



**PROPOSED AGENDA
REGULAR MEETING OF THE PORTLAND CITY COUNCIL**

7:00 p.m. Monday, June 15, 2015

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

Estimated Time		Action Requested
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	IV. <u>Public Comment</u> (5 minute time limit per speaker)	
7:04 PM	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u> A. Interim Main Street Manager Perry – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:15 PM	A. Proposed Resolution 15-44 Adopting a New Freedom of Information Act (FOIA) Policy	Motion
7:18 PM	B. Proposed Resolution 15-45 to Amend the Budget for Fiscal Year 2014-2015	Motion
7:20 PM	C. Proposed Resolution 15-46 Approving the Purchase of Automatic Meter Reading Technology	Motion
7:23 PM	D. Proposed Resolution 15-47 Approving the Board of Light and Power’s Recommendation to Opt Out of the Low-Income Energy Assistance Fund Created by Public Act 95 of 2013	Motion
7:25 PM	E. Proposed Resolution 15-48 Confirming the Mayor’s Appointments to City Board and Commissions	Motion
7:28 PM	X. <u>Consent Agenda</u>–	
	A. Minutes & Synopsis from the Regular City Council Meeting held on June 1, 2015	Motion
	B. Payment of Invoices in the Amount of \$69,121.93 and Payroll in the Amount of \$187,642.59 for a Total of \$256,764.52	
	C. Purchase Orders over \$5,000 - None	
	XI. <u>Communications</u>–	
	A. Wastewater Treatment Plant Report for May 2015	
	B. Water Department Report for May 2015	
	C. Board of Light & Power EO Report from Franklin Energy	
	D. Revenue-Expense Report for June 2015	
	E. Fire Department Report for May 2015	

**Estimated
Time**

7:30 PM

7:35 PM

7:40 PM

7:45 PM

- F. Ionia County Board of Commissioners Agenda for June 9, 2015
- G. Ionia County Board of Commissioners Agenda for June 16, 2015

XII. Other Business - None

XIII. City Manager Comments

XIV. Council Comments

XV. Adjournment

**Action
Requested**

Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-44

**A RESOLUTION ADOPTING A NEW FREEDOM OF INFORMATION ACT
(FOIA) POLICY**

WHEREAS, beginning July 1, 2015 new legislation approved during the Legislature's final session day of 2014 will require public bodies to establish specific written procedures and guidelines for FOIA requests, including a separate written summary informing the public on how to submit FOIA requests, how to understand the public body's responses to FOIA requests, deposit requirements, fee calculations, and avenues for challenging and appealing the public body's denial of a request. The governor signed the new legislation into law as PA 563 of 2014; and

WHEREAS, the City Manager recommends that the City Council approve the updated FOIA policy, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the updated FOIA policy attached as Exhibit A.
2. The updated FOIA policy will replace and supersede the existing policy.
3. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 15, 2015

Monique I. Miller, City Clerk

CITY OF PORTLAND
FREEDOM OF INFORMATION ACT
PROCEDURES & GUIDELINES

It is the policy of the City of Portland (the “City of Portland”) that all persons are entitled to full and complete information regarding governmental decision-making, consistent with the Michigan Freedom of Information Act (the “FOIA” or the “Act”).

For purpose of these procedures and guidelines, a “public record” means: a writing prepared, owned, used, in the possession of, or retained by City of Portland in the performance of an official function, from the time it is created. Public record does not include computer software.

Procedures & Guidelines:

I. GENERAL INFORMATION

1. All officers, employees, and agents of the City of Portland shall protect public records from loss, unauthorized alteration, mutilation, or destruction.
2. The City Clerk is hereby designated the “FOIA Coordinator” with the authority and responsibilities stated in the Act and these procedures and guidelines.
3. The FOIA Coordinator shall be responsible to accept and process all written requests for public records under the Act and shall be responsible for approving a denial under Section 5 of the Act (MCL 15.235).
4. These procedures and guidelines regarding time frames, appeals, and fees do not apply to public records prepared for, or disclosed pursuant to another act or statute (i.e., requests for medical records made pursuant to the Public Health Code, or requests made pursuant to the Public Employment Relations Act or the Bullard-Plawecki Employee Right to Know Act, etc.).

II. WRITTEN REQUESTS

1. All individuals desiring to inspect or receive a copy of a public record shall make a written request to the FOIA Coordinator that describes the public record sufficiently to enable the FOIA Coordinator, or his/her designee, to identify and locate the public record.
2. The FOIA Coordinator, or any other designee, is not required to respond to oral requests for public records, but may do so for routine requests that can be granted immediately.
3. If a written request is received directly by a City of Portland employee other than the FOIA Coordinator, the original shall be promptly forwarded to the FOIA Coordinator. The date the City of Portland employee receives the

request shall be considered the date the request is validly received by the City of Portland, for the purpose of determining when a response is due.

4. A written request made by facsimile, electronic mail, or other electronic transmission is not received by the FOIA Coordinator until one business day after the electronic submission is made. If a request is delivered to a spam or junk mail folder, the request is not received by the FOIA Coordinator until one business day after it is discovered.
5. Upon receiving a written request for a public record pursuant to these procedures and guidelines, a person or entity has the right to inspect, copy, or receive copies of the requested public record(s), unless the requested public record is exempt from disclosure pursuant to Section 13 of the Act (MCL 15.243), as amended. If the exempt status of any request is questioned, legal counsel should be consulted. New public records, compilations, summaries, and/or reports of information shall not be created in response to a FOIA request.
6. Upon request for public inspection, the FOIA Coordinator, or any other designee, shall furnish a requestor a reasonable opportunity for inspection and examination of the requested public records, subject to applicable exemptions, and shall furnish reasonable facilities for making memoranda or abstracts from its public records during regular business hours.
7. A requestor may stipulate that the public records be provided on non-paper physical media, electronically mailed, or otherwise electronically provided to him or her in lieu of paper copies. Notwithstanding the foregoing, such stipulation must be within the technological capabilities of the City of Portland.
8. A person or entity may subscribe to future issuances of public records that are created, issued, or disseminated on a regular basis. A subscription shall be valid for up to six months, at the request of the subscriber, and shall be renewable.
9. If a requested public record may be obtained on the City of Portland's website or webpage, the FOIA Coordinator shall notify the requestor in writing of such availability and provide the direct internet address or link to obtain such public record. If, after receiving such written notification from the FOIA Coordinator, the requestor notifies the City of Portland that he or she continues to want the City of Portland to provide a copy of the available public record, in any format, the City of Portland shall process such request and may impose additional labor costs as specified within Article IV below.

III. REQUEST PROCESSING

1. When the City of Portland receives a written request for a public record, the FOIA Coordinator, or any other designee, shall, in not more than five (5) business days after the City of Portland receives the request, respond to the request by one of the following:

- a. Grant the request.
 - b. Issue a written notice to the requestor denying the request.
 - c. Grant the request in part and issue a written notice to the requestor denying the request in part.
 - d. Issue a written notice extending, for not more than ten (10) business days, the period during which the City of Portland shall respond to the request.
2. Any failure to respond to a written request as provided for above constitutes the City of Portland's determination to deny the request.
 3. Any written response denying a request for a public record, in whole or in part, is a final determination to deny the request or portion of that request. A denial response should contain the following:
 - a. An explanation of the basis under the Act or other statute for the determination that a public record(s), or portion(s) thereof, is exempt from disclosure, if that is the reason for denying all or part of a request.
 - b. A statement that the public record(s) do not exist under the name/description given by the requestor or by another name reasonably known to the City of Portland.
 - c. A description of a public record(s) or information on a public record that is separated or deleted if such separation or deletion is made.
 - d. A full explanation of the requestor's right to either file an appeal with the City Council or seek judicial review of the denial pursuant to Section 10 of the Act (MCL 15.240).
 - e. Notice that a requestor may receive attorneys' fees and damages pursuant to the Act if the Court determines that the City of Portland has not complied with Section 5 (MCL 15.235) of the Act and orders disclosure of all or a portion of a public record.

IV. DEPOSIT & FEES

1. Fees for responding to any request shall include duplication (copying) costs and mailing costs. Duplication (copying) costs shall be set from time to time by resolution of the City Council in an amount that does not exceed 10 cents per page (8½ x 11 and 8½ x 14). The City of Portland shall use the most economical method of duplication (*i.e.*, double-siding, etc.) and the least expensive form of postal delivery, unless a more expensive method is specifically requested by the FOIA requestor.

