

City of Potterville - Council Agenda

Thursday, April 17, 2025 at 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street

A. Call to Order:**B. Pledge of Allegiance:****C. Roll Call:****D. Approval of Agenda:****E. Approval of Minutes:** Regular Meeting March 20, 2025**F. Approval of Bills:** General Bills - \$130,181.95 + \$35307.53 = **\$165,489.48**

Gizzard Fest - \$ 6960.00

TOTAL AP = \$172,449.48

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. Public Hearing: Eaton County Parks Grant
2. Resolution No. 2025-0117-06 Eaton County Parks Grant
3. Resolution No. 2025-0117-07 Gizzard Fest Noise Prohibition

L. Public Comment on non-agenda items:**M. Communications from the Council:****N. Next Regular Meeting:** Thursday, May 15, 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, March 20, 2025 at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter, Member Connor, Member Myers-Southerly, Member Nichols, Member Ranshaw, and Member Sweeney.

Absent: None

Approval of Agenda: Motion by Deputy Mayor Potter and supported by Member Myers-Southerly. Vote: Unanimous. Motion Carried (7-0).

Approval of February 20, 2025 Regular Minutes and Closed Session Minutes: Motion by Member Nichols to approve the minutes. Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (7-0).

Approval of Bills: Motion to pay General Bills in the amount of \$267,921.38, Motion by Member Myers-Southerly and supported by Deputy Mayor Potter. Roll Call Vote: Unanimous. Motion Carried (7-0).

Public Comment on Agenda Items: None

Department Reports: Chief Barry shared monthly stats. Officer Betts is training to be handler for the new K9 officer, Dracko. Zoning Administrator Miller informed us that Gizzard Fest purchased a new stage for the bands. Mexico To Go restaurant should open in May. Fitness Gym will be opening soon.

AT&T Metro Permit Application: Motion by Deputy Mayor Potter and supported by Member Connor. Vote: Unanimous. Motion Carried (7-0).

Non-Profit Special Event Fee Waiver: Motion by Member Nichols to approve the regular minutes. Supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (7-0).

Public Comment on Non-Agenda Items: None

Excuse Absent Members: None

City of Potterville

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Next Regular Meeting: April 17, 2025

Meeting Adjourned: 6:57 pm

Respectfully Submitted by:

Becky Dolman, City Clerk

04/10/2025 03:27 PM

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 03/21/2025 - 04/10/2025
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ALL-STAR FLEET SERVICES, LLC 1253-25	SPRING GRADING	1,300.00
TOTAL VENDOR ALL-STAR FLEET SERVICES, LLC		1,300.00
VENDOR NAME: ALRO STEEL FCQ8119LZ	STEEL SHEET, ALUM 48X96	141.60
TOTAL VENDOR ALRO STEEL		141.60
VENDOR NAME: ANDREW SCHLEGEL MARCH	HOLSTER,	98.04
TOTAL VENDOR ANDREW SCHLEGEL		98.04
VENDOR NAME: APPLIED IMAGING 2793559	EQUIPMENT AND PRINTING	45.31
TOTAL VENDOR APPLIED IMAGING		45.31
VENDOR NAME: BOBCAT OF LANSING P74044	SUPPLIES	301.44
P74093	SUPPLIES	41.59
P74149	SUPPLIES	266.49
TOTAL VENDOR BOBCAT OF LANSING		609.52
VENDOR NAME: C & D HUGHES, INC. ESCROW	ESCROW REIMBURSEMENT PER SETTLEMENT AGREEMENT	75,000.00
TOTAL VENDOR C & D HUGHES, INC.		75,000.00
VENDOR NAME: CALEDONIA FARMERS ELEVATOR 471264	SUPPLIES	331.80
TOTAL VENDOR CALEDONIA FARMERS ELEVATOR		331.80
VENDOR NAME: CINTAS CORPORATION #725 MARCH 2025	UNIFORM EXPENSE	260.76
TOTAL VENDOR CINTAS CORPORATION #725		260.76
VENDOR NAME: CITY OF POTTERVILLE 2/24-3/25/25	UTILITIES	550.33
TOTAL VENDOR CITY OF POTTERVILLE		550.33
VENDOR NAME: CMP DISTRIBUTORS 020081	LONG SLEEVE POLO	169.85
TOTAL VENDOR CMP DISTRIBUTORS		169.85
VENDOR NAME: COMCAST 3/20-4/19/25	OFFICE INTERNET	137.85
TOTAL VENDOR COMCAST		137.85
VENDOR NAME: CONSUMERS ENERGY 2/21-3/23/25	UTILITIES	8,287.99
MARCH 2025	UTILITIES	2,550.71
TOTAL VENDOR CONSUMERS ENERGY		10,838.70
VENDOR NAME: D & L FUELS 209099	GAS	677.23
209183	DIESEL	2,127.20
TOTAL VENDOR D & L FUELS		2,804.43
VENDOR NAME: DELTA DENTAL APRIL 2025	DENTAL BENEFITS	1,075.14
TOTAL VENDOR DELTA DENTAL		1,075.14
VENDOR NAME: DORNBOS SIGN & SAFETY INC. INV80430	SIGN HARDWARE	14.00
INV80431	SIGNS72.25	72.25
INV80827	SIGN HARDWARE	359.95
INV80828	CROSSPIECE BRACKET EXT	36.00

04/10/2025 03:27 PM

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 BANK CODE: GEN

Page: 2/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
	TOTAL VENDOR DORNBOS SIGN & SAFETY INC.	482.20
VENDOR NAME: DUROTECH AUTOMOTIVE		
44717	REPLACE REAR BRAKE PADS AND CALIPERS	420.72
44718	TOWING, TIRE DISP, MOUNT AND BALANCE TIER	143.83
45617	LUBE OIL AND FILTER	87.46
	TOTAL VENDOR DUROTECH AUTOMOTIVE	652.01
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT		
2025-00000021	FULL WORK DAYS 2/27/25 & 3/6/25	600.00
2025-00000022	WORK DAY 3/13/2025	300.00
	TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT	900.00
VENDOR NAME: ELHORN ENGINEERING		
306175	FERROVER IRON	192.00
305996	CHLORINE	674.00
	TOTAL VENDOR ELHORN ENGINEERING	866.00
VENDOR NAME: FERGUSON WATERWORKS- METER ACCT		
0218933	CLEANOUT FRAME	152.59
	TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT	152.59
VENDOR NAME: GARDEN SQUARE APTS POTTERVILLE LLC		
OVERCHARGED CUST SUB	refund for account: PEAE-000302-0000	15,606.51
	TOTAL VENDOR GARDEN SQUARE APTS POTTERVILLE LLC	15,606.51
VENDOR NAME: GORDON'S FOOD SERVICE		
8009073747	CONCESSIONS	79.96
	TOTAL VENDOR GORDON'S FOOD SERVICE	79.96
VENDOR NAME: GRAND TRUNK WESTERN		
91774359	ANNUAL MAINTENANCE OF RAILROAD TRAFFIC CONTROL DEVICES 5/1/25-4/30/26	2,257.00
	TOTAL VENDOR GRAND TRUNK WESTERN	2,257.00
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
28089448	WASTE SERVICES	255.72
	TOTAL VENDOR GRANGER CONTAINER SERVICE, INC	255.72
VENDOR NAME: MARK'S BODY SHOP		
109118	INSTALLED ANTENNAS AND COMPUTER DOCKS	1,350.00
	TOTAL VENDOR MARK'S BODY SHOP	1,350.00
VENDOR NAME: MENARDS-LANSING WEST		
93214	PAPER TOWELS	161.05
94402	BATTERIES, DRYER SHEETS, LAUNDRY SOAP, PAPER PRODUCTS	156.75
	TOTAL VENDOR MENARDS-LANSING WEST	317.80
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11329660	WATER TESTING	48.00
	TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL	48.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE		
5249207	PAYROLL AUDIT	402.00
	TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE	402.00
VENDOR NAME: PAYTON ASSESSING, LLC		
MARCH 2025	ASSESSING SERVICES	1,416.67
	TOTAL VENDOR PAYTON ASSESSING, LLC	1,416.67
VENDOR NAME: PHP		
APRIL 2025	MEDICAL BENEFITS	4,742.10

