

**City of Potterville - Council Agenda**

Thursday, September 18, 2025 at 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street

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**A. Call to Order:****B. Pledge of Allegiance:****C. Roll Call:****D. Approval of Agenda:****E. Approval of Minutes:** Regular Meeting August 21, 2025**F. Approval of Bills:** General Bills - \$47,218.66

**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. Resolution No. 2025-0918-15** to authorize Bonds – Water System Improvement 2025
- 2. Resolution No. 2025-0918-16** Multi-Hazard Mitigation Plan

**L. Public Comment on non-agenda items:****M. Communications from the Council:****N. Next Regular Meeting:** Thursday, October 16, 2025, at 6:00 p.m.**O. Excuse absent member(s):****P. Adjourn:**

# City of Potterville

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

The City Council Meeting was called to order by Mayor Lenneman on Thursday, August 21, 2025 at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

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

**Absent:** Deputy Mayor Potter and Member Connor

**Approval of Agenda with removing the #3 item under New Business:** Motion by Mayor Lenneman and supported by Member Nichols. Vote: Unanimous. Motion Carried (5-0).

**Approval of July 17, 2025, Regular Minutes:** Motion by Member Ranshaw. Supported by Member Nichols. Vote: Unanimous. Motion Carried (5-0).

**Approval of Bills:** Motion to pay Bills in the amount of \$330,615.75, by Member Nichols and supported by Member Ranshaw. Roll Call Vote: Unanimous. Motion Carried (5-0).

**Public Comment on Agenda Items:** A Local business owner communicated that they appreciated the council hearing the needs of local businesses and trying to accommodate as much as possible.

## **Department Reports:**

Zoning Administrator sent message that the property owned by the Eaton County Land Bank in Potterville has been sold.

**Resolution No. 2025-0821-14 Connection Rate:** Motion by Mayor Lenneman and supported by Member Nichols. Vote: Unanimous. Motion Carried (5-0).

**Public Comment on Non-Agenda Items:** None

**Excuse Absent Deputy Mayor Potter and Member Connor:** Motion by Mayor Lenneman. Supported by Member Myers-Southerly Vote: Unanimous. Motion Carried (5-0).

**Next Regular Meeting:** September 18, 2025

**Meeting Adjourned:** 6:51 pm

*Becky Dolman*, City Clerk

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User: RDOLMAN

DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE  
 EXP CHECK RUN DATES 08/22/2025 - 09/11/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
11533	COUPLING, QCK LNK 5/16"	18.57
11626	FASTENERS	4.83
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		23.40
VENDOR NAME: APPLIED IMAGING		
2923582	EQUIPMENT AND PRINTING 8/8 - 9/7/25	31.08
TOTAL VENDOR APPLIED IMAGING		31.08
VENDOR NAME: AUSTIN-FULLER		
29788	AC TUNE-UP DPW GARAGE	129.95
29789	AC TUNE-UP POLICE	89.95
29790	AC TUNE-UP - RECORDS ROOM	89.95
29791	AC TUNE-UP -CHAMBERS	79.95
TOTAL VENDOR AUSTIN-FULLER		389.80
VENDOR NAME: BOBCAT OF LANSING		
P76594	IN-LINE FUEL	42.60
P76473	FUEL, HYD AND ENG OIL FILTERS	234.65
W26567	MAINTENANCE WARRANTY	18.73
P76523	BOLT AND NUT	36.52
TOTAL VENDOR BOBCAT OF LANSING		332.50
VENDOR NAME: CITY OF POTTERVILLE		
7/25 - 8/26/25	UTILITIES	575.35
TOTAL VENDOR CITY OF POTTERVILLE		575.35
VENDOR NAME: COMCAST		
AUG 20-SEP 19, 2025	OFFICE INTERNET	137.85
TOTAL VENDOR COMCAST		137.85
VENDOR NAME: CONSUMERS ENERGY		
7/24-8/21/25	UTILITIES	7,555.40
AUGUST 2025	UTILITIES	2,173.68
TOTAL VENDOR CONSUMERS ENERGY		9,729.08
VENDOR NAME: DELTA DENTAL		
SEPTEMBER 2025	DENTAL BENEFITS	1,075.14
TOTAL VENDOR DELTA DENTAL		1,075.14
VENDOR NAME: DOLMAN, REBECCA		
SEPT. 2025	MILEAGE & PARKING FOR CLERK'S CONFERENCE	74.80
TOTAL VENDOR DOLMAN, REBECCA		74.80
VENDOR NAME: EJ USA, INC		
110250065324	A STEM TOP 21.5' OL	107.50
110250064846	SUPPLIES	108.95
TOTAL VENDOR EJ USA, INC		216.45
VENDOR NAME: FCI AUTOMATION - LANSING		
00104769	Z SERIES ASSY, ABRASION SLEEVE	99.74
TOTAL VENDOR FCI AUTOMATION - LANSING		99.74
VENDOR NAME: FREDERICKS, MICHAEL		
SEPT 2025	BAND - POLICE NIGHT OUT	400.00
TOTAL VENDOR FREDERICKS, MICHAEL		400.00
VENDOR NAME: GALE BRIGGS, INC		
85447	PACKING SAND	51.25
TOTAL VENDOR GALE BRIGGS, INC		51.25
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
29022859	WASTE SERVICES-SEPT. 2025	255.72
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		255.72
VENDOR NAME: HART INTERCIVIC		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: HART INTERCIVIC INV003703	LICENSE AND SUPPORT RENEWAL	658.00
TOTAL VENDOR HART INTERCIVIC		658.00
VENDOR NAME: HUTSON, INC 11005211	VALVE ASY SOL, FILTER ASY/BREATHHER, GAUGE	1,788.84
11007386	RETURN/REFUND	(128.13)
TOTAL VENDOR HUTSON, INC		1,660.71
VENDOR NAME: LA CROSSE SEED SI-2609596	GRASS SEED AND STRAW MAT	890.00
TOTAL VENDOR LA CROSSE SEED		890.00
VENDOR NAME: MENARDS-LANSING WEST 02759	TAPE	8.95
99917	K-9 DOG FOOD	54.99
TOTAL VENDOR MENARDS-LANSING WEST		63.94
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL 761-11341380	WATER TESTING	48.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		48.00
VENDOR NAME: MID MICHIGAN ELECTRICAL 9/5/25	REPLACE CAPACITOR ON IRRIGATION PUMP AT BALLFIELD	185.00
TOTAL VENDOR MID MICHIGAN ELECTRICAL		185.00
VENDOR NAME: PAYTON ASSESSING, LLC AUG 2025	ASSESSING SERVICES	1,416.67
TOTAL VENDOR PAYTON ASSESSING, LLC		1,416.67
VENDOR NAME: PHP SEPT 2025	MEDICAL BENEFITS	4,742.10
TOTAL VENDOR PHP		4,742.10
VENDOR NAME: PLANET X EVENTS 50680449	COTTON CANDY MACHINE, OBSTACLE COURSE, SCREAMER SLIDE POLICE NIGHT OUT	993.00
TOTAL VENDOR PLANET X EVENTS		993.00
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY 33346	INTERNET AND PHONES, IT SERVICES	3,847.85
TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY		3,847.85
VENDOR NAME: PROGRESSIVE ARCHITECTS,ENGINEE 00205268	PROFESSIONAL SERVICES THROUGHT AUG. 29, 2025	6,250.00
TOTAL VENDOR PROGRESSIVE ARCHITECTS,ENGINEE		6,250.00
VENDOR NAME: STATE OF MICHIGAN (E) STATE POLICE 551-662740	TOKEN FEE FROM 7/1 - 9/30/2025	66.00
TOTAL VENDOR STATE OF MICHIGAN (E) STATE POLICE		66.00
VENDOR NAME: THE COUNTY JOURNAL 293565	FLAG FOOTBALL	116.20
TOTAL VENDOR THE COUNTY JOURNAL		116.20
VENDOR NAME: THE PARTS PLACE-CHARLOTTE 283610	OIL	5.99
284385	BATTERY	165.41
284402	ALTERNATOR 2016 FORD 350	266.09
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		437.49
VENDOR NAME: UNUM LIFE INSURANCE AUGUST 2025	SHORT/LONG TERM DISABILITY INSURANCE	321.34

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: UNUM LIFE INSURANCE		
	TOTAL VENDOR UNUM LIFE INSURANCE	321.34
VENDOR NAME: VISION SERVICE PLAN		
SEPTEMBER 2025	VISION	130.20
	TOTAL VENDOR VISION SERVICE PLAN	130.20
VENDOR NAME: VREDEVELD HAEFNER LLC		
6897	AUDIT THROUGH AUG. 31, 2025	12,000.00
	TOTAL VENDOR VREDEVELD HAEFNER LLC	12,000.00
GRAND TOTAL:		47,218.66

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		(NORMAL) (ABNORMAL)	BUDGET (NORMAL) (ABNORMAL)	(NORMAL) (ABNORMAL)	(INCREASE) (DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	669,132.32	669,000.00	194,707.26	174,739.94
101-000-403.000	SOLID WASTE TAX	88,236.19	87,969.00	25,768.80	23,126.29
101-000-411.000	DELINQUENT PROP TAX	1,764.77	500.00	0.00	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	1,261.86	2,000.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	3,034.00	2,400.00	220.00	220.00
101-000-445.000	CITY PENALTY	2,657.41	1,500.00	0.00	0.00
101-000-447.000	ADMINISTRATION FEE	35,875.58	35,225.00	6,823.94	6,199.01
101-000-476.000	PERMITS	6,511.47	5,600.00	570.00	0.00
101-000-477.000	3% CABLE T.V.	6,137.09	6,000.00	1,136.94	517.69
101-000-479.000	OTHER PERMITS	50.00	50.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	12,066.75	11,000.00	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	1,027.40	1,000.00	1,230.90	1,230.90
101-000-488.000	RECYCLING	1,046.70	1,000.00	217.36	217.36
101-000-543.010	PUBLIC ACT 302 LAW ENF.	3,946.51	550.00	0.00	0.00
101-000-569.000	OTHER STATE GRANTS	0.00	0.00	514.27	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	235,554.31	235,000.00	0.00	0.00
101-000-574.000	ST SHARED REV - SALES TAX	340,077.00	320,000.00	(218.00)	(218.00)
101-000-574.100	CVTRS-CLFRF	44,451.00	42,000.00	0.00	0.00
101-000-579.000	GRANT REVENUE- STATE	31,000.00	0.00	0.00	0.00
101-000-602.000	FOIA	251.50	150.00	0.00	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	170.00	155.00	25.00	15.00
101-000-656.000	FINES & FORFEITURES	968.55	500.00	8.25	0.00
101-000-665.000	INTEREST	53,671.66	45,000.00	7,810.46	3,849.95
101-000-667.010	DDA PAVILION - FARMERS MARKET	50.00	0.00	0.00	0.00
101-000-671.100	LEASE/RENT	1,048.27	1,000.00	0.00	0.00
101-000-674.000	DONATIONS	10,011.00	0.00	0.00	0.00
101-000-675.050	POLICE K9 DONATION	2,750.00	0.00	0.00	0.00
101-000-676.000	REIMBURSEMENT	22,015.74	1,500.00	2,344.03	0.00
101-000-677.000	SCHOOL SRO REIMBURSEMENT	25,149.18	0.00	0.00	0.00
101-000-684.000	MISC INCOME	67.43	0.00	240.24	0.00
101-000-687.000	INSURANCE REIMBURSEMENT	7,244.72	0.00	0.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	2,838.75	10,000.00	0.00	0.00
Total Dept 000		1,610,067.16	1,479,099.00	241,399.45	209,898.14
TOTAL REVENUES		1,610,067.16	1,479,099.00	241,399.45	209,898.14
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	1,990.00	2,500.00	0.00	0.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,257.00	0.00	0.00
101-101-719.000	FRINGE BENEFITS	217.30	250.00	0.00	0.00
101-101-731.000	PUBLICATION	557.44	600.00	0.00	0.00
101-101-740.000	SUPPLIES	25.96	200.00	0.00	0.00
101-101-775.000	REPAIRS & MAINT	0.00	50.00	0.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	77,625.40	65,000.00	44,707.00	0.00
Total Dept 101 - CITY COUNCIL		82,673.10	70,857.00	44,707.00	0.00
Dept 171 - MAYOR					
101-171-703.000	SALARIES	630.00	850.00	0.00	0.00
101-171-719.000	FRINGE BENEFITS	48.20	85.00	0.00	0.00
Total Dept 171 - MAYOR		678.20	935.00	0.00	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	83,240.16	84,896.24	16,326.20	9,795.72
101-172-719.000	FRINGE BENEFITS	17,392.05	17,998.00	3,475.16	1,862.47
101-172-740.000	SUPPLIES	0.00	150.00	0.00	0.00
101-172-781.000	COMPUTER SOFTWARE	1,169.40	1,200.00	0.00	0.00
101-172-809.000	TRAINING	895.00	300.00	0.00	0.00
101-172-962.000	MILEAGE	651.00	100.00	0.00	0.00
Total Dept 172 - CITY MANAGER		103,347.61	104,644.24	19,801.36	11,658.19
Dept 215 - CLERK					
101-215-703.000	SALARIES	38,299.65	41,241.41	7,494.12	4,453.51
101-215-719.000	FRINGE BENEFITS	3,028.92	3,216.83	573.30	340.69
101-215-740.000	SUPPLIES	88.29	350.00	0.00	0.00
101-215-741.000	POSTAGE	1,413.20	1,650.00	0.00	0.00
101-215-781.000	COMPUTER SOFTWARE	0.00	250.00	0.00	0.00