2. The cost of hourly labor may also be charged if the failure to do so will result in unreasonably high costs to the City of Portland because of the nature of the request in a particular instance. If such is the case, the City of Portland shall specifically identify the nature of these unreasonably high costs. For purposes of these procedures and guidelines, “unreasonably high costs” shall generally mean calculated labor costs that are estimated to exceed \$50.00, inclusive of salary or wage and fringe benefits.
3. Labor costs shall include the cost of the search, examination, review, separation, and/or deletion of exempt information from non-exempt information in order to fulfill a request.
4. Labor costs will be calculated using the wage of the lowest paid City of Portland employee capable of searching for, locating, and examining the public record(s), regardless of whether that person is available or actually performs the labor. Labor costs shall be charged in increments of at least 15 minutes or more with all partial time increments rounded down. The City of Portland may also add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits. If it does so, it will clearly note the percentage multiplier used to account for benefits in the detailed itemization form. Subject to the 50% limitation, the City of Portland shall not charge more than the actual cost of fringe benefits, and overtime wages shall not be used in calculating the cost of fringe benefits. Notwithstanding the foregoing, 100% of fringe benefit costs may be added to the applicable labor charge if a requestor is notified in writing that public records are available on the City of Portland’s website or webpage and the requestor continues to request that the City of Portland provide a copy, in any format, of the available public record.
5. Overtime wages shall not be included in the calculation of labor costs unless the requestor specifically approves the use of overtime in writing, and overtime wages are clearly noted in the detailed itemization form.
6. If the City of Portland does not employ a person in-house who is capable of separating exempt from non-exempt information in a particular instance, as determined by the FOIA Coordinator, it may utilize an outside contractor. In those instances, the City of Portland shall clearly note the name of the contractor or firm on the detailed itemization form. The cost of the contractor’s labor, including necessary review directly associated with separating and deleting exempt information from non-exempt information, shall not exceed an amount equal to 6 times the state minimum hourly wage rate.
7. The City of Portland will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.
8. The City of Portland may require a good faith deposit (not to exceed 50% of the total labor and duplication costs) from the requestor, if the total estimated fee exceeds fifty dollars (\$50.00). A request for a good faith

deposit shall include a detailed itemization of the fee the City of Portland estimates or charges pursuant to the Act. Additionally, a request for a good faith deposit shall include a best efforts estimate regarding the time frame it will take to comply with the Act in providing the public records to the requestor. The City of Portland may require a one-hundred percent (100%) deposit from a requestor who has not previously paid a fulfilled FOIA request, provided the requirements in Section 5 of the Act are met.

9. All fees and deposits calculated under these procedures and guidelines shall be listed within a detailed itemization form that shall be provided to the requestor. A copy of such form is attached hereto and incorporated by reference.
10. Pursuant to Section 4(2) of the Act, the City of Portland shall search for and furnish a copy of a public record without charge for the first \$20.00 of the fee for each request made by either of the following:
 - a. An individual who is entitled to information under the Act and who submits an affidavit stating that the individual is indigent and receiving specific public assistance or, if not receiving public assistance, stating facts showing an inability to pay the cost because of indigence. If an individual is ineligible for a discount, then the City of Portland will inform the individual of the specific reason for the ineligibility in its written response. The right to financial assistance for indigent individuals shall not apply where:
 - (i) an individual has received discounted copies of public records from City of Portland twice during the calendar year; or
 - (ii) an individual requests information in conjunction with outside parties who are offering or providing payment, or other remuneration to the individual to make the request.
 - b. A non-profit organization formally designated by the state to carry out activities under Subtitle C of The Developmental Disabilities Assistance And Bill Of Rights Act of 2000, Public Law 106-402, and The Protection And Advocacy For Individuals With Mental Illness Act, Public Law 99-319, or their successors provided the following requirements are satisfied:
 - (i) The request is made directly on behalf of the organization or its clients;
 - (ii) the request is made for a reason wholly consistent with the mission and provisions of those laws under Section 931 of the Mental Health Code, MCL 330.1931; and
 - (iii) the request is accompanied by documentation of its designation by the State, if requested by City of Portland.

11. The City of Portland may waive any charges if the FOIA Coordinator determines the cost is de minimis. For purposes of these procedures and guidelines, "de minimis" shall mean a calculated fee that is estimated to be less than \$10.00, inclusive of labor costs, duplication and mailing.

V. FEE DISPUTE APPEAL

1. If the requestor believes the fee estimated or charged for the request exceeds the amount permitted under these procedures and guidelines or Section 4 of the Act, the requestor is required to submit to the City Council a written appeal for a fee reduction that specifically states the word "appeal" and identifies how the required fee exceeds the amount permitted under these procedures and guidelines or Section 4 of the Act.
2. Within 10 business days after receiving a written appeal, the City Council shall do one of the following:
 - a. Waive the fee.
 - b. Reduce the fee and issue a written determination to the requestor indicating the specific basis under Section 4 of the Act that supports the remaining fee. The determination shall include a certification from the [head of the public body] that the statements in the determination are accurate and that the reduced fee complies with these procedures and guidelines and Section 4 of the Act.
 - c. Uphold the fee and issue a written determination to the requestor indicating the specific basis under Section 4 of the Act that supports the required fee. The determination shall include a certification from the [head of the public body] that the statements in the determination are accurate and that the fee complies with these procedures and guidelines and Section 4 of the Act.
 - d. Issue a notice extending, for not more than 10 business days, the period during which the City Council shall respond to the written appeal. The notice of extension shall include a detailed reason or reasons why the extension is necessary. The City Council shall not issue more than one notice of extension for a particular written appeal.
3. If a requestor disagrees with the City Council's determination, the requestor may comment an action in Circuit Court in the County in which City of Portland is located, within 45 days of the public body's determination, to seek a fee reduction.

VI. RIGHT TO APPEAL A DENIAL OF A PUBLIC RECORD REQUEST

1. If a requestor desires to appeal a denial of a request for a public record, in whole or in part, the requestor may submit a written *appeal to the Mayor* or may seek judicial review of the denial, pursuant to Section 10 of the Act

(MCL 15.240). A written appeal to the City Council shall specifically state the word "appeal" and identify the reason(s) for reversal of the denial.

2. Within 10 business days after receiving a written appeal, the Mayor shall do one of the following:
 - a. Reverse the disclosure denial.
 - b. Issue a written notice to the appellant upholding the denial.
 - c. Reverse the denial in part and issue a written notice to the appellant upholding the denial in part.
 - d. Under unusual circumstances, issue a notice extending, for not more than 10 business days, the period during which the Mayor shall respond to the written appeal. The Mayor shall not issue more than 1 notice of extension for a particular written appeal.
3. The Mayor is not considered to have received a written appeal until its next regularly scheduled meeting after the appeal is submitted.
4. Any failure to respond to an appeal shall be considered a decision to uphold the denial. If an appeal is denied in whole or in part by the Mayor, the appellant may seek judicial review of the nondisclosure by commencing an action in Circuit Court in the County in which City of Portland is located.

Adopted: June 15, 2015

CITY OF PORTLAND
FREEDOM OF INFORMATION ACT
WRITTEN SUMMARY

Pursuant to Section 4 of the Michigan Freedom of Information Act, MCL 15.234, (the “FOIA” or the “Act”) the City of Portland, (the “City of Portland”), issues this written public summary of the following:

How to Submit Written Requests to the City of Portland

The City of Portland requires individuals or entities to submit FOIA requests in writing. FOIA requests may be mailed to the following address:

FOIA Coordinator
City of Portland
259 Kent St.
Portland, MI 48875

An individual or entity may also make a request in person at the office of the City Clerk, or email a request to cityclerk@portland-michigan.org or fax a request to (517) 647-2938.

Please review the following checklist to ensure a timely and accurate response to a request:

- a. Make sure the correspondence is addressed to the “FOIA Coordinator” and includes the proper address and/or fax number.
- b. Clearly state that the request is being made for a public record(s) pursuant to the “Freedom of Information Act” or the “FOIA.”
- c. Describe the public record(s) requested in sufficient detail so that it can be more-easily identified and located.
- d. Describe the subject matter of the public record(s) requested and, if possible, the approximate date that the public record(s) was created.
- e. Clearly state the manner in which you prefer the City of Portland to provide the public records, such as: paper copies, non-paper physical media, email, etc. (please note, all requests must be within the technological capabilities of the City of Portland).
- f. You can stipulate that public records be provided on nonpaper, physical media, electronically mailed, or otherwise electronically provided in lieu of paper copies. If the requested public records are available on the City of Portland’s website and the response includes the website address, then any request for paper format or other form, such as electronic form, may result in additional charges.

How to Understand the City of Portland's Written Responses

When the FOIA Coordinator receives a written request for a public record, the FOIA Coordinator, or his or her designee, shall, in not more than five (5) business days after the City of Portland receives the request, respond to the request in one of the following ways:

- a. Grant the request.
- b. Issue a written notice to the requestor denying the request.
- c. Grant the request in part and issue a written notice to the requestor denying the request in part.
- d. Issue a written notice extending, for not more than ten (10) business days, the period during which the City of Portland shall respond to the request.

Deposit Requirements

If the estimated cost of responding to a request exceeds \$50.00, the City of Portland may require a good faith deposit of 50% to be submitted before the request is processed. Once the good faith deposit is submitted, the City of Portland will process the request. The balance of the cost of the request must be paid before copies may be picked up, mailed, or delivered. Good faith deposits and fees charged for responding to FOIA requests may be mailed to the following address:

FOIA Coordinator
City of Portland
259 Kent St.
Portland, MI 48875

Fee Calculations

Please review the attached Fee Itemization Form, which provides a line-by-line summary and explanation of the fees that the City of Portland may charge in response to a request, pursuant to Section 4 of the Act (MCL 15.234(1)).