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Page: 3/3

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: PHP		
TOTAL VENDOR PHP		4,742.10
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
31991 INTERNET AND PHONES		3,807.85
TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY		3,807.85
VENDOR NAME: PROGRESSIVE ARCHITECTS,ENGINEE		
00202817 ZONING		2,000.00
TOTAL VENDOR PROGRESSIVE ARCHITECTS,ENGINEE		2,000.00
VENDOR NAME: QUILL CO		
43486758 INK AND PAPER		76.78
TOTAL VENDOR QUILL CO		76.78
VENDOR NAME: THE COUNTY JOURNAL		
287460 MBOR NOTICE		104.30
289543 PUBLIC HEARING PARKS GRANT		166.70
TOTAL VENDOR THE COUNTY JOURNAL		271.00
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
277895 LED LIGHT		22.05
277922 MOBIL 5W30 QT		6.99
577-278442 SUPPLIES		27.34
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		56.38
VENDOR NAME: UNITED STATES POST OFFICE		
APRIL 2025 WTR/SWR POSTAGE		233.74
TOTAL VENDOR UNITED STATES POST OFFICE		233.74
VENDOR NAME: UNUM LIFE INSURANCE		
MARCH 2025 SHORT/LONG TERM DISABILITY INSURANCE		308.48
TOTAL VENDOR UNUM LIFE INSURANCE		308.48
VENDOR NAME: USA BLUEBOOK		
INV00650335 LAB REFRIGERATOR THERMOMETER		94.20
TOTAL VENDOR USA BLUEBOOK		94.20
VENDOR NAME: VISION SERVICE PLAN		
APRIL 2025 VISION		130.20
TOTAL VENDOR VISION SERVICE PLAN		130.20
VENDOR NAME: WILLIAMS FARM MACHINERY		
32794 CHAIN 20 IN, BAR		168.42
33007 RETURN CHAIN LOOP		(26.84)
TOTAL VENDOR WILLIAMS FARM MACHINERY		141.58
VENDOR NAME: ZERO9 HOLSTERS		
INV#8123-B2B PISTON MAG COMBO		144.40
INV#8107-B2B GLOVE CASE		25.45
TOTAL VENDOR ZERO9 HOLSTERS		169.85
GRAND TOTAL:		130,181.95

04/17/2025 04:04 PM

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 04/11/2025 - 04/17/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
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Page: 1/2

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
10447	KEY	7.77
10491	TUBE	6.59
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		14.36
VENDOR NAME: AT&T		
28733951597X041120	SOFTBALL FIELDS INTERNET	68.75
TOTAL VENDOR AT&T		68.75
VENDOR NAME: BARRY/EATON DIST HEALTH DEPARTMENT		
SFE-0823-078304	ALLIANCE PARK COMMUNITY BLDG FOOD LICENSE	196.00
SFE-0823-004746	ALLIANCE PARK CONCESSIONS	441.00
TOTAL VENDOR BARRY/EATON DIST HEALTH DEPARTMENT		637.00
VENDOR NAME: CARDMEMBER SERVICE		
3/7-4/4/25	BOR MEALS, ELECTION POSTAGE, TRAINING, AED EQUIPMENT, CHAIR, BASEBALL PLUGS	3,591.52
TOTAL VENDOR CARDMEMBER SERVICE		3,591.52
VENDOR NAME: COOPER, PETER		
MARCH 2025	MILEAGE FOR TRAINING IN MARSHALL	95.20
TOTAL VENDOR COOPER, PETER		95.20
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
INV81132	THORN WAY AND REMWAY ST SIGNS	135.35
TOTAL VENDOR DORNBOS SIGN & SAFETY INC.		135.35
VENDOR NAME: EMC INSURANCE		
7001934039	POLICY CHANGE	65.50
TOTAL VENDOR EMC INSURANCE		65.50
VENDOR NAME: JODI WEST		
UMPIRES 2025	CASH FOR UMPIRES	1,050.00
TOTAL VENDOR JODI WEST		1,050.00
VENDOR NAME: KENNEDY INDUSTRIES INC.		
645013	WATER AND WW SYSTEM FIELD SERVICE	1,995.00
TOTAL VENDOR KENNEDY INDUSTRIES INC.		1,995.00
VENDOR NAME: MAMC		
ANNUAL CONF	CLERK'S TRAINING	575.00
TOTAL VENDOR MAMC		575.00
VENDOR NAME: MENARDS-LANSING WEST		
94866	TOILET PARTS REPAIR KIT, SCREWDRIVER SET, PLIERS	115.87
94740	TOWELS, FUEL TREATMENT, PAINT, GATE PULL, BUTT SPLICE, SPADE, TORCH KIT	376.52
TOTAL VENDOR MENARDS-LANSING WEST		492.39
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
191722	BI-LOCK FLASH HIDER	91.00
191723	AMNO,	230.98
191720	REAR AND FRONT SIGHT	930.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		1,251.98
VENDOR NAME: PETTY CASH		
PETTY CASH	REPLENISH, MAIL, SUPPLIES, CARDS	83.10
TOTAL VENDOR PETTY CASH		83.10
VENDOR NAME: SILVERSMITH DATA		
419582	SERVICE FROM 4/10/25-4/10/2026 ANNUAL HOSTING AND DATA PLAN	2,100.00
TOTAL VENDOR SILVERSMITH DATA		2,100.00

04/17/2025 04:04 PM
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EXP CHECK RUN DATES 04/11/2025 - 04/17/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 2/2

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: STANLEY, DONALD		
MARCH 2025	MILEAGE FOR TRAINING	274.40
TOTAL VENDOR STANLEY, DONALD		274.40
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
279122	OIL FILTER	68.44
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		68.44
VENDOR NAME: VERIZON WIRELESS		
6110236881	SERVICE 3/5-4/6/25	39.02
6109875754	CELL PHONES	592.62
TOTAL VENDOR VERIZON WIRELESS		631.64
VENDOR NAME: WIGHTMAN		
93973	SMALL URBAN PROJECT	415.00
93974	CHERRY STREET	21,762.90
TOTAL VENDOR WIGHTMAN		22,177.90
GRAND TOTAL:		35,307.53

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
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BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: FEST

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: DELUX 2025	TENTS AND EVENT TENT AND CHAIR RENTALS	5,410.00
	TOTAL VENDOR DELUX TENTS AND EVENT	5,410.00
VENDOR NAME: MICHIGAN RUNNING FOUNDATION 2636	PROVIDE BIB NUMBERS WITH TIMING CHIP AND SAFETY PINS	850.00
	TOTAL VENDOR MICHIGAN RUNNING FOUNDATION	850.00
VENDOR NAME: WOODLAND, JOSH 250409	ENTERTAINMENT SERVICES	700.00
	TOTAL VENDOR WOODLAND, JOSH	700.00
GRAND TOTAL:		6,960.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

1/15

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PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		(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	655,761.48	12,860.61
101-000-403.000	SOLID WASTE TAX	79,091.52	87,969.46	86,478.47	1,690.64
101-000-411.000	DELINQUENT PROP TAX	216.02	200.00	685.58	84.64
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	2,153.00	1,088.00
101-000-445.000	CITY PENALTY	3,020.95	2,900.00	1,094.32	(21.00)
101-000-447.000	ADMINISTRATION FEE	32,441.83	35,580.01	35,225.88	866.44
101-000-476.000	PERMITS	6,310.00	6,000.00	4,990.00	660.00
101-000-477.000	3% CABLE T.V.	7,717.69	7,200.00	2,581.56	0.00
101-000-478.000	BLIGHT FEES	175.00	150.00	0.00	0.00
101-000-479.000	OTHER PERMITS	0.00	0.00	50.00	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	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	1,068.18	550.00	3,599.01	0.00
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	172,904.00	0.00
101-000-574.100	CVTRS-CLFRF	43,206.00	41,000.00	22,224.00	0.00
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	31,000.00	0.00
101-000-602.000	FOIA	191.91	150.00	251.50	121.45
101-000-607.000	CHARGES FOR SERVICES - PD	207.90	150.00	130.00	5.00
101-000-656.000	FINES & FORFEITURES	2,334.59	2,000.00	598.95	0.00
101-000-665.000	INTEREST	52,064.84	45,000.00	41,879.54	5,229.07
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	10,011.00	0.00
101-000-676.000	REIMBURSEMENT	31,244.13	5,000.00	6,948.78	191.09
101-000-677.000	SCHOOL SRO REIMBURSEMENT	47,591.77	44,428.80	25,149.18	12,780.85
101-000-684.000	MISC INCOME	728.21	0.00	83.44	0.00
101-000-687.000	INSURANCE REIMBURSEMENT	703,850.64	0.00	7,244.72	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	2,838.75	0.00
Total Dept 000		2,496,160.71	1,531,215.05	1,214,674.58	35,556.79
TOTAL REVENUES		2,496,160.71	1,531,215.05	1,214,674.58	35,556.79
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,060.94	2,500.00	2,113.79	0.00
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	169.87	0.00
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	66,236.46	65.50
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	70,921.78	65.50
Dept 171 - MAYOR					
101-171-703.000	SALARIES	570.00	850.00	450.00	0.00
101-171-719.000	FRINGE BENEFITS	43.61	85.00	34.43	0.00
Total Dept 171 - MAYOR		613.61	935.00	484.43	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	80,494.36	82,825.18	60,622.54	6,371.16
101-172-719.000	FRINGE BENEFITS	16,389.88	16,881.58	12,929.07	1,398.30
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	895.00	0.00
101-172-962.000	MILEAGE	0.00	0.00	651.00	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	76,267.01	7,769.46
Dept 215 - CLERK					
101-215-703.000	SALARIES	36,612.90	39,141.65	28,349.12	2,908.64

