City of Potterville - Council Agenda

Thursday, November 20, 2025 at 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street

- A. Call to Order:
- **B.** Pledge of Allegiance:
- C. Roll Call:
- D. Approval of Agenda:
- E. Approval of Minutes: Regular Meeting October 16, 2025
- **F.** Approval of Bills: General Bills \$139,767.83 + \$29,051.89

$$TOTAL AP = $168,819.72$$

- 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. Interlocal Agreement for Eaton County Designated Assessor
 - 2. Resolution No. 2025-1120-17, Consumers Energy Company Street Lights
 - 3. Eaton County Law Enforcement Mutual Assistance Agreement
 - 4. Distribution of the City of Potterville Proposed Draft City Master Plan
- L. Next Regular Meeting: Thursday, December 18, 2025, at 6:00 p.m.
- M. Excuse absent member(s):
- N. Adjourn:

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

The City Council Meeting was called to order by Mayor Lenneman on Thursday, October 16, 2025 at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

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

Absent: Member Myers-Southerly,

Approval of Agenda: Motion by Deputy Mayor Potter and supported by Member Nichols. Vote: Unanimous. Motion Carried (6-0).

Approval of September 18, 2025, Regular Minutes: Motion by Deputy Mayor Potter and supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Approval of Bills: Motion to pay Bills in the amount of \$162,349.53, by Member Myers-Southerly and supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (6-0).

Public Comment on Agenda Items: None

Department Reports:

Chief Barry shared that Dracko 2.0 will be certified soon. Ingham County is assisting local City departments in Eaton County with training to handle extreme cases for animal control.

Zoning Administrator Miller said that Planning Commission will review all draft plans very soon. There will be a Public Hearing for the water plant application on November 5 at 7:00 pm.

Cambria Ridge Phase II Public Road Acceptance – Cambria Court: Motion by Deputy Mayor Potter and supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Public Comment on Non-Agenda Items: None

Excuse Absent Member Myers-Southerly: Motion by Mayor Lenneman. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Next Regular Meeting: November 20, 2025

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

Meeting Adjourned: 6:37 pm

Becky Dolman,City Clerk

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11/13/2025 02:09 PM CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE User: RDOLMAN EXP CHECK RUN DATES 10/17/2025 - 11/13/2025 DB: Potterville BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN

INVOICE

INVOICE NUMBER	DESCRIPTION	AMOUNT
	ACE HARDWARE-GRAND LEDGE	
11913 12060/4	SAW BLADE THREADLOCKER, GORILLA ADHSV, HOOK	25.99 125.15
	BICYCLE SCREW, FASTENERS	
12056/4 12044/4	SCKT, LAWN RAKE STEEL, RAKE, FASTENERS	96.45 12.90
12038/4	BATTERY ALKALINE AA,16 PK	17.99
TOTAI	L VENDOR ACE HARDWARE-GRAND LEDGE	278.48
VENDOR NAME: 1625-25	ALL-STAR FLEET SERVICES, LLC FALL GRADING	1,300.00
ТОТАТ	L VENDOR ALL-STAR FLEET SERVICES, LLC	1,300.00
	ALTOGAS, INC	_,,,,,,,,
10/3/25	55# PROPANE FILLED, 2=20 LB,	149.00
TOTAL	L VENDOR ALTOGAS, INC	149.00
	APEX SOFTWARE	
330999	SKETCHING SOFTWARE FOE 9/1/2025- 9/1/2026	260.00
TOTAI	L VENDOR APEX SOFTWARE	260.00
	APPLIED IMAGING	
11/8-12/7/25	EQUIPMENT AND PRINTING	68.19
	L VENDOR APPLIED IMAGING	68.19
VENDOR NAME: INUS393297	AXON ENTERPRISE, INC. EVIDENCE STORAGE	1,080.00
TOTAI	L VENDOR AXON ENTERPRISE, INC.	1,080.00
VENDOR NAME:	BORNTRAGER SMALL ENGINES	
OCT. 3, 2025	FLYWHEEL, INGN COIL, SPARK PLUG, BAR OIL	275.49
TOTAI	L VENDOR BORNTRAGER SMALL ENGINES	275.49
VENDOR NAME:	BS&A SOFTWARE	871.00
	TAX SYSTEM ANNUAL SERVICE AND SUPPORT	
	L VENDOR BS&A SOFTWARE	871.00
8468	BUILD MASTERS RENTAL LLC 60' BOOM LIFT	950.00
TOTAI	L VENDOR BUILD MASTERS RENTAL LLC	950.00
	CALEDONIA FARMERS ELEVATOR	107.66
455472	TIRE, VALVE STEM,	107.66
	L VENDOR CALEDONIA FARMERS ELEVATOR	107.66
	CINTAS CORPORATION #725 UNIFORM EXPENSE	283.15
TOTAI	L VENDOR CINTAS CORPORATION #725	283.15
	CITY OF POTTERVILLE	
9/25-10/22/25	5 UTILITIES	557.75
	L VENDOR CITY OF POTTERVILLE	557.75
VENDOR NAME: 024206	CMP DISTRIBUTORS DUTY HOLSTER FRO GLOCK, LIGHT, GLOCK	275.85
	MAGAZINE	
024170	SHIELD ARMS GLOCK MAGAZINE, DUTY HOLSTOR	389.70
TOTAI	L VENDOR CMP DISTRIBUTORS	665.55
VENDOR NAME:		
10/20-11/19/2	25 OFFICE INTERNET	137.85
TOTAI	L VENDOR COMCAST	137.85

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CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE EXP CHECK RUN DATES 10/17/2025 - 11/13/2025 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN

INVOICE

INVOICE NUMBER DESCRIPTION	AMOUNT
VENDOR NAME: CONSUMERS ENERGY 9/22-10/23/25 UTILITIES OCT. 2025 UTILITIES	6,806.77 1,870.19
TOTAL VENDOR CONSUMERS ENERGY	8,676.96
VENDOR NAME: COOPER, PETER NOVEMBER 2025 MILEAGE FOR CLASS	42.00
TOTAL VENDOR COOPER, PETER	42.00
VENDOR NAME: CORE & MAIN X912314 MARKING PAINT,	285.12
TOTAL VENDOR CORE & MAIN	285.12
VENDOR NAME: D & L FUELS 211904 DIESEL 211903 GASOLINE	478.22 816.10
TOTAL VENDOR D & L FUELS	1,294.32
VENDOR NAME: DELTA DENTAL NOV. 2025 DENTAL BENEFITS	1,075.14
TOTAL VENDOR DELTA DENTAL	1,075.14
VENDOR NAME: EATON COUNTY SHERIFF'S DEPARTMENT NOV. 6, 2025 SERVICES FULL DAY CUTTING WOOD	300.00
TOTAL VENDOR EATON COUNTY SHERIFF'S DEPARTMENT	300.00
VENDOR NAME: EGLE 761-11361255 COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE	1,710.30
76111366624 LAKE ALLIANCE	181.71
TOTAL VENDOR EGLE	1,892.01
VENDOR NAME: ETNA SUPPLY COMPANY S106586378.001 CLOSET SPUD, ROYAL FLUSH VALVE	210.59
TOTAL VENDOR ETNA SUPPLY COMPANY	210.59
VENDOR NAME: FORCIER, ALEX OCT. 29.2025 MILEAGE FOR CLASS	199.36
TOTAL VENDOR FORCIER, ALEX	199.36
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH 928340 GENERAL	892.50
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH	892.50
VENDOR NAME: GORDON'S FOOD SERVICE 809281808 CONCESSIONS	191.43
TOTAL VENDOR GORDON'S FOOD SERVICE	191.43
VENDOR NAME: LANSING WELDING, INC 6419 WELD 2 PATCHES AT WATER TREATMENT PLANT, ROOF OF WATER WELL TOWER WLL #4	660.00
TOTAL VENDOR LANSING WELDING, INC	660.00
VENDOR NAME: MACALLISTER RENTALS R87682888001 EXCAVATOR, BUCKET EXCAVATOR	4,625.76
TOTAL VENDOR MACALLISTER RENTALS	4,625.76
VENDOR NAME: MAMC 11381 MEMBERSHIP 2026	100.00
TOTAL VENDOR MAMC	100.00
VENDOR NAME: MENARDS-LANSING WEST 05953 K9 DOG FOOD 06784 RV MARINE ANTIFREEZE	93.98 35.88
6793 7 BLADE VEHICLE SIDE, FILTER WALL MNT	26.98
TOTAL VENDOR MENARDS-LANSING WEST	156.84

11/13/2025 02:09 PM CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
User: RDOLMAN EXP CHECK RUN DATES 10/17/2025 - 11/13/2025
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BANK CODE: GEN

INVOICE NUMBER DESCRIPTION	AMOUNT
VENDOR NAME: MICHIGAN CAT PD17954761 KIT SPOOL	1,265.98
PD17954762 CYL GP-BASIC	1,880.00
TOTAL VENDOR MICHIGAN CAT	3,145.98
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL 761-11376655 WATER TESTING	80.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL	80.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE 0006711 CDL CONSORTIUM DRIVERS FEE 1/1/26- 12/31/2026	400.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE	400.00
TENDOR NAME: PAYTON ASSESSING, LLC OCT. 2025 ASSESSING SERVICES	1,416.67
TOTAL VENDOR PAYTON ASSESSING, LLC	1,416.67
TENDOR NAME: PHP	4,742.10
TOTAL VENDOR PHP	4,742.10
/ENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY	4,/42.10
4031 INTERNET AND PHONES	4,131.60
TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY	4,131.60
VENDOR NAME: PRINTING SYSTEMS PC-2392220 UTILITY BILLS	356.38
TOTAL VENDOR PRINTING SYSTEMS	356.38
ENDOR NAME: PROGRESSIVE ARCHITECTS, ENGINEE 0206413 PROFESSIONAL SERVICES THRU OCT. 31, 2025	4,500.00
TOTAL VENDOR PROGRESSIVE ARCHITECTS, ENGINEE	4,500.00
ENDOR NAME: STATE OF MICHIGAN 91:ACT51 ROAD PROJECT - MAIN STREET	79,503.20
TOTAL VENDOR STATE OF MICHIGAN	79,503.20
ENDOR NAME: THE COUNTY JOURNAL 95976 NOTICE OF PUBLIC PLANNING COMMISSION	118.70
TOTAL VENDOR THE COUNTY JOURNAL	118.70
VENDOR NAME: THE PARTS PLACE-CHARLOTTE 286687 PREMIUM START FLUID, PIN, CLIP, BATTERY	38.52
CABLES WIPER BLADES	51.00
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	89.52
TENDOR NAME: UNUM LIFE INSURANCE OCT 2025 SHORT/LONG TERM DISABILITY INSURANCE	321.34
TOTAL VENDOR UNUM LIFE INSURANCE	321.34
VENDOR NAME: VERIZON WIRELESS	394.88
TOTAL VENDOR VERIZON WIRELESS	394.88
YENDOR NAME: VISION SERVICE PLAN NOV 2025 VISION	130.20
TOTAL VENDOR VISION SERVICE PLAN	130.20
VENDOR NAME: WEX BANK OCT 2025 FUEL	41.11
TOTAL VENDOR WEX BANK	41.11
TOTAL VENDOR WEX BANK VENDOR NAME: WIGHTMAN	41.11

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INVOICE

AMOUNT NUMBER DESCRIPTION VENDOR NAME: WIGHTMAN

WATER SYSTEM IMPROVEMENTS PROJECT 12,810.00 98189 12,810.00 TOTAL VENDOR WIGHTMAN

GRAND TOTAL: 139,767.83

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11/20/2025 02:17 PM CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE User: RDOLMAN EXP CHECK RUN DATES 11/14/2025 - 11/20/2025 DB: Potterville BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN

