

The City of Potterville Tax Increment Finance Authority

Potterville City Hall, 319 N. Nelson Street – (517) 645-7641 – www.pottervillemi.org

TIFA MEETING AGENDA

Monday, March 9th 2026 at 5:30 p.m.

A. Call the Meeting to Order:

B. Pledge of Allegiance.

C. Roll Call: Members Bob Nichols, Rudy Othmer, Joseph Bristol Jr., Judy Lenneman, Jon McNett, Elizabeth Ross, Ronald Norman.

1. Members Present: _____

2. Members Absent: _____

D. Agenda Approval:

E. Approval of Minutes: Draft Meeting Minutes of February 9th 2026.

F. Approval of Bills: \$408.33

G. Public Comment: Items on the Agenda.

H. Old Business: None.

I. New Business:

1. TIFA Development Projects.

2. Request for Advanced Police K9 Handler Training

J. Public Comment: Items not on the Agenda.

K. Communications from Board Members:

L. Next Meeting: April 13th 2026 at 5:30 p.m.

M. Administrative Report: In attendance.

N. Excuse absent Members:

O. Meeting Adjourn:

Potterville TIFA Board Minutes
Monday, February 9, 2026
@ 5:30 p.m. – Potterville City Hall, 319 N. Nelson Street

Meeting was called to order by B. Nichols at 5:30 p.m.

Pledge of Allegiance was recited by all.

Roll Call: **Present:** B. Nichols, R. Norman, J. Bristol, L. Ross, and R. Othmer.
 Absent: J. McNett and J. Lenneman

Agenda Approval: Motion by Member Norman to approve the agenda, seconded by Member Bristol. Motion carried (5-0-2).

Approval of Minutes: Motion by Member Ross to approve the minutes from January 12, 2026, seconded by Member Othmer. Motion carried (5-0-2).

Approval of Bills: Motion by Member Norman to pay bills totaling \$408.34, seconded by Member Bristol. Motion carried (5-0-2).

Public Comment: N/A

Old Business: N/A

New Business:

1. TIFA Chairperson Annual Election – Member Ross nominates Member Nichols, Member Nichols accepts. Motion by Member Bristol to elect Member Nichols as TIFA Chairperson, seconded by Member Norman. Motion carried (5-0-2).
2. TIFA Vice-Chairperson Annual Election – Member Ross nominates Member Norman, Member Norman accepts. Motion by Member Nichols to elect Member Norman as TIFA Vice-Chairperson, seconded by Member Bristol. Motion carried (5-0-2).

Public Comment: N/A

Communications from Board: N/A

Next Meeting: Monday, March 9, 2026 at 5:30 p.m.

Administrative Report: Director provides DNR grant updates and reminds that the City, Parks, and Zoning master plans can be expected soon.

Motion to Excuse Absent Members: Motion by Member Norman to excuse Members Lenneman and McNett, seconded by Member Ross. Motion carried (5-0-2).

Motion to Adjourn: Meeting adjourned by Member Nichols at 5:42 p.m.

Respectfully submitted,
Kayla Schwartz, TIFA Secretary
Approved by TIFA Board _____, 2026.

DRAFT

03/04/2026 09:44 AM
User: JWest
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 02/10/2026 - 03/09/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TIFA

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: JODI WEST		
MARCH 2026	FINANCIAL SECRETARIAL DUITES MARCH 2026	333.33
TOTAL VENDOR JODI WEST		333.33
VENDOR NAME: KAYLA SCHWARTZ		
MAR 2026	SECRETARIAL DUTIES MARCH 2026	75.00
TOTAL VENDOR KAYLA SCHWARTZ		75.00
GRAND TOTAL:		408.33

User: JWest

Bank TIFA (TIFA)

DB: Potterville

FROM 02/01/2026 TO 02/28/2026

Reconciliation Record ID: 357

GL Number	Description	Beginning Balance
247-000-001.000	CASH	93,893.28
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	175,000.00
Beginning GL Balance:		268,893.28
Less: Cash Disbursements		(408.34)
Add: Journal Entries/Other		42.63
Ending GL Balance:		268,527.57

GL Number	Description	Ending Balance
247-000-001.000	CASH	93,527.57
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	175,000.00
Ending GL Balance:		268,527.57
Ending Bank Balance:		268,527.57
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		268,527.57
Unreconciled Difference:		0.00

