	
401-000-001.000	CASH	7,405.72
590-000-001.000	CASH	205,684.95
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	10,900.00
591-000-001.000	CASH	803,621.53
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	3,355.77
641-000-001.000	CASH	245,368.16

Beginning GL Balance:	3,807,980.68
Add: Cash Receipts	161,300.06
Less: Cash Disbursements	(197,108.98)
Less: Payroll Disbursements	(69,493.12)
Add: Journal Entries/Other	171,195.32
Ending GL Balance:	3,873,873.96

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,394,128.50
202-000-001.000	CASH	201,361.99
203-000-001.000	CASH	75,228.68
208-000-001.000	CASH	41,089.38
370-000-001.000	CASH	
401-000-001.000	CASH	6,863.51
590-000-001.000	CASH	235,361.65
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	10,900.00
591-000-001.000	CASH	864,747.28
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	3,355.77
641-000-001.000	CASH	198,587.20

Ending GL Balance: 3,873,873.96

Ending Bank Balance: 3,866,891.51

Add: Miscellaneous Transactions 2,062.31

Add: Deposits in Transit


10/31/2024 Deposit ID: 1912 19,003.12  
AMER EXPRESS PAYMENT (109.58)

Less: 11 AP Outstanding Checks 18,893.54

Less: 0 PR Outstanding Checks 13,973.40

Adjusted Bank Balance 3,873,873.96

Unreconciled Difference: 0.00



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

DATE: 11-12-24

# City of Potterville

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

November 14, 2024

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

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

1. The City has been notified of the County Drain Commission's Public Hearing to be held 11/20/2024, 1:30 pm, at Eaton County Offices, Conference Room B, to hear any comment regarding abandonment of a portion of the Potter Drain Tax District near the Frank's Market between Church Street and Cottage Street in the City. The Drain Commission's public hearing precedes legal action to formally remove the site property from the tax district, as discussed last month. After the hearing is complete, I anticipate the Drain Commission will approve abandonment of the portion of the public drain and have the property removed from their tax district. This is consistent with the interest of the landowner, and the opinion of the ECDC Engineer that abandonment has no impact to the public and reduces costs to the Drain maintenance project at large.

2. The City has concluded a storm drain catch basin cleaning program for 180 city storm drain catch basins that are obligated to the City. This is a planned maintenance activity of the City's Storm Drain Maintenance Fund that helps to improve use and longevity of storm drain community facilities like catch basins and culverts, that protect public streets, sidewalks, drain culverts, storm drain pipe and catches from flooding. The assets protected by storm drains were purchased and/or improved with USDA Rural Development Bonds, General Funds, and MDOT Act 51 Funds. It is vital that the City (and the County Drain Commission) stay updated with their obligated drain maintenance items to protect public assets and private property of residents and businesses from flooding and storm water runoff. Having catch basins and public culverts regularly cleaned and checked is a routine maintenance activity for the City and its DPW.

3. The City Well No. 3 (near Sunset Drive) replacement project as described by City Engineers last month has received good news that EGLE will allow for an offset Type I production well to be drilled - as oppose to a new site location being acquired by the City. The offset Well would be impacting the same aquafer as Well No.3 and effectively replace existing well pipes and casings of well that have deteriorated since installation circa 2004-2005. As such, Wightman will be reviewing competing proposals and preparing a letter of recommendation for Council to review whereupon professional/licensed well drillers would install an offset well and well casing with reconnections and pumps to the existing Iron Removal Plant along Sunset Drive. Any and all work would be preceded by plan design from Wightman PE's, permitting and testing from EGLE for the "new" Type I public water supply. Expect a recommendation for competing services to install a new casing and well at Well No.3 for a total cost of around \$200,000 from Peerless Midwest, Inc. and Northern Pump and Well Drilling, Inc. This is a priority capital project to safe guard public utilities in Potterville, and is an eligible expense from all utility funds including General Fund 101 , Water Fund 591 and Sewer Fund 590.

4. The City has successfully completed its second "Dump your Junk" Event for 2024 and is nearing completion of curbside leaf pickup throughout town. If a homeowner has a pile of leaves on their

# City of Potterville

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curbside (public street), please let us know at City Hall so we can get them composted at the City Compost Site. I anticipate the City will be removing leaf debris from its public streets for the next two weeks and/or through November.

5. City Council should be anticipating its 5 Year Parks Plan review in the next two months along with a Resolution of Support for a new TIFA DNR Trust Fund Development Grant application that asks for new sidewalk connections and park amenities (Pickleball Courts) at the Lake Alliance Park. TIFA has authorized pursuit of a new DNR Trust Fund Application for the DNR Trust Fund 2025 cycle that, if acquired, could bring \$400,000 in development funds to the City of Potterville.

# City of Potterville

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## TREASURER'S REPORT November 21, 2024

Utility bills—as of 10/31/2024 (bills due on 15<sup>th</sup>) \$28,352.23 is outstanding with \$16,435.50 over 30 days past due.

Water usage month of Oct (Nov billing): 4,546,677 gallons

Sewer usage month of Oct (Nov billing) 4,544,430 gallons

Ready to service charge-water: \$43,898.69

Ready to service charge-sewer: \$41,736.03

Total water and sewer billed out from 9/26-10/25/24 is \$125,537.96

Payroll month of October, 2024: \$69,493.12 (this includes all payroll taxes + MERS + council pay)

Summer 2024 collection percentage: 97.3%. Winter taxes will be collectible on December 1, 2024 and are due on February 14, 2025. All taxes for 2024-2025 season must be paid by February 28, 2024 by 5:00 PM. After February 28, unpaid real parcels are turned over to the County for collection.

BS&A is entering the online bill payment arena to compete with Invoice Cloud and Point and Pay. As the rates for residents are higher using this online bill payment system (2.95% of amount paying +.50 transaction fee vs \$2.95 flat fee) and their system is new, I have decided to hold off making any changes. Invoice Cloud has worked well for the City and has made bank reconciliations much easier by cutting off hours of researching credit/debit card transactions.

Interest rates continue to fall. TIFA has opted to invest some of their funds into a CD. I have looked at this for the City- but due to the City have a much higher amount in our sweep account earning a much higher interest rate than TIFA I do not find this currently to be advisable. The sweep account is fully FDIC insured and the money is readily available. Current interest rate 3.44%.

