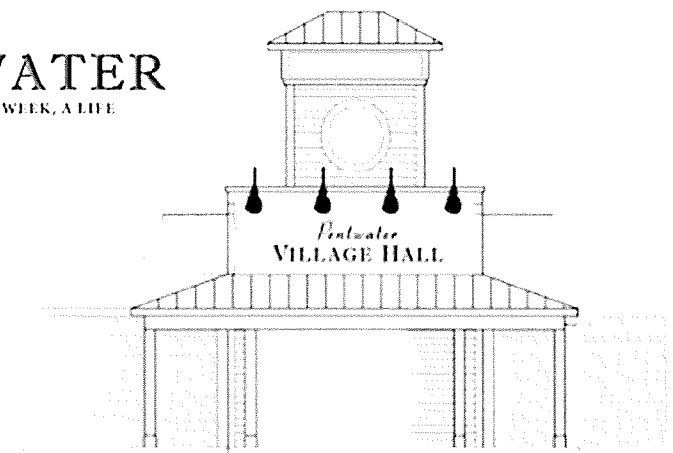


+ *Discover*  
**PENTWATER**  
STAY FOR A DAY, A WEEK, A LIFE



## VILLAGE OF PENTWATER COUNCIL

### AGENDA PACKET

August 11, 2025 @ 6 P.M.

Park Place Meeting Center

310 North Rush Street

#### **President**

Mary Marshall

#### **President Pro Tempore**

Jared Griffis

#### **Trustees**

Dave Bluhm

Dan Nugent

Kathy O'Connor

Don Palmer

Karl Schrumpf

**AGENDA**  
**VILLAGE COUNCIL – REGULAR MEETING**  
**AUGUST 11, 2025, at 6:00 P.M.**  
**PARK PLACE MEETING CENTER**  
**ZOOM LINK**

<https://us02web.zoom.us/j/82588556748?pwd=LFSShaRiitpuB8QcvK8XnEwbzouNn6.1>

**Meeting ID: 825 8855 6748**

**Passcode: 089730**

**1. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

**2. COUNCIL ROLL CALL**

**3. PUBLIC COMMENTS (Items on the Agenda)**

**4. APPROVAL OF THE AGENDA**

**5. APPROVAL OF THE CONSENT AGENDA**

*Consent Agenda items are regarded as routine and will be enacted with a single motion. If a discussion on any item is necessary, it will be removed from the Consent Agenda and addressed separately.*

- A. Approval of Minutes: Regular Council Meeting – July 14 & 28, 2025.
- B. Disbursements Village: Accounts Payable: \$630,355.85. Payroll: \$115,640.58.
- C. Disbursements Fire Department: Accounts Payable: \$21,619.78. Payroll: \$342.92.
- D. Commission & Board Reports: None.
- E. Requests for Village Green Property use:

**6. CORRESPONDENCE**

*Correspondence addressed to the Village Clerk will be received, filed, and forwarded to the Village Council.*

**7. TREASURER'S REPORT**

**8. DEPARTMENT REPORTS**

**9. COMMITTEE REPORTS**

- A. Personnel Committee.

**10. PUBLIC HEARING**

- A. None.

**11. UNFINISHED BUSINESS**

- A. None.

## **12. NEW BUSINESS**

- A. F & V Contract Amendment for DWSRF Project.
- B. F & V Capital Improvements Plan Proposal.
- C. VC3 Computer System Upgrade.
- D. Resolution No. 2025-08-14 DPW Vehicle Purchase.
- E. Side Arm Mower Purchase.

## **13. DISCUSSION**

- A. Strategic Plan.
- B. Article Study: Council-Manager Relationship.

## **14. PUBLIC COMMENT**

*Public comments will only be taken when the Village President opens the meeting for comment. Please state your name and address before speaking. All comments should be directed to the Village President. Each speaker will have one opportunity at the microphone, with a maximum time of 3 minutes.*

## **15. COUNCIL COMMENTS**

## **16. MANAGER'S COMMENTS**

## **17. CLOSED SESSION**

## **18. ADJOURNMENT**

## *Agenda Notes*

### **13. NEW BUSINESS**

#### **A. F&V Contract Amendment for the DWSRF Project**

An amendment to the engineering services contract to include the approved budgeted engineering services for Lowell St in the amount of \$50,000. This is a reduction from the originally budgeted amount of \$103,000.

#### **B. F&V Capital Improvements Plan Proposal**

Proposal from F&V to complete a Capital Improvements Plan for the Village's streets, water system, sanitary system, and storm system with a budget of \$10,000.

#### **C. VC3 Computer System Upgrade**

Proposal from VC3 to provide the necessary upgrades to our computer system in the amount of \$16,105.82.

#### **D. DPW Vehicle Purchase**

Purchase of a new DPW vehicle for the base amount of \$60,404.00 with a 4.8% interest rate. DPW vehicles are on a 10-year rotation with the oldest vehicle being provided to the marina for their operations. The current marina truck is no longer operational so this would be serving two departments more effectively.

#### **E. Side Arm Mower Purchase**

Purchase of a side arm mower attachment in the amount of \$23,055.20 for the Village's skid steer to allow for proper maintenance of Village property, including the WWTP where the lagoons are not mowed to EGLE standards.

### **14. DISCUSSION**

#### **A. Strategic Plan Update**

#### **B. Article Study: Council-Manager Relationship**



**REGULAR MEETING OF THE VILLAGE COUNCIL**  
**MINUTES**  
**JULY 14, 2025**  
**Park Place – 310 North Rush Street**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Mary Marshall called the regular meeting of the Pentwater Village Council to order at 6:00 P.M. from Park Place Meeting Center.

**2. ROLL CALL**

Present: Dave Bluhm, Jared Griffis, Dan Nugent, Kathy O'Connor, Don Palmer, and Mary Marshall.  
Absent: Karl Schrumpf.

Also present: Village Manager Rachel Witherspoon, Clerk/Treasurer Rande Listerman, Police Chief Laude Hartrum, and Deputy Clerk/Treasurer Michelle Bieri.

**3. PUBLIC COMMENTS – On the agenda**

None.

**4. APPROVAL OF THE AGENDA**

President Marshall requested approval of the agenda. Motion by Griffis, supported by Palmer to approve the agenda as presented.

Voice vote: Yes: 6. No: 0. Absent: 1. Motion approved 6-0.

**5. APPROVAL OF THE CONSENT AGENDA**

*Consent Agenda items are regarded as routine and will be enacted with a single motion. If a discussion on any item is necessary, it will be removed from the Consent Agenda and addressed separately.*

- A. Approval of Minutes: Regular Council Meeting – June 9 and June 23, 2025.
- B. Disbursements Village: Accounts Payable: \$1,053,392.77. Payroll: \$128,285.71.
- C. Disbursements Fire Department: Accounts Payable: \$10,041.51. Payroll: \$46.12.
- D. Commission & Board Reports: None.
- E. Requests for Village Green Property use:
  - 1. Mark Jessop, May 22, 2026 – Wedding.
  - 2. 2026 Pentwater Chamber of Commerce Events & Street Closure Requests.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.  
No: 0. Absent: 1. Motion approved 6-0.

**6. CORRESPONDENCE**

*Correspondence addressed to the Village Clerk will be received, filed, and forwarded to the Village Council.*

- A. None.

**7. TREASURER'S REPORTS**

Reports are in the meeting packet and posted on [www.pentwatervillage.org](http://www.pentwatervillage.org).

Motion by Palmer, supported by Nugent to receive the treasurer's reports for July of 2025.

Voice Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

## **8. DEPARTMENT REPORTS**

Submitted in writing.

## **9. COMMITTEE REPORTS**

Submitted in writing.

## **10. PUBLIC HEARING**

A. None.

## **11. UNFINISHED BUSINESS**

A. DPW Vehicle Policy.

Motion by Bluhm, supported by Griffis to approve the Take Home Vehicle Policy – Non Police.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: O'Connor and Palmer. Absent: 1. Motion approved 4-2.

## **12. NEW BUSINESS**

A. Chemical Sequestration for DWSRF Project.

Scott Hall from Fleis and Vandenbrink shared an overview and answered questions regarding Chemical Sequestration versus filtering for the new well.

Motion by O'Connor, supported by Palmer, to approve the quote for additional services from Fleis and Vandenbrink to prepare a proposal for Well No. 4 in the amount of \$9,500 for Sequestration.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

B. Resolution No. 2025-07-13 2025-2026 1<sup>st</sup> Quarter Budget Amendment.

Motion by O'Connor, supported by Palmer to approve Resolution No. 2025-07-13 2025-2026 1<sup>st</sup> Quarter Budget Amendments as presented.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

C. Attorney Engagement Letter – Bloom and Sluggett.

Motion by Palmer, supported by O'Connor to approve the Engagement Letter for the Attorney Firm Bloom and Sluggett for additional services.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

D. RFP for Commercial Realtor for Old Village Hall.

Motion by Bluhm, supported by Nugent to approve the Village Manager issuing an RFQ for a Commercial Realtor for 327 S. Hancock Street.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

E. DWSRF Single Audit Engagement Letter.

Motion by Palmer, supported by O'Connor, to approve the updated Garbridge & Co. Engagement Letter in the amount of, \$23,575.00 which includes the single audit required for the DWSRF Project.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

F. Library Quick Claim Deed.

Motion by Bluhm, supported by Nugent to approve the updated Quick Claim Deed for the Pentwater Library prepared by the Village Attorney and approved by the Library Board.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

G. Appointment to the Planning Commission.

Motion by Griffis, supported by Nugent to approve the appointment of Dr. Claudia Ressel-Hodan to the Planning Commission with a term ending in May 2026.

Roll Call Vote: Yes: Bluhm, Griffis, Nugent, O'Connor, Palmer, and Marshall.

No: 0. Absent: 1. Motion approved 6-0.

### 13. DISCUSSION

A. Strategic Plan

- Attendance of 100 in the two sessions.
- Few themes emerging
- Joint meeting with the Steering Committee and Council will be held on July 28<sup>th</sup>.
- The agenda for that meeting is to define the goal and the mission.

Trustee O'Connor would like to see the goals developed to meet the strategies. She has not seen a plan for the plan.

### 14. PUBLIC COMMENTS:

Claudia Ressel-Hodan, 490 Sands – thanked President Marshall for the appointment to the Planning Commission and the Council for the approval.

Anna Mae Bush - thanked President Marshall for her work on the new planters in the DDA District. Would like to see the vegetation cut back at Longbridge and Monroe St.

Kendra Flynn 6006 N. Wayne Rd.-shared that the area is outside of the village limits and the marsh area is protected and the road commission will tell you that it can not be cut back.

Dean Gustafson, 410 Chester St.-well no. 4 filtration is not an option it is necessary.

Chris Conroy, 560 S. Hancock St., unit 21-thanked the DPW for removing the parking spots at the corners in the downtown district. Chief Hartrum placed a video about the Flock Project on the website. The first thing you see when you come into town is the dumpster in the Marina. In the RFQ for the old Village Hall, can the DDA Facade design suggestions be added? The tennis courts at the North End Park still need resurfacing.

Amy LaBarge, 605 6<sup>th</sup> St. – the sign to reduce speed to 25 miles an hour is after you round the corner from 6<sup>th</sup> Street.

#### **15. COUNCIL COMMENTS:**

Trustee Palmer thanked Rachel for the discussion on the Food Truck and the Attorney Engagement Letter.

Trustee O'Connor, the DPW is rocking it. I have heard so many compliments on the visibility of the staff and the work that they are doing.

President Marshall reminded the citizens that we are following the law with the removal of the parking spaces at the corners.

Trustee Nugent would like us to study lowering the speed limit at 6<sup>th</sup> St. and Hancock St.

#### **16. MANAGER'S COMMENTS**

I have served here as Village Manager for nearly 9 months now, and there is no denying the fact that these past 9 months have been busy for everyone at Village Hall.

A few of the projects we have been working on include:

1. A \$7.1 million water project that has 3 different contracts to track and funding sources to juggle.
2. The creation of a code enforcement program.
3. The changes in the short-term rental ordinance have increased staff's time fielding questions and complaints.
4. An Administrative Consent Order from EGLE.
5. Two council meetings each month as opposed to the one the Village has been historically used to.
6. Frontier's fiber optic rollout.
7. A Strategic Plan.

This is far from an exhaustive list of everything taking up our time in Village Hall, but I share this small list of larger tasks we have been working on in Village Hall to help the council and the public understand that even before summer, the staff's tanks had been running low. Now that we are in the height of summer, while everyone is enjoying our beautiful community and the summer sunshine, the Village employees are frequently running on empty to ensure that the Village is doing right by its stakeholders. Today staff faced nothing but complaints coming from all directions. That

is fine, it is our job to handle complaints and make sure the Village is taken care of. However, every complaint requires staff to divert their attention from other priorities. Please also consider how mentally taxing it is for staff.

Council is made aware of everything keeping us busy at Village Hall through the monthly department head reports as well as my weekly updates. In fact, we have had so much going on recently that Council received two updates from me last week.

Having said all of this, I hope it is easier for everyone to understand that when I say we do not have the capacity to take on an additional project, I am not saying that because I do not want to take on another project; I know that we are running our employees into the ground and if we are not careful, everyone, including me, will be too burnt out to effectively accomplish the necessary day to day tasks.

I understand that everyone has a lot of passion and many great visions for Pentwater. However, I was hired to manage the operations, and in order to do my job effectively, I need you as council members to fully hear what I have said here. Please give us time to catch up from the past and get our feet on solid ground before we jump too far into the future with more projects.

**17. CLOSED SESSION – None.**

**18. ADJOURNMENT**

Motion by Palmer, supported by Nugent, to adjourn the meeting.

President Mary Marshall adjourned the meeting at 7:36 P.M.

Respectfully submitted,

---

Rande Listerman, MiCPT, CPFA, CPFIM, MiPMC  
Clerk/Treasurer

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Date

**REGULAR MEETING OF THE VILLAGE COUNCIL**  
**MINUTES**  
**JULY 28, 2025**  
**Park Place – 310 North Rush Street**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Mary Marshall called the meeting of the Pentwater Village Council to order at 6:00 P.M. from Park Place Meeting Center.

**2. ROLL CALL**

Present: Dave Bluhm, Jared Griffis, Kathy O'Connor, Don Palmer, and Mary Marshall.  
Absent: Dan Nugent and Karl Schrupf.

Also present: Village Manager Rachel Witherspoon, Clerk/Treasurer Rande Listerman, Assistant Niki Theeuwes, Chet Janek, Michigan Leadership the Steering Committee members Amy LaBarge, Joe Roberson and Dean Gustofson.

**3. PUBLIC COMMENTS – On the agenda**

None.

**4. APPROVAL OF THE AGENDA**

President Marshall requested approval of the agenda.

Motion by Palmer, supported by O'Connor, to approve the agenda as presented.

Voice vote: Yes: 5. No: 0. Absent: 2. Motion approved 5 -0.

**5. CORRESPONDENCE**

*Correspondence addressed to the Village Clerk will be received, filed, and forwarded to the Village Council.*

A. Ted Cuchna. B. Valerie Church-McHugh

**6. PUBLIC HEARING**

A. None.

**7. UNFINISHED BUSINESS**

A. None.

**8. NEW BUSINESS**

A. Joint meeting with the Steering Committee, the Village Council, and Consultant Chet Janek of Michigan Leadership Institute regarding the Strategic Plan.

Key points included the need for a proactive plan, addressing issues like affordable housing, infrastructure, and channel maintenance. The SWOT analysis revealed strong community bonds, natural beauty, and volunteer opportunities, but also highlighted weaknesses such as a lack of affordable housing and services for the aging population. The council discussed the importance of clear mission and vision statements and the need for measurable goals.

Chet and the steering committee presented a draft mission and vision statements for the village council to review and consider any changes.

Council Trustees provide feedback, suggesting changes to ensure the statements are clear and actionable.

Trustee O'Connor would like to use competing visions instead of the word conflict.

Joe Roberson suggested the council come up with 3 to 4 pillars that they would like in the Strategic Plan, and from there, the goals can be established.

The importance of including guiding principles and specific goals is emphasized, with a focus on measurable objectives.

The council and steering committee discuss the importance of aligning the strategic plan with the master plan and other community documents. The council discussed the need for a balance between core services and new initiatives, and the importance of clear communication within the community.

The meeting concludes with a call for further feedback and refinement of the strategic plan, with a focus on ensuring it serves as a practical and actionable guide for the village. President Marshall asked the Council Trustees to send additional comments to her via email by next Tuesday afternoon. The Steering Committee will be meeting next Thursday.

## **9. DISCUSSION**

### **10. PUBLIC COMMENTS:**

Anna Mae Bush suggested the Council did not need to duplicate services but connect constituents with the volunteer resources that are already available in Pentwater. For example, the Pentwater Lake Association is involved in environmental issues and volunteer organizations that provide services for our seniors.

Ted Cuchna, 1112 E. Second St., expressed his frustration with the past inaction after creating a plan. Our family has been a resident of Pentwater for over 110 years. I have seen the transition of the village over time. I have heard the same program multiple times over the last few years. The story does not seem to change. My overview is 75% are interested in four things: boats, beaches, bars, and boutiques. The taxable value of the village has increased by 15% in the last 2 years, with the new homes that have been built. We put in a state-of-the-art Sewer Plant 13 years ago, which cost us \$750,000 to operate last year.

### **11. COUNCIL COMMENTS:**

### **12. MANAGER'S COMMENTS**

Many have inquired about the condition of the trees in the downtown business district. The village is working with an arborist to examine the trees. DPW Supervisor Jeff Gier, Zoning Official Toby Van Ess, and I are working on a plan for sidewalk maintenance.

### **13. CLOSED SESSION**

A. None.



#### 14. ADJOURNMENT

Motion by Palmer, supported by Bluhm to adjourn the meeting.

President Mary Marshall adjourned the meeting at 7:31 P.M.

Respectfully submitted,

---

Rande Listerman, MiCPT, CPFA, CPFIM, MiPMC  
Clerk/Treasurer

---

Date

DRAFT

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank CASH SSB CASH DEPOSIT 8719						
07/21/2025	CASH	52 (E)	0669	Shelby State Bank	IPA for Police Dept - July 2025	2,697.51
CASH TOTALS:						
Total of 1 Checks:						2,697.51
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						2,697.51

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank CHEOP Huntington General Operating Checking						
07/02/2025	CHEOP	51932	0557	Betten Baker of Ludington	Multi-point Inspection and repair F2008	2,594.74
07/02/2025	CHEOP	51933	0002	Cintas Corporation	DPW Uniforms 6/26/25	164.33
07/02/2025	CHEOP	51934	0464	City of Hart	Water Testing 6/10/25	60.00
07/02/2025	CHEOP	51935	0353	CMP Distributors Inc.	Holster for PD	189.95
07/02/2025	CHEOP	51936	0003	Consumers Energy Co. Payment Center	June Invoice - 5324 Madison	12,901.51
07/02/2025	CHEOP	51937	0003	VOID		0.00
07/02/2025	CHEOP	51938	0003	VOID		0.00
07/02/2025	CHEOP	51939	0116	Etna Supply Co.	SUPPLIES	3,187.50
07/02/2025	CHEOP	51940	0231	Fleiss & Vandenbrink Engineering, Inc	Professional Services 4/27/25 - 5/24/25	1,590.42
07/02/2025	CHEOP	51941	1038	FLOWERS BY MARY ANN	Plants & Flowers for DDA	1,500.00
07/02/2025	CHEOP	51942	0020	Integrity Business Solutions	Office Supplies:	2,031.50
07/02/2025	CHEOP	51943	0030	Ken Adams Excavating Inc.	CHANNEL LANE ST SEWER MAIN & WYTHE ST &	1,125.00
07/02/2025	CHEOP	51944	0009	Larson & Son Ace Hardware, Inc.	Larson Statement Closing Date 6/24/25	1,137.61
07/02/2025	CHEOP	51945	0805	MCCLOUD SERVICES	Pest mgt - Vlg Hall	53.00
07/02/2025	CHEOP	51946	0183	Oceana County Road Commission	Snow removal & Winter Materials	9,743.03
07/02/2025	CHEOP	51947	0183	Oceana County Road Commission	Salt & Sand Usage - DECEMBER 2024	3,737.10
07/02/2025	CHEOP	51948	0380	Prince & Monton, PLC	PROTEST POLICY	2,057.80
07/02/2025	CHEOP	51949	0380	VOID		0.00
07/02/2025	CHEOP	51950	0466	Pro-Vision Solutions, LLC	Plan 7/28/25 - 8/27/25	30.00
07/02/2025	CHEOP	51951	0023	Republic Services #240 (for Allied)	waste/recycle - Acct: 3-0240-0153932 6/	837.85
07/02/2025	CHEOP	51952	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	65 S Hancock VH - Acct 005263401 06/23/	890.00
07/02/2025	CHEOP	51953	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	65 S Hancock PD - Acct 005263501 6/23 -	100.00
07/02/2025	CHEOP	51954	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	5284 Madison - Acct 005263901 6/23 - 7/	169.98
07/02/2025	CHEOP	51955	0077	Teledyne Instruments, Inc.	SUPPLIES & SAMPLERS	3,220.00
07/02/2025	CHEOP	51956	1046	THE MARKET, LLC	15 YARDS DARK BROWN MULCH	840.00
07/02/2025	CHEOP	51957	0026	Trace Analytical Laboratories, Inc.	CWP daily samples - week of 6/16/25	513.00
07/02/2025	CHEOP	51958	0121	USA BlueBook	operating supplies	324.25
07/02/2025	CHEOP	51959	0797	VC3 Inc.	Professional Services -	3,786.99
07/08/2025	CHEOP	51965	0049	All Seasons Porta-Jons LLC	Hancock St Park - Tennis Courts - N Han	90.00
07/08/2025	CHEOP	51966	0699	Anavon Technology Group	Phone Services - 7/1 - 7/31/25	166.66
07/08/2025	CHEOP	51967	0002	Cintas Corporation	DPW uniform expense	94.93
07/08/2025	CHEOP	51968	0003	Consumers Energy Co. Payment Center	Utility services from June 1 - June 30,	2,916.60
07/08/2025	CHEOP	51969	0180	Creative Product Source, Inc.	PD operating supplies	507.09
07/08/2025	CHEOP	51970	0244	Cummins Bridgeway, LLC	WATER PLANT REPAIR/BATTERY	534.88
07/08/2025	CHEOP	51971	0246	DuBois-Cooper Associates Inc.	WASTEWATER PLANT EQUIPMENT/SUPPLIES	1,282.00
07/08/2025	CHEOP	51972	0116	Etna Supply Co.	SENSU AG6590 AUTOGUN	1,900.88
07/08/2025	CHEOP	51973	0007	Frontier	Water Plant land line: 7/1 - 7/31/25	172.60
07/08/2025	CHEOP	51974	1049	GREAT LAKES PET FENCING	544 CHESTER ST FENCE REPLACE/REPAIR	195.88
07/08/2025	CHEOP	51975	0132	Hallack Contracting, Inc.	REPLACEMENT OF STORM SEWER/REMOVAL OF P	55,000.00
07/08/2025	CHEOP	51976	0456	Infrastructure Alternatives	PTW307 - Pentwater - MLS WW CONTRACT SE	14,244.84
07/08/2025	CHEOP	51977	1047	JEFF GIER	SUPPLIES REIMBURSEMENT	48.75
07/08/2025	CHEOP	51978	0628	KCI	Summer 2025 Tax Bills	719.35
07/08/2025	CHEOP	51979	0091	Lighthouse Car Care Center LLC	2022 FORD INTERCEPTER OIL CHANGE	50.00
07/08/2025	CHEOP	51980	0277	Michigan Rural Water Association	annual membership	570.00
07/08/2025	CHEOP	51981	0334	Patterson Marine Services	JULY 2025 STORAGE	70.00
07/08/2025	CHEOP	51982	0420	Pro-Master Cleaning & Restoration	Janitorial Cleaning for JUNE CLEANINGS	8,900.00
07/08/2025	CHEOP	51983	0023	Republic Services #240 (for Allied)	VOP Residential svc-3-0240-0093873 6/1	13,162.15
07/08/2025	CHEOP	51984	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	Marina/PFC/DDA - Acct 005037401 7/6/25	481.32
07/08/2025	CHEOP	51985	1050	SYLO HEATING & COOLING, LLC	PARK PLACE	249.00
07/08/2025	CHEOP	51986	0026	Trace Analytical Laboratories, Inc.	CWP daily samples - week of 6/23/25	495.50
07/08/2025	CHEOP	51987	0887	Trinity Health Workplace Hlth Ludin	EMPLOYEE EXAM/DRUG SCREEN	171.00
07/08/2025	CHEOP	51988	0121	USA BlueBook	operating supplies	366.30
07/08/2025	CHEOP	51989	0797	VC3 Inc.	SONICWALL DESKTOP DPW	1,278.99
07/08/2025	CHEOP	51990	0048	Village of Pentwater	Qtrly. W & S (April-May-June 2025)	4,078.75
07/08/2025	CHEOP	51991	0029	WEX Bank	Fuel: DPW & PD - Acct 0496-00-892512-5	1,226.94
07/16/2025	CHEOP	51993	0049	All Seasons Porta-Jons LLC	PNT HS-Portable Restroom w/Hand Sanitiz	90.00
07/16/2025	CHEOP	51994	0949	Avenu Insights & Analytics	SHORT-TERM RENTAL MONITORING & IDENTIFI	6,000.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/16/2025	CHEOP	51995	1051	BRAYDAN BARON	JUNE 12, 17, 24, 26, 30 GAMES	175.00
07/16/2025	CHEOP	51996	0002	Cintas Corporation	DPW uniform expense - TONY/JEFF/CHRIS/R	267.19
07/16/2025	CHEOP	51997	0003	Consumers Energy Co. Payment Center	Utility Services from 6/9/25 - 7/8/	30.01
07/16/2025	CHEOP	51998	0005	DTE Energy Company	utilities 6/25/25 - 7/8/25	346.50
07/16/2025	CHEOP	51999	0036	Herman Lambright	PUMPED FISH CLEANING STATION 7/9/25	500.00
07/16/2025	CHEOP	52000	1053	JENNIFER SHAMEL	WESTSHORE DOODLE PUPPY DEPOSIT	100.00
07/16/2025	CHEOP	52001	1052	JONATHAN HUGHART	JULY 9 UMPIRE	35.00
07/16/2025	CHEOP	52002	1019	JONNY ARNOUITS	JUNE 4 & 11 UMPIRE	70.00
07/16/2025	CHEOP	52003	0970	Keystone Cooperative	Diesel Fuel - DPW	557.46
07/16/2025	CHEOP	52004	0021	Klotz Auto Parts Inc.	motor pool supplies	137.62
07/16/2025	CHEOP	52005	0009	Larson & Son Ace Hardware, Inc.	Larson Statement Closing Date 8/31/25	22.99
07/16/2025	CHEOP	52006	0340	Premier Heating & Cooling Co.	SERVICE CALL WW TREATMENT PLANT	144.00
07/16/2025	CHEOP	52007	0567	Ricoh USA, Inc.	RICOH Machine Lease 7/1/25 - 7/31/25	114.44
07/16/2025	CHEOP	52008	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	5296 Madison - Acct.229925601 7/1/25 -	119.99
07/16/2025	CHEOP	52009	0026	Trace Analytical Laboratories, Inc.	CWP daily samples - week of 6/30/25	513.00
07/16/2025	CHEOP	52010	0045	Walbur-Ellis Company LLC	WEEDAR 64 & BUCCANEER 5 EXTRA	112.28
07/16/2025	CHEOP	52011	0025	Wilson, Gary	In Lieu of Benefits - July 2025	50.00
07/22/2025	CHEOP	52014	0001	AT&T Mobility / FIRST NET	PD & Vlg MGR & DPW CELL PHONES	665.14
07/22/2025	CHEOP	52015	0002	Cintas Corporation	DPW uniform expense - Tony, Jeff, Chris	108.60
07/22/2025	CHEOP	52016	1030	Dana Bushouse	Facilitator at Park Place - BI - WEEKLY	600.00
07/22/2025	CHEOP	52017	0581	First National Bank of Omaha	FNBO (PETE) PE 7/14/2025	7.49
07/22/2025	CHEOP	52018	0581	First National Bank of Omaha	FNBO (RACHEL) PE 7/12/25	466.79
07/22/2025	CHEOP	52019	0581	First National Bank of Omaha	FNBO (MICHELLE) PE 7/14/2025	1,864.28
07/22/2025	CHEOP	52020	0581	First National Bank of Omaha	FNBO (Laude) PE 7/14/2025	1,504.96
07/22/2025	CHEOP	52021	0581	First National Bank of Omaha	FNBO (Kate) PE 7/14/2025	154.01
07/22/2025	CHEOP	52022	0581	First National Bank of Omaha	FNBO (Tony) PE 7/14/2025	84.79
07/22/2025	CHEOP	52023	0581	First National Bank of Omaha	FNBO (Rande) PE 7/14/2025	6,146.86
07/22/2025	CHEOP	52024	0581	VOID		0.00
07/22/2025	CHEOP	52025	0581	First National Bank of Omaha	FNBO (JEFF) PE 7/14/2025	1,908.28
07/22/2025	CHEOP	52026	0581	VOID		0.00
07/22/2025	CHEOP	52027	0036	Herman Lambright	PUMPED FISH CLEANING STATION JULY 21, 2	500.00
07/22/2025	CHEOP	52028	0456	Infrastructure Alternatives	PTW304 - Pentwater - T&M W	80.00
07/22/2025	CHEOP	52029	0317	Kathryn Saunders	REIMBURSEMENT FOR SIGNS & HEAVY DUTY BA	144.53
07/22/2025	CHEOP	52030	0030	Ken Adams Excavating Inc.	MOVE BUILDING PERMIT REFUND 212 W LOWEL	800.00
07/22/2025	CHEOP	52031	0112	Michigan Municipal League	MMI Membership Renewal - Village of Pen	891.00
07/22/2025	CHEOP	52032	0290	Oceana Auto LLC	Pentwater Police Car Tow	178.95
07/22/2025	CHEOP	52033	0028	Pentwater Convenience Center, Inc.	fuel	34.77
07/22/2025	CHEOP	52034	0026	Trace Analytical Laboratories, Inc.	CWP daily samples - week of 7/7/25	513.00
07/22/2025	CHEOP	52035	0121	USA BlueBook	operating supplies	732.65
07/22/2025	CHEOP	52036	0191	Weesies Brothers Farms, Inc.	OPERATING SUPPLIES	122.38
07/29/2025	CHEOP	52037	1055	BYLSMA JEFF	REFUND OF CAMPER PERMIT	30.00
07/29/2025	CHEOP	52038	0002	Cintas Corporation	DPW uniform expense - TONY/JEFF/CHRIS/R	145.46
07/29/2025	CHEOP	52039	0464	City of Hart	WATER TESTING 566 CLYMER, 655 HANCOCK	40.00
07/29/2025	CHEOP	52040	0003	Consumers Energy Co. Payment Center	Utility Services from June 23 - July 22	12,710.62
07/29/2025	CHEOP	52041	0003	VOID		0.00
07/29/2025	CHEOP	52042	0116	Etna Supply Co.	25 SENSUS TOUCHPAD BLACK F/PERL METERS	250.00
07/29/2025	CHEOP	52043	0231	Fleis & Vandenbrink Engineering, Inc	Prof Svcs 3/30/25 - 4/26/25	4,109.00
07/29/2025	CHEOP	52044	0244	MALEC JOAN	UB refund for account: KENN-000023-0000	304.00
07/29/2025	CHEOP	52045	0031	Mike Russell	CUT DOWN 2 TREES/VILLAGE GREEN CHIP BRA	3,005.00
07/29/2025	CHEOP	52046	0899	Pell's Farm Service Inc.	STREETSWEEPER BROOM /PARTS	1,775.24
07/29/2025	CHEOP	52047	0380	Prince & Monton, PLC	Legal fees - FRONTIER METRO PERMIT	1,638.00
07/29/2025	CHEOP	52048	0344	Printing Systems, INC.	INV 238517	362.53
07/29/2025	CHEOP	52049	0678	Quadiant Finance USA, Inc.	Postage for acct# 7900 0440 8000 9008	400.00
07/29/2025	CHEOP	52050	0925	QUADIANT, INC.	IN600AFAI Quadient Mtr Rent SN 11245269	90.00
07/29/2025	CHEOP	52051	0023	Republic Services #240 (for Allied)	waste/recycle - Acct: 3-0240-0153932 7	2,518.49
07/29/2025	CHEOP	52052	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	65 S Hancock PD - Acct 00526350 7/23/25	100.00
07/29/2025	CHEOP	52053	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	5284 Madison - Acct 005263901 7/23/25 -	169.98
07/29/2025	CHEOP	52054	0041	SPECTRUM BUSINESS /CHARTER COMMUNIC	65 S Hancock VH - Acct 005263401 7/23/2	890.00
07/29/2025	CHEOP	52055	0026	Trace Analytical Laboratories, Inc.	CWP daily samples - week of 7/14/25	495.50
07/29/2025	CHEOP	52056	0121	USA BlueBook	operating supplies	1,040.57