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INVOICE NUMBER DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE 12102/4 HITCH PIN&CLIP, BATTERY, LAWN RAKE	56.57
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE	56.57
VENDOR NAME: ALRO STEEL FKJ942LZ STEELE	17.55
TOTAL VENDOR ALRO STEEL	17.55
VENDOR NAME: ALTOGAS, INC	
911896 PROPANE FOR POLE BARN	1,260.01
TOTAL VENDOR ALTOGAS, INC	1,260.01
VENDOR NAME: AT&T NOV. 4- DEC. 3 SOFTBALL FIELDS INTERNET	68.75
TOTAL VENDOR AT&T	68.75
VENDOR NAME: CAPITOL IRRIGATION 11/20/2025 BALLFIELD WINTERIZATION	540.00
TOTAL VENDOR CAPITOL IRRIGATION	540.00
VENDOR NAME: CARDMEMBER SERVICE 10/8-11/6/25 TRASH CANS, TARPS, FIELD RAKES, PAPER, K-9 SHADE CLOTH, BULLETIN BOARDS	939.98
TOTAL VENDOR CARDMEMBER SERVICE	939.98
VENDOR NAME: D & L FUELS 211835 GASOLINE	833.20
TOTAL VENDOR D & L FUELS	833.20
VENDOR NAME: DOLMAN, REBECCA DCT - NOV. 2025 MILEAGE	60.20
TOTAL VENDOR DOLMAN, REBECCA	60.20
VENDOR NAME: ELHORN ENGINEERING 308773 CHEMICALS FOR WATER	1,152.65
TOTAL VENDOR ELHORN ENGINEERING	1,152.65
VENDOR NAME: GRANGER CONTAINER SERVICE, INC OCT 2025 WASTE SERVICES	2,915.72
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC	2,915.72
VENDOR NAME: HAVILAND PRODUCTS COMPANY 555401 ALUMINIUM SULFATE	7,966.20
TOTAL VENDOR HAVILAND PRODUCTS COMPANY	7,966.20
VENDOR NAME: HUTSON, INC 11100722 BATTERY, CHAIN, NYLON LOCK NUT	100.60
TOTAL VENDOR HUTSON, INC	100.60
VENDOR NAME: MICHIGAN CAT	
PD18000963 CATERPILLAR PD18003700 RETURN	827.95 (752.68)
TOTAL VENDOR MICHIGAN CAT	75.27
VENDOR NAME: MICHIGAN NSA	70.00
2025 HALL OF FAME BANQUEST PARKS70.00 TO BE HONORED AT	70.00
TOTAL VENDOR MICHIGAN NSA	70.00
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY 34551 TABLET FOR WATER AND SEWER	1,581.98
TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY	1,581.98
VENDOR NAME: QUILL CO	225
46467542 PAPER	289.90

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User: RDOLMAN EXP CHECK RUN DATES 11/14/2025 - 11/20/2025
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BANK CODE: GEN

INVOICE

NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: Q	UILL CO VENDOR QUILL CO	289.90
IOIAL	VENDOR QUILL CO	209.90
VENDOR NAME: R	APELJE, MARK	
DEC 2025	SANTA SERVICE	200.00
TOTAL	VENDOR RAPELJE, MARK	200.00
VENDOR NAME: U	NITED STATES POST OFFICE	
NOV 2025	WATER POSTAGE	286.70
WINTER TAX 202	5 POSTAGE FOR WINTER TAX BILLS	623.59
TOTAL	VENDOR UNITED STATES POST OFFICE	910.29
VENDOR NAME: V	ERIZON WIRELESS	
OCT. 6 - NOV.5	, 20%SERVICE	39.02
TOTAL	VENDOR VERIZON WIRELESS	39.02
VENDOR NAME: W	IGHTMAN	
98880	CAMBRIA RIDGE PHASE II OCT. 13- NOV.	237.00
98879	9, 2025	2 227 00
99080	FY 25 SMALL URBAN PROJECT WATER SYSTEM IMPROVEMENTS	3,237.00 6,500.00
99000	WAIDE SISIEM IMPROVEMENTS	
TOTAL	VENDOR WIGHTMAN	9,974.00
GRAND TOTAL:		29,051.89

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User: JWest

REVIEWED BY:

DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE

Bank GEN (GENERAL POOLED ACCOUNT) FROM 10/01/2025 TO 10/31/2025 Reconciliation Record ID: 340

GL Number Description Beginning Balance 101-000-001.000 CASH 1,582,131.88 202-000-001.000 CASH 494,737.44 203-000-001.000 CASH 155,257.45 208-000-001.000 CASH 35,105.17 370-000-001.000 CASH 401-000-001.000 CASH 8,650.48 590-000-001.000 CASH 269,453.68 590-000-010.000 CASH IN BANK - BOND RESERVE 348,500.00 590-000-011.000 38,133.00 CASH IN BANK-REPLACEMENT FUND 591-000-001.000 CASH 832,194.12 591-000-010.000 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 (2,797.46)Beginning GL Balance: 4,342,449.75 Add: Cash Receipts 147,995.67 Less: Cash Disbursements (232, 271.99)Less: Payroll Disbursements (67,785.37)Add: Journal Entries/Other 143,263.32 Ending GL Balance: 4,333,651.38 GL Number Description Ending Balance 101-000-001.000 CASH 1,686,468.28 202-000-001.000 CASH 379,844.96 203-000-001.000 CASH 138,196.17 208-000-001.000 CASH 30,866.37 370-000-001.000 CASH 401-000-001.000 CASH 8,650.48 590-000-001.000 CASH 247,063.82 590-000-010.000 CASH IN BANK - BOND RESERVE 368,450.00 590-000-011.000 65,366.00 CASH IN BANK-REPLACEMENT FUND 591-000-001.000 CASH 821,606.72 591-000-010.000 CASH IN BANK - BOND RESERVE 205,990.00 591-000-011.000 CASH IN BANK-REPLACEMENT FUND 415,596.00 598-000-001.000 CASH 13,440.99 641-000-001.000 CASH (47,888.41)Ending GL Balance: 4,333,651.38 Ending Bank Balance: 4,338,736.35 Add: Miscellaneous Transactions 2,329.38 Add: Deposits in Transit 10/02/2025 Deposit ID: 2257 7,212.51 11/01/2025 *Deposit ID: 2282 4,032.18 \$ PUT IN COMMON- SHOULD BE IN TAX (1, 125.70)\$ DEPOSITED INTO COMMON- SBE TAX (\$4522.60)(3,342.73)SWEEP ACCT 67,800.84 74,577.10 Less: 9 AP Outstanding Checks 81,991.45 Less: 0 PR Outstanding Checks Adjusted Bank Balance 4,333,651.38 Unreconciled Difference: 0.00 DATE: 11-6-25

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11/04/2025 11:03 AM

User: JWest

DB: Potterville

REVIEWED BY:

BANK RECONCILIATION FOR CITY OF POTTERVILLE

Bank TAX (TAX ACCOUNT)

FROM 10/01/2025 TO 10/31/2025 Reconciliation Record ID: 338

GL Number Description Beginning Balance 703-000-001.000 CASH 29,240.96 Beginning GL Balance: 29,240.96 Add: Cash Receipts 15,844.55 Add: Tax Receipts 175.12 Less: Cash Disbursements (34,961.91)Add: Journal Entries/Other 77.65 10,376.37 Ending GL Balance: GL Number Description Ending Balance 703-000-001.000 CASH 10,376.37 Ending GL Balance: 10,376.37 Ending Bank Balance: 13,408.90 Add: Deposits in Transit 10/02/2025 Deposit ID: 2258 1,125.70 10/30/2025 Deposit ID: 2279 3,342.73 SHOULD BE IN GENERAL ACCOUNT (10/3 DEPOSIT) (7,212.51)(2,744.08)Less: 2 AP Outstanding Checks 288.45 Less: 0 PR Outstanding Checks Adjusted Bank Balance 10,376.37 Unreconciled Difference: 0.00

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DATE: __/-4-25

11/04/2025 11:22 AM User: JWest

DB: Potterville

REVIEWED BY: ____

BANK RECONCILIATION FOR CITY OF POTTERVILLE Bank PR (PAYROLL ACCOUNT)

FROM 10/01/2025 TO 10/31/2025

Reconciliation Record ID: 339

GL Number Description Beginning Balance 750-000-001.000 CASH 7,616.92 Beginning GL Balance: 7,616.92 Add: Payroll Disbursements 423.78 Ending GL Balance: 8,040.70 GL Number Description Ending Balance 750-000-001.000 8,040.70 CASH Ending GL Balance: 8,040.70 8,569.88 Ending Bank Balance: Add: Deposits in Transit DEFINED CONTRIBUTION DIFFERENCE- ACH (AUGUST) (96.70)DEFINED CONTRIBUTION DIFFERENCE- ACH (SEPT) (97.42)DEFINED CONTRIBUTION DIFFERENCE-ACH (OCT) CK FOR ALERUS STILL OPE 90.67 (103.45)Less: 0 AP Outstanding Checks Less: 2 PR Outstanding Checks 425.73 Adjusted Bank Balance 8,040.70 Unreconciled Difference: 0.00

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11/03/2025 04:49 PM

User: JWest

DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE

Bank FEST (GIZZARD FEST) FROM 10/01/2025 TO 10/31/2025

Reconciliation Record ID: 336

GL Number Description Beginning Balance 211-000-001.000 CASH 56,229.05 Beginning GL Balance: 56,229.05 Less: Cash Disbursements (1,000.00)Add: Journal Entries/Other 195.65 Ending GL Balance: 55,424.70 GL Number Description Ending Balance 211-000-001.000 CASH 55,424.70 Ending GL Balance: 55,424.70 Ending Bank Balance: 55,424.70 Add: Deposits in Transit 0.00 Less: 0 AP Outstanding Checks Less: 0 PR Outstanding Checks Adjusted Bank Balance 55,424.70 Unreconciled Difference: 0.00 DATE: 11-4-25 REVIEWED BY: _

DB: Potterville

11/13/2025 11:53 AM REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE Page: 1/14 User: JWest

PERIOD ENDING 10/31/2025

END BALANCE 2025-26 YTD BALANCE ACTIVITY FOR 06/30/2025 ORIGINAL 10/31/2025 NTH 10/31/2025 END BALANCE GL NUMBER DESCRIPTION Fund 101 - GENERAL FUND PROPERTY TAX

SOLID WASTE TAX

88,236.19

87,969.00

91,388.21

1,363.35

DELINQUENT PROP TAX

1,764.77

500.00

0.00

0.00

PAYMENT IN LIEU OF TAXES

1,261.86

2,000.00

2,400.00

439.00

0.00

TRAILER COURT TAX

3,034.00

2,400.00

439.00

0.00

CITY PENALTY

2,657.41

1,500.00

38, CABLE T.V.

6,511.47

5,600.00

38, CABLE T.V.

6,511.47

5,600.00

38, CABLE T.V.

6,137.09

6,000.00

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TRECOCRING THE FEES

1,027.40

1,000.00

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1, Revenues Dept 000 101-000-402.000 PROPERTY TAX 101-000-403.000 101-000-411.000 DELINQUENT PROP TAX

101-000-432.000 PAYMENT IN LIEU OF TAXES

101-000-434.000 TRAILER COURT TAX

101-000-445.000 CITY PENALTY

101-000-447.000 ADMINISTRAT 101-000-447.000 ADMINISTRATION FEE 101-000-476.000 PERMITS 101-000-477.000 101-000-479.000 101-000-480.000 101-000-481.000 LIQUOR LICENSE FEES 101-000-488.000 101-000-543.010 101-000-569.000 101-000-573.000 101-000-574.000 101-000-574.100 CVTRS-CLFRF 101-000-579.000 GRANT REVENUE 101-000-602.000 101-000-607.000 101-000-656.000 101-000-665.000 101-000-667.010 101-000-671.100 101-000-674.000 DONATIONS 101-000-675.050 POLICE K9 101-000-676.000 REIMBURSEMENT 101-000-677.000 SCHOOL SRO REIMBURSEMENT 101-000-684.000 MISC INCOME 101-000-687.000 101-000-689.000 101-000-693.000 1,610,067.16 1,479,099.00 1,007,052.51 195,079.98 Total Dept 000 1,610,067.16 1,479,099.00 1,007,052.51 195,079.98 TOTAL REVENUES Expenditures Dept 101 - CITY COUNCIL 101-101-703.000 SALARIES 101-101-706.000 RR-CROSSING MAINTENANCE FEE 1,990.00 2,500.00 2,257.00 2,257.00 217.30 250.00 557.44 600.00 240.00 0.00 101-101-719.000 101-101-731.000 FRINGE BENEFITS 18.36 0.00 PUBLICATION 0.00

