

City of Pottersville - Council Agenda

Thursday, January 16, 2025 at 6:00 p.m. – Pottersville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Regular Meeting December 19, 2024

F. Approval of Bills: General Bills - \$35,962.24

TOTAL AP = \$

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. Council Elections – Mayor and Deputy Mayor
2. Resolution No. 2025-0116-01 – Parks and Recreation Five Year Plan Adoption
3. Resolution No. 2025-0116-02 – Sunset Hills East Site Condo Preliminary Site Plan

L. Public Comment on non-agenda items:

M. Communications from the Council:

N. Next Regular Meeting: Thursday, February 20, 2025, 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 Meeting was called to order by Mayor Lenneman on Thursday, December 19, 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 Nichols, Member Ranshaw and Member Sweeney.

Absent: Member Myers-Southerly

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

Approval of Minutes: 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 \$92,657.22 by Deputy Mayor Potter. Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (6-0).

Public Comment on Agenda Items: Mr. Allen Selis inquired about recycling and suggested for the Parks Plan a community garden.

Department Reports: Chief Barry shared Potterville Schools suspended the contract for Resource School Officer position. Officer Lopez resigned. Dash Cameras are being installed in the next 4-6 weeks. The department is seeking a grant for a K-9 program to be used in narcotics and search and rescue.

Open Public Hearing for the City of Potterville Parks and Recreation Five Year Plan: Motion by Deputy Mayor Potter. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Public Comments: Linda Amey suggested memorial plaques.

Close Public Hearing for the City of Potterville Parks and Recreation Five Year Plan: Motion by Mayor Lenneman. Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (6-0).

City of Potterville

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

Appointment to the Zoning Board of Appeals: Motion by Mayor Lenneman to appoint Ronald Runyan as a necessary appointment who would replace Joe Bristol Jr. and serve as the City's Planning Commission/Zoning Board of Appeals liaison that is required by the City Zoning Code. Supported by Member Nichols. Vote: Unanimous. Motion Carried (6-0).

Appointment to the Tax Increment Finance Authority: Motion by Deputy Mayor Potter to re-appoint Bob Nichols, Ronald Norman, Judy Lenneman, John McNett, Joe Bristol Jr., and Elizabeth Ross to the Tax Increment Finance Authority. Supported by Member Nichols. Vote: Unanimous. Motion Carried (6-0).

Open Closed Session at 6:36 pm: Pursuant to the Open Meetings Act MCL.15268(e) to consult with its attorney regarding trial and or/settlement strategy in connection with the legal case – City of Potterville v C & D Hughes, Inc. Motion by Mayor Lenneman. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (6-0).

End Closed Session at 7:14 pm: Motion by Deputy Mayor Potter. Supported by Member Ranshaw. Roll Call Vote: Unanimous. Motion Carried (6-0).

Settlement and Release Document for East Cherry Street- Utilities: Motion by Deputy Mayor Potter to give Manager Sheridan authority to execute and sign the document. Supported by Mayor Lenneman. Roll Call Vote: Unanimous. Motion Carried. (6-0).

Resolution No. 2024-1219-12 - Poverty Exemption: Motion to approve by Member Nichols. Supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried. (6-0).

2025 Annual Meeting Calendar Dates: Motion to approve by Member Nichols. Supported by Member Connor. Vote: Unanimous. Motion Carried. (6-0).

Excuse Absent Members: Motion by Deputy Mayor Potter to excuse Member Meyers-Southerly. Supported by Member Nichols. Vote: Unanimous. Motion Carried. (6-0)

Public Comment on Non-Agenda Items: None

Next Regular Meeting: January 16, 2025

City of Potterville

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

Meeting Adjourned: 7:25 pm

Respectfully Submitted by:

Becky Dolman, City Clerk

01/09/2025 02:45 PM
User: RDOLMAN
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 12/20/2024 - 01/09/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 1/3

| INVOICE NUMBER | DESCRIPTION | AMOUNT |
|--|--|-----------|
| VENDOR NAME: ABFALTER REPAIR LLC | | |
| 411 | CHANGED THERMOSTAT HOUSING, CLEANED BLOCK AT HOUSING AND TOPPED OFF COOLANT | 729.92 |
| TOTAL VENDOR ABFALTER REPAIR LLC | | 729.92 |
| VENDOR NAME: ACE HARDWARE-GRAND LEDGE | | |
| 9793 | BATTERIES | 29.58 |
| TOTAL VENDOR ACE HARDWARE-GRAND LEDGE | | 29.58 |
| VENDOR NAME: ALTOGAS, INC | | |
| 806753 | PROPANE | 901.55 |
| TOTAL VENDOR ALTOGAS, INC | | 901.55 |
| VENDOR NAME: APPLIED IMAGING | | |
| 2709439 | EQUIPMENT AND PRINTING | 49.38 |
| TOTAL VENDOR APPLIED IMAGING | | 49.38 |
| VENDOR NAME: BEST PLUMBING SPECIALTIES, INC | | |
| 6306494 | URINAL | 421.22 |
| TOTAL VENDOR BEST PLUMBING SPECIALTIES, INC | | 421.22 |
| VENDOR NAME: CAPITAL AREA MUNICIPAL CLERKS | | |
| 2025 | MEMBERSHIP AND LUNCHEON MEETING | 44.00 |
| TOTAL VENDOR CAPITAL AREA MUNICIPAL CLERKS | | 44.00 |
| VENDOR NAME: CASH | | |
| DEC. 2024 | REIMBURSE CASH DRAWER FOR DEC. POSTAGE FOR WATER BILLS | 231.50 |
| TOTAL VENDOR CASH | | 231.50 |
| VENDOR NAME: CITY OF CHARLOTTE | | |
| 24-0002053 | LAB TESTING SPRING & FALL | 1,120.00 |
| TOTAL VENDOR CITY OF CHARLOTTE | | 1,120.00 |
| VENDOR NAME: CITY OF POTTERVILLE | | |
| 11/22-12/23/24 | UTILITIES | 552.83 |
| TOTAL VENDOR CITY OF POTTERVILLE | | 552.83 |
| VENDOR NAME: COMCAST | | |
| DEC. 20-JAN. 19, 20 | OFFICE INTERNET | 126.90 |
| TOTAL VENDOR COMCAST | | 126.90 |
| VENDOR NAME: CONSUMERS ENERGY | | |
| DEC 2024 | UTILITIES | 9,292.69 |
| 11/21-12/20/24 | UTILITIES | 939.08 |
| TOTAL VENDOR CONSUMERS ENERGY | | 10,231.77 |
| VENDOR NAME: CUMMINS, INC | | |
| S3-241224837 | PLANNED MAINTENANCE | 768.73 |
| TOTAL VENDOR CUMMINS, INC | | 768.73 |
| VENDOR NAME: DELTA DENTAL | | |
| JAN 2025 | DENTAL BENEFITS | 856.38 |
| TOTAL VENDOR DELTA DENTAL | | 856.38 |
| VENDOR NAME: FCI AUTOMATION - LANSING | | |
| 94134 | HOSE ASSY AND ABRASION SLEECE | 148.48 |
| TOTAL VENDOR FCI AUTOMATION - LANSING | | 148.48 |
| VENDOR NAME: FERGUSON WATERWORKS- METER ACCT | | |
| 215257 | TUBE CUTTER, TUBE, COUPLER | 1,354.23 |
| TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT | | 1,354.23 |
| VENDOR NAME: INDIAN CREEK AG | | |
| 11818 | TIRES | 376.65 |

01/09/2025 02:45 PM

User: RDOLMAN

DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 12/20/2024 - 01/09/2025
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 2/3

| INVOICE NUMBER | DESCRIPTION | AMOUNT |
|--|--|----------|
| VENDOR NAME: INDIAN CREEK AG | | |
| | TOTAL VENDOR INDIAN CREEK AG | 376.65 |
| VENDOR NAME: MENARDS-LANSING WEST | | |
| 88955 | XL COVERT | 21.99 |
| 88819 | 30 AMP GEN CORD | 69.99 |
| | TOTAL VENDOR MENARDS-LANSING WEST | 91.98 |
| VENDOR NAME: MICHIGAN CAT | | |
| PD16836947 | SEAT ON CATERPILLAR | 1,350.67 |
| | TOTAL VENDOR MICHIGAN CAT | 1,350.67 |
| VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL | | |
| 761-11291986 | WATER TESTS | 48.00 |
| | TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL | 48.00 |
| VENDOR NAME: MICHIGAN RURAL WATER | | |
| 2020-12853 | REGISTRATION FOR WATER OPERATORS SCHOOL | 755.00 |
| | TOTAL VENDOR MICHIGAN RURAL WATER | 755.00 |
| VENDOR NAME: MUNICIPAL SUPPLY | | |
| INV8346 | COMBINATION KEY, MARKING PAINT, BLUE WATER FLAGS WITH METAL STAFF | 850.00 |
| | TOTAL VENDOR MUNICIPAL SUPPLY | 850.00 |
| VENDOR NAME: OAKLAND COMMUNITY COLLEGE/CREST | | |
| 010736752 | ADVANCE POLICE TRAINING | 599.01 |
| | TOTAL VENDOR OAKLAND COMMUNITY COLLEGE/CREST | 599.01 |
| VENDOR NAME: PAYTON ASSESSING, LLC | | |
| DEC. 2024 | ASSESSING SERVICES | 1,416.67 |
| | TOTAL VENDOR PAYTON ASSESSING, LLC | 1,416.67 |
| VENDOR NAME: PHP | | |
| 1/1/-1/31/25 | MEDICAL BENEFITS | 6,074.63 |
| | TOTAL VENDOR PHP | 6,074.63 |
| VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY | | |
| 30897 | INTERNET AND PHONES | 3,499.15 |
| | TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY | 3,499.15 |
| VENDOR NAME: THE COUNTY JOURNAL | | |
| 285206 | NOTICE OF PUBLIC HEARING - 5 YR PARK PLAN | 99.50 |
| | TOTAL VENDOR THE COUNTY JOURNAL | 99.50 |
| VENDOR NAME: THE PARTS PLACE-CHARLOTTE | | |
| 577-274940 | RETURN | (181.98) |
| 274659 | OIL, FUEL, AIR FILTERS | 659.26 |
| 274739 | COOLANT | 23.97 |
| 274764 | HYDRAULIC FLUID | 363.96 |
| 274899 | OIL, OIL FILTER WRENCH | 95.18 |
| 275631 | PENETRANT | 25.47 |
| | TOTAL VENDOR THE PARTS PLACE-CHARLOTTE | 985.86 |
| VENDOR NAME: UNUM LIFE INSURANCE | | |
| DEC 2024 | SHORT/LONG TERM DISABILITY INSURANCE | 338.70 |
| | TOTAL VENDOR UNUM LIFE INSURANCE | 338.70 |
| VENDOR NAME: USA BLUEBOOK | | |
| 00569923 | SAMPLE PACK FOR 10 ML | 142.92 |
| 00570015 | RIBBED KNIT BEANIE CAP; LIME | 22.50 |
| 00570041 | BIB OVERALLS | 187.90 |
| 00570126 | JACKETS | 1,370.60 |
| 00570529 | RIBBED KNIT BEANIE CAP; LIME | 22.50 |
| 00575790 | RIBBED BEANIE CAP11.25 | 11.25 |
| | TOTAL VENDOR USA BLUEBOOK | 1,757.67 |

01/09/2025 02:45 PM
User: RDOLMAN
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 12/20/2024 - 01/09/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

| INVOICE NUMBER | DESCRIPTION | AMOUNT |
|----------------------------------|-------------|--------------|
| <hr/> | | |
| VENDOR NAME: VISION SERVICE PLAN | | |
| JAN 2025 | VISION | 152.28 |
| TOTAL VENDOR VISION SERVICE PLAN | | <hr/> 152.28 |
| GRAND TOTAL: | | 35,962.24 |

| GL Number | Description | Beginning Balance |
|-----------------|-------------------------------|-------------------|
| 101-000-001.000 | CASH | 1,409,079.76 |
| 202-000-001.000 | CASH | 301,858.39 |
| 203-000-001.000 | CASH | 165,239.49 |
| 208-000-001.000 | CASH | 34,701.19 |
| 370-000-001.000 | CASH | |
| 401-000-001.000 | CASH | 6,863.51 |
| 590-000-001.000 | CASH | 228,584.33 |
| 590-000-010.000 | CASH IN BANK - BOND RESERVE | 348,500.00 |
| 590-000-011.000 | CASH IN BANK-REPLACEMENT FUND | 38,133.00 |
| 591-000-001.000 | CASH | 857,116.81 |
| 591-000-010.000 | CASH IN BANK - BOND RESERVE | 195,180.00 |
| 591-000-011.000 | CASH IN BANK-REPLACEMENT FUND | 372,463.00 |
| 598-000-001.000 | CASH | (12,144.23) |
| 641-000-001.000 | CASH | 168,562.01 |

| | |
|-----------------------------|--------------|
| Beginning GL Balance: | 4,114,137.26 |
| Add: Cash Receipts | 101,223.06 |
| Less: Cash Disbursements | (100,183.81) |
| Less: Payroll Disbursements | (80,329.40) |
| Add: Journal Entries/Other | 90,613.86 |
| Ending GL Balance: | 4,125,460.97 |

| GL Number | Description | Ending Balance |
|-----------------|-------------------------------|----------------|
| 101-000-001.000 | CASH | 1,418,630.39 |
| 202-000-001.000 | CASH | 323,230.15 |
| 203-000-001.000 | CASH | 157,800.28 |
| 208-000-001.000 | CASH | 25,775.72 |
| 370-000-001.000 | CASH | |
| 401-000-001.000 | CASH | 6,763.51 |
| 590-000-001.000 | CASH | 231,943.98 |
| 590-000-010.000 | CASH IN BANK - BOND RESERVE | 348,500.00 |
| 590-000-011.000 | CASH IN BANK-REPLACEMENT FUND | 38,133.00 |
| 591-000-001.000 | CASH | 905,213.66 |
| 591-000-010.000 | CASH IN BANK - BOND RESERVE | 195,180.00 |
| 591-000-011.000 | CASH IN BANK-REPLACEMENT FUND | 372,463.00 |
| 598-000-001.000 | CASH | (12,144.23) |
| 641-000-001.000 | CASH | 113,971.51 |

| | |
|---|--------------|
| Ending GL Balance: | 4,125,460.97 |
| Ending Bank Balance: | 4,127,613.66 |
| Add: Miscellaneous Transactions | 2,498.12 |
| Add: Deposits in Transit | |
| MONEY RECD ON BANK STATEMENT BUT IN JAN CASH RECEIPTS | (194.22) |
| | (194.22) |
| Less: 12 AP Outstanding Checks | 4,456.59 |
| Less: 0 PR Outstanding Checks | |