Avenues for Challenge and Appeal

If the requestor believes the fee estimated or charged for the request exceeds the amount permitted under the City of Portland's procedures and guidelines or Section 4 of the Act, the requestor must:

- a. Submit to the Mayor a written appeal for a fee reduction that specifically states the word "appeal" and identifies why the requestor believes the required fee exceeds the amount permitted under the City of Portland's procedures and guidelines or Section 4 of the Act. If the requestor disagrees with the City Council's final determination, the requestor may, after exhausting internal administrative remedies, commence a civil action in Circuit Court where the City of Portland is located for a fee reduction. The civil action must be filed within 45 days of the public body's final determination to deny a request pursuant to Section 10(1)(b) of the Act.

Any written response denying a request for a public record, in whole or in part, is a final determination to deny the request or portion of that request. A requestor may file an appeal with the [head of the public body] or may seek judicial review of the denial, pursuant to Section 10 of the Act (MCL 15.240). A requestor may receive attorneys' fees and damages pursuant to the Act if the Court determines that the City of Portland has not complied with Section 5 (MCL 15.235) of the Act and orders the disclosure of all or a portion of a public record.

CITY OF PORTLAND
FREEDOM OF INFORMATION ACT
FEE ITEMIZATION FORM

Pursuant to Section 4 of the Michigan Freedom of Information Act, MCL 15.234 (the "FOIA" or the "Act"), the following costs will be charged for responses to FOIA requests, pursuant to the FOIA Fee Schedule adopted and periodically revised by the City of Portland.ⁱ

Y / N (circle one): A fee for labor cost is being charged because the failure to do so will result in unreasonably high costs to the City of Portland because of the nature of the request in this particular instance. Specifically, [identify the nature of this unreasonably high cost(s)].

Labor costs shall not be more than the hourly wage of the City of Portland's lowest-paid employee capable of performing the labor in the particular instance, regardless of whether that person is available or actually performs the labor. Labor costs will be estimated and charged in [# must be 15-minutes or more]-minute time increments. All partial time increments will be rounded down. No overtime will be charged unless the person making the request provides written approval. If the number of minutes is less than 15, there will be no charge. If the [public body] charges to cover or partially cover the cost of fringe benefits, it will use a [# cannot exceed 50]-percent multiplier to account for those benefits.ⁱⁱ

1. LABOR COST TO LOCATE ⁱⁱⁱ		
Hourly Wage Charged = \$ _____. OT Wages (as Stipulated by the Requestor) = \$ _____ Charge per increment = \$ _____.	It is estimated to take [] minutes to perform this task ÷ [] minute increments = ____ increment(s).	Subtotal Cost = \$ _____
or		
Hourly Wage with Fringe Benefit Cost = \$ _____. Charge per increment = \$ _____.		

2. LABOR COST TO COPY ^{iv}		
Hourly Wage Charged = \$ _____. OT Wages (as Stipulated by the Requestor) = \$ _____ Charge per increment = \$ _____.	It is estimated to take [] minutes to perform this task ÷ [] minute increments = ____ increment(s).	Subtotal Cost = \$ _____
or		
Hourly Wage with Fringe Benefit Cost = \$ _____. Charge per increment = \$ _____.		

3. EMPLOYEE LABOR COST TO SEPARATE EXEMPT FROM NON-EXEMPT MATERIAL ^v		
Hourly Wage Charged = \$ _____. Charge per increment = \$ _____.	It is estimated to take [] minutes to perform this task ÷ [] minute increments = ____ increment(s).	Subtotal Cost = \$ _____
or		

Hourly Wage with Fringe Benefit Cost = \$ _____.		
Charge per increment = \$ _____.		

4. CONTRACTED LABOR COST TO SEPARATE EXEMPT FROM NON-EXEMPT MATERIAL ^{vi}		
Name of contracted person or firm = _____		
Hourly Wage Charged = \$ _____.	It is estimated to take [] minutes to perform this task ÷ [] minute increments = _____ increment(s).	Subtotal Cost^{vii} = \$ _____
Charge per increment = \$ _____.		
or		
Hourly Wage with Fringe Benefit Cost = \$ _____.		
Charge per increment = \$ _____.		

5. COPYING (DUPLICATION OR PRINTING) COST ^{viii}		
Letter (8 1/2 x 11-inch, single- or double-sided): _____ cents per sheet	Number of sheets = _____	Cost = \$ _____
Legal (8 1/2 x 14-inch, single- or double-sided): _____ cents per sheet	Number of sheets = _____	Cost = \$ _____
Other paper sizes (single- or double-sided): _____ cents per sheet	Number of sheets = _____	Cost = \$ _____
Actual and most reasonably economical cost of non-paper physical digital media (or being provided to the requestor in such format as stipulated) = \$ _____ <i>Circle applicable: Disc / Tape / Drive / Other Digital Medium Cost per Item:</i>	Number of items = _____	Cost = \$ _____
		Subtotal Cost = \$ _____

6. MAILING COST ^{ix}		
	Number of envelope(s), package(s), stamp(s), etc.	
Cost of Envelope or Package = \$ _____	_____	Cost = \$ _____
Postage = \$ _____ per stamp.	_____	Cost = \$ _____
Postage = \$ _____ per pound.	_____	Cost = \$ _____
Postage = \$ _____ per package.	_____	Cost = \$ _____
Postal Delivery Confirmation = \$ _____.	_____	Cost = \$ _____
Expedited Shipping or Insurance, if requested = \$ _____.	_____	Cost = \$ _____
		Subtotal Cost = \$ _____

Affidavit of Indigency Submitted? <u>Y</u> / <u>N</u> ^x	If Yes, subtract \$20.00	(\$ _____)
Qualified Non-Profit Organization per Section 4(2)(f)(2)(b) of the FOIA? <u>Y</u> / <u>N</u>		
TOTAL ESTIMATED FEE = \$ _____		
If the estimated cost exceeds \$50.00, a good faith deposit of 50% is required before the request will be processed.	50% Deposit = \$ _____.	Date Paid = _____/_____/_____.

The request will be processed, but the balance of the cost must be paid before copies may be picked up, delivered, or mailed.	Balance Due = \$ _____.	Date Paid = ____/____/____.
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ⁱ The City of Portland may require a one-hundred percent (100%) deposit from a requestor who has not previously paid a fulfilled FOIA request, provided the requirements in Section 5 of the Act are met.

ⁱⁱ Please note, 100% of fringe benefit costs will be added to the applicable labor charge if a requestor is notified in writing that public records are available on the [public body]'s website or webpage and the requestor continues to request that the City of Portland provide a copy, in any format, of the available public record.

ⁱⁱⁱ This is the cost of labor directly associated with the necessary searching for, locating, and examining public records in conjunction with receiving and fulfilling a granted written request.

^{iv} This is the cost of labor directly associated with duplication of publication, including making paper copies, making digital copies, or transferring digital public records to be given to the requestor on non-paper physical media or through the Internet or other electronic means as stipulated by the requestor.

^v This is the cost of labor of an in-house, City of Portland employee, including necessary review, directly associated with separating and deleting exempt from nonexempt information.

^{vi} As this City of Portland does not employ a person in-house who is capable of separating exempt from non-exempt information in this particular instance, as determined by the FOIA Coordinator, this is the cost of labor of a contractor (i.e., outside attorney), including necessary review, directly associated with separating and deleting exempt information from nonexempt information. The [public body] will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.

^{vii} This amount shall not exceed six (6) times the State minimum hourly wage rate.

^{viii} Copying costs may be charged if a copy of a public record is requested, or for the necessary copying of a record for inspection (i.e., to redact exempt information, to protect old or delicate original public records, or because the original public record is a digital file or database not available for public inspection). No more than the actual cost of a sheet of paper will be charged, up to maximum 10 cents per sheet. Whenever feasible double-sided printing will be utilized.

^{ix} The City of Portland will charge the actual cost of mailing, if any, for sending records in a reasonably economical and justifiable manner. The City of Portland will not charge more for expedited shipping or insurance unless specifically requested by the requestor. The City of Portland may charge for the least expensive form of postal delivery confirmation.

^x Persons establishing indigence (i.e. affidavit that the individual is receiving specific public assistance, or if not stating facts showing an inability to pay) and nonprofit organizations formally designated by the State of Michigan to carry out activities under Developmental Disabilities Assistance and Bill of Rights Act, Public Law 106-402 or the Protection and Advocacy for Individuals with Mental Illness Act, Public Law 99-139, are entitled to a discount. If a requestor is ineligible for the discount, the City of Portland shall inform the requestor specifically of the reason for ineligibility in its written response.