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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07/29/2025	CHEOP	52057	0797	VC3 Inc.	Office 365/Exchange online - JULU 2025	3,082.75
07/29/2025	CHEOP	52058	0845	Western MI Window Cleaning LLC	Clean int & ext windows	175.00
07/21/2025	CHEOP	3222153 (E)	0977	American United Life Insurance Co	American United Life Ins Co.- June Paym	138.00
07/21/2025	CHEOP	3222154 (E)	0669	Shelby State Bank	IPA for 65 S Hancock - July 2025	2,207.26
07/18/2025	CHEOP	3222155 (E)	0669	Shelby State Bank	IPA for Police Car - July 2025	562.26

CHEOP TOTALS:

Total of 122 Checks:	224,893.59
Less 6 Void Checks:	0.00
Total of 116 Disbursements:	224,893.59

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank HUNTW Hunt DWSRF Checking						
07/02/2025	HUNTW	1022	1027	COLE, INC	DWSRF Project 767601 through May 23	53,550.00
07/02/2025	HUNTW	1023	0132	Hallack Contracting, Inc.	Project 767601 & Series A Bond work thr	264,556.80
07/02/2025	HUNTW	1024	0132	Hallack Contracting, Inc.	Project 767601 & Series A Bond work thr	264,556.80
07/02/2025	HUNTW	1025	0231	Fleis & Vandenbrink Engineering, Inc	DWSRF 767601 Service to 5/23 864303	36,181.41
07/09/2025	HUNTW	1026	0231	Fleis & Vandenbrink Engineering, Inc	Invoices 73407,74202,73049	76,604.60
07/09/2025	HUNTW	1027	0443	S & P GLOBAL RATINGS	2024B Capital Improve Bond Ratings	14,250.00
HUNTW TOTALS:						
Total of 6 Checks:						709,699.61
Less 2 Void Checks:						341,161.40
Total of 4 Disbursements:						368,538.21

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank SSTAX TAX COLL/DISB						
07/31/2025	SSTAX	1424	0048	Village of Pentwater	JulyTax Disbursement - Mu St	28,191.58
07/31/2025	SSTAX	1425	0048	Village of Pentwater	JulyTax Disb - DDA	8,419.73
07/31/2025	SSTAX	1426	0048	Village of Pentwater	2025 July Tax Disb Park Place	8,419.73
07/31/2025	SSTAX	1428	0048	Village of Pentwater	2025 July Tax Disbursement - DDA	6,034.96
SSTAX TOTALS:						
Total of 4 Checks:						51,066.00
Less 2 Void Checks:						16,839.46
Total of 2 Disbursements:						34,226.54
REPORT TOTALS:						
Total of 133 Checks:						988,356.71
Less 10 Void Checks:						358,000.86
Total of 123 Disbursements:						630,355.85



GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	07/31/2025	NORMAL (ABNORMAL)	MONTH 07/31/2025	INCREASE (DECREASE)	BALANCE	% BDTG USED
Fund 206 - FIRE FUND									
Revenues									
Dept 000									
206-000-401.000	FROM PREV YEAR-END	0.00		0.00		0.00		0.00	0.00
206-000-402.000	CURR REAL P TAX	285,419.00		101,809.23		0.00		183,609.77	35.67
206-000-402.100	CURR PROP TAX - EQUIPMENT	139,504.00		49,761.50		0.00		89,742.50	35.67
206-000-411.000	DEL REAL P TAX	0.00		12,349.90		0.00		(12,349.90)	100.00
206-000-411.100	DEL REAL TX FIRE EQUIP	0.00		6,036.07		0.00		(6,036.07)	100.00
206-000-552.001	STATE GRANTS FIRE	3,575.00		0.00		0.00		3,575.00	0.00
206-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00		0.00		0.00		0.00	0.00
206-000-573.100	LOCAL COMMUNITY STABILIZATION SHARE EQU	0.00		0.00		0.00		0.00	0.00
206-000-664.000	INTEREST INCOME	15,000.00		2,569.31		0.00		12,430.69	17.13
206-000-671.000	MISCELLANEOUS	0.00		3,946.00		3,946.00		(3,946.00)	100.00
206-000-674.000	DONATIONS	0.00		0.00		0.00		0.00	0.00
206-000-676.009	MFR REIMBURSE	30,250.00		0.00		0.00		30,250.00	0.00
206-000-699.000	TRANSFER IN	0.00		0.00		0.00		0.00	0.00
Total Dept 000		473,748.00		176,472.01		3,946.00		297,275.99	37.25
TOTAL REVENUES		473,748.00		176,472.01		3,946.00		297,275.99	37.25
Expenditures									
Dept 000									
206-000-955.000	MISCELLANEOUS	0.00		0.00		0.00		0.00	0.00
206-000-995.000	TRANSFERS OUT	0.00		0.00		0.00		0.00	0.00
Total Dept 000		0.00		0.00		0.00		0.00	0.00
Dept 336 - FIRE									
206-336-702.000	SALARIES & WAGES	130,000.00		1,375.00		265.00		128,625.00	1.06
206-336-702.002	SALARIES \$ WAGES FIRE 2	0.00		0.00		0.00		0.00	0.00
206-336-703.000	PAYROLL EXPENSE	0.00		0.00		0.00		0.00	0.00
206-336-705.000	EMPLOYER FICA CONTRIB	9,945.00		105.19		20.27		9,839.81	1.06
206-336-721.000	UNIFORMS	5,000.00		2,064.48		1,389.97		2,935.52	41.29
206-336-725.000	MUTA EXPENSE	300.00		0.00		0.00		300.00	0.00
206-336-752.000	SUPPLIES/EQUIPMENT	20,000.00		6,421.23		1,702.06		13,578.77	32.11
206-336-800.000	PROF/CONTRACT SERVICES	1,000.00		0.00		0.00		1,000.00	0.00
206-336-802.000	PROF SERVICES - SOFTWARE	2,600.00		1,073.00		0.00		1,527.00	41.27
206-336-805.000	PROF SERV-AUDIT	600.00		0.00		0.00		600.00	0.00
206-336-815.000	EDUCATION/TRAINING	2,500.00		5,674.00		0.00		(3,174.00)	226.96
206-336-828.000	BANK FEES	500.00		105.54		0.00		394.46	21.11
206-336-851.000	POSTAGE	200.00		130.00		0.00		70.00	65.00
206-336-855.000	OTHER SER/CHGS	0.00		0.00		0.00		0.00	0.00
206-336-860.000	TRAVEL EXPENSES	1,000.00		0.00		0.00		1,000.00	0.00
206-336-880.000	COMM PROMOTION	2,000.00		0.00		0.00		2,000.00	0.00
206-336-900.000	PRINT/PUBLISH	2,000.00		0.00		0.00		2,000.00	0.00
206-336-915.000	MEMBER/DUES	100.00		0.00		0.00		100.00	0.00
206-336-920.000	UTILITIES	14,000.00		4,476.23		1,377.25		9,523.77	31.97
206-336-931.000	REP/MAINT	60,103.00		18,466.47		5,996.66		41,636.53	30.72
206-336-935.000	INSURANCE	35,000.00		33,275.52		0.00		1,724.48	95.07
206-336-940.000	RENTALS	0.00		0.00		0.00		0.00	0.00
206-336-940.001	HYDRANT RENTALS	0.00		0.00		0.00		0.00	0.00
206-336-941.000	CONTINGENCY	2,000.00		0.00		0.00		2,000.00	0.00
206-336-955.000	MISCELLANEOUS	1,500.00		807.80		158.75		692.20	53.85
206-336-968.000	DEPRECIATION AND DEPLETION	0.00		0.00		0.00		0.00	0.00
206-336-968.001	LOSS ON DISPOSAL CAPITAL ASSET	0.00		0.00		0.00		0.00	0.00

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025		ACTIVITY FOR MONTH 07/31/2025		AVAILABLE BALANCE		% BDDT USED
			NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 206 - FIRE FUND									
Expenditures									
206-336-970.000	CAPITAL OUTLAY	21,600.00	22,344.84		12,320.04		(744.84)	103.45	
206-336-977.000	FUTURE EQP/IMP	40,000.00	15,000.00		15,000.00		25,000.00	37.50	
206-336-991.000	DEBT SERVICE	0.00	119,333.33		0.00		(119,333.33)	100.00	
206-336-991.100	DEBT SERVICE - PRINCIPAL	120,000.00	0.00		0.00		120,000.00	0.00	
206-336-991.200	DEBT SERVICE - INTEREST	1,800.00	1,133.67		0.00		666.33	62.98	
Total Dept 336 - FIRE		473,748.00	231,786.30		38,230.00		241,961.70	48.93	
TOTAL EXPENDITURES		473,748.00	231,786.30		38,230.00		241,961.70	48.93	
Fund 206 - FIRE FUND:									
TOTAL REVENUES		473,748.00	176,472.01		3,946.00		297,275.99	37.25	
TOTAL EXPENDITURES		473,748.00	231,786.30		38,230.00		241,961.70	48.93	
NET OF REVENUES & EXPENDITURES		0.00	(55,314.29)		(34,284.00)		55,314.29	100.00	

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
POST DATES 07/01/2025 - 07/31/2025  
JOURNALIZED PAID  
BANK CODE: FDCHK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Pay By Check Type: EFT Transfer							
3687	CONSUMERS CREDIT UNION	06/02/2025	07/11/2025	1,324.95	0.00	Paid	Y
Total Pay By Check Type: EFT Transfer				1,324.95	0.00		
Pay By Check Type: Paper Check							
3683	CHARTER COMMUNICATIONS	07/01/2025	07/10/2025	287.54	0.00	Paid	Y
3684	CONSUMERS ENERGY	06/24/2025	07/10/2025	340.22	0.00	Paid	Y
3688	ADVANTAGE FLEET	07/01/2025	07/11/2025	1,814.16	0.00	Paid	Y
3689	ADVANTAGE FLEET	07/01/2025	07/11/2025	1,521.34	0.00	Paid	Y
3690	ADVANTAGE FLEET	06/06/2025	07/11/2025	454.60	0.00	Paid	Y
3691	ADVANTAGE FLEET	06/13/2025	07/11/2025	1,965.04	0.00	Paid	Y
3692	ALLIED FIRE SALES & SERVICES	06/19/2025	07/11/2025	3,366.00	0.00	Paid	Y
3693	DINGES FIRE COMPANY	06/30/2025	07/11/2025	8,954.04	0.00	Paid	Y
3694	DTE ENERGY	06/05/2025	07/11/2025	84.92	0.00	Paid	Y
3695	GALLS, LLC	06/19/2025	07/11/2025	117.89	0.00	Paid	Y
3696	GALLS, LLC	06/19/2025	07/11/2025	117.89	0.00	Paid	Y
3697	GALLS, LLC	06/19/2025	07/11/2025	115.69	0.00	Paid	Y
3698	GALLS, LLC	06/20/2025	07/11/2025	223.79	0.00	Paid	Y
3699	GALLS, LLC	06/20/2025	07/11/2025	99.19	0.00	Paid	Y
3700	LASCKO SERVICES LLC	06/23/2025	07/11/2025	222.00	0.00	Paid	Y
3701	MACQUEEN EMERGENCY	07/08/2025	07/11/2025	472.52	0.00	Paid	Y
3702	NAPA AUTO PARTS	06/01/2025	07/11/2025	19.52	0.00	Paid	Y
3703	NEEDLE IN A HAYSTACK EMBROIDERY L	06/27/2025	07/11/2025	243.00	0.00	Paid	Y
3704	PENTWATER CONVENIENCE CENTER	06/01/2025	07/11/2025	66.16	0.00	Paid	Y
3705	PENTWATER CONVENIENCE CENTER	06/01/2025	07/11/2025	116.06	0.00	Paid	Y
3706	PENTWATER CONVENIENCE CENTER	06/01/2025	07/11/2025	48.00	0.00	Paid	Y
3707	PENTWATER CONVENIENCE CENTER	06/01/2025	07/11/2025	68.13	0.00	Paid	Y
3708	PENTWATER CONVENIENCE CENTER	06/01/2025	07/11/2025	30.00	0.00	Paid	Y
3709	REPUBLIC SERVICES #240	06/25/2025	07/11/2025	173.95	0.00	Paid	Y
3710	TRINITY HEALTH WORKPLACE LUDINGTO	06/02/2025	07/11/2025	133.00	0.00	Paid	Y
3711	VERIZON	06/24/2025	07/11/2025	76.02	0.00	Paid	Y
3712	VILLAGE OF PENTWATER - UTILITIES	07/01/2025	07/11/2025	86.25	0.00	Paid	Y
3713	MACQUEEN EMERGENCY	06/27/2025	07/11/2025	108.15	0.00	Paid	Y
3714	WITMER PUBLIC SAFETY GROUP INC	06/26/2025	07/11/2025	58.56	0.00	Paid	Y
3715	WITMER PUBLIC SAFETY GROUP INC	06/27/2025	07/11/2025	51.83	0.00	Paid	Y
3716	WITMER PUBLIC SAFETY GROUP INC	06/24/2025	07/11/2025	171.96	0.00	Paid	Y
3717	WITMER PUBLIC SAFETY GROUP INC	06/24/2025	07/11/2025	12.36	0.00	Paid	Y
Total Pay By Check Type: Paper Check				21,619.78	0.00		

Inv Ref#	Vendor		Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
# of Invoices:	33	# Due:	0	Totals:	22,944.73	0.00		
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:					22,944.73	0.00		
--- TOTALS BY BANK ---								
FDCHK								
FIRE DEPARTMENT CHECKING								
					22,944.73			
--- TOTALS BY GL DISTRIBUTION ---								
UNIFORMS								
206-336-721.000					1,389.97			
206-336-752.000					1,702.06			
206-336-920.000					1,377.25			
206-336-931.000					5,996.66			
206-336-955.000					158.75			
206-336-970.000					12,320.04			
--- TOTALS BY FUND ---								
206 - FIRE FUND					22,944.73	0.00		
--- TOTALS BY DEPT/ACTIVITY ---								
336 - FIRE					22,944.73	0.00		

For Check Dates 07/01/2025 to 07/31/2025

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/24/2025	FDCHK	DD154	SMITH, KAREN R	40.00	0.00	36.94	Open
07/24/2025	FDCHK	EFT294	EFTPS FIRE	6.12	6.12	0.00	Open
07/15/2025	FDCHK	EFT292	STATE OF MICHIGAN	40.38	40.38	0.00	Open
07/10/2025	FDCHK	DD133	HAYNOR, MARK R.	225.00	0.00	198.23	Open
07/10/2025	FDCHK	EFT290	EFTPS FIRE	34.42	34.42	0.00	Open

Totals:

Number of Checks: 005

80.92

235.17

Total Physical Checks:

5

Total Check Stubs:

# AUGUST 2025 MANAGER REPORT

## VILLAGE OF PENTWATER

### August 11<sup>th</sup>, Regular Village Council Meeting

Happy Summer!

We are now officially in the full swing of summer, and I hope that everyone is enjoying the sunshine, beautiful beach, and summer festivities!

Construction: Rutledge St, Third Ave, and Sands St all have received their first layer of asphalt, and the final layer will be completed after concrete work is finished next week. The watermain installation has been completed on a portion of Lowell with the final portion between Wythe and Hancock to be completed after Homecoming. The well-house on the other side of the lake is now a full-standing structure and we anticipate further updates regarding that portion of the project soon. As a reminder, the new well is not online, and all new customers are receiving water from the current system.

Last month the Village began working with an arborist to determine the cause of the locust trees in downtown turning so early in the season. We collected samples from the trees and surrounding soil to help identify a root cause prior to charting a path forward. In completing those collections, it was discovered that there is a significant layer of clay that could possibly be preventing water from penetrating to the root system. We are also working to ensure there is not a pest or disease problem affecting these trees. I have reached out to the MSU Extension in Shelby for their assistance, but I have not yet heard back.

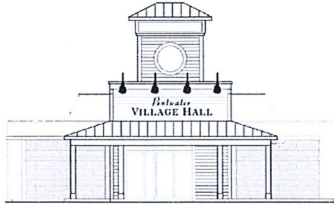
The August 25<sup>th</sup> council meeting will focus on the water/sewer rate study being completed by the Michigan Rural Water Association. This study has identified that both systems are severely underfunded with the current rate structure and different options to better support these enterprise funds. It is important to note that the Village does not currently include setting aside funds for capital improvement projects and this has ultimately caused the Village to take on substantial debt. At this point in time, each fund will have to pay for its significant debt as well as planning for the future.

This week and Homecoming and we look forward to seeing all of the Pentwater pride and festivities throughout the week! The Chamber has published a full schedule of events culminating in the Fireworks display Saturday night.

Respectfully Submitted:

Rachel Witherspoon, Village Manager





**65 S. Hancock St P.O. Box 622 Pentwater, MI 49449**  
**(231) 869-8301 FAX (231) 869-5120**  
**[www.pentwatervillage.org](http://www.pentwatervillage.org)**

## **CLERK/TREASURER'S REPORT AUGUST 2025**

### **2025 TAX COLLECTION**

The Village 2025 Tax Collection has begun. A software error placed two due dates on the tax bill. **Taxes are due for the Village on Monday, September 15<sup>th</sup>.** Please disregard the date of March 2, 2026, which is the Winter tax statement due date.

- The total amount levied for 2025 is \$1,673,000.34.
- General Operation levy is \$1,086,361.94.
- Total amount collected to date is: \$345,961.97.

### **INVESTMENTS**

Below is the Treasurer's report on village investments for the 2025-2026 Fiscal Year ending March 31, 2026.

- MI Class interest rate was 4.29%. The interest earned in July was \$12,503.88.
- .88. The total fiscal year-to-date interest earned is **\$50,987.30.**
- Huntington Liquidity Pool's interest rate was 4.19%. The interest earned in June was \$3,560.64. DWSRF Fund interest is \$643.88. The total year-to-date interest earned from Huntington Liquidity Pool is **\$17,676.98.**
- Huntington General Operating Checking interest rate: 1.764%. The total interest earned this year is **\$1,436.71.**
- Consumers Credit Union CDs and Money Market account interest earned this year is **\$2,295.30.** (reported quarterly).
- Safe Harbor Credit Union: The total year-to-date interest earned is **\$0** (reported quarterly).
- Please see the Fund Balance Report in Excel for additional Certificate of Deposit investment rates.
- **The total interest on all investments from the 2024-2025 Fiscal Year from April 1<sup>st</sup> to March 31<sup>st</sup> is \$223,582.40.**

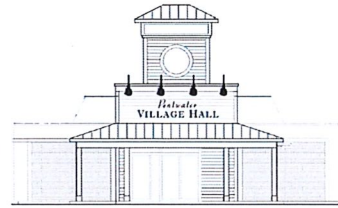
### **AUDIT**

Gabridge Company is finalizing the 2024-2025 Audit. We are waiting on Watkins and Roth to complete the OPEB rollover so the team can send the 2024-2025 draft in for staff review before submitting it to the Council.

### **BUDGETS**

With the many changes in expenditures since the 2025-2026 Budget was finalized in March, I would like to suggest setting up a review of the budget, so the Village stays on track, and the Council is aware of the changes.





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**CORRESPONDENCE**

Just a reminder, all correspondence to the Village Council should be sent to the Village Clerk. The Clerk will email a copy to the entire Council, and at the next regular Council meeting, the correspondence will be included in the Council packet. Additionally, the name of the constituent will be listed under 'Correspondence' on the agenda.