 101-101-731.000
 PUBLICATION
 557.44
 600.00
 0.00

 101-101-740.000
 SUPPLIES
 25.96
 200.00
 0.00

 101-101-775.000
 REPAIRS & MAINT
 0.00
 50.00
 0.00

 101-101-913.000
 INSURANCE-LIAB & WORKMAN COMP
 77,625.40
 65,000.00
 44,707.00

 0.00 0.00 0.00 82,673.10 70,857.00 44,965.36 0.00 Total Dept 101 - CITY COUNCIL Dept 171 - MAYOR 630.00 850.00 48.20 85.00 90.00 101-171-703.000 SALARIES 101-171-719.000 FRINGE BENEFITS 90.00 6.89 0.00 0.00 935.00 Total Dept 171 - MAYOR 678.20 96.89 0.00 Dept 172 - CITY MANAGER
 83,240.16
 84,896.24
 25,883.02
 6,530.48

 17,392.05
 17,998.00
 6,432.47
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 651.00
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 101-172-703.000 SALARIES 101-172-719.000 101-172-740.000 FRINGE BENEFITS SUPPLIES 101-172-781.000 COMPUTER SOFTWARE 101-172-809.000 TRAINING 101-172-962.000 MILEAGE TRAINING 103,347.61 104,644.24 32,315.49 Total Dept 172 - CITY MANAGER 8,143.17 Dept 215 - CLERK 38,299.65 41,241.41 11,712.95 3,028.92 3,216.83 896.04 88.29 350.00 0.00 101-215-703.000 2,933.19 SALARTES 101-215-719.000 101-215-740.000 FRINGE BENEFITS 224.39 SUPPLIES 0.00 101-215-741.000 POSTAGE 1,413.20 1,650.00 0.00 0.00

11/13/2025 11:53 AM REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE Page: 2/14 PERIOD ENDING 10/31/2025 END BALANCE 2025-26 YTD BALANCE ACTIVITY FOR

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	ORIGINAL	10/31/2025)NTH (ABNORMAL) LASE	
		(,		(,	
Fund 101 - GENERAI Expenditures	- FUND				
101-215-781.000	COMPUTER SOFTWARE	0.00	250.00	0.00	0.00
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	1,462.00	804.00
101-215-958.000 101-215-962.000	DUES AND SUBSCRIPTIONS MILEAGE	144.00 288.86	160.00 300.00	0.00 104.30	0.00
101-213-962.000	MILLEAGE	200.00	300.00	104.30	0.00
Total Dept 215 - 0	CLERK	53,637.01	57,468.24	14,175.29	3,961.58
Dow+ 222 AIIDIM					
Dept 223 - AUDIT 101-223-807.000	AUDIT	20,050.00	22,500.00	16,500.00	4,500.00
Total Dept 223 - A	AUDIT	20,050.00	22,500.00	16,500.00	4,500.00
Dept 253 - TREASUF	RERS OFFICE				
101-253-703.000	SALARIES	71,868.24	73,298.16	23,628.30	5,923.08
101-253-719.000	FRINGE BENEFITS	21,975.76	22,355.94	8,741.91	2,186.70
101-253-740.000 101-253-741.000	SUPPLIES POSTAGE	603.25 1,469.85	700.00 1,500.00	212.85	174.80 0.00
101-253-814.000	BANK SERVICE CHARGES	3,723.79	4,100.00	1,204.74	364.45
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	99.00	99.00
101-253-962.000	MILEAGE	8.17	25.00	0.00	0.00
Total Dept 253 - 1	TREASURERS OFFICE	99,897.06	102,229.10	33,886.80	8,748.03
Dept 257 - ASSESSO 101-257-703.000	OR SALARIES	1,215.89	4,857.46	1,674.42	383.46
101-257-719.000	FRINGE BENEFITS	527.28	1,030.00	147.09	33.56
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
101-257-781.000 101-257-810.050	COMPUTER SOFTWARE RE INSPECTION - 20%	260.00 3,626.50	260.00	260.00	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	4,250.01	1,416.67
Total Dept 257 - A	ASSESSOR	24,414.71	25,248.46	6,331.52	1,833.69
Dept 265 - CITY HA	AT _L T _L				
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	642.42	381.09
101-265-741.000 101-265-775.000	POSTAGE REPAIRS & MAINT	1,058.53 610.13	1,400.00 450.00	(1.56) 0.00	0.00
101-265-781.000	COMPUTER SOFTWARE	52,222.50	56,000.00	21,636.90	4,131.60
101-265-802.000	SERVICE	2,148.45	2,800.00	283.80	41.56
101-265-818.000	CONTRACT LABOR	375.00	400.00	0.00	0.00
101-265-880.200 101-265-958.000	COMMUNITY SPECIAL EVENTS DUES AND SUBSCRIPTIONS	2,225.72 180.00	3,000.00 180.00	1,643.00	250.00 0.00
101-265-962.000	MILEAGE	94.71	50.00	15.40	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	0.00	0.00	1,740.19	0.00
Total Dept 265 - 0	CITY HALL	94,291.05	68,780.00	25,960.15	4,804.25
Dont 266 Ammorat	TV				
Dept 266 - ATTORNE 101-266-801.000	ATTORNEY	52,174.00	30,000.00	8,695.50	3,799.50
Total Dept 266 - A	ATTORNEY	52,174.00	30,000.00	8,695.50	3,799.50
Dept 301 - POLICE					
101-301-703.000	SALARIES	196,641.18	215,000.00	57,744.11	14,657.88
101-301-703.002	OVERTIME SALARIES	10,156.95	9,000.00	1,794.89	104.04
101-301-719.000	FRINGE BENEFITS	48,876.39	55,000.00	14,868.83	3,708.31
101-301-728.000	UNIFORM EXPENSES	10,049.33	5,000.00	210.00	210.00
101-301-740.000 101-301-740.300	SUPPLIES SUPPLIES COMMUNITY POLICING	10,838.30	7,800.00 0.00	855.39 367.50	518.10 367.50
101-301-740.700	GUNS AND AMMUNITION	713.80	2,500.00	885.00	675.00
101-301-775.000	REPAIRS & MAINT	10,303.42	5,000.00	335.93	0.00
101-301-781.000	COMPUTER SOFTWARE	1,350.00	1,500.00	0.00	0.00
101-301-801.000 101-301-802.000	ATTORNEY SERVICE	465.50 250.00	1,500.00 1,200.00	127.50 20.00	127.50 0.00
	•	200.00	, =		2.00

PERIOD ENDING 10/31/2025

DB: Potterville	PERIOD ENDI	ING 10/31/2025			
GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	ORIGINAL	YTD BALANCE A 10/31/2025)NTH (ABNORMAL) LASE	
Fund 101 - GENERAL	EIMD				
Expenditures	FOND				
101-301-809.000	TD A THING	3,224.10	2 500 00	844.65	767.70
101-301-851.000	TRAINING RADIO REPAIRS	0.00	2,500.00 300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	1,993.26	2,250.00	248.10	78.70
101-301-862.000	GAS	82.62	150.00	147.03	103.38
101-301-881.000	K9 EXPENSES	1,735.93	1,000.00	3,352.87	291.97
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	351.20	5.00
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	13,760.89	13,760.89
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 - PC	DLICE	319,679.27	333,050.00	95,913.89	35,375.97
Dept 302 - POLICE S		F00 01	650.00	0.00	0.00
101-302-809.000	TRAINING	599.01	650.00	0.00	0.00
Total Dept 302 - PC	DLICE 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 - EN	1S	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 - DE	PW .	5,320.32	6,800.00	0.00	0.00
Dept 445 - DRAIN AT 101-445-810.000	: LARGE EXPENSE	527.09	550.00	0.00	0.00
Total Dept 445 - DF	RAIN 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	180.00	0.00
101-701-703.000	FRINGE BENEFITS	105.21	100.00	13.77	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	12,250.00	750.00
Total Dept 701 - PI	ANNING COMMISSION	39,234.94	22,050.00	12,443.77	750.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	41,421.72	42,247.38	12,880.30	3,249.80
101-702-719.000	FRINGE BENEFITS	3,267.76	3,350.00	985.34	248.61
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
101-702-853.000 101-702-961.000	TELEPHONE EXPENSE CONFERENCE AND WORKSHOPS	665.10 0.00	940.00 75.00	134.05	39.35 0.00
Total Dept 702 - ZC	DNING	46,139.42	48,412.38	13,999.69	3,537.76
Dept 906 - DEBT SEF	RVICE				
101-906-738.000	TOWNSHIP/MILL	8,619.09	9,000.00	8,886.28	8,886.28
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	11,281.18	800.50
Total Dept 906 - DE	EBT SERVICE	63,721.16	64,141.04	45,756.96	9,686.78
Dept 966 - CONTRIBU	JTIONS 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	2,654.00	0.00
101-966-965.598	CONTRIBUTION TO STORM DRAIN MAINT	42,500.00	500.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

User: JWest DB: Potterville

PERIOD ENDING 10/31/2025

2025-26 YTD BALANCE ACTIVITY FOR

Page:

END BALANCE 06/30/2025 ORIGINAL 10/31/2025)NTH 10/31/2025 GL NUMBER DESCRIPTION RMAL (ABNORMAL) BUDGET (MAL (ABNORMAL) LASE (DECREASE) Fund 101 - GENERAL FUND Expenditures 101-966-965.641 CONTRIBUTION TO EQP REPAIR & REPL 123,000.00 105,815.00 100,000.00 0.00 Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS 362,638.77 294,674.05 102,654.00 0.00 1,531,422.72 1,421,885.51 TOTAL EXPENDITURES 538,143.31 85,140.73 Fund 101 - GENERAL FUND: TOTAL REVENUES 1,610,067.16 1,479,099.00 1,007,052.51 195,079.98
 1,531,422.72
 1,421,885.51
 538,143.31

 78,644.44
 57,213.49
 468,909.20
 TOTAL EXPENDITURES 85,140.73 NET OF REVENUES & EXPENDITURES 109,939.25 BEG. FUND BALANCE 1,096,636.43 1,096,636.43 1,096,636.43 NET OF REVENUES/EXPENDITURES - 2024-25 78,644.44 1,175,280.87 1,153,849.92 1,644,190.07 END FUND BALANCE

PERIOD ENDING 10/31/2025

END BALANCE 2025-26 YTD BALANCE ACTIVITY FOR

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET{MA	YTD BALANCE A 10/31/2025)NTI L (ABNORMAL) LASI	
Fund 202 - MAJOR S	TREET FUND				
Revenues Dept 000					
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	5,975.64	5,000.00	4,919.12	137.47
202-000-553.000	ACT 51	265,138.26	254,000.00	47,678.88	0.00
202-000-556.100 202-000-582.000	GRANT MAIN STREET COUNTY ROAD MILL 2014	0.00 48,654.73	385,000.00 44,000.00	0.00 99.39	0.00
202-000-665.000	INTEREST	12,359.15	12,000.00	3,972.34	1,044.45
Total Dept 000		332,127.78	700,000.00	56,669.73	1,181.92
TOTAL REVENUES		332,127.78	700,000.00	56,669.73	1,181.92
Expenditures	Ma TNIII				
Dept 463 - ROUTINE 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	50,000.00	0.00
Total Dept 463 - R	COUTINE MAINT	207,762.35	200,000.00	50,000.00	0.00
Dept 474 - TRAFFIC					
202-474-782.000	STREET MATERIALS & SUPPLIES	468.20	500.00	0.00	0.00
Total Dept 474 - I	PRAFFIC SIGNS	468.20	500.00	0.00	0.00
Dept 478 - WINTER 202-478-782.000	MAINT STREET MATERIALS & SUPPLIES	5,014.05	5,050.00	0.00	0.00
Total Dept 478 - W	UINTER MAINT	5,014.05	5,050.00	0.00	0.00
Dept 480 - CONSTRU	ICTION				
202-480-803.000	ENGINEERS FEES	17,009.64	15,000.00	52,341.25	15,017.50
202-480-818.000	CONTRACT LABOR	0.00	561,000.00	66,089.40	66,089.40
Total Dept 480 - C	CONSTRUCTION	17,009.64	576,000.00	118,430.65	81,106.90
Dept 906 - DEBT SE	CRVICE				
202-906-992.000 202-906-993.000	BOND PRINCIPAL BOND INTEREST	11,264.00 5,862.56	11,264.00 5,547.10	0.00	0.00
Total Dept 906 - D	DEBT SERVICE	17,126.56	16,811.10	0.00	0.00
TOTAL EXPENDITURES		247,380.80	798,361.10	168,430.65	81,106.90
TOTAL BATHADITORS		217,300.00	7307301.10	100, 100.00	01,100.30
Fund 202 - MAJOR S	TREET FUND:				
TOTAL REVENUES TOTAL EXPENDITURES	3	332,127.78 247,380.80	700,000.00 798,361.10	56,669.73 168,430.65	1,181.92 81,106.90
NET OF REVENUES &	EXPENDITURES	84,746.98	(98,361.10)	(111,760.92)	(79,924.98)
BEG. FUND BALANCE NET OF REVENUES/EX	PENDITURES - 2024-25	406,858.90	406,858.90	406,858.90 84,746.98	
END FUND BALANCE	2021 20	491,605.88	308,497.80	379,844.96	