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-45
A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2014-2015

WHEREAS, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2014-2015 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2014-2015 fiscal budget amendments as listed on the attached Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: June 15, 2015

Monique I. Miller, City Clerk

EXHIBIT A**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-000-451.000	GENERAL FUND Business Permits	\$ 250	\$ 2,250	\$ 2,000
101-000-453.000	GENERAL FUND Cable TV Fees	\$ 28,000	\$ 29,000	\$ 1,000
101-000-455.000	GENERAL FUND Trailer Fees	\$ 500	\$ 1,500	\$ 1,000
101-000-620.000	GENERAL FUND PBT Testing Fees	\$ 5,000	\$ 5,500	\$ 500
101-000-630.000	GENERAL FUND Cemetery Lot Sales	\$ 3,500	\$ 5,000	\$ 1,500
101-000-633.000	GENERAL FUND Cemetery Care Fees	\$ 2,000	\$ 3,500	\$ 1,500
101-000-634.000	GENERAL FUND Grave Opening Fees	\$ 10,000	\$ 12,000	\$ 2,000
101-000-662.000	GENERAL FUND Drug Forfeiture Money	\$ -	\$ 4,000	\$ 4,000
101-000-665.00	GENERAL FUND Interest Income	\$ 400	\$ 2,500	\$ 2,100
101-000-676.006	GENERAL FUND Donation - Parks	\$ -	\$ 1,500	\$ 1,500
101-000-678.005	GENERAL FUND Reimbursements - Insurance and WC	\$ -	\$ 12,000	\$ 12,000
101-000-678.006	GENERAL FUND Reimbursements - Miscellaneous	\$ 11,000	\$ 23,000	\$ 12,000
101-100-740.000	COUNCIL Operating Supplies	\$ -	\$ 200	\$ 200
101-100-864.000	COUNCIL Conference & Workshop	\$ 3,500	\$ 1,600	\$ (1,900)

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-100-956.000	COUNCIL Miscellaneous Expenses	\$ -	\$ 200	\$ 200
101-100-958.000	COUNCIL Dues & Subscriptions	\$ -	\$ 100	\$ 100
101-101-702.000	COMMUNITY PROMOTIONS S & W Fulltime	\$ 7,000	\$ 6,000	\$ (1,000)
101-101-706.000	COMMUNITY PROMOTIONS S & W Parttime	\$ -	\$ 200	\$ 200
101-101-718.000	COMMUNITY PROMOTIONS Pension	\$ 6,700	\$ 1,500	\$ (5,200)
101-101-804.001	COMMUNITY PROMOTIONS Contract Service - Tornado Siren	\$ 2,300	\$ 2,400	\$ 100
101-101-804.336	COMMUNITY PROMOTIONS Contractual Service - Fire Authority	\$ 101,800	\$ 104,000	\$ 2,200
101-101-855.000	COMMUNITY PROMOTIONS Cable Commission	\$ 1,600	\$ 1,000	\$ (600)
101-101-881.000	COMMUNITY PROMOTIONS Community Promotions	\$ 5,000	\$ 2,500	\$ (2,500)
101-101-884.000	COMMUNITY PROMOTIONS Cleanup Week	\$ 16,500	\$ 13,000	\$ (3,500)
101-101-912.000	COMMUNITY PROMOTIONS Property Insurance	\$ 150	\$ 175	\$ 25
101-101-938.000	COMMUNITY PROMOTIONS M & R Street Lights	\$ 7,100	\$ 8,400	\$ 1,300
101-101-956.000	COMMUNITY PROMOTIONS Miscellaneous Expenses	\$ 900	\$ 1,000	\$ 100
101-101-966.001	COMMUNITY PROMOTIONS Annexation Agreement - Property Tax	\$ 16,800	\$ 17,100	\$ 300

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-172-703.000	CITY MANAGER S & W Supervisor	\$ 79,981	\$ 107,000	\$ 27,019
101-172-715.000	CITY MANAGER S & W Social Security	\$ 6,211	\$ 8,011	\$ 1,800
101-172-716.000	CITY MANAGER Health Insurance	\$ 14,750	\$ 5,500	\$ (9,250)
101-172-716.003	CITY MANAGER Health Reimbursement Account (HRA)	\$ 2,905	\$ 1,500	\$ (1,405)
101-172-717.000	CITY MANAGER Life/LTD Insurance	\$ 947	\$ 1,322	\$ 375
101-172-718.000	CITY MANAGER Pension	\$ 19,400	\$ 12,000	\$ (7,400)
101-172-723.000	CITY MANAGER Unemployment	\$ 10	\$ 15	\$ 5
101-172-727.000	CITY MANAGER Office Supplies	\$ -	\$ 100	\$ 100
101-172-869.000	CITY MANAGER Mileage	\$ 325	\$ 350	\$ 25
101-191-706.000	ELECTIONS S & W Parttime	\$ 4,000	\$ 4,300	\$ 300
101-191-730.000	ELECTIONS Postage	\$ 1,000	\$ 500	\$ (500)
101-191-912.000	ELECTIONS Property Insurance	\$ 5	\$ 6	\$ 1
101-201-703.000	GENERAL ADMINISTRATION S & W Supervisor	\$ 90,900	\$ 70,000	\$ (20,900)
101-201-710.000	GENERAL ADMINISTRATION S & W Overtime	\$ 200	\$ 7,575	\$ 7,375

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-201-716.000	GENERAL ADMINISTRATION Health Insurance	\$ 25,675	\$ 22,675	\$ (3,000)
101-201-716.002	GENERAL ADMINISTRATION Health Savings Account Contribution	\$ 4,045	\$ 4,750	\$ 705
101-201-718.000	GENERAL ADMINISTRATION Pension	\$ 32,000	\$ 34,000	\$ 2,000
101-201-719.000	GENERAL ADMINISTRATION Other Fringe	\$ 500	\$ 700	\$ 200
101-201-803.000	GENERAL ADMINISTRATION Engineering Service	\$ -	\$ 4,100	\$ 4,100
101-201-804.000	GENERAL ADMINISTRATION Contractual Service	\$ 2,000	\$ 15,000	\$ 13,000
101-201-851.000	GENERAL ADMINISTRATION Telephone Service	\$ 16,000	\$ 9,000	\$ (7,000)
101-201-913.000	GENERAL ADMINISTRATION Liability Insurance	\$ 30,300	\$ 31,500	\$ 1,200
101-201-956.000	GENERAL ADMINISTRATION Miscellaneous Expenses	\$ 7,000	\$ 5,000	\$ (2,000)
101-201-960.000	GENERAL ADMINISTRATION Education & Training	\$ 500	\$ 1,000	\$ 500
101-209-718.000	ASSESSING Pension	\$ 7,650	\$ 8,150	\$ 500
101-209-864.000	ASSESSING Conference & Workshop	\$ 250	\$ 300	\$ 50
101-209-901.000	ASSESSING Legal Notices	\$ 75	\$ 200	\$ 125
101-209-934.000	ASSESSING M & R Office Equipment	\$ -	\$ 400	\$ 400

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-209-958.000	ASSESSING Dues & Subscriptions	\$ 300	\$ 450	\$ 150
101-209-960.000	ASSESSING Education & Training	\$ 700	\$ 1,000	\$ 300
101-265-734.000	CITY HALL Safety Supplies	\$ -	\$ 115	\$ 115
101-265-922.000	CITY HALL Gas	\$ 5,000	\$ 6,100	\$ 1,100
101-276-716.000	CEMETERY Health Insurance	\$ 2,500	\$ 2,700	\$ 200
101-276-716.002	CEMETERY Health Savings Account Contribution	\$ 600	\$ 700	\$ 100
101-276-718.000	CEMETERY Pension	\$ 20,000	\$ 20,800	\$ 800
101-276-720.000	CEMETERY Worker's Compensation	\$ 1,950	\$ 2,465	\$ 515
101-276-727.000	CEMETERY Office Supplies	\$ 200	\$ 225	\$ 25
101-276-734.000	CEMETERY Safety Supplies	\$ 250	\$ 275	\$ 25
101-276-740.000	CEMETERY Operating Supplies	\$ 2,500	\$ 3,000	\$ 500
101-276-864.000	CEMETERY Conference & Workshop	\$ 200	\$ 575	\$ 375
101-276-923.000	CEMETERY Gas	\$ 800	\$ 1,200	\$ 400
101-276-956.000	CEMETERY Miscellaneous Expenses	\$ 250	\$ 300	\$ 50

EXHIBIT A

2014-2015 FISCAL YEAR
BUDGET AMENDMENTS

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
101-371-810.000	CODE ENFORCEMENT Equipment Maintenance Contract	\$ 200	\$ 250	\$ 50
101-371-869.000	CODE ENFORCEMENT Mileage	\$ 500	\$ 1,500	\$ 1,000
101-371-934.000	CODE ENFORCEMENT M & R Office Equipment	\$ -	\$ 10	\$ 10
101-371-956.000	CODE ENFORCEMENT Miscellaneous Expenses	\$ -	\$ 100	\$ 100
101-728-956.000	ECONOMIC DEVELOPMENT Miscellaneous Expenses	\$ 6,500	\$ 8,000	\$ 1,500
101-751-702.000	PARKS S & W Fulltime	\$ 3,175	\$ 3,600	\$ 425
101-751-716.000	PARKS Health Insurance	\$ 2,500	\$ 2,700	\$ 200
101-751-718.000	PARKS Pension	\$ 9,000	\$ 10,050	\$ 1,050
101-751-901.000	PARKS Legal Notices	\$ 50	\$ 100	\$ 50
101-751-912.000	PARKS Property Insurance	\$ 425	\$ 550	\$ 125
101-751-930.000	PARKS M & R Building	\$ 2,500	\$ 4,000	\$ 1,500
101-751-967.000	PARKS Tree Management	\$ 2,000	\$ 2,400	\$ 400
105-254-710.000	INCOME TAX S & W Overtime	\$ 200	\$ 450	\$ 250
105-254-716.002	INCOME TAX Health Savings Account Contribution	\$ 1,560	\$ 2,000	\$ 440