Respectfully Submitted,

*Rande Listerman*, MiCPT, CPFA, CPFIM, MIPMC

Clerk/Treasurer



# Financial Reports

AUGUST 2025

Revenue & Expenditure

Cash Summary

Treasurer Report in Excel

Balance Sheet

Rande Listerman, MICPT, CPFA, CPFIM, MiPMC  
Village of Pentwater Clerk/Treasurer

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 101 - General Fund								
Revenues								
Dept 000 - 592		43,000.00	0.00	0.00	43,000.00	0.00	0.00	0.00
101-000-088.000	Appropriated Funds from Previ	1,086,350.00	233,085.83	31,538.58	853,264.17	21.46	42.49	(180,934.35)
101-000-402.000	Property Tax Revenue	6,000.00	0.00	0.00	6,000.00	0.00	0.00	0.00
101-000-412.000	Blight	2,000.00	592.53	0.00	1,407.47	29.63	31.25	0.00
101-000-445.000	Penalties & Interest On Taxes	15,500.00	3,551.06	487.48	11,948.94	22.91	44.64	(2,727.47)
101-000-447.000	Property Tax Administration F	29,400.00	12,921.20	0.00	16,478.80	43.95	65.43	(6,441.04)
101-000-452.000	Charter Metro Act Money	6,000.00	1,125.00	100.00	4,875.00	18.75	55.00	(730.00)
101-000-476.000	Zoning Permits & Fees	61,500.00	750.00	0.00	60,750.00	1.22	1.00	0.00
101-000-476.100	Short Term Rental	0.00	90.00	0.00	(90.00)	100.00	0.00	0.00
101-000-476.300	301	46,000.00	21,230.81	0.00	24,769.19	46.15	(166.41)	(18,640.93)
101-000-539.000	State Grants	3,000.00	1,183.64	0.00	1,816.36	39.45	100.00	0.00
101-000-573.000	Local Community Stabilization	100,200.00	32,773.00	0.00	67,427.00	32.71	49.82	(17,284.00)
101-000-574.000	State Shared Revenue	3,600.00	1,815.40	0.00	1,784.60	50.43	103.97	(1,732.50)
101-000-625.000	Liquor License Fee	1,100.00	0.00	0.00	1,100.00	0.00	124.58	0.00
101-000-626.000	Justice Training 302	100.00	25.00	0.00	75.00	25.00	50.00	(10.00)
101-000-627.000	Reports & Pbt Test	200.00	173.36	0.00	26.64	86.68	100.00	(41.26)
101-000-628.000	FOIA & Copies	2,000.00	11.45	0.00	1,988.55	0.57	10.23	(89.93)
101-000-638.000	Fish Cleaning Station	179,500.00	44,952.10	0.00	134,547.90	25.04	26.09	0.00
101-000-640.000	Garbage Collection Fee	1,000.00	541.90	272.67	458.10	54.19	35.54	14.88
101-000-641.000	Garbage Collection - Penalty	1,300.00	2,550.00	0.00	(1,250.00)	196.15	106.25	0.00
101-000-647.200	Kayak Permits	10,000.00	7,877.49	1,024.25	2,122.51	78.77	55.00	(1,270.35)
101-000-653.000	Launch Ramp Fees	4,000.00	1,849.00	175.00	2,151.00	46.23	116.62	(825.00)
101-000-655.000	Ordinance & Ticket Fines	2,000.00	385.83	0.00	1,614.17	19.29	6.36	(415.29)
101-000-664.000	Bank Interest Earned	75,000.00	22,724.34	0.00	52,275.66	30.30	59.00	(5,559.83)
101-000-664.900	MI Class Operating - GEN/SEWE	300.00	150.00	0.00	150.00	50.00	150.00	0.00
101-000-668.000	VG Wedding Fee	31,500.00	12,006.52	0.00	19,493.48	38.12	46.63	(2,968.40)
101-000-669.000	Rents/Leases Am Tower	53,500.00	17,716.28	0.00	35,783.72	33.11	34.54	0.00
101-000-669.100	Rents/Leases-At&T	1,600.00	990.00	0.00	610.00	61.88	92.50	0.00
101-000-671.100	Rec Program Fees	1,200.00	275.00	0.00	925.00	22.92	74.41	(101.80)
101-000-671.200	Pent Recreation Prgm Fundrais	7,500.00	0.00	0.00	7,500.00	0.00	0.00	0.00
101-000-671.300	Pent Recreation Prgm-Township	0.00	0.00	0.00	0.00	0.00	100.00	(2,492.00)
101-000-676.000	Reimbursements	0.00	(3,286.43)	0.00	3,286.43	100.00	100.00	0.30
101-000-689.000	Cash Over and Short	0.00	579.00	0.00	(579.00)	100.00	100.00	(0.30)
101-000-694.000	Misc. Income	1,200.00	100.00	0.00	1,100.00	8.33	50.00	(200.00)
101-000-694.248	Admin Fee-Dda	5,000.00	500.00	0.00	4,500.00	10.00	104.17	(500.00)
101-000-694.280	Admin Fee-Friendship Center	0.00	0.00	0.00	0.00	0.00	100.00	0.00
101-000-728.100	Boat Taxi Fees	0.00	500.00	0.00	(500.00)	100.00	0.00	0.00
101-000-754.100	Community Promotion-Fireworks	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Dept 000 - 592		1,780,550.00	419,739.31	33,597.98	1,360,810.69	23.57	32.81	(242,949.27)
Dept 301 - Police Department								
101-301-543.000	MCLES Grant Continuing Educa	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Total Dept 301 - Police Department		0.00	0.00	0.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		1,780,550.00	419,739.31	33,597.98	1,360,810.69	23.57	32.90	(242,949.27)
Expenditures								
Dept 171 - Village Elected Officials		8,200.00	2,894.83	211.54	5,305.17	35.30	41.85	(211.54)
101-171-702.000	Presidents Salary/Meeting	9,400.00	2,580.00	0.00	6,820.00	27.45	53.25	0.00
101-171-704.000	Trustee Meeting Fee							

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	PREV YEAR	ACTIVITY DIFF
		AMENDED BUDGET	08/31/2025	MONTH			% BDGT	
Fund 101 - General Fund								
Expenditures								
101-171-716.000	Employer Fica/Mc Exp.	1,700.00	413.02	16.18	1,286.98	24.30	34.61	(16.19)
101-171-740.000	Operation Supplies	200.00	174.00	0.00	26.00	87.00	0.00	0.00
101-171-801.000	Professional/Contractual Serv	65,000.00	17,486.00	9,500.00	47,514.00	26.90	38.83	4,975.00
101-171-810.000	Insurance	1,800.00	0.00	0.00	1,800.00	0.00	50.62	0.00
101-171-812.000	Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-171-860.000	Travel Expenses	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-171-862.000	Education & Training	1,500.00	0.00	0.00	1,500.00	0.00	47.60	0.00
101-171-915.000	Dues & Memberships	1,600.00	891.00	0.00	709.00	55.69	55.75	0.00
101-171-920.000	Utilities	0.00	58.04	0.00	(58.04)	100.00	100.00	0.00
Total Dept 171 - Village Elected Officials		89,600.00	24,496.89	9,727.72	65,103.11	27.34	38.15	4,747.27
Dept 172 - Village Manager								
101-172-702.000	Wages/Salary	104,000.00	35,322.74	3,620.00	68,677.26	33.96	38.47	3,620.00
101-172-712.000	Employee Benefits	12,000.00	13,366.96	531.25	(1,366.96)	111.39	28.02	531.25
101-172-716.000	Employer Fica/Mc Exp.	6,000.00	2,656.78	271.45	3,343.22	44.28	37.20	271.45
101-172-718.000	Muta Exp.	0.00	5,538.25	0.00	(5,538.25)	100.00	0.00	0.00
101-172-740.000	Operating Supplies	500.00	0.00	0.00	500.00	0.00	73.57	0.00
101-172-801.000	PROFESSIONAL SERVICES	0.00	31.79	0.00	(31.79)	100.00	74.62	(12,000.00)
101-172-810.000	Insurance	1,200.00	0.00	0.00	1,200.00	0.00	583.15	0.00
101-172-860.000	Travel & Lodging	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
101-172-860.100	Car Allowance	4,200.00	1,713.24	175.00	2,486.76	40.79	7.54	175.00
101-172-862.000	Education & Training	2,500.00	435.00	0.00	2,065.00	17.40	13.68	0.00
101-172-915.000	Dues & Memberships	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
101-172-920.000	Utilities	700.00	174.12	0.00	525.88	24.87	100.00	(58.01)
Total Dept 172 - Village Manager		133,600.00	59,238.88	4,597.70	74,361.12	44.34	55.23	(7,460.31)
Dept 215 - Village Clerk/Treasurer								
101-215-702.000	Wages/Salary	123,200.00	45,308.02	4,465.41	77,891.98	36.78	46.05	(4,962.17)
101-215-712.000	Employee Benefits	45,000.00	33,289.67	5,739.13	11,710.33	73.98	41.04	2,904.16
101-215-716.000	Employer Fica/Mc Exp.	9,500.00	3,282.36	342.27	6,217.64	34.55	42.93	(351.11)
101-215-740.000	Operating Supplies	4,000.00	453.43	0.00	3,546.57	11.34	6.36	(288.49)
101-215-801.000	Professional/Contractual Serv	10,000.00	2,010.99	0.00	7,989.01	20.11	74.62	(51.19)
101-215-802.000	Office Machine Contracts	3,200.00	969.81	0.00	2,230.19	30.31	29.52	(186.07)
101-215-810.000	Insurance	2,500.00	174.66	0.00	2,325.34	6.99	71.70	(188.11)
101-215-828.000	Bank Fees	4,000.00	1,294.90	0.00	2,705.10	32.37	40.71	(402.83)
101-215-851.000	Postage Exp.	1,200.00	39.35	0.00	1,160.65	3.28	44.14	0.00
101-215-860.000	Travel & Lodging	3,500.00	1,237.01	0.00	2,262.99	35.34	47.69	0.00
101-215-862.000	Education & Training	3,000.00	100.00	0.00	2,900.00	3.33	13.30	0.00
101-215-900.000	Publishing	3,000.00	249.00	0.00	2,751.00	8.30	31.63	(799.00)
101-215-915.000	Dues & Memberships	1,000.00	0.00	0.00	1,000.00	0.00	25.90	(259.00)
101-215-920.000	Utilities	1,700.00	265.30	0.00	1,434.70	15.61	20.59	(70.00)
Total Dept 215 - Village Clerk/Treasurer		214,800.00	88,674.50	10,546.81	126,125.50	41.28	44.59	(4,653.81)

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 101 - General Fund								
Expenditures								
101-265-810.000	Insurance	1,800.00	16,560.69	0.00	(14,760.69)	920.04	120.34	(39.71)
101-265-915.000	Dues & Memberships	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-265-920.000	Utilities	23,000.00	8,348.88	900.21	14,651.12	36.30	39.87	(891.81)
101-265-930.000	Repair & Maintenance	4,000.00	0.00	0.00	4,000.00	0.00	37.50	(1,500.00)
101-265-940.000	Equipment Rental	300.00	0.00	0.00	300.00	0.00	100.00	0.00
101-265-970.000	Capital Outlay	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00
101-265-991.000	Principal Payments	22,000.00	5,656.26	0.00	16,343.74	25.71	41.27	(1,862.25)
101-265-991.100	Principal - Police Dept Build	29,500.00	9,855.64	0.00	19,644.36	33.41	41.33	(2,449.00)
101-265-992.000	Interest	4,200.00	965.52	0.00	3,234.48	22.99	41.68	(345.01)
101-265-992.100	Interest Police Department Bu	3,000.00	934.40	0.00	2,065.60	31.15	43.18	(248.51)
Total Dept 265 - Village Hall,Civic Bldg, 327 S H		143,300.00	62,557.85	2,046.33	80,742.15	43.66	42.60	(5,716.35)
Dept 301 - Police Department								
101-301-702.000	Wages/Salary	187,100.00	70,902.72	7,674.11	116,197.28	37.90	34.66	(5,937.69)
101-301-703.000	Part-Time Wages	36,400.00	15,322.17	3,313.46	21,077.83	42.09	91.90	(2,101.60)
101-301-712.000	Employee Benefits	40,000.00	29,404.70	5,065.47	10,595.30	73.51	32.71	2,552.55
101-301-716.000	Employer Fica/Mc Exp.	19,000.00	6,529.16	808.83	12,470.84	34.36	36.48	(632.32)
101-301-740.000	Operating Supplies	4,000.00	3,356.97	0.00	643.03	83.92	32.08	(1,124.40)
101-301-740.100	Diving Equipment	0.00	0.00	0.00	0.00	0.00	100.00	44.20
101-301-740.300	Grant-CESF	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00
101-301-760.000	Personal Safety Equipment	4,400.00	382.30	0.00	4,017.70	8.69	16.47	0.00
101-301-767.000	Uniform Expense	5,000.00	2,865.62	0.00	2,134.38	57.31	35.74	(179.00)
101-301-801.000	Professional/Contractual Serv	9,000.00	12,231.61	141.40	(3,231.61)	135.91	34.76	46.40
101-301-810.000	Insurance	6,000.00	2,340.72	0.00	3,659.28	39.01	61.73	(1,392.22)
101-301-828.000	Bank Fees	0.00	39.00	0.00	(39.00)	100.00	0.00	0.00
101-301-851.000	Postage Exp.	100.00	62.42	0.00	37.58	62.42	41.16	(50.33)
101-301-860.000	Travel & Lodging	1,500.00	1,063.25	0.00	436.75	70.88	61.82	0.00
101-301-862.000	Education & Training	2,000.00	232.44	0.00	1,767.56	11.62	43.47	0.00
101-301-880.000	Community Promotion	1,000.00	1,006.69	0.00	(6.69)	100.67	77.36	0.00
101-301-915.000	Dues & Memberships	1,000.00	0.00	0.00	1,000.00	0.00	20.00	0.00
101-301-920.000	Utilities	2,700.00	934.88	0.00	1,765.12	34.63	38.12	(208.70)
101-301-930.000	Repair & Maintenance	1,000.00	2,695.35	0.00	(1,695.35)	269.54	0.00	0.00
101-301-940.000	Equipment Rental	35,000.00	7,899.99	0.00	27,100.01	22.57	28.57	(2,083.33)
101-301-970.000	Capital Outlay	12,400.00	0.00	0.00	12,400.00	0.00	0.00	0.00
Total Dept 301 - Police Department		370,600.00	157,269.99	17,003.27	213,330.01	42.44	39.05	(11,066.44)
Dept 420 - Planning And Zoning								
101-420-702.000	Wages/Salary	50,900.00	22,272.77	2,136.00	28,627.23	43.76	41.80	(1,593.09)
101-420-704.000	Plan Comm Meeting Pay	4,000.00	225.00	0.00	3,775.00	5.63	17.63	0.00
101-420-712.000	Employee Benefits	21,000.00	8,212.66	1,140.42	12,787.34	39.11	44.18	(361.56)
101-420-716.000	Employer Fica/Mc Exp.	4,000.00	1,564.03	98.79	2,435.97	39.10	44.43	(173.98)
101-420-740.000	Operating Supplies	1,000.00	104.12	14.45	895.88	10.41	0.00	14.45
101-420-801.000	Professional/Contractual Serv	5,000.00	2,892.80	0.00	2,107.20	57.86	21.96	(252.00)
101-420-810.000	Insurance	100.00	0.00	0.00	100.00	0.00	0.00	0.00
101-420-851.000	Postage Exp.	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-420-860.000	Travel & Lodging	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
101-420-862.000	Education & Training	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
101-420-900.000	Publishing	2,500.00	0.00	0.00	2,500.00	0.00	5.39	0.00
101-420-900.100	Publishing - Grants	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
101-420-915.000	Dues & Memberships	1,500.00	0.00	0.00	1,500.00	0.00	48.33	0.00
101-420-920.000	Utilities	0.00	210.00	210.00	(210.00)	100.00	0.00	210.00



GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 101 - General Fund								
Expenditures								
101-749-702.000	Wages/Salary	500.00	0.00	0.00	500.00	0.00	0.00	0.00
101-749-712.000	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-749-716.000	Employer Fica/Mc Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-749-740.000	Operating Supplies	700.00	122.38	0.00	577.62	17.48	25.27	(176.88)
101-749-801.000	Professional/Contractual Serv	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
101-749-880.000	Community Promotion	3,900.00	840.00	0.00	3,060.00	21.54	42.67	0.00
101-749-940.000	Equipment Rental	200.00	0.00	0.00	200.00	0.00	0.00	0.00
Total Dept 749 - Community Promotion		10,300.00	962.38	0.00	9,337.62	9.34	10.98	(176.88)
Dept 751 - Recreation K-6 Program								
101-751-702.000	Wages/Salary	8,700.00	3,411.96	384.62	5,288.04	39.22	42.94	(273.43)
101-751-712.000	Employee Benefits	3,500.00	171.39	0.00	3,328.61	4.90	44.18	(265.07)
101-751-716.000	Employer Fica/Mc Exp.	800.00	263.06	29.42	536.94	32.88	52.97	(18.71)
101-751-740.000	Operating Supplies	2,600.00	371.10	0.00	2,228.90	14.27	49.58	0.00
101-751-801.000	Professional/Contractual Serv	2,300.00	524.07	0.00	1,775.93	22.79	33.84	(130.00)
101-751-880.000	Community Promotion	300.00	0.00	0.00	300.00	0.00	0.00	0.00
101-751-920.000	Utilities	900.00	0.00	0.00	900.00	0.00	38.89	(70.00)
Total Dept 751 - Recreation K-6 Program		19,100.00	4,741.58	414.04	14,358.42	24.83	42.30	(757.21)
Dept 754 - Fish Cleaning Station								
101-754-702.000	Wages/Salary	2,800.00	674.42	40.00	2,125.58	24.09	50.59	(647.72)
101-754-712.000	Employee Benefits	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-754-716.000	Employer Fica/Mc Exp.	200.00	51.56	3.06	148.44	25.78	54.19	(49.56)
101-754-740.000	Operating Supplies	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-754-801.000	PROFESSIONAL SERVICES	6,000.00	2,500.00	1,000.00	3,500.00	41.67	100.00	(1,500.00)
101-754-920.000	Utilities	3,000.00	536.20	0.00	2,463.80	17.87	22.95	0.00
101-754-930.000	Repair & Maintenance	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00
Total Dept 754 - Fish Cleaning Station		15,400.00	3,762.18	1,043.06	11,637.82	24.43	41.70	(2,197.28)
Dept 756 - Parks & Recreation								
101-756-702.000	Wages/Salary	40,000.00	8,479.33	984.97	31,520.67	21.20	39.30	(2,562.10)
101-756-712.000	Employee Benefits	15,000.00	2,467.23	201.54	12,532.77	16.45	39.88	(1,190.58)
101-756-716.000	Employer Fica/Mc Exp.	2,800.00	612.94	72.66	2,187.06	21.89	47.25	(176.82)
101-756-740.000	Operating Supplies	20,000.00	5,977.39	240.00	14,022.61	29.89	37.86	(557.73)
101-756-801.000	Professional/Contractual Serv	45,000.00	23,379.54	3,548.90	21,620.46	51.95	31.06	3,368.90
101-756-810.000	Insurance	3,600.00	1,133.03	0.00	2,466.97	31.47	22.53	(217.79)
101-756-915.000	Dues & Memberships	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
101-756-920.000	Utilities	20,000.00	4,544.54	0.00	15,455.46	22.72	30.07	(421.41)
101-756-930.000	Repair & Maintenance	10,000.00	1,285.00	0.00	8,715.00	12.85	61.98	0.00
101-756-940.000	Equipment Rental	38,000.00	3,431.76	241.36	34,568.24	9.03	43.47	(4,084.02)
101-756-970.000	Capital Outlay	20,000.00	0.00	0.00	20,000.00	0.00	0.00	0.00
Total Dept 756 - Parks & Recreation		215,900.00	51,310.76	5,289.43	164,589.24	23.77	36.34	(5,841.55)
TOTAL EXPENDITURES		1,727,700.00	637,835.57	59,228.01	1,089,864.43	36.92	37.56	(52,581.39)



PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF	
						% BDGT USED	% BDGT USED		
Fund 101 - General Fund									
Fund 101 - General Fund:									
TOTAL REVENUES			1,780,550.00	419,739.31	33,597.98	1,360,810.69	23.57	32.90	(242,949.27)
TOTAL EXPENDITURES			1,727,700.00	637,835.57	59,228.01	1,089,864.43	36.92	37.56	(52,581.39)
NET OF REVENUES & EXPENDITURES			52,850.00	(218,096.26)	(25,630.03)	270,946.26	412.67	138.51	(190,367.88)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
						% BDDT USED	% BDDT USED	
Fund 202 - Major Street Fund								
Revenues								
Dept 000 - 592								
202-000-551.000	Act 51 - Gas & Weight Tax	128,000.00	59,287.15	13,059.08	68,712.85	46.32	52.52	527.85
202-000-551.100	Mileage Trnsf-Hancock St.	65,000.00	0.00	0.00	65,000.00	0.00	0.00	0.00
202-000-552.000	Act 51 - Winter Maintenance	0.00	210.01	210.01	(210.01)	100.00	0.00	210.01
202-000-664.000	Bank Interest Earned	6,000.00	5,433.53	0.00	566.47	90.56	173.19	(1,010.43)
Total Dept 000 - 592					134,069.31	32.63	55.48	(272.57)
TOTAL REVENUES					134,069.31	32.63	55.48	(272.57)
Expenditures								
Dept 463 - Routine Maintenance								
202-463-702.000	Wages/Salary	14,000.00	4,478.17	1,428.35	9,521.83	31.99	45.77	(108.68)
202-463-712.000	Employee Benefits	7,000.00	1,513.20	236.37	5,486.80	21.62	32.55	(380.46)
202-463-716.000	Employer Fica/Mc Exp.	1,200.00	323.03	106.61	876.97	26.92	41.86	(2.95)
202-463-740.000	Operating Supplies	1,500.00	0.00	0.00	1,500.00	0.00	14.51	0.00
202-463-801.000	Professional/Contractual Serv	2,000.00	1,590.42	0.00	409.58	79.52	0.00	0.00
202-463-810.000	Insurance	1,500.00	221.90	0.00	1,278.10	14.79	78.73	(472.40)
202-463-813.000	Tree Maintenance Program	7,000.00	720.00	0.00	6,280.00	10.29	0.00	0.00
202-463-930.000	Repair & Maintenance	45,000.00	0.00	0.00	45,000.00	0.00	0.00	0.00
202-463-940.000	Equipment Rental	12,000.00	2,928.81	1,613.08	9,071.19	24.41	41.00	623.54
202-463-972.000	Sidewalk Replacement	7,700.00	0.00	0.00	7,700.00	0.00	0.00	0.00
Total Dept 463 - Routine Maintenance					87,124.47	11.91	14.45	(340.95)
Dept 478 - Winter Maintenance								
202-478-702.000	Wages/Salary	11,000.00	135.82	0.00	10,864.18	1.23	0.89	0.00
202-478-712.000	Employee Benefits	6,000.00	82.58	0.00	5,917.42	1.38	1.60	0.00
202-478-716.000	Employer Fica/Mc Exp.	1,100.00	9.65	0.00	1,090.35	0.88	0.64	0.00
202-478-740.000	Operating Supplies	3,000.00	5,201.38	0.00	(2,201.38)	173.38	0.00	0.00
202-478-801.000	Professional/Contractual Serv	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
202-478-810.000	Insurance	1,300.00	0.00	0.00	1,300.00	0.00	58.32	0.00
202-478-940.000	Equipment Rental	12,000.00	74.34	0.00	11,925.66	0.62	1.17	0.00
Total Dept 478 - Winter Maintenance					30,396.23	15.33	4.45	0.00
Dept 482 - Administration - Streets								
202-482-702.000	Wages/Salary	1,500.00	779.89	80.00	720.11	51.99	48.82	80.00
202-482-712.000	Employee Benefits	600.00	79.93	8.54	520.07	13.32	32.13	8.54
202-482-716.000	Employer Fica/Mc Exp.	200.00	59.04	6.05	140.96	29.52	27.35	6.05
Total Dept 482 - Administration - Streets					1,381.14	39.95	42.60	94.59
Dept 543 - State Grant Public Safety								
202-543-970.000	Capital Outlay	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Total Dept 543 - State Grant Public Safety					0.00	0.00	100.00	0.00
TOTAL EXPENDITURES					118,901.84	13.27	34.15	(246.36)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT		PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
						USED		% BDGT USED		
Fund 202 - Major Street Fund										
Fund 202 - Major Street Fund:										
TOTAL REVENUES		199,000.00	64,930.69	13,269.09	134,069.31	32.63		55.48		(272.57)
TOTAL EXPENDITURES		137,100.00	18,198.16	3,479.00	118,901.84	13.27		34.15		(246.36)
NET OF REVENUES & EXPENDITURES		61,900.00	46,732.53	9,790.09	15,167.47	75.50		106.31		(26.21)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
		AMENDED BUDGET	YTD BALANCE 08/31/2025			% BDGT USED	% BDGT USED	
Fund 203 - Local Street Fund								
Revenues								
Dept 000 - 592								
203-000-551.000	Act 51 - Gas & Weight Tax	88,400.00	39,105.51	6,576.72	49,294.49	53.43	44.24	272.40
203-000-552.000	Act 51 - Winter Maintenance	0.00	105.77	105.77	(105.77)	0.00	100.00	105.77
203-000-664.000	Bank Interest Earned	4,000.00	2,696.42	0.00	1,303.58	86.17	67.41	(504.54)
203-000-667.150	Reimbursement Sidewalk Repair	3,700.00	0.00	0.00	3,700.00	0.00	0.00	0.00
Total Dept 000 - 592		96,100.00	41,907.70	6,682.49	54,192.30	55.50	43.61	(126.37)
TOTAL REVENUES		96,100.00	41,907.70	6,682.49	54,192.30	55.50	43.61	(126.37)
Expenditures								
Dept 463 - Routine Maintenance								
203-463-702.000	Wages/Salary	14,000.00	3,483.44	624.59	10,516.56	39.17	24.88	(650.16)
203-463-712.000	Employee Benefits	5,000.00	1,360.72	181.32	3,639.28	25.21	27.21	(210.24)
203-463-716.000	Employer Fica/Mc Exp.	1,500.00	250.69	45.13	1,249.31	26.88	16.71	(48.76)
203-463-740.000	Operating Supplies	1,200.00	0.00	0.00	1,200.00	0.68	0.00	0.00
203-463-801.000	Professional/Contractual Serv	3,500.00	0.00	0.00	3,500.00	0.00	0.00	0.00
203-463-810.000	Insurance	1,000.00	221.90	0.00	778.10	0.00	22.19	0.00
203-463-813.000	Tree Maintenance Program	6,000.00	65.00	0.00	5,935.00	12.50	1.08	(500.00)
203-463-930.000	Repair & Maintenance	120,000.00	55,000.00	0.00	65,000.00	0.00	45.83	0.00
203-463-940.000	Equipment Rental	9,000.00	906.84	82.96	8,093.16	17.59	10.08	82.96
203-463-972.000	Sidewalk Replacement	10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00
Total Dept 463 - Routine Maintenance		171,200.00	61,288.59	934.00	109,911.41	12.54	35.80	(1,326.20)
Dept 478 - Winter Maintenance								
203-478-702.000	Wages/Salary	10,000.00	206.50	0.00	9,793.50	0.42	2.07	0.00
203-478-712.000	Employee Benefits	3,000.00	57.70	0.00	2,942.30	1.30	1.92	0.00
203-478-716.000	Employer Fica/Mc Exp.	1,000.00	15.64	0.00	984.36	0.50	1.56	0.00
203-478-740.000	Operating Supplies	3,000.00	8,278.75	0.00	(5,278.75)	10.82	275.96	(378.57)
203-478-810.000	Insurance	0.00	0.00	0.00	0.00	68.61	0.00	0.00
203-478-940.000	Equipment Rental	8,000.00	0.00	0.00	8,000.00	0.00	0.00	0.00
Total Dept 478 - Winter Maintenance		25,000.00	8,558.59	0.00	16,441.41	5.14	34.23	(378.57)
Dept 482 - Administration - Streets								
203-482-702.000	Wages/Salary	1,500.00	779.87	79.99	720.13	48.82	51.99	79.99
203-482-712.000	Employee Benefits	600.00	79.89	8.54	520.11	32.13	13.32	8.54
203-482-716.000	Employer Fica/Mc Exp.	200.00	59.04	6.05	140.96	27.34	29.52	6.05
203-482-803.000	Admin Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 482 - Administration - Streets		2,300.00	918.80	94.58	1,381.20	22.79	39.95	94.58
TOTAL EXPENDITURES		198,500.00	70,765.98	1,028.58	127,734.02	10.85	35.65	(1,610.19)
Fund 203 - Local Street Fund:								
TOTAL REVENUES		96,100.00	41,907.70	6,682.49	54,192.30	55.50	43.61	(126.37)
TOTAL EXPENDITURES		198,500.00	70,765.98	1,028.58	127,734.02	10.85	35.65	(1,610.19)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
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Fund 203 - Local Street Fund  
NET OF REVENUES & EXPENDITURES