Bank reconciliations completed for month of October, 2024:

General account – Reconciled balance: **\$3,873,873.96**

Payroll account - Reconciled balance: **\$7,234.93**

Tax account – Reconciled balance: **\$48,407.04**

Gizzard Fest – Reconciled balance: **\$48,743.31**

Respectfully submitted,  
Jodi West, Treasurer

# City of Potterville

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

## *From the Clerk's office – November 2024*

Another successful Election Day! The City of Potterville was very busy, but it was very smooth. We were back from the County from turning in our results by 10:15 pm. Great work of the Chairpersons and Election Inspectors. Based on the unofficial results, the pre-canvass unofficial turnout is 5.67 million – even higher than 2020. Below is the City of Potterville statistics

### **ELECTION RESULTS**

	<b>2020</b>	<b>2024</b>
<b>ABSENTEE</b>	594	462
<b>EARLY</b>	0	238
<b>IN PERSON</b>	851	861
<b>TOTAL VOTES</b>	1445	1561
	65% of	65% of
	2220 Reg.	2419 Reg.
	Voters	Voters

<b>Permanent Ballot List</b>	375
<b>Absentee List</b>	161

### **12 - Election Workers with a total of 145 hours worked**

If you need assistance, 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](mailto:cityclerk@pottervillemi.org). It would be my pleasure to assist in any way that you might need.

*Becky Dolman*



# City of Potterville

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

## November 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, programs, observation, evaluation, training, and continuing education.

- The last phase of the RP Grant with the DNR is initiating a final reimbursement. This includes uploading all close-out documents and which will eventually release the 10% audit withheld after submitting. This process includes photos of all the scope items, plan specs, summary and certifications from the Authorized Official and Engineer.
- The gathering of the 5-Year Parks & Recreation Survey responses is ending as we are at the last stop of collecting surveys. To recap, it was sent out to all staff, TIFA, council and planning members and students/staff at Potterville Public Schools, the survey drop box was also at the school, parent teacher conferences, then it was moved to the Potterville Benton Township Library, to Sycamore Creek Church, and to City Hall. It has also been on our website on the main page and the Parks & Recreation section the entire time. It was also on the utility billing for the month of October and social media. So far we have had over 250+ electronic surveys, and just under 30 hardcopy surveys. Which puts our total, to almost 300 respondents. This surpasses the current 5-Year Parks & Recreation Plan Survey that occurred in 2019, and that only had 95 respondents and that was all collected on-line (electronically). The 5-Year Parks & Recreation Plan will be on the Planning Commission Meeting agenda on November 19, 2024, and go to City Council for the December Meeting.
- We are officially done with the 2024 season. The Softball Complex has been deep cleaned, disinfected and sanitized. Irrigation and water has been winterized.
- With the weather we've been getting, allowed us to do more tasks prior to the winterizing and working on the fields to make sure they are winterized, graded and leveled which will make the Spring a bit easier to get the facility and fields open. The entire month of October we had girls fastpitch tournaments and this really takes a hit where the pitchers are at, so we were able to really focus on those areas and especially second base, where players slide.
- TIFA approved John Arens' proposal for renovation and improvements at the Lake Alliance Baseball field. This field needs a lot of attention and with the improvements that are being made, will garner more interest and more activity. This will be an increase in economic stability for the City, and park users. With accurate measurements and placement, it will be a baseball regulation field, focusing on time-management on field maintenance (this is the objective on all six of the fields), visual presentation, playing conditions and safety. The work that has been so far has changed the presentation already into more of a professional field, the pitching mound is being built up and squared off, what's next is bringing in the infield dirt material, realigning all the base anchors, pitching rubber and home plate area, leveling and regrading.
- The City Park Baseball field will be next to get renovations and improvements, and it is the last field to get much-needed attention.
- Here are the 2024 stats for the season:
  - 135 practices
  - 636 total games
  - 603 teams
  - 106 field preps
  - 126 youth program participants
  - 10 organizations

- 5 are field rentals
    - 5 are Special Events
  - 24 tournaments
  - 5 Special Events
  - 166 Lake Alliance Softball Complex usage
  - 31 Lake Alliance Baseball usage
  - 25 City Park Baseball usage
  - 2 countries- USA & Canada
  - 8 States where teams/players came from to play in Potterville, MI
  - 862 credit card transactions
  - \$7,672.12 in credit card sales
  - \$44,650.07 in revenue (field rental and concessions sales)
  - 9 City Park Small Pavilion rentals
  - 33 City Park Large Pavilion rentals
  - 2 Downtown Pavilion rentals
  - 8 Lake Alliance Whole Pavilion rentals
  - 12 Lake Alliance ½ Pavilion rentals
  - 1 Lake Alliance Small Pavilion rentals
  - 65 total Pavilion rentals
  - \$4,085 in Pavilion rentals
- We have booked and secured: 26 tournaments for the Lake Alliance Softball Complex for the 2025 season. This is from 3 organizations already. We already have 1 organization secured for their league for the months of April-June for the Lake Alliance Baseball field and are currently working with 2 other organizations to bring in more.
  - The City of Potterville's Christmas Event is December 7<sup>th</sup>, 2024, with the parade kicking off at 6:00pm. Join us for the parade, tree ceremony, Santa, music and refreshments.
  - Involved in the Tri-County Regional Planning Commission Key Stakeholder Meeting: Non-motorized regional trail connections. This is the first meeting held for this topic and was more of getting input and other brainstorming ideas. It regards connecting the Paul Henry-Thornapple Trail to Lansing River Trail by interconnected, accessible, and cohesive non-motorized network to capitalize on existing assets and infrastructure and encourages strategic investment to enhance vibrant communities.
  - Continue to further my education by webinars, meetings, certification, conferences, etc.

Respectfully Submitted,

*Tiffani Falin*, Parks & Recreation Director



# City of Potterville

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

From: Don Stanley, DPW Director

Subject: DPW Director Report

## Council report for November 2024 DPW

1. Lake Alliance Park softball fields are winterized and prepared for winter freeze.
2. City mowers are winterized and ready for storage.
3. Fall curbside brush pickup is done and went well.
4. Fall curbside leaf pickup has been going well and almost complete. DPW should be finished near end of November.
5. Waste Water Treatment Plant 1st Fall discharge of treated sanitary waste water went well. No issues to report. DPW successfully transferred WWTP Cell 1 waste to Cell 2 and will be ready for second discharge in about 3 weeks.
6. The City storm catch basin cleaning has been performed and went well. Maintenance included both sanitary lift stations in town and DPW garage floor drains. The City of Potterville is only responsible for 2 sewer lift stations. One at the WWTP and the other behind the Lockview Subdivision near Lake Alliance Park
7. DPW is currently working on fall snowplowing maintenance on all plow trucks (4 in total = 2 belly blade plows and 2 pickup trucks). Road salt has been ordered and received for winter maintenance.