EXHIBIT A

2014-2015 FISCAL YEAR
BUDGET AMENDMENTS

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
105-254-806.000	INCOME TAX Data Processing	\$ 3,800	\$ 3,000	\$ (800)
105-254-956.000	INCOME TAX Miscellaneous Expenses	\$ 150	\$ 210	\$ 60
202-000-678.005	MAJOR STREETS Reimbursements - Insurance and WC	\$ -	\$ 1,300	\$ 1,300
202-000-678.006	MAJOR STREETS Reimbursements - Miscellaneous	\$ -	\$ 2,400	\$ 2,400
202-000-699.406	MAJOR STREETS Transfer from CIP Street Fund	\$ -	\$ 18,118	\$ 18,118
202-201-727.000	MAJOR STREETS Office Supplies	\$ -	\$ 25	\$ 25
202-201-803.000	MAJOR STREETS Engineering Service	\$ -	\$ 2,400	\$ 2,400
202-452-803.009	MAJOR STREETS Eng Service - Kent Street	\$ -	\$ 25,000	\$ 25,000
202-452-804.009	MAJOR STREETS Contracted Service - Kent Street	\$ -	\$ 1,700	\$ 1,700
202-463-710.000	MAJOR STREETS S & W Overtime	\$ 1,500	\$ 3,400	\$ 1,900
202-463-716.000	MAJOR STREETS Health Insurance	\$ 17,850	\$ 15,500	\$ (2,350)
202-463-716.002	MAJOR STREETS Health Savings Account Contribution	\$ 2,550	\$ 2,600	\$ 50
202-463-775.000	MAJOR STREETS M & R Supplies	\$ 5,500	\$ 8,000	\$ 2,500
202-473-803.000	MAJOR STREETS Engineering Service	\$ -	\$ 8,400	\$ 8,400

EXHIBIT A

2014-2015 FISCAL YEAR
BUDGET AMENDMENTS

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
202-473-804.000	MAJOR STREETS Contractual Service	\$ 8,400	\$ -	\$ (8,400)
202-478-717.000	MAJOR STREETS Life/LTD Insurance	\$ 20	\$ 160	\$ 140
202-478-723.000	MAJOR STREETS Unemployment	\$ -	\$ 6	\$ 6
202-478-775.000	MAJOR STREETS M & R Supplies	\$ 18,000	\$ 34,500	\$ 16,500
203-000-678.005	LOCAL STREETS Reimbursements - Insurance and WC	\$ -	\$ 1,300	\$ 1,300
203-000-678.006	LOCAL STREETS Reimbursements - Miscellaneous	\$ -	\$ 2,800	\$ 2,800
203-452-803.003	LOCAL STREETS Eng Service - Know, Barley, Storz	\$ 42,900	\$ 46,800	\$ 3,900
203-452-901.000	LOCAL STREETS Legal Notices	\$ -	\$ 550	\$ 550
203-463-710.000	LOCAL STREETS S & W Overtime	\$ 2,000	\$ 2,250	\$ 250
203-463-716.000	LOCAL STREETS Health Insurance	\$ 15,000	\$ 12,000	\$ (3,000)
203-463-716.002	LOCAL STREETS Health Savings Account Contribution	\$ 2,390	\$ 2,600	\$ 210
203-463-718.000	LOCAL STREETS Pension	\$ 14,350	\$ 16,350	\$ 2,000
203-463-804.000	LOCAL STREETS Contractual Service	\$ -	\$ 5,750	\$ 5,750
203-468-702.000	LOCAL STREETS S & W Fulltime	\$ 400	\$ -	\$ (400)

EXHIBIT A
2014-2015 FISCAL YEAR
BUDGET AMENDMENTS

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
203-468-715.000	LOCAL STREETS S & W Social Security	\$ 40	\$ -	\$ (40)
203-468-716.000	LOCAL STREETS Health Insurance	\$ 155	\$ -	\$ (155)
203-468-717.000	LOCAL STREETS Life/LTD Insurance	\$ 25	\$ -	\$ (25)
203-468-718.000	LOCAL STREETS Pension	\$ 250	\$ -	\$ (250)
203-469-716.000	LOCAL STREETS Health Insurance	\$ 150	\$ -	\$ (150)
203-469-717.000	LOCAL STREETS Life/LTD Insurance	\$ 10	\$ -	\$ (10)
203-469-718.000	LOCAL STREETS Pension	\$ 100	\$ -	\$ (100)
203-475-702.000	LOCAL STREETS S & W Fulltime	\$ 1,000	\$ 1,550	\$ 550
203-475-715.000	LOCAL STREETS S & W Social Security	\$ 77	\$ 110	\$ 33
203-475-716.000	LOCAL STREETS Health Insurance	\$ 350	\$ 500	\$ 150
203-475-716.002	LOCAL STREETS Health Savings Account Contribution	\$ -	\$ 500	\$ 500
203-475-717.000	LOCAL STREETS Life/LTD Insurance	\$ -	\$ 50	\$ 50
203-475-718.000	LOCAL STREETS Pension	\$ 500	\$ 675	\$ 175
203-476-702.000	LOCAL STREETS S & W Fulltime	\$ 500	\$ -	\$ (500)

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
203-476-715.000	LOCAL STREETS S&W Social Security	\$ 39	\$ -	\$ (39)
203-476-718.000	LOCAL STREETS Pension	\$ 300	\$ -	\$ (300)
203-478-716.000	LOCAL STREETS Health Insurance	\$ 1,000	\$ 1,300	\$ 300
203-478-717.000	LOCAL STREETS Life/LTD Insurance	\$ 100	\$ 110	\$ 10
203-478-718.000	LOCAL STREETS Pension	\$ 1,125	\$ 2,075	\$ 950
203-478-723.000	LOCAL STREETS Unemployment	\$ -	\$ 3	\$ 3
203-478-775.000	LOCAL STREETS M & R Supplies	\$ 16,300	\$ 24,000	\$ 7,700
208-690-716.002	RECREATION Health Savings Account Contribution	\$ 1,145	\$ 1,375	\$ 230
208-690-718.000	RECREATION Pension	\$ 12,450	\$ 12,525	\$ 75
208-690-719.000	RECREATION Fringe	\$ 250	\$ 360	\$ 110
208-690-727.000	RECREATION Office Supplies	\$ 100	\$ 200	\$ 100
208-690-730.000	RECREATION Postage	\$ 300	\$ 350	\$ 50
208-690-912.000	RECREATION Property Insurance	\$ 70	\$ 75	\$ 5
210-000-600.000	AMBULANCE IC Training	\$ -	\$ 4,400	\$ 4,400

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
210-000-678.005	AMBULANCE Reimbursements - Insurance and WC	\$ -	\$ 2,500	\$ 2,500
210-302-716.000	AMBULANCE S & W Parttime	\$ 91,000	\$ 106,000	\$ 15,000
210-302-716.000	AMBULANCE Health Insurance	\$ -	\$ 3,250	\$ 3,250
210-302-716.002	AMBULANCE Health Savings Account Contribution	\$ 1,765	\$ 3,500	\$ 1,735
210-302-718.000	AMBULANCE Pension	\$ 32,000	\$ 32,700	\$ 700
210-302-719.000	AMBULANCE Other Fringe	\$ 2,000	\$ 3,000	\$ 1,000
210-302-720.000	AMBULANCE Worker's Compensation	\$ 9,270	\$ 6,700	\$ (2,570)
210-302-727.000	AMBULANCE Office Supplies	\$ 450	\$ 750	\$ 300
210-302-730.000	AMBULANCE Postage	\$ 200	\$ 250	\$ 50
210-302-801.000	AMBULANCE Legal Service	\$ -	\$ 5,600	\$ 5,600
210-302-804.000	AMBULANCE Contract Service - Training Program	\$ 1,000	\$ 3,000	\$ 2,000
210-302-806.000	AMBULANCE Data Processing	\$ 11,500	\$ 12,000	\$ 500
210-302-810	AMBULANCE Equipment Maintenance Contract	\$ 100	\$ 110	\$ 10
210-302-869.000	AMBULANCE Mileage	\$ -	\$ 2,000	\$ 2,000

EXHIBIT A**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
210-302-912.000	AMBULANCE Property Insurance	\$ 335	\$ 650	\$ 315
210-302-931.000	AMBULANCE M & R Equipment	\$ 1,000	\$ 4,100	\$ 3,100
210-302-934.000	AMBULANCE M & R Office Equipment	\$ 500	\$ 1,000	\$ 500
210-302-956.000	AMBULANCE Miscellaneous Expenses	\$ 1,000	\$ 2,000	\$ 1,000
210-302-960.000	AMBULANCE Education & Training	\$ 3,000	\$ 5,000	\$ 2,000
405-275-999.591	WELLHEAD IMPROVEMENT Transfer to Water	\$ -	\$ 5,000	\$ 5,000
406-275-999.202	CAPITAL IMPROVEMENT Transfer to Major Streets	\$ -	\$ 18,118	\$ 18,118
520-000-678.006	REFUSE SERVICE Reimbursements - Miscellaneous	\$ 7,000	\$ 13,000	\$ 6,000
520-528-804.000	REFUSE SERVICE Contractual Service - Refuse Collection	\$ 7,000	\$ 13,000	\$ 6,000
582-201-992.000	ELECTRIC Principal Payment	\$ 50,000	\$ -	\$ (50,000)
582-539-718.000	ELECTRIC Pension	\$ 109,100	\$ 115,000	\$ 5,900
582-539-775.000	ELECTRIC M & R Supplies	\$ 100,000	\$ 110,000	\$ 10,000
582-539-803.002	ELECTRIC Eng Service - Ferc License	\$ 15,000	\$ 25,000	\$ 10,000
582-539-925.000	ELECTRIC Purchased Power - MPPA ESP	\$ 2,300,000	\$ 2,310,000	\$ 10,000