Adjusted Bank Balance 4,125,460.97
Unreconciled Difference: 0.00

REVIEWED BY: 

DATE: 1-6-24

01/02/2025 03:26 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank FEST (GIZZARD FEST)
FROM 12/01/2024 TO 12/31/2024
Reconciliation Record ID: 288

Page 1/1

| GL Number | Description | Beginning Balance |
|----------------------------|-------------|-------------------|
| 211-000-001.000 | CASH | 48,874.24 |
| Beginning GL Balance: | | 48,874.24 |
| Add: Journal Entries/Other | | 942.58 |
| Ending GL Balance: | | 49,816.82 |

| GL Number | Description | Ending Balance |
|-------------------------------|-------------|----------------|
| 211-000-001.000 | CASH | 49,816.82 |
| Ending GL Balance: | | 49,816.82 |
| Ending Bank Balance: | | 49,816.82 |
| Add: Deposits in Transit | | 0.00 |
| Less: 0 AP Outstanding Checks | | |
| Less: 0 PR Outstanding Checks | | |

Adjusted Bank Balance 49,816.82
Unreconciled Difference: 0.00

REVIEWED BY: _____



DATE: _____

1-2-25

01/02/2025 02:41 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TAX (TAX ACCOUNT)
FROM 12/01/2024 TO 12/31/2024
Reconciliation Record ID: 286

Page 1/1

| GL Number | Description | Beginning Balance |
|-----------------|-------------|-------------------|
| 703-000-001.000 | CASH | 38,791.84 |

| | |
|----------------------------|------------|
| Beginning GL Balance: | 38,791.84 |
| Add: Cash Receipts | 448,380.63 |
| Add: Tax Receipts | 21,660.09 |
| Less: Cash Disbursements | (6,734.44) |
| Add: Journal Entries/Other | 103.69 |
| Ending GL Balance: | 502,201.81 |

| GL Number | Description | Ending Balance |
|-----------|-------------|----------------|
|-----------|-------------|----------------|

| | | |
|-----------------|------|------------|
| 703-000-001.000 | CASH | 502,201.81 |
|-----------------|------|------------|

| | |
|--------------------|------------|
| Ending GL Balance: | 502,201.81 |
|--------------------|------------|

| | |
|----------------------|------------|
| Ending Bank Balance: | 500,155.69 |
|----------------------|------------|

| | |
|---------------------------------|----------|
| Add: Miscellaneous Transactions | 3,116.92 |
|---------------------------------|----------|

| | |
|--------------------------|------|
| Add: Deposits in Transit | 0.00 |
|--------------------------|------|

| | |
|-------------------------------|----------|
| Less: 1 AP Outstanding Checks | 1,070.80 |
|-------------------------------|----------|

| | |
|-------------------------------|--|
| Less: 0 PR Outstanding Checks | |
|-------------------------------|--|

| | |
|-----------------------|------------|
| Adjusted Bank Balance | 502,201.81 |
|-----------------------|------------|

| | |
|--------------------------|------|
| Unreconciled Difference: | 0.00 |
|--------------------------|------|

REVIEWED BY: 

DATE: 1-2-25

01/02/2025 03:20 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 12/01/2024 TO 12/31/2024
Reconciliation Record ID: 287

Page 1/1

| GL Number | Description | Beginning Balance |
|----------------------------|-------------|-------------------|
| 750-000-001.000 | CASH | 10,846.28 |
| Beginning GL Balance: | | 10,846.28 |
| Add: Payroll Disbursements | | 4,154.57 |
| Ending GL Balance: | | 15,000.85 |

| GL Number | Description | Ending Balance |
|-------------------------------|-------------|----------------|
| 750-000-001.000 | CASH | 15,000.85 |
| Ending GL Balance: | | 15,000.85 |
| Ending Bank Balance: | | 15,000.85 |
| Add: Deposits in Transit | | 0.00 |
| Less: 0 AP Outstanding Checks | | |
| Less: 0 PR Outstanding Checks | | |
| Adjusted Bank Balance | | 15,000.85 |
| Unreconciled Difference: | | 0.00 |

REVIEWED BY: 

DATE: 1-2-25

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|-------------------------------|--|---------------------|----------------------------|---------------------|-----------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | (NORMAL) (ABNORMAL) | BUDGET (NORMAL) (ABNORMAL) | (NORMAL) (ABNORMAL) | (INCREASE) (DECREASE) |
| Fund 101 - GENERAL FUND | | | | | |
| Revenues | | | | | |
| Dept 000 | | | | | |
| 101-000-402.000 | PROPERTY TAX | 620,875.80 | 669,190.03 | 642,858.22 | 1,077.94 |
| 101-000-403.000 | SOLID WASTE TAX | 79,091.52 | 87,969.46 | 84,510.10 | 141.70 |
| 101-000-411.000 | DELINQUENT PROP TAX | 216.02 | 200.00 | 600.94 | (216.02) |
| 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 | 1,065.00 | 214.00 |
| 101-000-445.000 | CITY PENALTY | 3,020.95 | 2,900.00 | 733.95 | 73.18 |
| 101-000-447.000 | ADMINISTRATION FEE | 32,441.83 | 35,580.01 | 23,828.71 | 35.27 |
| 101-000-476.000 | PERMITS | 6,310.00 | 6,000.00 | 3,900.00 | 400.00 |
| 101-000-477.000 | 3% CABLE T.V. | 7,717.69 | 7,200.00 | 1,342.22 | 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 | 775.00 | 775.00 |
| 101-000-543.010 | PUBLIC ACT 302 LAW ENF. | 1,068.18 | 550.00 | 3,599.01 | 3,000.00 |
| 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 | 0.00 |
| 101-000-574.000 | ST SHARED REV - SALES TAX | 327,470.00 | 320,000.00 | 115,175.00 | 52,998.00 |
| 101-000-574.100 | CVTRS-CLFRF | 43,206.00 | 41,000.00 | 14,816.00 | 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 | 102.84 | 102.84 |
| 101-000-607.000 | CHARGES FOR SERVICES - PD | 207.90 | 150.00 | 60.00 | 5.00 |
| 101-000-656.000 | FINES & FORFEITURES | 2,334.59 | 2,000.00 | 463.65 | 0.00 |
| 101-000-665.000 | INTEREST | 52,064.84 | 45,000.00 | 28,472.78 | 4,516.81 |
| 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 | 6,757.69 | 182.03 |
| 101-000-677.000 | SCHOOL SRO REIMBURSEMENT | 47,591.77 | 44,428.80 | 12,368.33 | 0.00 |
| 101-000-684.000 | MISC INCOME | 728.21 | 0.00 | 40.44 | 0.38 |
| 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) | 0.00 |
| 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 | 1,052,031.30 | 70,714.13 |
| TOTAL REVENUES | | 2,496,160.71 | 1,531,215.05 | 1,052,031.30 | 70,714.13 |
| Expenditures | | | | | |
| Dept 101 - CITY COUNCIL | | | | | |
| 101-101-703.000 | SALARIES | 2,060.94 | 2,500.00 | 1,370.00 | 1,050.00 |
| 101-101-706.000 | RR-CROSSING MAINTENANCE FEE | 2,257.00 | 2,257.00 | 2,257.00 | 0.00 |
| 101-101-719.000 | FRINGE BENEFITS | 155.29 | 240.00 | 104.79 | 80.31 |
| 101-101-731.000 | PUBLICATION | 526.30 | 600.00 | 118.70 | 0.00 |
| 101-101-740.000 | SUPPLIES | 35.37 | 200.00 | 25.96 | 0.00 |
| 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 | 0.00 |
| 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 | 69,339.01 | 1,130.31 |
| Dept 171 - MAYOR | | | | | |
| 101-171-703.000 | SALARIES | 570.00 | 850.00 | 450.00 | 390.00 |
| 101-171-719.000 | FRINGE BENEFITS | 43.61 | 85.00 | 34.43 | 29.84 |
| Total Dept 171 - MAYOR | | 613.61 | 935.00 | 484.43 | 419.84 |
| Dept 172 - CITY MANAGER | | | | | |
| 101-172-703.000 | SALARIES | 80,494.36 | 82,825.18 | 38,323.48 | 7,672.35 |
| 101-172-719.000 | FRINGE BENEFITS | 16,389.88 | 16,881.58 | 8,391.47 | 1,496.41 |
| 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 | 47,884.35 | 9,168.76 |
| Dept 215 - CLERK | | | | | |
| 101-215-703.000 | SALARIES | 36,612.90 | 39,141.65 | 18,070.88 | 3,010.56 |
| 101-215-719.000 | FRINGE BENEFITS | 3,076.39 | 3,168.68 | 1,382.42 | 230.30 |
| 101-215-740.000 | SUPPLIES | 260.38 | 450.00 | 35.50 | 0.00 |