REVIEWED BY:  _____

DATE: 3-3-26

PERIOD ENDING 02/28/2026

TIFA

GL NUMBER	DESCRIPTION	BALANCE		2025-26 AMENDED BUDGET	END BALANCE	
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)
Assets						
247-000-001.000	CASH		97,899.83			93,527.57
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT		100,000.00			175,000.00
TOTAL ASSETS			197,899.83			268,527.57
Fund Equity						
247-000-390.000	FUND BALANCE		90,135.90			173,521.13
TOTAL FUND EQUITY			90,135.90			173,521.13
Revenues						
247-728-401.000	PROPERTY TAXES		197,582.90	198,000.00		205,105.60
247-728-573.000	LOCAL COMMUNITY STABILIZATION		22,685.72	24,000.00		22,412.63
247-728-579.200	GRANT REVENUE - LOCAL		0.00	75,450.00		0.00
247-728-665.000	INTEREST INCOME		604.86	3,850.00		4,350.52
TOTAL REVENUES			220,873.48	301,300.00		231,868.75
Expenditures						
247-728-703.005	WAGES - OTHER		3,341.65	5,150.63		3,266.66
247-728-727.000	OFFICE EXPENSE		0.00	1,150.00		25.00
247-728-731.000	PUBLICATION		0.00	300.00		0.00
247-728-801.000	ATTORNEY		0.00	500.00		0.00
247-728-803.000	ENGINEERS FEES		10,428.75	30,000.00		1,123.75
247-728-807.000	AUDIT		4,400.00	4,600.00		4,400.00
247-728-823.000	GRANT PROJECTS		0.00	150,900.00		0.00
247-728-881.000	K9 EXPENSES		5,000.00	0.00		0.00
247-728-970.000	CAPITAL OUTLAY		27,847.90	30,000.00		45,883.93
247-728-990.100	DRAIN ASSESSMENT- COUNTY		0.00	28,694.45		21,309.22
247-728-992.000	BOND PRINCIPAL		55,000.00	55,000.00		55,000.00
247-728-993.000	BOND INTEREST		7,091.25	10,457.00		5,853.75
TOTAL EXPENDITURES			113,109.55	316,752.08		136,862.31
Total - All Funds:			0.00	15,452.08		0.00

CASH SUMMARY BY FUND FOR CITY OF POTTERVILLE
FROM 07/01/2025 TO 02/28/2026
FUND: 247
CASH ACCOUNTS

Fund	Description	Beginning Balance 07/01/2025	Total Debits	Total Credits	Ending Balance 02/28/2026
247	TAX INCREMENT FINANCING AUTHOR	173,521.13	506,868.75	411,862.31	268,527.57

GL #	DESCRIPTION	NET ACTIVITY		BALANCE
		DR	(CR)	DR (CR)
247-000-001.000	CASH			73,521.13
	July		Beg. Balance	51,157.71
	August	(22,363.42)		50,781.18
	September	(376.53)		128,464.67
	October	77,683.49		148,759.95
	November	20,295.28		76,627.65
	December	(72,132.30)		76,271.10
	January	(356.55)		93,893.28
	February	17,622.18		93,527.57
	End Balance 02/28/2026	(365.71)		93,527.57
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT			100,000.00
	July		Beg. Balance	100,000.00
	August	0.00		100,000.00
	September	0.00		100,000.00
	October	0.00		100,000.00
	November	0.00		175,000.00
	December	75,000.00		175,000.00
	January	0.00		175,000.00
	February	0.00		175,000.00
	End Balance 02/28/2026	0.00		175,000.00

PERIOD ENDING 02/28/2026

GL NUMBER	DESCRIPTION	END BALANCE	2025-26	YTD BALANCE	ACTIVITY FOR
		06/30/2025 NORMAL (ABNORM)	ORIGINAL BUDGET	02/28/2026 NORMAL (ABNORM)	MONTH 02/28/20 INCREASE (DECR)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	196,613.90	198,000.00	205,105.60	39,705.72
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,685.72	24,000.00	22,412.63	(39,705.72)
247-728-579.200	GRANT REVENUE - LOCAL	0.00	75,450.00	0.00	0.00
247-728-665.000	INTEREST INCOME	825.68	3,850.00	4,350.52	94.41
247-728-696.000	GENERAL OBLIGATION BOND ISSUE	0.00	0.00	0.00	(51.78)
Total Dept 728 - TIFA DEPT		220,125.30	301,300.00	231,868.75	42.63
TOTAL REVENUES		220,125.30	301,300.00	231,868.75	42.63
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,974.97	5,150.63	3,266.66	408.34
247-728-727.000	OFFICE EXPENSE	1,000.00	1,150.00	25.00	0.00
247-728-731.000	PUBLICATION	147.50	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	10,428.75	30,000.00	1,123.75	0.00
247-728-807.000	AUDIT	4,400.00	4,600.00	4,400.00	0.00
247-728-823.000	GRANT PROJECTS	0.00	150,900.00	0.00	0.00
247-728-881.000	K9 EXPENSES	19,995.95	0.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	27,847.90	30,000.00	45,883.93	0.00
247-728-990.100	DRAIN ASSESSMENT- COUNTY	0.00	28,694.45	21,309.22	0.00
247-728-992.000	BOND PRINCIPAL	55,000.00	55,000.00	55,000.00	0.00
247-728-993.000	BOND INTEREST	12,945.00	10,457.00	5,853.75	0.00
Total Dept 728 - TIFA DEPT		136,740.07	316,752.08	136,862.31	408.34
TOTAL EXPENDITURES		136,740.07	316,752.08	136,862.31	408.34
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		220,125.30	301,300.00	231,868.75	42.63
TOTAL EXPENDITURES		136,740.07	316,752.08	136,862.31	408.34
NET OF REVENUES & EXPENDITURES		83,385.23	(15,452.08)	95,006.44	(365.71)
BEG. FUND BALANCE		90,135.90	173,521.13	173,521.13	
END FUND BALANCE		173,521.13	158,069.05	268,527.57	