EXHIBIT A

**2014-2015 FISCAL YEAR
BUDGET AMENDMENTS**

<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED BUDGET</u>	<u>DIFFERENCE</u>
590-000-646.000	WASTEWATER New Service	\$ 3,000	\$ 9,000	\$ 6,000
590-201-992.000	WASTEWATER Principal Payment	\$ 54,000	\$ -	\$ (54,000)
590-441-775.000	WASTEWATER M & R Supplies	\$ 1,648	\$ 13,000	\$ 11,352
590-441-803.009	WASTEWATER Eng Service - Kent Street	\$ -	\$ 5,500	\$ 5,500
590-441-977.000	WASTEWATER Capital Outlay - Equipment	\$ -	\$ 61,000	\$ 61,000
591-000-678.006	WATER Reimbursements - Miscellaneous	\$ -	\$ 5,700	\$ 5,700
591-000-699.405	WATER Transfer from Wellhead Fund	\$ -	\$ 5,000	\$ 5,000
591-201-992.000	WATER Principal Payment	\$ 65,000	\$ -	\$ (65,000)
591-441-940.000	WATER M & R Water Tower	\$ 82,000	\$ 102,000	\$ 20,000
591-441-999.661	WATER Transfer to Motor Pool	\$ 90,000	\$ -	\$ (90,000)
661-000-699.591	MOTOR POOL Transfer from Water Fund	\$ 90,000	\$ -	\$ (90,000)
661-441-977.003	MOTOR POOL Capital Outlay - Tractor	\$ -	\$ 86,163	\$ 86,163
661-441-977.007	MOTOR POOL Capital Outlay - Vactor Truck Repairs	\$ -	\$ 13,221	\$ 13,221
661-441-977.011	MOTOR POOL Capital Outlay - Snowplow	\$ 34,000	\$ -	\$ (34,000)

PORTLAND CITY COUNCIL
Ionia County, Michigan

Motion by _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-46

A RESOLUTION APPROVING THE PURCHASE OF AUTOMATIC METER READING TECHNOLOGY

WHEREAS, by resolution in 2012, Council approved the process of migrating the existing water meters to the radio read Orion ME meter system by Badger and replacing all of the non-compatible meter bodies over the next 5 years; and

WHEREAS, the cost of AMR technology has come down and the products have become more robust offering potential leak detection, reverse flow indication, non-usage alarm, GPS mapping, and now Badger's system is capable of being migrated from a walk-by/drive by system to a fixed base system; and

WHEREAS, the AMR system will eliminate manual entry of water readings at the meter and into the billing system at City Hall and new meters may help pay for themselves because older meters typically maintain their accuracy or slow down 5-7% as they age; and

WHEREAS, City staff is recommending that the City purchase 153 meter bodies and 162 meter registers of various sizes from SLC Meter LLC for \$42, 483.67, a copy of the quote is attached as Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves staff's recommendation to purchase 153 meter bodies and 162 meter registers of various sizes from SLC Meter LLC for \$42, 483.67, a copy of the quote is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 15, 2015

Monique I. Miller, City Clerk

SLC Meter Inc
595 Bradford St.
Pontiac, MI 48341



Ph. 248-625-0667
Fx. 248-625-8650
www.slc-meter.com

Date	Quote #
6/5/2015	27823

Name / Address
CITY OF PORTLAND 259 KENT STREET PORTLAND, MI 48875

Ship To
CITY OF PORTLAND 451 MORSE DR. PORTLAND, MI 48875

P.O. No.	Terms	Rep	Entered by
PER/ROD	Net 30	RS	RS

Item	Description	Qty	Unit P...	Total
BM-CMPD-3	3" BADGER SERIES COMPOUND METER, LESS REGISTERS	1	1,989.93	1,989.93
BM-RTR-G-OR-...	BADGER 2"-3" CMPD RTR REGISTERS, US GALLONS, POTTED W/ ORION ME TRANSMITTERS ATTACHED	5	344.98	1,724.90
BM-CMPD-2	RCDL Compound Series Meter LL (NSF 61-G), 2", Elliptical w/Test Plug, Less Connections, Local Register, Gallon, Plastic Shroud / Plastic Lid	4	1,578.36	6,313.44
BM-RTR-OCE	M120 Badger RTR register with Orion ME endpoint and 10' wire. FHSS	2	193.20	386.40
BM-M70- BASE	1" BADGER M70 METER BASE, LOW LEAD BRASS (4)	4	190.11	760.44
BM-RTR-OCE	M70 Badger RTR register with Orion ME Endpoint and 10' wire. fhss	8	164.62	1,316.96
BM-M25-23-BRZ...	5/8" X 3/4" BADGER MODEL 25 WATER METER BASE ONLY, NSF 61 BRONZE, CAST IRON BOTTOM	144	54.95	7,912.80
BM-RTR-OCE	M25 Badger RTR register with Orion ME endpoint and 10' wire. fhss	144	147.70	21,268.80
BM-OBE	BADGER ORION UNIVERSAL CELLULAR END POINT (FOR ALL BRANDS OF ENCODERS) 10' BARE END WIRE W/ WALL PLATE	3	270.00	810.00
BM-HRE-LCD-G	BADGER HRE-LCD ENCODER IN GALLONS WITH 3' OR 10' WIRE	3	0.00	0.00
SHIP	SHIPPING/HANDLING CHARGES		0.00	0.00
Please note the purchase and payment terms of SLC Meter Inc. Written acceptance of this quotation is needed to order materials. All special order items have a 30% restocking fee. Brass products not marked "N-L" "BIA" "E-B" or "NSF-61" may contain lead and are not for use in potable or drinking water systems. Please go to www.slc-meter.com for further details.			Total	\$42,483.67

Thank You!

Exhibit
A

591-441-935

PORTLAND CITY COUNCIL

Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-47

A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S RECOMMENDATION TO OPT OUT OF THE LOW-INCOME ENERGY ASSISTANCE FUND CREATED BY PUBLIC ACT 95 OF 2013

WHEREAS, on July 1, 2013, the State of Michigan passed Public Act 95 (PA 95), a copy of which is attached as Exhibit A, that will require all electric utilities to charge up to \$0.99 per month on customer bills to raise revenue that would go into the Low-Income Energy Assistance Fund administered by the State to provide heating assistance to needy individuals; and

WHEREAS, City staff have projected that this could cost City Electric customers up to \$30,000 per year, a copy of a letter of correspondence from Electric Department Superintendent Mike Hyland is attached as Exhibit B; and

WHEREAS, PA 95 provides that a municipally owned electric utility or a cooperative electric utility may annually opt out of collecting funds for the Low-Income Energy Assistance Fund and that a utility that opts out cannot shut off electricity to a residential customer from November 1 to April 15 for nonpayment of a delinquent account; and

WHEREAS, the City of Portland has previously adopted electric shut-off rules that protect low- income and senior citizens from electric shut-offs from November 1 to April 15 and that opting out of collecting funds for the Low-Income Energy Assistance Fund would extend protection from shut-offs during the heating season to all residential customers and not raise all customers rates by up to \$0.99 per month; and

WHEREAS, the City of Portland previously opted out of this program in 2013 and 2014; and

WHEREAS, the Board of Light and Power meeting is scheduled for June 30, 2015 and will discuss opting out of collecting funds for the Low-Income Energy Assistance Fund rather than raise all customer's electric bills by up to \$0.99 per month.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. Contingent upon the approval and recommendation of the Board of Light and Power as referenced above, the City Council approves the opting out of collecting funds for the Low-Income Energy Assistance Fund for the next year rather than raise all customers' electric bills by up to \$0.99 per month.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 15, 2015

Monique I. Miller, City Clerk

Act No. 95
Public Acts of 2013
Approved by the Governor
July 1, 2013
Filed with the Secretary of State
July 1, 2013
EFFECTIVE DATE: July 1, 2013

**STATE OF MICHIGAN
97TH LEGISLATURE
REGULAR SESSION OF 2013**

Introduced by Senators Nofs, Bieda, Caswell, Hopgood, Proos, Young, Anderson, Brandenburg, Jones, Schuitmaker, Walker, Marleau and Pappageorge

ENROLLED SENATE BILL No. 284

AN ACT to amend 1939 PA 3, entitled "An act to provide for the regulation and control of public and certain private utilities and other services affected with a public interest within this state; to provide for alternative energy suppliers; to provide for licensing; to include municipally owned utilities and other providers of energy under certain provisions of this act; to create a public service commission and to prescribe and define its powers and duties; to abolish the Michigan public utilities commission and to confer the powers and duties vested by law on the public service commission; to provide for the continuance, transfer, and completion of certain matters and proceedings; to abolish automatic adjustment clauses; to prohibit certain rate increases without notice and hearing; to qualify residential energy conservation programs permitted under state law for certain federal exemption; to create a fund; to provide for a restructuring of the manner in which energy is provided in this state; to encourage the utilization of resource recovery facilities; to prohibit certain acts and practices of providers of energy; to allow for the securitization of stranded costs; to reduce rates; to provide for appeals; to provide appropriations; to declare the effect and purpose of this act; to prescribe remedies and penalties; and to repeal acts and parts of acts," (MCL 460.1 to 460.11) by adding section 9t.