PERIOD ENDING 10/31/2025

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET(MA)	YTD BALANCE 10/31/2025)N L (ABNORMAL) LA	ACTIVITY FOR TH 10/31/2025 SE (DECREASE)
Fund 203 - LOCAL S	TREET FUND				
Revenues					
Dept 000	ODEO ACCECOMENTE DOAD CUMCET	26 464 05	02 000 00	00 001 47	00 50
203-000-451.200 203-000-553.000	SPEC ASSESSMENT ROAD - SUNSET ACT 51	36,464.95 105,900.30	23,000.00 100,000.00	29,201.47 19,083.59	22.53
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	397.22	104.44
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	48,748.54	126.97
TOTAL REVENUES		357,358.65	333,184.77	48,748.54	126.97
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 - R	OUTINE 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 - W	INTER MAINT	4,870.23	5,050.00	0.00	0.00
Dept 480 - CONSTRU	CTION				
203-480-803.000	ENGINEERS FEES	975.00	2,500.00	485.00	0.00
Total Dept 480 - C	ONSTRUCTION	975.00	2,500.00	485.00	0.00
D1 006 DEDE GE	DVITAE				
Dept 906 - DEBT SE 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	31,691.32	17,188.25
Total Dept 906 - D	EBT SERVICE	300,582.61	298,595.86	67,101.82	17,188.25
TOTAL EXPENDITURES		331,427.84	331,145.86	67,586.82	17,188.25
Fund 203 - LOCAL S	TREET FUND:	257 250 65	222 104 77	40 740 54	106.07
TOTAL REVENUES TOTAL EXPENDITURES		357,358.65 331,427.84	333,184.77 331,145.86	48,748.54 67,586.82	126.97 17,188.25
NET OF REVENUES &		25,930.81	2,038.91	(18,838.28)	(17,061.28)
BEG. FUND BALANCE	TVT TWD T I OI/EO	131,103.64	131,103.64	131,103.64	(11,001.20)
NET OF REVENUES/EX	PENDITURES - 2024-25			25,930.81	
END FUND BALANCE		157,034.45	133,142.55	138,196.17	

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User: JWest

PERIOD ENDING 10/31/2025

DB: Potterville 2025-26 YTD BALANCE ACTIVITY FOR END BALANCE 06/30/2025 ORIGINAL 10/31/2025)NTH 10/31/2025 GL NUMBER DESCRIPTION ⟨MAL (ABNORMAL) BUDGET MAL (ABNORMAL) LASE (DECREASE) Fund 208 - PARK FUND Revenues Dept 000 31,766.96 24,507.00 208-000-478.030 CONCESSIONS 25,000.00 13,778.28 3,612.84 208-000-478.070 FIELD RENTAL 23,000.00 13,266.00 2,544.00 208-000-478.084 1,350.00 1,250.00 0.00 FLAG FOOTBALL 1,925.00 225.00 208-000-478.090 YOUTH FEES 10,325.00 8,800.00 0.00 208-000-667.000 PAVILION RENT 1,555.00 1,300.00 550.00 0.00 1,600.00 208-000-667.020 TIFA PAVILION - COMMUNITY CEN 1,775.00 825.00 0.00 DONATIONS 250.00 208-000-674.000 100.00 0.00 0.00 208-000-680.001 SPECIAL EVENTS 350.00 250.00 0.00 0.00 208-000-699.101 108,000.00 GF CONTRIBUTION 99,220.28 0.00 0.00 Total Dept 000 179,878.96 160,520.28 30,569.28 6,156.84 6,156.84 179,878.96 160,520.28 30,569.28 TOTAL REVENUES Expenditures Dept 751 - PARK ADMIN 208-751-703.000 SALARIES 54,951.33 57,343.28 17,695.69 4,320.55 208-751-703.002 478.75 468.22 OVERTIME SALARIES 400.00 0.00 208-751-719.000 FRINGE BENEFITS 22,919.49 24,277.00 9,406.78 2,332.44 208-751-731.000 0.00 PUBLICATION 1,034.58 1,200.00 116.20 13,900.00 208-751-740.000 SUPPLIES 4,939.96 1,220.66 0.00 YOUTH FEES (UNIFORMS, ETC.) 208-751-744.000 0.00 8,000.00 1,840.00 0.00 300.00 208-751-745.000 YOUTH UMPIRE FEES 0.00 0.00 0.00 208-751-747.000 ADULT UMPIRE FEES 0.00 3,500.00 0.00 0.00 208-751-775.000 7,368.69 553.48 REPAIRS & MAINT 0.00 9,550.00 SERVICE 0.00 208-751-802.000 0.00 1,100.00 0.00 7,160.98 208-751-803.000 ENGINEERS FEES 2,500.00 0.00 208-751-810.100 GRANT EXPENSE 23,225.79 2,000.00 0.00 0.00 3,500.00 51.25 208-751-818.000 CONTRACT LABOR 3,000.00 0.00 124.05 208-751-853.000 TELEPHONE EXPENSE 739.32 950.00 39.35 208-751-920.000 10,050.00 2,622.80 200.64 UTILITIES 0.00 700.00 208-751-962.000 MILEAGE 607.86 165.20 0.00 119,058.06 138,970.28 41,379.54 Total Dept 751 - PARK ADMIN 7,446.46 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 0.00 0.00 Total Dept 770 - LAKE ALLIANCE MAINTENANCE 15,586.40 0.00 0.00 0 00 Dept 771 - CITY PARK 0.00 208-771-740.000 SUPPLIES 0 00 27.90 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 0.00 0.00 1,307.32 0.00 7,276.00 208-777-744.000 YOUTH FEES (UNIFORMS, ETC.) 0.00 0.00 0.00 208-777-745.000 YOUTH UMPTRE FEES 3,440.00 0.00 0.00 0.00 Total Dept 777 - BALLFIELD 12,023.32 0.00 0.00 0.00 Dept 778 - CONCESSIONS 981.25 8,349.74 8,000.00 3,154.38 750.00 293.33 208-778-703.000 SALARIES 208-778-719.000 FRINGE BENEFITS 786.72 85.87 208-778-740.000 10,000.00 4,974.55 SUPPLIES 13,008.50 1,267.82 208-778-746.000 0.00 700.00 CONCESSION - FOOD LICENSE 637.00 0.00 BANK SERVICE CHARGES 142.96 208-778-814.000 2,000.00

1,863.31

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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PERIOD ENDING 10/31/2025

2025-26 YTD BALANCE ACTIVITY FOR

Page:

END BALANCE ORIGINAL 10/31/2025)NTH 10/31/2025 06/30/2025 GL NUMBER DESCRIPTION ⟨MAL (ABNORMAL) BUDGET (MAL (ABNORMAL) LASE (DECREASE) Fund 208 - PARK FUND Expenditures 24,645.27 21,450.00 8,982.50 Total Dept 778 - CONCESSIONS 2,477.90 174,220.82 160,420.28 50,362.04 TOTAL EXPENDITURES 9,924.36 Fund 208 - PARK FUND: 160,520.28 179,878.96 30,569.28 6,156.84 TOTAL REVENUES 174,220.82 TOTAL EXPENDITURES 160,420.28 50,362.04 9,924.36 NET OF REVENUES & EXPENDITURES 5,658.14 100.00 (19,792.76) (3,767.52) 50,590.24 50,590.24 BEG. FUND BALANCE 50,590.24 NET OF REVENUES/EXPENDITURES - 2024-25 5,658.14 END FUND BALANCE 56,248.38 50,690.24 36,455.62

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9/14 REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE Page: User: JWest

PERIOD ENDING 10/31/2025

YTD BALANCE ACTIVITY FOR END BALANCE 2025-26 06/30/2025 ORIGINAL 10/31/2025)NTH 10/31/2025 GL NUMBER DESCRIPTION ⟨MAL (ABNORMAL) BUDGET (MAL (ABNORMAL) LASE (DECREASE) Fund 211 - GIZZARD FEST Revenues Dept 000 211-000-665.000 INTEREST 1,676.15 1,600.00 561.11 135.65 211-000-674.000 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 0.00 211-000-682.000 RACE 7,402.24 7,000.00 182.50 60.00 2,400.00 211-000-686.000 PAGEANT 2,400.00 0.00 0.00 CARNIVAL 3,300.00 211-000-688.000 4,614.70 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 50.00 0.00 ATM 26.50 50.00 76,865.59 65,175.00 Total Dept 000 1,043.61 195.65 76,865.59 65,175.00 1,043.61 TOTAL REVENUES 195.65 Expenditures Dept 779 - SPECIAL EVENTS 211-779-740.000 6,580.17 SUPPLIES 8,000.00 (650.00)0.00 22,442.00 26,000.00 211-779-818.000 CONTRACT LABOR 0.00 0.00 211-779-880.200 COMMUNITY SPECIAL EVENTS 38,412.83 30,000.00 2,000.00 0.00 1,742.68 211-779-880.500 500.00 PAGEANT 0.00 0.00 5,498.63 211-779-880.600 RACE 4,000.00 0.00 0.00 74,676.31 68,500.00 1,350.00 Total Dept 779 - SPECIAL EVENTS 0.00 68,500.00 TOTAL EXPENDITURES 74,676.31 1,350.00 0.00 Fund 211 - GIZZARD FEST : TOTAL REVENUES 76,865.59 65,175.00 1,043.61 195.65 TOTAL EXPENDITURES 74,676.31 68,500.00 1,350.00 0.00 NET OF REVENUES & EXPENDITURES 2,189.28 (3,325.00)(306.39)195.65 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

55,424.70

PERIOD ENDING 10/31/2025

END BALANCE 2025-26 YTD BALANCE ACTIVITY FOR

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET (M	YTD BALANCE 10/31/2025)NT IAL (ABNORMAL):AS	
Fund 401 - CAPIT Revenues Dept 000	TAL PROJECT FUND- DOWNTOWN				
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00	0.00
Total Dept 000		2,654.00	2,654.00	2,654.00	0.00
TOTAL REVENUES		2,654.00	2,654.00	2,654.00	0.00
Expenditures Dept 729 - DOWN1	POWN				
401-729-740.600 401-729-818.000	LANDSCAPING SUPPLIES CONTRACT LABOR	1,409.24 0.00	2,554.00 100.00	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
	TAL PROJECT FUND- DOWNTOWN:				
TOTAL REVENUES TOTAL EXPENDITURES		2,654.00 1,409.24	2,654.00 2,654.00	2,654.00 0.00	0.00
NET OF REVENUES BEG. FUND BALANC	& EXPENDITURES	1,244.76 4,751.72	0.00 4,751.72	2,654.00 4,751.72 1,244.76	0.00
END FUND BALANCE		5,996.48	4,751.72	8,650.48	