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Revenues					
Department 728: TIFA DEPT					
401.000	PROPERTY TAXES				
09/20/2025	GJ TAX DISBURSEMENT SUMMER 2025		133301 165,399.88 JE# 7769		
02/28/2026	GJ MOVE PROPERTY TAX DISTRIBUTION FROM		135723 39,705.72 JE# 7866		
401.000	PROPERTY TAXES	198,000.00	205,105.60	(7,105.60)	103.59
573.000	LOCAL COMMUNITY STABILIZATION				
10/24/2025	GJ LOCAL COMMUNITY STABILIZATION		133632 22,412.63 JE# 7787		
01/17/2026	GJ TAX DISTRIBUTION WINTER 25-26		135194 39,705.72 JE# 7845		
02/28/2026	GJ MOVE PROPERTY TAX DISTRIBUTION FROM		135723 (39,705.72) JE# 7866		
573.000	LOCAL COMMUNITY STABILIZATION	24,000.00	22,412.63	1,587.37	93.39
579.200	GRANT REVENUE - LOCAL	75,450.00	0.00	75,450.00	0.00
665.000	INTEREST INCOME				
07/31/2025	GJ INTEREST MONTH OF JULY 2025		131881 42.91 JE# 7699		
08/31/2025	GJ INTEREST MONTH OF AUG 2025		132339 31.80 JE# 7740		
09/30/2025	GJ INTEREST MONTH OF SEPT 2025		133379 45.32 JE# 7774		
10/31/2025	GJ INTEREST MONTH OF OCTOBER 2025		133655 77.28 JE# 7790		
11/21/2025	GJ CASHED OUT CD AT MATURITY		133900 3,924.90 JE# 7807		
11/30/2025	GJ INTEREST MONTH OF NOV 2025		133902 91.55 JE# 7808		
01/31/2026	GJ INTEREST MONTH OF JAN 2026		135193 42.35 JE# 7844		
02/28/2026	GJ INTEREST MONTH OF FEB 2026		135682 42.63 JE# 7853		
02/28/2026	GJ FIX DEC 2025 INTEREST POSTED TO WRONG AC		135722 51.78 JE# 7865		
665.000	INTEREST INCOME	3,850.00	4,350.52	(500.52)	113.00
696.000	GENERAL OBLIGATION BOND ISSUE				
12/31/2025	GJ INTEREST MONTH OF DEC 2025		134683 51.78 JE# 7820		
02/28/2026	GJ FIX DEC 2025 INTEREST POSTED TO WRONG AC		135722 (51.78) JE# 7865		
696.000	GENERAL OBLIGATION BOND ISSUE	0.00	0.00	0.00	100.00
Total - Dept 728		301,300.00	231,868.75	69,431.25	76.96
Total Revenues		301,300.00	231,868.75	69,431.25	76.96
Expenditures					
Department 728: TIFA DEPT					
703.005	WAGES - OTHER				
07/14/2025	AP SECRETARIAL DUTIES MONTH OF JULY 2025		131603 75.00 Inv #: 'JULY 2025' Vendor '0000011144'		
07/14/2025	AP FINANCIAL DUTIES MONTH OF JULY 2025		131604 333.33 Inv #: 'JULY 2025' Vendor '09752'		
08/11/2025	AP SECRETARIAL DUTIES MONTH OF AUG 2025		132042 75.00 Inv #: 'AUG 2025' Vendor '0000011144'		
08/11/2025	AP FINANCIAL SECRETARIAL DUTIES MONTH OF AU		132043 333.33 Inv #: 'AUG 2025' Vendor '09752'		
09/08/2025	AP FINANCIAL SECRETARY DUTIES MONTH OF SEPT		132448 333.33 Inv #: 'SEPT 2025' Vendor '09752'		
09/08/2025	AP SECRETARIAL DUTIE MONTH OF SEPT 2025		132449 75.00 Inv #: 'SEPT 2025' Vendor '0000011144'		
10/13/2025	AP SECRETARIAL DUTIES MONTH OF OCT 2025		133420 75.00 Inv #: 'OCT 2025' Vendor '0000011144'		
10/13/2025	AP FINANCIAL DUTIES MONTH OF OCT 2025		133421 333.33 Inv #: 'OCT 2025' Vendor '09752'		
11/10/2025	AP FINANCIAL DUTIES MONTH OF NOV 2025		133718 333.33 Inv #: '11/25' Vendor '09752'		
11/10/2025	AP SECRETARIAL DUTIES MONTH OF NOV 2025		133719 75.00 Inv #: 'NOV 2025' Vendor '0000011144'		
12/08/2025	AP FINANCIAL SECRETARY DUTIES MONTH OF DEC		134114 333.33 Inv #: 'DEC 2025' Vendor '09752'		
12/08/2025	AP SECRETARIAL DUTIES MONTH OF DEC 2025		134115 75.00 Inv #: 'DEC 2025' Vendor '0000011144'		