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		(NORMAL)	BUDGET	(NORMAL)	(INCREASE) (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-809.000	TRAINING	1,257.26	1,800.00	0.00	0.00
101-215-822.000	ELECTIONS	9,116.83	8,500.00	0.00	0.00
101-215-958.000	DUES AND SUBSCRIPTIONS	144.00	160.00	0.00	0.00
101-215-962.000	MILEAGE	288.86	300.00	29.50	29.50
Total Dept 215 - CLERK		53,637.01	57,468.24	8,096.92	4,823.70
Dept 223 - AUDIT					
101-223-807.000	AUDIT	20,050.00	22,500.00	0.00	0.00
Total Dept 223 - AUDIT		20,050.00	22,500.00	0.00	0.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	71,868.24	73,298.16	14,807.70	8,884.62
101-253-719.000	FRINGE BENEFITS	21,975.76	22,355.94	4,599.97	2,413.27
101-253-740.000	SUPPLIES	603.25	700.00	38.05	38.05
101-253-741.000	POSTAGE	1,469.85	1,500.00	0.00	0.00
101-253-814.000	BANK SERVICE CHARGES	3,723.79	4,100.00	550.65	299.83
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	0.00	0.00
101-253-962.000	MILEAGE	8.17	25.00	0.00	0.00
Total Dept 253 - TREASURERS OFFICE		99,897.06	102,229.10	19,996.37	11,635.77
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,215.89	4,857.46	958.65	575.19
101-257-719.000	FRINGE BENEFITS	527.28	1,030.00	83.89	50.34
101-257-731.000	PUBLICATION	312.90	450.00	0.00	0.00
101-257-740.000	SUPPLIES	0.00	50.00	0.00	0.00
101-257-741.000	POSTAGE	581.61	600.00	0.00	0.00
101-257-781.000	COMPUTER SOFTWARE	260.00	260.00	260.00	260.00
101-257-810.050	RE INSPECTION - 20%	3,626.50	0.00	0.00	0.00
101-257-813.000	BOARD OF REVIEW	890.49	1,000.00	0.00	0.00
101-257-818.000	CONTRACT LABOR	17,000.04	17,001.00	1,416.67	1,416.67
Total Dept 257 - ASSESSOR		24,414.71	25,248.46	2,719.21	2,302.20
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	22,782.72	0.00	0.00	0.00
101-265-719.000	FRINGE BENEFITS	8,447.70	0.00	0.00	0.00
101-265-740.000	SUPPLIES	4,145.59	4,500.00	261.33	73.27
101-265-741.000	POSTAGE	1,058.53	1,400.00	0.00	0.00
101-265-775.000	REPAIRS & MAINT	610.13	450.00	0.00	0.00
101-265-781.000	COMPUTER SOFTWARE	52,222.50	56,000.00	13,373.70	9,525.85
101-265-802.000	SERVICE	2,148.45	2,800.00	211.16	51.16
101-265-818.000	CONTRACT LABOR	375.00	400.00	0.00	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	2,225.72	3,000.00	0.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	180.00	180.00	0.00	0.00
101-265-962.000	MILEAGE	94.71	50.00	15.40	15.40
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	0.00	0.00	1,740.19	0.00
Total Dept 265 - CITY HALL		94,291.05	68,780.00	15,601.78	9,665.68
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	52,174.00	30,000.00	2,932.50	2,932.50
Total Dept 266 - ATTORNEY		52,174.00	30,000.00	2,932.50	2,932.50
Dept 301 - POLICE					
101-301-703.000	SALARIES	196,641.18	215,000.00	35,944.26	22,073.82
101-301-703.002	OVERTIME SALARIES	10,156.95	9,000.00	1,284.93	0.00
101-301-719.000	FRINGE BENEFITS	48,876.39	55,000.00	8,000.49	4,268.63
101-301-728.000	UNIFORM EXPENSES	10,049.33	5,000.00	0.00	0.00
101-301-740.000	SUPPLIES	10,838.30	7,800.00	188.50	188.50
101-301-740.700	GUNS AND AMMUNITION	713.80	2,500.00	0.00	0.00
101-301-775.000	REPAIRS & MAINT	10,303.42	5,000.00	80.01	80.01
101-301-781.000	COMPUTER SOFTWARE	1,350.00	1,500.00	0.00	0.00
101-301-801.000	ATTORNEY	465.50	1,500.00	0.00	0.00
101-301-802.000	SERVICE	250.00	1,200.00	20.00	20.00
101-301-809.000	TRAINING	3,224.10	2,500.00	76.95	76.95
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-853.000	TELEPHONE EXPENSE	1,993.26	2,250.00	84.68	84.68
101-301-862.000	GAS	82.62	150.00	43.65	43.65
101-301-881.000	K9 EXPENSES	1,735.93	1,000.00	111.96	111.96
101-301-941.000	PRINCIPAL ON SBITA	3,804.00	0.00	0.00	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	401.20	500.00	346.20	286.20
101-301-962.000	MILEAGE	285.72	0.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	17,574.27	20,000.00	0.00	0.00
101-301-970.020	ARMOUR/SPEC EQUIP	834.00	850.00	0.00	0.00
101-301-972.000	CAPITAL OUTLAY - POLICE	31,219.00	0.00	0.00	0.00
101-301-972.010	CAPITAL OUTLAY	1,345.00	0.00	0.00	0.00
101-301-980.100	COMPUTER EQUIPMENT	2,558.30	2,000.00	0.00	0.00
101-301-999.998	PROCEEDS OF SBITA	(35,023.00)	0.00	0.00	0.00
Total Dept 301 - POLICE		319,679.27	333,050.00	46,181.63	27,234.40
Dept 302 - POLICE STATE TRAINING					
101-302-809.000	TRAINING	599.01	650.00	0.00	0.00
Total Dept 302 - POLICE STATE TRAINING		599.01	650.00	0.00	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	162,400.00	168,896.00	84,448.00	0.00
Total Dept 337 - EMS		162,400.00	168,896.00	84,448.00	0.00
Dept 441 - DPW					
101-441-810.020	RECYCLING EXPENSE	5,320.32	6,800.00	0.00	0.00
Total Dept 441 - DPW		5,320.32	6,800.00	0.00	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	527.09	550.00	0.00	0.00
Total Dept 445 - DRAIN AT LARGE		527.09	550.00	0.00	0.00
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	1,375.00	1,000.00	0.00	0.00
101-701-719.000	FRINGE BENEFITS	105.21	100.00	0.00	0.00
101-701-731.000	PUBLICATION	237.40	900.00	0.00	0.00
101-701-740.000	SUPPLIES	10.59	50.00	0.00	0.00
101-701-803.000	ENGINEERS FEES	37,506.74	20,000.00	5,250.00	5,250.00
Total Dept 701 - PLANNING COMMISSION		39,234.94	22,050.00	5,250.00	5,250.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	41,421.72	42,247.38	8,124.50	4,874.70
101-702-719.000	FRINGE BENEFITS	3,267.76	3,350.00	621.53	372.91
101-702-731.000	PUBLICATION	649.10	1,300.00	0.00	0.00
101-702-740.000	SUPPLIES	135.74	500.00	0.00	0.00
101-702-853.000	TELEPHONE EXPENSE	665.10	940.00	47.34	47.34
101-702-961.000	CONFERENCE AND WORKSHOPS	0.00	75.00	0.00	0.00
Total Dept 702 - ZONING		46,139.42	48,412.38	8,793.37	5,294.95
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	8,619.09	9,000.00	0.00	0.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	29,352.50	29,943.60	25,589.50	0.00
101-906-993.000	BOND INTEREST	25,749.57	25,197.44	10,480.68	0.00
Total Dept 906 - DEBT SERVICE		63,721.16	64,141.04	36,070.18	0.00
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.203	CONTRIBUTION TO LOCAL STREET FUND	86,484.77	86,484.77	0.00	0.00
101-966-965.208	CONTRIBUTION TO PARK FUND	108,000.00	99,220.28	0.00	0.00
101-966-965.401	CONTRIBUTION TO CAPITAL PROJECT FUND	2,654.00	2,654.00	0.00	0.00
101-966-965.598	CONTRIBUTION TO STORM DRAIN MAINT	42,500.00	500.00	0.00	0.00
101-966-965.641	CONTRIBUTION TO EQP REPAIR & REPL	123,000.00	105,815.00	0.00	0.00



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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 NORMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET	YTD BALANCE 08/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2025 INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		362,638.77	294,674.05	0.00	0.00
TOTAL EXPENDITURES		1,531,422.72	1,421,885.51	294,598.32	80,797.39
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		1,610,067.16	1,479,099.00	241,399.45	209,898.14
TOTAL EXPENDITURES		1,531,422.72	1,421,885.51	294,598.32	80,797.39
NET OF REVENUES & EXPENDITURES		78,644.44	57,213.49	(53,198.87)	129,100.75
BEG. FUND BALANCE		1,096,636.43	1,096,636.43	1,096,636.43	
NET OF REVENUES/EXPENDITURES - 2024-25				78,644.44	
END FUND BALANCE		1,175,280.87	1,153,849.92	1,122,082.00	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE  
PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 202 - MAJOR STREET FUND					
Revenues					
Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,975.64	5,000.00	2,432.37	2,300.55
202-000-553.000	ACT 51	265,138.26	254,000.00	0.00	0.00
202-000-556.100	GRANT MAIN STREET	0.00	385,000.00	0.00	0.00
202-000-582.000	COUNTY ROAD MILL 2014	48,654.73	44,000.00	99.39	0.00
202-000-665.000	INTEREST	12,359.15	12,000.00	1,951.79	961.66
Total Dept 000		332,127.78	700,000.00	4,483.55	3,262.21
TOTAL REVENUES		332,127.78	700,000.00	4,483.55	3,262.21
Expenditures					
Dept 463 - ROUTINE MAINT					
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	0.00	0.00
202-463-782.000	STREET MATERIALS & SUPPLIES	262.35	2,500.00	0.00	0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	120,000.00	110,000.00	0.00	0.00
Total Dept 463 - ROUTINE MAINT		207,762.35	200,000.00	0.00	0.00
Dept 474 - TRAFFIC SIGNS					
202-474-782.000	STREET MATERIALS & SUPPLIES	468.20	500.00	0.00	0.00
Total Dept 474 - TRAFFIC SIGNS		468.20	500.00	0.00	0.00
Dept 478 - WINTER MAINT					
202-478-782.000	STREET MATERIALS & SUPPLIES	5,014.05	5,050.00	0.00	0.00
Total Dept 478 - WINTER MAINT		5,014.05	5,050.00	0.00	0.00
Dept 480 - CONSTRUCTION					
202-480-803.000	ENGINEERS FEES	17,009.64	15,000.00	2,356.25	2,007.50
202-480-818.000	CONTRACT LABOR	0.00	561,000.00	0.00	0.00
Total Dept 480 - CONSTRUCTION		17,009.64	576,000.00	2,356.25	2,007.50
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	5,862.56	5,547.10	0.00	0.00
Total Dept 906 - DEBT SERVICE		17,126.56	16,811.10	0.00	0.00
TOTAL EXPENDITURES		247,380.80	798,361.10	2,356.25	2,007.50
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES		332,127.78	700,000.00	4,483.55	3,262.21
TOTAL EXPENDITURES		247,380.80	798,361.10	2,356.25	2,007.50
NET OF REVENUES & EXPENDITURES		84,746.98	(98,361.10)	2,127.30	1,254.71
BEG. FUND BALANCE		406,858.90	406,858.90	406,858.90	
NET OF REVENUES/EXPENDITURES - 2024-25				84,746.98	
END FUND BALANCE		491,605.88	308,497.80	493,733.18	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 203 - LOCAL STREET FUND					
Revenues					
Dept 000					
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	36,464.95	23,000.00	14,842.97	14,038.58
203-000-553.000	ACT 51	105,900.30	100,000.00	0.00	0.00
203-000-582.000	COUNTY ROAD MILL 2014	39,772.72	35,000.00	66.26	0.00
203-000-665.000	INTEREST	1,235.91	1,200.00	195.17	96.16
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	0.00	0.00
203-000-699.101	GF CONTRIBUTION	86,484.77	86,484.77	0.00	0.00
Total Dept 000		357,358.65	333,184.77	15,104.40	14,134.74
TOTAL REVENUES		357,358.65	333,184.77	15,104.40	14,134.74
Expenditures					
Dept 463 - ROUTINE MAINT					
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	25,000.00	25,000.00	0.00	0.00
Total Dept 463 - ROUTINE MAINT		25,000.00	25,000.00	0.00	0.00
Dept 478 - WINTER MAINT					
203-478-782.000	STREET MATERIALS & SUPPLIES	4,870.23	5,050.00	0.00	0.00
Total Dept 478 - WINTER MAINT		4,870.23	5,050.00	0.00	0.00
Dept 480 - CONSTRUCTION					
203-480-803.000	ENGINEERS FEES	975.00	2,500.00	485.00	485.00
Total Dept 480 - CONSTRUCTION		975.00	2,500.00	485.00	485.00
Dept 906 - DEBT SERVICE					
203-906-992.000	BOND PRINCIPAL	168,382.50	171,792.40	35,410.50	0.00
203-906-993.000	BOND INTEREST	132,200.11	126,803.46	14,503.07	0.00
Total Dept 906 - DEBT SERVICE		300,582.61	298,595.86	49,913.57	0.00
TOTAL EXPENDITURES		331,427.84	331,145.86	50,398.57	485.00
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES		357,358.65	333,184.77	15,104.40	14,134.74
TOTAL EXPENDITURES		331,427.84	331,145.86	50,398.57	485.00
NET OF REVENUES & EXPENDITURES		25,930.81	2,038.91	(35,294.17)	13,649.74
BEG. FUND BALANCE		131,103.64	131,103.64	131,103.64	
NET OF REVENUES/EXPENDITURES - 2024-25				25,930.81	
END FUND BALANCE		157,034.45	133,142.55	121,740.28	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		(NORMAL)	BUDGET	(NORMAL)	(INCREASE) (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.030	CONCESSIONS	31,766.96	25,000.00	8,887.37	4,508.53
208-000-478.070	FIELD RENTAL	24,507.00	23,000.00	8,501.00	4,019.00
208-000-478.084	FLAG FOOTBALL	1,350.00	1,250.00	1,925.00	1,815.00
208-000-478.090	YOUTH FEES	10,325.00	8,800.00	225.00	0.00
208-000-667.000	PAVILION RENT	1,555.00	1,300.00	485.00	170.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	1,775.00	1,600.00	675.00	300.00
208-000-674.000	DONATIONS	250.00	100.00	0.00	0.00
208-000-680.001	SPECIAL EVENTS	350.00	250.00	0.00	0.00
208-000-699.101	GF CONTRIBUTION	108,000.00	99,220.28	0.00	0.00
Total Dept 000		179,878.96	160,520.28	20,698.37	10,812.53
TOTAL REVENUES		179,878.96	160,520.28	20,698.37	10,812.53
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	54,951.33	57,343.28	11,560.11	6,934.07
208-751-703.002	OVERTIME SALARIES	478.75	400.00	468.22	468.22
208-751-719.000	FRINGE BENEFITS	22,919.49	24,277.00	4,933.70	2,574.53
208-751-731.000	PUBLICATION	1,034.58	1,200.00	0.00	0.00
208-751-740.000	SUPPLIES	4,939.96	13,900.00	1,208.50	1,208.50
208-751-744.000	YOUTH FEES (UNIFORMS,ETC.)	0.00	8,000.00	700.00	0.00
208-751-747.000	ADULT UMPIRE FEES	0.00	3,500.00	400.00	0.00
208-751-775.000	REPAIRS & MAINT	0.00	9,550.00	6,630.21	5,869.76
208-751-802.000	SERVICE	0.00	1,100.00	0.00	0.00
208-751-803.000	ENGINEERS FEES	7,160.98	2,500.00	0.00	0.00
208-751-810.100	GRANT EXPENSE	23,225.79	2,000.00	0.00	0.00
208-751-818.000	CONTRACT LABOR	3,000.00	3,500.00	0.00	0.00
208-751-853.000	TELEPHONE EXPENSE	739.32	950.00	42.34	42.34
208-751-920.000	UTILITIES	0.00	10,050.00	2,014.11	940.46
208-751-962.000	MILEAGE	607.86	700.00	165.20	0.00
Total Dept 751 - PARK ADMIN		119,058.06	138,970.28	28,122.39	18,037.88
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	2,635.87	0.00	0.00	0.00
208-770-775.000	REPAIRS & MAINT	3,746.41	0.00	0.00	0.00
208-770-802.000	SERVICE	608.04	0.00	0.00	0.00
208-770-920.000	UTILITIES	8,596.08	0.00	(241.63)	626.38
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		15,586.40	0.00	(241.63)	626.38
Dept 771 - CITY PARK					
208-771-740.000	SUPPLIES	27.90	0.00	0.00	0.00
208-771-775.000	REPAIRS & MAINT	1,816.62	0.00	0.00	0.00
Total Dept 771 - CITY PARK		1,844.52	0.00	0.00	0.00
Dept 774 - BASEBALL					
208-774-740.000	SUPPLIES	748.25	0.00	0.00	0.00
208-774-775.000	REPAIRS & MAINT	315.00	0.00	0.00	0.00
Total Dept 774 - BASEBALL		1,063.25	0.00	0.00	0.00
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,307.32	0.00	0.00	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	7,276.00	0.00	0.00	0.00
208-777-745.000	YOUTH UMPIRE FEES	3,440.00	0.00	(100.00)	0.00
Total Dept 777 - BALLFIELD		12,023.32	0.00	(100.00)	0.00
Dept 778 - CONCESSIONS					
208-778-703.000	SALARIES	8,349.74	8,000.00	3,518.70	1,657.69
208-778-719.000	FRINGE BENEFITS	786.72	750.00	307.85	145.04
208-778-740.000	SUPPLIES	13,008.50	10,000.00	2,849.24	2,114.26
208-778-746.000	CONCESSION - FOOD LICENSE	637.00	700.00	0.00	0.00
208-778-814.000	BANK SERVICE CHARGES	1,863.31	2,000.00	279.14	134.28