PERIOD ENDING 10/31/2025

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET\MAI	YTD BALANCE A 10/31/2025)NTI (ABNORMAL) LASI	
Fund 590 - SEWER E	TIND				
Revenues					
Dept 000					
590-000-642.000	BILLS	204,909.45	198,000.00	54,350.67	10.29
590-000-642.001	FIXED COSTS	505,255.36	505,078.43	129,211.05	37.29
590-000-656.000 590-000-665.000	FINES & FORFEITURES INTEREST	15,385.52 18,538.72	17,000.00 18,000.00	4,355.46 5,958.51	1,134.19 1,566.67
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	0.00
Total Dept 000		754,739.05	748,778.43	196,800.69	2,748.44
TOTAL REVENUES		754,739.05	748,778.43	196,800.69	2,748.44
TOTAL REVENUES		734,739.03	740,770.43	190,000.09	2,740.44
Expenditures Dept 537 - ADMINIS	RTRATIVE				
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 - A	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
590-556-802.000 590-556-803.000	SERVICE ENGINEERS FEES	400.00 30,503.54	1,000.00 15,000.00	0.00 1,183.13	0.00 805.00
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	0.00
Total Dept 556 - DPW		494,352.92	249,400.00	2,583.13	805.00
Dept 906 - DEBT SE	RVICE				
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	68,733.75	37,150.00
Total Dept 906 - I	DEBT SERVICE	192,767.25	375,667.00	114,733.75	37,150.00
TOTAL EXPENDITURES	3	696,086.59	634,867.00	117,316.88	37,955.00
Fund 590 - SEWER F	rund:	754,739.05	748,778.43	196,800.69	2,748.44
TOTAL EXPENDITURES		696,086.59	634,867.00	117,316.88	37,955.00
NET OF REVENUES &	EXPENDITURES	58,652.46	113,911.43	79,483.81	(35,206.56)
BEG. FUND BALANCE		2,958,545.76	2,958,545.76 2,	958,545.76	
NET OF REVENUES/EXEND FUND BALANCE	SPENDITURES - 2024-25	3,017,198.22	3,072,457.19 3,	58,652.46 096,682.03	

PERIOD ENDING 10/31/2025

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025 RMAL (ABNORMAL)	2025-26 ORIGINAL BUDGET	YTD BALANCE 10/31/2025)N MAL (ABNORMAL):A	ACTIVITY FOR TH 10/31/2025 SE (DECREASE)
Fund 591 - WATER F	UND				
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	96,537.14	18.20
591-000-642.001	FIXED COSTS PENALTIES	528,267.83	553,350.00 1,850.00	139,376.49	40.92 120.00
591-000-644.000 591-000-656.000	FINES & FORFEITURES	1,850.00 17,338.36	16,500.00	500.00 5,201.03	1,404.81
591-000-665.000	INTEREST	42,021.09	41,000.00	13,505.96	3,551.13
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	257,947.87	5,135.06
TOTAL REVENUES		1,187,488.17	1,078,378.00	257,947.87	5,135.06
Expenditures					
Dept 537 - ADMINIS	TRATIVE				
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	1,122.70	286.70
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	1,122.70	286.70
Dept 556 - DPW					
591-556-740.000	SUPPLIES	14,631.20	10,000.00	1,953.51	0.00
591-556-743.000	METERS	9,119.31	8,000.00	0.00	0.00
591-556-775.000 591-556-802.000	REPAIRS & MAINT SERVICE	(6,840.90) 9,037.38	10,000.00 10,000.00	1,048.78 1,434.00	0.00 136.00
591-556-803.000	ENGINEERS FEES	30,503.53	30,000.00	3,031.10	805.00
591-556-818.000	CONTRACT LABOR	3,385.36	100,000.00	208,790.59	18,588.80
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	0.00
Total Dept 556 - D	PW	491,972.81	418,000.00	217,657.98	19,529.80
Dept 906 - DEBT SE		0.00	102 000 00	00 000 00	0.00
591-906-992.000 591-906-993.000	BOND PRINCIPAL BOND INTEREST	0.00 108,576.49	103,000.00 107,060.00	28,000.00 40,081.25	0.00 20,570.00
391-900-993.000	DOND INIERESI	100,376.49	107,000.00	40,001.23	20,370.00
Total Dept 906 - D	EBT SERVICE	108,576.49	210,060.00	68,081.25	20,570.00
TOTAL EXPENDITURES		609,469.65	640,560.00	286,861.93	40,386.50
		609,469.65	640,560.00	286,861.93	40,386.5
Fund 591 - WATER F TOTAL REVENUES TOTAL EXPENDITURES		1,187,488.17 609,469.65	1,078,378.00 640,560.00	257,947.87 286,861.93	5,135.06 40,386.50
NET OF REVENUES &		578,018.52	437,818.00	(28,914.06)	(35,251.44)
BEG. FUND BALANCE		3,183,620.41	3,183,620.41	3,183,620.41 578,018.52	(55,251,11)
END FUND BALANCE	PENDITURES - 2024-25	3,761,638.93	3,621,438.41	3,732,724.87	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

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END FUND BALANCE

PERIOD ENDING 10/31/2025

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13,440.99

5,033.26

2025-26 YTD BALANCE ACTIVITY FOR END BALANCE 06/30/2025 ORIGINAL 10/31/2025)NTH 10/31/2025 GL NUMBER DESCRIPTION BUDGETRMAL (ABNORMAL) LASE (DECREASE) Fund 598 - STORM DRAIN MAINTENANCE 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 42,500.00 500.00 0.00 TOTAL REVENUES 0.00 Expenditures Dept 556 - DPW 598-556-818.000 29,979.77 500.00 4,112.50 0.00 CONTRACT LABOR 29,979.77 500.00 4,112.50 Total Dept 556 - DPW 0.00 29,979.77 500.00 4,112.50 0.00 TOTAL EXPENDITURES Fund 598 - STORM DRAIN MAINTENANCE: TOTAL REVENUES 42,500.00 500.00 0.00 0.00 29**,**979.77 TOTAL EXPENDITURES 500.00 4,112.50 0.00 12,520.23 NET OF REVENUES & EXPENDITURES 0.00 (4,112.50) 0.00 BEG. FUND BALANCE 5,033.26 5,033.26 5,033.26 NET OF REVENUES/EXPENDITURES - 2024-25 12,520.23

17,553.49

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Page:

1,751,486.23

1,426,534.35

324,951.88

8,178,689.35

9,319,371.51

210,624.86

314,888.23

(104, 263.37)

5,199,104.48

4,667,708.75

8,178,689.35

8,710,085.08

531,395.73

TOTAL REVENUES - ALL FUNDS

TOTAL EXPENDITURES - ALL FUNDS

NET OF REVENUES & EXPENDITURES

BEG. FUND BALANCE - ALL FUNDS

END FUND BALANCE - ALL FUNDS

User: JWest

PERIOD ENDING 10/31/2025

DB: Potterville 2025-26 YTD BALANCE ACTIVITY FOR END BALANCE 06/30/2025 ORIGINAL 10/31/2025)NTH 10/31/2025 GL NUMBER DESCRIPTION ⟨MAL (ABNORMAL) BUDGET (MAL (ABNORMAL) LASE (DECREASE) Fund 641 - EOUIPMENT REPAIR & REPLACEMENT Dept 000 641-000-699.100 OPERATING TRANSFER-IN 608,000.00 630,815.00 150,000.00 0.00 Total Dept 000 608,000.00 630,815.00 150,000.00 0.00 TOTAL REVENUES 608,000.00 630,815.00 150,000.00 0.00 Expenditures Dept 932 - EQUIPMENT REPAIR ACTIVITY 641-932-703.000 SALARIES 256,949.59 264,865.00 83,052.41 16,251.71 22,877.29 23,000.00 6,314.44 2,403.70 641-932-703.002 OVERTIME SALARIES 641-932-719.000 FRINGE BENEFITS 68,991.21 72,000.00 25,423.80 5,882.44 641-932-728.000 UNIFORM EXPENSES 4,828.30 5,000.00 829.73 320.06 641-932-740.000 SUPPLIES 25,489.56 25,000.00 7,934.92 205.00 641-932-775.000 6,832.02 REPAIRS & MAINT 42,527.34 45,000.00 15,215.16 641-932-782.000 STREET MATERIALS & SUPPLIES 818.90 1,500.00 7,094.22 7,094.22 641-932-802.000 SERVICE 1,236.13 1,200.00 15.53 0.00 641-932-809.000 TRAINING 7,634.15 3,500.00 323.46 113.46 912.43 TELEPHONE EXPENSE 3,900.00 276.50 641-932-853.000 3,994.28 641-932-862.000 GAS 21,666.33 27,000.00 6,516.31 284.96 641-932-920.000 UTILITIES 134,809.86 129,100.00 31,647.70 3,189.50 641-932-958.000 DUES AND SUBSCRIPTIONS 1,096.55 1,150.00 73.22 73.22 641-932-962.000 MILEAGE 596.10 600.00 259.70 259.70 641-932-968.000 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 0.00 Total Dept 932 - EQUIPMENT REPAIR ACTIVITY 639,875.34 608,815.00 192,370.22 43,186.49 639,875.34 608,815.00 192,370.22 43,186.49 TOTAL EXPENDITURES Fund 641 - EQUIPMENT REPAIR & REPLACEMENT: TOTAL REVENUES 150,000.00 608,000.00 630,815.00 0.00 TOTAL EXPENDITURES 639,875.34 608,815.00 192,370.22 43,186.49 NET OF REVENUES & EXPENDITURES (31,875.34)22,000.00 (42,370.22)(43, 186.49)288,007.18 288,007.18 288,007.18 BEG. FUND BALANCE NET OF REVENUES/EXPENDITURES - 2024-25 (31, 875.34)256,131.84 310,007.18 213,761.62 END FUND BALANCE

5,151,679.36

4,335,949.08

8,178,689.35

8.994.419.63

815,730.28

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

November 14, 2025

<u>To</u>: 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 has Resolution on behalf of Consumers Energy for 10 additional public street lights in the Cambria Ridge Development 4 along Rose Court and 6 along Cambria Court to the west. Public street lights throughout Potterville are planned and approved by the PC *and* City Council, then formally received by Resolution when they are installed and energized along public streets. The lamp post style lights are maintained by CE but invoiced monthly for energy and service to the City. As with other developments like Sunset Hills, Lockview and Country Lake the Cambria Ridge Development includes public streets in the neighborhood for safety of residents, service providers, bus stops, and utility crews.
- 2. Public Act 660 of 2018 requires a county jurisdiction to have a formal agreement for "Designated Assessor" (if services are needed by the local jurisdiction) on file with the State Tax Commission as of December 31, 2020. Accordingly, the following interlocal agreement has been executed by the Board of Commissioners for Eaton County, a majority of the assessing districts in Eaton County, and the individual put forth as the proposed Designated Assessor. Eaton County and the Assessing Districts are collectively referred to throughout this AGREEMENT as the "Parties."

The Assessing Agreement is a renewal from the 2021-2025 agreement with similar terms and prices, it's adopted by the City pursuant to law, and reviewed by the Eaton County Board and its Assessing Dept. It's now ready to be adopted by the City and its neighboring jurisdictions. The County designated assessor satisfies requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018. Within 30 to 90 days of being appointed as the Designated Assessor for an assessing district, the Designated Assessor shall prepare and transmit to the assessing district's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the State Tax Commission's audit.

3. Please help spread the word for the Thanksgiving Basket and Hope Tree charities sponsored by the Potterville Straight Up citizen organization. Qualifying families must to live in the Potterville School District or attend Potterville Schools. All Hope Tree applications must be received by November 24th. Applications are available online at https://pottervillemi.org/wp-content/uploads/2025/11/PVSU-THNKSGVNG-HPTREE.pdf. For more information regarding Thanksgiving Baskets or the Hope Tree charities please contact Potterville Straight Up at pottervillesu@gmail.com.

Also, please save the date for the City Potterville Annual Christmas Event and parade to be held December 6th at 6:00 pm. Join your neighbors and friends downtown for festivities of carols, cookies and tree lighting.

4. The Potterville Girl Scouts volunteered services to repaint the City's Food Pantry this week. Thank you, Girl Scouts, for your community service. The City food pantry is currently located at the City Hall parking lot and is stocked and ready to help those in need 24/7. If you need help with hunger or looking to help others with food pantry services, contact the local Sycamore Creek Church at (517) 645-7701. The Sycamore Creek

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Church Potterville Campus is located at 105 N Church St Potterville, MI, United States, Michigan 48876 and runs a large food pantry for critical food assistance to residents facing food insecurity. This food pantry serves as a resource, offering nutritious food and support for individuals and families struggling with hunger. The Sycamore Creek Church Potterville Campus – Food Pantry is a nonprofit organization dedicated to collecting, storing, and distributing food to those in need. It often provides fresh produce, dairy, and protein, supporting healthy diets during tough times. Additionally, many food banks offer nutrition education and outreach programs to help families make healthier choices. Service hours may vary—it's best to call ahead or check the Sycamore Creek Church website at https://sycamorecreekchurch.org/potterville/ or social channels before visiting.