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

2/15

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PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-719.000	FRINGE BENEFITS	3,076.39	3,168.68	2,267.70	240.43
101-215-740.000	SUPPLIES	260.38	450.00	54.72	0.00
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	6,823.67	395.72
101-215-958.000	DUES AND SUBSCRIPTIONS	111.00	160.00	144.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	0.00	150.00	0.00	0.00
101-215-962.000	MILEAGE	0.00	0.00	83.06	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	38,812.27	3,544.79
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	52,339.62	5,501.02
101-253-719.000	FRINGE BENEFITS	19,830.15	21,368.34	17,460.77	1,033.57
101-253-740.000	SUPPLIES	708.94	700.00	603.25	240.00
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	2,923.04	286.27
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	248.00	0.00
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	74,926.08	7,060.86
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,151.39	1,186.15	885.76	93.01
101-257-719.000	FRINGE BENEFITS	620.58	630.00	425.71	92.70
101-257-731.000	PUBLICATION	269.70	450.00	208.60	208.60
101-257-740.000	SUPPLIES	37.98	250.00	0.00	0.00
101-257-741.000	POSTAGE	535.73	550.00	562.09	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	2,789.60	278.95
101-257-813.000	BOARD OF REVIEW	1,121.63	1,500.00	750.00	750.00
101-257-818.000	CONTRACT LABOR	13,333.63	17,000.00	11,333.36	1,416.67
Total Dept 257 - ASSESSOR		20,871.48	25,465.60	17,215.12	2,839.93
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	23,508.39	25,374.59	17,720.55	1,951.68
101-265-719.000	FRINGE BENEFITS	8,041.27	8,759.43	6,596.96	745.19
101-265-731.000	PUBLICATION	0.00	650.00	0.00	0.00
101-265-740.000	SUPPLIES	4,628.26	3,970.00	1,422.32	115.38
101-265-741.000	POSTAGE	1,110.82	1,400.00	329.49	(0.73)
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	37,105.95	3,597.55
101-265-802.000	SERVICE	1,797.02	2,100.00	1,142.24	134.56
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	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	494.49	500.00	987.90	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	180.00	300.00	180.00	0.00
101-265-962.000	MILEAGE	34.30	35.00	94.71	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	67,159.47	6,543.63
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	53,045.44	25,000.00	37,192.41	9,154.50
Total Dept 266 - ATTORNEY		53,045.44	25,000.00	37,192.41	9,154.50
Dept 301 - POLICE					
101-301-703.000	SALARIES	214,662.44	220,641.80	148,410.84	13,565.04
101-301-703.002	OVERTIME SALARIES	8,185.98	9,000.00	8,634.61	0.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

3/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-719.000	FRINGE BENEFITS	54,093.97	55,160.45	40,014.39	2,884.91
101-301-728.000	UNIFORM EXPENSES	2,700.02	5,000.00	9,971.48	1,216.40
101-301-740.000	SUPPLIES	7,998.63	7,600.00	5,784.20	541.84
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	9,651.41	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	465.50	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	2,171.53	23.78
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	1,459.48	135.00
101-301-862.000	GAS	0.00	500.00	82.62	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	401.20	500.00	115.00	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	0.00
101-301-970.020	ARMOUR/SPEC EQUIP	0.00	0.00	598.00	598.00
101-301-972.000	CAPITAL OUTLAY - POLICE	0.00	0.00	350.00	350.00
101-301-972.010	CAPITAL OUTLAY	0.00	0.00	14,022.26	0.00
101-301-980.100	COMPUTER EQUIPMENT	0.00	500.00	2,558.30	0.00
Total Dept 301 - POLICE		306,358.26	321,152.25	246,160.43	19,314.97
Dept 302 - POLICE STATE TRAINING					
101-302-809.000	TRAINING	0.00	0.00	599.01	0.00
101-302-810.000	EXPENSE	569.88	580.00	0.00	0.00
Total Dept 302 - POLICE STATE TRAINING		569.88	580.00	599.01	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	129,600.00	160,000.00	162,400.00	81,200.00
Total Dept 337 - EMS		129,600.00	160,000.00	162,400.00	81,200.00
Dept 441 - DPW					
101-441-775.000	REPAIRS & MAINT	0.00	300.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	10,550.31	7,000.00	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	527.09	507.00
Total Dept 445 - DRAIN AT LARGE		528.11	900.00	527.09	507.00
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	180.00	650.00	0.00	0.00
101-701-719.000	FRINGE BENEFITS	13.78	100.00	0.00	0.00
101-701-731.000	PUBLICATION	256.60	900.00	237.40	0.00
101-701-740.000	SUPPLIES	40.21	50.00	10.59	0.00
101-701-781.000	COMPUTER SOFTWARE	0.00	0.00	53.00	53.00
101-701-803.000	ENGINEERS FEES	0.00	38,000.00	19,506.74	3,000.00
Total Dept 701 - PLANNING COMMISSION		490.59	39,700.00	19,807.73	3,053.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	40,061.43	41,263.27	30,166.30	3,170.54
101-702-719.000	FRINGE BENEFITS	3,340.20	3,440.40	2,406.72	254.35
101-702-731.000	PUBLICATION	523.30	1,300.00	395.00	0.00
101-702-740.000	SUPPLIES	217.79	700.00	104.77	0.00
101-702-853.000	TELEPHONE EXPENSE	891.80	930.00	471.28	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	33,544.07	3,478.66
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	8,208.66	7,900.00	8,619.09	8,619.09
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	23,528.01	0.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

4/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
<hr/>					
Fund 101 - GENERAL FUND					
Expenditures					
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Total Dept 906 - DEBT SERVICE		64,145.41	63,278.75	57,317.10	8,619.09
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Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.202	CONTRIB TO MAJOR STREET FUND	96,400.81	0.00	0.00	0.00
101-966-965.203	CONTRIB TO LOCAL STREET FUND	260,280.72	82,686.76	0.00	0.00
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
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Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		1,282,772.34	363,774.21	144,654.00	0.00
<hr/>					
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	1,070,698.16	153,151.39
<hr/>					
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		2,496,160.71	1,531,215.05	1,214,674.58	35,556.79
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	1,070,698.16	153,151.39
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NET OF REVENUES & EXPENDITURES		174,597.42	51,025.81	143,976.42	(117,594.60)

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

5/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		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	5,428.24	45.06
202-000-553.000	ACT 51	253,134.51	231,000.00	156,934.61	21,211.68
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	9,427.72	1,084.55
202-000-699.101	GF CONTRIBUTION	96,400.81	0.00	0.00	0.00
Total Dept 000		493,896.81	291,894.29	173,551.19	22,341.29
TOTAL REVENUES		493,896.81	291,894.29	173,551.19	22,341.29
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	262.35	262.35
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	165,762.35	262.35
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	15,740.89	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	15,740.89	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	186,275.45	262.35
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		493,896.81	291,894.29	173,551.19	22,341.29
TOTAL EXPENDITURES		396,927.81	467,476.49	186,275.45	262.35
NET OF REVENUES & EXPENDITURES		96,969.00	(175,582.20)	(12,724.26)	22,078.94

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

6/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		(NORMAL)	BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	29,866.30	29,866.30	22,897.84	274.94
203-000-553.000	ACT 51	100,665.86	97,000.00	62,796.94	8,487.79
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	942.76	108.45
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	184,615.06	8,871.18
TOTAL REVENUES		598,116.94	333,253.06	184,615.06	8,871.18
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	80,842.58	0.00
Total Dept 906 - DEBT SERVICE		302,299.61	300,286.76	115,672.58	0.00
TOTAL EXPENDITURES		505,091.80	333,386.76	143,488.51	0.00
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		598,116.94	333,253.06	184,615.06	8,871.18
TOTAL EXPENDITURES		505,091.80	333,386.76	143,488.51	0.00
NET OF REVENUES & EXPENDITURES		93,025.14	(133.70)	41,126.55	8,871.18