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE  
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GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
<hr/>					
Fund 208 - PARK FUND					
Expenditures					
Total Dept 778 - CONCESSIONS		24,645.27	21,450.00	6,954.93	4,051.27
TOTAL EXPENDITURES		<hr/> 174,220.82	<hr/> 160,420.28	<hr/> 34,735.69	<hr/> 22,715.53
Fund 208 - PARK FUND:					
TOTAL REVENUES		179,878.96	160,520.28	20,698.37	10,812.53
TOTAL EXPENDITURES		<hr/> 174,220.82	<hr/> 160,420.28	<hr/> 34,735.69	<hr/> 22,715.53
NET OF REVENUES & EXPENDITURES		5,658.14	100.00	(14,037.32)	(11,903.00)
BEG. FUND BALANCE		50,590.24	50,590.24	50,590.24	
NET OF REVENUES/EXPENDITURES - 2024-25				5,658.14	
END FUND BALANCE		56,248.38	50,690.24	42,211.06	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE  
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GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 211 - GIZZARD FEST					
Revenues					
Dept 000					
211-000-665.000	INTEREST	1,676.15	1,600.00	289.52	141.72
211-000-674.000	DONATIONS	100.00	100.00	0.00	0.00
211-000-674.100	SPONSORSHIP	30,660.00	25,000.00	0.00	0.00
211-000-681.000	VENDOR BOOTHS	12,625.00	9,725.00	250.00	150.00
211-000-682.000	RACE	7,402.24	7,000.00	72.50	0.00
211-000-686.000	PAGEANT	2,400.00	2,400.00	0.00	0.00
211-000-688.000	CARNIVAL	4,614.70	3,300.00	0.00	0.00
211-000-690.000	TENT TICKET SALES	17,361.00	16,000.00	0.00	0.00
211-000-691.000	ATM	26.50	50.00	50.00	50.00
Total Dept 000		76,865.59	65,175.00	662.02	341.72
TOTAL REVENUES		76,865.59	65,175.00	662.02	341.72
Expenditures					
Dept 779 - SPECIAL EVENTS					
211-779-740.000	SUPPLIES	6,580.17	8,000.00	0.00	0.00
211-779-818.000	CONTRACT LABOR	22,442.00	26,000.00	0.00	0.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	38,412.83	30,000.00	1,000.00	0.00
211-779-880.500	PAGEANT	1,742.68	500.00	0.00	0.00
211-779-880.600	RACE	5,498.63	4,000.00	0.00	0.00
Total Dept 779 - SPECIAL EVENTS		74,676.31	68,500.00	1,000.00	0.00
TOTAL EXPENDITURES		74,676.31	68,500.00	1,000.00	0.00
Fund 211 - GIZZARD FEST :					
TOTAL REVENUES		76,865.59	65,175.00	662.02	341.72
TOTAL EXPENDITURES		74,676.31	68,500.00	1,000.00	0.00
NET OF REVENUES & EXPENDITURES		2,189.28	(3,325.00)	(337.98)	341.72
BEG. FUND BALANCE		53,541.81	53,541.81	53,541.81	
NET OF REVENUES/EXPENDITURES - 2024-25				2,189.28	
END FUND BALANCE		55,731.09	50,216.81	55,393.11	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE  
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GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	196,613.90	198,000.00	0.00	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,685.72	24,000.00	0.00	0.00
247-728-579.200	GRANT REVENUE - LOCAL	0.00	75,450.00	0.00	0.00
247-728-665.000	INTEREST INCOME	825.68	3,850.00	74.71	31.80
Total Dept 728 - TIFA DEPT		220,125.30	301,300.00	74.71	31.80
TOTAL REVENUES		220,125.30	301,300.00	74.71	31.80
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,974.97	5,150.63	816.66	408.33
247-728-727.000	OFFICE EXPENSE	1,000.00	1,150.00	0.00	0.00
247-728-731.000	PUBLICATION	147.50	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	10,428.75	30,000.00	0.00	0.00
247-728-807.000	AUDIT	4,400.00	4,600.00	0.00	0.00
247-728-823.000	GRANT PROJECTS	0.00	150,900.00	0.00	0.00
247-728-881.000	K9 EXPENSES	19,995.95	0.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	27,847.90	30,000.00	21,998.00	0.00
247-728-990.100	DRAIN ASSESSMENT- COUNTY	0.00	28,694.45	0.00	0.00
247-728-992.000	BOND PRINCIPAL	55,000.00	55,000.00	0.00	0.00
247-728-993.000	BOND INTEREST	12,945.00	10,457.00	0.00	0.00
Total Dept 728 - TIFA DEPT		136,740.07	316,752.08	22,814.66	408.33
TOTAL EXPENDITURES		136,740.07	316,752.08	22,814.66	408.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		220,125.30	301,300.00	74.71	31.80
TOTAL EXPENDITURES		136,740.07	316,752.08	22,814.66	408.33
NET OF REVENUES & EXPENDITURES		83,385.23	(15,452.08)	(22,739.95)	(376.53)
BEG. FUND BALANCE		90,135.90	90,135.90	90,135.90	
NET OF REVENUES/EXPENDITURES - 2024-25				83,385.23	
END FUND BALANCE		173,521.13	74,683.82	150,781.18	

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DB: Potterville

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE  
PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MTH 08/31/2025
		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	0.00	0.00
Total Dept 000		2,654.00	2,654.00	0.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00
Expenditures					
Dept 729 - DOWNTOWN					
401-729-740.600	LANDSCAPING SUPPLIES	1,409.24	2,554.00	0.00	0.00
401-729-818.000	CONTRACT LABOR	0.00	100.00	0.00	0.00
Total Dept 729 - DOWNTOWN		1,409.24	2,654.00	0.00	0.00
TOTAL EXPENDITURES		1,409.24	2,654.00	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:					
TOTAL REVENUES		2,654.00	2,654.00	0.00	0.00
TOTAL EXPENDITURES		1,409.24	2,654.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,244.76	0.00	0.00	0.00
BEG. FUND BALANCE		4,751.72	4,751.72	4,751.72	
NET OF REVENUES/EXPENDITURES - 2024-25				1,244.76	
END FUND BALANCE		5,996.48	4,751.72	5,996.48	



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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 590 - SEWER FUND					
Revenues					
Dept 000					
590-000-642.000	BILLS	204,909.45	198,000.00	17,569.15	17,679.40
590-000-642.001	FIXED COSTS	505,255.36	505,078.43	45,454.00	45,406.76
590-000-656.000	FINES & FORFEITURES	15,385.52	17,000.00	2,032.84	923.65
590-000-665.000	INTEREST	18,538.72	18,000.00	2,927.69	1,442.50
590-000-666.000	INSPECTION FEE	150.00	200.00	50.00	0.00
590-000-672.000	HOOK UP FEES	10,500.00	10,500.00	2,875.00	250.00
Total Dept 000		754,739.05	748,778.43	70,908.68	65,702.31
TOTAL REVENUES		754,739.05	748,778.43	70,908.68	65,702.31
Expenditures					
Dept 537 - ADMINISTRATIVE					
590-537-775.000	REPAIRS & MAINT	8,171.42	9,000.00	0.00	0.00
590-537-809.000	TRAINING	795.00	800.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,966.42	9,800.00	0.00	0.00
Dept 556 - DPW					
590-556-740.000	SUPPLIES	16,273.07	18,000.00	0.00	0.00
590-556-743.000	METERS	8,130.84	9,000.00	0.00	0.00
590-556-775.000	REPAIRS & MAINT	4,790.78	5,400.00	0.00	0.00
590-556-802.000	SERVICE	400.00	1,000.00	0.00	0.00
590-556-803.000	ENGINEERS FEES	30,503.54	15,000.00	(36.25)	(182.50)
590-556-818.000	CONTRACT LABOR	0.00	3,000.00	0.00	0.00
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	108,207.18	190,000.00	0.00	0.00
590-556-968.000	DEPRECIATION EXPENSE	279,708.00	0.00	0.00	0.00
590-556-970.000	CAPITAL OUTLAY	46,339.51	8,000.00	1,400.00	1,400.00
Total Dept 556 - DPW		494,352.92	249,400.00	1,363.75	1,217.50
Dept 906 - DEBT SERVICE					
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	179,000.00	46,000.00	0.00
590-906-993.000	BOND INTEREST	192,767.25	196,667.00	31,583.75	0.00
Total Dept 906 - DEBT SERVICE		192,767.25	375,667.00	77,583.75	0.00
TOTAL EXPENDITURES		696,086.59	634,867.00	78,947.50	1,217.50
Fund 590 - SEWER FUND:					
TOTAL REVENUES		754,739.05	748,778.43	70,908.68	65,702.31
TOTAL EXPENDITURES		696,086.59	634,867.00	78,947.50	1,217.50
NET OF REVENUES & EXPENDITURES		58,652.46	113,911.43	(8,038.82)	64,484.81
BEG. FUND BALANCE		2,958,545.76	2,958,545.76	2,958,545.76	
NET OF REVENUES/EXPENDITURES - 2024-25				58,652.46	
END FUND BALANCE		3,017,198.22	3,072,457.19	3,009,159.40	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 591 - WATER FUND					
Revenues					
Dept 000					
591-000-579.000	GRANT REVENUE- STATE	239,097.84	100,000.00	0.00	0.00
591-000-642.000	BILLS	346,927.04	355,278.00	31,357.80	31,391.12
591-000-642.001	FIXED COSTS	528,267.83	553,350.00	46,878.32	46,828.77
591-000-644.000	PENALTIES	1,850.00	1,850.00	160.00	80.00
591-000-656.000	FINES & FORFEITURES	17,338.36	16,500.00	2,356.34	1,081.31
591-000-665.000	INTEREST	42,021.09	41,000.00	6,636.09	3,269.66
591-000-666.000	INSPECTION FEE	200.00	150.00	50.00	0.00
591-000-672.000	HOOK UP FEES	11,147.01	10,000.00	2,777.25	0.00
591-000-684.000	MISC INCOME	639.00	250.00	0.00	0.00
Total Dept 000		1,187,488.17	1,078,378.00	90,215.80	82,650.86
TOTAL REVENUES		1,187,488.17	1,078,378.00	90,215.80	82,650.86
Expenditures					
Dept 537 - ADMINISTRATIVE					
591-537-731.000	PUBLICATION	581.02	3,500.00	0.00	0.00
591-537-740.000	SUPPLIES	1,448.43	2,500.00	0.00	0.00
591-537-741.000	POSTAGE	2,831.50	3,500.00	547.47	277.55
591-537-781.000	COMPUTER SOFTWARE	0.00	1,000.00	0.00	0.00
591-537-809.000	TRAINING	4,059.40	2,000.00	0.00	0.00
Total Dept 537 - ADMINISTRATIVE		8,920.35	12,500.00	547.47	277.55
Dept 556 - DPW					
591-556-740.000	SUPPLIES	14,631.20	10,000.00	1,590.26	1,590.26
591-556-743.000	METERS	9,119.31	8,000.00	0.00	0.00
591-556-775.000	REPAIRS & MAINT	(6,840.90)	10,000.00	0.00	0.00
591-556-802.000	SERVICE	9,037.38	10,000.00	1,250.00	1,250.00
591-556-803.000	ENGINEERS FEES	30,503.53	30,000.00	(36.25)	(182.50)
591-556-818.000	CONTRACT LABOR	3,385.36	100,000.00	187,016.39	187,016.39
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	231,792.82	200,000.00	0.00	0.00
591-556-968.000	DEPRECIATION EXPENSE	161,929.00	0.00	0.00	0.00
591-556-970.000	CAPITAL OUTLAY	38,415.11	50,000.00	1,400.00	1,400.00
Total Dept 556 - DPW		491,972.81	418,000.00	191,220.40	191,074.15
Dept 906 - DEBT SERVICE					
591-906-992.000	BOND PRINCIPAL	0.00	103,000.00	28,000.00	0.00
591-906-993.000	BOND INTEREST	108,576.49	107,060.00	19,511.25	0.00
Total Dept 906 - DEBT SERVICE		108,576.49	210,060.00	47,511.25	0.00
TOTAL EXPENDITURES		609,469.65	640,560.00	239,279.12	191,351.70
Fund 591 - WATER FUND:					
TOTAL REVENUES		1,187,488.17	1,078,378.00	90,215.80	82,650.86
TOTAL EXPENDITURES		609,469.65	640,560.00	239,279.12	191,351.70
NET OF REVENUES & EXPENDITURES		578,018.52	437,818.00	(149,063.32)	(108,700.84)
BEG. FUND BALANCE		3,183,620.41	3,183,620.41	3,183,620.41	
NET OF REVENUES/EXPENDITURES - 2024-25				578,018.52	
END FUND BALANCE		3,761,638.93	3,621,438.41	3,612,575.61	