**Potterville  
Police Department**  
*Chief Richard Barry*



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

Dear Council,

Please see the following information regarding your police department,

- **Notable Calls:**
  - The Potterville Public Schools discovered a variance in their accounting with the possibility of missing funds. Officer Lopez began investigating, gathering evidence, and conducting interviews. Ultimately the case was transferred to the Eaton County Sheriff’s Office for primary investigation.
  - Early November a call came in for a Suicidal subject who was possibly overdosing on prescription pills and had departed the residence to avoid law enforcement. Michigan State Police and Eaton County Sheriff’s Office assisted in attempting to locate her without success until the PPD drone was sent up and located her near the original location hiding with its thermal camera, allowing law enforcement to get her the proper treatment.
  - PPD was called to assist Lansing PD in locating an individual who allegedly strangled his significant other and fled from the police before crashing his car. PPD arrived in downtown Lansing and assisted.
  
- **Upcoming Events:**
  - December 7: Fill a Cop Car, 10 am – 1 pm, Dollar General
  - December 18: Shop with a Hero, Charlotte Meijer
  
- **Notes from Chief Barry:** Officer Haynor and Officer Crabtree are on their own patrolling Potterville. Officer Collins has resigned due to his busy schedule at his other jobs, his position has been posted on the MCOLES website. We have begun training with Lansing PD and their drone team to enhance our capabilities and skills in diverse environments.

<b>Total Calls for February: 105</b>		<b>Calls for Service: 46</b>
-Traffic Stops: 33	-Assist Other: 5	-Suspicious Situations: 6
-Domestic Disputes: 3	-Threats: 3	-Criminal Sexual Conduct: 1
-Assaults: 1	-Fire Department Assist: 4	-Traffic Crashes: 8

Respectfully Submitted,

Chief R. Barry

**FILL A COP CAR WITH -**  
**Mid-Michigan Law Enforcement's Most**

# **WANTED**



***Suspects are known as "Soup", "Tuna", "Canned Meats", "Cereal", "Crackers", "Rice", "Stew", "Pasta" and others too numerous to name. Suspects should be non-perishable. Warning: Suspects are delicious, nutritious and filling. Paper and personal hygiene products would also be greatly appreciated. Approach with your shopping cart, apprehend suspect and any accomplices, and bring them to the patrol car in the parking lot of the stores listed below on **Saturday, December 7<sup>th</sup>, 2024, from 10:00 a.m. to 1:00 p.m.** An officer will be there to take the suspects into custody. All that are apprehended will be transported to area food banks.***

## ***It's a Crime to be Hungry***

Carl's – Dimondale  
Delta Wal-Mart  
Dollar General – Pottersville

Kroger's - Delta  
Charlotte Wal-Mart

Mid Michigan Law Enforcement Agencies  
Thank you for your support!



# EATON COUNTY 911

## Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 10/01/2024 00:00:00 - 10/31/2024 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
PPD	911 UNKNOWN CALL	0	0	1	1	1%	0:00:00	0:00:00	0:47:23	0:47:23	0:47:23
	ALARM ALL	0	0	1	1	1%	0:00:00	0:08:14	0:05:56	0:14:10	0:14:10
	ARGUMENT OR VERBAL ALTERCATION	0	0	1	1	1%	0:05:06	0:01:57	0:06:58	0:14:01	0:14:01
	ASSAULT	0	0	1	1	1%	0:51:45	0:00:00	0:00:00	0:55:30	0:55:30
	ASSIST CITIZEN	0	1	0	1	1%	0:00:00	0:00:00	0:36:03	0:36:03	0:36:03
	ASSIST OTHER POLICE DEPT	0	2	3	5	5%	0:36:57	0:11:44	0:25:47	5:17:58	1:03:36
	BREAKING AND ENTERING	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:20:33	0:20:33
	CAR DEER ACCIDENT	0	0	2	2	2%	0:00:48	0:00:00	0:08:39	0:25:01	0:12:31
	CHECK WELLBEING	0	1	5	6	6%	0:12:35	0:10:35	0:30:35	4:13:45	0:42:18
	CIVIL COMPLAINT	0	0	3	3	3%	0:09:50	0:14:31	0:11:07	2:19:44	0:46:35
	CRIMINAL SEXUAL CONDUCT REPORT	0	0	1	1	1%	0:00:19	0:00:00	0:00:00	1:08:15	1:08:15
	DISORDERLY PERSON OR SUBJECT	0	1	0	1	1%	0:00:00	0:00:00	0:33:38	0:33:38	0:33:38
	DOG RUNNING LOOSE	0	0	1	1	1%	0:05:30	0:00:00	0:00:00	0:31:58	0:31:58
	DOMESTIC DISPUTE	0	0	3	3	3%	0:06:54	0:02:58	2:04:51	5:20:43	1:46:54
	EMS ASSIST	0	0	1	1	1%	0:00:05	0:00:00	0:00:00	0:18:46	0:18:46
	FIGHT OR PHYSICAL ALTERCATION	0	1	0	1	1%	0:00:00	0:00:00	0:47:35	0:47:35	0:47:35
	FIRE DEPT ASSIST	0	1	3	4	4%	0:00:01	0:13:12	1:40:10	6:53:55	1:43:29
	FOLLOWUP OF ANY KIND	0	1	0	1	1%	0:00:01	0:00:00	0:14:24	0:14:25	0:14:25
	FRAUD RETAIL EMBEZZLEMENT	0	0	1	1	1%	0:02:45	0:00:00	0:00:00	0:04:36	0:04:36
	LARCENY	0	1	2	3	3%	0:09:04	0:00:00	0:44:46	1:03:12	0:21:04
	MDOP	0	1	0	1	1%	0:00:00	0:00:00	0:57:01	0:57:01	0:57:01
	MESSAGE FOR OFFICER	0	7	0	7	7%	0:00:01	0:00:00	0:00:06	0:00:45	0:00:06