User: JWest

DB: Potterville

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|------------------------------------|------------------------------|---------------------|----------------------------|---------------------|-----------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | (NORMAL) (ABNORMAL) | BUDGET (NORMAL) (ABNORMAL) | (NORMAL) (ABNORMAL) | (INCREASE) (DECREASE) |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| 101-215-741.000 | POSTAGE | 1,260.88 | 1,700.00 | 1,090.00 | 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 | 5,892.12 | 8.95 |
| 101-215-958.000 | DUES AND SUBSCRIPTIONS | 111.00 | 160.00 | 100.00 | 25.00 |
| 101-215-961.000 | CONFERENCE AND WORKSHOPS | 0.00 | 150.00 | 0.00 | 0.00 |
| 101-215-962.000 | MILEAGE | 0.00 | 0.00 | 52.26 | 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 | 26,623.18 | 3,274.81 |
| Dept 223 - AUDIT | | | | | |
| 101-223-807.000 | AUDIT | 21,850.00 | 22,250.00 | 20,050.00 | 0.00 |
| Total Dept 223 - AUDIT | | 21,850.00 | 22,250.00 | 20,050.00 | 0.00 |
| Dept 253 - TREASURERS OFFICE | | | | | |
| 101-253-703.000 | SALARIES | 69,513.19 | 71,513.31 | 33,086.05 | 6,621.59 |
| 101-253-719.000 | FRINGE BENEFITS | 19,830.15 | 21,368.34 | 12,215.41 | 2,034.95 |
| 101-253-740.000 | SUPPLIES | 708.94 | 700.00 | 63.41 | 0.00 |
| 101-253-741.000 | POSTAGE | 1,000.46 | 1,100.00 | 1,343.23 | 0.00 |
| 101-253-781.000 | COMPUTER SOFTWARE | 0.00 | 100.00 | 0.00 | 0.00 |
| 101-253-814.000 | BANK SERVICE CHARGES | 3,439.88 | 4,300.00 | 1,798.48 | 285.62 |
| 101-253-961.000 | CONFERENCE AND WORKSHOPS | 248.00 | 250.00 | 248.00 | 149.00 |
| 101-253-962.000 | MILEAGE | 49.02 | 0.00 | 8.17 | 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 | 48,762.75 | 9,091.16 |
| Dept 257 - ASSESSOR | | | | | |
| 101-257-703.000 | SALARIES | 1,151.39 | 1,186.15 | 560.27 | 111.93 |
| 101-257-719.000 | FRINGE BENEFITS | 620.58 | 630.00 | 251.63 | 47.21 |
| 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 | 1,813.23 | 335.71 |
| 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 | 7,083.35 | 1,416.67 |
| Total Dept 257 - ASSESSOR | | 20,871.48 | 25,465.60 | 9,968.48 | 1,911.52 |
| Dept 265 - CITY HALL | | | | | |
| 101-265-703.000 | SALARIES | 23,508.39 | 25,374.59 | 11,214.95 | 1,956.76 |
| 101-265-719.000 | FRINGE BENEFITS | 8,041.27 | 8,759.43 | 4,304.46 | 724.12 |
| 101-265-731.000 | PUBLICATION | 0.00 | 650.00 | 0.00 | 0.00 |
| 101-265-740.000 | SUPPLIES | 4,628.26 | 3,970.00 | 685.23 | 272.90 |
| 101-265-741.000 | POSTAGE | 1,110.82 | 1,400.00 | 330.22 | (3.73) |
| 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 | 24,412.10 | 3,499.15 |
| 101-265-802.000 | SERVICE | 1,797.02 | 2,100.00 | 492.02 | 120.82 |
| 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 | 1,237.82 | 1,037.82 |
| 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 | 180.00 | 180.00 |
| 101-265-962.000 | MILEAGE | 34.30 | 35.00 | 45.71 | 0.00 |
| 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 | 43,744.04 | 7,787.84 |
| Dept 266 - ATTORNEY | | | | | |
| 101-266-801.000 | ATTORNEY | 53,045.44 | 25,000.00 | 25,813.47 | 2,750.80 |
| Total Dept 266 - ATTORNEY | | 53,045.44 | 25,000.00 | 25,813.47 | 2,750.80 |
| Dept 301 - POLICE | | | | | |
| 101-301-703.000 | SALARIES | 214,662.44 | 220,641.80 | 100,666.62 | 17,568.67 |
| 101-301-703.002 | OVERTIME SALARIES | 8,185.98 | 9,000.00 | 7,249.01 | 807.64 |
| 101-301-719.000 | FRINGE BENEFITS | 54,093.97 | 55,160.45 | 31,134.12 | 4,989.10 |
| 101-301-728.000 | UNIFORM EXPENSES | 2,700.02 | 5,000.00 | 8,755.08 | 0.00 |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---|-----------------------------------|-------------------|------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | INCREASE (DECREASE) |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| 101-301-740.000 | SUPPLIES | 7,998.63 | 7,600.00 | 3,491.99 | 119.87 |
| 101-301-740.700 | GUNS AND AMMUNITION | 5,819.04 | 5,800.00 | 713.80 | 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 | 0.00 |
| 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 | 884.00 | 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 | 1,012.29 | 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 | 1,157.01 | 1,157.01 |
| 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 | 641.30 | 641.30 |
| Total Dept 301 - POLICE | | 306,358.26 | 321,152.25 | 166,760.72 | 25,486.09 |
| 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 | 0.00 |
| Total Dept 337 - EMS | | 129,600.00 | 160,000.00 | 81,200.00 | 0.00 |
| 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 | 2,660.16 | 0.00 |
| Total Dept 441 - DPW | | 10,550.31 | 7,300.00 | 2,660.16 | 0.00 |
| Dept 445 - DRAIN AT LARGE | | | | | |
| 101-445-810.000 | EXPENSE | 528.11 | 900.00 | 20.09 | 20.09 |
| Total Dept 445 - DRAIN AT LARGE | | 528.11 | 900.00 | 20.09 | 20.09 |
| 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 | 237.40 | 237.40 |
| 101-701-740.000 | SUPPLIES | 40.21 | 50.00 | 0.00 | 0.00 |
| 101-701-803.000 | ENGINEERS FEES | 0.00 | 38,000.00 | 13,506.74 | 3,195.00 |
| Total Dept 701 - PLANNING COMMISSION | | 490.59 | 39,700.00 | 13,744.14 | 3,432.40 |
| Dept 702 - ZONING | | | | | |
| 101-702-703.000 | SALARIES | 40,061.43 | 41,263.27 | 19,069.41 | 3,816.46 |
| 101-702-719.000 | FRINGE BENEFITS | 3,340.20 | 3,440.40 | 1,458.81 | 291.95 |
| 101-702-731.000 | PUBLICATION | 523.30 | 1,300.00 | 0.00 | 0.00 |
| 101-702-740.000 | SUPPLIES | 217.79 | 700.00 | 73.00 | 0.00 |
| 101-702-853.000 | TELEPHONE EXPENSE | 891.80 | 930.00 | 309.97 | 53.77 |
| 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 | 20,911.19 | 4,162.18 |
| 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 | 13,047.33 | 1,390.77 |
| Total Dept 906 - DEBT SERVICE | | 64,145.41 | 63,278.75 | 38,217.33 | 1,390.77 |
| Dept 966 - CONTRIBUTIONS TO OTHER FUNDS | | | | | |
| 101-966-965.202 | CONTRIB TO MAJOR STREET FUND | 96,400.81 | 0.00 | 0.00 | 0.00 |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---|---------------------------------|-------------------|--------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | INCREASE (DECREASE) |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| 101-966-965.203 | CONTRIB TO LOCAL STREET FUND | 260,280.72 | 82,686.76 | 0.00 | 0.00 |
| 101-966-965.208 | CONTRIB TO PARK FUND | 507,883.04 | 110,640.00 | 50,000.00 | 0.00 |
| 101-966-965.401 | CONTRIB TO CAPITAL PROJECT FUND | 2,654.00 | 2,654.00 | 2,654.00 | 0.00 |
| 101-966-965.590 | CONTRIBUTION TO SEWER FUND | 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 | 12,000.00 | 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 | 144,654.00 | 0.00 |
| TOTAL EXPENDITURES | | 2,321,563.29 | 1,480,189.24 | 760,837.34 | 70,026.57 |
| Fund 101 - GENERAL FUND: | | | | | |
| TOTAL REVENUES | | 2,496,160.71 | 1,531,215.05 | 1,052,031.30 | 70,714.13 |
| TOTAL EXPENDITURES | | 2,321,563.29 | 1,480,189.24 | 760,837.34 | 70,026.57 |
| NET OF REVENUES & EXPENDITURES | | 174,597.42 | 51,025.81 | 291,193.96 | 687.56 |
| 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 | 1,387,830.39 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--------------------------------|---------------------------------------|-------------------|--------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | 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 | 0.00 |
| 202-000-553.000 | ACT 51 | 253,134.51 | 231,000.00 | 86,730.16 | 20,245.42 |
| 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 | 0.00 |
| 202-000-665.000 | INTEREST | 12,133.87 | 12,000.00 | 6,313.35 | 1,126.34 |
| 202-000-699.101 | GF CONTRIBUTION | 96,400.81 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 | | 493,896.81 | 291,894.29 | 100,145.60 | 21,371.76 |
| TOTAL REVENUES | | 493,896.81 | 291,894.29 | 100,145.60 | 21,371.76 |
| 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 | 1,840.93 | 0.00 |
| Total Dept 478 - WINTER MAINT | | 0.00 | 600.00 | 1,840.93 | 0.00 |
| Dept 480 - CONSTRUCTION | | | | | |
| 202-480-803.000 | ENGINEERS FEES | 36,291.11 | 80,000.00 | 13,502.14 | 0.00 |
| 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 | 13,502.14 | 0.00 |
| 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 | 0.00 |
| Total Dept 906 - DEBT SERVICE | | 17,425.06 | 17,126.49 | 2,931.28 | 0.00 |
| TOTAL EXPENDITURES | | 396,927.81 | 467,476.49 | 183,774.35 | 0.00 |
| Fund 202 - MAJOR STREET FUND: | | | | | |
| TOTAL REVENUES | | 493,896.81 | 291,894.29 | 100,145.60 | 21,371.76 |
| TOTAL EXPENDITURES | | 396,927.81 | 467,476.49 | 183,774.35 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 96,969.00 | (175,582.20) | (83,628.75) | 21,371.76 |
| BEG. FUND BALANCE | | 309,889.90 | 406,858.90 | 406,858.90 | |
| END FUND BALANCE | | 406,858.90 | 231,276.70 | 323,230.15 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--------------------------------|---------------------------------------|-------------------|------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | INCREASE (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 | 0.00 |
| 203-000-553.000 | ACT 51 | 100,665.86 | 97,000.00 | 34,704.84 | 8,101.14 |
| 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 | 631.33 | 112.63 |
| 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 | 155,682.08 | 8,213.77 |
| TOTAL REVENUES | | 598,116.94 | 333,253.06 | 155,682.08 | 8,213.77 |
| 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 | 1,840.93 | 0.00 |
| Total Dept 478 - WINTER MAINT | | 64.60 | 600.00 | 1,840.93 | 0.00 |
| Dept 480 - CONSTRUCTION | | | | | |
| 203-480-803.000 | ENGINEERS FEES | 826.25 | 2,500.00 | 975.00 | 0.00 |
| 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 | 0.00 |
| 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 | 66,339.51 | 15,652.98 |
| Total Dept 906 - DEBT SERVICE | | 302,299.61 | 300,286.76 | 101,169.51 | 15,652.98 |
| TOTAL EXPENDITURES | | 505,091.80 | 333,386.76 | 128,985.44 | 15,652.98 |
| Fund 203 - LOCAL STREET FUND: | | | | | |
| TOTAL REVENUES | | 598,116.94 | 333,253.06 | 155,682.08 | 8,213.77 |
| TOTAL EXPENDITURES | | 505,091.80 | 333,386.76 | 128,985.44 | 15,652.98 |
| NET OF REVENUES & EXPENDITURES | | 93,025.14 | (133.70) | 26,696.64 | (7,439.21) |
| BEG. FUND BALANCE | | 38,078.50 | 131,103.64 | 131,103.64 | |
| END FUND BALANCE | | 131,103.64 | 130,969.94 | 157,800.28 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--|-------------------------------|---------------------|----------------------------|---------------------|-----------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | (NORMAL) (ABNORMAL) | BUDGET (NORMAL) (ABNORMAL) | (NORMAL) (ABNORMAL) | (INCREASE) (DECREASE) |
| Fund 208 - PARK FUND | | | | | |
| Revenues | | | | | |
| Dept 000 | | | | | |
| 208-000-478.030 | CONCESSIONS | 27,204.92 | 28,000.00 | 13,291.21 | 0.00 |
| 208-000-478.070 | FIELD RENTAL | 25,067.00 | 21,000.00 | 14,632.00 | 0.00 |
| 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 | 0.00 |
| 208-000-667.020 | TIFA PAVILION - COMMUNITY CEN | 2,525.00 | 2,200.00 | 650.00 | 300.00 |
| 208-000-674.000 | DONATIONS | 500.00 | 0.00 | 250.00 | 250.00 |
| 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 | 0.00 |
| Total Dept 000 | | 576,704.96 | 174,690.00 | 81,293.21 | 550.00 |
| TOTAL REVENUES | | 576,704.96 | 174,690.00 | 81,293.21 | 550.00 |
| Expenditures | | | | | |
| Dept 751 - PARK ADMIN | | | | | |
| 208-751-703.000 | SALARIES | 56,393.33 | 54,600.00 | 25,792.69 | 4,839.30 |
| 208-751-703.002 | OVERTIME SALARIES | 1,218.03 | 295.00 | 298.91 | 8.67 |
| 208-751-719.000 | FRINGE BENEFITS | 21,095.37 | 21,500.00 | 12,817.17 | 2,035.37 |
| 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 | 0.00 |
| 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 | 0.00 |
| 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 | 337.43 | 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 | 0.00 |
| Total Dept 751 - PARK ADMIN | | 470,476.74 | 105,320.00 | 82,299.04 | 6,950.84 |
| 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 | 356.82 | 0.00 |
| 208-770-802.000 | SERVICE | 895.84 | 1,100.00 | 274.84 | 0.00 |
| 208-770-920.000 | UTILITIES | 9,896.51 | 13,100.00 | 3,742.21 | 805.71 |
| Total Dept 770 - LAKE ALLIANCE MAINTENANCE | | 43,536.88 | 23,700.00 | 6,893.87 | 805.71 |
| 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 | 829.63 | 117.01 |
| 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 | 829.63 | 117.01 |
| 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 | 0.00 |
| 208-774-775.000 | REPAIRS & MAINT | 2,111.26 | 2,500.00 | 315.00 | 315.00 |
| Total Dept 774 - BASEBALL | | 2,881.95 | 3,500.00 | 321.35 | 315.00 |
| 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 | 0.00 |
| 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 | 0.00 |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---------------------------------|---------------------------|-------------------|------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | INCREASE (DECREASE) |
| Fund 208 - PARK FUND | | | | | |
| Expenditures | | | | | |
| Dept 778 - CONCESSIONS | | | | | |
| 208-778-703.000 | SALARIES | 5,199.49 | 4,900.00 | 3,577.59 | 0.00 |
| 208-778-719.000 | FRINGE BENEFITS | 584.18 | 590.00 | 386.45 | 0.00 |
| 208-778-740.000 | SUPPLIES | 12,923.84 | 13,500.00 | 4,190.29 | 0.00 |
| 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 | 393.51 | 166.75 |
| Total Dept 778 - CONCESSIONS | | 20,412.23 | 21,070.00 | 8,547.84 | 166.75 |
| Dept 779 - SPECIAL EVENTS | | | | | |
| 208-779-740.000 | SUPPLIES | 0.00 | 100.00 | 0.00 | 0.00 |
| Total Dept 779 - SPECIAL EVENTS | | 0.00 | 100.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 563,312.87 | 174,690.00 | 100,677.73 | 8,355.31 |
| Fund 208 - PARK FUND: | | | | | |
| TOTAL REVENUES | | 576,704.96 | 174,690.00 | 81,293.21 | 550.00 |
| TOTAL EXPENDITURES | | 563,312.87 | 174,690.00 | 100,677.73 | 8,355.31 |
| NET OF REVENUES & EXPENDITURES | | 13,392.09 | 0.00 | (19,384.52) | (7,805.31) |
| BEG. FUND BALANCE | | 37,198.15 | 50,590.24 | 50,590.24 | |
| END FUND BALANCE | | 50,590.24 | 50,590.24 | 31,205.72 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---------------------------------|--|-------------------|-----------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | INCREASE (DECREASE) |
| Fund 211 - GIZZARD FEST | | | | | |
| Revenues | | | | | |
| Dept 000 | | | | | |
| 211-000-665.000 | INTEREST | 1,696.20 | 1,600.00 | 909.02 | 133.08 |
| 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 | 0.00 |
| 211-000-682.000 | RACE | 7,900.10 | 7,900.00 | 809.50 | 809.50 |
| 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 | 2,145.02 | 942.58 |
| TOTAL REVENUES | | 61,202.70 | 50,650.00 | 2,145.02 | 942.58 |
| 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 | 0.00 |
| 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 | 0.00 |
| TOTAL EXPENDITURES | | 50,695.33 | 47,520.00 | 5,870.01 | 0.00 |
| Fund 211 - GIZZARD FEST : | | | | | |
| TOTAL REVENUES | | 61,202.70 | 50,650.00 | 2,145.02 | 942.58 |
| TOTAL EXPENDITURES | | 50,695.33 | 47,520.00 | 5,870.01 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 10,507.37 | 3,130.00 | (3,724.99) | 942.58 |
| BEG. FUND BALANCE | | 43,034.44 | 53,541.81 | 53,541.81 | |
| END FUND BALANCE | | 53,541.81 | 56,671.81 | 49,816.82 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--|-------------------------------|-------------------|------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | 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 | 0.00 |
| 247-728-665.000 | INTEREST INCOME | 8,404.88 | 6,000.00 | 510.12 | 44.39 |
| Total Dept 728 - TIFA DEPT | | 214,776.03 | 227,999.24 | 182,656.70 | 44.39 |
| TOTAL REVENUES | | 214,776.03 | 227,999.24 | 182,656.70 | 44.39 |
| Expenditures | | | | | |
| Dept 728 - TIFA DEPT | | | | | |
| 247-728-703.005 | WAGES - OTHER | 4,974.97 | 5,025.00 | 2,524.99 | 483.33 |
| 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 | 10,428.75 | 2,326.25 |
| 247-728-807.000 | AUDIT | 4,350.00 | 4,600.00 | 4,400.00 | 0.00 |
| 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 | 0.00 |
| 247-728-992.000 | BOND PRINCIPAL | 50,000.00 | 55,000.00 | 55,000.00 | 0.00 |
| 247-728-993.000 | BOND INTEREST | 15,282.50 | 12,945.00 | 7,091.25 | 0.00 |
| Total Dept 728 - TIFA DEPT | | 285,853.40 | 114,490.00 | 107,292.89 | 2,809.58 |
| TOTAL EXPENDITURES | | 285,853.40 | 114,490.00 | 107,292.89 | 2,809.58 |
| Fund 247 - TAX INCREMENT FINANCING AUTHOR: | | | | | |
| TOTAL REVENUES | | 214,776.03 | 227,999.24 | 182,656.70 | 44.39 |
| TOTAL EXPENDITURES | | 285,853.40 | 114,490.00 | 107,292.89 | 2,809.58 |
| NET OF REVENUES & EXPENDITURES | | (71,077.37) | 113,509.24 | 75,363.81 | (2,765.19) |
| BEG. FUND BALANCE | | 161,213.27 | 90,135.90 | 90,135.90 | |
| END FUND BALANCE | | 90,135.90 | 203,645.14 | 165,499.71 | |