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

7/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	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	9,852.00	150.00
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	7,745.00	1,765.00
208-000-667.000	PAVILION RENT	1,715.00	1,550.00	900.00	130.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	2,525.00	2,200.00	1,325.00	300.00
208-000-674.000	DONATIONS	500.00	0.00	250.00	0.00
208-000-680.001	SPECIAL EVENTS	600.00	250.00	350.00	0.00
208-000-699.101	GF CONTRIBUTION	507,883.04	110,640.00	50,000.00	0.00
Total Dept 000		576,704.96	174,690.00	85,063.21	2,345.00
TOTAL REVENUES		576,704.96	174,690.00	85,063.21	2,345.00
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	56,393.33	54,600.00	39,220.58	3,836.54
208-751-703.002	OVERTIME SALARIES	1,218.03	295.00	298.91	0.00
208-751-719.000	FRINGE BENEFITS	21,095.37	21,500.00	18,166.18	922.84
208-751-728.000	UNIFORM EXPENSES	570.00	600.00	0.00	0.00
208-751-731.000	PUBLICATION	892.16	1,000.00	867.88	322.30
208-751-740.000	SUPPLIES	5,999.95	5,000.00	973.31	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
208-751-810.100	GRANT EXPENSE	190,811.63	5,000.00	23,225.79	0.00
208-751-818.000	CONTRACT LABOR	172,199.95	2,500.00	1,500.00	600.00
208-751-853.000	TELEPHONE EXPENSE	866.05	900.00	539.93	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	103,235.76	5,749.18
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	761.82	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	5,695.71	205.64
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		43,536.88	23,700.00	9,252.37	205.64
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	1,816.62	565.77
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	1,816.62	565.77
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	622.31	615.96
208-774-775.000	REPAIRS & MAINT	2,111.26	2,500.00	315.00	0.00
Total Dept 774 - BASEBALL		2,881.95	3,500.00	937.31	615.96
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	836.00	836.00
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	2,622.00	836.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

8/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
<hr/>					
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	1,092.71	365.70
Total Dept 778 - CONCESSIONS		20,412.23	21,070.00	9,247.04	365.70
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	127,111.10	8,338.25
Fund 208 - PARK FUND:					
TOTAL REVENUES		576,704.96	174,690.00	85,063.21	2,345.00
TOTAL EXPENDITURES		563,312.87	174,690.00	127,111.10	8,338.25
NET OF REVENUES & EXPENDITURES		13,392.09	0.00	(42,047.89)	(5,993.25)

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

9/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		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	1,277.66	116.77
211-000-674.000	DONATIONS	500.00	500.00	2,000.00	0.00
211-000-674.100	SPONSORSHIP	23,530.00	15,000.00	6,000.00	4,000.00
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	3,475.00	2,200.00
211-000-682.000	RACE	7,900.10	7,900.00	1,825.44	224.00
211-000-686.000	PAGEANT	1,000.00	1,000.00	2,000.00	1,000.00
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	16,604.60	7,540.77
TOTAL REVENUES		61,202.70	50,650.00	16,604.60	7,540.77
Expenditures					
Dept 779 - SPECIAL EVENTS					
211-779-740.000	SUPPLIES	6,537.94	8,000.00	857.64	348.00
211-779-818.000	CONTRACT LABOR	8,934.00	15,000.00	9,000.00	5,200.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	28,164.33	19,500.00	19,241.03	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	29,298.67	5,548.00
TOTAL EXPENDITURES		50,695.33	47,520.00	29,298.67	5,548.00
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		61,202.70	50,650.00	16,604.60	7,540.77
TOTAL EXPENDITURES		50,695.33	47,520.00	29,298.67	5,548.00
NET OF REVENUES & EXPENDITURES		10,507.37	3,130.00	(12,694.07)	1,992.77

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 10/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
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Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	183,809.96	198,266.61	196,613.90	(969.00)
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	664.80	59.94
Total Dept 728 - TIFA DEPT		214,776.03	227,999.24	219,964.42	(909.06)
TOTAL REVENUES		214,776.03	227,999.24	219,964.42	(909.06)
<hr/>					
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,974.97	5,025.00	3,749.98	408.33
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	147.50	147.50
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	0.00
247-728-807.000	AUDIT	4,350.00	4,600.00	4,400.00	0.00
247-728-881.000	K9 EXPENSES	0.00	0.00	5,000.00	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	12,945.00	5,853.75
Total Dept 728 - TIFA DEPT		285,853.40	114,490.00	119,519.13	6,409.58
TOTAL EXPENDITURES		285,853.40	114,490.00	119,519.13	6,409.58
<hr/>					
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		214,776.03	227,999.24	219,964.42	(909.06)
TOTAL EXPENDITURES		285,853.40	114,490.00	119,519.13	6,409.58
NET OF REVENUES & EXPENDITURES		(71,077.37)	113,509.24	100,445.29	(7,318.64)

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 11/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		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	0.00
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	0.00
TOTAL EXPENDITURES		1,721.56	3,600.00	642.21	0.00
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	0.00
NET OF REVENUES & EXPENDITURES		932.44	(946.00)	2,011.79	0.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 12/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
<hr/>					
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	159,329.53	159,000.00	131,694.69	(6,092.43)
590-000-642.001	FIXED COSTS	495,729.94	495,000.00	337,317.11	24.80
590-000-656.000	FINES & FORFEITURES	18,516.56	17,000.00	12,141.11	1,113.69
590-000-665.000	INTEREST	18,200.78	18,000.00	14,141.56	1,626.82
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	500,594.47	(3,327.12)
TOTAL REVENUES		758,930.11	716,850.00	500,594.47	(3,327.12)
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Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	8,449.50	3,000.00	24,666.42	2,309.82
590-537-809.000	TRAINING	430.00	500.00	795.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,879.50	3,500.00	25,461.42	2,309.82
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Dept 556 - DPW					
590-556-740.000	SUPPLIES	9,331.69	8,000.00	8,216.87	0.00
590-556-743.000	METERS	3,845.13	5,000.00	5,786.58	0.00
590-556-775.000	REPAIRS & MAINT	2,200.78	2,500.00	15,290.78	2,795.78
590-556-802.000	SERVICE	4,799.13	7,000.00	400.00	0.00
590-556-803.000	ENGINEERS FEES	19,704.26	15,000.00	16,277.61	885.62
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	190,000.00	90,000.00
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	94,319.87	24,579.87
Total Dept 556 - DPW		561,042.58	257,500.00	330,291.71	118,261.27
<hr/>					
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	129,267.50	0.00
Total Dept 906 - DEBT SERVICE		197,516.30	374,746.00	173,267.50	0.00
TOTAL EXPENDITURES		767,438.38	635,746.00	529,020.63	120,571.09
<hr/>					
Fund 590 - SEWER FUND:					
TOTAL REVENUES		758,930.11	716,850.00	500,594.47	(3,327.12)
TOTAL EXPENDITURES		767,438.38	635,746.00	529,020.63	120,571.09
NET OF REVENUES & EXPENDITURES		(8,508.27)	81,104.00	(28,426.16)	(123,898.21)

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 13/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		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	223,004.21	(10,161.82)
591-000-642.001	FIXED COSTS	421,334.45	483,000.00	351,634.32	25.91
591-000-644.000	PENALTIES	750.00	710.00	1,670.00	380.00
591-000-656.000	FINES & FORFEITURES	17,254.80	17,000.00	13,665.60	1,269.20
591-000-665.000	INTEREST	41,255.07	41,000.00	32,054.22	3,687.47
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	635.00	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	628,305.86	(4,799.24)
TOTAL REVENUES		782,659.83	817,183.09	628,305.86	(4,799.24)
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	6,042.76	(8,080.08)
591-537-741.000	POSTAGE	3,262.54	3,850.00	2,094.66	233.74
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	3,855.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,828.98	10,350.00	11,992.42	(7,846.34)
Dept 556 - DPW					
591-556-740.000	SUPPLIES	3,342.55	4,000.00	10,295.74	0.00
591-556-743.000	METERS	4,158.00	5,000.00	6,775.04	0.00
591-556-775.000	REPAIRS & MAINT	47,218.15	10,000.00	16,478.28	0.00
591-556-802.000	SERVICE	40,372.91	14,000.00	8,006.38	344.00
591-556-803.000	ENGINEERS FEES	27,114.58	29,000.00	16,277.61	885.63
591-556-818.000	CONTRACT LABOR	20,791.15	0.00	106,840.20	38,569.34
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	200,000.00	100,000.00
591-556-968.000	DEPRECIATION EXPENSE	157,718.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	0.00	45,000.00	77,605.97	31,443.61
Total Dept 556 - DPW		500,715.34	307,000.00	442,279.22	171,242.58
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	74,393.12	0.00
Total Dept 906 - DEBT SERVICE		111,200.87	209,898.00	101,393.12	0.00
TOTAL EXPENDITURES		620,745.19	527,248.00	555,664.76	163,396.24
Fund 591 - WATER FUND:					
TOTAL REVENUES		782,659.83	817,183.09	628,305.86	(4,799.24)
TOTAL EXPENDITURES		620,745.19	527,248.00	555,664.76	163,396.24
NET OF REVENUES & EXPENDITURES		161,914.64	289,935.09	72,641.10	(168,195.48)

