Michigan Department of Treasury
4886 (Rev. 09-16)

City, Village, and Township Revenue Sharing and County Incentive Program Certification

Issued under authority of 2016 Public Act 268. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for City, Village, and Township Revenue Sharing or County Incentive Program payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made available to the public a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report as required by 2016 Public Act 268. The local unit must include in any mailing of general information to its citizens, the Internet website address or the physical location where all the documents are available for pubic viewing in the clerk's office.
2. Submit to Treasury a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report.

This certification, along with a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report, **must be received by December 1, 2016,** (or the first day of a payment month) in order to qualify for that month's payment. Postmark dates will not be considered. For questions, call 517-373-2697.

PART 1: LOCAL UNIT INFORMATION

Local Unit Name	Local Unit County Name		
City of Portland	Ionia		
Local Unit Code	**Contact E-Mail Address**		
342030	kkinde@portland-michigan.org		
Contact Name	**Contact Title**	**Contact Telephone Number**	**Extension**
Kristina Kinde	Treasurer/Finance Officer	(517) 647-2933	
Website Address, if reports are available online		**Current Fiscal Year End Date**	
portland-michigan.org		06/30/2016	

PART 2: CITIZEN'S GUIDE

Check any of the following that apply:

☐ The local unit has elected to use Treasury's online Citizen's Guide to comply with the legislative requirements. Therefore, a copy of the Citizen's Guide will not be submitted to Treasury.

☐ The local unit does not have any unfunded pensions or other post employment benefits (OPEB).

PART 3: CERTIFICATION

In accordance with 2016 Public Act 268, the undersigned hereby certifies to Treasury that the above mentioned local unit 1) has produced a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report and 2) will include in any mailing of general information to our citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office. The Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report are attached to this signed certification, unless otherwise noted in Part 2.

Chief Administrative Officer Signature (as defined in MCL 141.422b)	Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)
	S. Tutt Gorman
Title	**Date**
City Manager	11/30/2016

Completed and signed form (including required attachments) should be e-mailed to: **TreasRevenueSharing@michigan.gov**
If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

TREASURY USE ONLY

CVTRS/CIP Eligible	Certification Received	Citizen's Guide Received
Y N		
Performance Dashboard Received	**Debt Service Report Received**	**Projected Budget Report Received**
Final Certification	**CVTRS/CIP Notes**	