

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, October 12th 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 September 14th 2026.

F. Approval of Bills: \$7,870.83

G. Public Comment: Items on the Agenda.

H. Old Business: None.

I. New Business:

1. Site Security Cameras – Public Parks, Utilities and Admin Bldgs.

J. Public Comment: Items not on the Agenda.

K. Communications from Board Members:

L. Next Meeting: November 9th 2026 at 5:30 p.m.

M. Administrative Report: In attendance.

N. Excuse absent Members:

O. Meeting Adjourn:

Potterville TIFA Board Minutes
Monday, September 14, 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 J. Lenneman
 Absent: J. McNett and R. Othmer.

Agenda Approval: Motion by Member Bristol to amend bills to include bond payment, seconded by Member Lenneman. Motion by Member Norman to approve the amended agenda, seconded by Member Bristol. Motion carried (5-0-2).

Approval of Minutes: Motion by Member Ross to approve the minutes from August 10, seconded by Member Lenneman. Motion carried (5-0-2).

Approval of Bills: Motion by Member Norman to pay bills totaling \$75,513.33, seconded by Member Bristol. Motion carried (5-0-2).

Public Comment: N/A

Old Business: N/A

New Business:

1. DNR Trust Fund Development Project TF25-0009 – Lake Alliance Improvements: Board Director provides updates, drawings, and reminders of timelines. Board discusses some optional additions.
2. City Park “Imagination Station” Playground Improvement Project: Director shows preliminary drawings and estimate. Board discusses ideas for playground surface, bathroom placement, security, and other ideas for community development and tourist potential from playground updates.

Public Comment: N/A

Communications from Board: N/A

Next Meeting: Monday, October 12, 2026 at 5:30 p.m.

Administrative Report: In attendance.

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

Motion to Adjourn: Meeting adjourned by Member Nichols at 6:18 p.m.

Respectfully submitted,

Kayla Schwartz, TIFA Secretary

Approved by TIFA Board _____, 2026.

DRAFT

10/06/2026 09:43 AM
User: JWest
DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 09/21/2026 - 10/12/2026
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TIFA

Page: 1/1

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: EATON COUNTY DRAIN COMMISSIONER		
TRUST FUND	PERMIT FEE/PLAN REVIEW FOR TRUST FUND	1,000.00
TOTAL VENDOR EATON COUNTY DRAIN COMMISSIONER		1,000.00
VENDOR NAME: JODI WEST		
OCT 2026	FINANCIAL SECRETARIAL DUTIES MONTH OF OCT 2026	333.33
TOTAL VENDOR JODI WEST		333.33
VENDOR NAME: KAYLA SCHWARTZ		
OCT 2026	SECRETARIAL DUTIES MONTH OF OCT 2026	75.00
TOTAL VENDOR KAYLA SCHWARTZ		75.00
VENDOR NAME: WIGHTMAN		
105780	PROJECT INVOICE RELATED TO CITY PARK	312.50
105779	TIFA PROJECT INVOICES FOR LAKE ALLIANCE	6,150.00
TOTAL VENDOR WIGHTMAN		6,462.50
GRAND TOTAL:		7,870.83