01/09/2025 09:48 AM
User: JWest
DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 11/15

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--|----------------------|-------------------|----------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | 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 | 642.21 | 100.00 |
| 401-729-818.000 | CONTRACT LABOR | 420.00 | 600.00 | 0.00 | 0.00 |
| Total Dept 729 - DOWNTOWN | | 1,721.56 | 3,600.00 | 642.21 | 100.00 |
| TOTAL EXPENDITURES | | 1,721.56 | 3,600.00 | 642.21 | 100.00 |
| 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 | 642.21 | 100.00 |
| NET OF REVENUES & EXPENDITURES | | 932.44 | (946.00) | 2,011.79 | (100.00) |
| BEG. FUND BALANCE | | 3,819.28 | 4,751.72 | 4,751.72 | |
| END FUND BALANCE | | 4,751.72 | 3,805.72 | 6,763.51 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---------------------------------|---------------------------------------|-------------------|--------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | 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 | 94,467.20 | 31,580.98 |
| 590-000-642.001 | FIXED COSTS | 495,729.94 | 495,000.00 | 253,403.36 | 83,650.36 |
| 590-000-656.000 | FINES & FORFEITURES | 18,516.56 | 17,000.00 | 8,391.51 | 1,430.80 |
| 590-000-665.000 | INTEREST | 18,200.78 | 18,000.00 | 9,470.02 | 1,689.51 |
| 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 | 371,032.09 | 118,351.65 |
| TOTAL REVENUES | | 758,930.11 | 716,850.00 | 371,032.09 | 118,351.65 |
| Expenditures | | | | | |
| Dept 537 - ADMINISTRATIVE | | | | | |
| 590-537-775.000 | REPAIRS & MAINT | 8,449.50 | 3,000.00 | 18,475.50 | 16,495.00 |
| 590-537-809.000 | TRAINING | 430.00 | 500.00 | 140.00 | 0.00 |
| Total Dept 537 - ADMINISTRATIVE | | 8,879.50 | 3,500.00 | 18,615.50 | 16,495.00 |
| Dept 556 - DPW | | | | | |
| 590-556-740.000 | SUPPLIES | 9,331.69 | 8,000.00 | 8,073.95 | 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 | 12,495.00 | 12,495.00 |
| 590-556-802.000 | SERVICE | 4,799.13 | 7,000.00 | 400.00 | 400.00 |
| 590-556-803.000 | ENGINEERS FEES | 19,704.26 | 15,000.00 | 11,561.12 | 536.25 |
| 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 | 132,806.61 | 13,431.25 |
| 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 | 97,683.75 | 26,325.00 |
| Total Dept 906 - DEBT SERVICE | | 197,516.30 | 374,746.00 | 141,683.75 | 26,325.00 |
| TOTAL EXPENDITURES | | 767,438.38 | 635,746.00 | 293,105.86 | 56,251.25 |
| Fund 590 - SEWER FUND: | | | | | |
| TOTAL REVENUES | | 758,930.11 | 716,850.00 | 371,032.09 | 118,351.65 |
| TOTAL EXPENDITURES | | 767,438.38 | 635,746.00 | 293,105.86 | 56,251.25 |
| NET OF REVENUES & EXPENDITURES | | (8,508.27) | 81,104.00 | 77,926.23 | 62,100.40 |
| 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 | 3,036,471.99 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|---------------------------------|---------------------------------------|-------------------|--------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | YTD 12/31/2024 |
| | | 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 | 160,026.87 | 53,287.75 |
| 591-000-642.001 | FIXED COSTS | 421,334.45 | 483,000.00 | 263,375.44 | 87,983.68 |
| 591-000-644.000 | PENALTIES | 750.00 | 710.00 | 1,130.00 | 400.00 |
| 591-000-656.000 | FINES & FORFEITURES | 17,254.80 | 17,000.00 | 9,343.94 | 1,626.67 |
| 591-000-665.000 | INTEREST | 41,255.07 | 41,000.00 | 21,465.37 | 3,829.55 |
| 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 | 461,369.13 | 147,127.65 |
| TOTAL REVENUES | | 782,659.83 | 817,183.09 | 461,369.13 | 147,127.65 |
| 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 | 12,768.61 | 12,768.61 |
| 591-537-741.000 | POSTAGE | 3,262.54 | 3,850.00 | 1,397.92 | 231.50 |
| 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 | 14,166.53 | 13,000.11 |
| Dept 556 - DPW | | | | | |
| 591-556-740.000 | SUPPLIES | 3,342.55 | 4,000.00 | 4,245.16 | 1,436.52 |
| 591-556-743.000 | METERS | 4,158.00 | 5,000.00 | 1,265.00 | 0.00 |
| 591-556-775.000 | REPAIRS & MAINT | 47,218.15 | 10,000.00 | 13,728.33 | 0.00 |
| 591-556-802.000 | SERVICE | 40,372.91 | 14,000.00 | 6,462.38 | 48.00 |
| 591-556-803.000 | ENGINEERS FEES | 27,114.58 | 29,000.00 | 11,561.11 | 536.25 |
| 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 | 183,424.34 | 2,020.77 |
| 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 | 54,881.87 | 13,618.12 |
| Total Dept 906 - DEBT SERVICE | | 111,200.87 | 209,898.00 | 81,881.87 | 13,618.12 |
| TOTAL EXPENDITURES | | 620,745.19 | 527,248.00 | 279,472.74 | 28,639.00 |
| Fund 591 - WATER FUND: | | | | | |
| TOTAL REVENUES | | 782,659.83 | 817,183.09 | 461,369.13 | 147,127.65 |
| TOTAL EXPENDITURES | | 620,745.19 | 527,248.00 | 279,472.74 | 28,639.00 |
| NET OF REVENUES & EXPENDITURES | | 161,914.64 | 289,935.09 | 181,896.39 | 118,488.65 |
| 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 | 3,365,516.80 | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|-------------------------------------|-----------------|-------------------|-----------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | MONTH 12/31/2024 |
| | | 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 | 12,000.00 | 0.00 |
| Total Dept 000 | | 0.00 | 12,000.00 | 12,000.00 | 0.00 |
| TOTAL REVENUES | | 0.00 | 12,000.00 | 12,000.00 | 0.00 |
| Expenditures | | | | | |
| Dept 556 - DPW | | | | | |
| 598-556-818.000 | CONTRACT LABOR | 0.00 | 12,000.00 | 29,177.49 | 0.00 |
| Total Dept 556 - DPW | | 0.00 | 12,000.00 | 29,177.49 | 0.00 |
| TOTAL EXPENDITURES | | 0.00 | 12,000.00 | 29,177.49 | 0.00 |
| Fund 598 - STORM DRAIN MAINTENANCE: | | | | | |
| TOTAL REVENUES | | 0.00 | 12,000.00 | 12,000.00 | 0.00 |
| TOTAL EXPENDITURES | | 0.00 | 12,000.00 | 29,177.49 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | (17,177.49) | 0.00 |
| BEG. FUND BALANCE | | 5,033.26 | 5,033.26 | 5,033.26 | |
| END FUND BALANCE | | 5,033.26 | 5,033.26 | (12,144.23) | |

PERIOD ENDING 12/31/2024

| GL NUMBER | DESCRIPTION | END BALANCE | 2024-25 | YTD BALANCE | ACTIVITY FOR |
|--|---|-------------------|--------------|-------------------|---------------------|
| | | 06/30/2024 | ORIGINAL | 12/31/2024 | YTD 12/31/2024 |
| | | NORMAL (ABNORMAL) | BUDGET | NORMAL (ABNORMAL) | 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 | 120,547.64 | 20,661.07 |
| 641-932-703.002 | OVERTIME SALARIES | 22,657.41 | 16,000.00 | 8,662.14 | 914.58 |
| 641-932-703.004 | FAMILIES FIRST CORONAVIRUS RESPONSE ACT | 0.00 | 0.00 | 811.41 | 0.00 |
| 641-932-719.000 | FRINGE BENEFITS | 73,343.69 | 75,426.41 | 39,146.53 | 6,026.54 |
| 641-932-728.000 | UNIFORM EXPENSES | 6,209.24 | 5,000.00 | 1,245.98 | 240.72 |
| 641-932-740.000 | SUPPLIES | 26,400.10 | 25,000.00 | 12,163.01 | 1,545.62 |
| 641-932-775.000 | REPAIRS & MAINT | 57,588.12 | 54,000.00 | 20,374.15 | 3,115.59 |
| 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 | 0.00 |
| 641-932-809.000 | TRAINING | 1,967.58 | 2,500.00 | 6,100.00 | 6,100.00 |
| 641-932-853.000 | TELEPHONE EXPENSE | 3,388.06 | 3,900.00 | 1,651.66 | 415.86 |
| 641-932-862.000 | GAS | 27,463.06 | 29,500.00 | 8,386.43 | 1,638.44 |
| 641-932-920.000 | UTILITIES | 124,831.65 | 130,000.00 | 50,987.27 | 10,475.80 |
| 641-932-958.000 | DUES AND SUBSCRIPTIONS | 697.24 | 900.00 | 495.00 | 0.00 |
| 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 | 0.00 |
| Total Dept 932 - EQUIPMENT REPAIR ACTIVITY | | 709,797.30 | 648,793.45 | 282,353.52 | 51,134.22 |
| TOTAL EXPENDITURES | | 709,797.30 | 648,793.45 | 282,353.52 | 51,134.22 |
| 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 | 282,353.52 | 51,134.22 |
| NET OF REVENUES & EXPENDITURES | | 165,070.00 | 0.00 | 100,646.48 | (51,134.22) |
| BEG. FUND BALANCE | | 122,937.18 | 288,007.18 | 288,007.18 | |
| END FUND BALANCE | | 288,007.18 | 288,007.18 | 388,653.66 | |
| | | | | | |
| TOTAL REVENUES - ALL FUNDS | | 6,859,969.39 | 4,807,182.18 | 2,804,009.13 | 367,315.93 |
| TOTAL EXPENDITURES - ALL FUNDS | | 6,223,146.93 | 4,445,139.94 | 2,172,189.58 | 232,968.91 |
| NET OF REVENUES & EXPENDITURES | | 636,822.46 | 362,042.24 | 631,819.55 | 134,347.02 |
| BEG. FUND BALANCE - ALL FUNDS | | 7,632,002.79 | 8,268,825.25 | 8,268,825.25 | |
| END FUND BALANCE - ALL FUNDS | | 8,268,825.25 | 8,630,867.49 | 8,900,644.80 | |

City of Potterville

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

January 9, 2025

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

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

1. The City's updated 5-Year Parks and Recreation Plan has been prepared for adoption by Council Resolution. The Parks and Recreation Plan Public Hearing and Notice has been provided by the City and the Plan is ready for adoption by Council and submission to the Michigan DNR. Plan submission is prerequisite for DNR Trust Fund Grants like that planned for the TIFA. Any member of the public may review the Plan online and/or at City Hall during normal business hours.