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
	MISCELLANEOUS INCIDENT	0	2	0	2	2%	0:00:00	0:00:00	0:29:58	0:59:56	0:29:58
	PERSONAL INJURY CRASH	0	0	5	5	5%	0:02:10	0:03:44	0:33:57	2:29:38	0:29:56
	PPO VIOLATION	0	1	0	1	1%	0:00:00	0:41:58	0:17:19	0:59:17	0:59:17
	PRISONER TRANSPORT	0	0	1	1	1%	0:00:00	0:00:00	0:00:00	0:01:49	0:01:49
	PROPERTY DAMAGE CRASH	0	0	1	1	1%	0:00:00	0:00:00	0:37:25	0:37:25	0:37:25
	RUNAWAY	0	1	0	1	1%	0:00:00	0:00:00	0:10:38	0:10:38	0:10:38
	STOLEN VEHICLE	0	0	1	1	1%	0:04:56	0:00:00	0:00:00	0:25:18	0:25:18
	SUBPOENA SERVICE	0	1	0	1	1%	0:00:00	0:00:00	0:03:38	0:03:38	0:03:38
	SUSPICIOUS SITUATION	0	2	3	5	5%	0:04:28	0:07:18	0:15:10	1:38:28	0:19:42
	SUSPICIOUS VEHICLE	0	0	1	1	1%	0:00:00	0:06:42	0:30:40	0:37:21	0:37:21
	THREATS	0	2	1	3	3%	0:03:56	0:21:01	1:13:32	4:13:28	1:24:29
	TRAFFIC STOP	0	33	0	33	31%	0:00:01	0:08:11	0:10:01	5:37:08	0:10:13
	TRAFFIC VIOLATION	0	0	1	1	1%	0:05:32	0:00:00	0:00:00	0:12:58	0:12:58
	UNKNOWN PROBLEM	0	0	1	1	1%	0:00:00	0:12:28	0:23:08	0:35:36	0:35:36
	WARRANT ATTEMPT PICKUP	0	0	1	1	1%	3:44:31	0:00:00	0:00:00	3:44:34	3:44:34
	<b>Subtotals for No Summary Code</b>	<b>0</b>	<b>59</b>	<b>46</b>	<b>105</b>	<b>100%</b>	<b>0:17:36</b>	<b>0:11:45</b>	<b>0:32:36</b>	<b>55:46:09</b>	<b>0:40:05</b>
	<b>Subtotals for PPD</b>	<b>0</b>	<b>59</b>	<b>46</b>	<b>105</b>	<b>100%</b>	<b>0:17:36</b>	<b>0:11:45</b>	<b>0:32:36</b>	<b>55:46:09</b>	<b>0:40:05</b>

# Eaton County Central Dispatch

## Total Calls For Service

October 2024				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,508	19.6%	14,509	19.4%
Fire	887	11.5%	7,904	10.6%
Police	5,303	68.9%	52,289	70.0%
<b>Total Calls</b>	<b>7,698</b>	<b>100.0%</b>	<b>74,702</b>	<b>100.0%</b>



# Eaton County Central Dispatch

## Fire Calls For Service

October 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	34	3.8%	324	4.1%
Benton Twp. Fire	28	3.2%	239	3.0%
Charlotte Fire	78	8.8%	645	8.2%
Delta Fire	344	38.8%	3,140	39.7%
Eaton Rapids City	65	7.3%	604	7.6%
Eaton Rapids Twp.	62	7.0%	598	7.6%
Grand Ledge Fire	98	11.0%	870	11.0%
Hamlin Twp Fire	21	2.4%	180	2.3%
Olivet Fire	23	2.6%	199	2.5%
Roxand Twp. Fire	15	1.7%	151	1.9%
Sunfield Fire	29	3.3%	265	3.4%
Vermontville Fire	11	1.2%	104	1.3%
Windsor Fire	59	6.7%	477	6.0%
Outside Agencies*	20	2.3%	108	1.4%
<i>LTFD</i>				
<b>Total Fire Calls</b>	<b>887</b>	<b>100.0%</b>	<b>7,904</b>	<b>100.0%</b>

\* Agencies Outside Eaton County

# Eaton County Central Dispatch

## EMS Calls For Service

October 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	73	4.8%	612	4.2%
Delta Twp. EMS	528	35.0%	4,948	34.1%
Eaton Area EMS	511	33.9%	5,438	37.5%
Grand Ledge EMS	207	13.7%	1,947	13.4%
Vermontville EMS	19	1.3%	152	1.0%
Windsor Twp. EMS	125	8.3%	1,092	7.5%
Outside Agencies* <i>LIFE, LTEM, MARE, NEMS</i>	45	3.0%	320	2.2%
<b>Total EMS Calls</b>	<b>1,508</b>	<b>100.0%</b>	<b>14,509</b>	<b>100.0%</b>

\* Agencies Outside Eaton County

# Eaton County Central Dispatch

## Police Calls For Service

October 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	32	0.6%	390	0.7%
Charlotte Police	683	12.9%	6,288	12.0%
Eaton County Sheriff	2,650	50.0%	26,113	49.9%
<i>Delta</i>	1,497	28.2%	15,268	29.2%
<i>Out County</i>	1,153	21.7%	10,845	20.7%
<i>Animal Control</i>	193	3.6%	1,778	3.4%
Eaton Rapids Police	358	6.8%	3,215	6.1%
Grand Ledge Police	317	6.0%	3,374	6.5%
Michigan State Police	1,107	20.9%	11,086	21.2%
Olivet Police	40	0.8%	226	0.4%
Pottersville Police	105	2.0%	1,446	2.8%
Outside Agencies* <i>DNR, ME</i>	11	0.2%	151	0.3%
<b>Total Police Calls</b>	<b>5,303</b>	<b>100.0%</b>	<b>52,289</b>	<b>100.0%</b>



# City of Potterville

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

November 21, 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.

- **Cambria Ridge:** Phase 2 of the project is underway; the contractors are actively working on construction of Cambria Court. They are also working on the construction of the retention ponds and catch basins.
- **Proposed Sunset Hills East Single Family Residential Subdivision:** The Planning Commission met on November 19<sup>th</sup> to consider a proposed plat for Sunset Hills East. The Planning Commission after hearing public comment recommend approval of the plan with the condition that the existing road, Beechwood Court remain named as Beechwood Court rather than the proposed road name of Country Court. In addition, the Planning Commission required the location of light poles in compliance with City of Potterville requirements and similar to existing light poles be added to the plan. Council will consider this request at their January 16, 2025 meeting.
- **Alro Steel:** Alro Steel's Variance Application and Site Plan Review Application were postponed until the December 17, 2024 Zoning Board of Appeals and Planning Commission Meetings due to lack of a quorum with the Zoning Board of Appeals. Postponing the application does not affect Alro Steel's time line for construction; construction is not slated to begin until Summer of 2025.
- **Policy updates:** Staff is actively working with Progressive AE on policy updates. Progressive should have draft changes for review by staff in December. The Planning Commission will review the draft changes at their January 21, 2025 meeting.