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TREASURERS REPORT November 20,2025

Utility bills—as of 10/31/25 (bills due on 15th) \$20,791.47 is outstanding with \$10,028.93 over 30 days past due.

Water usage month of Oct (Nov billing): 5,096,084 gallons Sewer usage month of Oct (Nov billing) 5,072,728 gallons

Ready to service charge-water: \$46,417.91 Ready to service charge-sewer: \$42,032.36

Total water and sewer billed out from 9/25/25-10/22/25 is \$134,427.78.

Payroll month of September 2025 \$68,334.39 (this includes all payroll taxes + MERS.)

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 11/13/25: 96.87%. Winter tax bills will be mailed out on 12/1/25 and are due on February 16, 2026 (February 14th falls on a weekend).

Aaron and I met with the intern superintendent of Potterville schools twice as a meet and greet, once here at City Hall and once at school where we were provided a tour and lunch.

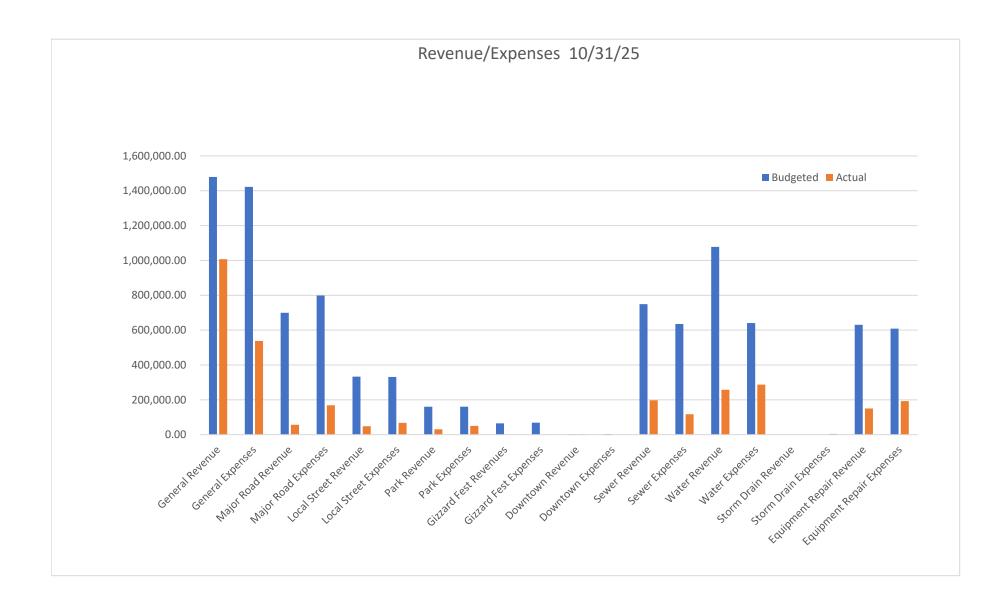
Bank reconciliations completed for the month of September 2025:

General account - Reconciled balance: \$4,333,651.38

Payroll account - Reconciled balance: \$8,040,.70 Tax account - Reconciled balance: \$10,376.37 Gizzard Fest - Reconciled balance: \$55,424.70

Respectfully submitted, Jodi West, Treasurer

	Budgeted	Actual
General Revenue	1,479,099.00	1,007,052.51
General Expenses	1,421,885.51	538,143.31
Major Road Revenue	700,000.00	56,669.73
Major Road Expenses	798,361.10	168,430.65
Local Street Revenue	333,184.77	48,748.54
Local Street Expenses	331,145.86	67,586.82
Park Revenue	160,520.28	30,569.28
Park Expenses	160,420.28	50,362.04
Gizzard Fest Revenues	65,175.00	1,043.61
Gizzard Fest Expenses	68,500.00	1,350.00
Downtown Revenue	2,654.00	2,654.00
Downtown Expenses	3,600.00	0.00
Sewer Revenue	748,778.43	196,800.69
Sewer Expenses	634,867.00	117,316.88
Water Revenue	1,078,378.00	257,947.87
Water Expenses	640,560.00	286,861.93
Storm Drain Revenue	500.00	0.00
Storm Drain Expenses	500.00	4,112.50
Equipment Repair Rever	630,815.00	150,000.00
Equipment Repair Expen	608,815.00	192,370.22



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From the Clerk's office –November 2025

This month I was able to per the retention schedule clean out some election and other city documents to take them to be shredded in Lansing. It is always great feeling to purge what we can.

My cross training for the utility billing and closing out for the day was beneficial while Jodi needed personal time this month. I enjoy helping and keeping up to date with treasurer's office duties.

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

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November 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.

- We have received our final score for the MNRTF Grant. Our score has increased from the preliminary scores. Our final score is 340 out of the maximum of 450. We will not know if we have been awarded the grant until next month. The current timeline shows that in November: Final scores are released & Director Recommendations for the Recreation Passport & Land & Water Grant Applications are made. In December, there will be the Michigan Natural Resources Trust Fund, where the Board will make their recommendations. The Governor will be the one to make the announcement of those grant recipients and their projects that will be funded. Until then, we will not know how many applications there are, or who the Board will recommend.
- Inventory of all youth program equipment has taken place.
- We have completed our 2025 Season. The weather has been great this season!
- Irrigation System has been winterized.
- Lake Alliance Softball Complex & facility has been deep cleaned, sanitized, and disinfected for the winter season. DPW has winterized the water system and water is off.
- Planning for the 2026 Season is underway, and we already have tournaments booked for next season.
- We were notified by the NSA, that we will be receiving an award; and our Parks & Recreation
 Director will be going to the Michigan's Hall of Fame Banquet for this honor. Congratulations to the
 City of Potterville's Parks & Recreation Department!
- Here are the 2025 stats for the season:
 - o 141 practices
 - o 746 total games
 - o 6 total scrimmages
 - o 675 total teams
 - 156 field preps
 - o 149 youth program participants
 - 8 organizations
 - 21 tournaments
 - 5 Special Events
 - o 187 Lake Alliance Softball Complex usage
 - 23 Lake Alliance Baseball usage
 - 37 City Park Baseball usage
 - o 2 Countries-USA & Canada
 - 8 States where teams/players came from to play in Potterville, MI
 - o 1,384 in credit card transactions
 - o \$11,489.94 in credit card sales
 - o \$56,942.61 in softball field rental & concessions
 - o \$24,256 in softball field rentals
 - \$1,739 in baseball field rental
 - o \$25,995 in total field rentals
 - o \$58,706.61 in total revenue for the season

- 9 City Park Small Pavilion rentals
- o 23 City Park Large Pavilion rentals
- o 1 Downtown Pavilion rentals
- 10 Lake Alliance Whole Pavilion rentals
- O 7 Lake Alliance ½ Pavilion rentals
- o 50 total Pavilion rentals
- o \$3,410 in pavilion rentals
- o For the 2025 season, we've had
 - 110 more games
 - 72 more teams come to Potterville
 - 50 more field preps
 - 23 more youth participants in our youth programs
 - 522 more credit card transactions
 - Credit card sales, field rentals and concessions all increase in revenue this season.
- The holiday season is in full swing. We are looking at refurbishing some of our lights for the Christmas decorations. We will be in coordination with the DPW for decorating the City which will take place within the next couple of weeks.
- As always, the City of Potterville's Annual Christmas event is near, it is Saturday, December 6th, 2025. Parade kicks off at 6:00 p.m. We'll be having the parade, Christmas carols, music, refreshments and Santa. We hope you can join!
- The Best Holiday House Contest is back! Residents in the City limits can participate in a little family friendly contest and see who is the "Clark Griswold" for Potterville. Interested participants can email: parks@pottervillemi.org to register. Our Parks & Recreation Director will make sure participants are in the City limits, and then they will get confirmation that they are official in the running.
- The ongoing communications with CEOs, State UICs, and State Directors for the current and upcoming 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,

7iffani Falin, Parks & Recreation Director







Potterville Police Department



Chief Richard Barry

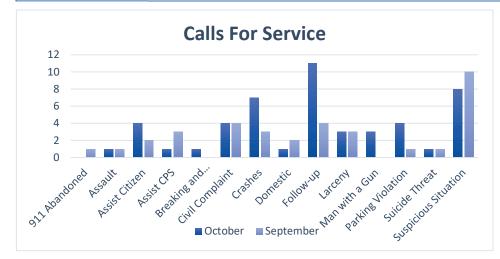
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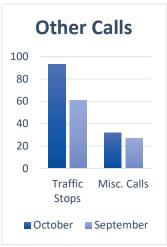
Dear Council,

Please see the following information regarding your police department,

- Police Mutual Aid Agreement: You will find an updated mutual aid agreement for police services between the county agencies. I am requesting that you approve this agreement to update our older agreement that we have had within the county that allows the creation of additional task forces, shared SRT resources, etc.
- Traffic Enforcement: The city incorporated three speed-enforcement signs around the city to assist with alerting drivers to their excessive speeds. There are currently six locations around the city where they can be installed in high-traffic areas, and they can easily be moved to requested locations for future enforcement.
- **K9 Replacement:** Unfortunately, our original Dutch Shepard has encountered some issues with fulfilling his duty status. Officer Betts has been diligently training with the new department's K9 and has successfully completed all state certifications, placing him in full duty status. Our new K9, also Drako, can be seen patrolling with Officer Betts and assisting with tracking, narcotics detection, and general patrol.

Community Events				
What	Where	When	Description	
Fill a cop car	Dollar General	December 6 ^{th,} 10 am-	Food drive event for Sycamore Creek	
		1 pm	Church	
Christmas Parade	Potterville	December 6 ^{th,} 6 pm	Festive holiday parade for the city	
Shop with a hero	Charlotte Meijer	December 18 th	Officers shop with local children to for	
			presents and a meal for the holidays	





-Respectfully Submitted, Chief R. Barry

Interlocal Agreement for Eaton County to Approve the Designated Assessor for the period January 1, 2026 through December 31, 2030

Public Act 660 of 2018 requires a county to have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. Accordingly, the following interlocal agreement (hereinafter "AGREEMENT") has been executed by the Board of Commissioners for Eaton County, a majority of the assessing districts in Eaton County, and the individual put forth as the proposed Designated Assessor. Eaton County and the Assessing Districts are collectively referred to throughout this AGREEMENT as the "Parties."

RECITALS

- WHEREAS, The Assessing Districts are Municipal Corporations located within the County of Eaton, in the State of Michigan;
- WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with each other and which each might exercise separately;
- WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 *et seq*, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;
- WHEREAS, P.A. 660 of 2018 requires each County to enter into an AGREEMENT that designates the individual who will serve as the County's Designated Assessor. That interlocal agreement must be approved by the County Board and a majority of the assessing districts in the County.
- WHEREAS, P.A. 660 of 2018 mandates that the Designated Assessor shall be an advanced assessing officer or a master assessing officer.

NOW, THEREFORE, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Members agree as follows:

BACKGROUND INFORMATION

Eaton County proposes that Timothy Vandermark (R-7793) serve as the Designated Assessor for the following assessing districts within Eaton County: Bellevue Township, Benton Charter Township, Brookfield Township, Carmel Township, Chester Township, Delta Charter Township, Eaton Township, Eaton Rapids Township, Hamlin Township, Kalamo Township, Oneida Charter Township, Roxand Township, Sunfield Township, Vermontville Township, Walton Township, Windsor Charter Township, City of Charlotte, City of Eaton Rapids, City of Grand Ledge, City of Olivet and City of Potterville.

Once the designated assessor process is invoked, the Parties agree that the Designated Assessor will perform the duties associated with being the assessor of record for an assessing district at the following location: Eaton County Equalization Department, 1045 Independence Blvd., Charlotte, MI. The Parties further agree that specific hours will be negotiated as part of the employment contract to be executed in the event an assessing district is subject to the designated assessor process.

QUALIFICATIONS OF DESIGNATED ASSESSOR

Included as an addendum to this AGREEMENT, the Eaton County Board of Commissioners has received and reviewed the following documents provided by the Designated Assessor:

- 1. Resume, curriculum vitae, or other documents providing the Designated Assessor's current employment status as well as additional and specific details regarding the Designated Assessor's current assessing or equalization responsibilities and local unit assessing experience as it relates to being approved as the Designated Assessor for Eaton County.
- 2. Disclosure of any conflicts of the interest involving the proposed Designated Assessor, the County, or any assessing district, if applicable.