Balances as of 02/28/2026

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2025-26 Amended Budget	YEAR-TO-DATE THRU 02/28/26	Available Balance	% Used
Expenditures					
Department 728: TIFA DEPT					
01/12/2026	AP FINANCIAL SECRETARY DUTIES MONTH OF JAN	134765	333.34	Inv #: 'JAN 2026' Vendor '09752'	
01/12/2026	AP SECRETARIAL DUTIES MONTH OF JAN 2026	134766	75.00	Inv #: 'JAN 2026' Vendor '0000011144'	
02/09/2026	AP SECRETARIAL DUTIES MONTH OF FEB 2026	135303	75.00	Inv #: 'FEB 2026' Vendor '0000011144'	
02/09/2026	AP FINANCIAL DUTIES MONTH OF FEB 2026	135304	333.34	Inv #: 'FEB 2026' Vendor '09752'	
703.005	WAGES - OTHER	5,150.63	3,266.66	1,883.97	63.42
727.000	OFFICE EXPENSE				
11/25/2025	AP TIFA CD- CONSUMER CREDIT UNION	133872	25.00	Inv #: 'TIFA CD 2025' Vendor '0000011360'	
727.000	OFFICE EXPENSE	1,150.00	25.00	1,125.00	2.17
731.000	PUBLICATION	300.00	0.00	300.00	0.00
801.000	ATTORNEY	500.00	0.00	500.00	0.00
803.000	ENGINEERS FEES				
11/10/2025	AP LAKE ALLIANCE FEASIBILITY STUDY THROUGH	133717	1,123.75	Inv #: '98047' Vendor '0000011326'	
803.000	ENGINEERS FEES	30,000.00	1,123.75	28,876.25	3.75
807.000	AUDIT				
09/08/2025	AP TIFA AUDIT THROUGH 8/31/25	132454	3,250.00	Inv #: '6915' Vendor '11101'	
10/13/2025	AP COMPLETION OF AUDIT 24-25	133422	1,150.00	Inv #: '6957' Vendor '11101'	
807.000	AUDIT	4,600.00	4,400.00	200.00	95.65
823.000	GRANT PROJECTS	150,900.00	0.00	150,900.00	0.00
970.000	CAPITAL OUTLAY				
07/14/2025	AP CHEETAH 2 LAWNMOWER (72V)	131601	11,399.00	Inv #: 'KC1267173' Vendor '0000011390'	
07/14/2025	AP CHEETAH 2 LAWNMOWER (61V)	131602	10,599.00	Inv #: 'KC1267187' Vendor '0000011390'	
09/03/2025	AP FIELD RENOVATIONS- BASEBALL FIELD - ALLI	132447	11,700.00	Inv #: '08112025' Vendor '0000011398'	
09/08/2025	AP 3 SPEED SIGNS	132450	11,549.63	Inv #: 'SIN045986' Vendor '0000011432'	
10/13/2025	AP POSTS FOR SPEED SIGNS	133419	457.25	Inv #: 'INV83657A' Vendor '02790'	
10/13/2025	AP HARDWARE FOR SPEED SIGN POSTS	133418	179.05	Inv #: 'INV83696A' Vendor '02790'	
970.000	CAPITAL OUTLAY	30,000.00	45,883.93	(15,883.93)	152.95
992.000	BOND PRINCIPAL				
10/01/2025	AP BOND AND INTEREST PAYMENT FALL 2025	133280	55,000.00	Inv #: 'TIFABOND25' Vendor '04380'	
992.000	BOND PRINCIPAL	55,000.00	55,000.00	0.00	100.00
993.000	BOND INTEREST				
10/01/2025	AP BOND AND INTEREST PAYMENT FALL 2025	133280	5,853.75	Inv #: 'TIFABOND25' Vendor '04380'	
993.000	BOND INTEREST	10,457.00	5,853.75	4,603.25	55.98
Total - Dept 728		288,057.63	115,553.09	172,504.54	40.11
Total Expenditures		288,057.63	115,553.09	172,504.54	40.11
NET OF REVENUES AND EXPENDITURES		13,242.37	116,315.66	(103,073.29)	



City of Potterville Capital Improvement Plan 2026-2031

February 19, 2026

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Overview

This document represents the City of Potterville’s Capital Improvement Program for the fiscal years 2026 through 2031.

The Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of the CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the City of Potterville’s existing infrastructure systems; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the City. The CIP outlines how the City will address capital needs over the next six years.

Some of the many benefits that the CIP provides for residents and stakeholders include:

- Optimizes the use of revenue
- Focuses attention on community goals, needs, and capabilities
- Guides future growth and development
- Encourages efficient government
- Helps maintain a sound and stable financial program
- Enhances opportunities for participation in federal or state grant programs

Mission Statement and Legal Basis

The Michigan Planning Enabling Act (PA 33 of 2008) requires the Planning Commission of a local unit to annually prepare a capital improvements program of public structures and improvements. The capital improvements program is a list of public structures and improvements to be done over the ensuing six-year period, organized by priority. Each agency or department of the local unit of government should furnish the Planning Commission with lists, plans, and estimates of the time and cost of public structures and improvements relevant to their agency or department. The plan should be revisited annually to make needed modifications and plan for the next period of six years.