2. City Engineers and planners look forward to a pre-construction and design meeting on the 16th of this month for the City's large scale water improvements project that is to be funded by the State of Michigan, City of Potterville Utility customers, and USDA Rural Development. The USDA Rural Development Bond agreement is contingent upon Council review and approval for the estimated cost of 6.9 million dollars, expected to be presented this Spring to the Council. If there are no major delays in the project timeline, I'd expect design and bid documents to be complete by the end of Summer with the bidding to take place in the Winter of 2025 -> Construction 2026.

3. The EGLE construction permit application entitled "Standard/Expedited Application for Wastewater Systems (Part 41)" for the East Cherry Street Utility project, involving legal action, was submitted by the City's engineers on January 7th. This is the first step in the Settlement Document calling for approved materials and services to be made to the back pitched sewer main and utility laterals that exist under the portions of East Cherry Street and public Right of Ways. If the application for work is permitted by ELGE the City may assume normal construction and repairs to commence sometime in May with full inspection by City Engineers, Wightman PEs.

4. As reported last month, the City should anticipate review of the required contract between the City and MDOT that secures Small Urban Group funds (+60% of construction) for the City's Main Street repaving project, that is on the schedule for this Summer. The project scope of the Main Street project, that's been planned for 2 years, also includes a section of Vermontville Hwy. west of the CN Railway that was omitted from maintenance in 2017-2018. See below section of Vermontville Hwy that will be repaved this Summer...

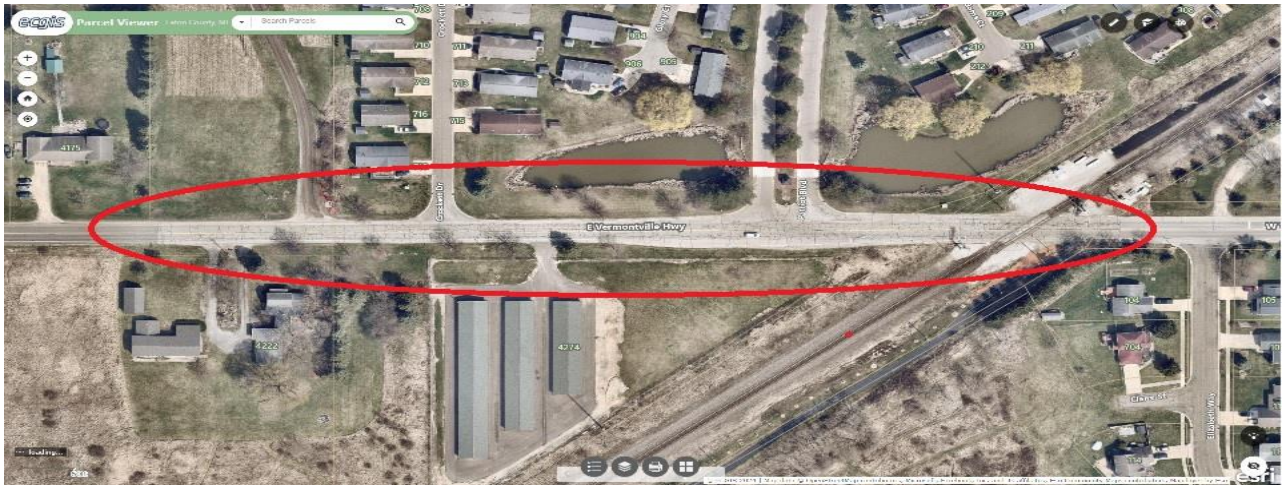
The City has also received confirmation that it's on the project list for 2029 with its MDOT Small Urban Group, making it eligible to receive +60% funding for the City's next major Street project for 0.69 miles of 2-inch-thick cold milling and Hot Mix Asphalt (HMA) resurfacing on Vermontville Highway. This is from the City's East Boundary near the I-69 bridge overpass to Nelson Street 4 way stop sign intersection; and 0.20 miles of 2-inch-thick cold milling and HMA resurfacing on Wright Industrial Parkway from Lansing Road to cul-de-sac. The 2nd portion includes ADA ramps,

City of Potterville

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

pavement markings, and permanent signs. Only City public street designated as “Major Streets” are eligible for these types of Small Urban MDOT funds.

- ✓ 2025 MDOT Small Urban Project (Main Street and Vermontville Hwy.)



- ✓ 2029 MDOT Small Urban Project (Vermontville Hwy. & Wright Industrial Way)



City of Potterville

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

5. The City's 2025 bi-annual "Dump your Junk" events are scheduled and noticed online at <https://pottervillemi.org/wp-content/uploads/2025/01/2025-Dump-Junk-and-Curbside-Notice.pdf>. Event rules and restrictions apply for rubbish drop off and the event will be held at the same locale of Lake Alliance Park adjacent to the City's compost area (west side of Park). Waste Acceptance Guidelines for the events are also available online at <https://pottervillemi.org/wp-content/uploads/2022/02/Granger-Prohibited-Garbage-Items.pdf>. Please help spread the word to residents of the City (only). Please note that this event is open *only* to City residents... absolutely no commercial or construction garbage waste will be accepted and/or items from residents who reside outside the boundary and tax base of the City of Potterville. See notice below that includes curbside services – again in Potterville only.

**REDUCE
REUSE
RECYCLE**



STICKS –Curbside Pick Up – May 5th thru May 16th & October 6th thru October 17th 2025

- Sticks must be piled in rows and placed along curbsides of City streets no later than 9:00 am during event days. Please do not overload piles of sticks (do not exceed 4ft in height) and place cut ends of sticks in the same direction. Pick up times are weather dependent. Do not include yard clippings, leaves, dirt, garbage, construction materials, plastics, metal, stumps or other of types of debris. If a curbside pick up is missed let us know at (517) 645-7641 or email manager@pottervillemi.org.



LEAVES –Curbside Pick Up - October 1st thru November 28th 2025

- Leaves must be piled in rows and placed along curbsides of City streets no later than 9:00 am during event days. Please place leaf piles along the curbside edge of the public street, not in travel lanes. Leaves must not contain debris like garbage, plastics, sticks, metal or brush. Piles should be no more than 3ft - 4ft feet wide by 3ft in height. Pick up times are weather dependent. If a curbside pick up is missed let us know at (517) 645-7641 or email manager@pottervillemi.org.



DUMP YOUR JUNK – May 17th 2025 and October 18th 2025 - 8 am to Noon (until dumpsters are full)

- Potterville City residents may drop off junk mattresses, couches, iron, steel, misc. metals, glass, washers/dryers, refrigerators, stoves, dishwashers, and/or other large rubbish items at no extra charge on event days. Residential rubbish only. Commercial disposal is strictly prohibited. No construction materials or grass clippings are allowed. No tires, PCBs, lead batteries, liquids, hazardous waste, chemicals, paint and/or yard waste. Proof of City residency is required. All disposable items should be delivered to the Lake Alliance Park Compost Area during event hours. Check online at www.pottervillemi.org to verify if an item is disposable or contact the Potterville City Office at (517) 645-7641 or email manager@pottervillemi.org.
- Curbside Pick Up services and waste recovery events like Dump Your Junk are provided for and funded by the City of Potterville 1.5 mill Solid Waste Millage, Public Act 298 of 1917 MCL.123.261. Waste leaves and sticks are composted, and junk items are disposed of properly and recycled. Compost material is diverted from landfills and turned into nutrient rich top soil that is used to beautify City Parks & Recreation areas. For more information regarding your curbside services and the City's bi-annual "Dump your Junk" events, contact the Potterville City Office at (517) 645-7641 or email manager@pottervillemi.org.

City of Potterville

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

TREASURER'S REPORT

January 16, 2025

Utility bills—as of 12/25/24 (bills due on 15th) \$21,646.68 is outstanding with \$15,679.61 over 30 days past due.

Water usage month of Dec (Jan billing): 5,259,747 gallons

Sewer usage month of Dec (Jan billing) 5,255,584 gallons

Ready to service charge-water: \$43,918.13

Ready to service charge-sewer: \$41,754.63

Total water and sewer billed out from 11/22-12/23/24 is \$131,698.28

Payroll month of December, 2024: \$80,329.40 (this includes all payroll taxes + MERS + council pay)

Summer 2024 collection percentage: 97.60%. Winter taxes will be collectible on December 1, 2024 and are due on February 14, 2025. Winter 2024 collection percentage: 42.50%. 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.

Annual Treasurer meeting in Lansing on January 17, 2025.

Bank reconciliations completed for month of December, 2024:

General account – Reconciled balance: **\$4,125,460.97**

Payroll account - Reconciled balance: **\$15,000.85**

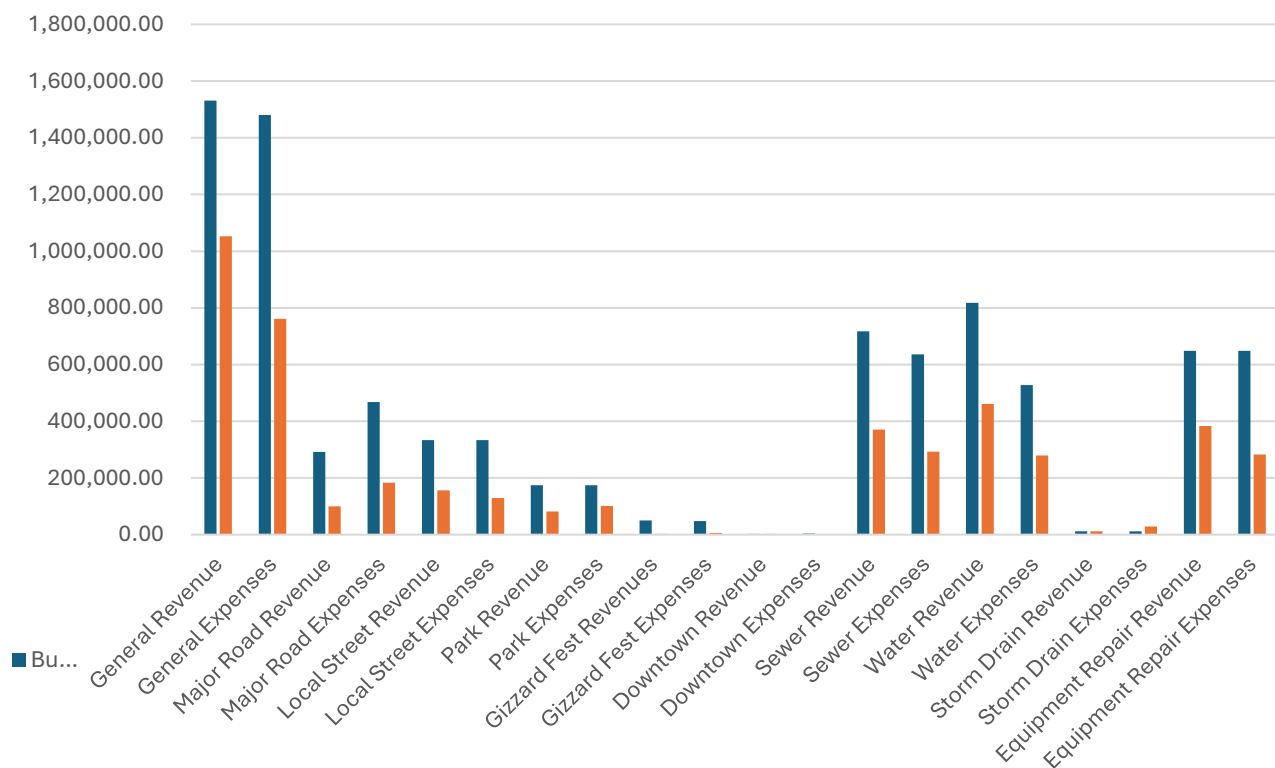
Tax account – Reconciled balance: **\$502,201.81**

Gizzard Fest – Reconciled balance: **\$49,816.82**

Respectfully submitted,
Jodi West, Treasurer

| | Budgeted | Actual |
|---------------------------|--------------|--------------|
| General Revenue | 1,531,215.05 | 1,052,031.30 |
| General Expenses | 1,480,189.24 | 760,837.34 |
| Major Road Revenue | 291,894.29 | 100,145.60 |
| Major Road Expenses | 467,476.49 | 183,774.35 |
| Local Street Revenue | 333,253.06 | 155,682.08 |
| Local Street Expenses | 333,386.76 | 128,985.44 |
| Park Revenue | 174,690.00 | 81,293.21 |
| Park Expenses | 174,690.00 | 100,677.73 |
| Gizzard Fest Revenues | 50,650.00 | 2,145.02 |
| Gizzard Fest Expenses | 47,520.00 | 5,870.01 |
| Downtown Revenue | 2,654.00 | 2,654.00 |
| Downtown Expenses | 3,600.00 | 642.21 |
| Sewer Revenue | 716,850.00 | 371,032.09 |
| Sewer Expenses | 635,746.00 | 293,105.86 |
| Water Revenue | 817,183.09 | 461,369.13 |
| Water Expenses | 527,248.00 | 279,472.74 |
| Storm Drain Revenue | 12,000.00 | 12,000.00 |
| Storm Drain Expenses | 12,000.00 | 29,177.49 |
| Equipment Repair Revenue | 648,793.45 | 383,000.00 |
| Equipment Repair Expenses | 648,793.45 | 282,353.52 |

Revenue/Expenses Year end 12/31/24



City of Potterville

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

From the Clerk's office – January 2025

Eaton County will have a May 6, 2025 election with the following proposed millage:

COUNTYWIDE PUBLIC SAFETY MILLAGE PROPOSITION

"For the purposes of maintaining and enhancing the Public Safety functions for the citizens of Eaton County in the areas of staffing and resources for the Prosecuting Attorney's Office, Sheriffs road patrol services, and staffing, facilities and services for Animal Control, shall the limitation on the amount of taxes that may be imposed on taxable property in Eaton County, be increased at the rate of up to 2.0000 mills (\$2.00 per \$1,000.00 of taxable value) for a period of ten (10) years, being 2025 through 2034, inclusive.