The People of the State of Michigan enact:

Sec. 9t. (1) The low-income energy assistance fund is created within the state treasury.

(2) The state treasurer may receive money or other assets from any source for deposit into the fund. The state treasurer shall direct the investment of the fund. The state treasurer shall credit to the fund interest and earnings from fund investments.

(3) Money in the fund at the close of the fiscal year shall remain in the fund and shall not lapse to the general fund.

(4) The department of licensing and regulatory affairs shall be the administrator of the fund for auditing purposes.

(5) Subject to the limitations imposed in this section, the department of human services shall expend money from the fund, upon appropriation, as provided in the Michigan energy assistance act, 2012 PA 615, MCL 400.1231 to 400.1236. The department of human services, in consultation with the public service commission, shall ensure that all money collected for the fund from a geographic area is returned, to the extent possible, to that geographic area.

(6) Subject to the limitations imposed in this subsection, the public service commission may, after an opportunity to comment, annually approve a low-income energy assistance funding factor no later than July 31 of each year for the subsequent fiscal year. The low-income energy assistance funding factor shall be the same across all customer classes and shall not exceed \$1.00. The amount used by the public service commission to calculate a low-income energy assistance funding factor during each fiscal year shall not exceed \$50,000,000.00 minus both the amount appropriated from the general fund in that fiscal year for home energy assistance and the amount remaining in the fund from the prior fiscal year. An electric utility, municipally owned electric utility, or cooperative electric utility that collects money under this subsection shall remit that money to the state treasurer for deposit in the fund on a monthly basis no later than 30 days

Exhibit

A

(39)

after the last day in each calendar month. The electric utility, municipally owned electric utility, or cooperative electric utility shall list the low-income energy assistance funding factor as a separate line item on each customer's bill.

(7) An electric utility, municipally owned electric utility, or cooperative electric utility may elect to not collect a low-income energy assistance funding factor under this section by annually filing a notice with the public service commission by July 1. Notwithstanding any other provision of this act, an electric utility, municipally owned electric utility, or cooperative electric utility that elects to not collect a low-income energy assistance funding factor under this section shall not shut off service to any residential customer from November 1 to April 15 for nonpayment of a delinquent account.

(8) An electric utility, municipally owned electric utility, or cooperative electric utility that does not opt out under subsection (7), or an association representing a municipally owned electric utility or cooperative electric utility that does not opt out under subsection (7), shall annually provide to the public service commission by July 1 the number of retail billing meters it serves in this state that are subject to the low-income energy assistance funding factor.

(9) Nothing in this act gives the public service commission the power to regulate a municipally owned electric utility.

(10) As used in this section:

(a) "Fund" means the low-income energy assistance fund created in subsection (1).

(b) "Low-income energy assistance funding factor" means a nonbypassable surcharge on each retail billing meter payable monthly by every customer receiving a retail distribution service from an electric utility, municipally owned electric utility, or cooperative electric utility that does not opt out under subsection (7), regardless of the identity of the customer's electric generation supplier. The low-income energy assistance funding factor shall not be charged on more than 1 residential meter per residential site.

This act is ordered to take immediate effect.

Carol Morey Viventi
Secretary of the Senate

Jay E. Randall

Clerk of the House of Representatives

Approved

Governor

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

May 28th, 2014

City Manager
City Council

Re: PA 95

PA 95 was passed a couple of years ago and took effect beginning July 1, 2013. PA 95 requires electric utilities to impose a fee per meter on their electric customers, this year it is 99 cents per month. The fee is sent into the State of Michigan for their use, to disperse for low income heating assistance. Most are natural gas customers.

Portland (customers) would be sending about \$2500. per month, (\$30,000 per year) with no guarantee of what area it would go.

The act does allow utilities to "opt out" of the program, with the condition that we will not shut off residential customers from Nov. to April 15th. We opted out for the last year, and the Light & Power Board recommends opting out for 14-15.

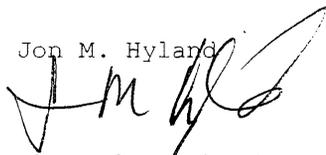
We usually (historically) do not shut off residential electric customers during winter time. We do have the ability to shut off water customers, should bills get out of hand.

There are other state programs that offer assistance. These are:

MEAP-Michigan Energy Assistance Program
LIEAF-Low Income Energy Assistance Fund
SER-State Emergency Relief Fund

Respectfully,

Jon M. Hyland



City of Portland, Board of Light & Power

**Exhibit
B**

PORTLAND CITY COUNCIL
Ionia County, Michigan

Council Member _____, supported by Council Member _____, made a motion to adopt the following resolution:

RESOLUTION NO. 15-48

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS
TO CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Board of Light & Power

-Jim Lakin to a term expiring June 30, 2018

Zoning Board of Appeals

-Jayne Graham to a term expiring June 30, 2018

Downtown Development Authority

-Michelle VanSlambrouck to a term expiring
June 30, 2019

-Chris Tyler to a term expiring June 30, 2019

-Tom Antaya to a term expiring June 30, 2019

-Cory Grimminck to a term expiring June 30, 2019

Planning Commission

-Joshua Hinds to a term expiring June 30, 2018

-Jason Williamson to a term expiring June 30, 2016

Tree Management Commission

-Lonny Freed to a term expiring June 30, 2016

Parks & Recreation Board

-Chad Williams to a term expiring June 30, 2020

District Library Board

-Mary Sue Barley to a term expiring June 30, 2019

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 15, 2015

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, June 1, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Butler, and Clement; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Eric Proctor

Guests: Kathy Parsons; Joe Russman, Starla Robertson, and Brandon Martin with the Portland Rodeo; Tom Thelen of the Review & Observer

The meeting was called to order at 7:00 P.M. by Mayor Barnes with the Pledge of Allegiance led by Brandon Martin.

Motion by Clement, supported by Fitzsimmons, to approve the Proposed Agenda as presented.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that the Cutler Road reconstruction is substantially complete. The deadline of May 29, 2015 was met. A final walkthrough and evaluation of the punch list will take place soon.

A ribbon cutting ceremony, sponsored by Fleis & VandenBrink, will be held on Thursday, June 11th in celebration of the effort that has been invested in this project and the collaboration between the MDOT, the City of Portland, and Danby Township.

Now that construction of Cutler Rd. has been completed the EDC will be discussing the marketing of the 58 acres at Cutler Rd. and Grand River Ave. owned by the City. Discussions will include whether the property should be listed with a realtor or whether RFP's should be solicited from potential developers of the property.

City Manager Gorman further stated that ADM is moving forward with plans to remove the silos on the corner of Divine Hwy. and Grand River Ave. this summer.

Under Presentations, Joe Russman presented information on Portland Rodeo Days to be held June 12th and 13th at Bogue Flats.

Under New Business, the Council considered Resolution 15-42 to approve Pay Request No. 3 to MDOT in the amount of \$63,116.79 for work completed on the Cutler Road Project.

Motion by Butler, supported by VanSlambrouck, to approve Resolution 15-42 approving Pay Request No. 3 to the Michigan Department of Transportation (MDOT) for work performed on the Cutler Road Project.

Yeas: Butler, VanSlambrouck, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-43 to approve the Board of Light and Power's recommendation to purchase Brenau hi-score wire and Sweetbriar hi-score wire from Power Line Supply for an estimated cost of \$8,720 to be used for residential service and undergrounding work.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 15-43 approving the Board of Light and Power's recommendation to purchase four rolls of Brenau Hi-Score Wire and four rolls of Sweetbriar Hi-Score Wire from Power Line Supply.

Yeas: Fitzsimmons, VanSlambrouck, Butler, Clement, Barnes

Nays: None

Adopted

Motion by Clement, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on May 18, 2015, payment of invoices in the amount of \$156,775.66 and payroll in the amount of \$87,600.05 for a total of \$244,375.71. There were no purchase orders over \$5,000.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman commented that 4th of July festivities will be held on Friday, July 3rd. The parade will begin at 8:00 P.M. and follow the normal route. The crowning of the king and queen will be held following at Portland High School with the fireworks at dusk.

City Manager Gorman reminded residents that individuals are allowed to shoot fireworks in the City the day before, the day of and the day after the 4th of July holiday.

Thursdays on the Grand will begin this Thursday, June 4th at the Band Shell at Two Rivers Park with music provided by We Three Strings.

A check presentation from the MEDC to the Friends of the Red Mill will be held at 1:00 P.M. at the Red Mill Pavilion.

The ribbon cutting ceremony for the Cutler Road Project will be held at 4:00 P.M. on Thursday, June 11th at Cutler Rd. and Charlotte Hwy.

Under Council Comments, Mayor Pro-Tem VanSlambrouck commented that he had the opportunity to drive on Cutler Rd. today and that it looks great.

Mayor Barnes noted that the First Baptist Church will hold a 175th Anniversary celebration on Sunday, June 7th and that he will be presenting a proclamation in acknowledgement of their service to the community.