Explanation of Capital Improvement Terms

As used in the City of Potterville Capital Improvement Plan, a capital improvement project is defined as a major, nonrecurring expenditure that includes one or more of the following:

- Land and non-structural improvements
- New structures
- Major repairs - \$5,000 or more
- Major replacements - \$5,000 or more
- New equipment - \$5,000 or more
- Land acquisition
- Planning, engineering, feasibility, or design studies

Some projects can be done “in-house” through Department of Public Works (DPW) staff, but others will be outsourced. When seeking bids, the Village will abide by the established purchase and bid policy.

Schedule and Procedure

The preparation of the Capital Improvement Program should begin in February of each year. Final planning should be completed before the City budget is adopted in June for the fiscal year beginning July 1st.

Each department of the City submits items for inclusion in the CIP. The projects are divided into the following categories:

- Streets
- Water
- Sewer
- Parks & Recreation
- General
- Downtown Development Authority (DDA)

The projects are then assessed for inclusion in the CIP according to the following criteria:

- Necessity to fulfill any state or federal requirements
- Impact on community safety or public health
- Impact on community aesthetics
- Cost
- Availability of funding
- Relationship to community goals and policies, including, but not limited to, those outlined in the City’s Five-Year Park and Recreation Plan (2020- 2024).

Each project is assigned a tentative funding source and a total cost. Then, the projects are scheduled for the upcoming six-year period. Projects can be scheduled for one fiscal year or across multiple years.

The draft CIP is then created by City staff and presented to the Planning Commission for comment and approval. The CIP itself does not commit or obligate the expenditure of funds by the City. However, it should be used as a guide in preparing the annual budget. If it presents a realistic and orderly program for capital expenditure, it will help ensure that funds are budgeted in a timely manner and in proper sequence.

The City of Potterville Capital Improvements Program for 2026-2031 is the result of the process carried out by the Planning Commission and the administrative branch of the City government. The role of the Planning Commission in the CIP preparation is advisory to the City Council, which has the responsibility of final approval. Note that a two-thirds vote of the entire City Council is required to override the Planning Commission's denial of a proposed capital facility project.

Parks and Recreation Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
PARKS AND RECREATION													
Lake Alliance Park Trails	Trail improvements, fishing piers, lookouts and new paths.	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$265,000	X						
Lake Alliance Park Pickleball/Tennis	Add 2 courts	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$340,000	X						
Lake Alliance Park Soccer/Lacrosse Fields	Add 3 grass fields	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$1,110,000	X						
Lake Alliance Park Splash Park	Add one splash park	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$185,000	X						
Lake Alliance Park Boat Launch	Concrete water craft launch for boat, kayak, and canoes that is ADA accessible	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$50,000	X						
Lake Alliance Dog Park	Add dog park	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$12,800	X						
Veterans Memorial Park ADA Parking	Add ADA Parking Area	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$63,664		X					
Veterans Memorial Sidewalk and Pathway	Sidewalk and brick pathway	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$29,571		X					
Veterans Memorial Memorials	Install flag poles, fountain, plaques, service seals, and monument wall	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$112,609		X					
Veterans Memorial Amenities	Install furniture, benches, and lights	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$51,000		X					
Veterans Memorial Shelter	Install a small shelter, pavillion, or gazebo	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$35,000		X					
City Park Improve Tunnel Connection	Improve Tunnel Connection under M100	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$25,000			X				
City Park Improve and expand playground	Expand "Imagination station" play area	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$904,200			X				
City Park improvements to restrooms	Improve restroom facilities	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$125,000			X				
City Park Improve ADA Spaces	Improve ADA Spaces	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$80,000			X				
City Park Baseball Field	Improve and Expand Baseball Field	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$60,000			X				
City Park Skate Park	Develop Skate Park	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$175,000			X				
Bike Path Extensions	Extend Bike Paths	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$330,000				X			
Sunset Hills Park Restrooms	Develop Restrooms	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$75,000					X		
Sunset Hills Park Basketball Court	Develop Half Court	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$15,000					X		
Total Estimated Expense							\$1,962,800	\$291,844	\$1,369,200	\$330,000	\$90,000	\$0	\$0

Park and Recreation Projects 2025-2026

Project Title	Lake Alliance Park Trails					
Department	Parks and Recreation					
Est. Cost	\$265,000					
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Est. Cost	\$265,000					
Project Description						
Improve the trails, fishing piers and lookouts at Lake Alliance Park. Create new paths.						
Anticipated Source of Funding						
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA						

Project Title	Lake Alliance Court Project						
Department	Parks and Recreation						
Est. Cost	\$340,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$340,000						
Project Description							
Add two (2) pickleball/tennis courts.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Field Project						
Department	Parks and Recreation						
Est. Cost	\$1,110,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$1,100,000						
Project Description							
Add three (3) grass soccer/lacrosse fields.							
Anticipated Source of Funding							
General Fund 101, Park Fund 209, TIFA, DNR Trust Fund, Eaton County Parks							