(102,400.00)	(28,858.28)	5,653.91	(73,541.72)	28.18	44.40	1,483.82
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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 204 - Municipal Street Fund								
Revenues								
Dept 000 - 592								
204-000-402.000	Property Tax Revenue	147,000.00	33,559.56	4,543.00	113,440.44	22.83	42.48	(25,496.87)
204-000-664.000	Bank Interest Earned	3,000.00	115.77	0.00	2,884.23	3.86	100.00	(111.04)
Total Dept 000 - 592		150,000.00	33,675.33	4,543.00	116,324.67	22.45	42.57	(25,607.91)
TOTAL REVENUES		150,000.00	33,675.33	4,543.00	116,324.67	22.45	42.57	(25,607.91)
Expenditures								
Dept 000 - 592								
204-000-828.000	Bank Fees	1,400.00	0.00	0.00	1,400.00	0.00	0.00	0.00
204-000-990.000	Debt Service - Principal	105,000.00	0.00	0.00	105,000.00	0.00	0.00	0.00
204-000-992.000	Interest Paid	40,000.00	0.00	0.00	40,000.00	0.00	0.00	0.00
Total Dept 000 - 592		146,400.00	0.00	0.00	146,400.00	0.00	0.00	0.00
TOTAL EXPENDITURES		146,400.00	0.00	0.00	146,400.00	0.00	0.00	0.00
Fund 204 - Municipal Street Fund:								
TOTAL REVENUES		150,000.00	33,675.33	4,543.00	116,324.67	22.45	42.57	(25,607.91)
TOTAL EXPENDITURES		146,400.00	0.00	0.00	146,400.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		3,600.00	33,675.33	4,543.00	(30,075.33)	935.43	782.26	(25,607.91)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
						% BDDT USED	% BDDT USED	
Fund 248 - Downtown Development Authority								
Revenues								
Dept 000 - 592								
248-000-402.000	Property Tax Revenue	28,900.00	7,881.17	1,846.21	21,018.83	27.27	58.70	(6,213.40)
248-000-664.000	Bank Interest Earned	1,800.00	885.77	0.00	914.23	49.21	119.17	(223.53)
248-000-674.200	Marina Band Concerts Donation	2,000.00	850.00	150.00	1,150.00	42.50	100.00	(850.00)
248-000-674.300	Pedal Project Donations	0.00	371.00	0.00	(371.00)	100.00	100.00	(1,125.15)
248-000-675.000	Christmas Ad Campaign	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
Total Dept 000 - 592		37,700.00	9,987.94	1,996.21	27,712.06	26.49	60.99	(8,412.08)
TOTAL REVENUES		37,700.00	9,987.94	1,996.21	27,712.06	26.49	60.99	(8,412.08)
Expenditures								
Dept 000 - 592								
248-000-314.000	Advances from other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-740.000	Operating Supplies	500.00	4,147.90	28.90	(3,647.90)	829.58	0.00	28.90
248-000-740.400	Hancock Improvement	10,000.00	1,634.85	0.00	8,365.15	16.35	0.00	0.00
248-000-800.300	Christmas Decorations	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00
248-000-801.000	Professional/Contractual Serv	1,500.00	971.00	0.00	529.00	64.73	56.47	0.00
248-000-801.200	Marina Band Concerts	1,700.00	144.53	0.00	1,555.47	8.50	100.00	(930.16)
248-000-803.000	Admin Expense	1,200.00	100.00	0.00	1,100.00	8.33	50.00	(200.00)
248-000-880.000	Community Promotion	2,500.00	191.88	0.00	2,308.12	7.68	40.00	0.00
248-000-880.200	Downtown Decor	500.00	100.00	0.00	400.00	20.00	31.39	0.00
248-000-880.300	Christmas in the Village	9,000.00	0.00	0.00	9,000.00	0.00	0.00	0.00
248-000-880.400	Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248-000-880.500	New Year's Eve	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
248-000-880.700	Start Of Summer	0.00	200.00	0.00	(200.00)	100.00	0.00	0.00
248-000-920.000	Utilities	1,600.00	519.92	0.00	1,080.08	32.50	40.62	(129.98)
248-000-955.000	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - 592		33,500.00	8,010.08	28.90	25,489.92	23.91	11.32	(1,231.24)
TOTAL EXPENDITURES		33,500.00	8,010.08	28.90	25,489.92	23.91	11.32	(1,231.24)
Fund 248 - Downtown Development Authority:								
TOTAL REVENUES		37,700.00	9,987.94	1,996.21	27,712.06	26.49	60.99	(8,412.08)
TOTAL EXPENDITURES		33,500.00	8,010.08	28.90	25,489.92	23.91	11.32	(1,231.24)
NET OF REVENUES & EXPENDITURES		4,200.00	1,977.86	1,967.31	2,222.14	47.09	140.32	(7,180.84)

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
		AMENDED BUDGET	YTD BALANCE 08/31/2025			% BDDT USED	% BDDT USED	
Fund 280 - Park Place								
Revenues								
Dept 000 - 592								
280-000-402.000	Property Tax Revenue	44,000.00	10,022.32	1,356.84	33,977.68	22.78	43.27	(7,591.74)
280-000-653.100	Membership Cards	0.00	0.00	0.00	0.00	0.00	157.50	(90.00)
280-000-664.000	Bank Interest Earned	2,500.00	1,604.56	0.00	895.44	64.18	130.55	(238.61)
280-000-667.000	Rents	5,500.00	2,250.00	0.00	3,250.00	40.91	59.55	(325.00)
280-000-674.000	Contributions/Donations	7,500.00	0.00	0.00	7,500.00	0.00	0.00	0.00
Total Dept 000 - 592		59,500.00	13,876.88	1,356.84	45,623.12	23.32	42.26	(8,245.35)
TOTAL REVENUES		59,500.00	13,876.88	1,356.84	45,623.12	23.32	42.26	(8,245.35)
Expenditures								
Dept 000 - 592								
280-000-702.000	Wages/Salary	5,000.00	2,133.13	127.29	2,866.87	42.66	40.76	(1,712.71)
280-000-712.000	Employee Benefits	500.00	394.84	50.19	105.16	78.97	9.51	50.19
280-000-716.000	Employer Fica/Mc Exp.	1,000.00	157.75	8.95	842.25	15.78	38.95	(131.81)
280-000-740.000	Operating Supplies	4,000.00	1,786.64	825.00	2,213.36	44.67	8.65	740.07
280-000-801.000	Professional/Contractual Serv	25,000.00	5,097.88	300.00	19,902.12	20.39	19.92	145.67
280-000-803.000	Admin Expense	5,000.00	500.00	0.00	4,500.00	10.00	104.17	(500.00)
280-000-810.000	Insurance	2,000.00	479.84	0.00	1,520.16	23.99	81.41	0.00
280-000-920.000	Utilities	8,500.00	1,629.48	0.00	6,870.52	19.17	23.56	(319.14)
280-000-930.000	Repair & Maintenance	8,000.00	174.00	0.00	7,826.00	2.18	0.00	0.00
280-000-940.000	Equipment Rental	500.00	0.00	0.00	500.00	0.00	19.72	0.00
Total Dept 000 - 592		59,500.00	12,353.56	1,311.43	47,146.44	20.76	32.40	(1,727.73)
TOTAL EXPENDITURES		59,500.00	12,353.56	1,311.43	47,146.44	20.76	32.40	(1,727.73)
Fund 280 - Park Place:								
TOTAL REVENUES		59,500.00	13,876.88	1,356.84	45,623.12	23.32	42.26	(8,245.35)
TOTAL EXPENDITURES		59,500.00	12,353.56	1,311.43	47,146.44	20.76	32.40	(1,727.73)
NET OF REVENUES & EXPENDITURES		0.00	1,523.32	45.41	(1,523.32)	100.00	508.41	(6,517.62)



## PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 301 - Debt Service Fund								
Revenues								
Dept 000 - 592								
301-000-402.000	Property Tax Revenue	307,000.00	70,039.16	9,481.26	236,960.84	22.81	42.48	(53,211.59)
301-000-664.000	Bank Interest Earned	2,700.00	45.10	0.00	2,654.90	1.67	100.00	(12.04)
301-000-694.000	Misc. Income	0.00	0.00	58,836.14	0.00	0.00	0.00	58,836.14
Total Dept 000 - 592		309,700.00	70,084.26	68,317.40	239,615.74	22.63	42.50	5,612.51
TOTAL REVENUES								
		309,700.00	70,084.26	68,317.40	239,615.74	22.63	42.50	5,612.51
Expenditures								
Dept 000 - 592								
301-000-828.000	Bank Fees	1,400.00	0.00	0.00	1,400.00	0.00	0.00	0.00
301-000-990.000	Debt Service - Principal	195,000.00	0.00	0.00	195,000.00	0.00	0.00	0.00
301-000-992.000	Interest Paid	54,000.00	0.00	0.00	54,000.00	0.00	0.00	0.00
Total Dept 000 - 592		250,400.00	0.00	0.00	250,400.00	0.00	0.00	0.00
TOTAL EXPENDITURES								
		250,400.00	0.00	0.00	250,400.00	0.00	0.00	0.00
Fund 301 - Debt Service Fund:								
TOTAL REVENUES		309,700.00	70,084.26	68,317.40	239,615.74	22.63	42.50	5,612.51
TOTAL EXPENDITURES		250,400.00	0.00	0.00	250,400.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		59,300.00	70,084.26	68,317.40	(10,784.26)	118.19	228.35	5,612.51

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE		PREV YEAR		ACTIVITY DIFF
					BALANCE	USED	% BDT	% BDT	
							USED	USED	08/31/2025 08/31/2024
Fund 590 - Village Sewer Fund									
Revenues									
Dept 000 - 592									
590-000-088.000	Appropriated Funds from Previ	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-000-642.000	Village Sewer Sales	709,300.00	173,922.02	0.00	535,377.98	24.52	24.67	0.00	0.00
590-000-645.003	Twp Sewer N Wholesale Sales	39,800.00	9,962.00	0.00	29,838.00	25.03	26.59	0.00	0.00
590-000-646.000	Connection Fees	12,000.00	0.00	0.00	12,000.00	0.00	100.00	0.00	0.00
590-000-656.000	Penalties	3,000.00	1,712.54	949.94	1,287.46	57.08	36.98	106.16	106.16
590-000-664.000	Bank Interest Earned	8,000.00	3,472.63	0.00	4,527.37	43.41	187.91	(570.35)	(570.35)
590-000-664.100	SSB - Bond Reserve SWER Inte	0.00	15.24	0.00	(15.24)	100.00	100.00	0.00	0.00
590-000-664.900	MI Class Operating - GEN/SEWE	2,000.00	16.66	0.00	1,983.34	0.83	122.47	(295.52)	(295.52)
Total Dept 000 - 592		774,100.00	189,101.09	949.94	584,998.91	24.43	22.87	(759.71)	(759.71)
TOTAL REVENUES									
		774,100.00	189,101.09	949.94	584,998.91	24.43	22.87	(759.71)	(759.71)
Expenditures									
Dept 537 - Pumping/Distribution									
590-537-702.000	Wages/Salary	24,000.00	4,282.95	1,101.35	19,717.05	17.85	47.75	(1,379.63)	(1,379.63)
590-537-712.000	Employee Benefits	7,500.00	1,346.78	402.10	6,153.22	17.96	34.25	(504.61)	(504.61)
590-537-716.000	Employer Fica/Mc Exp.	2,000.00	310.07	78.01	1,689.93	15.50	42.48	(103.79)	(103.79)
590-537-740.000	Operating Supplies	2,000.00	993.46	0.00	1,006.54	49.67	3.21	0.00	0.00
590-537-801.000	Professional/Contractual Serv	10,000.00	2,804.95	0.00	7,195.05	28.05	19.11	(510.87)	(510.87)
590-537-920.000	Utilities	22,000.00	6,695.92	0.00	15,304.08	30.44	20.66	(1,622.06)	(1,622.06)
590-537-930.000	Repair & Maintenance	20,000.00	8,818.33	5,130.00	11,181.67	44.09	11.36	4,810.00	4,810.00
590-537-940.000	Equipment Rental	5,500.00	827.52	344.80	4,672.48	15.05	5.33	344.80	344.80
Total Dept 537 - Pumping/Distribution		93,000.00	26,079.98	7,056.26	66,920.02	28.04	22.29	1,033.84	1,033.84
Dept 538 - Treatment Plant									
590-538-702.000	Wages/Salary	15,000.00	2,567.43	100.47	12,432.57	17.12	36.38	(566.49)	(566.49)
590-538-712.000	Employee Benefits	5,500.00	889.41	6.88	4,610.59	16.17	63.36	(259.43)	(259.43)
590-538-716.000	Employer Fica/Mc Exp.	2,000.00	183.20	7.69	1,816.80	9.16	18.13	(39.85)	(39.85)
590-538-740.000	Operating Supplies	50,000.00	22,572.11	1,711.00	27,427.89	45.14	1.98	1,711.00	1,711.00
590-538-800.500	Testing	30,000.00	36,805.10	14,740.34	(6,805.10)	122.68	105.70	4,256.05	4,256.05
590-538-801.000	Professional/Contractual Serv	180,000.00	28,569.68	0.00	151,430.32	15.87	38.24	(6,324.00)	(6,324.00)
590-538-801.150	Twp Sewer	0.00	252.00	0.00	(252.00)	100.00	0.00	0.00	0.00
590-538-810.000	Insurance	3,200.00	0.00	0.00	3,200.00	0.00	100.00	0.00	0.00
590-538-920.000	Utilities	60,000.00	22,634.05	0.00	37,365.95	37.72	64.00	(5,258.73)	(5,258.73)
590-538-930.000	Repair & Maintenance	100,000.00	13,599.13	5,660.13	86,400.87	13.60	90.97	5,660.13	5,660.13
590-538-940.000	Equipment Rental	7,000.00	34.48	34.48	6,965.52	0.49	10.26	34.48	34.48
Total Dept 538 - Treatment Plant		452,700.00	128,106.59	22,260.99	324,593.41	28.30	67.20	(786.84)	(786.84)
Dept 539 - Administration									
590-539-702.000	Wages/Salary	25,000.00	7,551.94	766.40	17,448.06	30.21	42.10	(961.68)	(961.68)
590-539-712.000	Employee Benefits	10,000.00	3,606.56	315.83	6,393.44	36.07	27.48	(151.08)	(151.08)
590-539-716.000	Employer Fica/Mc Exp.	3,000.00	514.23	53.02	2,485.77	17.14	25.64	(72.40)	(72.40)
590-539-740.000	Operating Supplies	2,000.00	340.39	0.00	1,659.61	17.02	6.69	(133.74)	(133.74)
590-539-801.000	Professional/Contractual Serv	10,000.00	333.80	0.00	9,666.20	3.34	0.00	0.00	0.00
590-539-808.000	Permit Fees	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00
590-539-810.000	Insurance	1,500.00	3,506.05	0.00	(2,006.05)	233.74	18.14	(272.06)	(272.06)
590-539-828.000	Bank Fees	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00

## PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 590 - Village Sewer Fund								
Expenditures								
590-539-851.000	Postage Exp.	1,300.00	400.00	0.00	900.00	30.77	38.46	0.00
590-539-860.000	Travel & Lodging	500.00	0.00	0.00	500.00	0.00	0.00	0.00
590-539-862.000	Education & Training	500.00	205.00	0.00	295.00	41.00	0.00	0.00
590-539-915.000	Dues & Memberships	600.00	285.00	0.00	315.00	47.50	0.00	0.00
590-539-920.000	Utilities	300.00	0.00	0.00	300.00	0.00	58.32	(34.99)
590-539-990.000	Debt Service - Principal	95,000.00	95,000.00	0.00	0.00	100.00	0.00	0.00
590-539-992.000	Interest Paid	112,000.00	53,688.36	0.00	58,311.64	47.94	48.96	0.00
Total Dept 539 - Administration		264,200.00	165,431.33	1,135.25	98,768.67	62.62	26.59	(1,625.95)
TOTAL EXPENDITURES		809,900.00	319,617.90	30,452.50	490,282.10	39.46	52.07	(1,378.95)
Fund 590 - Village Sewer Fund:								
TOTAL REVENUES		774,100.00	189,101.09	949.94	584,998.91	24.43	22.87	(759.71)
TOTAL EXPENDITURES		809,900.00	319,617.90	30,452.50	490,282.10	39.46	52.07	(1,378.95)
NET OF REVENUES & EXPENDITURES		(35,800.00)	(130,516.81)	(29,502.56)	94,716.81	364.57	152.46	619.24

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	% BDGT USED	PREV YEAR % BDGT USED	ACTIVITY DIFF 08/31/2025 08/31/2024
Fund 591 - Water Fund								
Revenues								
Dept 000 - 592								
591-000-539.000	State Grants	1,816,500.00	1,626,461.12	0.00	190,038.88	89.54	0.00	0.00
591-000-643.000	Metered Sales-Water	360,000.00	95,319.00	1,034.00	264,681.00	26.48	25.17	1,034.00
591-000-646.000	Connection Fees	10,000.00	3,017.00	0.00	6,983.00	30.17	55.00	(3,000.00)
591-000-648.000	Garden Meters	1,500.00	450.00	0.00	1,050.00	30.00	30.00	0.00
591-000-656.000	Penalties	7,300.00	3,662.96	446.38	3,637.04	50.18	49.52	38.12
591-000-664.000	Bank Interest Earned	35,000.00	33,181.12	0.00	1,818.88	94.80	106.07	(2,382.14)
591-000-696.000	BOND Sale Proceeds	1,837,000.00	0.00	0.00	1,837,000.00	0.00	0.00	0.00
591-000-696.150	DWSRF 2024B Series	0.00	399,038.84	0.00	(399,038.84)	100.00	0.00	0.00
Total Dept 000 - 592		4,067,300.00	2,161,130.04	1,480.38	1,906,169.96	53.13	31.42	(4,310.02)
TOTAL REVENUES								
		4,067,300.00	2,161,130.04	1,480.38	1,906,169.96	53.13	31.42	(4,310.02)
Expenditures								
Dept 000 - 592								
591-000-801.000	PROFESSIONAL SERVICES	0.00	929.22	0.00	(929.22)	100.00	0.00	0.00
Total Dept 000 - 592		0.00	929.22	0.00	(929.22)	100.00	0.00	0.00
Dept 537 - Pumping/Distribution								
591-537-702.000	Wages/Salary	35,000.00	18,877.46	1,800.14	16,122.54	53.94	41.15	112.95
591-537-712.000	Employee Benefits	12,000.00	7,633.03	724.24	4,366.97	63.61	28.80	250.26
591-537-716.000	Employer Fica/Mc Exp.	3,000.00	1,348.21	126.21	1,651.79	44.94	35.10	1.88
591-537-740.000	Operating Supplies	5,000.00	533.15	0.00	4,466.85	10.66	3.52	0.00
591-537-790.000	Meters & Hydrants	7,000.00	25,681.58	0.00	(18,681.58)	366.88	5.94	0.00
591-537-801.000	Professional/Contractual Serv	7,000.00	173.90	173.90	6,826.10	2.48	20.00	173.90
591-537-920.000	Utilities	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
591-537-930.000	Repair & Maintenance	45,000.00	875.00	0.00	44,125.00	1.94	76.40	(19,100.00)
591-537-940.000	Equipment Rental	10,000.00	8,286.01	1,096.93	1,713.99	82.86	18.06	1,096.93
Total Dept 537 - Pumping/Distribution		125,000.00	63,408.34	3,921.42	61,591.66	50.73	39.03	(17,464.08)
Dept 538 - Treatment Plant								
591-538-702.000	Wages/Salary	26,000.00	4,607.22	803.05	21,392.78	17.72	34.83	(866.78)
591-538-712.000	Employee Benefits	8,000.00	1,968.79	334.62	6,031.21	24.61	29.11	(286.36)
591-538-716.000	Employer Fica/Mc Exp.	2,000.00	327.63	56.10	1,672.37	16.38	33.81	(67.72)
591-538-740.000	Operating Supplies	7,500.00	1,288.77	0.00	6,211.23	17.18	9.95	(25.73)
591-538-800.500	Testing	5,500.00	422.50	0.00	5,077.50	7.68	22.54	(150.00)
591-538-801.000	Professional/Contractual Serv	15,000.00	15,456.00	0.00	(456.00)	103.04	0.00	0.00
591-538-920.000	Utilities	35,000.00	14,023.82	0.00	20,976.18	40.07	40.85	(3,544.87)
591-538-930.000	Repair & Maintenance	7,500.00	4,123.67	0.00	3,376.33	54.98	31.67	(722.30)
591-538-940.000	Equipment Rental	8,000.00	319.12	120.68	7,680.88	3.99	1.08	120.68
591-538-992.000	Interest Paid	2,900.00	0.00	0.00	2,900.00	0.00	0.00	0.00
Total Dept 538 - Treatment Plant		117,400.00	42,537.52	1,314.45	74,862.48	36.23	27.00	(5,543.08)
Dept 539 - Administration								
591-539-801	Grant Prof Services	0.00	0.00	0.00	0.00	0.00	100.00	0.00
591-539-702.000	Wages/Salary	0.00	6,381.91	646.42	(6,381.91)	100.00	37.70	(1,081.48)

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
		AMENDED BUDGET				% BDGT USED		
Fund 591 - Water Fund								
Expenditures								
591-539-712.000	Employee Benefits	5,000.00	3,486.50	303.01	1,513.50	69.73	35.35	(163.85)
591-539-716.000	Employer Fica/Mc Exp.	2,000.00	425.67	43.95	1,574.33	21.28	34.35	(81.42)
591-539-740.000	Operating Supplies	1,500.00	2,248.93	0.00	(748.93)	149.93	8.92	(133.74)
591-539-801.000	Professional/Contractual Serv	10,000.00	4,388.80	0.00	5,611.20	43.89	0.00	0.00
591-539-801.250	DWSRF Prof Serv	3,300,000.00	2,003,873.92	0.00	1,296,126.08	60.72	100.00	(22,848.77)
591-539-801.255	Engineering	308,000.00	75,735.82	0.00	232,264.18	24.59	0.00	0.00
591-539-810.000	Insurance	2,500.00	1,880.25	0.00	619.75	75.21	38.95	(387.52)
591-539-812.000	Assessments	600.00	0.00	0.00	600.00	0.00	100.00	0.00
591-539-828.000	Bank Fees	100.00	50.00	0.00	50.00	50.00	0.00	0.00
591-539-828.250	DWSRF-Bank Fees	700.00	246.00	0.00	454.00	35.14	0.00	0.00
591-539-851.000	Postage Exp.	1,400.00	400.00	0.00	1,000.00	28.57	38.46	0.00
591-539-860.000	Travel & Lodging	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
591-539-862.000	Education & Training	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
591-539-900.000	Publishing	500.00	0.00	0.00	500.00	0.00	0.00	0.00
591-539-915.000	Dues & Memberships	2,200.00	422.50	0.00	1,777.50	19.20	0.00	0.00
591-539-920.000	Utilities	500.00	0.00	0.00	500.00	0.00	35.01	(35.01)
591-539-970.000	Capital Outlay	8,000.00	0.00	0.00	8,000.00	0.00	0.00	0.00
591-539-990.000	Debt Service - Principal	70,000.00	0.00	0.00	70,000.00	0.00	0.00	0.00
591-539-992.000	Interest Paid	51,500.00	0.00	0.00	51,500.00	0.00	0.00	0.00
Total Dept 539 - Administration			2,099,540.30	993.38	1,667,459.70	55.74	149.58	(24,731.79)
Dept 572 - Wellhead Protection Grant								
591-572-801.000	PROFESSIONAL SERVICES	6,000.00	0.00	0.00	6,000.00	0.00	0.00	0.00
Total Dept 572 - Wellhead Protection Grant			0.00	0.00	6,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES			4,015,400.00	6,229.25	1,808,984.62	54.95	78.48	(47,738.95)
Fund 591 - Water Fund:								
TOTAL REVENUES			2,161,130.04	1,480.38	1,906,169.96	53.13	31.42	(4,310.02)
TOTAL EXPENDITURES			2,206,415.38	6,229.25	1,808,984.62	54.95	78.48	(47,738.95)
NET OF REVENUES & EXPENDITURES			(45,285.34)	(4,748.87)	97,185.34	87.25	1,626.60	43,428.93