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

# City of Potterville

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

All deed and Principal Residence Exemption (PRE) information has been entered into the database so it is up to date for winter tax bills.

The taxable value increase for 2025 will be 3.1% (set by the State of Michigan annually).

I will update on assessed value increases/decreases for next year in each class as I get information from the county in the coming months.

December Board of Review is December 10<sup>th</sup>, 2024 to correct qualified errors, etc. As of right now, we do not have any items to review.

Thanks,



Sarah Payton, MAAO



Mishawaka, IN / 574.254.9050  
Tipton, IN / 317.896.2987  
Ionia, MI / 616.527.0050  
Fenton, MI / 810.215.1295  
Lombard, IL / 630.708.3212  
Boulder, CO / 574-286-0765  
Littleton, CO / 303-968-7920

City of Potterville  
Attn: Mr. Don Stanley  
319 North Nelson  
Potterville, MI 48876

**RE: Drill New Test Production Well, Pitless Adapter and Pump Installation**

I am pleased to provide the following proposal and budget estimate to drill a new test production well. We will set up at the specified location and drill a new 12" diameter test production well. This will be done utilizing mud and air rotary. We are proposing to drill the well to a depth of 200'. We will target replacement capacity with the test production well but this is not guaranteed. The proposed budget to drill this well and perform the following tasks will be \$149,250.00.

- 12" well drilling to 200'
- 100' of 12" steel casing
- Neat cement grout
- Provide and install test pump
- Well development and 6 hour step test
- 8-hour aquifer test – We will man and provide generator
- Plumbness and alignment
- Televiser well
- Provide and install 12" pitless adapter complete with stub piece to tie into underground
- Remove pumping equipment from existing well and install in new well complete with new wire and splice kits.
- Abandon existing 12" well
- No site restoration or removal of any drill cuttings is included in this proposal
- No piping past the stub piece on the pitless adapter is included
- Run new wire from the building to the well. We will tie into the existing conduit
- Does not include any additional monitoring wells that may be required by EGLE for Aquifer testing. The idea will be to use the existing production well and monitoring well.
- Adder for 304 stainless steel well casing – \$21,540.00
- Adder for heavy wall steel well casing - \$5,275.00

[www.peerlessmidwest.com](http://www.peerlessmidwest.com)

55860 Russell Industrial Parkway, Mishawaka, IN 46545 Phone (574) 254.9050 Fax (574) 254.9650

**Hydrogeological Services**

The proposed budget estimate to perform the following tasks will be \$14,140.00.

- Ground water flow report
- Aquifer Test analysis and water level logging by Certified Hydrogeologist
- Act 399 permit
- Groundwater sampling – Complete Chemistry Scan Unit 37, PFAS and Radiological
- Provide written reports on the above

We appreciate the opportunity to quote this work. Feel free to reach out with any questions

Sincerely,  
PEERLESS-MIDWEST INC.



DC Coulier  
Project Manager.



6837 W. Grand River Ave.  
Lansing, MI 48906

City of Potterville  
Attn: Don Stanley, Aaron Sheridan  
319 North Nelson Street  
Potterville, Michigan 48876

## Proposal

Date	Proposal #
11/14/2024	24-Q3234

Description	Qty	Rate	Total
Thank you for the opportunity to present you with this proposed Well No. 3 offset			
(1) Labor, Mobilization, Demobilization,	1	3,000.00	3,000.00
(2) Drill 90 feet install B53 Domestic, 12 inch steel casing and grout, Plumbness / alignment testing included	90	450.00	40,500.00
(3) Drill out 110 feet of rock hole Plus or Minus 10 feet	110	300.00	33,000.00
(4) Well Development	10	300.00	3,000.00
(5) Step test 4 hours and 24 hour constant rate test	1	24,000.00	24,000.00
(6) Video Log before placing pump in well	1	2,500.00	2,500.00
(7) Well Abandonment of excising well #3 Records supplied to the City and EGLE	1	4,000.00	4,000.00
(8) Pitless adapter 12 inch installed	1	20,921.00	20,921.00
(9) Engineering Services, Hydrological study and report	1	20,000.00	20,000.00
Labor, Mobilization, Demobilization, Move well #3 pump to new well, Chlorinate well, Run a post efficiency well and pump test	1	2,500.00	2,500.00
(11) Alternative 12 inch Stainless Steel casing (extra cost)	100	171.00	17,100.00
NOTE: Should conditions change and/or any additional work be required, beyond the original scope of this project, our standard hourly rates will apply. Northern Pump & Well will consult with you prior to the additional work being performed.			
Signature: _____ Date: _____			
Purchase Order No. (if required): _____ * If this proposal meets your approval, please sign / date and return to fax number:..1-517-322-0135			
If you have any questions, feel free to call 877-477-1757 or 517-322-0219		<b>Total</b>	<b>\$170,521.00</b>



**DEQ MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**DRINKING WATER & RADIOLOGICAL PROTECTION DIVISION**

**WATER WELL AND PUMP RECORD**

Completion is required under authority of Part 127 Act 368 PA 1978  
 Failure to comply is a misdemeanor

TAX NO:

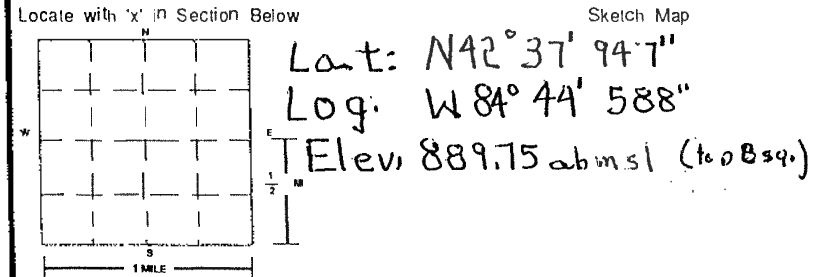
PERMIT NO:

1. LOCATION OF WELL

County Eaton Township Name Benton Fraction NW 1/4 NE 1/4 SE 1/4 Section No. 23 Town No. T3N Range No. RAW

Distance and Direction from Road Intersection  
1,100' W. of M-100  
830' N. of Grand Trunk R.R.  
PW No. 3