Project Title	Lake Alliance Park Splash Park						
Department	Parks and Recreation						
Est. Cost	\$185,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$185,000						
Project Description							
Add one (1) splash park.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Boat Launch						
Department	Parks and Recreation						
Est. Cost	\$50,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$50,000						
Project Description							
Add an ADA accessible concrete watercraft launch for boats, kayaks, and canoes.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Dog Park						
Department	Parks and Recreation						
Est. Cost	\$12,800						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$12,800						
Project Description							
Add dog park.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Storm Sewer Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
STORM WATER													
Catchment 1 NE Lake Alliance Park	Dredge storm pond and remove cattail reeds and plant debris	General Fund 101 and Storm Drain Maintenance Fund 598 and TIFA Fund 247			- N/A	\$20,000			X				
Catchment 2 S Lake Alliance Park	Replace culvert under Lake Alliance Park entrance and maintain swale area	General Fund 101 and Storm Drain Maintenance Fund 598 and TIFA Fund 247			- N/A	\$10,000			X				
Catchment 3 East side of City catch basins	Vactor clean all catch basins in local public streets and right of	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$25,000				X			
Catchment 4 Northwest of downtown City area	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000				X			
Catchment 7 NE of Sunset Drive and Pine Hill	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000				X			
Catchment 5 South of Sunset Hills drains to abel drain	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000					X		
Catchment 6 Central area between Sunset Drive to Pine Hill to Hill Top Drive	Maintain control panel, pump, culverts and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$20,000					X		
DPW Operations Vehicle	Replace Street Sweeper F-450 TimCo 210	Water Fund 591, Sewer Fund 590, Major Street Fund 202, and Local Street Fund 203			- N/A	\$170,000						X	
Total Estimated Expense							\$0	\$0	\$30,000	\$45,000	\$30,000	\$170,000	\$0

Stormwater Projects 2025-2026

None.

Sanitary Sewer Capital Improvement Projects

Proj#A35:N59	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
SANITARY SEWER													
Extend Sanitary Main NE on Sunset Drive to new Water Treatment Facility	Install Sanitary Main pipe to new Water Treatment Facility of 500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$100,000	X						
WWTP Lagoon Pond Valves	Replace large valves and valve boxes between WWTP Lagoons	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$13,000		X					
WWTP Auger Screen	Design and construction housing structure around auger screen and auger pit/manhole	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$60,000			X				
WWTP Auger Screen Bypass	Retro-fit and construct bypass pit and pump for auger screen	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$300,000			X				
Televise pipe under Sunset Drive in Sunset Hills development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$16,000			X				
Televise pipe under Pine Hill Drive in Sunset Hills development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$16,000			X				
Replace Large Generator at WWTP	Remove old generator from original build of WWTP and replace with high efficiency unit that is electrical surge protected	Sewer Fund 590 and TIFA Fund 247		-	50%	\$210,000				X			
DPW Operations Vehicle 1/2	Replace Ford F-350 - year 2016	Water Fund 591, Sewer Fund 590, Major Street Fund 202, and Local Street Fund 203		-	50%	\$35,000			X				
Televise pipe in Wright Industrials Parkway development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590 and TIFA Fund 247		-	50%	\$8,000				X			
Televise pipe in Lockview development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$24,000				X			
Televise pipe in Country Lake development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$24,000				X			
Televise and vactor clean connection pipe south of Cambria Ridge Estates that connects to IC Estates and WWTP	Video survey pipe and manholes prior vactor pressure cleaning	Sewer Fund 590		-	100%	\$25,000				X			
Manhole Linings in Lockview and Country Lake development	Replace manhole structures with new lining in both Lockview and Country Lake Subdivisions	Sewer Fund 590		-	100%	\$30,000					X		
WWTP Sludge Removal	Obtain EGLE permit and complete dredge of WWTP Lagoon Ponds (2)	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	50%	\$360,000						X	
Lift Station Wet Well Pump	Replace lift station pumps (2) at Westside Lift Station	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$95,000						X	
Country Lake development	Replace main of 3,800 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$570,000						X	
Sunset Hills development	Replace main of 5,500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$825,000							X
Lockview development	Replace main of 4,500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$675,000							X
Wright Industrial Complex	Replace main of 1,900 ft	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	50%	\$285,000							X
Total Estimated Expense							\$100,000	\$13,000	\$637,000	\$81,000	\$30,000	\$1,025,000	\$1,785,000

Sanitary Sewer Projects 2025-2026

Project Title	Sanitary Main NE Extension						
Department	Public Works						
Est. Cost	\$100,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$100,000						
Project Description							
Extend the Sanitary Main NE on Sunset Drive to the new Water Treatment Facility.							
Anticipated Source of Funding							
USDA Rural Development Bond Program, Sewer Fund 590							