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
		AMENDED BUDGET				% BDGT USED	% BDGT USED	
Fund 594 - Marina								
Revenues								
Dept 000 - 592								
594-000-639.000	Marina Services	0.00	59.00	41.00	(59.00)	100.00	0.00	41.00
594-000-647.200	Kayak Permits	1,000.00	75.00	0.00	925.00	7.50	46.43	0.00
594-000-648.000	Marina Fees-Seasonals	61,900.00	34,880.00	1,400.00	27,020.00	56.35	81.03	(13,701.60)
594-000-652.000	Marina Fees-Trans.	45,000.00	28,587.60	63.00	16,412.40	63.53	102.60	(11,109.40)
594-000-664.000	Bank Interest Earned	5,000.00	2,527.52	0.00	2,472.48	50.55	193.38	(584.84)
Total Dept 000 - 592		112,900.00	66,129.12	1,504.00	46,770.88	58.57	90.52	(25,354.84)
TOTAL REVENUES								
		112,900.00	66,129.12	1,504.00	46,770.88	58.57	90.52	(25,354.84)
Expenditures								
Dept 000 - 592								
594-000-702.000	Wages/Salary	49,000.00	32,347.38	3,598.81	16,652.62	66.02	57.08	(2,346.97)
594-000-712.000	Employee Benefits	2,200.00	514.75	140.11	1,685.25	23.40	34.23	140.11
594-000-716.000	Employer Fica/Mc Exp.	3,500.00	2,469.65	273.36	1,030.35	70.56	58.49	(181.50)
594-000-718.000	Muta Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
594-000-740.000	Operating Supplies	7,500.00	2,222.16	250.00	5,277.84	29.63	46.08	183.27
594-000-801.000	Professional/Contractual Serv	7,500.00	1,979.22	0.00	5,520.78	26.39	6.67	500.00
594-000-810.000	Insurance	3,200.00	522.80	0.00	2,677.20	16.34	65.48	(465.94)
594-000-812.000	Assessments	6,300.00	0.00	0.00	6,300.00	0.00	0.00	0.00
594-000-829.000	Bank Card Fees	1,000.00	166.13	0.00	833.87	16.61	33.09	(169.69)
594-000-900.000	Publicshing	200.00	1,010.64	0.00	(810.64)	505.32	100.00	0.00
594-000-920.000	Utilities	13,000.00	3,910.02	1,089.83	9,089.98	30.08	36.10	(136.56)
594-000-930.000	Repair & Maintenance	15,000.00	6,905.03	295.00	8,094.97	46.03	6.01	295.00
594-000-940.000	Equipment Rental	2,000.00	300.00	0.00	1,700.00	15.00	33.62	(100.00)
594-000-964.000	Refunds & Rebates	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Total Dept 000 - 592		110,400.00	52,347.78	5,647.11	58,052.22	47.42	40.23	(2,342.28)
TOTAL EXPENDITURES								
		110,400.00	52,347.78	5,647.11	58,052.22	47.42	40.23	(2,342.28)
Fund 594 - Marina:								
TOTAL REVENUES		112,900.00	66,129.12	1,504.00	46,770.88	58.57	90.52	(25,354.84)
TOTAL EXPENDITURES		110,400.00	52,347.78	5,647.11	58,052.22	47.42	40.23	(2,342.28)
NET OF REVENUES & EXPENDITURES		2,500.00	13,781.34	(4,143.11)	(11,281.34)	551.25	1,073.17	(23,012.56)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF PENTWATER  
PERIOD ENDING 08/31/2025

G/L NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF
		AMENDED BUDGET	YTD BALANCE 08/31/2025			% BDDT USED	% BDDT USED	
Fund 661 - Motor Pool								
Revenues								
Dept 000 - 592								
661-000-664.000	Bank Interest Earned	2,500.00	1,278.05	0.00	1,221.95	51.12	178.77	(227.25)
661-000-667.301	Rents- Police Car	35,000.00	7,899.99	0.00	27,100.01	22.57	40.00	(2,083.33)
661-000-667.594	Rental-Marina Fund	1,000.00	300.00	0.00	700.00	30.00	25.00	(100.00)
661-000-676.000	Reimbursements	0.00	0.00	0.00	0.00	0.00	100.00	0.00
661-000-678.000	Equipment Rental Revenue	75,000.00	18,526.54	3,908.71	56,473.46	24.70	40.64	(1,432.54)
Total Dept 000 - 592		113,500.00	28,004.58	3,908.71	85,495.42	24.67	41.56	(3,843.12)
TOTAL REVENUES		113,500.00	28,004.58	3,908.71	85,495.42	24.67	41.56	(3,843.12)
Expenditures								
Dept 000 - 592								
661-000-702.000	Wages/Salary	8,000.00	372.93	0.00	7,627.07	4.66	13.34	(108.03)
661-000-712.000	Employee Benefits	2,500.00	185.73	0.00	2,314.27	7.43	9.94	(23.04)
661-000-716.000	Employer Fica/Mc Exp.	700.00	27.44	0.00	672.56	3.92	11.77	(7.86)
661-000-740.000	Operating Supplies	1,000.00	12,947.40	23.16	(11,947.40)	1,294.74	0.00	23.16
661-000-744.000	Fuel - Marina	1,000.00	328.00	0.00	672.00	32.80	18.89	(70.93)
661-000-801.000	Professional/Contractual Serv	0.00	178.95	0.00	(178.95)	100.00	0.00	0.00
661-000-810.000	Insurance	0.00	45.16	0.00	(45.16)	100.00	0.00	0.00
661-000-930.000	Repair & Maintenance	2,000.00	178.95	0.00	1,821.05	8.95	4.48	0.00
661-000-940.000	Equipment Rental	200.00	211.08	0.00	(11.08)	105.54	11.13	(26.33)
661-000-970.000	Capital Outlay	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Total Dept 000 - 592		15,400.00	14,475.64	23.16	924.36	94.00	6.92	(213.03)
Dept 301 - Police Department								
661-301-742.000	Fuel - Police	8,500.00	2,868.47	923.00	5,631.53	33.75	39.64	(975.98)
661-301-810.000	Insurance	4,000.00	4,502.00	0.00	(502.00)	112.55	100.00	0.00
661-301-930.000	Repair & Maintenance - Police	5,000.00	2,714.74	0.00	2,285.26	54.29	42.33	(1,930.86)
661-301-970.000	Capital Outlay	0.00	0.00	0.00	0.00	0.00	14.67	(3,265.39)
661-301-991.000	PRINCIPAL PAYMENTS	6,800.00	1,641.36	0.00	5,158.64	24.14	40.89	(541.04)
661-301-992.000	INTEREST	300.00	45.42	0.00	254.58	15.14	37.60	(21.22)
Total Dept 301 - Police Department		24,600.00	11,771.99	923.00	12,828.01	47.85	34.62	(6,734.49)
Dept 441 - DPW								
661-441-742.000	Fuel - Dpw	15,000.00	2,223.05	651.99	12,776.95	14.82	23.98	(655.75)
661-441-810.000	Insurance	14,500.00	12,493.00	0.00	2,007.00	86.16	100.00	0.00
661-441-930.000	Repair & Maintenance- DPW	20,000.00	1,189.38	0.00	18,810.62	5.95	3.14	(154.98)
661-441-970.000	Capital Outlay	0.00	3,199.95	0.00	(3,199.95)	100.00	0.00	0.00
Total Dept 441 - DPW		49,500.00	19,105.38	651.99	30,394.62	38.60	40.11	(810.73)
TOTAL EXPENDITURES		89,500.00	45,353.01	1,598.15	44,146.99	50.67	30.04	(7,758.25)
Fund 661 - Motor Pool:								
TOTAL REVENUES		113,500.00	28,004.58	3,908.71	85,495.42	24.67	41.56	(3,843.12)

PERIOD ENDING 08/31/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 08/31/2025	ACTIVITY FOR MONTH 08/31/25	AVAILABLE BALANCE	PREV YEAR		ACTIVITY DIFF 08/31/2025 08/31/2024
						% BDGT USED	% BDGT USED	
Fund 661 - Motor Pool								
TOTAL EXPENDITURES		89,500.00	45,353.01	1,598.15	44,146.99	50.67	30.04	(7,758.25)
NET OF REVENUES & EXPENDITURES		24,000.00	(17,348.43)	2,310.56	41,348.43	72.29	52.35	3,915.13
TOTAL REVENUES - ALL FUNDS		7,700,350.00	3,098,566.94	137,606.04	4,601,783.06	40.24	34.95	(314,268.73)
TOTAL EXPENDITURES - ALL FUNDS		7,578,300.00	3,370,897.42	109,002.93	4,207,402.58	44.48	40.13	(116,615.34)
NET OF REVENUES & EXPENDITURES		122,050.00	(272,330.48)	28,603.11	394,380.48	223.13	99.93	(197,653.39)



User: Rande

FROM 04/01/2025 TO 08/07/2025

DB: Pentwater

FUND: 101 202 203 204 248 280 301 590 591 594 661 733 850

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2025	Total Debits	Total Credits	Ending Balance 08/07/2025
Fund 101	General Fund				
001.001	Huntington Bank - Gen Op	10,855.88	911,489.20	764,000.92	158,344.16
001.600	Huntington Liquidity Pool	7,708.27	109.11	0.00	7,817.38
002.100	Cash Deposits SSB x8719	3,732.86	44,214.74	23,091.45	24,856.15
002.200	Tax Coll/Disb	865.86	255,827.93	216,041.67	40,652.12
003.600	Michigan Class Investments	1,748,662.44	156,780.03	545,000.00	1,360,442.47
004.000	Working Cash	350.00	0.00	0.00	350.00
004.000	Working Cash	100.00	0.00	0.00	100.00
004.000	Working Cash	200.00	0.00	0.00	200.00
007.100	Consumers Credit Union - Savings	27.17	0.00	0.00	27.17
007.400	Consumers Credit Union Empowermen	26,448.73	244.08	0.00	26,692.81
	General Fund	1,798,951.21	1,368,665.09	1,548,134.04	1,619,482.26
Fund 202	Major Street Fund				
001.001	Huntington Bank - Gen Op	15,499.76	59,815.59	18,371.37	56,943.98
001.600	Huntington Liquidity Pool	361,696.76	5,115.10	0.00	366,811.86
	Major Street Fund	377,196.52	64,930.69	18,371.37	423,755.84
Fund 203	Local Street Fund				
001.001	Huntington Bank - Gen Op	23,241.44	69,462.06	70,827.79	21,875.71
001.600	Huntington Liquidity Pool	126,443.32	1,678.50	30,000.00	98,121.82
007.400	Consumers Credit Union Empowermen	83,128.18	767.14	0.00	83,895.32
	Local Street Fund	232,812.94	71,907.70	100,827.79	203,892.85
Fund 204	Municipal Street Fund				
001.001	Huntington Bank - Gen Op	1,768.75	29,019.66	0.00	30,788.41
001.600	Huntington Liquidity Pool	7,060.28	99.82	0.00	7,160.10
002.200	Tax Coll/Disb	0.00	33,559.56	29,003.71	4,555.85
	Municipal Street Fund	8,829.03	62,679.04	29,003.71	42,504.36
Fund 248	Downtown Development Authority				
001.001	Huntington Bank - Gen Op	(2,264.31)	14,990.22	8,131.26	4,594.65
001.600	Huntington Liquidity Pool	66,713.44	858.95	8,000.00	59,572.39
002.100	Cash Deposits SSB x8719	1,193.20	296.12	0.00	1,489.32
002.200	Tax Coll/Disb	0.00	16,300.90	14,454.69	1,846.21
	Downtown Development Authority	65,642.33	32,446.19	30,585.95	67,502.57
Fund 280	Park Place				
001.001	Huntington Bank - Gen Op	3,283.93	19,101.14	14,077.10	8,307.97
001.600	Huntington Liquidity Pool	79,713.75	1,053.33	7,000.00	73,767.08
002.100	Cash Deposits SSB x8719	3,425.60	1,500.32	0.00	4,925.92
002.200	Tax Coll/Disb	0.00	18,442.05	17,081.38	1,360.67
007.400	Consumers Credit Union Empowermen	55,418.76	511.42	0.00	55,930.18
	Park Place	141,842.04	40,608.26	38,158.48	144,291.82
Fund 301	Debt Service Fund				
001.001	Huntington Bank - Gen Op	4,335.25	32.43	0.00	4,367.68
002.100	Cash Deposits SSB x8719	3,624.15	0.21	0.00	3,624.36
002.200	Tax Coll/Disb	0.00	70,788.06	61,279.98	9,508.08
006.000	Vip Bond Savings	123,516.12	61,352.44	808.90	184,059.66
	Debt Service Fund	131,475.52	132,173.14	62,088.88	201,559.78
Fund 590	Village Sewer Fund				
001.001	Huntington Bank - Gen Op	(59,512.19)	1,019,520.56	831,334.52	128,673.85
001.600	Huntington Liquidity Pool	248,245.74	201,538.80	345,000.00	104,784.54
002.100	Cash Deposits SSB x8719	2,142.96	12,378.79	0.00	14,521.75
002.500	SSRRI	14,460.12	1.10	0.00	14,461.22
003.300	Cd - Safe Harbor X330	215,186.33	1,549.17	0.00	216,735.50
003.600	Michigan Class Investments	31,099.30	50,016.66	80,000.00	1,115.96
005.000	Cwp Bonds Reserve X513	3.00	0.00	0.00	3.00

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF PENTWATER  
 FROM 04/01/2025 TO 08/07/2025  
 FUND: 101 202 203 204 248 280 301 590 591 594 661 733 850  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2025	Total Debits	Total Credits	Ending Balance 08/07/2025
005.100	SSB - Bond Reserve - SEWER	203,708.50	15.24	0.00	203,723.74
	Village Sewer Fund	655,333.76	1,285,020.32	1,256,334.52	684,019.56
Fund 591 Water Fund					
001.001	Huntington Bank - Gen Op	(26,503.85)	955,222.48	852,561.02	76,157.61
001.600	Huntington Liquidity Pool	139,695.83	389,753.60	448,367.38	81,082.05
001.700	Hunt DWSRF Checking	5,027.45	2,511,661.36	2,420,871.26	95,817.55
001.800	Hunt Liq DWSRF	283,262.64	5,150.64	146,808.24	141,605.04
002.100	Cash Deposits SSB x8719	1,641.35	6,586.72	0.00	8,228.07
003.400	Cd - ChemicalBank X837	291,988.62	0.00	0.00	291,988.62
003.625	MI Class DWSRF	1,496,133.19	22,051.59	0.00	1,518,184.78
003.950	MI Class - Water	420,277.28	6,194.48	0.00	426,471.76
004.000	Working Cash	100.00	0.00	0.00	100.00
	Water Fund	2,611,622.51	3,896,620.87	3,868,607.90	2,639,635.48
Fund 594 Marina					
001.001	Huntington Bank - Gen Op	38,290.86	72,043.78	102,871.51	7,463.13
001.600	Huntington Liquidity Pool	102,713.44	51,944.12	10,000.00	144,657.56
002.100	Cash Deposits SSB x8719	5,663.34	4,921.76	166.13	10,418.97
004.000	Working Cash	400.00	200.00	200.00	400.00
007.400	Consumers Credit Union Empowermen	55,418.76	511.42	0.00	55,930.18
	Marina	202,486.40	129,621.08	113,237.64	218,869.84
Fund 661 Motor Pool					
001.001	Huntington Bank - Gen Op	8,950.78	42,561.06	45,190.61	6,321.23
001.600	Huntington Liquidity Pool	49,453.42	550.63	16,000.00	34,004.05
007.100	Consumers Credit Union - Savings	0.68	0.00	0.00	0.68
007.400	Consumers Credit Union Empowermen	28,311.26	261.24	0.00	28,572.50
007.500	Consumers Credit Union Money Mark	52,649.63	421.55	0.00	53,071.18
	Motor Pool	139,365.77	43,794.48	61,190.61	121,969.64
Fund 733 OPEB					
016.500	Investments	258,280.74	0.00	0.00	258,280.74
Fund 850 Payroll Clearing Fund					
001.001	Huntington Bank - Gen Op	(14,923.19)	230,593.07	216,277.93	(608.05)
	TOTAL - ALL FUNDS	6,608,915.58	7,359,059.93	7,342,818.82	6,625,156.69

**Village of Pentwater  
Fund Balance  
08/07/2025**

	<u>Fund</u>	<u>Account Name</u>	<u>Type</u>		<u>Funds</u>	<u>Total Funds</u>	<u>Matures</u>	<u>Interest</u>
101	General							
		Huntington Bank	Operating Pool		\$ 158,344.16			1.81%
		Huntington Bank	Liquidity Pool		\$ 7,817.38			4.19%
		Shelby State Bank	Pooled Money Market		\$ 24,856.15			0.30%
		Shelby State Bank	Tax Account		\$ 40,652.12			
		MI Class	Investment Pool		\$ 1,360,442.47			4.5264%
		Consumers CU Emp. CD	Investment Pool		\$ 26,692.81		12/14/2025	3.25%
		Consumers CU Savings			\$ 27.17			
		Working Cash			\$ 650.00			
	Sub Total				\$ 1,619,482.26	\$ 1,619,482.26		
202	Major							
		Huntington Bank	Operating Pool		\$ 56,943.98			1.81%
		Huntington Liquidity Pool			\$ 366,811.86			4.19%
	Sub Total				\$ 423,755.84	\$ 423,755.84		
203	Local							
		Huntington Bank	Operating Pool		\$ 21,875.71			1.81%
		Huntington Bank	Liquidity Pool		\$ 98,121.82			4.19%
		Shelby State Bank	Pooled Money Market		\$ -			
		Consumers Credit Union	CD		\$ 83,595.32		12/14/2025	3.25%
	Sub Total				\$ 203,592.85	\$ 203,592.85		
204	Municipal Street Fund							
		Huntington Bank	Operating Pool		\$ 30,788.41			1.81%
		Huntington Bank	Liquidity Pool		\$ 7,160.10			4.19%
		Shelby State Bank	Tax Account		\$ 4,555.85			
	Sub Total				\$ 42,504.36	\$ 42,504.36		

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<b>591</b>	<b>Water</b>												
		Huntington Bank		Operating Pool		\$	76,157.61					1.81%	
		Huntington Bank		Liquidity Pool		\$	81,082.05					4.19%	
		Huntington Bank		Liquidity Pool - DWSRF		\$	141,605.04					4.19%	
		Shelby State Bank		Pooled Money Market		\$	8,228.07						
		Huntington Bank		CD		\$	291,988.62			5/28/2025		3.45%	
		Huntington Bank		DWSRF Checking		\$	95,817.55						
		MI Class - DWSRF				\$	1,518,184.78					4.5264%	
		MI Class - Water				\$	426,471.76					4.5264%	
		Working Cash				\$	100.00						
		Shelby State Bank		Tax Account		\$	-						
		Sub Total				\$	2,639,635.48		\$	2,639,635.48			
<b>594</b>	<b>Marina</b>												
		Huntington Bank		Operating Pool		\$	7,463.13					1.81%	
		Huntington Bank		Liquidity Pool		\$	144,657.56					4.19%	
		Shelby State Bank		Pooled Money Market		\$	10,418.97						
		Working Cash				\$	400.00						
		Consumers Credit Union		CD		\$	55,930.18			12/14/2025		3.25%	
		Sub Total				\$	218,869.84		\$	218,869.84			
<b>661</b>	<b>Motor Pool</b>												
		Huntington Bank		Operating Pool		\$	6,321.23					1.81%	
		Huntington Bank		Liquidity Pool		\$	34,004.05					4.19%	
		Consumers Credit Union		Savings		\$	0.68						
		Consumers Credit Union		CD		\$	28,572.50			12/14/2025		3.25%	
		Consumers Credit Union		Money Market		\$	53,071.18						
		Sub Total				\$	121,969.64		\$	121,969.64			
<b>850</b>	<b>Payroll Clearing</b>												
		Huntington Bank		Operating Pool		\$	608.05					1.81%	
		Sub Total				\$	608.05		\$	608.05			
		<b>Total Funds</b>				\$	6,368,092.05		\$	6,368,092.05			

Sincerely,

Rande Listerman, MiCPT/CPFA/CPFIM

Village of Pentwater Treasurer

*Note: This spreadsheet fulfills the requirements for the Quarterly Treasurer's report*

User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 101 General Fund

GL Number	Description	Balance
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## \*\*\* Assets \*\*\*

101-000-001.001	Huntington Bank - Gen Op	218,228.67
101-000-001.600	Huntington Liquidity Pool	7,817.38
101-000-002.100	Cash Deposits SSB x8719	21,781.13
101-000-002.200	Tax Coll/Disb	204,339.73
101-000-003.600	Michigan Class Investments	1,360,442.47
101-000-004.000	Working Cash	350.00
101-000-007.100	Consumers Credit Union - Savings	27.17
101-000-007.400	Consumers Credit Union Empowermen	26,692.81
101-000-033.000	Accounts Receivable	5,100.74
101-000-034.000	A/R - Tax Lien	(11,959.78)
101-000-072.000	Due From County	15,521.26
101-000-073.000	Due From Library	(199.97)
101-000-076.000	Due From Township	953.47
101-000-076.594	Due From Marina	(34,569.00)
101-000-078.000	Due From State	12,982.39
101-000-084.248	Due from DDA	5,000.00
101-000-084.594	Due From Marina Fund	33,069.00
101-000-189.000	Lease Recble-American Tower	1,405,068.00
101-000-189.001	Lease Recvble - AT & T	752,689.00
101-000-193.661	Long-Term Advance to Other Funds	68,871.00
101-420-004.000	Working Cash	100.00
101-728-004.000	Working Cash	200.00

## Total Assets

4,092,505.47

## \*\*\* Liabilities \*\*\*

101-000-202.000	Accounts Payable	196,613.67
101-000-214.850	Due tp Payroll Agency Fund	10,322.65
101-000-257.000	Wages Payable	20,312.62
101-000-275.000	DUE TO TAXPAYERS	(3,876.32)
101-000-339.000	Deferred Revenues	89,115.23
101-000-364.000	Deferred Inflow Leases American T	1,378,477.00
101-000-364.100	Deferred Inflow Leases At&T	737,307.00

## Total Liabilities

2,428,271.85

## \*\*\* Fund Balance \*\*\*

101-000-390.000	Fund Balance	1,795,699.10
101-000-400.000	Prior Period Adjustment	13,675.85

## Total Fund Balance

1,809,374.95

## Beginning Fund Balance - 24-25

1,809,374.95

## Net of Revenues VS Expenditures - 24-25

47,324.90

## \*24-25 End FB/25-26 Beg FB

1,856,699.85

## Net of Revenues VS Expenditures - Current Year

(192,466.23)

## Ending Fund Balance

1,664,233.62

## Total Liabilities And Fund Balance

4,092,505.47

\* Year Not Closed

User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 202 Major Street Fund

GL Number	Description	Balance
*** Assets ***		
202-000-001.001	Huntington Bank - Gen Op	47,153.89
202-000-001.600	Huntington Liquidity Pool	366,811.86
202-000-078.000	Due From State	(1,314.06)
Total Assets		412,651.69
*** Liabilities ***		
202-000-202.000	Accounts Payable	2,006.92
202-000-257.000	Wages Payable	673.65
Total Liabilities		2,680.57
*** Fund Balance ***		
202-000-390.000	Fund Balance	274,088.89
Total Fund Balance		274,088.89
Beginning Fund Balance - 24-25		274,088.89
Net of Revenues VS Expenditures - 24-25		98,939.79
*24-25 End FB/25-26 Beg FB		373,028.68
Net of Revenues VS Expenditures - Current Year		36,942.44
Ending Fund Balance		409,971.12
Total Liabilities And Fund Balance		412,651.69

\* Year Not Closed



User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 203 Local Street Fund

GL Number	Description	Balance
*** Assets ***		
203-000-001.001	Huntington Bank - Gen Op	16,221.80
203-000-001.600	Huntington Liquidity Pool	98,121.82
203-000-007.400	Consumers Credit Union Empowermen	83,895.32
203-000-078.000	Due From State	(675.29)
Total Assets		197,563.65
*** Liabilities ***		
203-000-257.000	Wages Payable	752.42
Total Liabilities		752.42
*** Fund Balance ***		
203-000-390.000	Fund Balance	206,487.55
Total Fund Balance		206,487.55
Beginning Fund Balance - 24-25		206,487.55
Net of Revenues VS Expenditures - 24-25		24,835.87
*24-25 End FB/25-26 Beg FB		231,323.42
Net of Revenues VS Expenditures - Current Year		(34,512.19)
Ending Fund Balance		196,811.23
Total Liabilities And Fund Balance		197,563.65

\* Year Not Closed

08/07/2025 01:22 PM  
User: Rande  
DB: Pentwater

BALANCE SHEET FOR VILLAGE OF PENTWATER  
Period Ending 07/31/2025

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Fund 204 Municipal Street Fund

GL Number	Description	Balance
*** Assets ***		
204-000-001.001	Huntington Bank - Gen Op	30,788.41
204-000-001.600	Huntington Liquidity Pool	7,160.10
204-000-002.200	Tax Coll/Disb	12.85
204-000-072.000	Due From County	1,927.91
Total Assets		39,889.27
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
204-000-390.000	Fund Balance	2,239.66
Total Fund Balance		2,239.66
Beginning Fund Balance - 24-25		2,239.66
Net of Revenues VS Expenditures - 24-25		8,517.28
*24-25 End FB/25-26 Beg FB		10,756.94
Net of Revenues VS Expenditures - Current Year		29,132.33
Ending Fund Balance		39,889.27
Total Liabilities And Fund Balance		39,889.27

\* Year Not Closed

Fund 248 Downtown Development Authority

GL Number	Description	Balance
*** Assets ***		
248-000-001.001	Huntington Bank - Gen Op	4,473.55
248-000-001.600	Huntington Liquidity Pool	59,572.39
248-000-002.100	Cash Deposits SSB x8719	1,489.32
248-000-072.000	Due From County	389.22
Total Assets		65,924.48
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
248-000-390.000	Fund Balance	50,631.76
Total Fund Balance		50,631.76
Beginning Fund Balance - 24-25		50,631.76
Net of Revenues VS Expenditures - 24-25		15,282.17
*24-25 End FB/25-26 Beg FB		65,913.93
Net of Revenues VS Expenditures - Current Year		10.55
Ending Fund Balance		65,924.48
Total Liabilities And Fund Balance		65,924.48

\* Year Not Closed

User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 280 Park Place

GL Number	Description	Balance
*** Assets ***		
280-000-001.001	Huntington Bank - Gen Op	10,369.40
280-000-001.600	Huntington Liquidity Pool	73,767.08
280-000-002.100	Cash Deposits SSB x8719	4,925.92
280-000-002.200	Tax Coll/Disb	8,423.56
280-000-007.400	Consumers Credit Union Empowermen	55,930.18
280-000-072.000	Due From County	579.63
<b>Total Assets</b>		<b>153,995.77</b>
*** Liabilities ***		
280-000-202.000	Accounts Payable	8,419.73
280-000-255.000	Deposits Payable	6,100.00
280-000-257.000	Wages Payable	558.96
<b>Total Liabilities</b>		<b>15,078.69</b>
*** Fund Balance ***		
280-000-390.000	Fund Balance	115,223.74
<b>Total Fund Balance</b>		<b>115,223.74</b>
<b>Beginning Fund Balance - 24-25</b>		<b>115,223.74</b>
<b>Net of Revenues VS Expenditures - 24-25</b>		<b>22,215.43</b>
<b>*24-25 End FB/25-26 Beg FB</b>		<b>137,439.17</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>1,477.91</b>
<b>Ending Fund Balance</b>		<b>138,917.08</b>
<b>Total Liabilities And Fund Balance</b>		<b>153,995.77</b>

\* Year Not Closed

User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 301 Debt Service Fund

GL Number	Description	Balance
*** Assets ***		
301-000-001.001	Huntington Bank - Gen Op	4,367.68
301-000-002.100	Cash Deposits SSB x8719	3,624.36
301-000-002.200	Tax Coll/Disb	58,862.96
301-000-006.000	Vip Bond Savings	125,223.52
301-000-072.000	Due From County	4,023.60
<b>Total Assets</b>		<b>196,102.12</b>
*** Liabilities ***		
301-000-202.000	Accounts Payable	58,836.14
<b>Total Liabilities</b>		<b>58,836.14</b>
*** Fund Balance ***		
301-000-390.000	Fund Balance	73,561.18
<b>Total Fund Balance</b>		<b>73,561.18</b>
<b>Beginning Fund Balance - 24-25</b>		<b>73,561.18</b>
<b>Net of Revenues VS Expenditures - 24-25</b>		<b>61,937.94</b>
<b>*24-25 End FB/25-26 Beg FB</b>		<b>135,499.12</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>1,766.86</b>
<b>Ending Fund Balance</b>		<b>137,265.98</b>
<b>Total Liabilities And Fund Balance</b>		<b>196,102.12</b>