☐ YES

☐ NO

It is estimated that 2.0000 mills would raise approximately \$10,058,494.00 in the first year of levy."

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. 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

January 2025

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.

- With the 2024 season official closed, we don't get much "time off" before we start another season.
- We have been notified and received the 10% audit from the MDNR of what was left to be reimbursed by the Recreation Passport Grant for the Sunset Hills Park Project. This grant is officially closed.
- 5 Year Parks & Recreation Plan is going for adoption this month. **Resolution No. 25-00116-01** is on your agenda. Once adopted, we'll be able to put the final documents in such as meeting minutes, the resolution and submit to the DNR prior to the deadline of February 1, 2025.
- We are eagerly waiting for the 2025 Grant Application Cycle to open up, as TIFA will be going for the Trust Fund Grant. The City will be applying for that on their behalf, myself and City Manager will be completing this as we did with the Recreation Passport Grant. Our Grant Coordinator was able to give us a heads up that the Grant Cycle will open at the end of the week, or the week of City Council.
- The holidays have concluded. After the Christmas event we had our annual Best Holiday House Contest. This is going strong and 2024 was our 8th year! Congratulations to the Winners!
- DPW has taken down the streetlight garlands and big wreaths. Receptionist and I worked together and organized the garland & put away for next year. City Hall is back to normal, this is all thanks to the Receptionist! More Christmas decor is still up, they will be taken down and put away in a timely manner.
- The 2025 Season is upon us! We have 29 tournaments set, secured & confirmed. We are looking forward to seeing everyone again. This is going to be a great season as 5 out of 6 ball fields have been renovated and improvements have been made. These were made possible by TIFA. We have limited the safety hazards the fields were showing from wear and tear, the fields are leveled, dirt was brought in, the bases, home plates, and pitching rubbers were all dug out-new anchors and realigning took place. Now those anchors are accurate and at standard for playing ball.
- The only field left for work is the City Park Baseball Field, we are going to get this renovated and make improvements this Spring, in hopes before games are needing to start.
- Youth Baseball is just around the corner, the form is in progress and will open registration within a week. We also meet with the vendor for the uniforms.
- T-Ball & Coach Pitch Season is currently being worked out for dates and season. Registration will open next month
- The Potterville Masons have reached out after over a year regarding their plaque they wanted to be posted by the downtown pavilion of where the lodge originally was located. I have been in

contact with both the representatives from Masons and the vendor and the progress is going well and tasks are getting accomplished.

- Dump Your Junk Dates are confirmed. The City Manager will be posting those for publications.
- The mParks 2025 Conference is coming up and it will be in Traverse City March 2nd-6th. This year's theme is "Elevate: your leadership, our communities, the profession."
- I have a coordinator meeting with the PONY league this month. This will go over new rule changes, what to expect for this season.
- Next month I'll be going to Fierce Women in Sports where I'll be expanding our networks and strengthen relationships of our surrounding communities, & mentorship. This is hosted by the Lansing Sports Commission, also known as Greater Lansing Sports Authority.
- Continue to further my education by webinars, meetings, certifications, conferences, etc.

Respectfully Submitted,

Tiffani Falin, Parks & Recreation Director



City of Potterville

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

January 9, 2025

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 19th to consider a proposed preliminary site condominium development 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. The revised preliminary plan is attached for councils review and decision.
- **Alro Steel:** Alro Steel's Variance Application and Site Plan Review Application were postponed until the January 21, 2025 Zoning Board of Appeals and Planning Commission Meetings at the request of the applicant. Postponing the application does not affect Alro Steel's time line for construction; construction is not slated to begin until Summer of 2025.
- **Zoning Board of Appeals:** A small informal training will be held on Wednesday, January 15th for the new members of the Zoning Board of Appeals.
- **Policy updates:** Staff is actively working with Progressive AE on policy updates. I met with our consultant twice in December to go over draft chapters of the Zoning Ordinance. The Planning Commission will review the draft chapters at their January 21, 2025 meeting.
- **Enforcements:** Staff is working with Aaron Sheridan and Richard Barry to develop better enforcement procedures to ensure timely corrective action.

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

"City of Helping Hands"

City of Potterville

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

RESOLUTION NO. 25-00116-01

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City of Potterville in City Hall at 319 N Nelson St. Potterville, MI 48876 on the 16th day of January, 2025, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION OF ADOPTION OF THE CITY OF POTTERVILLE 2025-2029 5-YEAR PARKS AND RECREATION PLAN

WHEREAS, the City Council of the City of Potterville (City) has begun the process of developing the City of Potterville 2025-2029 5-Year Parks and Recreation Plan in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources; and

WHEREAS, residents, landowners and members of the public of the City of Potterville were provided with a well-advertised opportunity during the development of the draft Plan to express opinions, ask questions and discuss all aspects of the recreation and natural resource conservation Plan; and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft for a period of at least 30 days; and

WHEREAS, a public hearing was held on December 19th, 2024, at 6:00 p.m. EST at the Potterville City Hall to provide an opportunity for all residents of the City, landowners and members of the public to express opinions, ask questions and discuss all aspects of the City of Potterville 2025-2029 5-Year Parks and Recreation Plan, and

WHEREAS, the City has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Potterville, and

NOW, THEREFORE BE IT RESOLVED the City Council of the City of Potterville hereby adopts the City of Potterville 2025-2029 5-Year Parks and Recreation Plan.

City of Potterville

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

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED: (___)

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on January 16th, 2025.

Becky Dolman

City Clerk

City of Potterville

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

RESOLUTION NO. 2025-0116-02

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Potterville City Hall 319 N Nelson Street, Potterville, MI 48876 on the 16th day of January 2025, at 6:00 p.m.

Present:

Absent:

The following Resolution was offered by and seconded by .

RESOLUTION APPROVING SUNSET HILLS EAST PRELIMIARY SITE PLAN

WHEREAS, Green Development Ventures, LLC (the “Applicant”), submitted an application for a preliminary site condominium plan for the Sunset Hills East development (the “Site Plan” attached as **Exhibit A**) for the following described property:

700-023-100-091-01 - COMM AT NW COR SEC 23 T3N R4W - S 89DEG52'6" E 959.01 FT ALG N LI SD SEC 23 TO POB - S 89DEG52'6" E 340.91 FT ALG N LI SD SEC 23 - S 0DEG24'58" W 1414.0 FT TO N COR LOT 37 SUNSET HILLS #3 PLAT - S 29DEG31'43" W 36.81 FT ALG W LI SD LOT 37 TO NW COR LOT 36 OF SUNSET HILLS #3 PLAT - N 70DEG0'51" W 204.49 FT TO N LI OF SD LOT 36 EXTENDED - NWLY 39.17 FT ALG CURVE TO LEFT W/RAD OF 371.39 FT (CHORD 39.15 FT BEARING N 8DEG21'3" E) TO NE COR LOT 17 OF SUNSET HILLS PLAT - NLY THE FOLL 4 COURSES: N 85 DEG1'15" W 90.55 FT, N 23DEG47'3" W 76.8 FT, N 11DEG19'25" W 81.63 FT, & N 0DEG32'39" E 1180.03 FT TO POB ALSO COMM AT NW COR SEC 23 T3N R4W - S 89DEG52'6" E 1299.92 FT ALG N LI SD SEC 23 - S 0DEG24'58" W 1314.00 FT TO POB - S 89DEG50'57" E 1302.85 FT TO N-S 1/4 LI SD SEC 23 - S 0DEG17'17" W 873.74 FT ALG N-S 1/4 LI TO NE COR SUNSET HILLS #3 PLAT - ALG N LI SUNSET HILLS #3 PLAT THE FOLL TWELVE COURSES: N 89DEG42'24" W 150 FT, N 58DEG44'16" W 76.98 FT, N 89DEG42'43" W 114.94 FT, N 55DEG1'2" W 134.66 FT, N 46DEG4'30" W 170.07 FT, N 54DEG14'1" W 66.67 FT, N 46DEG4'30" W 256.27 FT, N 62DEG16'10" W 262.68 FT, N 0DEG9'3" E 75 FT, N 23DEG36'32" W 72.11 FT, SELY 161.41 FT ALG CURVE TO LEFT W/RAD 235 FT (CHORD 158.25 FT BEARING S 70DEG28'27" W), N 37DEG20'4" W 142.77 FT TO N COR LOT 37 SUNSET HILLS #3 PLAT - N 0DEG24'58" E 100 FT TO POB; and

City of Potterville

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

WHEREAS, on September 20, 2022, the City Planning Commission met to review the application of the Site Plan in accordance with the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101 *et seq.* (the “Act”); and

WHEREAS, after the meeting on November 19, 2024, the Planning Commission recommended approval of the Preliminary Site Plan to the City Council with the condition that all requirements of the City of Potterville Code of Ordinances, City of Potterville Zoning Ordinance, City of Potterville DPW, EGLE, and Eaton County Drain Commissioner are met; and

WHEREAS, at its meeting on January 16, 2025, the City Council reviewed the Site Plan; and

WHEREAS, the City Council desires to approve the preliminary Site Plan subject to certain conditions and has determined that approving the Site Plan subject to these conditions is in the best interests of the health, safety and welfare of City residents.

NOW, THEREFORE, the City Council of the City of Potterville resolves as follows:

The City Council hereby conditionally approves the preliminary Site Plan subject to the following requirements:

1. All requirements of the City of Potterville Code of Ordinances, City of Potterville Zoning Ordinance, City of Potterville DPW, EGLE, and Eaton County Drain Commissioner shall be met.
2. The City Council hereby directs and authorizes the City Mayor and City Clerk to sign and endorse their approval on a copy of the preliminary site plan.
3. Any and all resolutions that are in conflict with this Resolution are hereby repealed but only to the extent to give this Resolution full force and effect.

City of Potterville

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

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on January 16, 2025

Becky Dolman

City Clerk

City of Potterville

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

“EXHIBIT A”

LEGAL DESCRIPTION

THAT PART OF THE NORTHWEST 1/4 OF SECTION 23, T3N, R4W, CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN DESCRIBED AS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 23; THENCE S89°52'06"E 1299.92 FEET ALONG THE NORTH LINE OF SAID SECTION 23; THENCE S00°24'58"W 1314.00 FEET; ALONG THE EAST LINE OF SUNSET HILLS NO. 4 AS RECORDED IN LIBER 13, PAGES 168 -170 TO THE POINT OF BEGINNING;