It is understood that the individual identified as the Designated Assessor in this AGREEMENT will, during the length of this agreement, maintain their assessor certification in good standing with the State Tax Commission and when required to serve as the Designated Assessor for an assessing district in Eaton County shall act as the Assessor of Record for that assessing district. When acting as the Assessor of Record for an assessing district, the Designated Assessor shall meet all the requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Any additional requirements that are agreed to by the Designated Assessor, the County and the Assessing Districts may not conflict with the State Tax Commission's *Supervising Preparation of the Rolls*.

DUTIES AND RESPONSIBILITIES OF DESIGNATED ASSESSOR

The Designated Assessor, while serving as the assessor of record for an assessing district within Eaton County, shall satisfy all requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Within 30 to 90 days of being appointed as the Designated Assessor for the assessing district, the Designated Assessor shall prepare and transmit to the assessing district's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the State Tax Commission's audit.

The Parties agree that the Designated Assessor, while serving as the assessor of record for an assessing district within Eaton County, shall:

- 1. Attend all March, July and December Board of Review meetings.
- 2. Costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees) shall be incurred by the represented assessment unit
- 3. The Designated Assessor shall prepare the following reports for review by the supervisor, manager, chief executive, board, or council as requested.

For an assessing district employing assessing staff other than the assessor of record, assessing staff will conduct their duties as under the direction and supervision of the Designated Assessor.

While not acting in the capacity as the Designated Assessor for an assessing district, the Designated Assessor will have the following duties and responsibilities for Eaton County and the assessing districts within Eaton County: Equalization Director.

DUTIES AND RESPONSIBILITIES OF EATON COUNTY AND ASSESSING DISTRICTS WITHIN EATON COUNTY

The Parties to this AGREEMENT understand and agree that the assessing districts identified in this AGREEMENT required to utilize the services of the Designated Assessor will, during and throughout the term of this AGREEMENT, to the following:

- 1. Provide the Designated Assessor with reasonable access to records, documents, databases and information in order to allow the Designated Assessor to serve as the assessor of record for the assessing district and satisfy all requirements *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
- 2. Furnish the Designated Assessor with any applicable policies and procedures that the Designated Assessor may be subject to during the period of time the Designated Assessor serves as the assessing district's assessor of record.
- 3. Provide any technology, equipment, and workspace necessary for the Designated Assessor to carry out their requirements under this Agreement.

DESIGNATED ASSESSOR COMPENSATION

The Designated Assessor may charge an assessing district that is required to contract with the Designated Assessor and that assessing district shall pay, for the reasonable costs incurred by the Designated Assessor in serving as the assessing district's Assessor of Record, including, but not limited to, the costs of overseeing and administering the annual assessment, preparing and defending the assessment roll, and operating the assessing office.

Compensation amounts shall be set within the ongoing contract between the Designated Assessor and the Assessing Districts plus the County. All fees and services of the Designated Assessor shall be billed monthly and paid within 45 days of invoicing. All annual fees will be billed on a prorated basis. All payment for services rendered will be paid by the assessing district directly to Eaton County. The current fee schedule is as follows:

Complete Reassessment of the District at \$20.00 / parcel

Maintenance of the Tax Roll at \$15.00 per parcel for the first year

\$15.50 per parcel for the 2nd year \$16.00 per parcel for the 3rd year \$16.50 per parcel for the 4th year \$17.00 per parcel for the 5th year

If required by the Designated Assessor, the Assessing Districts shall each be responsible for an equal share of an annual retainer fee paid to the Designated Assessor. The County shall collect each share and disperse the retainer fee to the Designated Assessor. The County is not responsible for paying a share of the retainer fee. No retainer fee is being charged to the local for the duration of the contract with Timothy Vandermark.

Fees owed by a jurisdiction under the inter-local agreement will be billed monthly, paid to Eaton County Equalization and will be due 30 days post invoice date.

ADDENDUMS

Addendum A: Designated Assessor resume and qualifications.

This interlocal agreement shall become effective upon the execution hereof by the parties hereto.

COUNTY OF EATON:			
Jim Mott, Chairperson County Board of Commissioners	Date	_	
BELLEVUE TOWNSHIP:		BENTON CHARTER TOWNSHIP:	
Don L. Chase	Date	Gary Suits	 Date
Supervisor BROOKFIELD TOWNSHIP:		Supervisor CARMEL TOWNSHIP:	
Nolan Spotts	Date	 Don Ramsey	
Supervisor		Supervisor	
CHESTER TOWNSHIP:		DELTA CHARTER TOWNSHIP:	
Donald Stall	Date	Fonda Brewer	 Date
Supervisor		Supervisor	
EATON TOWNSHIP:		EATON RAPIDS TOWNSHIP:	
Dave Roberts	Date	Scott Wilson	 Date
Supervisor		Supervisor	

HAMLIN TOWNSHIP:		KALAMO TOWNSHIP:	
Phillip A. Bombrys	Date	Brett Ramey	Date
Supervisor		Supervisor	
ONEIDA CHARTER TOWNSHIP:		ROXAND TOWNSHIP:	
Rick Jones	Date	Larry Mead	Date
Supervisor		Supervisor	
SUNFIELD TOWNSHIP:		VERMONTVILLE TOWNSHIP:	
Selena Duits	Date	Jack Owens	Date
Supervisor		Supervisor	
WALTON TOWNSHIP:		WINDSOR CHARTER TOWNSHIP:	
Doug Thering	Date	Beth Shaw	Date
Supervisor		Supervisor	
CITY OF CHARLOTTE:		CITY OF EATON RAPIDS:	
Tim Lewis	 Date	Pam Colestock	Date
Authorized Representative		Authorized Representative	
CITY OF GRAND LEDGE:		CITY OF OLIVET:	
Keith Mulder	Date	Laura Barlond-Maas	Date
Authorized Representative		Authorized Representative	
CITY OF POTTERVILLE:			
Jennifer Lenneman	 Date		
Authorized Representative			
DESIGNATED ASSESSOR			
Timothy Vandermark, MMAO	Date	<u> </u>	
Eaton County Equalization			

Form 547 11-2014



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AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT(COMPANY-OWNED) FORM 547

Consumers Energy Company is authorized as of	by the City of POTTERVILLE, to
make changes, as listed below, in the lighting system(s) of	covered by the existing Standard Lighting
Contract between the Company and the City of POTTER	RVILLE, aatea 5/8/2020.
Lighting Type: General Unmetered Light Emitting Diode L	ighting Rate GU-LED
Except for the changes in the lighting system(s) as herein Standard Lighting Contract dated 5/8/2020 shall remain	
Notification Number(s): 1063720409; 1071863432	
Comments: INSTALLED (4) STREETLIGHTS FOR CAMBRIA RII NEW STREETLIGHTS FOR CAMBRIA RIDGE PHASE 2.	DGE PHASE 1B BACK ON 6/6/23, INSTALL (6)
	City of POTTERVILLE
By:	
	(Signature)
	(Printed)
Its:	
	(Title)

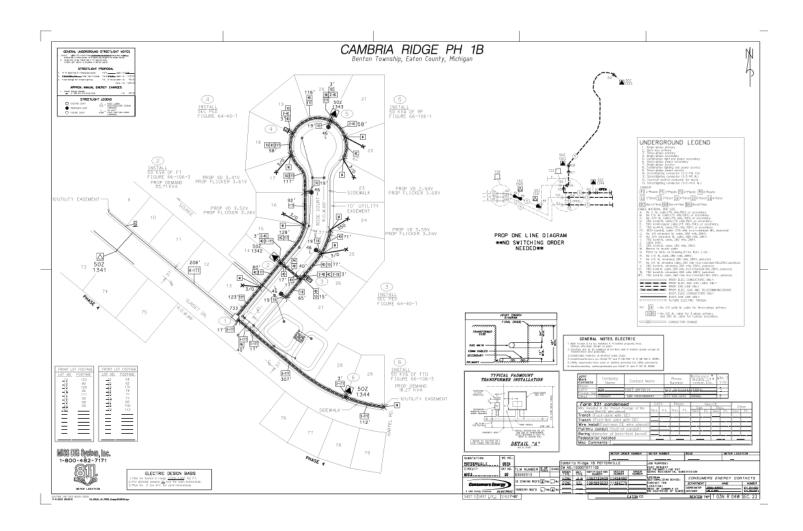
This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

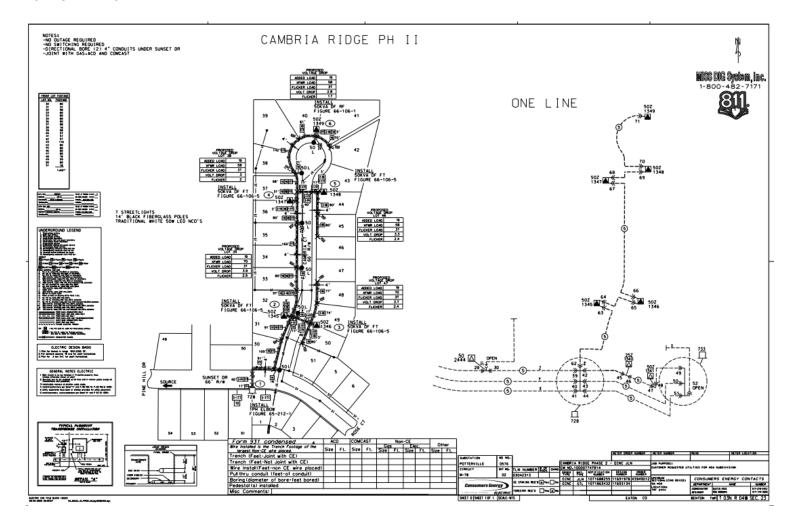
RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of POTTERVILLE, dated 5/8/2020, in accordance with the Authorization for Change in Standard Lighting Contract dated
heretofore submitted to and considered by this $\ \square$ commission $\ \square$ council $\ \square$ board; and
RESOLVED, further, that the Clerk be and are authorized to execute such authorization for change on the behalf of the City.
STATE OF MICHIGAN COUNTY OF EATON
I,, clerk of the City of POTTERVILLE do hereby certify that the foregoing resolution was duly adopted by the
\square commission \square council \square board of said municipality, at the meeting held on
Dated:
Municipal Customer Type: City

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

• (4000) 50 watt LED White Post Top Traditional CO to Install at location CAMBRIA RIDGE DEVELOPMENT PHASE 1B & PHASE 2;



Form 547 11-2014



EATON COUNTY LAW ENFORCMENT MUTUAL ASSISTANCE AGREEMENT

I. PARTIES AND AUTHORITY

This Agreement ("Agreement") is made and entered into by and among the municipalities of Bellevue, Charlotte, Eaton Rapids, Grand Ledge, Olivet, Potterville and the County of Eaton (individually, a "party", collectively, the "parties"). The parties are authorized to enter into this Agreement under the provisions of the Michigan Constitution of 1963, Article VII, Section 28, Act 236 of the Michigan Public Acts of 1967 (Mutual Police Assistance Agreements); Act 278 of the Michigan Public Acts of 1909 (Home Rule Village Act); Act 279 of the Michigan Public Acts of 1909 (Home Rule City Act); Act 7 of the Public Acts of 1967 (Urban Cooperation Act, MCL 124.501 et. seq.); Act 120 of 1990 (Public Safety Officers Act); the Intergovernmental Contracts Between Municipal Corporations Act, MCL 124.1 et. seq.; and the respective charters of the parties.

It is mutually understood and agreed that each of the parties and their officers, agents and employees, in carrying out this Agreement, are engaged in a governmental function as provided for in Act 170 of the Michigan Public Acts of 1964 (Governmental Liability for Negligence), as amended, and are acting pursuant to these statutes, and are thus entitled to all immunities under Michigan law.

It is agreed by the parties that Michigan Commission on Law Enforcement Standards (MCOLES) certified police officers (under MCL 28.609) in the employ of each of the parties shall, during onduty hours when carrying out this Agreement, have the same state law enforcement authority, powers, duties, privileges and immunities as are conferred upon them as police officers in their own jurisdiction, in the jurisdiction of each of the parties when acting on an emergent need or special police need. An emergent need shall not require a request for aid pursuant to Section 4.