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 598 - STORM DRAIN MAINTENANCE					
Revenues					
Dept 000					
598-000-699.101	GF CONTRIBUTION	42,500.00	500.00	0.00	0.00
Total Dept 000		42,500.00	500.00	0.00	0.00
TOTAL REVENUES		42,500.00	500.00	0.00	0.00
Expenditures					
Dept 556 - DPW					
598-556-818.000	CONTRACT LABOR	29,979.77	500.00	4,112.50	4,112.50
Total Dept 556 - DPW		29,979.77	500.00	4,112.50	4,112.50
TOTAL EXPENDITURES		29,979.77	500.00	4,112.50	4,112.50
Fund 598 - STORM DRAIN MAINTENANCE:					
TOTAL REVENUES		42,500.00	500.00	0.00	0.00
TOTAL EXPENDITURES		29,979.77	500.00	4,112.50	4,112.50
NET OF REVENUES & EXPENDITURES		12,520.23	0.00	(4,112.50)	(4,112.50)
BEG. FUND BALANCE		5,033.26	5,033.26	5,033.26	
NET OF REVENUES/EXPENDITURES - 2024-25				12,520.23	
END FUND BALANCE		17,553.49	5,033.26	13,440.99	

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## REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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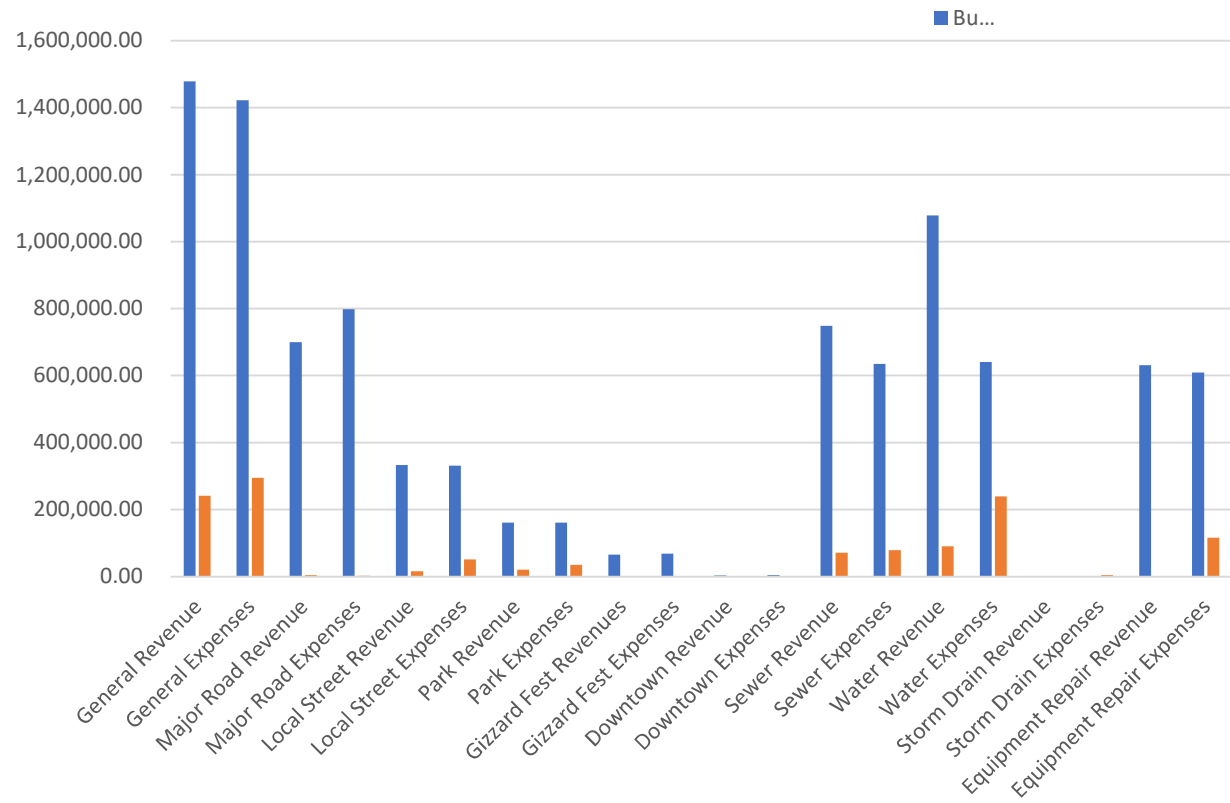
DB: Potterville

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025	ORIGINAL	08/31/2025	MONTH 08/31/2025
		NORMAL (ABNORMAL)	BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	608,000.00	630,815.00	0.00	0.00
Total Dept 000		608,000.00	630,815.00	0.00	0.00
TOTAL REVENUES		608,000.00	630,815.00	0.00	0.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	256,949.59	264,865.00	59,558.82	34,108.17
641-932-703.002	OVERTIME SALARIES	22,877.29	23,000.00	2,575.81	1,379.22
641-932-719.000	FRINGE BENEFITS	68,991.21	72,000.00	14,232.86	7,494.08
641-932-728.000	UNIFORM EXPENSES	4,828.30	5,000.00	226.52	226.52
641-932-740.000	SUPPLIES	25,489.56	25,000.00	7,030.84	1,470.43
641-932-775.000	REPAIRS & MAINT	42,527.34	45,000.00	2,770.14	2,390.96
641-932-782.000	STREET MATERIALS & SUPPLIES	818.90	1,500.00	0.00	0.00
641-932-802.000	SERVICE	1,236.13	1,200.00	15.53	0.00
641-932-809.000	TRAINING	7,634.15	3,500.00	0.00	0.00
641-932-853.000	TELEPHONE EXPENSE	3,994.28	3,900.00	297.40	297.40
641-932-862.000	GAS	21,666.33	27,000.00	3,891.68	2,881.93
641-932-920.000	UTILITIES	134,809.86	129,100.00	18,317.52	17,788.15
641-932-958.000	DUES AND SUBSCRIPTIONS	1,096.55	1,150.00	0.00	0.00
641-932-962.000	MILEAGE	596.10	600.00	0.00	0.00
641-932-968.000	DEPRECIATION EXPENSE	44,656.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	1,703.75	6,000.00	6,757.19	6,757.19
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		639,875.34	608,815.00	115,674.31	74,794.05
TOTAL EXPENDITURES		639,875.34	608,815.00	115,674.31	74,794.05
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		608,000.00	630,815.00	0.00	0.00
TOTAL EXPENDITURES		639,875.34	608,815.00	115,674.31	74,794.05
NET OF REVENUES & EXPENDITURES		(31,875.34)	22,000.00	(115,674.31)	(74,794.05)
BEG. FUND BALANCE		288,007.18	288,007.18	288,007.18	
NET OF REVENUES/EXPENDITURES - 2024-25				(31,875.34)	
END FUND BALANCE		256,131.84	310,007.18	140,457.53	
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		5,371,804.66	5,500,404.48	443,546.98	386,834.31
TOTAL EXPENDITURES - ALL FUNDS		4,472,689.15	4,984,460.83	843,916.92	377,889.50
NET OF REVENUES & EXPENDITURES		899,115.51	515,943.65	(400,369.94)	8,944.81
BEG. FUND BALANCE - ALL FUNDS		8,268,825.25	8,268,825.25	8,268,825.25	
END FUND BALANCE - ALL FUNDS		9,167,940.76	8,784,768.90	8,767,570.82	

	Budgeted	Actual
General Revenue	1,479,099.00	241,399.45
General Expenses	1,421,885.51	294,599.32
Major Road Revenue	700,000.00	4,483.55
Major Road Expenses	798,361.10	2,356.25
Local Street Revenue	333,184.77	15,104.40
Local Street Expenses	331,145.86	50,398.57
Park Revenue	160,520.28	20,698.37
Park Expenses	160,420.28	34,735.69
Gizzard Fest Revenues	65,175.00	662.02
Gizzard Fest Expenses	68,500.00	1,000.00
Downtown Revenue	2,654.00	0.00
Downtown Expenses	3,600.00	0.00
Sewer Revenue	748,778.43	70,908.68
Sewer Expenses	634,867.00	78,947.50
Water Revenue	1,078,378.00	90,215.80
Water Expenses	640,560.00	239,279.12
Storm Drain Revenue	500.00	0.00
Storm Drain Expenses	500.00	4,112.50
Equipment Repair Revenue	630,815.00	0.00
Equipment Repair Expenses	608,815.00	115,674.31

Revenue/Expenses 08/30/25



09/03/2025 04:47 PM  
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BANK RECONCILIATION FOR CITY OF POTTERVILLE  
Bank TAX (TAX ACCOUNT)  
FROM 08/01/2025 TO 08/31/2025  
Reconciliation Record ID: 329

GL Number	Description	Beginning Balance
703-000-001.000	CASH	440,575.17
Beginning GL Balance:		440,575.17
Add: Cash Receipts		346,365.38
Add: Tax Receipts		19,539.31
Less: Cash Disbursements		(642,352.33)
Add: Journal Entries/Other		427.19
Ending GL Balance:		164,554.72

GL Number	Description	Ending Balance
703-000-001.000	CASH	164,554.72
Ending GL Balance:		164,554.72
Ending Bank Balance:		274,228.35
Add: Miscellaneous Transactions		12,645.89
Add: Deposits in Transit		
LOWENSBURY- WRONG PART OF CASHIER CK PRESENTED		2,227.71
		2,227.71
Less: 5 AP Outstanding Checks		124,547.23
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		164,554.72
Unreconciled Difference:		0.00

REVIEWED BY: 

DATE: 9-11-25

09/03/2025 11:51 AM  
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DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE  
Bank GEN (GENERAL POOLED ACCOUNT)  
FROM 08/01/2025 TO 08/31/2025  
Reconciliation Record ID: 330

GL Number	Description	Beginning Balance
101-000-001.000	CASH	986,949.03
202-000-001.000	CASH	470,635.40
203-000-001.000	CASH	99,350.06
208-000-001.000	CASH	52,908.28
370-000-001.000	CASH	
401-000-001.000	CASH	5,996.48
590-000-001.000	CASH	151,685.77
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	873,717.90
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	17,553.49
641-000-001.000	CASH	(31,288.26)

Beginning GL Balance:	3,581,784.15
Add: Cash Receipts	338,162.94
Less: Cash Disbursements	(296,015.09)
Less: Payroll Disbursements	(108,458.11)
Add: Journal Entries/Other	147,054.65
Ending GL Balance:	3,662,528.54