\* Year Not Closed

Fund 590 Village Sewer Fund

GL Number	Description	Balance
*** Assets ***		
590-000-001.001	Huntington Bank - Gen Op	159,059.87
590-000-001.600	Huntington Liquidity Pool	104,784.54
590-000-002.100	Cash Deposits SSB x8719	11,973.05
590-000-002.500	SSRRI	14,461.22
590-000-003.300	Cd - Safe Harbor X330	216,735.50
590-000-003.600	Michigan Class Investments	1,115.96
590-000-005.000	Cwp Bonds Reserve X513	3.00
590-000-005.100	SSB - Bond Reserve - SEWER	203,723.74
590-000-033.000	Accounts Receivable	13,245.02
590-000-034.000	A/R - Tax Lien	13,630.64
590-000-072.000	Due From County	986.41
590-000-076.592	Due From Township Sewer	(0.56)
590-000-084.000	Due From Other Funds	(110,074.65)
590-000-130.000	Land And Land Rights	2,196.21
590-000-136.000	Structure And Improvements	246,945.33
590-000-136.100	Struct & Improve. Treatment	7,552,944.04
590-000-140.000	Tools,Shop & Garage Equipment	132,973.78
590-000-154.100	Supply Mains-Main Sewer Lines	132,487.96
590-000-154.200	Supply Mains-Intercepting Lin	117,000.00
590-000-154.300	Supply Mains-Outfall Lines	189,000.00
590-000-154.400	Supply Mains-Lateral Lines	194,271.11
590-000-155.000	Accum. Depre.-Sewer System	(3,786,365.21)
590-000-195.000	Deferred Outflow - Pension	14,265.00
Total Assets		5,425,361.96
*** Liabilities ***		
590-000-202.000	Accounts Payable	(495.50)
590-000-257.000	Wages Payable	3,159.73
590-000-301.000	Accrued Interest Payable	54,786.50
590-000-302.000	2012 Bonds-3 Million	2,411,000.00
590-000-303.000	2012 Bonds - 1.9 Million	1,527,000.00
590-000-340.000	Net Pension Liability	64,683.00
590-000-343.000	Leave Time Payable	3,755.97
590-000-345.000	Retiree Health Insurance Obligati	(42,792.00)
590-000-346.000	Comp Time	1,252.00
590-000-361.000	Deferred Inflows - Pension	(1,428.00)
590-000-362.000	Deferred Inflows - OPEB	3,067.00
Total Liabilities		4,023,988.70
*** Fund Balance ***		
590-000-390.000	Fund Balance	1,701,264.94
590-000-400.000	Prior Period Adjustment	(6,627.10)
Total Fund Balance		1,694,637.84
Beginning Fund Balance - 24-25		1,694,637.84
Net of Revenues VS Expenditures - 24-25		(192,556.33)
*24-25 End FB/25-26 Beg FB		1,502,081.51
Net of Revenues VS Expenditures - Current Year		(101,014.25)
Ending Fund Balance		1,401,067.26
Total Liabilities And Fund Balance		5,425,055.96
Out of Balance:		306.00

\* Year Not Closed

Fund 591 Water Fund

GL Number	Description	Balance
*** Assets ***		
591-000-001.001	Huntington Bank - Gen Op	82,709.73
591-000-001.600	Huntington Liquidity Pool	81,082.05
591-000-001.700	Hunt DWSRF Checking	95,817.55
591-000-001.800	Hunt Liq DWSRF	141,605.04
591-000-002.100	Cash Deposits SSB x8719	6,998.32
591-000-003.400	Cd - ChemicalBank X837	291,988.62
591-000-003.625	MI Class DWSRF	1,518,184.78
591-000-003.950	MI Class - Water	426,471.76
591-000-004.000	Working Cash	100.00
591-000-033.000	Accounts Receivable	3,385.91
591-000-034.000	A/R - Tax Lien	7,159.69
591-000-035.000	Acct. Receivable - Other	(300.00)
591-000-072.000	Due From County	776.85
591-000-110.000	Water Supply Inventory	25,428.93
591-000-136.000	Structure And Improvements	284,788.87
591-000-140.000	Tools,Shop & Garage Equipment	59,625.03
591-000-152.100	Wells & Springs	212,084.69
591-000-152.200	Water Tower	260,250.35
591-000-152.300	Trans.& Distri.-Mains	1,929,987.07
591-000-153.000	Accum.provision For Depre	(1,430,592.78)
591-000-195.000	Deferred Outflow - Pension	19,556.00
Total Assets		4,017,108.46
*** Liabilities ***		
591-000-257.000	Wages Payable	3,977.93
591-000-300.000	Bonds Payable	210,000.00
591-000-340.000	Net Pension Liability	90,005.00
591-000-343.000	Leave Time Payable	5,007.55
591-000-345.000	Retiree Health Insurance Obligati	(42,792.00)
591-000-361.000	Deferred Inflows - Pension	680.00
591-000-362.000	Deferred Inflows - OPEB	3,067.00
Total Liabilities		269,945.48
*** Fund Balance ***		
591-000-390.000	Fund Balance	2,006,709.25
591-000-400.000	Prior Period Adjustment	(3,710.87)
Total Fund Balance		2,002,998.38
Beginning Fund Balance - 24-25		2,002,998.38
Net of Revenues VS Expenditures - 24-25		1,784,701.07
*24-25 End FB/25-26 Beg FB		3,787,699.45
Net of Revenues VS Expenditures - Current Year		(40,536.47)
Ending Fund Balance		3,747,162.98
Total Liabilities And Fund Balance		4,017,108.46

\* Year Not Closed

Fund 594 Marina

GL Number	Description	Balance
*** Assets ***		
594-000-001.001	Huntington Bank - Gen Op	11,710.24
594-000-001.600	Huntington Liquidity Pool	144,657.56
594-000-002.100	Cash Deposits SSB x8719	10,314.97
594-000-004.000	Working Cash	400.00
594-000-007.400	Consumers Credit Union Empowermen	55,930.18
594-000-130.000	Land And Land Rights	212,386.88
594-000-132.000	Marina Docks & Land Imprvts	525,745.27
594-000-136.000	Structure And Improvements	268,867.87
594-000-157.000	Accumulated Depreciation	(537,872.65)
594-000-195.000	Deferred Outflow - Pension	1,580.00
Total Assets		693,720.32
*** Liabilities ***		
594-000-202.000	Accounts Payable	500.00
594-000-214.101	Due To General Fund	(1,500.00)
594-000-257.000	Wages Payable	276.76
594-000-339.000	Deferred Revenues	40,255.76
594-000-340.000	Net Pension Liability	7,273.00
594-000-361.000	Deferred Inflows - Pension	55.00
Total Liabilities		46,860.52
*** Fund Balance ***		
594-000-390.000	Fund Balance	560,947.67
594-000-400.000	Prior Period Adjustment	31,625.00
Total Fund Balance		592,572.67
Beginning Fund Balance - 24-25		592,572.67
Net of Revenues VS Expenditures - 24-25		36,362.68
*24-25 End FB/25-26 Beg FB		628,935.35
Net of Revenues VS Expenditures - Current Year		17,924.45
Ending Fund Balance		646,859.80
Total Liabilities And Fund Balance		693,720.32

\* Year Not Closed



User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 661 Motor Pool

GL Number	Description	Balance
*** Assets ***		
661-000-001.001	Huntington Bank - Gen Op	4,010.67
661-000-001.600	Huntington Liquidity Pool	34,004.05
661-000-007.100	Consumers Credit Union - Savings	0.68
661-000-007.400	Consumers Credit Union Empowermen	28,572.50
661-000-007.500	Consumers Credit Union Money Mark	53,071.18
661-000-140.000	Tools,Shop & Garage Equipment	783,717.87
661-000-157.000	Accumulated Depreciation	(427,413.65)
661-000-195.000	Deferred Outflow-Pension	1,975.00
<b>Total Assets</b>		<b>477,938.30</b>
*** Liabilities ***		
661-000-202.000	Accounts Payable	1,219.70
661-000-257.000	Wages Payable	135.00
661-000-305.000	Installment Purchase Payable	19,214.08
661-000-314.101	Advance from other Funds - Genera	68,871.00
661-000-340.000	Net Pension Liability	9,091.00
661-000-361.000	Deferred Inflows - Pension	69.00
<b>Total Liabilities</b>		<b>98,599.78</b>
*** Fund Balance ***		
661-000-390.000	Fund Balance	401,368.16
<b>Total Fund Balance</b>		<b>401,368.16</b>
<b>Beginning Fund Balance - 24-25</b>		<b>401,368.16</b>
<b>Net of Revenues VS Expenditures - 24-25</b>		<b>(2,370.66)</b>
<b>*24-25 End FB/25-26 Beg FB</b>		<b>398,997.50</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(19,658.99)</b>
<b>Ending Fund Balance</b>		<b>379,338.51</b>
<b>Total Liabilities And Fund Balance</b>		<b>477,938.29</b>
<b>Out of Balance:</b>		<b>0.01</b>

\* Year Not Closed

User: Rande

Period Ending 07/31/2025

DB: Pentwater

## Fund 733 OPEB

GL Number	Description	Balance
*** Assets ***		
733-000-016.500	Investments	258,280.74
Total Assets		258,280.74
*** Liabilities ***		
733-000-345.120	Net Position Restricted for Retir	224,174.00
Total Liabilities		224,174.00
*** Fund Balance ***		
733-000-390.000	Fund Balance	34,106.74
Total Fund Balance		34,106.74
Beginning Fund Balance - 24-25		34,106.74
Net of Revenues VS Expenditures - 24-25		0.00
*24-25 End FB/25-26 Beg FB		34,106.74
Net of Revenues VS Expenditures - Current Year		0.00
Ending Fund Balance		34,106.74
Total Liabilities And Fund Balance		258,280.74

\* Year Not Closed

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DB: Pentwater

BALANCE SHEET FOR VILLAGE OF PENTWATER  
Period Ending 07/31/2025

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Fund 850 Payroll Clearing Fund

GL Number	Description	Balance
*** Assets ***		
850-000-001.001	Huntington Bank - Gen Op	(2,569.86)
850-000-084.101	Due from General Fund	10,322.65
Total Assets		7,752.79
*** Liabilities ***		
850-000-202.000	Accounts Payable	(7,554.11)
850-000-228.000	State Taxes Payable	2,888.68
850-000-231.000	Payroll Liabilities	12,418.22
Total Liabilities		7,752.79
Beginning Fund Balance - 24-25		0.00
Net of Revenues VS Expenditures - 24-25		0.00
*24-25 End FB/25-26 Beg FB		0.00
Net of Revenues VS Expenditures - Current Year		0.00
Ending Fund Balance		0.00
Total Liabilities And Fund Balance		7,752.79

\* Year Not Closed

**Pentwater Police Department  
Activity Report  
July 2025**

Synopsis

July was a very busy month in the Village. We received 151 calls for service.

Activity Highlight

On 7/2/2025, Officers responded to a call of harassment in the 300 block of South Hancock. No arrests were made.

On 7/16/2025, Officers took a complaint of CSC. The incident remains under investigation.

On 7/19/2025, Officers took a report of a noise violation in the 300 block of South Hancock Street. A citation was issued for violation of the noise ordinance, and a Liquor Control Violation was issued to the licensee.

On 7/28/2025, Oceana County Sheriff's Office responded to a disturbance call at the Village Green after a person suffering a mental health crisis reportedly began to disturb the church service. One subject was later lodged at Oceana County Jail. On 7/29/2025, the subject was transported to a psychiatric facility for treatment.

On 7/28/2025, Officers arrested one subject for OWI after they attempted to drive down the south channel wall. The suspect driver did not make it farther than the boardwalk before hitting the fencing. The subject was lodged without incident at the Oceana County Jail.

Ongoing Efforts

Officers are continuing to work with Officer Tokarczyk on several complaints involving code ordinance.

Respectfully submitted,  
Chief Laude Hartrum

Pentwater Police Department – Activity Detail

Complaints	Totals
Abandon Vehicle	1
Alarms	1
Animal Complaint	2
Assault	1
Assists	9
Complaints	9
CSC	1
Disturbance	1
Fireworks	2
Follow-Up Investigations	12
Found Property	4
Motorist Assist	3
Harassment	3
Larceny	2
Lost Property	4
Medical	21
MDOP	1
Marine Patrol	1
Mental Health Call	1
Noice Complaints	2
OWI	1
Ordinance Violation	2
Paper Service	2
Property Damage Accident	1
Reckless Driver	1
Stray / Barking Dog	3
Suspicious Situations	2
Traffic Stops	45
Traffic Hazard	8
Trespassing	2
Wellbeing Checks	2
Wires Down	1
Total	151

Tickets

OWI	1
Defective Equipment	1
Speeding	4
No Proof of Registration	1
Noise	1
<b>Total</b>	<b>8</b>



## PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117  
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511

[www.pentwaterfiredepartment.com](http://www.pentwaterfiredepartment.com)

### Monthly Meeting Agenda

---

Meeting Date: Wednesday, August 6, 2025 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 7/2/25
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending Payroll - \$49,660.00
    - ii. Checking - \$58,159.63
    - iii. CLASS - \$32,967.60
    - iv. EDGE - \$260,133.49
    - v. Total Funds - \$351,260.72
- IV. Old Business
  - a. By-Laws
  - b. Millage Renewal Planning for November 2026 Election
  - c. Truck Purchase
  - d. Vehicle Maintenance
  - e. ID Badges
  - f. Oceana County Fair personnel support, Aug 17-23, 2025
  - g. National Night Out, August 5, 2025 @ Shelby Township Park
  - h. Direct Deposit Forms
  - i. Radios
  - j. Truck Checks
    - i. August Schedule
      - 1. Mike Barefoot => 351
      - 2. Kyle Dillingham => 342
      - 3. Mark Haynor => Trailer/RGR
      - 4. Katie Kokx => 371
      - 5. Zack Thocher => 391
      - 6. Ethan Wood => 361
  - k. Active911 member response status visibility improvement in PFD Station Bays
  - l. Truck Purchase
- V. New Business



## **PENTWATER FIRE DEPARTMENT**

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VI. Training

VII. Discussion on Last Month's Calls-

- a. 50 medical, 9 fire and 4 UAV call for service in July
- b. Discussion on best practices for prior month's calls

VIII. Adjourn





## PENTWATER FIRE DEPARTMENT

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Phone 231.869.5987 • Fax 231.869.8511  
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### Monthly Meeting Minutes

---

Meeting Date: Wednesday, July 2, 2025 19:00  
Meeting Location: Pentwater Fire Department  
Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 6/4/25
  - b. A motion to approve the minutes was made by Mike Barefoot and seconded by Ethan Wood. The motion was unanimously passed by all members present.
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending Payroll - \$37,870.00
    - ii. Checking - \$56,327.42
    - iii. CLASS - \$69,538.61
    - iv. EDGE - \$259,444.58
    - v. Total Funds - \$385,310.61
- IV. Old Business
  - a. By-Laws, further review required by officers and then to be presented to department members in a future meeting.
  - b. Millage Renewal Planning for November 2026 Election
  - c. Vehicle Maintenance
    - i. 361
      1. Do not plug in until charger is fixed.
      2. \$16K quote to replace dump mechanism. Would be an articulating arm system.
    - ii. 341 pressure valve fixed
    - iii. 391 door - still on order
    - iv. Ranger is scheduled to go to Babbits in Muskegon for maintenance due to an antifreeze leak and springs will be upgraded as well.
  - d. ID Badges
    - i. Pictures needed for Troy, Katie, Anna and Ethan
  - e. Oceana County Fair personnel support, Aug 17-23, 2025
  - f. National Night Out, August 5, 2025 @ Shelby Township Park
  - g. Direct Deposit Forms
  - h. Annual Testing



## PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117  
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511

[www.pentwaterfiredepartment.com](http://www.pentwaterfiredepartment.com)

- i. Hose Testing Completed, 6/17/2025 at 0700
  - i. Radios
  - j. Truck Checks
    - i. July Schedule
      - 1. 309 => 342
      - 2. 304 => Trailer
      - 3. 306 => 371
      - 4. 311 => 391
      - 5. 322 => 361
      - 6. 325 => 351
    - ii. Folders located in Locker #3
    - iii. Checks to be done at any time in the month
    - iv. Ensure pay sheet is filled out after it is completed
  - k. Active911 member response status visibility improvement in PFD Station Bays
    - i. Recommendation is to ensure location is on in the Active911 App settings to ensure status is shown.
  - l. Ray Hasil's surprise retirement party was held on 6/11/2025
- V. New Business
- a. Conditional authorization given to make a truck purchase with a 1) limit up to \$15K and 2) satisfactory review of the vehicle by Fire Chief and Assistant Fire Chief
  - b. Fireworks
    - i. Meet at PFD at 1600 for 7/3/2025 fireworks. Need to block off beach by 1700.
    - ii. Attire to be department issued black shorts or navy blue pants with PFD polo.
    - iii. Due to recent construction, Green Street, between Dover and Mears to be closed for the night.
    - iv. In the event of a medical at the beach, patient will be transferred by PFD to PPD where EMS will stage.
- VI. Training
- a. Weather dependent, training will be either at Pentwater Channel for water rescue or at PFD for Pump/Drafting, Fire Fighter Down drills and drone training.
- VII. Discussion on Last Month's Calls-
- a. 28 medical, 11 fire and 1 UAV call for service in June
  - b. Discussion on best practices for prior month's calls



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- i. UAV and Fire Reports need to be put into Mike's mailbox so he can enter into the MFER system. Remember to put usage details on report.
- ii. Good job with forward lay for garage fire. Salvage and overhaul focus was good, preserving property.
- iii. Prior joint tabletop training proved helpful for the Riverton Mutual Aid Fire call in June. Smooth bore nozzle was reported to work well in the fire suppression. It was noted that grass fire and structure fire should have been on separate channels for improved communication.
  1. Jonathan Hughart was able to have a discussion with Duna Vista Association on adding a gate at end of Montgomery Blvd. They are receptive but financing appears to be the issue.

### VIII. Adjourn

- a. Meeting adjourned by Jonathan Hughart





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### Officer Meeting Minutes

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Meeting Date: Wednesday, July 2, 2025 19:00

Meeting Location: Pentwater Fire Department

Call to Order

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*Please note- the agenda for the Officer Meeting is the same as the regular monthly meeting and items are often discussed at both meetings.*

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 6/4/25
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending Payroll - \$37,870.00
    - ii. Checking - \$56,327.42
    - iii. CLASS - \$69,538.61
    - iv. EDGE - \$259,444.58
    - v. Total Funds - \$385,310.61
- IV. Old Business
  - a. By-Laws were reviewed and determined further revision is needed prior to department roll out
  - b. Millage Renewal Planning for November 2026 Election
  - c. Vehicle Maintenance
  - d. ID Badges
  - e. Oceana County Fair personnel support, Aug 17-23, 2025
  - f. National Night Out, August 5, 2025 @ Shelby Township Park
  - g. Direct Deposit Forms
  - h. Annual Testing
    - i. Hose Testing Completed, 6/17/2025 at 0700
  - i. Radios
  - j. Truck Checks
  - k. Active911 member response status visibility improvement in PFD Station Bays
  - l. Ray Hasil's surprise retirement party was held on 6/11/2025
- V. New Business
  - a. Motion made by Terry Cluchey and seconded by Brad Van Duinen to authorize truck purchase up to \$15K after review of the vehicle



## **PENTWATER FIRE DEPARTMENT**

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by Fire Chief and Assistant Fire Chief. Unanimously approved by the Administrative board.

VI. Training

VII. Discussion on Last Month's Calls-

- a. 28 medical, 11 fire and 1 UAV call for service in June
- b. Discussion on best practices for prior month's calls

VIII. Adjourn

- a. Meeting adjourned by Jonathan Hughart

**Village of Pentwater DPW**  
**Council Report 06/18/2025 to 07/09/2025**

**Water Department:**

- Pumped wells 1 and 3 to waste and then through filters to waste. Need to keep the systems operational in case of power outage or an issue with well 2.
- Hallack is finishing main install on Lowell east of Hancock. Will take a break and be back in September to install last remaining section of main on Lowell west of Hancock.
- Collect monthly bacteriological samples and chlorine residuals.
- Working on meters that would not read.

**Sewer:**

- Remove more rags from Lowell lift station pumps.
- 3<sup>rd</sup> street lift station had both pumps fail at once. Called in pump trucks to keep flow under control and pieced pumps back together with borrowed parts from Ludington WWTP. Staff will order new parts and keep backup parts on shelf. Massive amount of rags and even a T shirt found and removed from wet well.
- Cleaned out Russell and Lake lift station wet wells. Rags were again a problem.

**Streets:**

- Start on DPW building clean up and equipment maintenance.
- Cold patch some more potholes.
- Ditch Hanover St west of Hancock.
- Hauled gravel out to bad sections of streets and grade.
- Grade gravels after rain events.
- Trash picked up 7/10, 7/12, 7/14, 7/16, 7/18, 7/19, 7/21, 7/23, 7/25, 7/26, 7/30, 8/1, 8/2, 8/4, and 8/6.
- Trim several areas where the stop signs were covered by brush.
- Remove tree limb that fell in road on Hanover St.
- Picked up more brush and leaves, clean debris off storm basin covers.
- Assist with tree removal on N Hancock at Campbell entrance.
- Fixed washout on the south side of Madison.
- Plow trucks went in for DOT inspections and service.

**Parks:**

- Remove dead tree behind water tower.
- Contracted mowers mistakenly trimmed butterfly garden at Channel Lane park. They are educated on this now.
- Haul 30 yards of sand to Chester park to repair washout by deck/boardwalk. Piers were hanging in the air.
- Install new retaining blocks at Park Place.

**Upcoming:**

- Prepare for homecoming weekend.
- Repair facia and paint Channel gazebo.
- Park maintenance: weeds, mulch, fencing and retaining wall on Chester, general clean up.
- Repair pump at Lowell lift station.
- Hopefully start mowing lagoons.
- Work with engineers to get well 4 started up.
- Trim more overhanging limbs throughout town.

# *Village Of Pentwater*

65 South Hancock Street, P.O. Box 622, Pentwater, Michigan 49449  
(231) 869-8301 FAX (231) 869-5120  
www.pentwatervillage.org

## **ZONING ADMINISTRATOR'S REPORT July 2025**

The following is a summary of activity conducted by the Zoning Administrator in July 2025:

**Planning Commission** – The Planning Commission did not meet in June

**Zoning Board of Appeals** – The ZBA did not meet in June

**Zoning Permits** – The following Zoning Permits were issued in June of 2025

1. ZP25-23 424 Hancock. Repair/replace entry steps
2. ZP25-24 346 Park St. Remove 3'x3' section of porch
3. ZP25-25 14 Kenneth St. 3,700 sq. ft. home
4. ZP25-26 188 N. Carroll Fence. On hold
5. ZP25-27 326 Park St. Accessory building. On hold

### **Other Activities-**

1. Tentative review of Ordinances
2. Non-Conforming flags in downtown district
3. Review of previous ordinance violations for attorney

Sincerely,

*James "Toby" Van Ess*

Zoning Administrator



**PERSONNEL COMMITTEE**  
**PLACE PARK @ 310 NORTH RUSH STREET**  
**AUGUST 6, 2025, at 5:30 P.M.**

**I. PLEDGE OF ALLEGIANCE AND ROLL CALL**

The meeting was called to order at 5:30 P.M.

Present: Kathy O'Connor, Don Palmer, and Jared Griffis.

Absent: None.

Also, Present: Village Manager Rachel Witherspoon and Clerk/Treasurer Rande Listerman,

**II. APPROVAL OF AGENDA**

*Motion* by O'Connor approved by Palmer to accept the agenda as presented

Motion approved. All ayes.

**III. UNFINISHED BUSINESS**

1. None.

**IV. NEW BUSINESS**

1. Village Manager Review.

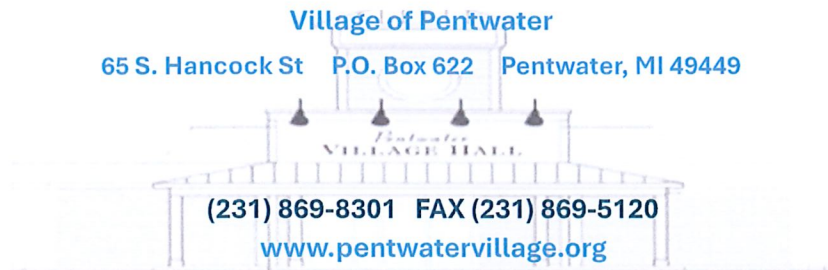
The committee members and the Village Manager discussed the self-evaluation and the Council members' evaluation of her performance.

**V. PUBLIC COMMENTS**

None.

**VI. ADJOURNMENT** The meeting adjourned at 6:41 P.M.

Respectfully Submitted,  
Rande Listerman, MICPT, CPFIM, CPFA, MiPMC  
Clerk/Treasurer



To: Village Council  
From: Rachel Witherspoon, Village Manager  
Subject: F&V Contract Amendment  
Date: August 5, 2025

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In the packet is an explanation from F&V about a paperwork error that was made on the DWSRF project and we now need to correct.

The initial budget approved by council and the funding sources all included \$103,000 for the engineering services on Lowell St. However, this was never officially added to the F&V services contract that was approved in July of 2024.

We are now asking the Village Council to approve this addition to the contract, however, the new amount is only \$50,000.

#### **SUGGESTED RESOLUTION**

Approve the CIP Proposal from F&V for an amount not to exceed \$10,000.



August 6, 2025

Via Email: [manager@pentwatervillage.org](mailto:manager@pentwatervillage.org)

Rachel Witherspoon  
Village of Pentwater  
65 South Hancock Street  
PO Box 622  
Pentwater, Michigan 49449

**RE: Construction Engineering Services for Water System Improvements funded through Series A Capital Improvement Bond**

Dear Rachel:

The Village has already engaged with Fleis & VandenBrink (F&V) for assistance in program administration, design, bidding, and construction engineering of the FY24 DWSRF Water Systems Improvements Project. On July 16, 2024 the Village approved and signed our proposal dated July 8, 2024 for \$398,000 regarding construction engineering services for the FY24 DWSRF eligible improvements scope, which is attached to this proposal for reference.

In discussions with EGLE in July 2024, the Village had to have an executed agreement with F&V for construction engineering services for the DWSRF Eligible Scope portion of the project prior to submitting the Part III application, which served as the official request for additional funding.