04/10/2025 09:42 AM
 User: JWest
 DB: Pottersville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 14/15

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
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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
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Expenditures					
Dept 556 - DPW					
598-556-818.000	CONTRACT LABOR	0.00	12,000.00	29,304.77	0.00
Total Dept 556 - DPW		0.00	12,000.00	29,304.77	0.00
TOTAL EXPENDITURES		0.00	12,000.00	29,304.77	0.00
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Fund 598 - STORM DRAIN MAINTENANCE:					
TOTAL REVENUES		0.00	12,000.00	12,000.00	0.00
TOTAL EXPENDITURES		0.00	12,000.00	29,304.77	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(17,304.77)	0.00

04/10/2025 09:42 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page: 15/15

User: JWest

DB: Potterville

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024	ORIGINAL	03/31/2025	MONTH 03/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
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Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	874,867.30	648,793.45	573,000.00	190,000.00
Total Dept 000		874,867.30	648,793.45	573,000.00	190,000.00
TOTAL REVENUES		874,867.30	648,793.45	573,000.00	190,000.00
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Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	273,012.70	278,567.04	183,301.79	18,562.80
641-932-703.002	OVERTIME SALARIES	22,657.41	16,000.00	15,223.19	945.20
641-932-703.004	FAMILIES FIRST CORONAVIRUS RESPONSE ACT	0.00	0.00	1,463.72	0.00
641-932-719.000	FRINGE BENEFITS	73,343.69	75,426.41	54,838.58	2,546.67
641-932-728.000	UNIFORM EXPENSES	6,209.24	5,000.00	3,831.35	352.62
641-932-740.000	SUPPLIES	26,400.10	25,000.00	18,895.58	1,304.07
641-932-775.000	REPAIRS & MAINT	57,588.12	54,000.00	33,478.00	4,524.62
641-932-782.000	STREET MATERIALS & SUPPLIES	6,995.51	10,000.00	7,021.32	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	7,046.73	300.00
641-932-853.000	TELEPHONE EXPENSE	3,388.06	3,900.00	2,857.75	375.37
641-932-862.000	GAS	27,463.06	29,500.00	13,537.48	1,778.45
641-932-920.000	UTILITIES	124,831.65	130,000.00	90,255.06	4,480.23
641-932-958.000	DUES AND SUBSCRIPTIONS	697.24	900.00	1,096.55	0.00
641-932-962.000	MILEAGE	0.00	0.00	226.50	126.00
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	11,828.75	0.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		709,797.30	648,793.45	445,771.10	35,296.03
TOTAL EXPENDITURES		709,797.30	648,793.45	445,771.10	35,296.03
<hr/>					
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		874,867.30	648,793.45	573,000.00	190,000.00
TOTAL EXPENDITURES		709,797.30	648,793.45	445,771.10	35,296.03
NET OF REVENUES & EXPENDITURES		165,070.00	0.00	127,228.90	154,703.97
<hr/>					
TOTAL REVENUES - ALL FUNDS		6,859,969.39	4,807,182.18	3,611,027.39	257,619.61
TOTAL EXPENDITURES - ALL FUNDS		6,223,146.93	4,445,139.94	3,236,794.49	492,972.93
NET OF REVENUES & EXPENDITURES		636,822.46	362,042.24	374,232.90	(235,353.32)

City of Potterville

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April 7, 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 MI Dept of Environment, Great Lakes, and Energy (EGLE) has reviewed the City's plans and documentation to replace one of its Type 1 production wells, entitled Well #3, that exists on the north of Sunset Drive near the new Cambria Ridge subdivision. After thorough review EGLE has authorized a new test well (TW6) to be drilled next to the existing Well #3, with a 11.75-inch diameter well casing to the total depth of 200 ft. The top of the TW6 bore hold will be 20-inch diameter to a depth of 90 ft, and equipped with a 12-inch stainless steel casing to a depth of 90 ft and grouted with neat cement. If subsequent pump tests of the new TW6 are favorable, and analysis proves the underground aquifer has sufficient quality and quantity to meet existing Well #3 yields, EGLE will likely permit the City to move forward with its project, and replace the old Well #3 with the new TW6 and allow the City to connect it to the public water system and the City's Iron Removal Plant. Type I production wells are required to be sampled and analyzed for compliance with Public Act 399 and comply with all Federally Safe Water Drink Act Standards. Water analysis must include comprehensive testing tests for partial chemistry, cyanide, volatile organic compounds (VOCs), pesticides, metal, etc... and all water samples must be collected at the end of any pump test and submitted to certified labs for reporting and review by the City and EGLE.

2. I'd like to announce the Eaton County Resource "Recovery Recycle Palooza" to be held August 9th from 9 am to 2 pm at a designated Charlotte location...announced upon sign up. Registration is free for all residents of Eaton County but required online at <https://eatoncounty.org/1441/Recycle-Palooza-REGISTRATION>. Limits apply, and only 2 persons per household are allowed. Acceptable materials include electronics like computer accessories, CPU's, laptops, tablets, printers, copiers, fax machines, scanners, TVs, cell phones, chargers, fans, CD/DVD players, camcorders, small kitchen appliances, hair dryers, curling irons, vacuums, remote control items. Please no freon containing items, exercise equipment or household hazardous waste.

Eaton County Resource Recovery is also hosting a residential "Spring Clean Up" day on May 10th from 9 am to 2 pm all for Eaton County Residents. The event is free but requires registration at <https://eatoncounty.org/1435/Spring-Clean-Up-REGISTRATION>. The event accepts electronics and other household hazardous wastes – no latex-based paints, medications or batteries. Scrap metal will be accepted, but no items with freon like freezers, dehumidifiers, refrigerators and/or air conditioners. Tires are accepted but limited to 10 per vehicle - no oversized tires.

The City of Potterville operates a "locals only" compost site on the west side of Lake Alliance for its residents, and provides a curbside pickup services for leaves and sticks during the Spring and Fall months of the year. The City also hosts a bi-annual "Dump your Junk" events at Lake Alliance Park

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that is noticed online at [Curbside Pickup and “Dump your Junk”](#). The City’s “Dump your Junk” events are schedule this year for May 17th from 8 am-Noon *and* October 18th from 8 am-Noon (or until dumpsters are full). Local residents only for these events... Residential items only, no toxins, liquids or construction debris.

City residential curbside brush collection rules are as follows:

1. Brush and branches must be at the curb by 9:00 a.m. on the given date.
2. Place materials with cut ends in the same direction. Branches cannot exceed 8-10 inches in diameter.
3. Only clean, dirt-free material will be collected. Do not mix leaves, grass clippings, yard waste or stumps with brush. No lumber, fencing, etc. will be collected.
4. Only orderly, manageable piles will be collected. Piles of no more than 3 feet high.
5. If brush pile has been tagged because of one or more of the collection rules property owner has 24 hours to fix problem so the DPW will be able to chip. If not it will be up to the property owner to take care of brush.
6. This service is for stick cleanup only, not tree removal.

3. The City has a public hearing and Resolution of match commitment for application to the Eaton County Parks Community Parks Grant Program that would – if awarded – fund ADA connections to a pickleball court feature at its Lake Alliance Park. The City’s 2025 County Parks Grant application entitled “Lake Alliance Park Improvements” asks for a minimum of \$74,450 or half of the estimated total cost of the pickleball court unique feature (seen bottom right in picture) portion of the larger development project that is proposed to be funded by the DNR Trust Fund Grant Program. If successful, the award from the Eaton County Parks Department would be matched with the City’s DNR Trust Fund Grant and help complete the below ADA connections, paved parking lots, *and* pickleball court features for all members of the public at Lake Alliance Park.



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TREASURER'S REPORT

April 17, 2025

Utility bills—as of 03/31/25 (bills due on 15th) \$-4,208.42 is outstanding with \$-79.68 over 30 days past due. Information is skewed due to the school overpaying and a large credit owing to Garden Square due to being overbilled.

Water usage month of Mar (Apr billing): 5,119,935 gallons

Sewer usage month of Mar (Apr billing) 5,116,186 gallons

Ready to service charge-water: \$44,110.94

Ready to service charge-sewer: \$41,939.16

Total water and sewer billed out from 2/27/25-3/25/25 is \$130,955.60

Payroll month of March, 2025 \$68,286.26 (this includes all payroll taxes + MERS+ BOR).