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,180,023.34
202-000-001.000	CASH	493,733.18
203-000-001.000	CASH	121,740.28
208-000-001.000	CASH	41,005.28
370-000-001.000	CASH	
401-000-001.000	CASH	5,996.48
590-000-001.000	CASH	205,065.57
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	754,137.31
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	13,440.99
641-000-001.000	CASH	(106,889.89)

Ending GL Balance:	3,662,528.54
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Ending Bank Balance:	3,661,943.95
Add: Miscellaneous Transactions	5,616.23
Add: Deposits in Transit	

09/02/2025 *Deposit ID: 2222	200.00
SWEEP ACCT WITHDRAWAL END OF MONTH OF BANK STATMENT	29,410.57
SWEEP ACCT WITHDRAWAL END OF MONTH OF BANK STATEMENT	1,478.70

	31,089.27
Less: 19 AP Outstanding Checks	36,120.91
Less: 0 PR Outstanding Checks	

Adjusted Bank Balance	3,662,528.54
Unreconciled Difference:	0.00

REVIEWED BY:  DATE: 9-3-25

09/02/2025 10:34 AM  
User: JWest  
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE  
Bank PR (PAYROLL ACCOUNT)  
FROM 08/01/2025 TO 08/31/2025  
Reconciliation Record ID: 328

GL Number	Description	Beginning Balance
750-000-001.000	CASH	5,418.50
Beginning GL Balance:		5,418.50
Less: Payroll Disbursements		(1,071.13)
Ending GL Balance:		4,347.37

GL Number	Description	Ending Balance
750-000-001.000	CASH	4,347.37
Ending GL Balance:		4,347.37
Ending Bank Balance:		7,676.86
Add: Deposits in Transit		
DEFINED CONTRIBUTION DIFFERENCE- ACH		252.24
		252.24
Less: 0 AP Outstanding Checks		
Less: 2 PR Outstanding Checks		3,581.73
Adjusted Bank Balance		4,347.37
Unreconciled Difference:		0.00

REVIEWED BY: 

DATE: 9-2-25



09/02/2025 10:03 AM  
User: JWest  
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE  
Bank FEST (GIZZARD FEST)  
FROM 08/01/2025 TO 08/31/2025  
Reconciliation Record ID: 326

GL Number	Description	Beginning Balance
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211-000-001.000	CASH	55,051.39
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Beginning GL Balance:	55,051.39
Add: Cash Receipts	200.00
Add: Journal Entries/Other	141.72
Ending GL Balance:	55,393.11

GL Number	Description	Ending Balance
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211-000-001.000	CASH	55,393.11
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Ending GL Balance:	55,393.11
Ending Bank Balance:	55,393.11
Add: Deposits in Transit	0.00
Less: 0 AP Outstanding Checks	
Less: 0 PR Outstanding Checks	

Adjusted Bank Balance	55,393.11
Unreconciled Difference:	0.00

REVIEWED BY:  DATE: 9-2-25

# City of Potterville

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

September 11, 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. Council Resolution 2025-0918-15 is ready for consideration and has been reviewed by City Bond Attorneys and Engineers. This Resolution authorizes the issuances and sale of municipal securities (the "Bonds") pursuant to Act No. 94, Public Acts of Michigan, 1933, as amended ("Act 94"), supported by, at the option of the City, the general obligation limited tax pledge of the City pursuant to Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in an amount not to exceed \$6,500,000 for the purposes of paying part or all of the costs of purchasing, acquiring, constructing, improving, enlarging, extending, repairing, and installing improvements to the City's water system and other work necessary and for the improvement project. With its passage, the Resolution officially states the City's intent to authorize the issuance of bonds in the amount of up to \$6,500,000 for the Water System Improvement Project; and sell all of such revenue bonds to the U.S. Department of Agriculture's Rural Development program ("USDARD"). The legal Notice of Intent to Issue Bonds has been published at least 45 days before the issuance of the bonds (as performed by the City) in compliance Section 33 of Act 94 and Section 517 of Act 34 and no petitions for referendum were timely filed with the City Clerk. No such petitions have been filed with the Clerk.
2. The remaining portion (20%) of the City garage across the street from City Hall is scheduled to received spray foam insulation next month that is a targeted budget project to complete this year, before the winter season. The project should help with the sustainability of Operational Utility Costs, that in total cost the General Fund about \$129,100 annually.
3. City DPW and City Police Department will be installing new radar speed signs this month at locations targeted for "traffic calming" near schools, subdivisions, and/or transition zones where drivers are decelerating from 50-45 mph to 25 mph, as they enter City limits... near Lansing Rd. and Vermontville Hwy. The signs (and sign posts and speed signs) where provided for by City TIFA and will be kept and maintained by the City DPW and Police Department for use.
4. The City's public audits for both TIFA and the City Offices are nearly complete and a published audit w/ financial statement for Council and TIFA Board Members should be available November. Auditors were in an out of City Hall in three days with no delays on account of the City's financial staff or its ability to provide all financial receipts and documents.
5. The City has Resolution 2025-0918-16 to consider the new City / Eaton County *Multi-Hazard Mitigation Plan (MHMP)* that's in partnership with Eaton County Emergency Management Department and the State of Michigan. The Plan helps coordinate public service efforts during emergency events (like tornadoes) and ensures that the City and Eaton County, including participating jurisdictions, remain eligible for federal hazard mitigation funding through the Federal Emergency Management Agency (FEMA), as well as other grants like Michigan

# City of Potterville

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Emergency Contingency Fund - Section 19. As described by Ryan Wilkinson, Eaton County Emergency Manager, the plan identifies hazards based on the history of disasters within the county and lists goals, objectives, strategies, and actions for reducing future losses. Implementation of planned, pre-identified, and cost-effective mitigation measures not only helps reduce loss to life, property, and the environment, but also streamlines the disaster recovery process.

The *MHMP* serves several purposes, including providing explanation of how Eaton County government departments, offices, and other stakeholders implement an effective comprehensive countywide multi-hazard mitigation plan. Plans are coordinated through appropriate local and regional agencies, as well as non-governmental interest groups. This 2025 update, and its future revisions, provide guidance in merging the planning efforts of all local governments, the private sector, and non-profit organizations into one viable and comprehensive mitigation program.

The scope of the *MHMP* is broad and explains how mitigation programs are administered within the county, both within county government and externally with other local agencies and organizations. As required by statute, the Hazard Identification and Risk Assessment (HIRA) section of the *MHMP* identifies natural hazards. In addition, the *MHMP* identifies technological and human-caused hazards. The HIRA section analyzes vulnerability and potential consequences of hazards to Eaton County.

The following list shows examples of hazard mitigation measures covered in the joint Plan:

1. Development of mitigation standards, regulations, policies, and programs for natural, technological, and human-caused hazards.
2. Land use/zoning policies.
3. Strong statewide building code and floodplain management regulations.
4. Dam safety program.
5. Acquisition of flood-prone and environmentally sensitive lands.
6. Retrofitting, hardening, or elevating structures and critical facilities.
7. Relocation of structures, infrastructure, and facilities out of vulnerable areas.
8. Public information and education campaigns.
9. Improvement of alert, warning, and notification, and evacuation systems.

Benefits of hazard mitigation include, but are not limited to, the following:

1. Saving lives and protecting public health.
2. Preventing or minimizing property damage.
3. Minimizing social dislocation and stress.
4. Reducing economic losses.
5. Protecting and preserving infrastructure.
6. Reducing legal liability of government and public officials.
7. Less expenditures on response and recovery efforts.

Grant Programs Requiring Hazard Mitigation Plans

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The table below outlines potential funding sources available to local jurisdictions with a FEMA-approved hazard mitigation plan.

Enabling Legislation	FEMA Assistance Program
Stafford Act	<u>Individual Assistance (IA)</u>
	<u>Public Assistance (PA)</u> Categories C through G (e.g., repairs to damaged infrastructure, public buildings)
	<u>Fire Mitigation Assistance Grants (FMAG)</u>
	<u>Hazard Mitigation Assistance Grants - Planning</u>
	<u>Hazard Mitigation Assistance Grants - Projects</u>
National Flood Insurance Act	<u>Flood Mitigation Assistance (FMA) - Planning</u>
	<u>Flood Mitigation Assistance (FMA) - Projects</u>

# City of Potterville

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## TREASURERS REPORT

September 18, 2025

Utility bills—as of 8/30/25 (bills due on 15<sup>th</sup>) \$10,442.82 is outstanding with \$8,678.82 over 30 days past due.

Water usage month of Aug (Sept billing): 6,114,971 gallons

Sewer usage month of Aug (Sept billing) 6,106,638 gallons

Ready to service charge-water: \$45,976.34

Ready to service charge-sewer: \$41,629.99

Total water and sewer billed out from 7/25-8/26/25 is \$142,693.17.

Payroll month of August 2025 \$108,458.11 (this includes all payroll taxes + MERS. August was a three-pay period month).

Summer taxes are due on 9/15/25 this year (normally due on 9/14 but this date falls on weekend).

Summer tax collection rate through 9/10: 89%

Audit complete. Auditors are just doing a final review of statements. Final copy should be issued soon. Completed annual audit for EMC (our previous insurance carrier)- returned \$358 in overpayment.

Bank reconciliations completed for the month of August 2025:

General account – Reconciled balance: **\$ 3,662,58.54**

Payroll account - Reconciled balance: **\$4,4347.37**

Tax account – Reconciled balance: **\$164,554.72**

Gizzard Fest – Reconciled balance: **\$55,393.11**

Respectfully submitted,  
Jodi West, Treasurer

# City of Potterville

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## *From the Clerk's office –September 2025*

September 2-3, I attended Bureau of Elections Clerk Conference 2025 in Lansing at the Lansing Center. This was hosted by the Michigan Bureau of Elections and 700 Clerk's from all over the state attended. Some of the topics I was able to acquire more understanding of were:

- After the polls close: closing procedures
- Voter list maintenance
- How to ace your post-election audit
- Election Day participants: Campaigners, poll-watchers, challengers
- Artificial Intelligence workshop
- Freedom of Information Act (FOIA) Requests

The second day at our lunch and learn time, Jocelyn Benson, Secretary of State, addressed the Clerk's and gave thanks and encouraged us for completing a tough job with frequent new laws and rules to follow.

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

*Becky Dolman*

# City of Potterville

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**September 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 a couple months left of the season, we are nearing the end. It has been a successful year for the parks & recreation department.
- Fall Ball has concluded. This was a new program, and we garnered some new interest in players, in hopes they will play youth baseball next season. The ideal objective is to continue increasing in our numbers of participants.
- We received notification on the Consumers Energy Foundation 2025 Prosperity Award. We were not selected to move forward with the next round.
- We received our preliminary scores for the MDNR Trust Fund Grant. We have until October 1<sup>st</sup> to upload supplemental documentation to increase our scores, in hopes that we will be awarded the grant.
- Flag Football is underway as they head into week three which is our mark of halfway through the program. Teams have been practicing, games are underway, and we've had some great weather for flag football.
- Rentals for pavilions are slowing down, however, for the month of September there are a handful more than in the past.
- We concluded the big slow pitch tournaments. Those were highlights of the last month. Some stats, that's 52 teams that came to Potterville in the month of August and 114 games were played.
- We've received positive feedback regarding our facility and concession stand with those tournaments as teams came from Michigan, Ohio, and Indiana. Fields were great, our staff did a great job, customer service was on point, we sold out on many food and drink items.
- This weekend is our last slow pitch tournament of the season. The remaining tournaments are girls' fast pitch.
- Currently there is just one tournament in October that is a very big one. Currently there are thirty (30) teams signed up. A couple age divisions are maxed out and have waiting lists. The other age divisions have 2 or 3 spots left for teams to enter prior to this tournament being maxed out.

- The Police Department held their National Night Out on September 9<sup>th</sup> this year at City Park. The event went well.
- The ongoing communications with CEOs, State UICs, State Directors for the season.
- Continue to further my education by webinars, meetings, conferences, certificates, etc. As well as networking with other departments in the surrounding area.

Respectfully Submitted,  
*Tiffani Falin*, Parks & Recreation Director



# City of Potterville

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Field work, sketching, and data entry is almost complete.

Review of any new construction for the year will begin soon.

Deeds, PTAs and PREs are up to date in the database.

The newly STC adopted rates in the cost manual have been updated in BS&A software.  
These cost tables will be used in the creation of the 2026 assessment roll.

Thanks,

A handwritten signature in cursive script that reads "Sarah Payton".

Sarah Payton, MAAO



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September 11, 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 day-to-day commutations or projects with property owners located in the City of Potterville.

- **104 Cottage Street:** Due to the approval of the variance, this property has been sold and is back on the tax rolls. A home is expected to be constructed within the next year.
- **Proposed Sunset Hills East Single Family Residential Subdivision:** Once engineering has final approval the application and plan will be reviewed by the Planning Commission to make recommendations to council. This should take place this fall.
- **Policy updates:** Staff is actively working with Progressive AE on policy updates.
  - **Zoning Ordinance:** The Planning Commission reviewed and commented on proposed draft chapters at their August 13, 2025, meeting.
  - **Master Plan:** The Planning Commission will review the complete draft Master Plan at their September 16<sup>th</sup> meeting.
  - **Code of Ordinances:** In line with the Zoning Ordinance update, the Code of Ordinances is also in the process of being updated to be in compliance with best practices for our city infrastructure and to remove zoning regulations from the Code of Ordinances as they will be in the updated Zoning Ordinance.
- **Becks Propane:** Staff is working with Becks Propane on an application to be considered by the Planning Commission for construction of an office building.
- **Profile Inc.:** Located in our industrial park, Staff is working with Profile Inc. on an application to be considered by the Planning Commission for construction of a 60' x 100' steel building addition onto the old Saites Brothers Catering building.