Street Address & City of Well Location



3. OWNER OF WELL City of Potterville  
 Address 319 N. Nelson St.  
Potterville, Mich. 48876  
 Address Same as Well Location  Yes  No

4. WELL DEPTH: 200 ft. Date Completed 7/31/02  
 New Well  Replacement Well

5.  Cable Tool  Rotary  Driven  Dug  
 Hollow Rod  Auger/Bored  Jetted

6. USE:  Household  Type I Public  Type III Public  
 Irrigation  Type IIa Public  Heat Pump  
 Test Well  Type IIb Public

7. CASING:  Steel  Threaded  Plastic  Welded  Other  
 Height: Above/Below Surface: 2 ft  
 Diameter: 12 in. to 91 ft. depth Weight: 49.6 lbs/ft.  
 BOREHOLE: Diameter: 15 in. to 91 ft. depth  
1 1/2 in. to 200 ft. depth  Drive Shoe  Shale Packer

8. SCREEN:  Not Installed  Gravel-Packed  
 Type \_\_\_\_\_ Diameter \_\_\_\_\_  
 Slot/Gauze \_\_\_\_\_ Length: \_\_\_\_\_  
 Set Between \_\_\_\_\_ ft. and \_\_\_\_\_ ft.  
 FITTINGS:  K-Packer  Bremer Check  
 Blank Above Screen \_\_\_\_\_ ft. Other \_\_\_\_\_

9. STATIC WATER LEVEL: 22 ft. Below Land Surface  Fw wing

10. PUMPING LEVEL: Below Land Surface  
59.75 ft. After 72 hrs. Pumping at 300 G.P.M.  
 Plunger  Bailor  Air  Test Pump

11. WELL HEAD COMPLETION: 24"  
 Pitless Adapter  Above Grade  
 Basement Offset  Well House

12. WELL GROUTED?  No  Yes From 0 to 91 ft.  
 Neat Cement  Bentonite  Other \_\_\_\_\_  
 No. of Bags 36 Additives \_\_\_\_\_

13. NEAREST SOURCE OF POSSIBLE CONTAMINATION:  
 Type Sewer Distance 200 ft. Direction SE.  
 Type \_\_\_\_\_ Distance \_\_\_\_\_ ft. Direction \_\_\_\_\_

2. FORMATION DESCRIPTION	THICKNESS OF STRATUM	DEPTH TO BOTTOM OF STRATUM
<u>Clay, brn</u>	<u>3'</u>	<u>3'</u>
<u>Clay, grey</u>	<u>2'</u>	<u>5'</u>
<u>Sand w/some gravel</u>	<u>6'</u>	<u>11'</u>
<u>Sand, coarse &amp; cobbles</u>	<u>6'</u>	<u>17'</u>
<u>Sandstone-fractured</u>	<u>20'</u>	<u>37'</u>
<u>Sandstone w/some shale</u>	<u>36'</u>	<u>73'</u>
<u>Sandstone, white</u>	<u>23'</u>	<u>96'</u>
<u>Sandstone, white</u>	<u>98'</u>	<u>194'</u>
<u>Sandstone, hard</u>	<u>5'</u>	<u>199'</u>
<u>Shale, grey</u>	<u>1'</u>	<u>200'</u>

USE A 2ND SHEET IF NEEDED

15. ABANDONED WELL PLUGGED?  Yes  No  
 Casing Diameter \_\_\_\_\_ in. Depth \_\_\_\_\_ ft.  
 PLUGGING MATERIAL:  Neat Cement  Bentonite Slurry  
 Cement/Bentonite Slurry  Concrete Grout  Bentonite Chips  
 No. of Bags \_\_\_\_\_ Casing Removed?  Yes  No

16. REMARKS: (Elevation, Source of Data, etc.)

17. DRILLING MACHINE OPERATOR:  
 Employee  Subcontractor  
 Name G. Sherman

14. PUMP:  Not Installed  Pump Installation Only  
 Manufacturer's Name \_\_\_\_\_  
 Model Number \_\_\_\_\_ HP \_\_\_\_\_ Volts \_\_\_\_\_  
 Length of Drop Pipe \_\_\_\_\_ ft. Capacity \_\_\_\_\_ G.P.M.  
 TYPE:  Submersible  Jet  Other \_\_\_\_\_  
 PRESSURE TANK:  
 Manufacturer's Name \_\_\_\_\_  
 Model Number \_\_\_\_\_ Capacity \_\_\_\_\_ Gallons \_\_\_\_\_

18. WATER WELL CONTRACTOR'S CERTIFICATION:  
 This well was drilled under my jurisdiction and this report is true to the best of my knowledge and belief.  
Layne-Northern 1997  
 REGISTERED BUSINESS NAME REGISTRATION NO.  
 Address 3126 N. ML King Blvd-Lansing 48906  
 Signed \_\_\_\_\_ Date \_\_\_\_\_  
 AUTHORIZED REPRESENTATIVE

IMPORTANT: File with deed.

WELL OWNER COPY

EQP 2017 (12/96)

Job No. 54-6807

Pipe extends 2 feet above ground level.