Property taxes have been settled with the County.

Overview training for the new water/sewer software- Neptune 360- was completed March 26. We are working with Neptune 360 to take next water readings utilizing the new water/sewer system (going live 4/21/25!) No changes with billing paperwork will occur.

Annual report to be turned into the federal government regarding AARPA monies. Deadline 4/30/25.

Bank reconciliations completed for month of March, 2025

General account – Reconciled balance: **\$4,010,723.80**

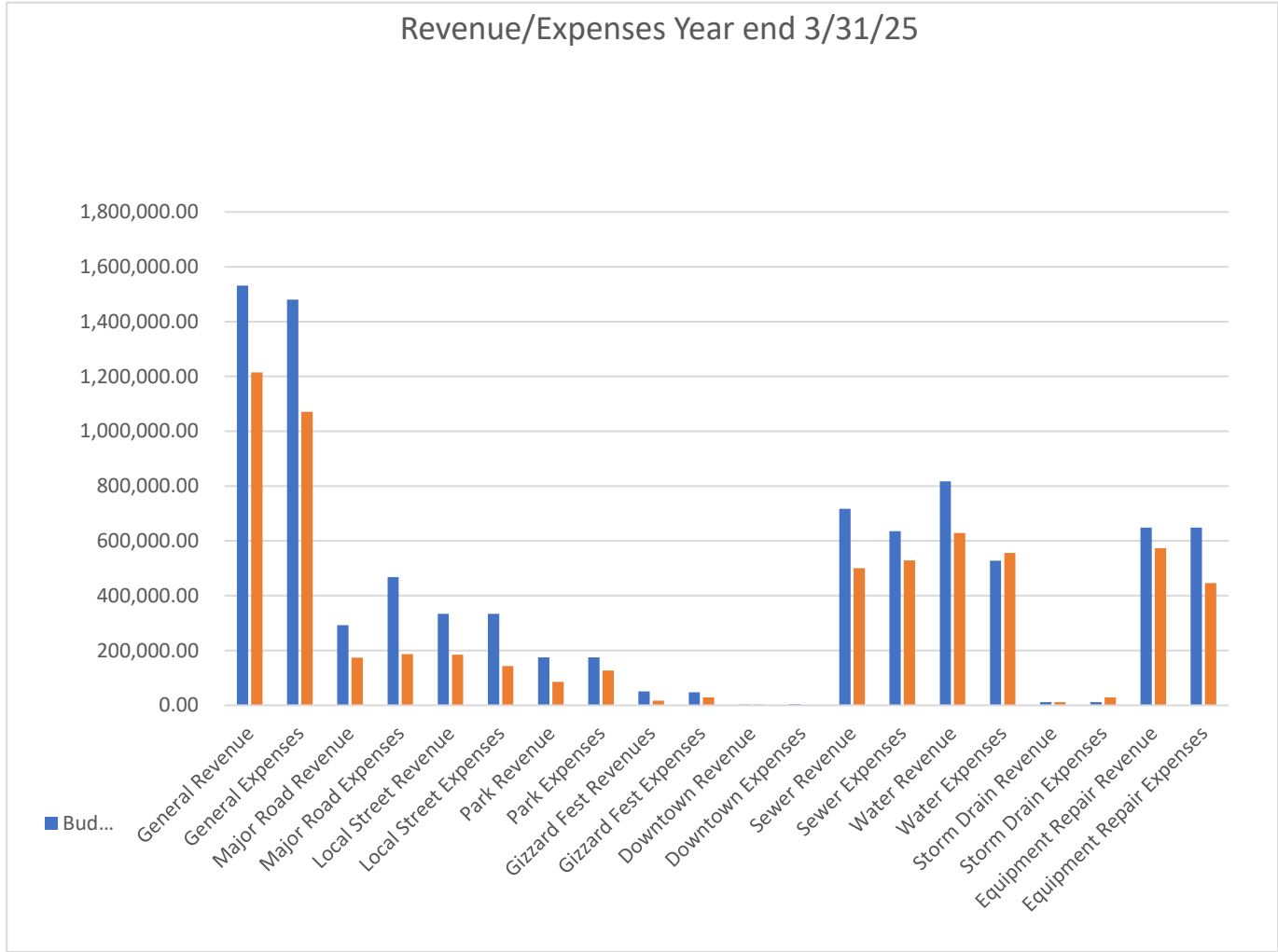
Payroll account - Reconciled balance: **\$10,953.13**

Tax account – Reconciled balance: **\$7,973.48**

Gizzard Fest – Reconciled balance: **\$40,847.74**

Respectfully submitted,
Jodi West, Treasurer

	Budgeted	Actual
General Revenue	1,531,215.05	1,214,674.58
General Expenses	1,480,189.24	1,070,698.16
Major Road Revenue	291,894.29	173,551.19
Major Road Expenses	467,476.49	186,275.45
Local Street Revenue	333,253.06	184,615.06
Local Street Expenses	333,386.76	143,488.51
Park Revenue	174,690.00	85,063.21
Park Expenses	174,690.00	127,111.10
Gizzard Fest Revenues	50,650.00	16,604.60
Gizzard Fest Expenses	47,520.00	29,298.67
Downtown Revenue	2,654.00	2,654.00
Downtown Expenses	3,600.00	642.21
Sewer Revenue	716,850.00	500,594.47
Sewer Expenses	635,746.00	529,020.63
Water Revenue	817,183.09	628,305.86
Water Expenses	527,248.00	555,664.76
Storm Drain Revenue	12,000.00	12,000.00
Storm Drain Expenses	12,000.00	29,304.77
Equipment Repair Revenue	648,793.45	573,000.00
Equipment Repair Expenses	648,793.45	445,771.10



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From the Clerk's office –April 2025

Preliminary Testing was completed and almost 400 Permanent Ballots were mailed. The Election Commission met on April 8 and approved the workers for the election and the date of the Public Accuracy Test which will be on April 15 at 11 am. Because this election is not a State or Federal Election there will be no early voting available for Eaton County except for Delta Township.

Since, it is most likely this will be a smaller election the absentee ballots will be processed on election day in the precinct. It is likely we will have more absentee ballots than walk in voters. We will not need as many workers this way and it will keep things busy.

My weekend hours before the election are Saturday, May 3, 2025 from 9am – 5pm.

If I can be of any assistance, please reach out to me. I am in the office on Tues., Thurs., and Fri. from 9-5.

News from Bureau of Elections

Approximately 314,000 inactive voter registrations were removed from the state's voter rolls. These are registrations of voters who have received a cancellation notice based on a change of residency and did not respond to the notice or engage in voter activity in the two-federal-cycle period ending in November 2024. As of 2025, the BOE and clerks across the state have canceled more than 1,412,750 voter registrations since 2019. This includes 635,052 voter registrations of people who died, 588,247 registrations belonging to those who received a cancellation notice based on a change of residency and did not respond to the notice or engage in voter activity in the two-federal-cycle period, and 18,489 registrations for people who requested to have their own records cancelled.

The City of Potterville had 128 that were canceled for the above reasons.

Becky Dolman

City of Potterville

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April 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.

- The MDNR Natural Resources Trust Fund Grant has been completed and submitted prior to the April 1st deadline. It is currently under review, and we are waiting to see if supplemental documentation is needed.
- The Eaton County Parks Community Grant Application is going well. The Public Hearing is going to this month's City Councils Meeting. The deadline April 18th.
- Youth Baseball Update: The weather has not been too good to get some outside practice, the Potterville Public Schools has been working with the teams to get some indoor time.
- There are 4 youth baseball teams this year, uniform fitting took place, and they have been delivered to the teams.
- We just concluded the Scheduling Meeting. With 4 teams, that is 48 games that were scheduled.
- We've been in communication with the President of the league who oversees the 60/90 division. They are utilizing the Lake Alliance Baseball Field again.
- The Umpires for the Youth Baseball Seasons have two opportunities to go to an umpire clinic the league is putting on. We will be starting to schedule them as the scheduling meeting just occurred on April 9th.
- T-Ball & Coach Pitch Registrations are closed. We again have a total of 6 teams (3 t-ball, 3 coach pitch).
- We are working on finalizing teams, coaches and finalizing schedules for the T-Ball & Coach Pitch programs.
- We had our first tournament the weekend that we've had the rain all week. Staff worked really well to get the water off the fields, and to firm up so the tournament could still be played.
- With all the rain that occurred during last week, the fields held very well. This is due to the renovations that were made last year. We are so thankful that we were able to manage the water and the fields were not underwater.
- Pavilion Rentals continue to come in.
- Continue to further my education by webinars, meetings, conferences, etc.