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

**RESOLUTION NO. 2025-0918-15**

**RESOLUTION TO AUTHORIZE WATER SYSTEM  
REVENUE BONDS, SERIES 2025 (TAXABLE)**

At a meeting of the City Council of the City of Potterville, Eaton County, State of Michigan, held on September 18, 2025, at 6:00 p.m., there were:

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_  
and supported by Member \_\_\_\_\_.

**WHEREAS**, the City of Potterville, County of Eaton, State of Michigan (the “**City**”), intends to issue and sell municipal securities (the “**Bonds**”) pursuant to Act No. 94, Public Acts of Michigan, 1933, as amended (“**Act 94**”), supported by, at the option of the City, the general obligation limited tax pledge of the City pursuant to Act No. 34, Public Acts of Michigan, 2001, as amended (“**Act 34**”), in an amount not to exceed \$6,500,000 for the purposes of paying part or all of the costs of purchasing, acquiring, constructing, improving, enlarging, extending, repairing, and installing improvements to the City’s water system and all other work necessary and incidental thereto (the “**Improvements**”);

WHEREAS, with this Resolution, the City wishes to authorize the issuance of bonds in the amount of up to \$6,500,000 for the Water System Improvement Project; and

WHEREAS, the City intends to sell all of such revenue bonds to the U.S. Department of Agriculture’s Rural Development program (“USDARD”);

WHEREAS, a Notice of Intent to Issue Bonds was published at least 45 days before the issuance of the bonds in compliance Section 33 of Act 94 and Section 517 of Act 34 and no petitions for referendum were timely filed with the City Clerk.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

Section 1.     Definitions.     Whenever used in this Resolution, except when otherwise indicated by the context, the following terms shall have the following meanings:

- (a)     “Act 94” means Act 94, Public Acts of Michigan, 1933, as amended.
- (b)     “Act 34” means Act 34, Public Acts of Michigan, 2001, as amended.
- (c)     “Additional Bonds” means any additional bonds of equal standing and priority of lien issued by the Issuer.
- (d)     “Bond” or “Bonds” means the Series 2025 Bonds and any Additional Bonds hereafter issued.
- (e)     “City” or “Issuer” means the City of Potterville, County of Eaton, State of Michigan.
- (f)     “Depository Bank” means Independent Bank, Potterville, Michigan, a member of the Federal Deposit Insurance Corporation, or other financial institution qualified to serve as depository bank and designated by resolution of the City.
- (g)     “Engineer” means Wightman, Kalamazoo, Michigan.
- (h)     “Fiscal Year” means the fiscal year of the City and the operating year of the System, commencing July 1 and ending on the last day in June 30 of the subsequent year, as such year may be changed from time to time.
- (i)     “Government” means the government of the United States of America or any agency thereof.
- (j)     “Resolution” means this resolution of the City and any amendatory or supplemental to this resolution.
- (k)     “Project” means improvements to the City’s water supply system, consisting generally of purchasing, acquiring, constructing, improving, enlarging, extending, repairing, and installing improvements to the City’s water system and all other work necessary and incidental thereto.

(l) “Reserve Account” means the subaccount in the Bond and Interest Redemption Account established in accordance with Section 11 of this Resolution.

(m) “Reserve Amount” means with respect to the Bonds the lesser of (1) the maximum annual debt service due on the Bonds in the current or any future year, (2) 125% of the average annual debt service on the Bonds, or (3) 10% of the outstanding principal amount of the Bonds on the date of issuance of the Bonds.

(n) “Revenues” and “Net Revenues” mean the revenues and net revenues of the System and shall be construed as defined in Section 3 of Act 94, including with respect to “Revenues”, the earnings derived from the investment of moneys in the various funds and accounts established by this Resolution.

(o) “Outstanding Bonds” means (whether used in the plural or singular form) the City’s outstanding Water Supply System Revenue Bonds.

(p) “Series 2025 Bonds” means (whether used in the plural or singular form) the Water Supply System Revenue Bonds, Series 2025 (Taxable), of the City authorized by this Resolution; provided that the Series 2025 Bonds may be issued in one or more series and, if in more than one series, shall be designated as “Series 2025A” and “Series 2025B” and so forth, respectively. The Series 2025 Bonds shall have a 40-year maturity period.

(q) “System” means the entire Water Supply System of the City including such facilities thereof as are now existing and as shall be acquired and constructed as the Project, including all appurtenances, enlargements, extensions, repairs and improvements thereto hereafter made.

(r) “Transfer Agent” means the transfer agent and bond registrar for the Series 2025 Bonds as appointed from time to time by the City as provided in Section 4 of this Resolution and who or which shall carry out the duties and the responsibilities as set forth in Section 4 and 5 of this Resolution.

Section 2. Necessity; Public Purpose; Estimated Cost and Life of Project. It is hereby determined to be a necessary public purpose of the City to acquire and construct the Project. The total cost of the Project is estimated to be not less than Six Million Five Hundred Thousand Dollars (\$6,500,000) including the payment of costs incidental to the issuance, sale and delivery of the Series 2025 Bonds, which estimate of cost is hereby approved and

confirmed. To pay part of the cost of acquiring and constructing the Project, including payment of legal, engineering, financial and other expenses incident to said acquisition and construction, and incident to the issuance and sale of the Series 2025 Bonds, it is hereby determined that the City borrow the sum of not to exceed Six Million Five Hundred Thousand Dollars (\$6,500,000) and that bonds be issued therefor pursuant to the provisions of Act 34 and Act 94. The Issuer does hereby estimate the period of usefulness of the Project to be at least forty (40) years.

Section 3. 2025 Bond Details. The Series 2025 Bonds hereby authorized shall be designated WATER SUPPLY SYSTEM REVENUE BONDS, SERIES 2025 (TAXABLE), shall be dated as of the date of the first delivery of a principal installment to the City (the “Date of Original Issue”), shall consist of one full-registered nonconvertible bond of the denomination of up to \$6,500,000, and shall be payable in principal installments on June 1 (or such other date as is acceptable to the Government and approved in writing by the City Manager or, in the City Manager’s absence, the City Clerk or Treasurer (the “Authorized Officers”)) of each year, as set forth in the Exhibit A attached to such actual fully-registered Series 2025 Bond and as is acceptable to the Government and approved in writing by an Authorized Officer. The Series 2025 Bonds shall have a 40-year maturity period.

The Series 2025 Bonds are expected to be delivered to the Government as initial purchaser thereof in installments (the “delivery installments”) and each delivery installment shall be noted on the registration grid set forth on the Series 2025 Bonds. The delivery installments shall be deemed to correspond to the principal installments of the Series 2025 Bond in direct chronological order of said principal installments.

The principal installments of the Series 2025 Bonds will each bear interest from the date of delivery of the corresponding delivery installment to the registered holder thereof as shown on the registration grid set forth on the Series 2025 Bonds at an estimated rate of three and three-eighths percent (3.375%) per annum for Series 2025 Bonds, payable on such dates as are acceptable to the Government and approved in writing by an Authorized Officer, following the date of delivery of said delivery installment, and semiannually thereafter on each such semiannual date of each year until maturity or earlier prepayment of said installment. Acceptance of the interest rate on the Series 2025 Bonds shall be made by

execution of the Series 2025 Bonds which designates the rate specified by the Government and accepted in writing by the City. The Series 2025 Bonds shall be issued in fully-registered form and shall not be convertible or exchangeable into more than one fully-registered bond.

The Series 2025 Bonds may be subject to redemption prior to maturity in whole or in part in the manner and at the times and prices provided in the form of the Series 2014 Bond, the Series 2016 Bond, or the Series 2017 Bond.

Section 4. Bonds Registration and Execution. The Transfer Agent shall keep or cause to be kept at its principal office sufficient books for the registration and transfer of the Series 2025 Bonds, which shall at all times be open to inspection by the City. The Transfer Agent shall transfer or cause to be transferred on said books the Series 2025 Bonds presented for transfer, as hereinafter provided and subject to such reasonable regulations as it may prescribe.

Any Series 2025 Bonds may be transferred upon the books required to be kept pursuant to this section by the person in whose name it is registered, in person or by the registered owner's duly authorized attorney, upon surrender of the Series 2025 Bonds for transfer, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Series 2025 Bond or Bonds shall be surrendered for transfer, the Transfer Agent shall record such transfer on the registration books and shall register such transfer on the registration grid attached to the Series 2025 Bonds. At the time of such transfer the Transfer Agent shall note on the Bond the outstanding principal amount thereof at the time of such transfer. The Transfer Agent shall require payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer. The Transfer Agent shall not be required (i) to issue, register the transfer of or exchange any Bond during a period beginning at the opening of business fifteen (15) days before the day of the giving of a notice of redemption of Bonds selected for redemption or prepayment as described in the form of Bonds contained in this Resolution and ending at the close of business on the day of that giving of notice, or (ii) to register the transfer of or exchange any Bond so selected for redemption in whole or in part, except the unredeemed portion of Bonds being redeemed in part. The Issuer shall give the Transfer Agent notice of call for redemption at least 20 days prior to the date notice of redemption is to be given.

The Transfer Agent shall keep or cause to be kept, at its principal office, sufficient books for the registration and transfer of the Series 2025 Bonds, which shall at all times be open to inspection by the Issuer; and, upon presentation for such purpose, the Transfer Agent shall, under such reasonable regulations as it may prescribe, transfer or cause to be transferred, on said books, Bonds as hereinbefore provided.

The City Treasurer is hereby appointed to act as Transfer Agent with respect to the Series 2025 Bonds. If and at such time as the Series 2025 Bonds are transferred to or held by a registered owner other than the Government, the City by resolution may appoint a bank or trust company trust company qualified under Michigan law to act as transfer agent and bond registrar with respect to the Series 2025 Bonds, and the City may thereafter appoint a successor Transfer Agent upon sixty (60) days' notice to the registered owner of the Series 2025 Bonds.

The Bond shall be manually signed by the City Manager and countersigned by the City Clerk.

Section 5. Payment of Bonds. The principal and the interest on the Series 2025 Bonds shall be payable in lawful money of the United States of America by the Transfer Agent to the registered owner at the address of the registered owner as shown on the registration books of the City kept by the Transfer Agent. If the Government shall no longer be the registered owner of the Series 2025 Bonds, the principal of and interest on the Series 2025 Bonds shall be payable to the registered owner of record as the fifteenth day of the month preceding the payment date by check or draft mailed to the registered owner at the registered address. Such date of determination of the registered owner for purposes of payment of principal or interest may be changed by the City to conform to future market practice. The City's Treasurer is hereby authorized to execute an agreement with any successor Transfer Agent.

The Transfer Agent shall record on the registration books the payment by the City of each installment of principal or interest or both on the Series 2025 Bonds when made and the canceled checks or drafts representing such payments shall be returned to and retained by the City's Treasurer, which canceled check or drafts shall be conclusive evidence of such payments and the obligation of the City with respect to such payments shall be discharged to the extent of such payments.



Upon payment by the City of all outstanding principal of and interest on the Series 2025 Bonds, the registered owners thereof shall deliver the Series 2025 Bonds to the City for cancellation.

The sale of the Series 2025 Bonds to the Government at an estimated interest rate of three and three-eighths percent (3.375%) per annum for Series 2025 Bonds, and at the par value thereof, is hereby approved. The City's Treasurer is hereby authorized to deliver the Series 2025 Bonds in accordance with the delivery instructions of the Government.

Section 6. Bond Form. The Series 2025 Bonds shall be in substantially the form of the attached Exhibit A, with such revisions, additions and deletions as may be deemed, by an Authorized Officer with the advice of the City's bond counsel, advisable or necessary to comply with the final terms of the Series 2025 Bonds established upon sale thereof to the Government.

Section 7. Security for Series 2025 Bonds. To pay the principal of and interest on the Series 2025 Bonds as and when the same shall become due and any bonds of equal standing thereto, there is hereby recognized the statutory lien upon the whole of the Net Revenues of the System created by this Resolution, which lien shall be a first lien to continue until the payment in full of the principal of and interest on all Bonds payable from the Net Revenues. Net Revenues shall be set aside for the purpose and identified as the Bond and Interest Redemption Account, as hereinafter specified. If required by the Government, the City hereby pledges its limited tax, full faith and credit, general obligation to support the Series 2025 Bonds.

Section 8. Budget. Immediately upon the effective date of this Resolution for the remainder of the current Fiscal Year, and thereafter prior to the beginning of each Fiscal Year, the City shall prepare a budget for the System for the ensuing Fiscal year. A copy of such budget shall be mailed to the Government without request from the Government for review prior to adoption (as long as the Government is the registered owner of any of the Series 2025 Bonds), and upon written request to any other registered owners of the Series 2025 Bonds.

Section 9. Rates and Charges; Rate Covenant. The rates and charges for service furnished by and the use of the System and the methods of collection and enforcement of the collection of the rates and charges for service furnished by and the use of the System shall

be those in effect on the date of adoption of this Resolution in 2025, which, in the opinion of the City Council, are currently sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, to provide for the payment of the principal of and interest on the Series 2025 Bonds as the same become due and payable, and to provide for all other obligations, expenditures and funds for the System required by law and this Resolution. The City hereby covenants and agrees to fix and maintain at all times while any of the Series 2025 Bonds shall be outstanding such rates for service furnished by the System as shall be sufficient to provide for the foregoing expenses, requirements and covenants, and to create a Bond and Interest Rate Redemption Account (including a Reserve Account) for all such Bonds. The rates and charges for all services and facilities rendered by the System shall be reasonable and just, taking into consideration the cost and value of the System and the cost of maintaining, repairing, and operating the same and the amounts necessary for the retirement of all of the Series 2025 Bonds, and accruing interest on all of the Series 2025 Bonds, and there shall be charges such rates and charges as shall be adequate to meet the requirements of this Section.

The amount of the rates and charges shall be reviewed annually and revised when necessary to ensure system expenses are met and that all users pay their proportionate share of operation, maintenance, equipment replacement and administration expenses.