In the months following the original proposal, the Village secured a Series A Capital Improvements Bond in the amount of \$1,500,000, which included a budget of \$103,000 for construction engineering for Lowell Street, as that scope of the project was deemed ineligible by EGLE. The cost breakdown has been provided as an attachment to this proposal.

After a recent review of the overall project budget and construction progress, we are proposing a reduction of the Lowell Street Construction Engineering budget of \$53,000, dropping our fee from \$103,000 to \$50,000. This reduction will provide the Village with additional Series A Bond funds to spend on other water system improvements that are not be eligible within the DWSRF scope.

To date, there has been no contract amendment for the Lowell Street Construction Engineering services, therefore the Village has not been billed for these services. This proposal will amend the existing Construction Engineering Contract that was signed by the Village on July 16<sup>th</sup>, 2024, by adding a separate lump sum line item of \$50,000, which would be paid out of the Series A Capital Improvements Bond.

## Scope of Services

The scope of services remain consistent with the July 8, 2024 proposal which can be reviewed in the attachment.

It has been a pleasure to work with you and the Village on the ongoing water systems improvement project over the last year.

Sincerely,

FLEIS & VANDENBRINK



Shane Peterson, P.E.  
Project Engineer



Don DeVries, P.E.  
Principal

## WORK AUTHORIZATION

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform the Engineering Services as outlined above, by amending the scope of work of our existing Professional Services Agreement (PSA) dated July 14, 2014.*

\_\_\_\_\_  
Village of Pentwater

\_\_\_\_\_  
Date

Enclosures:

FV Contract 07.16.24.pdf

Series A Bond Summary.pdf

cc: Rande Listerman, Village of Pentwater





July 8, 2024

Via Email: [sbrock@pentwatervillage.org](mailto:sbrock@pentwatervillage.org)

Steve Brock  
Village of Pentwater  
65 South Hancock Street  
PO Box 622  
Pentwater, Michigan 49449

**RE: Construction Engineering Services for Water System Improvements funded through DWSRF Program**

Dear Steve:

It has been a pleasure to be a part of the team planning and executing improvements for the Village water system and other utility improvements over the years.

The Village has already engaged with Fleis & VandenBrink (F&V) for assistance in program administration, design, and bidding of the FY24 DWSRF Water Systems Improvements Project. Last week, the Village held the bid opening for Contract 1 – Water System Improvements, Contract 2 – Water Supply Improvements, and Contract 3 – Lead Service Line replacements. As you are aware, bids came in above the allotted funding from EGLE. F&V submitted a formal request for additional DWSRF funding, to aid in the tentative contract award process, along with the DWSRF Part III application.

F&V assisted the Village in submitting an EGLE DWSRF Project Plan in May 2023. The project plan included an Engineer's Opinion of Probable Cost for Construction as well as estimates for design and construction engineering, and legal and bonding costs. The estimated project amount that was applied for was \$4,490,000. With the three low bids for Contracts 1-3, the current estimated project total, including construction, engineering, legal, bonding, and contingency costs is \$5,889,000. EGLE's review of the Part II application determined that water meter work and roadway paving on adjacent lanes to the watermain work are ineligible for reimbursement through the DWSRF program, since they were added after project plan approval. This resulted in approximately \$247,000 of ineligible project costs, that would be the responsibility of the Village. Subtracting these ineligible costs out, the request for additional funding through the DWSRF Program is \$1,152,000. A complete breakdown of the total project costs is attached.

In discussions with EGLE, the Village must have an executed agreement with F&V for construction engineering services for this project in place prior to submitting the Part III application, which will serve as the official request for additional funding. This proposal was submitted along with the Part III application, which EGLE approved since tonight's meeting is a week after the Part III submittal deadline. The proposed scope of services and associated fee has been prepared assuming that the Village receives the additional funding requested from EGLE to complete the original scope of work.

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Grand Rapids, MI 49546  
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F: 616.977.1005  
[www.fveng.com](http://www.fveng.com)

If the funding is not secured and the scope is reduced, we will prepare an updated engineering budget that reflects the final project scope.

## Scope of Services

We propose the following Scope of Services to assist the Village:

### Construction Phase

- After an award is made by the Village, prepare the Notice of Award to the successful bidder.
- Review bonds and insurance certificates submitted by the Contractor and prepare Contract Documents.
- After the construction contract is executed, prepare the Notice to Proceed.
- Schedule and hold a preconstruction meeting with representatives from the Village, Contractor, utilities companies and EGLE. Prepare and distribute meeting minutes.
- Provide project administration and engineering consultation throughout the construction period. Tasks will include:
  - Review of shop drawings and other project submittals.
  - Review of Contractor pay applications and, if appropriate, submit a recommendation to the Village for payment.
  - Prepare and assist the Village with EGLE grant staff reimbursement requests.
  - Prepare contract change orders and submit to the Village for approval.
  - Maintain project records and provide record drawings.
- Provide on-site construction observation and materials testing during construction. This includes full-time inspection (an average of 45 hours per week for 26 weeks) for Contract 1 – Watermain and part-time inspection (an average of 8 hours per week for 16 weeks) for Contract 2 – Well and Wellhouse and part-time inspection (an average of 20 hours per week for 12 weeks) for Contract 3 -Lead Service Line Replacements. The on-site project representative's responsibilities include:
  - Provide record keeping of construction activities.
  - Provide on-site testing of materials (soil and asphalt compaction, concrete testing).
  - Coordinate off-site materials testing (concrete compressive strength testing).
  - Address complaints filed with the Village, if any.
- Provide construction staking for the new water main and other improvements. Based on the project scope, we have assumed 14 staking trips.
- Conduct a final walk-through meeting on site with the Village and the Contractor to review the completed work. Prepare a project punch list and provide follow-up to monitor contractor progress in addressing items noted.
- Coordinate contract closeout with the Contractor and recommend final payment with release of retainage when appropriate.
- Assist Village staff with the final EGLE grant reimbursement request and project closeout.

## Fee

We propose to provide the scope of services listed above on a time and expense basis with an estimated budget of **\$398,000** billed monthly as detailed below. Our proposed fee is part of the engineering fees included in the DWSRF funding application and will be reimbursed as an eligible expense through the DWSRF grant and loan. As stated above, we will prepare a revised proposal if the project scope needs to be reduced.



Phase	Budget
Construction Staking	\$ 30,000
Construction Administration	\$ 128,000
Construction Inspection	\$ 240,000
Total Proposed Budget	\$ 398,000

Sincerely,

FLEIS & VANDENBRINK



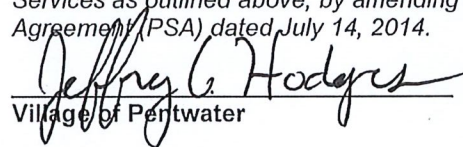
Shane Peterson, P.E.  
Project Engineer



Don DeVries, P.E.  
Principal

#### WORK AUTHORIZATION

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform the Engineering Services as outlined above, by amending the scope of work of our existing Professional Services Agreement (PSA) dated July 14, 2014.*

  
Village of Pentwater

7-16-24  
Date

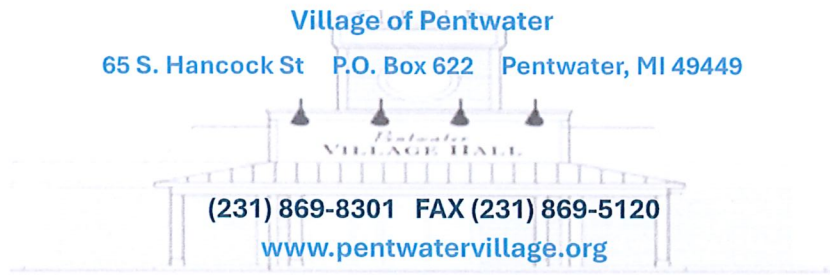
Enclosures:  
Part III Costs.pdf

cc: Rande Listerman, Village of Pentwater

Series A Capital Improvement Bond Summary (Original September 2024)	
Line Item	Cost
Ineligible Construction Costs (SRF)	\$ 246,830.00
Additional Village Funded Contingency	\$ 70,639.05
SRF Costs (less Alt A) over Bond Ceiling	\$ 267,000.00
Lowell Street Construction Costs (Hallack Alt A Bid)	\$ 809,167.50
Lowell Street Construction Engineering	\$ 103,000.00
Total Project Costs to be funded by Village (Series A Bond)	\$ 1,496,636.55
Series A Bond Amount	\$ 1,500,000.00

Series A Capital Improvement Bond Summary (Revised August 2025)	
Line Item	Cost
Ineligible Construction Costs (SRF)	\$ 246,830.00
Additional Village Funded Contingency	\$ 70,639.05
SRF Costs (less Alt A) over Bond Ceiling	\$ 267,000.00
Lowell Street Construction Costs (Hallack Alt A Bid)	\$ 809,167.50
Lowell Street Construction Engineering	\$ 50,000.00
Total Project Costs to be funded by Village (Series A Bond)	\$ 1,443,636.55
Series A Bond Amount	\$ 1,500,000.00





To: Village Council  
From: Rachel Witherspoon, Village Manager  
Subject: Capital Improvements Plan Proposal  
Date: August 5, 2025

---

In the packet is a proposal from F&V to complete a 5-year CIP for the Village of Pentwater focusing on the following:

1. Streets
2. Sanitary Sewer System
3. Water System
4. Storm Sewer System

As the council knows, there is no current plan for medium- or long-term capital improvements in these areas, despite them being the most important services provided by the Village. This 5-year CIP will give the Village a framework to work off of when determining what new projects to fund, while also taking into account factors like the ACO with the Waste Water Treatment Plant.

F&V is the best company situated to conduct this work as our engineer of record. Their knowledge of our systems have allowed them to handle this plan for a budget of \$10,000.

#### **SUGGESTED RESOLUTION**

Approve the CIP Proposal from F&V for an amount not to exceed \$10,000.



August 5, 2025

Via Email: [manager@pentwatervillage.org](mailto:manager@pentwatervillage.org)

Rachel Witherspoon  
Village Manager  
65 S. Hancock Street  
Pentwater, MI 49449

**RE: 5-Year Capital Improvements Plan (CIP)**

Dear Rachel,

Thank you for considering Fleis & Vandenbrink (F&V) to assist with providing the engineering services associated with the preparation of the proposed 5-year CIP.

## BACKGROUND

The Village of Pentwater has requested a proposal for providing a base level asset inventory and condition assessment, to complete a 5-year Capital Improvements Plan for Village owned streets, sanitary sewer, water distribution, and stormwater sewer systems. The 5-year CIP will provide necessary data and cost estimates to aid in future budgetary exercises.

## SCOPE OF WORK

### Approach to the Project

Our municipal engineering, asset management, and capital improvement planning experience will allow F&V to produce a useable living document for Village assets. The CIP will provide valuable information on how to extend the life of Village owned assets as well as provide insight on how to improve these assets upon replacement. F&V will use the current utility maps, which have been updated by us over the years, along with DPW maps and records, age and life expectancy of assets to develop a CIP that the Public Works Supervisor and Village Manager can review with the DPW team and appropriate Village staff. This CIP will then be refined to incorporate any assumptions and criticality factors that may weigh less or more to identify the asset ratings.

### Inventory Assessment

Inventory assessment will involve meeting with the Village's DPW staff to gain knowledge on the history of the individual systems being evaluated. Our experience has taught us that staff knowledge is the greatest source of historical information that a community has. By meeting with the team, we will extract this valuable information, which may include things like reoccurring problem areas in the system, areas which require more frequent O&M needs than others, and past improvements that may not be well documented. Historical maps, documents, plans, and past reports will be compiled and reviewed to gain an understanding of each of the subcategory's asset tasks.

For many of our clients, we recommend a routine televising and sewer cleaning program (i.e., a 10-year cycle) so that the CIP can budget for this work. Although not identified as a current need or included with this proposal for services, it may be something the Village would find beneficial in the future. We understand that with the requested CIP development plan, the Village is seeking an evaluation of the

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condition of the physical assets, and to generally assign a priority level for replacement on a street-by-street basis.

## STREETS

F&V staff have completed multiple Pavement Surface Evaluation and Rating (PASER) condition assessments for the Village of Pentwater, as recently as 2023. These are typically done for local roadways or only those streets under the control of the municipality. We intend to compile the 2023 PASER data into the overall CIP, by cross-referencing the existing utilities beneath each road, and assigning a priority value accordingly.

F&V proposes to incorporate the entire pavement system PASER assets into an excel spreadsheet compatible with other Village assets when developing the 5-Year CIP.

## SANITARY SEWER SYSTEM

F&V's engineering, construction, and operations staff have completed numerous condition assessments of wastewater treatment facilities and collection systems. At F&V, we have a unique dynamic of housing three conjoined companies under one roof, with the Engineering Division having the support of the Construction Management Group (FVC) and the Operations Group (FVOP). The vast experience of our process engineers provides unique and lived knowledge surrounding the operation of plants. These insights are a service differentiator for F&V through staff keeping updated to the latest industry technologies, chemical usage savings, and repair/replace assessment looking at lifecycle costs beyond just the initial equipment price.

We understand that the Village retained Moore + Bruggink (M+B) Consulting Engineers in September 2024, to prepare an Administrative Consent Order Engineering Report, which was submitted to the state on January 31, 2025. The engineering report included a 3-year infiltration and inflow (I/I) analysis, as well as a detailed analysis of the wastewater treatment plant (WWTP) facilities and operations and provided a list of short- and long-term improvements that will be incorporated into the 5-year CIP. Therefore, we do not include a detailed site analysis of the WWTP within this proposal.

As we start the evaluation and assessment process, our field staff and process engineers will develop the 5-year CIP to rate the collection system assets and offer suggestions for improvement.

The four pump station facilities are maintained, but have a variety of system components. We will review all relevant Village provided data on the pump stations and the individual facilities and working components. We will review DPW records to identify the age of the components to help detect when life expectancy of the pumps and vital telemetry should warrant repair or replacement in the CIP.

We also understand the collection system has been fairly reliable, with no major Inflow and Infiltration (I/I) observed as a system-wide problem for the Village, as noted in the M+B report. If the Village desires a cleaning and televising program in the future, it could be presented in the 5-year CIP plan as a standalone item.

F&V proposes to:

- Review the Village's records, sanitary sewer maps, and meet with DPW to determine known areas of need in the collection system.
- Examine Village records of the four pump stations for the site, wet well and valve vaults and all working components (i.e. guide rails, floats and level monitoring, alarms, telemetry, and structure integrity).
- Review the M+B ACO Engineering report and incorporate recommended short-term improvements for the WWTP into the 5-year CIP.
- Identify improvement needs based on asset age, materials, and maintenance history.
- Assign future CIP projects and needs to allow for a manageable and ongoing replacement/repair program.



- Incorporate the current sanitary system assets into the excel spreadsheet compatible with other asset sections to develop the Village's 5-year CIP.

## WATER TREATMENT & DISTRIBUTION SYSTEM

F&V staff have completed multiple Water Reliability Studies, DWSRF Project Plans, and Condition Evaluations for the Village of Pentwater in past years. This gives our staff a detailed understanding of the Village's water treatment and distribution system. The treatment facility, building, equipment, piping, and chemical storage appears clean, well-maintained, and working effectively.

The other major water system facilities include the wells and well houses, elevated storage tank, and distribution system. In addition to the treatment building, F&V staff has visited the existing well houses during the FY24 DWSRF Project, and understand the general condition and equipment that are currently in use. The fourth well is under construction and plans to be online this fall. For the CIP, F&V proposes to perform a baseline condition assessment to evaluate the components, buildings, and equipment. We will review the records of each well house to identify any concerns and provide an overall rating for each well.

F&V proposes to conduct a general assessment of the water system's visible components and will compare with the DPW historical records, basing the condition assessment on such records as main breaks, age, material, line size, and looping of the piping, hydrants, and valves. Often, when these items are reviewed, the community's water reliability studies have identified much of the current concerns and where the system improvements need to be reemphasized. F&V will compile all the assessment information and provide the Village with a current rating for the distribution system components for repair and replacement.

F&V proposes to:

- Review any previous reports and water reliability studies that identify future needs and DPW data identifying system inadequacies.
- Utilize the Village's water system map, and our hydraulic model as a baseline for existing pipe lengths, age, and material for developing a list of assets.
- Implement a rating system to address which sections of water mains are of critical replacement, as well as the water appurtenances for hydrants and valves that are not functioning adequately or due for replacement from age, size or reliability to perform.
- The water storage facility, having been last inspected in 2018, is not expected to require major maintenance at this point in time, but a review of the previous inspection report will be incorporated into the 5-year CIP.
- Assign future CIP projects and needs to allow for a manageable and ongoing replacement/repair program.

## STORMWATER SYSTEM

Based on discussions with DPW staff and existing stormwater maps, we understand that the Village of Pentwater's stormwater sewer system is well-maintained and comprises a relatively small number of assets.

F&V will focus our efforts on inventorying and assessing the local roadways for the mainline stormwater collection lines and larger box or pipe culverts (24-inch or more) that traverse through the Village. In addition, many municipalities consider catch basin and inlet structures to be a component of the roadway infrastructure and tend to include any upgrades or repairs when performing road improvements or rehabilitation projects. Relying on that methodology, catch basins, yard drains, backlot and alley systems, rain gardens, commercial and private parking lots, retention ponds, and bridge structures will be assumed exempt from the asset inventory.

If any of the above exemptions would like to be considered, F&V has qualified staff to perform this.

F&V proposes to:

- Review any reports or studies previously prepared to recommend improvements to stormwater and drainage features under Village control.
- Review the current inventory and conditions of facilities that staff may have recently inspected.
- Develop the methodology to assess the condition based on available data, of the stormwater system assets, to identify the need for maintenance, repair, or replacement.
- Assign future CIP projects and needs to allow for a manageable and ongoing replacement/repair program.
- Incorporate the stormwater system assets and maintenance program into the excel spreadsheet compatible with other asset sections to develop the Village's 5-year CIP.

## 5-YEAR CIP

F&V will develop the overall 5-year CIP which will take into account the current condition of all components as detailed in the asset rating and review all of them to show the critical items for consideration by the Village to budget for future needs. F&V will identify the components or systems requiring replacement and how they are recommended to be prioritized in the next 5 years. F&V proposes to group these into the four main categories stated above and as shown below:

1. Streets
2. Sanitary Sewer System
3. Water System
4. Storm Sewer System

## SCHEDULE

We are prepared to begin immediately after authorization to proceed by the Village and will provide the final CIP to the Village by the middle of October 2025.

## BUDGET

F&V proposes completing the Scope of Work outlined in our proposal on a time and materials basis, with an anticipated budget of **\$10,000**.

Sincerely,

FLEIS & VANDENBRINK



Shane Peterson, P.E.  
Project Manager



Don DeVries, P.E.  
Principal

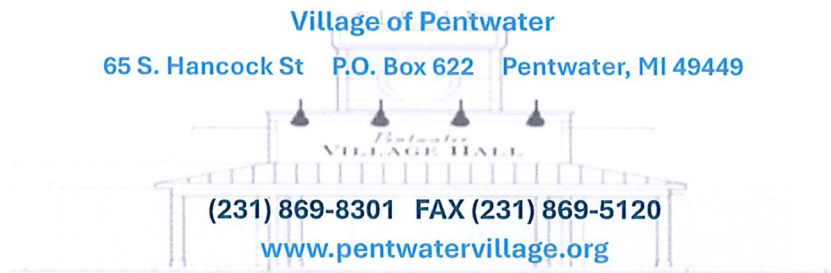
## WORK AUTHORIZATION

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform the Engineering Services as outlined above, by amending the scope of work of our existing Professional Services Agreement (PSA) dated July 14, 2014.*

\_\_\_\_\_  
Village of Pentwater

\_\_\_\_\_  
Date





To: Village Council  
From: Rachel Witherspoon, Village Manager  
Subject: VC3 Computer Upgrades  
Date: August 5, 2025

---

Attached is a quote from VC3 for the required computer and monitor updates.



VC3 audited our current system to identify which computers and monitors need to be updated and found 9 of each which would total \$16,105.82 including installation/set up.

While this is a significant cost, the main purpose of updating our system is to ensure protection against cyber-attacks. As a municipality, the Village of Pentwater accesses and stores sensitive information on our computers such as billing details, litigation in progress, police cases, and banking information. All of this information would be available if our system was hacked compromising not only operations, but information we have been entrusted to protect. Outdated systems like ours, are much more vulnerable to these dangerous cyberattacks and updating them will allow for stronger security features to be utilized.

#### **SUGGESTED RESOLUTION**

Approve the quote from VC3 for the required upgrades in the Village system in the amount of \$16,105.82.

- Hardware/Software

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Lenovo ThinkCentre M70s Gen 5 Desktop Computer - Intel Core i5 14th Gen i5-14400 - 16 GB - 512 GB SSD - Small Form Factor - Black - Intel Q670 Chip - Windows 11 Pro - Intel UHD Graphics 730 DDR5 SDRAM - DVD-Writer - English Keyboard - IEEE 802.		\$932.99	9	\$8,396.91
	ViewSonic 32 Inch Widescreen IPS 1440p Monitor with Ultra-Thin Bezels, HDMI DisplayPort and Mini DisplayPort - - 1440p IPS Monitor with HDMI DisplayPort and Mini DisplayPort - 250 cd/m <sup>2</sup> - 32"		\$254.99	9	\$2,294.91

**Subtotal:** \$10,691.82

- Labor - Workstation Deployment

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Labor - Workstation Deployment - Flat Fee		\$600.00	9	\$5,400.00

For a workstation deployment, the below items are done:

- Workstation is fully configured for client's environment
  - Domain Joined, Security software installed, VC3 tools installed
- Client Base Applications installed
- Client requested customization to the workstation applied
- User Specific applications installed
- User log in support for replacements workstation
- Data transfer for replacement workstation
- Scheduling of workstation deployment with Client

**Subtotal:** \$5,400.00

- Shipping

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Shipping and Handling		\$14.00	1	\$14.00

**Subtotal:** \$14.00



## Ticket #4284723 - 2025 -TFF- 9x Mid PC 9x 32" Monitor

Prepared by:	Prepared for:	Quote Information:
<b>VC3</b> Josh Conway quotes.josh.conway@vc3.com	<b>Village of Pentwater, MI</b> PO Box 622 65 S. Hancock Pentwater, MI 49449 Rachel Witherspoon +12317423148 manager@pentwatervillage.org	<b>Quote #: JC011117</b> Version: 1 Delivery Date: 07/14/2025 Expiration Date: 08/11/2025

## Quote Summary

Description	Amount
- Hardware/Software	\$10,691.82
- Labor - Workstation Deployment	\$5,400.00
- Shipping	\$14.00
<b>Total:</b>	<b>\$16,105.82</b>

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- In the case hardware/software total exceed \$100k, VC3 will require a 50% deposit of the hardware/software total to secure the order. Deposit is payable immediately to VC3.
- Returns:
  - No returns will be accepted unless first approved by VC3 Inc.
  - Approved returns are subject to a 20% restocking fee.
  - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise is unopened and packaging is undamaged.
  - Open box items are not returnable
  - Approved defective returns must be shipped to VC3 within 10 business days of said approval



1301 Gervais St. Ste. 1800  
Columbia, SC  
www.vc3.com  
800-787-1160



VC3

Village of Pentwater, MI

Name: Josh Conway

Title: Client Solutions Specialist

Date: 07/14/2025

Name: Rachel Witherspoon

Date: \_\_\_\_\_

## **Village of Pentwater**

### **Agenda Item Summary**

**MEETING DATE:** August 11, 2025

**AGENDA ITEM #:** New Business

**SUBJECT:** DPW Pickup

**BACKGROUND PROVIDED BY STAFF:** Jeff Gier, DPW Supervisor and Rachel Witherspoon, Village Manager.

#### **Project Background:**

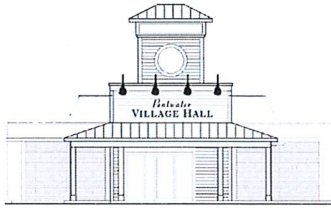
The Department of Public Works (DPW) proposes to replace its current 2016 GMC 3500 pickup truck. The existing vehicle will be transferred to the Marina, as their current Marina truck requires significant engine repairs that exceed its value. The Marina's current vehicle will be retired and listed for auction.

The replacement vehicle will be equipped with a V-plow to support snow removal operations. Pricing for the new vehicle is through MiDEAL, the State of Michigan's cooperative purchasing program, ensuring competitive pricing.

The purchase will be done through Shelby State Bank who can provide a 4.8% interest rate. The intention is to pay this loan off early, however, we still want to maintain funds in the motor pool for additional equipment needs.

#### **RECOMMENDATION:**

Staff supports award by the Council for the vehicle purchase from Lunghamer Ford at a total cost of \$60,404.00.



**65 S. Hancock St P.O. Box 622 Pentwater, MI 49449**

**(231) 869-8301 FAX (231) 869-5120**

**[www.pentwatervillage.org](http://www.pentwatervillage.org)**

**CLERK/TREASURER'S REPORT  
AUGUST 2025**

The DPW requests to purchase a F-250 XL 4WD Reg-Cab with Boss V-Plow through the MiDeal program from Luhghamer Ford – Owosso.

The current fund balance in the Equipment/Motor Pool Fund is approximately \$122,000. About 50% of the fund balance is for the motor pool, which maintains the Police Department Vehicles.

My recommendation is that if the council approves the purchase of the vehicle, it will be financed through Shelby State Bank. The bank holds the other three Installment Purchase Agreements. The interest rate quoted is 4.89%. The payments without funds down will be:

\$60,000 for 5 years at \$1,135 a month.

\$60,000 for 3 years at \$1,800 a month.

Included in the packet is a resolution created by Miller Canfield for the Council's approval. Council will need to determine whether to place a down payment on the loan, which will change the proposed payment, and Council also needs to determine the terms of the loan, three or five years.

Respectfully Submitted,

*Rande Listerman*, MICPT, CPFA, CPFIM, MIPMC

Clerk/Treasurer

Village of Pentwater  
65 S. Hancock Street  
PO Box 622  
Pentwater, MI 49449  
Hours: 8:00 AM. To 4:00 PM.  
231-869-8301 Extension No. 2  
Fax 231-869-5120

[rlisterman@pentwatervillage.org](mailto:rlisterman@pentwatervillage.org)

CONFIDENTIALITY NOTICE: If you have an email from the Village of Pentwater, the email message and all attachments transmitted with it are intended solely for the use of the addressee and may contain legally privileged and confidential information. If the reader of the message is not the intended recipient or an agent or employee responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, copying, or other use of the message or its attachments is strictly prohibited. If you have received a message in error, please notify the sender immediately by replying to the message and delete it from your computer.

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**From:** John Raven <JRaven@shelbybank.com>  
**Sent:** Tuesday, July 29, 2025 11:53 AM  
**To:** Rande Listerman <rlisterman@pentwatervillage.org>  
**Subject:** Truck Purchase for DPW

Good morning Rande,

The tax-exempt rate on an IPA for new DPW Truck would be 4.89%. We would fix that rate for a term of up to 60-months. Once you know the specific details on the vehicle and the requested loan amount, then I can send a formal loan commitment letter.