- We have an AED and CPR Training later this month for the City employees.
- We currently have 10 schedules we are overseeing and currently working with a few others as well.
- Working on the fields have been a hit or miss due to the weather.
- The temps need to be warmer so we can unwinterized the Softball Complex building.
- It is going to be a very busy season.
- The ongoing communications with CEOs, State UICs, State Directors, for the ball season.
- Couple Events coming up:
 - April 19th: Easter Event with Sycamore Creek Church
 - May 3rd: VFW is doing a Spaghetti dinner/cook off
 - May 26th: Memorial Day Parade and small service

Respectfully Submitted,

Tiffani Falin, Parks & Recreation Director

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

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

The annual assessing update will be provided next month.

Thanks,



Sarah Payton, MAAO



POTTERVILLE, MI

"The City of Helping Hands"

2025: Annual Report

City of Potterville Assessing

Percentage change in assessed value

Tax Year	Residential Class	Commercial Class	Industrial Class
2025	9%	-1%	11%
2024	16.5%	3%	-3.6%
2023	12%	7%	16%
2022	7%	11%	7%

Taxable value change

Tax Year	Total Taxable Value Change
2025	6.9%
2024	12%
2023	3.8%
2022	2.3%

- 2025 CPI: 1.050 (3.1%)
- 2024 CPI: 1.050 (5%)*
- 2023 CPI: 1.050 (5%)*
- 2022 CPI: 1.033 (3.3%)
- The CPI is the lesser of the CPI calculation, or 5%.
- *Calculation was higher than 5% (reduced to 5% cap).
- Taxable increases other than the CPI include new construction, new homes, additions to existing structures, new personal property accounts, etc.

2024 Residential Sale Study

Analysis of the arms-length transactions that took place 4/1/22 – 3/31/24 indicate an average sales price for residential homes of \$201,200

Range of sales prices for arms-length transactions:
\$84,000 - \$282,500

Various Assessing duties

- ✓ Processed sales and transfers
- ✓ Verified changes in principal residence status
- ✓ Processed splits and combinations
- ✓ Prepared and mailed personal property statements
- ✓ Prepared assessment roll
- ✓ Prepared and mailed assessment notices
- ✓ Continued working on computer aided mass appraisal (CAMA) standards recommended by the State Tax Commission
- ✓ Followed State of Michigan legislative updates

DEEDS

- Total deeds processed in 2024: 112
- Deeds processed in 2025 so far: 16

Michigan tax tribunal

- ❖ 0 New Cases
- ❖ 0 Pending Cases

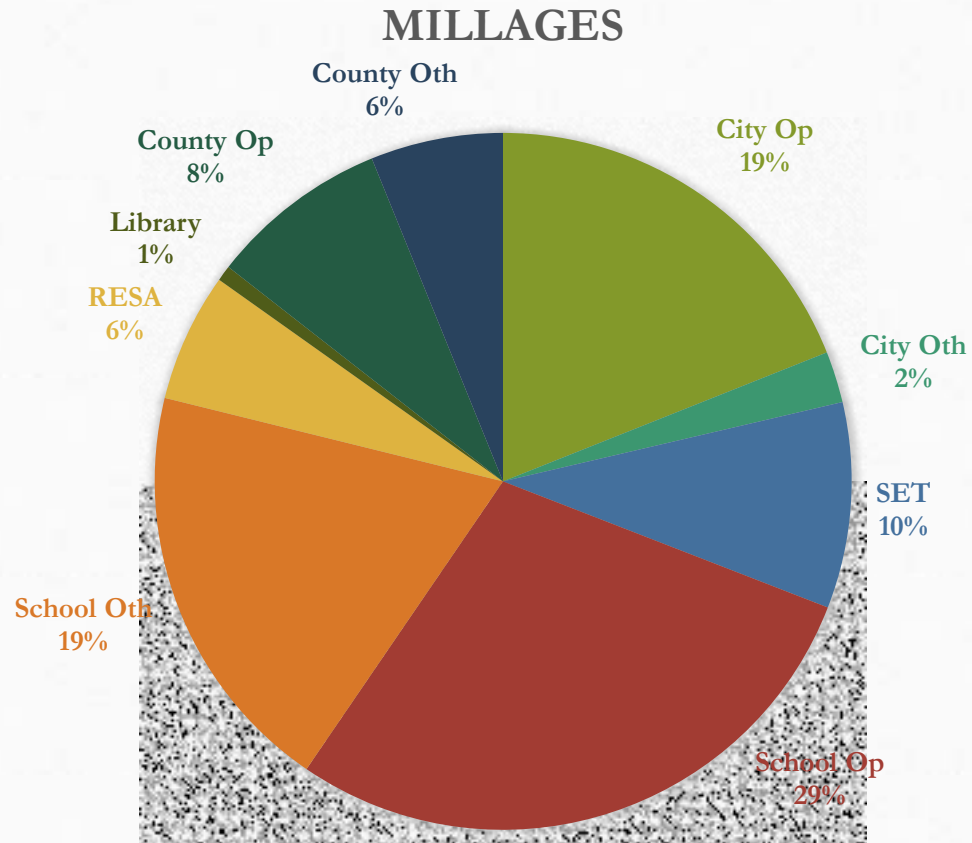
MISC ASSESSING ACTIVITIES

Field Work: sales/appraisal parcels

Building Permit Inspections: 12, plus revisits from previous year

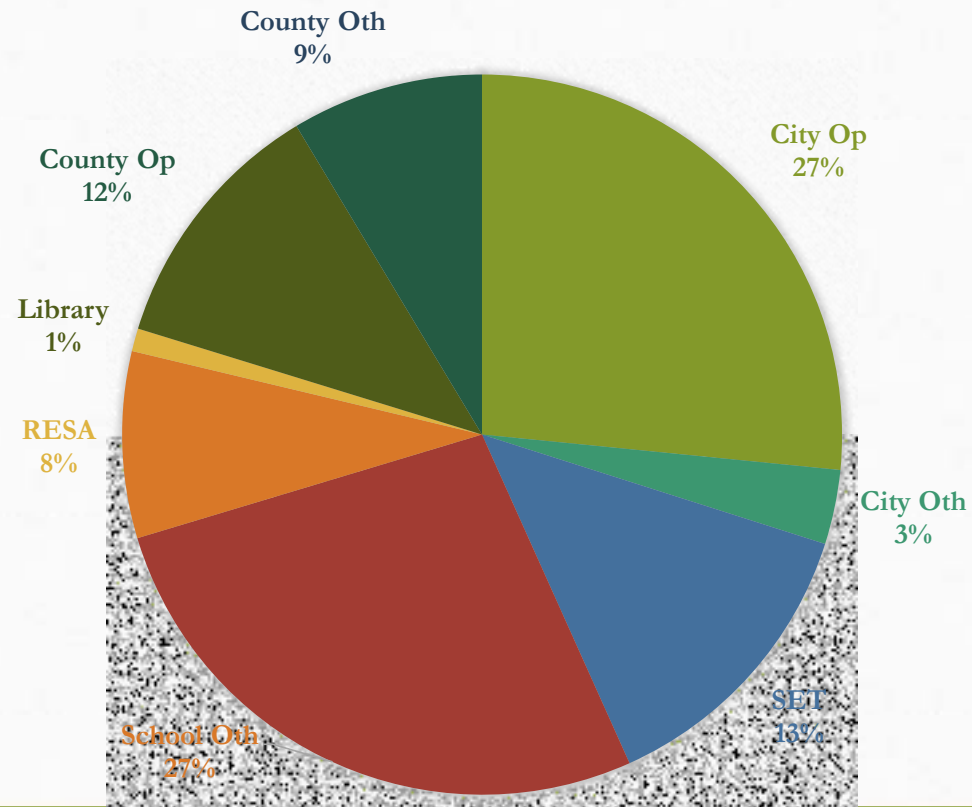
Personal Property: Added 2 accounts, deleted 1

How an average tax dollar is allocated (non-homestead)



How an average tax dollar is allocated (homestead)

MILLAGES



2025 assessment notices

- Mailed 2/21/25
- Notices were sent for every parcel in the City including personal property parcels

2025 Boards of Review

- ❖ March BOR
 - ❖ Organizational meeting was held 3/4/25
 - ❖ Hearings were held 3/10/25 & 3/11/25
 - ❖ 2 cases were heard

- ❖ July BOR
 - ❖ Will be held 7/15/25

- ❖ December BOR
 - ❖ Will be held 12/9/25

**July and December Board of Review meetings are held to hear appeals of Qualified Agricultural Property Exemption, Poverty Exemptions, and Qualified Errors including clerical errors and mutual mistakes of fact. Either the assessor or a taxpayer may petition for consideration.*

Disabled Veterans Exemption

- MCL 211.7b
- An exemption from property taxes is available to qualified disabled veterans or their unmarried, surviving spouse who claims the home as their homestead.
- The disabled veteran or the surviving spouse must be a Michigan resident.
- The Act requires an Affidavit to be filed annually, along with qualifying proof from the Department of Veteran Affairs (changes to this requirement starting in 2025).
- Disabled veteran exemptions are processed by the assessor starting in 2024 (previously granted by the Board of Review).
- In 2025, the City has 7 taxpayers that qualified (so far).