Water Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
WATER													
New iron removal treatment facility with new production well, connect an existing well, and install a looping water main.	Construct new IRP Water Treatment Facility, connect 2 production wells and install water loop for redundancy of treated water supply.	Water Fund 591, General Fund 101, State Legislature EGLE Grant Award, USDA Rural Development Bond	USDA Rural Development Bond Program	60%	40%	\$6,900,000	X	X					
Natural gas utility service at Well #3 north of Sunset Drive	Install a 270 ft Consumers Energy natural gas service utility to the rear of the Iron Removal Facility at Well #4	Water Fund 591 and Sewer Fund 590 and General Fund 101		-	90%	\$25,000		X					
DPW Operations Vehicle 1/2	Replace Ford F-350 - year 2016	Water Fund, Sewer Fund, Major Street Fund and Local Street Fund		-	50%	\$35,000			X				
Water main loop from West Cherry Street to Elizabeth Way	Construct 450 ft of 12 inch water main from West Cherry Street to Elizabeth Way for water quality loop and redundancy of supply.	Water Fund 591		-	100%	\$50,000			X				
Elevated Storage Tank	Install 350 G elevated storage tank on E side of town to increase fire capacity and redundancy of water system pressure	Water Fund 591 and General Fund 101		-	90%	\$4,500,000				X			
Extend Water main SW along Lansing Road to Lake Alliance Park and City boundary	Install 2800 ft of water main to the entrance of Lake Alliance Park and to City boundary at Thornapple River	Water Fund 591 and General Fund 101 and Parks Fund 208		-	80%	\$312,000						X	
East Water System Loop	Install 5000 ft "loop" of 12 inch water main from Alro Park Drive to Hartel Road (M-100).	Water Fund 591, Sewer Fund 590, General Fund, TIFA Fund and Developer Expense		-	25%	\$555,000							X
Extend south water main	Extend 12 inch water main 1,600 feet South along M-100 over I-69 Interstate to King Hwy.	Water Fund 591, Sewer Fund 590, General Fund, TIFA Fund and Developer Expense		-	25%	\$178,000							X
Total Estimated Expense							\$3,450,000	\$3,475,000	\$85,000	\$50,000	\$4,500,000	\$312,000	\$733,000

Water Projects 2025-2026

Project Title	Iron Removal Treatment Facility						
Department	Water						
Est. Cost	\$6,900,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$3,450,000	\$3,450,000					
Project Description							
Construct an iron removal treatment facility with a new production well and install a looping water main.							
Anticipated Source of Funding							
USDA Rural Development Bond Program, Water Fund 591							

K9 Training Course

Coordinator:

Brian Dobrzycki - Detective, Roseville Police Department

Brian Dobrzycki is a veteran law enforcement professional with over 27 years of experience in policing, K9 handling, and advanced canine training. He serves as a Master Trainer and leads a highly experienced instructional staff composed of current and retired law enforcement K9 handlers with numerous decades of combined expertise in both the public and private sector K9 operations.

Contact Brian Dobrzycki at (248) 232-4277 or bedobrzy@oaklandcc.edu



Course Description:

This five (5) week course provides comprehensive training for current law enforcement officers and public sector fire investigators. The course is designed to equip students with the knowledge and practical skills needed to function as a successful K9 team.

Depending on agency needs, students may enroll in either the **Dual-Purpose Patrol K9 Course** or the **Single-Purpose Detection K9 Course**. The curriculum emphasizes operational readiness, handler proficiency, and real-world deployment skills.

K9 Team Options

Dual-Purpose K9 Teams

Dual-purpose teams are trained to perform **patrol functions** in addition to one detection specialty.

Detection Options:

- Explosive Detection
- Narcotic Detection

Single-Purpose K9 Teams

Single-purpose teams specialize in one detection discipline and do **NOT** perform patrol functions: Accelerant Detection or Cadaver Detection or Explosive Detection or Narcotic Detection

Disciplines:

- Accelerant Detection
- Cadaver Detection
- Explosive Detection
- Narcotic Detection

Training Areas

Dual-Purpose Patrol Team Training

Instruction includes:

- Area Search
- Article Search
- Building Search
- Controlled Aggression
- Obedience

- Public Demonstration Skills
- Tracking

Single-Purpose Team Training

Instruction includes:

- Obedience
- Detection Discipline (Accelerant, Cadaver, Explosive, or Narcotic)
- Public Demonstration Skills

Program Tuition & Fees

- **STANDARD RATE:** \$5,200
- **SMALL AGENCY GROUP DISCOUNT:** \$3,600
- **K9 COST:** Estimated \$8,500 - \$10,000 depending on vendor

Approved Vendors:

- Gills German Shepherds
- K9 Holland Group
- Shallow Creek Kennels
- Northern Michigan K9

Program Components:

Pre-Service K9 Training (1 Month)

- Odor imprinting
- Introduction to tracking
- Introduction to obedience

Tuition Includes:

- Bowls
- Brush
- Toenail clippers
- Tracking harness
- Tracking line
- 6' leash
- Detector collar
- Aggression harness
- 20' - 30' long line
- Reward toy
- Tugs
- Additional training equipment

Acclimation Training

Following academy completion, handlers return for **two weeks, two days per week**, for continued support and performance evaluation.