Also, could you please forward me the 2024 Annual Financial Audit for the Village?

Thanks  
John

John E. Raven | Vice President, Commercial Loans  
Shelby State Bank | [www.shelbybank.com](http://www.shelbybank.com)  
PO Box 525 | 30 N. Meyers Road | Ludington, MI 49431  
Direct: 231.843.4878 | Cell: 231.690.9447  
NMLS # 781408

Click [HERE](#) to send me documents securely



This e-mail may contain data that is confidential, proprietary or "non-public personal information", as that term is defined in the Gramm-Leach-Bliley Act. The Confidential Information is disclosed conditioned upon your agreement that you will treat it confidentially and in accordance with applicable law, ensure that such data isn't used or disclosed except for the limited purpose for which it's intended. If a party other than the intended recipient receives this e-mail, you are requested to instantly notify us of the erroneous delivery and return to us all data so delivered.

Any communication via this e-mail does not constitute a commitment to lend any funds under any circumstance.

This e-mail may contain data that is confidential, proprietary or "non-public personal information", as that term is defined in the Gramm-Leach-Bliley Act. The Confidential Information is disclosed

WHEREAS, it is necessary to approve the Agreement and to authorize the President and the Village Clerk to execute and deliver the Agreement and to authorize certain other matters relating thereto.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Agreement is hereby approved substantially in the form attached hereto as Exhibit A. The Village shall incur the debt described in the Agreement through execution of the Agreement by the President and the Village Clerk/Treasurer, which debt shall consist of the principal amount of not to exceed Sixty Thousand Four Hundred Four Dollars (\$60,404) which shall be payable in sixty (60) monthly installment payments of principal and interest at the rate of 4.89% per annum; provided that the President, the Village Clerk/Treasurer and the Village Manager are each hereby authorized to adjust the payment dates and final details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are each authorized to make determinations regarding the principal and interest payment dates. Payments due under the Agreement shall be subject to prepayment prior to maturity, in whole or in part, at the option of the Village, on any date, without premium, with thirty (30) days written notice to the Bank.

2. The President and the Village Clerk are hereby authorized and directed to execute the Agreement and deliver it to the Vendor, substantially in the form attached hereto as Exhibit A, with such additions, changes and modifications as shall be approved by the President and the Village Clerk and which are not inconsistent with the provisions of this resolution.

3. The useful life of the Vehicle is hereby determined to be not less than five (5) years.

4. The President, the Village Clerk/Treasurer and the Village Manager are each hereby individually authorized and directed to execute such additional certificates, agreements and documents and open such accounts as shall be necessary to effectuate the closing of the Agreement and the assignment thereof.

5. The assignment of the Agreement by the Vendor to the Bank is hereby approved.

6. The Village hereby agrees to include in its budget for each fiscal year a sum that will be sufficient to pay the principal of and interest on the Agreement coming due before the next fiscal year. In addition, the Village hereby pledges to levy ad valorem taxes on all taxable property in the Village each year in an amount necessary to make its debt service payments under the Agreement, subject to applicable constitutional, statutory and charter tax rate limitations.

7. The Village hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest on the obligations under the Agreement from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of proceeds of the Agreement and moneys deemed to be proceeds of the Agreement.



8. The Village hereby designates its obligations under the Agreement as “qualified tax-exempt obligations” for purposes of deduction of interest expense by financial institutions pursuant to the Code.

9. Miller, Canfield, Paddock and Stone, P.L.C. is hereby appointed as bond counsel to the Village in connection with the execution and delivery of the Agreement.

10. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

AYES: Members: \_\_\_\_\_

NAYS: Members: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

---

Rande Listerman  
Village Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council of the Village of Pentwater, County of Oceana, State of Michigan, at a regular meeting held on August 11, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

---

Rande Listerman  
Village Clerk

EXHIBIT A  
FORM OF INSTALLMENT PURCHASE AGREEMENT

INSTALLMENT PURCHASE AGREEMENT

THIS AGREEMENT, dated as of \_\_\_\_\_, 2025 (this "Agreement"), by and among the Village of Pentwater, County of Oceana, State of Michigan (the "Village"), Lunghamer Ford of Owosso, Owosso, Michigan (the "Vendor") and Shelby State Bank, Shelby, Michigan (the "Bank"), is as follows:

1. Purchase Price, Title and Useful Life. The Village agrees to purchase and the Vendor agrees to sell, one (1) 2025 Ford F250 XL 4WD Reg-Cab with Boss 8'2" Plow as set forth in the specifications attached hereto as Exhibit A (the "Vehicle"), for the total sum of \$60,404 (the "Financed Purchase Price"). The Financed Purchase Price shall be payable by the Village in sixty (60) monthly installment payments of principal and interest at the rate of 4.89% per annum, commencing on \_\_\_\_\_, 2025, in the amounts set forth on Exhibit B. The Financed Purchase Price shall be subject to prepayment prior to maturity, in whole or in part, at the option of the Village, on any date, without premium, with thirty (30) days written notice to the Bank.

Upon delivery to and acceptance by the Village of the Vehicle, title to the Vehicle shall vest in the Village. The Village represents and agrees that the useful life of the Vehicle is not less than five (5) years.

2. Incorporation by Reference. The Vendor agrees to all of the instructions, terms and conditions as may be outlined in the Vendor's specifications attached hereto, and any supplements and exhibits thereto (the "Specifications"), which are hereby incorporated by reference in full herein. In the event of a conflict in terms between this Agreement and the terms of the Specifications, the specific terms of this Agreement shall govern.

3. Assignment to Bank. The Vendor hereby irrevocably assigns its interest in this Agreement immediately to the Bank in consideration for and effective upon a payment from the Bank to the Vendor of an amount equal to the Financed Purchase Price. The Village hereby consents to the assignment of this Agreement by the Vendor to the Bank, except with respect to the obligations and warranties of the Vendor set forth in or incorporated by reference in Section 2 and Section 5 of this Agreement, all of which the parties hereto agree shall remain the sole responsibility of the Vendor and shall not be assignable. With respect to the Bank only, the Village hereby waives any defenses based upon warranty, failure or inability of the Vendor to perform its non-assignable obligations. To the extent that funds are disbursed by the Bank in accordance with this Section 3, the Village's obligation to the Bank is absolute and unconditional and shall remain in full force and effect until the amount of the payment made by the Bank as specified in this Section 3, together with interest thereon as provided in this Agreement, shall have been paid by the Village to the Bank, and such obligation shall not be affected, modified or impaired upon the happening from time to time of any event, including without limitation any of the following:

(a) Any failure of title with respect to the Vendor's or the Village's interest in the Vehicle specified herein or the invalidity or enforceability of this Agreement;



(b) The voluntary or involuntary liquidation, dissolution, sale or other disposition of all or substantially all of the assets, marshalling of assets and liabilities, receivership, insolvency, bankruptcy, assignment for the benefit of creditors, reorganization, arrangement, composition with creditors or readjustment or other similar proceedings affecting the Vendor or any of its assets or any allocation or contest of the validity of this Agreement, or the disaffirmance of this Agreement in any such proceeding;

(c) To the extent permitted by law, any event or action which would, in the absence of this clause, result in release or discharge by operation of law of the Vendor from the performance or observation of any obligation, covenant or agreement contained in this Agreement; or

(d) The default or failure of the Vendor to fully to perform any of its obligations set forth in this Agreement.

It is expressly agreed by the Vendor and the Village, and the Bank by acceptance of the assignment of this Agreement agrees, that the Village shall make all payments of principal and interest hereunder directly to the Bank.

The Vendor represents and warrants to the Village and the Bank that the assignment to the Bank of its interest in this Agreement does not violate any agreement, contract or loan agreement to which it is a party, and that this Agreement has been duly executed and delivered by the Vendor.

4. Right of Prepayment. The Village may prepay the unpaid balance of the Financed Purchase Price in whole or in part at any time without penalty or premium, and in any order of principal installments as the Village may elect, upon not less than thirty (30) days' prior written notice to the Bank, as assignee of this Agreement.

5. Warranty. Any warranties of the Vendor, and all manufacturer or supplier warranties with respect to the Vehicle, shall not be assigned, but shall remain enforceable by the Village.

6. Entire Agreement. This Agreement and the documents expressly incorporated by reference herein constitute the entire agreement of the parties with respect to the financing of the Vehicle. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, with respect thereto are hereby terminated.

7. Amendments. Any attempt to modify the terms of this Agreement shall be ineffectual unless in writing and signed by all parties hereto; provided, however, that following assignment of this Agreement by the Vendor to the Bank, the Vendor shall not be required to consent nor shall it have any right to consent to any modification of the financial terms of this Agreement between the Village and the Bank.

8. Security. The obligation of the Village to pay principal and interest under this Agreement is a limited tax general obligation of the Village. The Village shall include in its budget and pay each year, until this Agreement is paid in full, such sum as may be necessary each year to make all payments hereunder, when due. In addition, the Village hereby pledges to levy in each fiscal year ad valorem taxes on all taxable property in the Village each year in an amount necessary

to make its debt service payments under this Agreement, subject to applicable constitutional and statutory tax rate limitations.

9. Tax Covenant; Qualified Tax-Exemption Obligation. The Village covenants that it shall comply with all requirements of the Internal Revenue Code of 1986, as amended, that must be satisfied subsequent to delivery of this Agreement in order that interest thereon be (or continue to be) excluded from gross income for federal income tax purposes. The Village has designated the obligations under this Agreement as “qualified tax-exempt obligations” for purpose of deduction of interest expense by financial institutions.

10. Governing Law. This Agreement shall be construed in all respects in accordance with the laws of the State of Michigan.

11. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

12. Binding Effect. The covenants herein contained shall bind, and the benefits and advantages shall inure to, the respective successors and permitted assigns of the parties hereto.

13. Legislative Authorization. This Agreement is made in accordance with and pursuant to Act 99, Public Acts of Michigan, 1933, as amended.

[remainder of page intentionally blank]

14. Counterparts. This Agreement may be signed in any number of counterparts, which counterparts shall be considered as one and the same instrument. This Agreement may be delivered by the exchange of signed signature pages by facsimile transmission or by e-mail with a PDF copy or other replicating image attached, and any printed or copied version of any signature page so delivered will have the same force and effect as an originally signed version of such signature page.

VILLAGE OF PENTWATER

By \_\_\_\_\_

Its: President

By \_\_\_\_\_

Its: Village Clerk/Treasurer

LUNGHAMER FORD OF OWOSSO  
as Vendor

By \_\_\_\_\_

Its:

SHELBY STATE BANK  
as assignee

By \_\_\_\_\_

Its:

EXHIBIT A  
SPECIFICATIONS  
[ATTACHED]



July 10, 2025

Village of Pentwater  
65 S. Hancock Street  
P.O. Box 622  
Pentwater, Michigan 49449

Attn Jeff Guyer  
Price on 2025 Vehicle State of Michigan Contract# MA 240000001208 and Macomb  
County Contract# 21-18 Bid:

**2025 Ford F250 XL 4WD Reg-Cab with Boss 8'2" V-Plow- \$60,404.00 ea**

**INSTOCK UNIT**

**Delivery date: Approximately 90-120 Days A.R.O.-- Immediate Delivery**

**Standard Service Contract:** 36,000 miles or 36 months factory Bumper to Bumper Warranty and  
60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

**Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable  
efforts to schedule orders received prior to fleet order cut-off date.**

**Payment requirements:** All departments to pay on delivery of vehicle. 10-day grace period will be given  
if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at  
the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

**Rich Frieling**  
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832



2400 Reo Drive  
Flint, MI 48507  
Sales Rep: Randy Riser  
Ph: (810) 845-9873  
www.MonroeTruck.com

VIN 1FTBF2BA8SED55461  
SK# BF816

J.O. #

Quotation ID: 7DJA010900  
Date: 5/13/2025

Valid thru: 6/12/2025

Terms: NET 30

Quoted by: Dave Allard

Ph/Fax: 810-853-6842 / 810-238-5009

LUNGHAMER FORD OF OWOSSO, LLC (ATTN: EMILY WOOD A/P)  
1960 EAST MAIN ST  
OWOSSO, MI 48867  
Ph: 989-725-2888 / Fax: 989-725-5454  
Email:

Chassis Information

Year: 2025	Make: FORD	Model: F-250	Chassis Color:	Cab Type: REGULAR
Single/Dual: SRW	CA: 56.0	CT: -1.0	Wheelbase: 142.0	Engine: GAS
			F.O. Number #: 933025	Vin:

Notes:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description

BOSS 8'2" STEEL V-DXT PLOW  
- SMARTHITCH 2  
- SMARTTOUCH 2 CONTROLLER  
- SL3 L.E.D. LIGHTING W/ ICE SHIELD TECHNOLOGY  
- SMARTSHIELD  
- SMARTLOCK CYLINDERS  
- HIGH-PERFORMANCE HYDRAULIC PACKAGE  
- ENCLOSED HYDRAULICS  
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM  
- DUAL TRIP DESIGN  
- REINFORCED MOLDBOARD WITH FLARED WINGS  
- HEAVY-DUTY PUSH FRAME  
- INSTALLED  
- TWO-YEAR LIMITED WARRANTY

Amount  
\$9,963.00

RUBBER SNOW DEFLECTOR

\$466.00

BOSS 8'2" STAINLESS STEEL V-DXT PLOW  
- SMARTHITCH 2  
- SMARTTOUCH 2 CONTROLLER  
- SL3 L.E.D. LIGHTING W/ ICE SHIELD TECHNOLOGY  
- SMARTSHIELD  
- SMARTLOCK CYLINDERS  
- HIGH-PERFORMANCE HYDRAULIC PACKAGE  
- ENCLOSED HYDRAULICS  
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM  
- DUAL TRIP DESIGN  
- REINFORCED MOLDBOARD WITH FLARED WINGS  
- HEAVY-DUTY PUSH FRAME  
- INSTALLED  
- TWO-YEAR LIMITED WARRANTY

\$10,605.00

RUBBER SNOW DEFLECTOR

\$466.00

Quote Total:

**\*\* NOTICE:** We are closely monitoring the tariff situation very carefully. Aebl Schmidt North America and its Monroe brand manufacture products in the United States, so the direct impact of current tariffs will be moderate. Although we make significant efforts to source components domestically, this is not always feasible. At this time, we cannot predict the potential cost increases that may arise through our supply chain or from further tariffs. We understand that this may raise concerns, and we want to assure you that we are working hard to minimize any impact on our customers and if cost increases need to be applied to existing or future orders, we will discuss these changes with our customers upfront.

**\*\*\*Due to current market conditions, pricing is subject to change at time of upfit.**

Additional Options:

## EXHIBIT B

### SCHEDULE OF PRINCIPAL AND INTEREST PAYMENTS

Note: Payment schedule to be inserted in final execution version of agreement.

44286368.2/069072.00010



## **Village of Pentwater**

### **Agenda Item Summary**

**MEETING DATE:** August 11, 2025  
**AGENDA ITEM #:** New Business  
**SUBJECT:** Purchase of Baumatic Skid Steer Boom Mower  
**BACKGROUND PROVIDED BY STAFF:** Jeff Gier, DPW Supervisor

#### **Project Background:**

As part of the Village's compliance with the Administrative Consent Order (ACO) issued for the Wastewater Treatment Plant (WWTP), the Village is required to improve and maintain vegetation around the lagoon dikes. These areas have become significantly overgrown and have not been properly mowed in several years, posing potential risks to the structural integrity of the dikes and limiting access for inspection and maintenance.

To address this, the Department of Public Works recommends the purchase of a Baumatic Skid Steer Boom Mower. This specialized attachment is designed with a variable angle reach and curved boom, allowing safe and effective mowing along steep slopes, around dikes, and in other hard-to-reach areas. It features 200-series flail teeth, capable of cutting heavy grass and light brush, and will be mounted to our existing skid steer.

In addition to WWTP lagoon maintenance, this mower will also be used for roadside and ditch mowing throughout the Village, increasing efficiency and enhancing overall right-of-way maintenance.

The quote, provided by Burnips Equipment Co., includes government pricing through MiDEAL/Sourcewell, applicable municipal discounts, and free delivery.

#### **RECOMMENDATION:**

Staff recommends that the Village Council approve the purchase of the Baumatic Skid Steer Boom Mower from Burnips Equipment Co. at the total cost of \$23,055.20.

August 6, 2025

Dear Village Council Colleagues:

Our Village Manager has recently had her interim review with the Personnel Committee. Several of the categories we provided feedback on revolved around communication. As I reflected on the review categories, I reflected on the importance of our shared understanding regarding the council-manager relationship, and how we might assure we are maximizing the efficiency and effectiveness of the governance of our beloved Village.

I believe there are several layers to a healthy discussion on this topic. First, I think we should discuss our perception of our roles vs. that of the Village Manager. I wouldn't be surprised if all seven of us have slightly different perspectives about the council-manager relationship, and talking about this openly will help us all better understand each other's perspectives. A shared understanding will allow us to operate at the highest level as we do the important work in our Village governance. Once we have this initial discussion, I would like to have a second discussion about the role of committees in meeting that optimal state of effective governance.

First, I think we should start with some common understanding by reviewing best practice. Some of you have many years of experience and others have truly just started this journey so it's a great time to learn from each other and find our collective perspective.

Below, I have included the Michigan Municipal League's four responsibilities of council description. I have also attached an article from the International City/County Management Association (ICMA.org).

If you would please review the MML four responsibilities and then read the ICMA article before our meeting on Monday I would like to take time for some discussion.

As you read the ICMA article "Defining the Roles of Elected Officials and City/County Manager", Please note or highlight the following:

- Two sentences you most strongly agree with
- One sentence you aspire to.
- One sentence you could argue against
- Identify which of the roles outlined, Strategic/Vision, Community Builder, Trustee–Steward, Representative–Constituent Advocate, Decision Maker, or Oversight you most align with.

Thank you for taking these steps so we can have a thoughtful discussion on Monday. I would like to continue discussion about our roles and working relationship with our manager on an ongoing basis. I believe it will make our time on council more productive, our staff's time more productive, and will help to maximize our effective relationship with our manager and staff.

With deep respect for your service to Pentwater, I look forward to learning with you.

Mary

## FROM MICHIGAN MUNICIPAL LEAGUE

### Four Responsibilities of Council

#### 1. Legislative Authority

- **Enacting ordinances and resolutions:** Councils are the primary lawmaking body within the municipality, passing local laws on a variety of issues, from traffic regulations to zoning and land use.
- **Defining the powers and duties of municipal officers and employees:** The council establishes the framework for how the municipality operates, including the responsibilities of various departments and individuals.
- **Setting local policies:** Beyond formal ordinances, councils set the overall policy direction for the city or village on matters such as public safety, recreation, and community development.
- **Approving contracts and agreements:** The council is responsible for authorizing the municipality to enter into contracts for various services, projects, and agreements with other governmental entities.

#### 2. Financial Management

- **Adopting the annual budget:** Councils are responsible for approving the municipality's annual budget, allocating funds for different services and projects.
- **Setting tax rates:** Within legal limits, the council determines the appropriate tax levies and other fees necessary to fund municipal operations.
- **Approving expenditures:** Councils are tasked with overseeing and approving expenditures, ensuring the responsible use of public funds.
- **Borrowing funds:** When necessary, the council has the authority to borrow money from external sources to meet city needs.

#### 3. Oversight and Appointment

- **Appointing certain administrative personnel:** Councils appoint key administrative officials, such as the City Manager (in council-manager systems) and members of boards and commissions.
- **Supervising the City Manager:** In the prevalent council-manager form of government in Michigan, the council supervises the City Manager's performance, holding them accountable for executing policies and overseeing daily operations.
- **Judging the qualification of its members:** The council has the authority to judge the eligibility and qualifications of its members, forfeiture of office, and removal from office.

#### 4. Other important roles

- **Representing the community:** Council members serve as liaisons between the City and the general public, advocating for the needs and interests of their constituents.
- **Establishing rules of procedure:** The council sets its own rules governing meetings and proceedings to ensure efficient operation and transparency.
- **Conducting investigations:** Councils have the power to investigate the conduct of city departments, offices, or officers and matters in which the municipality has an interest.
- **Ensuring public health and safety:** Councils are responsible for making provisions for the public peace, health, and safety of residents and property.

**Important Note:** While the council as a whole holds significant authority, individual council members **do not** have administrative authority. They cannot give orders or directly supervise city employees unless specifically authorized.



Management is a supporting and essential role in local governance. Management supports the organization of the governing body. There is a dance that managers must do with their elected officials as they navigate the politics and administration, but this symbiotic relationship is built on the foundational premise that management is clear, it is an active—not passive—role. Managers are also leaders, but within the context of their roles as policy advisor to the elected body.

Just as a manager's role changes with each situation they encounter, the role an elected official plays also changes. Novak and Dr. John Nalbandian began working to define the various roles that local elected officials must play and how those roles relate to effective governance. Since that time, they have worked with dozens of elected bodies to understand the activities associated with each role, and how elected officials envision they can enhance their own effectiveness.

These insights can be valuable to managers as they define the “support role” and understand what can be achieved when they govern effectively together. Support means leading, proposing, recommending, making decisions within the framework of accountability. It is not passive and does not mean that managers wait for the governing body to initiate projects. The manager is crucial in identifying what tools and resources will be helpful for the success of the community within the organization. It is a partnership. The governing body cannot do it alone, nor can the manager.





## The Roles

The six council governance roles identified by Novak and Nalbandian are Strategic/Vision–Big Picture Thinker, Bringing People Together, Oversight, Trustee–Steward, Decision Maker, and Representative–Constituent Advocate.

The **Strategic/Vision–Big Picture Thinker** role focuses on decisions that can have a significant impact on short term. This role often concentrates on the future and what might make a difference, while seeing possible relationships and thinking beyond present data and constraints.

The **Trustee–Steward** role involves listening to and respecting constituent views. The Trustee–Steward fosters the community as a whole, as well as future residents, and will make uncomfortable decisions that may run counter to what a decision is in the interest of the greater good.

When operating in the **Representative–Constituent Advocate** role, an elected official acts as a “customer service” capacity, the elected official is a conduit between residents and local government services. Often, residents are responsive to their individual concerns.

In the **Community Builder–Bringing People Together** role, an elected official focuses on relationships and community. A Community Builder fosters relationships and can work through differences. Community is not just a casual add-on; it gravitates to this role.

The **Decision Maker** sees their role much like a judge, wherein information is presented, and the Decision Maker is not an easy role, but often it is a more passive role in contrast to that of the Community Builder.

In the **Oversight** role, the focus is on the accountability of manager/executive to the elected body.

Since their development in 2016, the six governance roles have been incorporated into retreats with governing bodies. During these retreats, the groups discuss the activities associated with each of the roles and then individuals identify themselves the roles that come most naturally.

It is interesting to note that none the more than 200 elected officials we have worked with identified Oversight as the role they naturally gravitate toward, and yet this is the role that creates distance/tension between staff and the governing body. The nature of public discourse has residents sometimes demanding a vicious watchdog on the governing body.

2. Community Builder.
3. Trustee–Steward.
4. Representative–Constituent Advocate.
5. Decision Maker.
6. Oversight.

The challenge for managers is to support the governing body in each of the roles to enhance effectiveness juxtaposition of a few key elements of this ranking. Generally speaking, Representative–Constituent Advocate elected officials naturally gravitate toward and Community Builder is number five. When asked where to 1 Community Builder jumps to number two and Representative–Constituent Advocate moves to number six, the lowest-rated role in both scenarios.



### ☐ **Create a Process for Narrowing the List.**

- Exercise the discipline to add goals/priorities only as needed during the year while removing or delaying existing approved items to free up capacity if new goals/priorities are added.
- If there are anticipated budget and service cuts or big new demands, it may be useful to engage the public early in the process through outreach to commissions, committees, community focus groups, and online surveys.

- ☐ **Ensure Accountability**
- Report on progress quarterly (including challenges encountered) in public meetings.
- Take stock annually and accordingly, but being realistic about the nature of most big goals.
- Reflect the priorities in work plans, and evaluate progress.

## **The Activities**

A quick summary of activities associated with each role is shown in Figure 3. The reality for our elected officials is often when these roles are in opposition to one another. Residents may be asking the council to vote a particular decision that impacts them in the moment, but the “Trustee” will consider long-term implications and performance. When discussing this tension with Nalbandian at a council retreat, one councilmember described this as a tension between considering important decisions: “If I think of our residents, the voters, my neighbors, as my customers—their representative; but when I think of them as owners, then I am their trustee.” The Trustee is duty bound to act in the best interest of the community, even despite “customer” opposition to do so.

<b>Decision-maker</b>	<ul style="list-style-type: none"> <li>• Participating in study sessions</li> <li>• Listening to residents</li> <li>• Voting</li> </ul>
<b>Community Builder</b>	<ul style="list-style-type: none"> <li>• Being present and listening to individuals</li> <li>• Convening important community conversations</li> <li>• Celebrating accomplishments</li> <li>• Participating in events</li> </ul>
<b>Oversight</b>	<ul style="list-style-type: none"> <li>• Conducting the manager's performance evaluation</li> <li>• Reviewing the audit</li> </ul>

The Community Builder role deserves special attention since there is noticeable separation from actual officials. When officials think about moving the needle on their own performance as a governing body, they see the Community Builder pathway. Parks, gathering areas, community centers, and town squares are physical spaces we can build a community in and be connected to their neighbors. Programming those areas with special events and celebrations directly with the local government and the community.

Convening conversations about important community issues are also an opportunity to reinforce that the community is facing the events and issues facing the community and wants to hear from residents. The balance, of course, is to ensure a healthy civil discourse. Many of our traditional methods of getting public input, such as public hearings where people share their opinion, are not consistent with community building—or even real engagement. Community building expert Nalbandian, “win-lose politics have no place if community building is the goal.”

Given the divergence between the actual role a governing body gravitates toward and their desired role, the manager and staff can help the governing body achieve the best for the community. What can the manager and staff do in this supporting role to help the governing body achieve the best for the community? Experience as consultants and managers suggests the following:

1. Intentionally plan for opportunities for the governing body to fulfill each role, and create a time at council meetings to share their recent activities in the community. This publicly encourages councilors to reach out.
2. Create systems for efficiently addressing constituent concerns so elected officials can turn these issues into action. They must be the ombudsman for the public, while at the same time, receiving credit for staff responses.
3. Refer to strategic plans and long-range goals when executing programs and projects to create connections between the organization and the priorities of the elected officials. This could mean connecting agenda items directly to the strategic plan.
4. Discuss both short- and long-term consequences of action (or inaction).
5. Support the governing body in establishing ground rules for civility and mutual accountability.
6. Demonstrate accountability to the governing body by updating them on the status of agreed-upon priorities. A formal process exists for performance evaluations.



Original PM article published in August 2022 by Julia D. Novak, ICMA-CM, Tanisha Briley, ICMA-CM, and Dr. Jol  
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