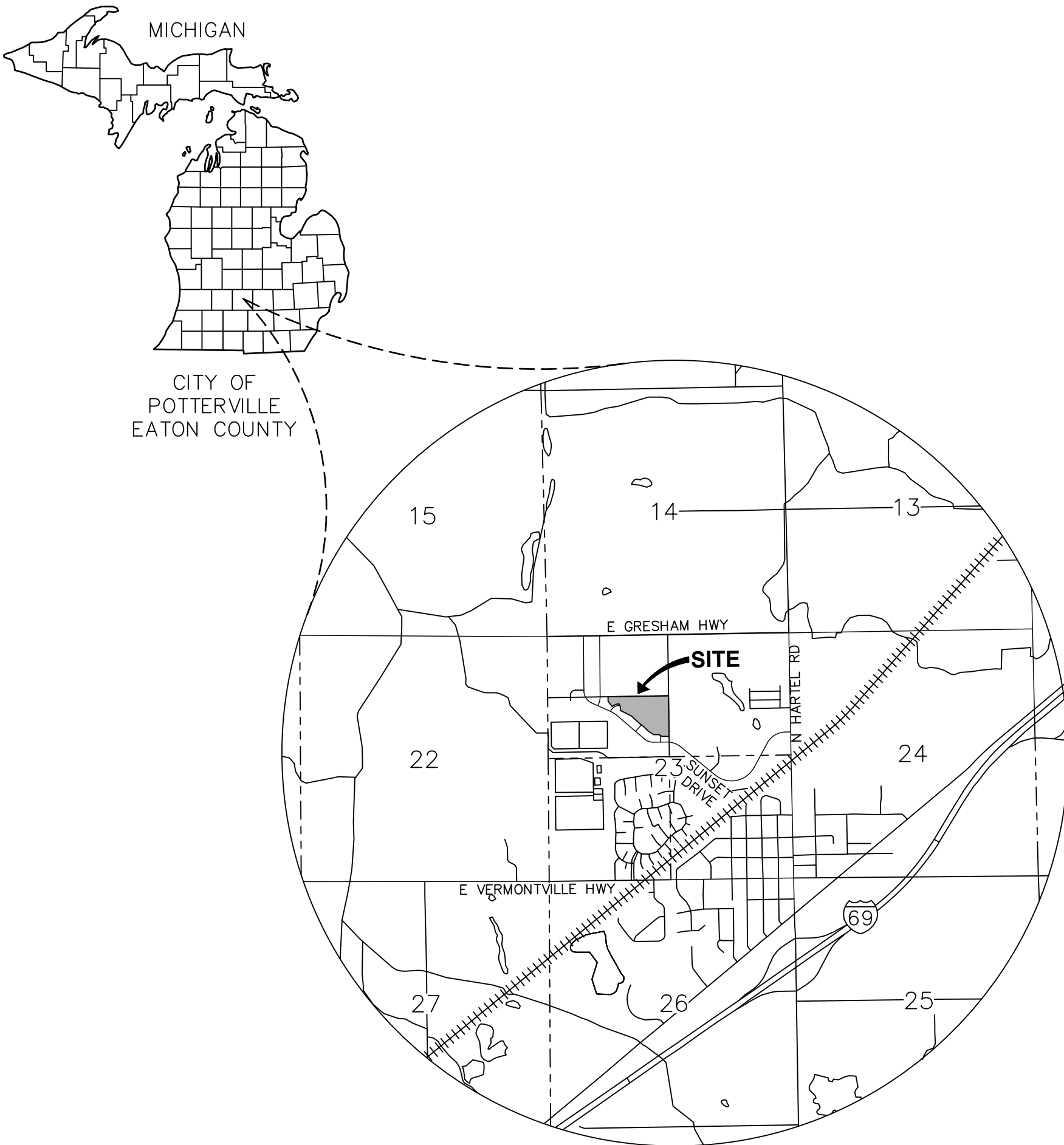
THENCE S89°50'57"E 1302.85 FEET; THENCE S00°17'17"W 873.74 FEET ALONG THE NORTH-SOUTH 1/4 OF SAID SECTION 23 TO THE NORTHEAST CORNER OF SUNSET HILLS NO. 3 AS RECORDED IN LIBER 13, PAGES 83 - 85; THENCE ALONG THE NORTH LINE OF SAID SUNSET HILLS NO. 3 THE FOLLOWING TWELVE (12) COURSES 1) N89°42'24"W 150.00 FEET; 2) N58°44'16"W 76.98 FEET; 3) N89°42'43"W 114.94 FEET; 4) N55°01'02"W 134.66 FEET; 5) N46°04'30"W 170.07 FEET; 6) N54°14'01"W 66.67 FEET; 7) N46°04'30"W 256.27 FEET; 8) N62°16'10"W 262.68 FEET; 9) N00°09'03"E 75.00 FEET; 10) N23°36'32"W 72.11 FEET; 11) SOUTHEASTERLY 161.41 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 235.00 FEET, A CENTRAL ANGLE OF 39°21'12" AND A CHORD OF S70°28'27"W 158.25 FEET; 12) N37°20'04"W 142.77 FEET TO THE NORTH CORNER OF LOT 37 OF SAID SUNSET HILLS NO. 3; THENCE N00°24'58"E 100.00 FEET ALONG THE EAST LINE OF LOTS 81-82 OF SAID SUNSET HILLS NO. 4 TO THE POINT OF BEGINNING.

THIS PARCEL CONTAINS 16.43 ACRES.

BEARING REFERENCE

BEARINGS ARE BASED ON PROJECT COORDINATE SYSTEM:
MICHIGAN STATE PLANE COORDINATE SYSTEM, NAD83 (CONUS) (MOL) (GRS80), SOUTH ZONE 2113, INTERNATIONAL FEET, GROUND

PRELIMINARY SITE CONDOMINIUM PLAN FOR
SUNSET HILLS EAST



LOCATION MAP

DESIGN ENGINEER/SURVEYOR



Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS

3145 Prairie St SW
Grandville, MI 49418

Phone: 616.457.7050
www.feenstrainc.com

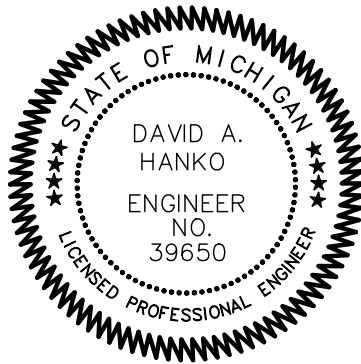
CLIENT

MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548



Know what's below.
Call before you dig.

www.CALL811.com




| SHEET INDEX | | PLAN SUBMITTALS | | | | | | |
|---------------|-----|--|---------------------------|---------------------------|--------------------------|--|--|--|
| | | SUBMITTED TO CLIENT FOR REVIEW | REVISED PER CITY COMMENTS | REVISED PER CITY COMMENTS | STREET NAME, LIGHT POLES | | | |
| | | 8/28/2024 | 10/11/2024 | 10/25/2024 | 11/22/2024 | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | INCLUDED SHEETS | | | | | | |
| GENERAL | | | | | | | | |
| SHEET | 1 | COVER | ● | ● | ● | | | |
| SURVEY | | | | | | | | |
| SHEET | 2 | BOUNDARY / TOPOGRAPHIC SURVEY | ● | ● | ● | | | |
| SITE PLAN | | | | | | | | |
| SHEET | 3 | SITE PLAN | ● | ● | ● | | | |
| GRADING | | | | | | | | |
| SHEET | 4 | GRADING PLAN | ● | ● | ● | | | |
| ROAD PROFILES | | | | | | | | |
| SHEET | 5.1 | ROAD PROFILE - ROLLING HILLS DRIVE | ● | ● | | | | |
| SHEET | 5.2 | ROAD PROFILE - HILL TOP DRIVE | ● | ● | | | | |
| SHEET | 5.3 | ROAD PROFILE - BEECHWOOD COURT | ● | ● | ● | | | |
| | | CITY OF POTTERVILLE, EATON COUNTY STANDARD DETAILS | | | | | | |

COVER
SUNSET HILLS EAST
SITE CONDOMINIUM

FOR: MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548

PART OF THE NORTHWEST 1/4, SECTION 23, T3N, R4W,
CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN

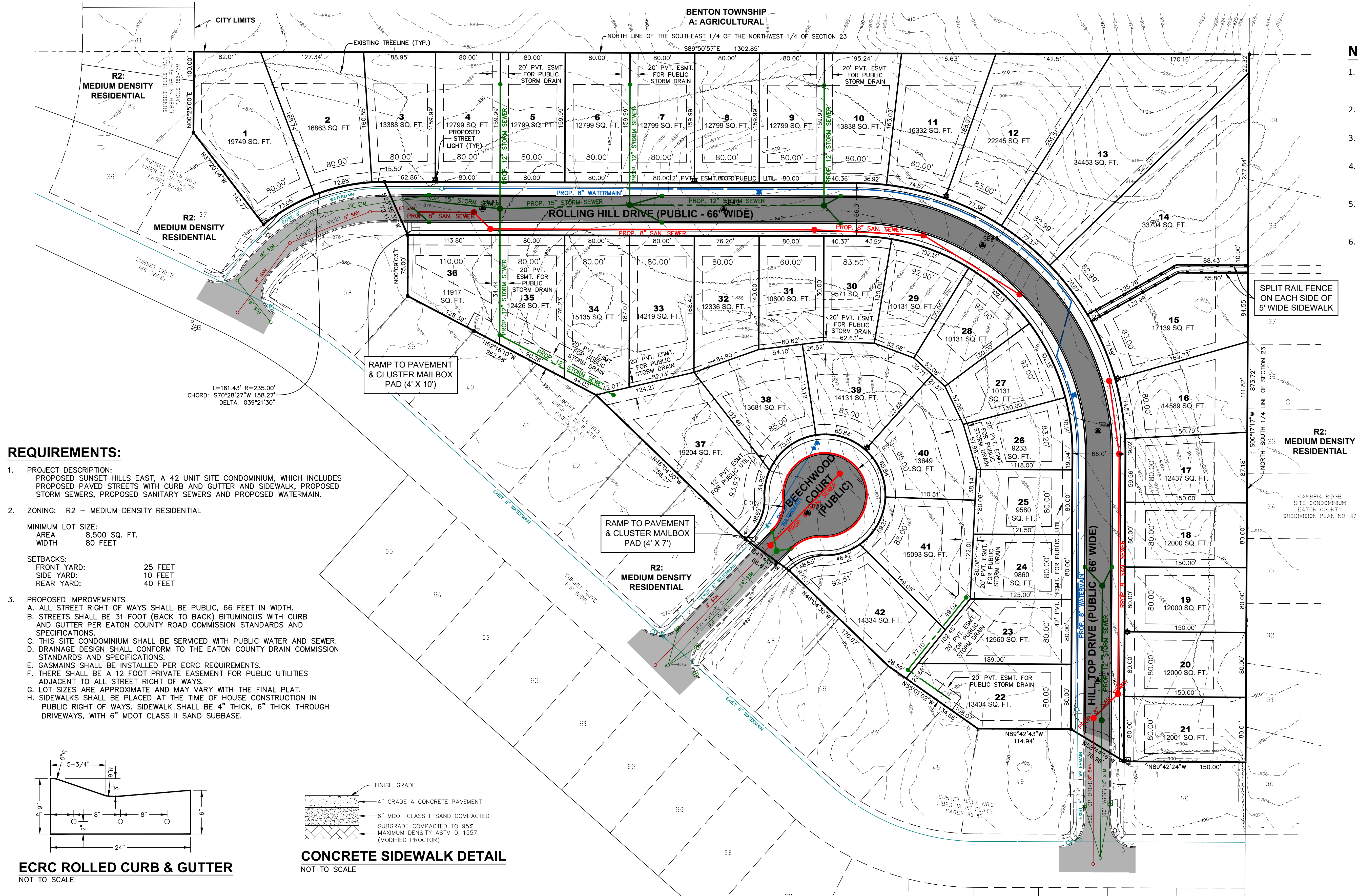


Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS

3145 Prairie St SW
Grandville, MI 49418

Phone: 616.457.7050
www.feenstrainc.com

SHEET
1



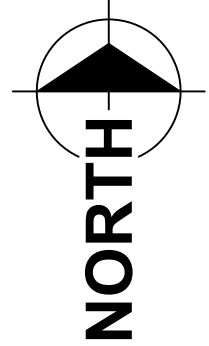
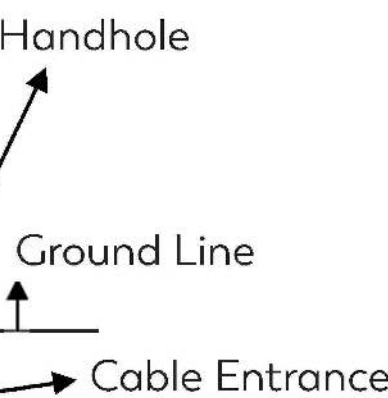
NOTES

- THE PROPOSED SITE CONDOMINIUM PROJECT SHALL BE ENTIRELY COMPOSED OF SINGLE FAMILY DETACHED HOMES WITH ATTACHED ATTACHED GARAGES.
- MINIMUM LOT WIDTH IN SINGLE FAMILY IS 80' WIDE AT THE FRONT BUILDING LINE.
- TRASH PICKUP SHALL BE PROVIDED CURBSIDE WITH UNITS HAVING INDIVIDUAL ROLL-OFF CONTAINERS STORED IN GARAGES.
- GROUNDWATER ELEVATION IS UNKNOWN AT THIS TIME. GROUNDWATER ELEVATIONS SHALL BE ACCESSED FROM BORINGS WHEN AVAILABLE.
- UNITS ALONG ROLLING HILLS DRIVE, HILL TOP DRIVE AND BEECHWOOD COURT WILL BE SERVED WITH NEW SANITARY SEWER, STORM SEWER AND WATERMAIN INCLUDING NEW LATERALS AND WATER SERVICE.
- HOMES ALONG ROLLING HILLS DRIVE AND HILL TOP DRIVE SHALL BE SERVED BY A CENTRAL MAILBOX CLUSTER LOCATED AT THE NORTHWEST CORNER OF PROPOSED UNIT 36 AS SHOWN HEREON. BEECHWOOD COURT WILL BE SERVED BY A CENTRAL MAILBOX CLUSTER LOCATED AT THE NORTHWEST CORNER OF PROPOSED UNIT 37 AS SHOWN HEREON.