Canine Trainers Academy (five week course)

Trainers will learn how to train the new K9's and new K9 Handlers in Tracking, Narcotics or Explosives, Building Search, Area Search, Obedience, Agility, Article Search, Criminal Apprehension and Public Demonstrations (**NOTE: 5 weeks REQUIRED**).

Canine Trainers Academy Tuition: \$3,200

Course Details:

DATES: May 4, 2026 - June 5, 2026 (Acclimation training: June 9, 11, 16 & 18, 2026) and October 5, 2026 - November 6, 2026 (Acclimation training Nov 10, 12, 17 & 19, 2026)

TIME: 8:30 a.m. - 5:00 p.m. (Times subject to change)

COST: Standard rate is \$5,200 (Small Agency Discount - \$3,600)

LOCATION: Oakland Police Academy, 2900 Featherstone, Auburn Hills, MI 48326 - Location on Campus: Police Academy

REGISTRATION: Email: police.training@oaklandcc.edu or new phone: (248) 232-4227

DIETARY RESTRICTIONS: Kindly share any food allergies or dietary requirements (e.g. Vegetarian, Gluten-Free, Nut-Free) prior to the start of the course. Send to: police.training@oaklandcc.edu

Print This Page

- 302 Funds Eligible -

No shows WILL be billed unless cancellation is received five days prior to the class

TIFA BUDGET REPORT FOR CITY OF POTTERVILLE

03/04/2026 TIFA BUDGET REPORT FOR CITY OF POTTERVILLE								
Calculations as of 06/30/2026								
GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 AMENDED BUDGET	2026-27 FUTURE PROPOSED BUDGET	COMMENT
Fund 247 - TAX INCREMENT FINANCING AUTHOR								
ESTIMATED REVENUES								
Dept 728 - TIFA DEPT								
247-728-401.000	PROPERTY TAXES	196,613.90	196,613.90	198,000.00	205,105.60	205,105.60	205,000.00	
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,685.72	22,685.72	24,000.00	22,412.63	22,412.63	22,000.00	
247-728-579.200	GRANT REVENUE - LOCAL			75,450.00			75,450.00	
247-728-665.000	INTEREST INCOME	800.00	825.68	3,850.00	4,350.52	4,510.74	4,000.00	
Totals for dept 728 - TIFA DEPT		220,099.62	220,125.30	301,300.00	231,868.75	232,028.97	306,450.00	
TOTAL ESTIMATED REVENUES		220,099.62	220,125.30	301,300.00	231,868.75	232,028.97	306,450.00	
APPROPRIATIONS								
Dept 728 - TIFA DEPT								
247-728-703.005	WAGES - OTHER	5,025.00	4,974.97	5,150.63	3,266.66	5,150.63	5,150.00	
247-728-727.000	OFFICE EXPENSE	1,120.00	1,000.00	1,150.00	25.00	1,150.00	1,150.00	
247-728-731.000	PUBLICATION	300.00	147.50	300.00		300.00	300.00	
247-728-801.000	ATTORNEY	500.00		500.00		500.00	500.00	
247-728-803.000	ENGINEERS FEES	14,000.00	10,428.75	30,000.00	1,123.75	30,000.00	15,000.00	
247-728-807.000	AUDIT	4,400.00	4,400.00	4,600.00	4,400.00	4,600.00	4,600.00	
247-728-823.000	GRANT PROJECTS			150,900.00			226,350.00	MAJORITY OF GRANT EXPENSE PAID FALL OR WINTER 2027
247-728-881.000	K9 EXPENSES	20,000.00	19,995.95			8,000.00		K9 POLICE TRAINING REQUEST
247-728-970.000	CAPITAL OUTLAY	29,000.00	27,847.90	30,000.00	45,883.93	45,883.93		ASSUMES NO CAPITAL OUTLAY FOR 2026-27 FISCAL YEAR
247-728-990.100	DRAIN ASSESSMENT- COUNTY			28,694.45	21,309.22	21,309.22	22,000.00	DRAIN ASSESSMENT REDUCED COST FROM COUNTY DRAIN
247-728-992.000	BOND PRINCIPAL	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	60,000.00	
247-728-993.000	BOND INTEREST	12,945.00	12,945.00	10,457.00	5,853.75	10,457.00	7,811.00	
Totals for dept 728 - TIFA DEPT		142,290.00	136,740.07	316,752.08	136,862.31	182,350.78	342,861.00	
TOTAL APPROPRIATIONS		142,290.00	136,740.07	316,752.08	136,862.31	182,350.78	342,861.00	
NET OF REVENUES/APPROPRIATIONS - FUND 247		77,809.62	83,385.23	(15,452.08)	95,006.44	49,678.19	(36,411.00)	
BEGINNING FUND BALANCE		90,135.90	90,135.90	173,521.13	173,521.13	173,521.13	223,199.32	
ENDING FUND BALANCE		167,945.52	173,521.13	158,069.05	268,527.57	223,199.32	186,788.32	(THIS INCLUDES THE CD BALANCE OF \$175K + 3.9% APR)
							11,788.32	Undesignated CASH ESTIMATE PRIOR TO CD MATURE CD MATURE 12-2-2026