Small business taxpayer exemption

- MCL 211.9o
- The Affidavit (form 5076) provides an exemption from personal property for commercial/industrial entities with a personal property true cash value of less than \$180,000 (previously \$80,000). This exemption no longer needs to be filed annually and will now carry forward for qualified businesses.
- Number of exemptions claimed in 2025: 86

Assessment Roll Audit

- The State of Michigan Assessment Roll Audit (PA 660 of 2018) is an audit of assessing practices on a county rotation. Eaton County was reviewed in August 2024.
- After state inspection, the City of Potterville received a perfect score.
- It is projected that the City will go through this process again in 2029.

City of Potterville

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RESOLUTION NO. 25-0417-06

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 17th day of April, at 6:00 p.m.

Present:

Absent:

The following Resolution was offered by _____ and seconded by _____

RESOLUTION OF SUPPORT AND FULL FINANCIAL COMMITMENT FOR APPLICATION ENTITLED “LAKE ALLIANCE PARK IMPROVEMENTS” TO THE 2025 EATON COUNTY COMMUNITY GRANT PROGRAM.

WHEREAS, the City Council of the City of Potterville (the City) supports submission of the grant application to the 2025 Eaton County Parks Community Grant Program, and authorizes full financial commitment of the 100% match of \$75,450 for its application as entitled “Lake Alliance Park Improvements” for new public “ADA” access to new and existing park facilities located at Lake Alliance Park, along Lansing Road, in Section 26 of the City of Potterville, real property parcel #700-026-100-502-02; and

WHEREAS, the proposed application and project goals of improving “ADA” access, park aesthetics, park safety, environmental sustainability, public education and trails are strongly supported by The City of Potterville’s 5-Year Parks and Recreation Plan, and Eaton County Parks Master Plan; and

WHEREAS, the City supports and approves of the full financial commitment of the 100% monetary grant match of \$75,450 towards the 2025 Eaton County Parks Community Grant Program Application, and shall appropriate 100% of awarded funds from the 2025 Eaton County Parks Grant Program towards the City’s DNR Natural Resources Trust Fund Grant Project #TF25-0009,

NOW THEREFORE, BE IT RESOLVED, The City of Potterville hereby authorizes full financial commitment of the 100% match of \$75,450 for its application as entitled “Lake Alliance Park Improvements” for new public “ADA” access to new and existing park facilities located at Lake Alliance Park, along Lansing Road, in Section 26 of the City of Potterville, real property parcel #700-026-100-502-02.

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 Pottersville, Eaton County Michigan DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the April 17th, 2025.

Becky Dolman
City Clerk

City of Potterville

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RESOLUTION NO. 25-0417-07

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 17th day of April, 2025, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION OF EXCEPTION OF NOISE PROHIBITION FOR SPECIAL EVENT 2025 GIZZARD FEST

WHEREAS, pursuant to Chapter 12 Environment of the City of Potterville Code of Ordinances, City Council is empowered to review and consider certain legal exception (s) to terms or prohibitions of Noise nuisances for Special Events such as the 2025 Gizzard Fest for the purposes of musicals or theatric performances; and

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

WHEREAS, exceptions of noise prohibition and terms as provided for in the City Code of Ordinance and/or provided for by City Council shall be limited, and applicable to the 2025 Gizzard Fest hours of operation from:

1. Friday, June 6th from 11:00 pm until 1:00 am on June 7th
2. Saturday, June 7th from 11:00 pm until 1:00 am on June 8th

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

The City Council exempts the Gizzard Fest 2025 of noise prohibitions and terms of Chapter 12 Environment, Section 12-92 during the evening hours of Friday June 6th from 11:00 pm until 1:00 am on June 7th, and Saturday, June 7th from 11:00 pm until 1:00 am on June 8th 2025 for the purposes of providing music during the Special Event 2025 Gizzard Fest.

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HERBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Council of said City at regular meeting held on April 17th, 2025.

Becky Dolman

City Clerk

Proposal for CPR and First Aid Class in Potterville City

Overview

This proposal outlines a plan to provide a comprehensive CPR and First Aid training course for the residents and employees of Potterville City. The course will be taught at a layperson level, ensuring that anyone, regardless of their background, can acquire life-saving skills. The goal is to equip individuals with the knowledge and confidence to act in emergency situations, especially those involving cardiac arrest or severe injury.

Why CPR and First Aid are Important

Cardiopulmonary Resuscitation (CPR) is a critical life-saving technique used in emergencies when someone's heartbeat or breathing has stopped. Sudden cardiac arrest (SCA) is a leading cause of death worldwide, but early intervention can significantly improve survival rates. By performing CPR immediately after SCA, you can double or even triple the chances of survival until emergency medical services arrive.

First Aid is equally important as it provides the initial assistance to individuals suffering from injuries or medical emergencies. A person with basic first aid knowledge can stabilize someone's condition, reduce further harm, and help ease their discomfort while waiting for professional medical help to arrive. This knowledge can be life-saving in various situations, from cuts and burns to fractures and allergic reactions.

The Importance of AED in the First 10 Minutes of Cardiac Arrest

An **Automated External Defibrillator (AED)** is a crucial device in responding to cardiac arrest. It analyzes the heart's rhythm and delivers an electric shock to restore a normal heartbeat. The first 10 minutes of a cardiac arrest event are critical. Without an AED and CPR within the first few minutes, the likelihood of survival decreases rapidly. By training people to use an AED in conjunction with CPR, we increase the chances of saving a life. It is crucial for communities to have access to AEDs and for citizens to be trained in their use, as quick action is key to surviving a sudden cardiac arrest.

AED Prices from AEDMarket.com

The cost of AEDs varies depending on the model and features. Here are a few options from AEDMarket.com:

- **ZOLL AED Plus** - \$1,695
- **Philips Heart Start Onsite** - \$1,295
- **Lifepak CR2 AED** - \$1,050

These prices reflect the basic AED packages, which often include the device, pads, battery, and a carrying case.

Additionally, **AED maintenance packages** (including battery replacement and pad sets) are available and range between \$100 - \$300 annually, depending on the model. They also have other options listed that price range \$300-\$900 the models listed above are the most common and beneficial.

Course Details and Pricing

The CPR and First Aid class will be conducted in Pottersville City and will cover the following key components:

- **CPR Techniques for Adults, Children, and Infants**
- **Basic First Aid Skills (e.g., bleeding control, bandaging, splinting, and burn treatment)**
- **How to Use an AED Choking Rescue for Adults and Infants**

The course will take approximately **2-3 hours** to complete and will be taught at a **layperson level**. This ensures that anyone, regardless of their medical background, can easily understand and learn the life-saving skills taught.

Course Options:

1. **American Heart Association Certification:**

Participants will receive an official certification card from the **American Heart Association (AHA)** upon successful completion of the course. This certification is valid for **two years**.

- **Cost:** \$25 per person

2. **Course Completion Certificate (No AHA Card):**

For those who do not require the AHA card but still want proof of completion, a certificate will be issued that includes **Continuing Education Units (CEUs)** for medical professionals.

- **Cost:** \$15 per person

Classroom and Instructor Details

- **Instructor:** Paramedic with 10 years EMS experience, Certified CPR and First Aid instructor with current AHA credentials, red cross and MDHHS
- **Location:** Pottersville City Community Center (or another central location in the city).
- **Duration:** 2-3 hours

Conclusion

This CPR and First Aid training class is an investment in the health and safety of Potterville City. By equipping residents with the skills to respond to medical emergencies and use life-saving equipment such as AEDs, we can enhance community resilience and improve survival rates in emergencies. The course is designed to be accessible to everyone, and with the option for AHA certification, it provides a recognized and valuable qualification.

Next Steps

- Finalize date and location for the class.
- Confirm the number of participants and their preference for certification.
- Begin marketing the course to ensure wide community participation.

Please feel free to contact us for any further information or to schedule the training.

Dustin May 563-219-4137

Dustinmay42@GMAIL.COM