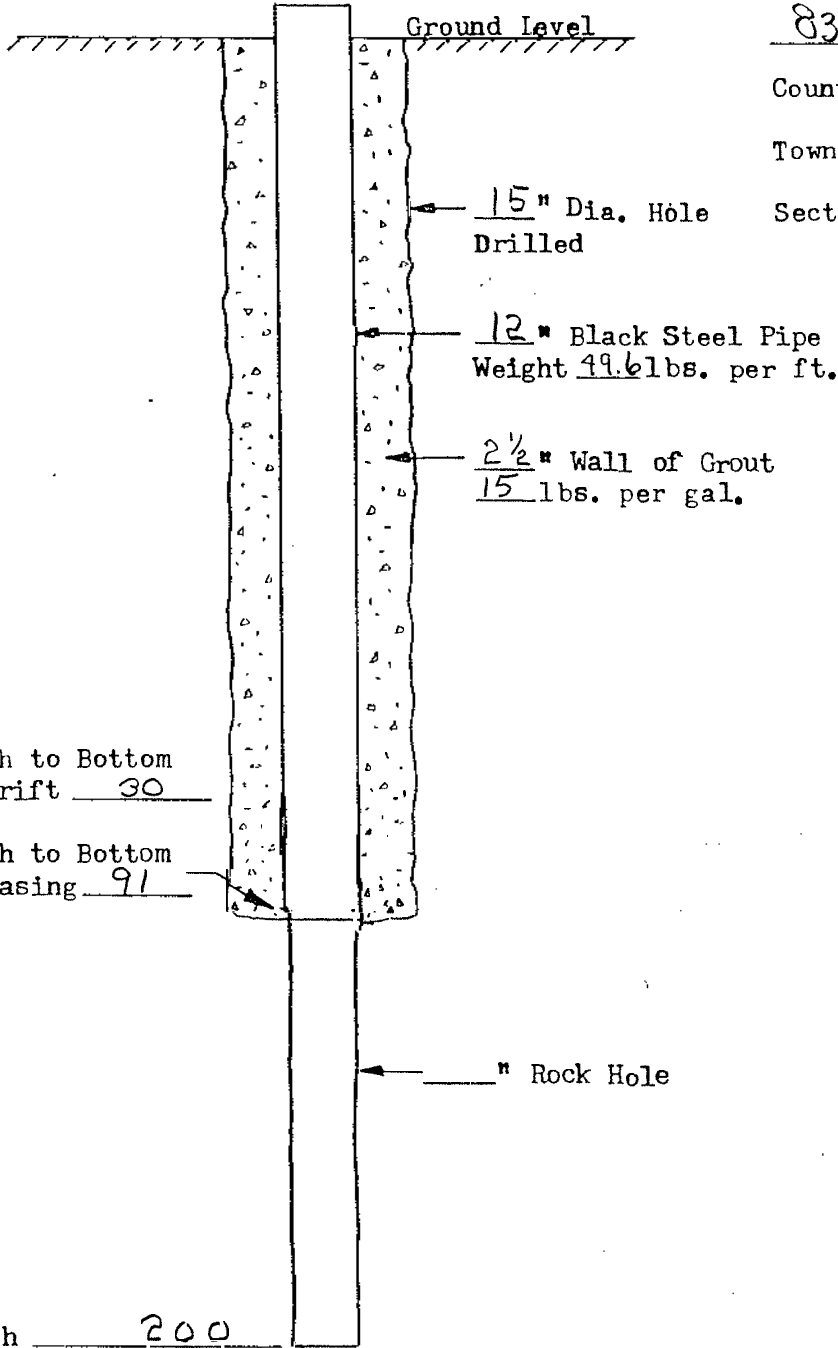
Location: 1,100' W. of M-100

830' N. of R.R. Tracks

County Eaton

Township Benton

Section 23 T 3N R 4W



Pipe Tally	Welded	
	feet	inches
Bottom		
Cementing Shoe Length	21'	
	21'	
	21'	
	21'	
Top	9'	
Total	93'	

Depth to Bottom of Drift 30

Depth to Bottom of Casing 91

" Rock Hole

Depth 200

Static Level 22'

Pumped 300 GPM at 59.75' Pumping Level after 72 Hours

Type of Rig Rotary Date Started 7-20-02 Date Finished 7-31-02 Driller \_\_\_\_\_

NOTE: All Depths Measured from Ground Level

CASED AND CEMENTED ROCK WELL NO. 3 FOR  
City of Potterville, Mich.