Traditional
(Non-Cutoff)
50W LED

Fiberglass
14 ft. mounting height



SCALE: 1" = 60'

LEGEND

| | | |
|------|--------------------|------------------------|
| T | TOWN | SECTION CORNER |
| R | RANGE | SET CAPPED IRON |
| N | NORTH | FOUND IRON OR NAIL |
| S | SOUTH | STORM SEWER MANHOLE |
| E | EAST | SANITARY SEWER MANHOLE |
| W | WEST | CATCH BASIN |
| SEC. | SECTION | HYDRANT |
| POB | POINT OF BEGINNING | VALVE |
| | | UTILITY POLE |
| | | GUY WIRE |
| | | LIGHT POLE |
| | | WALL MOUNTED LIGHT |
| | | PEDESTAL |
| | | TRANSFORMER |
| | | SIGN |

ZONING INFORMATION

THIS ZONING INFORMATION IS TAKEN FROM THE CITY OF POTTERVILLE ZONING ORDINANCE UPDATED JUNE 2006

| SUBJECT PARCEL ZONING: (R-2) MEDIUM-DENSITY RESIDENTIAL | LOT | | MAXIMUM HEIGHT OF BUILDING | | BUILDING SETBACKS (FT) | | | MAXIMUM % LOT AREA COVERED BY ALL BUILDINGS |
|---|--------------|----|-------------------------------|------------|------------------------|------|------|--|
| | AREA (SF) | | IN STORIES | IN FEET | FRONT | SIDE | REAR | |
| REQUIRED | 8,500 | 80 | 2.5 | 35 | 25 | 10 | 40 | 30 |
| PROVIDED | 8,500 | 80 | 2.5 | 35 | 25 | 10 | 40 | 30 |



www.CALL811.com

SITE PLAN SUNSET HILLS EAST SITE CONDOMINIUM

FOR: MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548
PART OF THE NORTHWEST 1/4, SECTION 23, T3N, R4W,
CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49418
Phone: 616.457.7050
www.feenstra.com

**SHEET
3**

NORTHWEST CORNER
SEC 23, T3N, R4W

NORTH LINE OF SECTION 23

S89°52'06"E
1299.92'

EAST LINE OF SUNSET HILLS NO. 4

L=161.43' R=235.00'
CHORD: S70°28'27"W 158.27'
DELTA: 039°21'30"

NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 23

S89°50'57"E 1302.85'

ROLLING HILL DRIVE (PUBLIC - 66' WIDE)

BECHWOOD COURT
(PUBLIC)

HILL TOP DRIVE (PUBLIC - 66' WIDE)

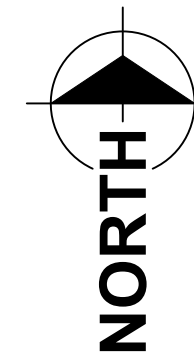
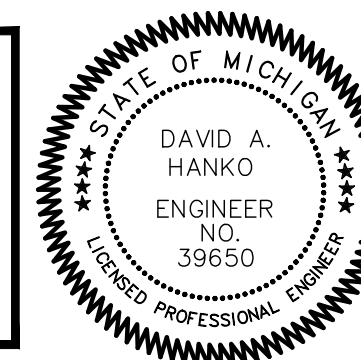
NORTH-SOUTH 1/4 LINE OF SECTION 23

S00°17'17"W 873.72'



Know what's below.
Call before you dig.

www.CALL811.com



SCALE: 1" = 60'

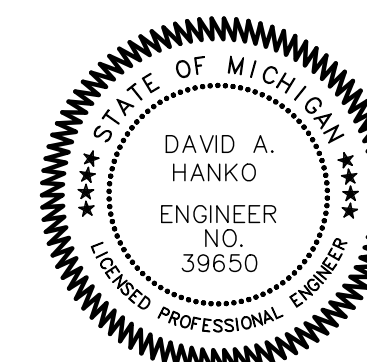
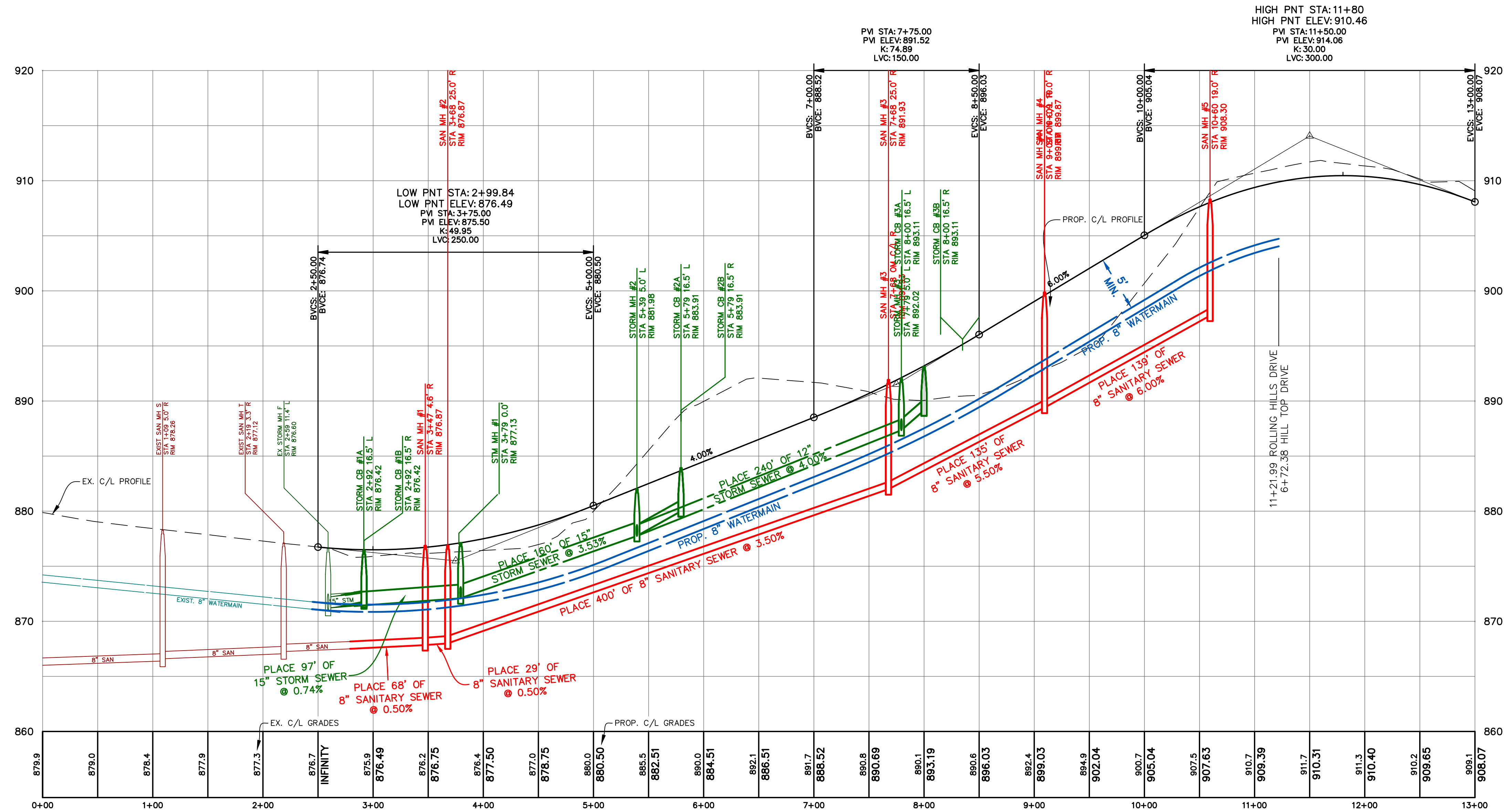
GRADING PLAN SUNSET HILLS EAST SITE CONDOMINIUM

FOR: MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548

PART OF THE NORTHWEST 1/4, SECTION 23, T3N, R4W,
CITY OF POTTERTVILLE, EATON COUNTY, MICHIGAN

Feenstra
& Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49418
Phone: 616.457.7050
www.feenstrainc.com

SHEET
4



HORIZ. SCALE: 1" = 60'
VERT. SCALE: 1" = 6'

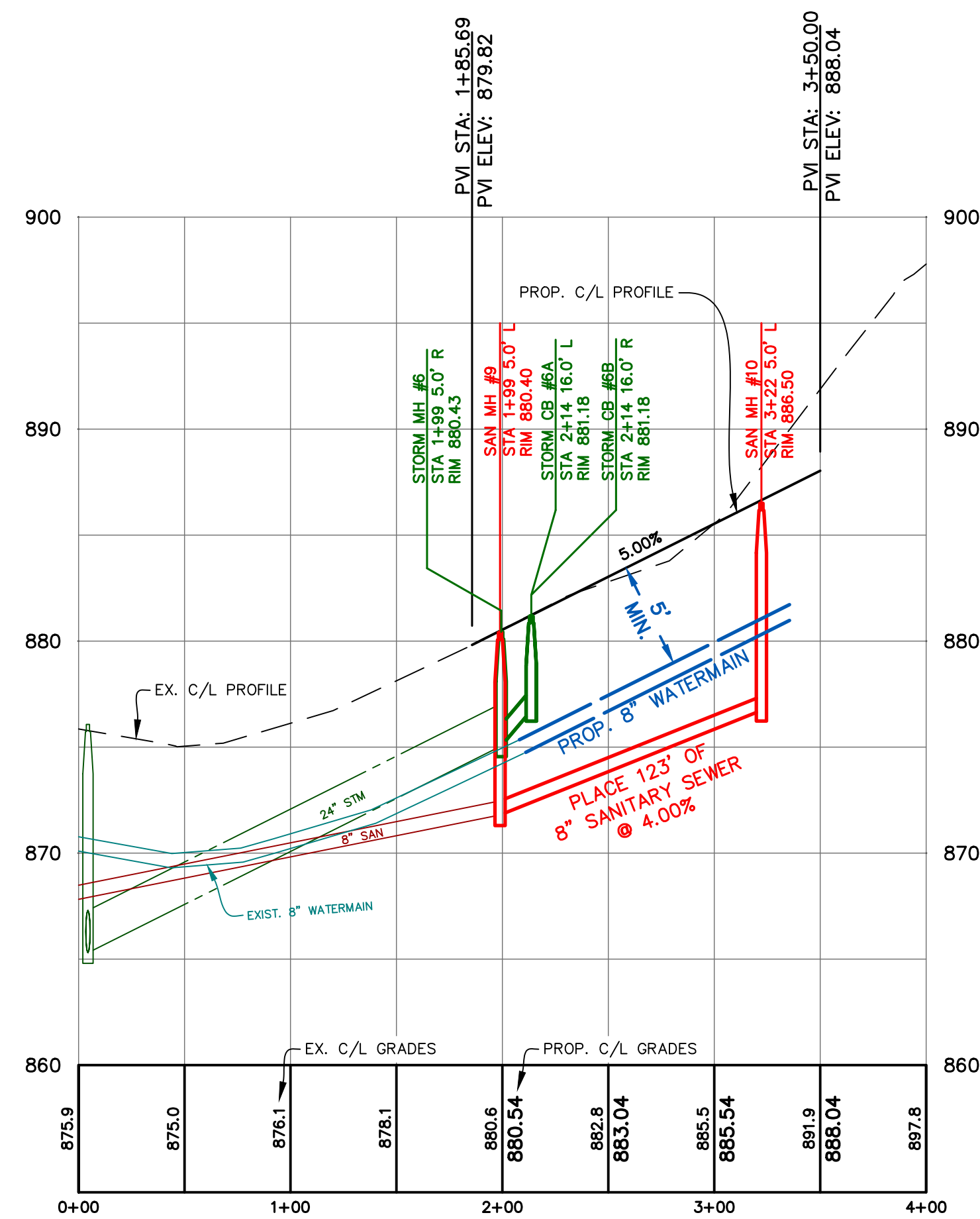
ROAD PROFILE - ROLLING HILLS DRIVE SUNSET HILLS EAST SITE CONDOMINIUM

FOR: MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548

PART OF THE NORTHWEST 1/4, SECTION 23, T3N, R4W,
CITY OF POTTERTVILLE, EATON COUNTY, MICHIGAN

Feenstra & Associates, Inc.
CIVIL ENGINEERS & SURVEYORS
3145 Prairie St SW
Grandville, MI 49418
Phone: 616.457.7050
www.feenstrainc.com

**SHEET
5.1**



FOR: MIKE WEST
ALLEN EDWIN HOMES
795 CLYDE COURT SW
BYRON CENTER, MI 49315
269-365-8548

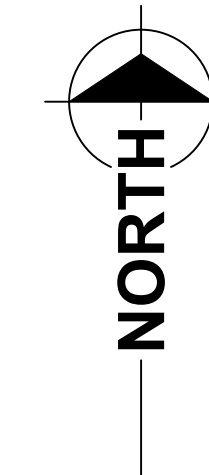
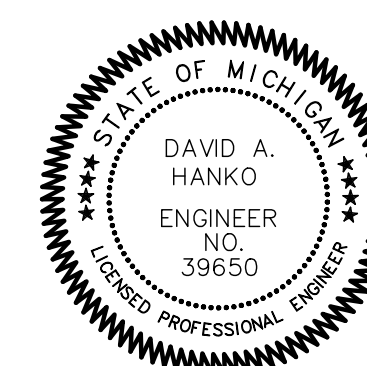
PART OF THE NORTHWEST 1/4, SECTION 23, T3N, R4W
CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN

Feenstra
 & Associates, Inc.

SHEET
5.3



Know what's below.
Call before you dig.



HORIZ. SCALE: 1" = 60'
VERT. SCALE: 1" = 6'