Section 10. No Free Service or Use. No free service or use of the System, or service or use of the System at less than the reasonable cost and value thereof, shall be furnished by the System to any person, firm or corporation, public or private, or to any public agency or instrumentality, including the City.

Section 11. Bond Proceeds. The City's Treasurer shall be custodian of all funds belonging to or associated with the System and such funds shall be deposited in the Depository Bank. The City's Treasurer may execute a fidelity bond with a surety company in an amount at least equal to the maximum annual debt service for the Series 2025 Bonds.

The City's Treasurer is hereby directed to maintain the following funds and account into which the proceeds of the Series 2025 Bonds and the Revenues from the System shall be deposited in the manner and at the times provided in this Resolution, which funds and

accounts shall be established and maintained, except as otherwise provided, so long as the Series 2025 Bonds hereby authorized remain unpaid.

(A) **CONSTRUCTION ACCOUNT.** The proceeds of the Series 2025 Bonds hereby authorized, and no other funds, shall be deposited in the 2025 WATER SYSTEM PROJECT CONSTRUCTION ACCOUNT (the “Construction Account”), in the Depository Bank. Moneys in the Construction Account shall be used solely for the purposes for which the Series 2025 Bonds are issued. If moneys other than proceeds of the Series 2025 Bonds are deposited into the Construction Account (including grant funds from any source, if any), then the moneys constituting proceeds of the Series 2025 Bonds shall be accounted separately from such other funds or moneys.

Any unexpected balance of the proceeds of sale of the Series 2025 Bonds remaining after completion of the Project herein authorized may in the discretion of the City be used for further improvements, enlargements and extensions to the System. Any remaining balance after such expenditure shall be paid into the Bond and Interest Redemption Account (hereinafter defined) and used as soon as is practical for the prepayment of installments of the Series 2025 Bonds.

After completion of the Project and disposition of remaining proceeds, if any, of the Series 2025 Bonds pursuant to the provisions of this Section, the Construction Account shall be closed.

(B) **WATER SUPPLY SYSTEM RECEIVING FUND.** There is hereby created a separate fund designated as the 2025 WATER SYSTEM RECEIVING FUND (the “Receiving Fund”). Revenues of the System shall be set aside into the Receiving Fund, and moneys so deposited therein shall be transferred, expended and used only in the manner and order as follows:

(1) **Operation and Maintenance Account.** There is hereby created a separate account on the books of the City designated as the 2025 WATER SUPPLY SYSTEM OPERATION AND MAINTENANCE ACCOUNT (the “Operation and Maintenance Account”). On the first day of each quarter of the Fiscal Year, Revenues shall be transferred from the Receiving Fund to the Operation and Maintenance Account to pay the reasonable and necessary current expenses of administration, operation and maintenance of the System for the ensuing quarter.

(2) Bond and Interest Redemption Account. There is hereby established a separate account on the books of the City designated as the 2025 WATER SUPPLY SYSTEM BOND AND INTEREST REDEMPTION ACCOUNT (the “Bond and Interest Redemption Account”), the moneys on deposit therein from time to time shall be used solely for the purpose of paying the principal of and interest on the Series 2025 Bonds. After the transfer required in (1) above, Revenues shall be transferred at the time of the first delivery installment (as defined in Section 3 of this Resolution) of the Series 2025 Bond and on the first day of each quarter of the Fiscal Year thereafter from the Receiving Fund, before any other expenditures or transfer therefrom, and deposited in the Bond and Interest Redemption Account for payment of principal of and interest on the Series 2025 Bonds and to fund the Reserve Account as required by this Resolution.

Upon any delivery of an installment of the Series 2025 Bonds there shall be set aside at the time of delivery and on the first day of each quarter of the Fiscal Year thereafter to the next interest payment date an amount equal to that fraction of the amount of interest due on the next interest payment date on said installment so delivered, the numerator of which is 1 and the denominator of which is the number of full and partial Fiscal Year quarters from the date of said delivery to the next interest payment date. After September 30, 2025 (or such other date as is acceptable to the Government and approved in writing by an Authorized Officer), there shall be set aside each Fiscal Year quarter on an amount not less than  $\frac{1}{2}$  of the amount of interest due on the next interest payment date on all outstanding installments of the Series 2025 Bonds not delivered during the then current interest payment period.

Upon any delivery of an installment of the Series 2025 Bonds there shall be set aside at the time of such delivery and on the first day of each quarter of the Fiscal Year thereafter to the next principal payment date an amount equal to that fraction of the amount of principal due on the next principal payment date on said installment so delivered, the numerator of which is 1 and the denominator of which is the number of full and partial Fiscal Year quarters from the date of said delivery to the next principal payment date. There shall also be set aside each Fiscal Year quarter on or after the first day of the Fiscal Year quarter after payment of the first principal installment of the Series 2025 Bonds, an amount not less than  $\frac{1}{4}$  of the amount of principal due on the next principal payment date. Except as hereinafter provided, no further deposits shall be made into the Bond and Interest Redemption Account (excluding

the Reserve Account) once the aforesaid sums have been deposited therein. Any amount on deposit in the Bond and Interest Redemption Account (excluding the Reserve Account) in excess of (a) the amount needed for payment of principal installments of the Series 2025 Bonds for the then current principal payment period, plus (b) interest on the Series 2025 Bonds for the then current interest payment period, shall be used by the City for redemption of principal installments of the Series 2025 Bonds in the manner set forth in Section 6 hereof, or if such use is impracticable, shall be deposited in or credited to the Receiving Fund.

If for any reason there is a failure to make such quarterly deposit in the amounts required, then the entire amount of the deficiency shall be set aside and deposited in the Bond and Interest Redemption Account from the Revenues first received thereafter which are not required by this Resolution to be deposited in the Operation and Maintenance Account or in the Bond and Interest Redemption Account, which amount shall be in addition to the regular quarterly deposit required during such succeeding quarter or quarters.

There is hereby established in the Bond and Interest Redemption Account a separate account on the books of the City to be known as the 2025 WATER SYSTEM RESERVE ACCOUNT (the "Reserve Account"). The Reserve Account shall be established as follows: Commencing the first day of the Fiscal Year quarter that is twelve months prior to the payment date of the first principal installment of the Series 2025 Bonds, there shall be withdrawn from the Receiving Fund at the beginning of each Fiscal Year quarter and set aside in and transferred to the Reserve Account, after provision has been made for the Operation and Maintenance Account and the current requirements of the Bond and Interest Redemption Account, the rate of one-tenth of one annual payment per year until there is accumulated in the account an amount as may be required by the USDARD. Except as hereinafter provided, no further deposits shall be made into the Reserve Account for the purpose of providing additional reserve funds for the Series 2025 Bonds once the Reserve Amount has been deposited therein as herein provided. The moneys in the Reserve Account shall be used solely for the payment of the principal installments of and interest on the Series 2025 Bonds as to which there would otherwise be default; provided, however, that in the event the amount on deposit in the Reserve Account exceeds the Reserve Amount, the moneys in excess of the Reserve Amount shall be used to pay principal installment of and interest on the Series 2025 Bonds on the next payment date.

If at any time it shall be necessary to use moneys in the Reserve Account for such payment, then the moneys so used shall be replaced from the Net Revenues first received thereafter which are not required by this Resolution to be used for operation and maintenance or for current principal and interest requirements for the Series 2025 Bonds.

No further payments need to be made into the Bond and Interest Redemption Account after enough of the principal installments of the Series 2025 Bonds have been retired so that the amount then held in the Bond and Interest Redemption Account (including the Reserve Account), is equal to the entire amount of principal and interest which will be payable at the time of maturity of all the principal installments of the Series 2025 Bonds then remaining outstanding.

The moneys in the Bond and Interest Redemption Account and the Reserve Account shall be invested in accordance with Section 12 of this Resolution, and profit realized or income earned on such investment shall be used or transferred as provided in Section 12 of this Resolution.

(3) Repair, Replacement and Improvement Account. There is hereby established a separate account on the books of the City designated as the 2025 WATER SYSTEM REPAIR, REPLACEMENT AND IMPROVEMENT ACCOUNT (the “RRI Account”). After the transfers required in (1) and (2) above, Revenues shall be transferred each Fiscal Year quarter from the Receiving Fund and deposited in the RRI Account in an amount not less than the amount required by USDARD, less the amount, if any, deposited in the Reserve Account at the beginning of the same Fiscal Year quarter. Moneys in the RRI Account shall be used and disbursed only for the purpose of paying the cost of (a) repairing any damage to and emergency maintenance of the System, (b) repairing or replacing obsolete, deteriorating, deteriorated or worn out portions of the System, (c) acquiring and constructing extensions and improvements to the System, and (d) when necessary, for the purpose of making payments of principal and interest on the Series 2025 Bonds. If the amount in the Bond and Interest Redemption Account and the Reserve Account is not sufficient to pay the principal of and interest on the Series 2025 Bonds when due, the moneys in the RRI Account shall be transferred to the Bond and Interest Redemption Account and used for that purpose. Moneys in the RRI Account may be invested in accordance with this Resolution.

(C) REVERSE FLOW OF FUNDS; SURPLUS MONEY. In the event the moneys in the Receiving Fund are insufficient to provide for the current requirements of the Operation and Maintenance Account, the Bond and Interest Redemption Account (including the Reserve Account), or the RRI Account, any moneys and/or securities in the funds of the System described by this Resolution shall be transferred, first, to the Operation and Maintenance Account, second, the Bond and Interest Redemption Account, and third, to the RRI Account.

All moneys remaining in the Receiving Fund at the end of any Fiscal Year after satisfying the above requirement for the deposit of moneys into the Operation and Maintenance Account, the Bond and Interest Redemption Account, and the RRI Account may be transferred to the Bond and Interest Redemption Account and used to call Bonds or portions thereof for redemption, or at the option of the City, transferred to the RRI Account and used for the purpose for which the funds were established; provided, however, that if there shall be a deficit in the Operation and Maintenance Account, the Bond and Interest Redemption Account, the Reserve Account, or the RRI Account, on account of defaults in setting aside therein the amounts hereinbefore required, then transfer shall be made from such moneys remaining in the Receiving Fund to such funds in the priority and order named in this Section, to the extent of such deficits.

Section 12. Investments. Moneys in the funds and accounts established herein and moneys derived from the proceeds of sale of the Series 2025 Bonds may be invested by the legislative body of the City on behalf of the City in the obligations and instruments permitted for investment by Section 24 of Act 94, as the same may be amended from time to time; provided, however, that as long as the Series 2025 Bonds are held by the Government, then the investment may be limited to the obligations and instruments authorized by the Government. Investment of moneys in the Bond and Interest Redemption Account being accumulated for payment on the next maturing principal or interest payment on the Series 2025 Bonds shall be limited to obligations and instruments bearing maturity dates prior to the date of the next maturing principal or interest payment on the Series 2025 Bonds. Investment of moneys in the Reserve Account shall be limited to Government obligations and instruments bearing maturity dates or subject to redemption, at the option of the holder thereof, not later than five (5) years from the date of the investment.

In the event investments are made, any securities representing the same shall be kept on deposit with the Depository Bank. Interest income earned on investment of funds in the Receiving Fund, the Operation and Maintenance Account and the Bond and Interest Redemption Account (except the Reserve Account), shall be deposited in or credited to the Receiving Fund. Interest income earned on the investment of funds in the Reserve Account shall be deposited in the Bond and Interest Redemption Account.

Section 13. Additional Bonds. While any of the Series 2025 Bonds, Series 2017 Bonds, the Series 2016 Bonds, the Series 2014 Bonds and any subsequently issued Additional Bonds shall be outstanding, no additional bonds payable from the Net Revenues of the System shall be issued which shall be of prior or equal standing and priority of lien on the Net Revenues therewith, except as provided below. The City shall have the right to issue additional bonds payable from the Net Revenues of the System for the purposes of improving, enlarging, extending or repairing the System (collectively, “Improvements”) or refunding any outstanding Bonds, which bonds when issued shall have equal standing with the Series 2025 Bonds herein authorized, provided that no such additional bonds of equal standing shall be issued unless the sum of (i) Net Revenues of the System for the fiscal year preceding the fiscal year in which the additional bonds are issued plus (ii) the estimated Net Revenues from the Improvements for the first fiscal year of the System following installation of such Improvements shall be equal to at least 100% of the largest amount of principal and interest thereafter maturing in any fiscal year on the bonds then outstanding payable from the Net Revenues of the System and on such additional bonds then being issued; provided, however, that this limitation may be waived or modified by the written consent of the bondholders representing at least 75% of the then outstanding aggregate principal amount of the Bonds. Junior and subordinate bonds payable from the Net Revenues of the System may be issued without restriction. No such additional bonds shall be issued if the City shall then be in default in making any payments to the Operation and Maintenance Account or the Bond and Interest Redemption Account under this or another Resolution.

Section 14. Savings Clause. All prior Ordinances and Resolutions shall continue in effect, except as specifically supplemented or altered herein.

Section 15. Severability; Paragraph Headings; and Conflict. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such



section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution. The paragraph headings in this Resolution are furnished for convenience of reference only and shall not be considered to be part of this Resolution.

Section 16. Publication and Recordation. This Resolution may be published in full in the *Eaton County Journal* or other newspaper of general circulation in the county, qualified under State law to publish legal notices, promptly after its adoption, and shall be recorded in the Resolution Book of the City and such recording authenticated by the signatures of the City Manager and City Clerk.