Written procedures for responding to specific types of emergent needs and special police needs will be developed as needed and included as addenda to this Agreement. Adoption of these procedures may become effective with the signature of the Chief Law Enforcement officer of each of the parties.

II. PURPOSE

The parties to this Agreement are located in proximity to each other in the County of Eaton, State of Michigan. The parties recognize the mutual advantage and benefit in rendering to each other supplemental law enforcement services in the event of emergent need, or a special police need of the magnitude that has developed, appears to be developing, or is anticipated, where the emergent need, or a special police need is beyond the capabilities of a single police department and therefore requires the assistance of one or more of the other agencies.

III. DEFINITIONS

Parties – higher level, legally authorized governmental units.

Agencies – refers to the law enforcement department of a governmental unit.

Emergent Need – any situation which a senior officer reasonably believes may be a threat to public safety.

Requesting Agency – the law enforcement agency of the governmental entity in which an emergent or special need exists and who requests aid pursuant to this Agreement.

Responding Agency – the law enforcement agency of the governmental entity which sends personnel and/or equipment to a requesting agency pursuant to this Agreement.

Senior Officer – the highest ranking on-duty police officer in the governmental unit who has the authority and the responsibility for directing the law enforcement agency of one of the parties at the time of an emergent or special police need, and with the actual authority to approve a request or response pursuant to this Agreement.

Special Police Need – the circumstance or combination of circumstances requiring a response or action for which additional police resources are needed for public safety or which are beyond the immediate and available capability of the requesting party, or an activation of the Eaton County Major Crimes Task Force. Examples include, but are not limited to; assistance by a specialized unit or capability (e.g. canine, bomb disposal, etc.), assistance to respond to an urgent or emergency incident such as crime or disorder, a special event (e.g. parade, dignitary protection visit, sporting event, etc.), a joint task force or collaborative investigation (e.g. involving on-going investigation of a specific crime event, group of related crimes, or a specialized type of crime), disaster (e.g. tornado, ice storm, etc.), or a critical incident of extended duration (e.g. civil disorder or riot, barricaded suspect, etc.)

Unified Incident Command – the command structure, involving representatives from the requesting and all responding agencies.

IV. REQUEST FOR ASSISTANCE

The Senior Officer of the requesting agency shall be responsible for determining and declaring that a special police need exists within the municipality.

Upon such a determination, the Senior Officer of the requesting agency shall make a request for aid to the Senior Officer of the participating agencies that possess the apparent resources to respond.

A request for assistance may be transmitted in person, by electronic mail, telephone, radio or through the appropriate communications center or dispatch center. The request shall specify the nature of the special police need, type of response requested, location and safe route(s) to the scene of the incident and staging area, and communication, i.e. radio frequencies, radio talk groups, telephone numbers, etc.

V. RESPONSE TO REQUEST

The Senior Officer of the responding agency must evaluate each request and determine within their sole discretion whether assistance may be provided.

If the request is granted, the nature and extent of the response shall be determined in the sole discretion of the Senior Officer of the responding agency. In that event, the responding agency shall immediately inform the requesting agency of the nature and extent of the response and shall immediately make available such personnel, equipment, aid or assistance as is requested and available to meet the special police need without jeopardizing the safety of the responding agency's jurisdiction.

The Senior Officer of the responding agency may decline the request for aid in his/her sole discretion. In that event, the Senior Officer of the responding party shall immediately notify the requesting party that the request has been declined.

No party to this Agreement shall be subject to any civil liability for declining to respond to an emergent need or a request for assistance to a special police need.

VI. COMMAND AND CONTROL

The person in charge of general direction of police operations at the scene of a special police need should be the Senior Officer of the requesting agency.

Depending upon the duration, magnitude, or nature of the special police need incident, a unified incident command may be established by the Senior Officer of the requesting agency. Representatives of each of the responding agencies will participate in the unified command, providing expertise, information and intelligence, and input to decision-making.

However, all personnel and equipment of a responding agency shall remain under the direction of the Senior Officer of that responding agency throughout the emergent or special police need response, except as may be otherwise agreed by the Senior Officer to meet the specific requirements of the emergent or special police need incident and response.

VII. WITHDRAWL OF PERSONNEL AND EQUIPMENT

The personnel and equipment from a responding agency will be released and returned for duty in its own jurisdiction as soon as the emergent or special police need is concluded or comes within the capability of the requesting agency to satisfactorily handle it within its own resources, or as necessary to immediately respond to their jurisdiction for an in-progress critical incident.

Notwithstanding the above paragraph, the personnel, equipment, aid and assistance of a responding agency may be withdrawn at any time, without liability, in the sole discretion of the Senior Officer of the responding party. However, such withdrawal should only occur after notification of the Senior Officer of the requesting agency and a reasonable opportunity to make other accommodations as practical.

It is mutually understood and agreed that this Agreement does not relieve any of the participating agencies hereto from providing police protection within their own jurisdictions.

VIII. CRITIQUE AND EVALUATION

Within thirty (30) days of a request for assistance as defined within this Agreement, the Chief law enforcement officer of either the requesting or a responding agency should request a meeting to discuss and evaluate the effectiveness of the response.

IX. LIABILITY

It is the intent of this Agreement that each participating governmental entity shall bear the sole responsibility for the acts and/or omissions of its personnel in any activity entered into pursuant to this Agreement, including, but not limited to; providing a response to an emergent need or a special police need.

Nothing contained herein shall be intended to provide third-party beneficiary rights to any persons or to create a cause of action in favor of such persons. Nothing contained herein shall be construed as a waiver or governmental immunity or other defenses to liability of any party.

A responding agency shall, to the extent permitted by law, indemnify and save the requesting agency harmless from all claims, demands, costs or damages (including attorney fees) for bodily injury, including death, or property damage to any person or legal entity arising out of the acts or omissions of personnel of the responding agency which are not specifically directed or ordered by the Senior Office of the requesting agency.

X. COMPENSATION

Any and all costs to a responding agency related to compensation, incomes taxes, and disability payments, retirement and furlough payments; and all charges incurred for damage or to loss of equipment occurring as a result of, and pursuant to this Agreement, shall be borne exclusively by the responding agency.

No party to this Agreement shall be required to pay any compensation to any other party to this Agreement for services rendered; the mutual advantages and protections afforded by this Agreement being considered adequate consideration to all of the parties.

However, the requesting agency or its parent governmental entity, when seeking reimbursement of the cost for emergency operations from a non-party, shall seek such funds on behalf of any responding agencies which will be equitably distributed among the responding agencies. Each agency shall maintain appropriate records to support such application.

This Agreement does not exclude any mutually agreed upon compensation for special events.

XI. JOINT TRAINING

The agencies and parties to this Agreement may, from time to time, participate in joint planning and training activities to prepare for known and unknown emergency situations, emergent, or special police needs.

Each party to this Agreement shall release, indemnify and hold harmless the other parties, from and against all claims, demands, costs or damages (including attorney's fees) for bodily injury, including death, or property damage to any person, participant or entity arising out of the acts or omissions of participants and/or personnel of the party conducting any joint training programs or exercise unless the party conducting any such program or exercise was grossly negligent.

XII. USE OF INTERVIEW ROOMS AND RECORDING EQUIPMENT

Each of the agencies herein may utilize available interview rooms at each other's facilities for the purpose of conducting interviews, interrogations, or other official law enforcement duties.

Agencies utilizing another's interview room shall comply with the hosting agency's policies and procedures.

Requests for use of interview rooms should be made in advance whenever possible to ensure availability.

Any recordings made in the interview room shall comply with the Michigan Commission on Law Enforcement Standards (MCOLES) Audio and Visual Recording Standard, as required by Public Act 479 of 2012.

The hosting agency shall assist in setting up and labelling the recordings, ensuring they are properly identified with the Requesting Agency's case or complaint number and labeled as a department assist.

All recordings shall be retained in compliance with the Michigan Audio-Visual Recording Standard and will be securely stored. A digital link for retrieval will be provided to the requesting agency allowing a minimum of thirty (30) days to download the file.

If a digital link is unavailable, the hosting agency shall assist in providing a copy of the recording on an approved digital media source of sufficient capacity to store the recording. The requesting agency is responsible for providing the approved storage device.

XIII. AGENCY MUTUAL AID RESOURCES

The collective assets- including officers, specialized units, facilities and logistical support that participating law enforcement agencies agree to share or deploy to assist one other when local capabilities are exceeded or additional support is needed. The participating law enforcement agencies are as follows:

Bellevue Police Department Charlotte Police Department Eaton County Sheriff's Office Eaton Rapids Police Department Grand Ledge Police Department Olivet Police Department Potterville Police Department

XIV. PRIOR POLICE MUTUAL AID AGREEMENTS

This Agreement cancels, supersedes, nullifies and renders void, prior police mutual aid agreements, extensions, or amendments between and among these member parties.

XV. APPROVAL BY PARTICIPANTS

A governmental entity may agree to participate in this Agreement by adoption of a resolution authorizing the appropriate official(s) to execute the Agreement.

The Clerk of each participating government entity shall furnish a certified copy of the resolution approving participation in this Agreement to each of the other parties. The agreement shall become effective upon execution of the Agreement and approval of the respective resolutions.

Other municipal corporations and government entities may be added to this Agreement upon ratification of the legislative bodies of all current parties, the exchange of resolutions as stated above, and execution of the Agreement.

XVI. AGREEMENT COMPLETENESS

This Agreement contains all the terms and conditions agreed upon by the governmental units who are parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof, shall have any validity or bind any of the parties hereto.

If any provision of this Agreement is held to be invalid, it shall be considered to be deleted and the remainder of this Agreement shall not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid.

This Agreement may be amended, modified, or revised at any time by mutual written consent of the Parties. All changes must be reduced to writing, signed by the authorized representatives of each Party, and attached to this Agreement. Such amendments shall have the same force and effect as the original Agreement.

XVII. TERMINATION

An agency may withdraw from the Agreement by providing the chief law enforcement officer of each party-agency to this agreement with written notice of its intent to withdraw no less than thirty (30) days prior to the date the agency will cease to participate in the Agreement.

The withdraw of any party shall not terminate or have an effect on the applicability of this Agreement to the remaining parties or to events that occurred prior to a parties withdraw.

XVIII. EXECUTION IN COUNTERPARTS

This Agreement may be executed by the participating agencies via the execution of multiple counterparts. Said counterparts shall form a single Agreement. The parties shall circulate fully executed copies once all the participating agencies have executed this Agreement.

XIX. NO EMPLOYMENT OR AGENT RELATIONSHIP

Nothing in this Agreement shall be construed to create an employee or agent relationship between the parties or a requesting agency and a responding agency.

XX. ACCEPTANCE AND EXECUTION

IN WITNESS WHEREOF,	the parties	have executed	this Agreement,	as authorized	by these
respective governing bodies,	this	day of	, 2025.		

THE COUNTY OF EATON

By:	Jim Mott, Chairperson Eaton County Board of Commissioners			
Ву:	Thomas Reich Eaton County Sheriff			
ATTEST:	Diana Bosworth, Eaton County Clerk			
THE VILI	LAGE OF BELLEVUE			
Ву:	Nicole Roberts, Village Manager	ATTEST:	Michelle Pennington, Clerk	_
	Tim Griffin, Chief of Police			
THE CITY	Y OF CHARLOTTE			
Ву:	Tim Lewis, Mayor	ATTEST:	Mary LaRocque, Clerk	
Ву:	Paul Brentar, Chief of Police	_		

THE CITY OF EATON RAPIDS

Ву:		ATTEST:	
Dy.	Pamela Colestock, Mayor	/////////////////////////////////	Robin Webb, Clerk
Ву:	Larry Joe Weeks, Chief of Police		
THE CIT	Y OF GRAND LEDGE		
Ву:	Keith Mulder, Mayor	ATTEST:	Gregory Newman, Clerk
Ву:	Ron Erickson, Chief of Police		
THE CIT	Y OF OLIVET		
Ву:	Laura Barlond-Maas, Mayor	ATTEST:	Amy Huepenbecker, Clerk
Ву:	Johnny Lopez, Chief of Police	<u></u>	
THE CIT	Y OF POTTERVILLE		
Ву:	Jennifer Lenneman, Mayor	ATTEST:	Becky Dolman, Clerk
Ву:	Richard Barry, Chief of Police		