SCALE: Not to Scale

DATE 7-31-02

DRWN: GS

APPD: \_\_\_\_\_

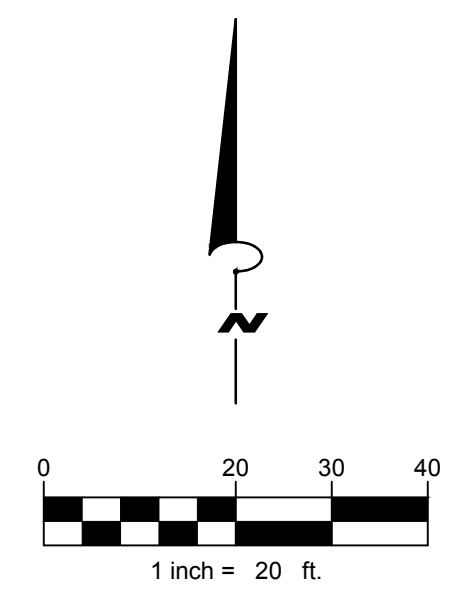
**LAYNE-NORTHERN CO., INC.**  
INDIANAPOLIS • MISHAWAKA, IND. • LANSING

DRAWING NUMBER

**A-6948A**

# CITY OF POTTERVILLE, MICHIGAN

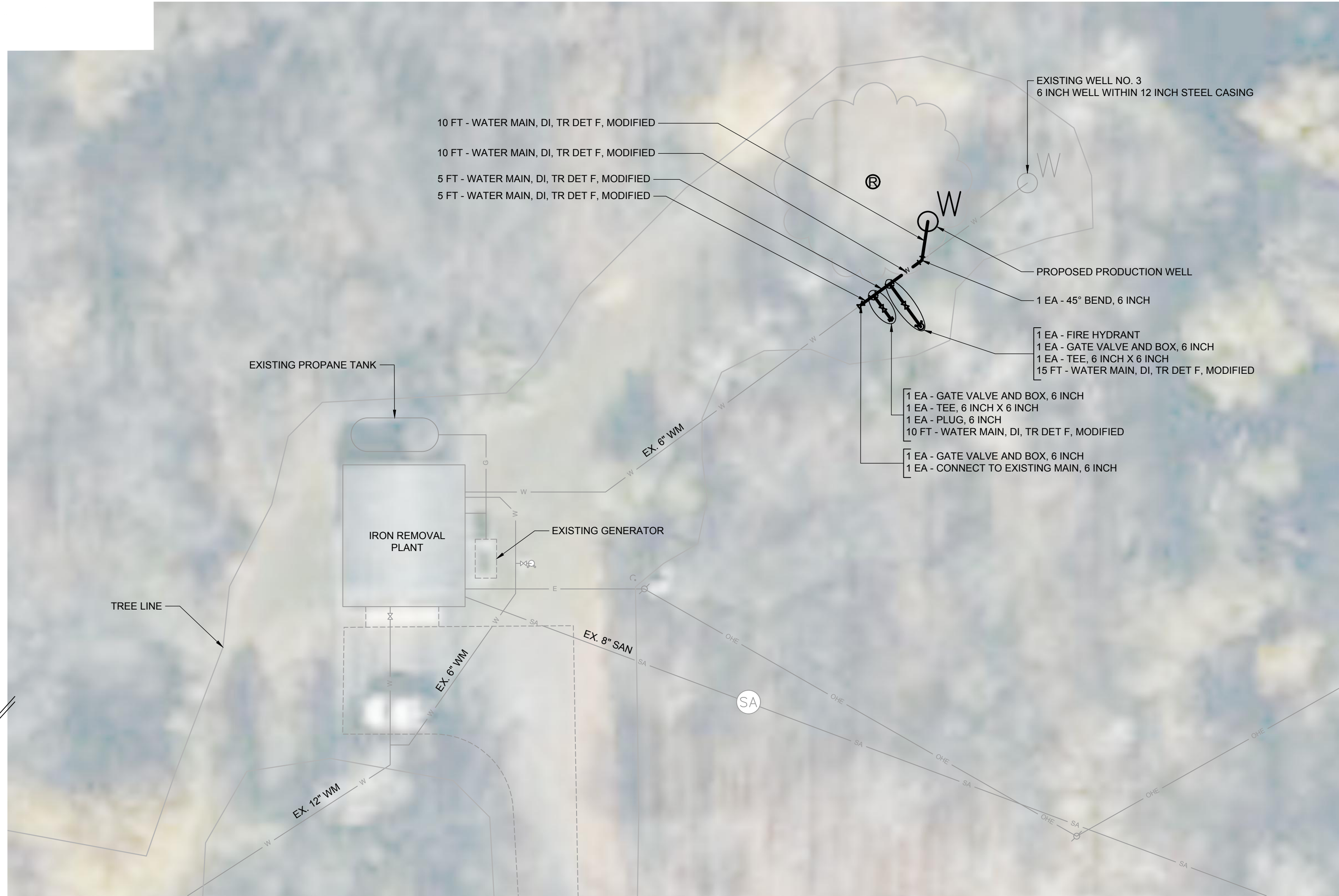
## NEW PRODUCTION WELL



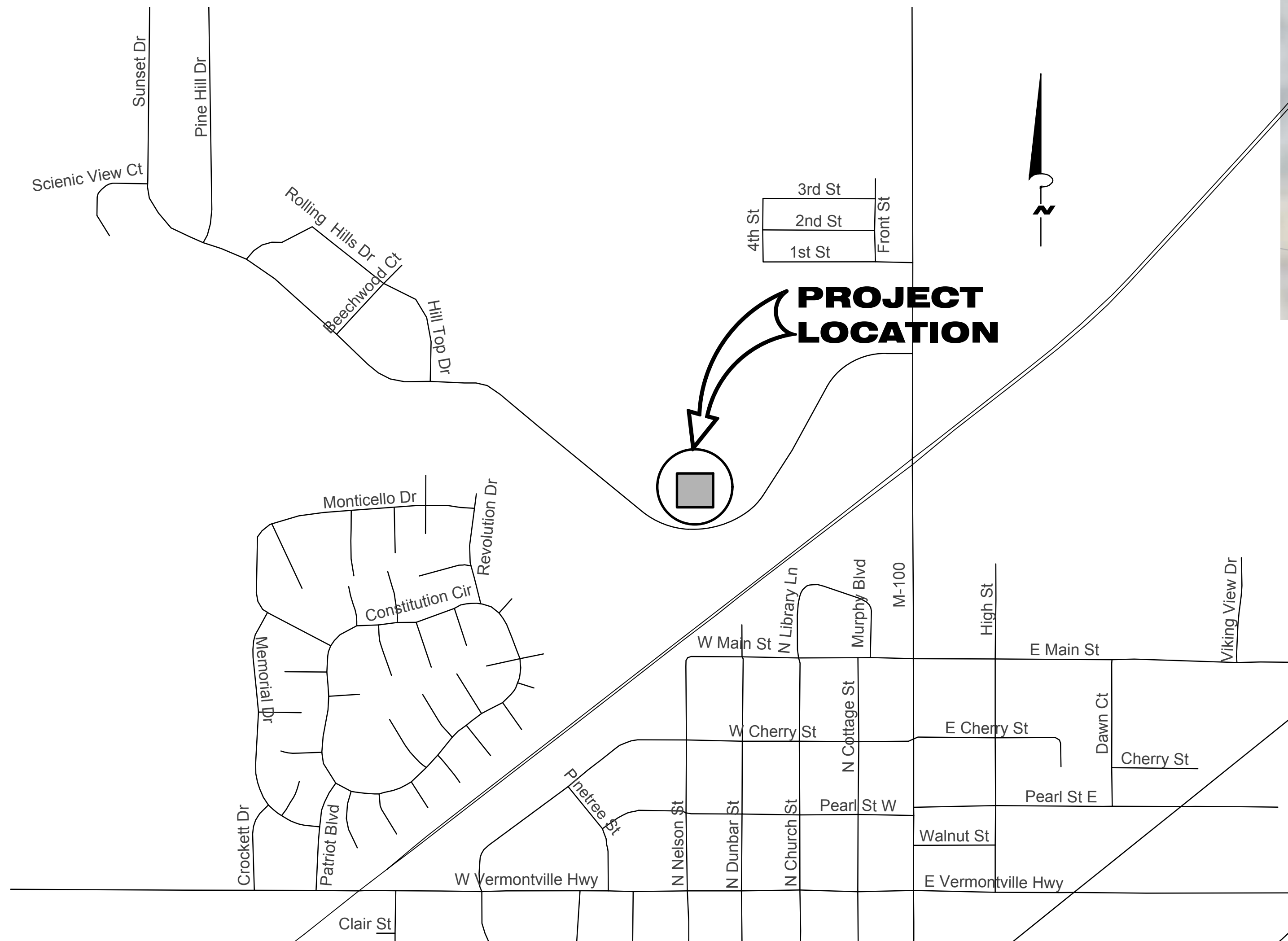
### NOTES

EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.

IN CONFORMANCE WITH PUBLIC ACT 174 OF 2013, ALL CONTRACTORS SHALL CALL MISS DIG @ 811 OR 800-482-7171 FOR PROTECTION OF UNDERGROUND UTILITIES A MINIMUM OF THREE FULL WORKING DAYS (EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS) PRIOR TO BEGINNING EACH EXCAVATION IN ANY AREA. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.



PLAN VIEW  
SCALE: 1" = 20'



PROJECT AREA  
SCALE: 1" = 500'

PROJECT NAME:  
**NEW PRODUCTION WELL**

**CITY OF POTTERVILLE, MICHIGAN**

00 2024/09/16 EAW  
PRELIMINARY - NOT FOR CONSTRUCTION

**REVISIONS**  
DATE: SEPTEMBER, 2024  
SCALE: AS NOTED

**NEW PRODUCTION WELL SITE PLAN**