Section 17. Other Matters. The City Manager, City Treasurer and/or the City Clerk are each authorized, and if necessary directed, to (a) file with the Michigan Department of Treasury an application for prior approval of the issuance of the Series 2025 Bonds together with requests for such waivers as each shall deem necessary or appropriate, (b) approve the circulation of a preliminary official statement describing the Series 2025 Bonds and to deem the preliminary official statement “final” for purposes of Rule 15c2-12 of the SEC; (c) solicit bids for and approve the purchase of a municipal bond insurance policy for the Series 2025 Bonds, if any; and (d) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Series 2025 Bonds at their earliest feasible redemption date prior to maturity.

Section 18. City Subject to Loan Resolution. So long as the Government is holder of the Series 2025 Bond, the City shall be subject to the loan resolution (RUS Bulletin 1780-27) adopted by the City Council with respect to the Series 2025 Bond and shall comply with the provisions thereof.

Section 19. Certain Determinations. The City Manager and City Clerk are each hereby authorized to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transactions authorized herein, and in pursuance of the foregoing each is authorized to exercise the authority and make the determinations authorized pursuant to Section 7a(1)(c) of Act 94, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters, by the execution of the form of bond and/or an appropriate form of sale order acceptable to bond counsel, provided that the aggregate principal amount of the Series 2025

Bonds issued hereunder shall not exceed \$6,500,000, the final maturity date of the Series 2025 Bonds shall be not later than 40 years, and the interest rate on the Series 2025 Bonds is an estimated three and three-eighths percent (3.375%) per annum for the Series 2025 Bonds.

Section 20.    Covenant Not to Defeas. So long as the Government is the holder of any of the Series 2025 Bonds, the City covenants that it will not defease any of the Series 2025 Bonds held by the Government.

Section 21.    Negotiated Sale to the Government. The City determines to sell the Series 2025 Bond to the Government at a negotiated sale in order to obtain terms not generally available from conventional municipal bond market sources and for the opportunities provided by a negotiated sale to the Government to select and adjust the terms of the Series 2025 Bond, including the prepayment of the principal of the Series 2025 Bond at any time without premium.

Section 22.    Effective Date. Pursuant to the provisions of Section 6 of Act 94, this Resolution shall be approved on the date of first reading and accordingly this Resolution shall immediately be effective upon its adoption.

Adopted and signed this 18th day of September, 2025.

Signed: \_\_\_\_\_  
Aaron Sheridan, City Manager

Signed: \_\_\_\_\_  
Becky Dolman, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution duly adopted by the City Council of the City of Potterville, County of Eaton, Michigan, at a Meeting held on the 18th day of September, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

I further certify that the following Members were present at the meeting: \_\_\_\_\_  
 \_\_\_\_\_ and that the following  
 Members were absent: \_\_\_\_\_.

I further certify that Member \_\_\_\_\_ moved adoption of the Resolution,  
 and that the motion was supported by Member \_\_\_\_\_.

I further certify that the following Members voted for adoption of said Resolution:  
 \_\_\_\_\_  
 and that the following Members voted against adoption of said Resolution: \_\_\_\_\_  
 \_\_\_\_\_.

I further certify that the Resolution has been recorded in the Resolution Book and  
 that such recording has been authenticated by the signatures of the City Manager and City  
 \_\_\_\_\_.

\_\_\_\_\_  
 Becky Dolman, City Clerk

**EXHIBIT A****REGISTERED**

UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF EATON

CITY OF POTTERTVILLE  
WATER SUPPLY SYSTEM REVENUE BOND, SERIES 2025 (TAXABLE)

Principal Amount: \$6,500,000

Original Issue: \_\_\_\_\_, 2025

[Estimated] Interest Rate  
Per Annum: 3.375%

Principal  
Payment: \_\_\_\_\_ each year as  
shown on Exhibit A

The City of Pottertville, County of Eaton, State of Michigan (the “City”), for value received, hereby promises to pay the registered owner hereof, but only out of the hereinafter described Net Revenues of the City’s Water System including all appurtenances additions, extensions and improvements thereto (the “System”), the sum of

Six Million Five Hundred Thousand Dollars

on the dates and in the principal installment amounts set forth in Exhibit A attached hereto and made a part hereof with interest on said installments from the date each installment is delivered to the City and as set forth on the registration grid hereon until paid at the estimated rate of 3.375% per annum, first payable on \_\_\_\_\_, 2026, and semiannually thereafter; provided that the principal repayments required herein to the registered owner shall not exceed the total of the principal installments set forth on the registration grid attached hereto from time to time hereafter to acknowledge receipt of payment of the purchase price of this bond up to a total of \$6,500,000. Both principal of and interest on this bond are payable in lawful money of the United States of America to the registered owner at the address shown on the City’s registration books by check or draft mailed to the registered holder at the address shown on the registration books of the City, and for the prompt payment thereof, the revenues of the System, after provision has been made for reasonable and necessary expenses of operation, administration and maintenance thereof (the “Net Revenues”), are hereby irrevocably pledged and a statutory lien thereon is hereby recognized and created.

Interest on this bond shall be calculated on the basis of a 365-day year for the actual number of days elapsed. The “Registrar/Transfer Agent” shall be such person as the City so designates in writing, shall record the City’s receipt of principal advances from the U.S.A. on the Principal Advances Registrar and, upon so recording the City’s receipt of the final

principal advance, shall mail a copy of the complete Principal Advances Register to the United States of America at the office of Rural Development, U.S. Department of Agriculture, P.O. Box 703180, 47526 Clipper St., Plymouth, MI 48170, or such other address as the office of Rural Development may from time to time specify in writing to the City Clerk.

This is a single, fully-registered, non-convertible bond constituting an issue in the total aggregate principal sum of \$6,500,000, issued pursuant to Resolution No. 25-\_\_\_\_ of the City (the "Resolution"), and under and in full compliance with the Constitution and statutes of the State of Michigan, including specifically Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of acquiring and constructing improvements to the System. For a complete statement of the revenues from which, and the conditions under which, this bond is payable and the general covenants and provisions pursuant to which this bond is issued, referenced is made to the Resolution.

This bond is a self-liquidating bond and is not a general obligation of the City and does not constitute an indebtedness of the City within any constitutional or statutory debt limitation, but is payable, both as to principal and interest, from the Net Revenues of the System. The principal of and interest on the bond is secured by the statutory lien hereinbefore mentioned.

Principal installments of this bond are subject to prepayment prior to maturity, in inverse chronological order, at the City's option, on any date on or after October 1, 2025, at par and accrued interest to the date fixed for prepayment.

Thirty-days notice of the call of any principal installments for prepayment shall be given by mail to the registered owner at the registered address. The principal installments so called for prepayment shall not bear interest after the date fixed for prepayment, provided funds are on hand to prepay said installments.

This bond shall be registered as to principal and interest on the books of the City kept by the City Treasurer or successor or written designee as bond registrar and transfer agent (the "Transfer Agent") and noted hereon, after which it shall be transferable only upon presentation to the Transfer Agent with a written transfer by the registered owner or his attorney in fact. Such transfer shall be noted hereon and upon the books of the City kept for that purpose by the Transfer Agent.

The City has covenanted and agreed and does hereby covenant and agree to fix and maintain at all times while any bonds including the installments of this bond are payable from the Net Revenues of the System shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the interest upon and the principal of this bond, and any additional bonds of equal standing with this bond payable from the Net Revenues of the System as and when the same become due and payable, and to create a Bond and Interest Redemption Account (including a Reserve Account) therefor, to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working

order, and to provide for such other expenditures and funds for the System as are required by the Resolution.

It is hereby certified and recited that all acts, conditions and things required by law to be done precedent to and in the issuance of this bond have been done and performed in regular and due time and form as required by law.

IN WITNESS WHEREOF, the City of Potterville, County of Eaton, State of Michigan, by its City Council, has caused this bond to be executed with the facsimile signatures of its City Manager and its City Clerk and a facsimile of its corporate seal to be printed on this bond, all as of the Date of Original Issue.

CITY OF POTTERVILLE  
COUNTY OF EATON  
STATE OF MICHIGAN

By: \_\_\_\_\_  
Aaron Sheridan, City Manager

(Seal)

Countersigned:

\_\_\_\_\_  
Becky Dolman, City Clerk

REGISTRATION  
NOTHING TO BE WRITTEN HEREON EXCEPT  
BY THE BOND REGISTRAR/TRANSFER AGENT

[illegible]

EXHIBIT A

<u>April 1</u>	<u>Amount</u>	<u>April 1</u>	<u>Amount</u>
2026	\$	2051	\$
2027		2052	
2028		2053	
2029		2054	
2030		2055	
2031		2056	
2032		2057	
2033		2058	
2034		2059	
2035		2060	
2036		2061	
2037		2062	
2038		2063	
2039		2064	
2040		2065	
2041		2066	
2042		2067	
2043		2068	
2044		2069	
2045		2070	
2046		2071	
2047		2072	
2048		2073	
2049		2074	
2050		2075	

**[NOTE:** *The actual grid in the Exhibit A attached to the issued Series 2025 Bond shall be filled in, and may be changed from the above form, in any or all respects as are acceptable to the Government and approved in writing by an Authorized Officer on or before the Date of Original Issue.]*

27468:00052:201767398-2





## Purpose and Overview

The Eaton County Multi-Hazard Mitigation Plan (MHMP) aims to reduce loss of life, injuries, and property damage from natural, technological, and human-caused hazards. It identifies risks based on past events and outlines strategies, goals, and actions to reduce future impacts. The plan promotes collaboration among local governments, agencies, nonprofits, and the private sector to implement cost-effective mitigation measures. This comprehensive update also includes a detailed Hazard Identification & Risk Assessment and provides a framework for countywide preparedness and resilience planning.

Adopting this plan ensures that Eaton County and its participating jurisdictions remain eligible for federal hazard mitigation funding through programs administered by the Federal Emergency Management Agency (FEMA), including grants that support infrastructure improvements and disaster preparedness efforts.

## Why Adoption is Important

Federal law, the Disaster Mitigation Act of 2000, requires counties to have an approved and adopted hazard mitigation plan in place to qualify for certain types of federal disaster aid and grant funding. By adopting the MHMP, Eaton County maintains its eligibility for these resources, which are critical in both planning for and recovering from disasters.

The MHMP is also an essential tool for long-term community resilience. It reduces the financial, human, and environmental toll of disasters by planning before they occur. According to national research, every dollar invested in mitigation can save up to six dollars in future disaster recovery costs.

## What the Plan Covers

The MHMP:

- Includes the 16 hazards identified in the Hazard Identification and Risk Assessment (HIRA) that are reasonably likely to impact Eaton County, such as tornadoes, flooding, hazardous materials incidents, severe storms, cyber threats, and active violence incidents. The HIRA also evaluates the vulnerability of local populations, buildings, infrastructure, and essential services to these hazards.
- Establishes goals and strategies to mitigate those risks, such as improving drainage systems, strengthening building codes, expanding public education, and enhancing emergency communication systems.
- Provides detailed actions prioritized by cost, feasibility, and impact, which local jurisdictions can implement over time.

## Who Participated

The development of the MHMP was a collaborative effort led by Eaton County Emergency Management. All 26 local governments were invited to participate, with 11 jurisdictions actively engaging in the planning process, including townships, cities, and villages. Additional input was



provided by public agencies, utilities, health departments, school districts, law enforcement, fire departments, nonprofits, and members of the public. This broad participation helped ensure the plan accurately reflects real-world risks, local capabilities, and the unique needs of the Eaton County community.

### **Plan Maintenance and Use**

The MHMP is not a one-time document. It will be reviewed regularly and formally updated every five years or after major disasters. Eaton County Emergency Management is responsible for ensuring the plan remains current and relevant. Minor adjustments may be made by the Emergency Manager; major changes will be returned to the Board for approval.

### **Conclusion**

By adopting the Multi-Hazard Mitigation Plan, Eaton County demonstrates a commitment to public safety, financial stewardship, and long-term resilience. The MHMP enables the County and its partners to proactively reduce the impact of future disasters, protect our residents, and strengthen the infrastructure and services we all depend on.

The Eaton County Board of Commissioners is asked to formally adopt the plan by resolution. Doing so enables continued access to federal mitigation funding and reflects our shared dedication to building a safer, more prepared community.

# City of Potterville

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

## RESOLUTION NO. 25-0918-16

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 18th day of September at 6:00 p.m.

**Present:**

**Absent:**

The following Resolution was offered by XXXXXXXXXX and seconded by XXXXXXXXX.

### **RESOLUTION TO AUTHORIZE THE ACCEPTANCE AND ADOPTION OF THE MULTI-HAZARD MITIGATION PLAN (MHMP) UPDATE**

**WHEREAS**, Eaton County and the townships, cities, and villages with the county have gathered information and prepared an update to the 2023 Tri-County Hazard Mitigation Plan; and

**WHEREAS**, the Multi-Hazard Mitigation Plan (MHMP) has been prepared in accordance with the Disaster Mitigation Act of 2000 and Title 44 Code of Federal Regulations (CFR), Part 201; and

**WHEREAS**, Title 44 CFR, Chapter 1, Part 201.6(c)(5) requires each local government participating in the preparation of a Plan Update to accept and adopt such plan; and

**WHEREAS**, the City of Potterville of, has reviewed the MHMP update, has found the document to be acceptable, and as a local unit of government, has afforded its citizens an opportunity to comment and provide input regarding the Plan Update and the actions included in the Plan; and

**WHEREAS**, the City of Potterville of, will consider the MHMP update during the implementation and updating of local planning mechanisms, and will incorporate the hazard assessment data, hazard vulnerabilities, and mitigation actions in these mechanisms, where applicable;

**NOW THEREFORE, BE IT RESOLVED**, that the City of Potterville of, as a participating jurisdiction, adopts the MHMP Update.

This resolution was thereupon declared duly adopted on Thursday, September 18, 2025

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Mayor

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Clerk

# City of Potterville

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

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 proceedings taken by the City Council of said City at regular meeting held on September 18, 2025,

*Becky Dolman*

City Clerk