Mayor Barnes further noted the Council is in the process of its annual review of City Manager Gorman.

Motion by VanSlambrouck, supported by Butler, to adjourn the regular meeting.

Yeas: VanSlambrouck, Butler, Fitzsimmons, Clement, Barnes

City of Portland
Synopsis of the Minutes of the June 1, 2015 City Council Meeting

The City Council meeting was called to order by Mayor Barnes at 7:00 P.M.

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Butler, and Clement; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Eric Proctor

Presentation - Joe Russman presented information on Portland Rodeo Days to be held June 12th and 13th at Bogue Flats.

Approval of Resolution 15-42 approving Pay Request No. 3 to the Michigan Department of Transportation (MDOT) for work performed on the Cutler Road Project.

All in favor. Approved.

Approval of Resolution 15-43 approving the Board of Light and Power's recommendation to purchase four rolls of Brenau Hi-Score Wire and four rolls of Sweetbriar Hi-Score Wire from Power Line Supply.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:25 P.M.

All in favor. Approved.

A copy of the approved Minutes is available upon request at City Hall, 259 Kent Street.

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MAMC	01580	CONFERENCE REGISTRATION - CEMETERY	85.00
MAMC	01580	MEMBERSHIP - CEMETERY	35.00
GREAT WOLF LODGE	MISC	CONFERENCE - CEMETERY	228.88
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM FERC MONITORING - ELECTRIC	3,182.75
ALTEC INDUSTRIES, INC.	00016	REPAIR BROKEN BOOM - ELECTRIC	326.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	164.00
BADER & SONS CO.	00031	ZTRAK MOWER - CEMETERY, PARKS	1,200.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	123.00
BOUND TREE MEDICAL LLC.	01543	STETHOSCOPE - AMBULANCE	64.99
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	499.60
BOUND TREE MEDICAL LLC.	01543	PULLOVERS - AMBULANCE	475.20
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	98.81
B&W AUTO SUPPLY, INC.	00030	SUPPLIES, PARTS - CEM, PARKS, ELEC, MTR POOL	499.07
NOLAN CHAPMAN	00079	CLOTHING ALLOWANCE - MAJ STS	128.78
CINTAS-725	00083	UNIFORM AND RUG CLEANING - VARIOUS DEPTS	771.76
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.28
CONSUMERS ENERGY	00095	GAS SERVICES - ELECTRIC	19.34
DUANE CROSS	00642	SOCKET SET - MTR POOL	269.00
DUANE CROSS	00642	SOCKET SET - MTR POOL	258.00
CULLIGAN	02130	WATER DELIVERY - CITY HALL	12.00
DAVID L. KEILEN	00107	HOOK UP PHONE - ELECTRIC	271.10
DES MOINES STAMP	01393	SIGNATURE STAMP - GENERAL, INCOME TAX	31.80
EAGLE ENTERPRISE OF MICHIGAN INC.	01986	REPLACE & INSTALL NEW DOOR AT RESTROOM TOAN PA	1,562.14
FAMILY FARM & HOME	01972	HAND TRUCK HOSE - ELECTRIC	69.99
FAMILY FARM & HOME	01972	BLADE- MTR POOL	22.48
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL - CEMETERY, PARKS	440.30
FOSTER BLUE WATER OIL, LLC	02301	GASOLINE - CEMETERY, PARKS	557.76
FREDRICKSON SUPPLY LLC	02104	COIL-LOCK VALVE - MTR POOL	79.41
PHIL GENSTERBLUM	00164	MILEAGE REIMB - CODE, AMBULANCE	468.56

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEMETERY, PARKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	1,844.55
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	154.90
HASSELBRING-CLARK	02073	QTRLY MA COPY MACH-POL, FIRE, CODE, AMB	140.00
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	380.00
LITE'S PLUS	00243	BULB REPLACEMENT - CITY HALL	27.44
MICHIGAN ASSN OF CHIEFS POLICE	00266	MEMBERSHIP DUES - POLICE	115.00
MARK WOODMAN PLUMBING & HEATING	01816	BACKFLOW DVICE TESTING - CITY HALL, ELECTRIC,	745.00
MENARDS	00260	STEEL RACKING BEAM, STEEL END FRAME - ELECTRIC	265.26
MENARDS	00260	SUPPLIES - CEMETERY	172.67
MHR BILLING	01780	BILLING - AMBULANCE	1,080.00
MICHIGAN ASSOC OF AMBUL SVCS	01047	ANNUAL DUES - AMBULANCE	155.00
MICHIGAN COMPANY, INC.	00273	SUPPLIES - CEMETERY, CITY HALL	609.40
MICHIGAN.COM	02336	LEGAL NOTICES - GENERAL	156.19
MICHIGAN ELECTION RESOURCES	00278	PETITION AFFIDAVIT OF IDENTITY - ELECTIONS	32.32
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - LOC STS, WATER	174.16
MICPA	02358	2015-2016 MEMBERSHIP RENEWAL	85.00
AUTOMATED BUSINESS EQUIPMENT	00027	POSTAGE RATE CHANGE CARD - GENERAL	314.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACT - ELECTRIC	78.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,399.54
MIDWEST GAS INSTRUMENT SVC	00307	CALIBRATION & CHECK OF THE IMPACT PRO GAS METE	77.76
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	16,769.00
MARK SPOHN	02110	MOWING FOR THE RED MILL - COMM PROMO	230.00
MUNICIPAL SUPPLY CO.	00324	GLOVE, METER COUPLING W GASKET - WATER	97.39
MUNICIPAL SUPPLY CO.	00324	D VALVE BOX COMPLETE - WATER	175.00
NORTH CENTRAL LABORATORIES	00959	SULFURIC ACID, FILTER PAPER, FILTERS - WASTE W	204.97
PLEUNE SERVICE COMPANY INC.	00741	REMOVE WATER HEATER EXPANSION TANK - CITY HALL	131.00
SHERYL PIERCE	MISC	REIMB FOR LIFE INSURANCE PREMIUM - GENERAL	9.80

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
POLYDYNE INC.	02196	DRUM CLARIFLOC - WASTE WATER	1,741.50
ROCHESTER CREATIONS	02359	POLO SHIRTS - AMBULANCE	480.00
ROCHESTER CREATIONS	02359	MONOGRAM FLEECE - AMBULANCE	81.00
SECURITY CORPORATION	02289	REPAIR DRIVE THRU DRAWER - CITY HALL	250.00
ROD SMITH	02317	CDL CERTIFICATION REIB - WATER	61.20
SPARROW OCCUPATIONAL HEALTH	00340	PHYSICALS - CEMETERY, PARKS, ELECTRIC	414.00
STATE OF MICHIGAN	00428	SOR TOKEN - POLICE	66.00
STEVE'S METER SERVICE	00442	METER INSTALLATION -ELECTRIC	1,055.00
SUPPLYGEEKS	02052	COPY PAPER - GENERAL	339.50
SYNAGRO CENTRAL, LLC	01889	CONTRACTED SLUDGE HAULING AND LAND APPLICATION	5,229.90
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	648.76
TRIMATRIX LABORATORIES INC	01806	LAB TEST - ELECTRIC	520.00
UPS	MISC	POSTAGE - ELECTRIC, WATER	145.00
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	CELL PHONE AND WIFI - VARIOUS DEPTS	313.40
WINDEMULLER	02229	RESCALE PLC TO MATCH VFD SETTINGS FOR NEW PUMP	1,995.00
ED FILTER	00540	UMPIRES - REC	184.00
GERALD ACKERSON	02269	UMPIRES - REC	230.00
GREG GARN	02185	UMPIRES - REC	92.00
BRIAN RUSSELL	00593	UMPIRES - REC	276.00
RYAN WILCOX	01734	UMPIRES - REC	120.00
ALLISON RUSSELL	01954	UMPIRES - REC	80.00
TRAVIS SCHRAUBEN	01076	UMPIRES - REC	25.00
RYAN FEDEWA	02360	UMPIRES - REC	25.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	58.50
LOGAN COOK	02342	SCOREKEEPERS - REC	39.00
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	52.00
BRETT PUNG	02307	SCOREKEEPERS - REC	19.50
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	45.50

Date: 08/12/15

CITY OF PORTLAND INVOICE REGISTER

Page: 4

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
EMILY MIROS	02361	SCOREKEEPERS - REC	13.00
GAYLE HILL	MISC	ENERGY OPTZ - ELECTRIC	150.00
MIKA MEYERS BECKETT & JONES	02042	LEGAL SERVICES - GENERAL	583.00
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE - GENERAL,ELEC, WTR, WASTE WTR	992.92
WEX BANK	02181	GAS & DIESEL - ELECTRIC, MOTOR POOL	2,943.86
DIVINE AUTO BODY, INC.	00123	LABOR & PARTS TO FIX TRUCK - ELECTRIC	1,918.10
DIVINE AUTO BODY, INC.	00123	LABOR & PARTS FOR VEHICLE REPAIR - ELECTRIC	626.10
VINTAGE TECH LLC	02362	ELECTRONICS SERVICE FEE- COMM PROMO	2,300.00
METRONET TELECOM	02363	REPROGRAMMED PHONE - GENERAL	275.00
Total:			\$69,121.93

**BI-WEEKLY
WAGE REPORT
June 8, 2015**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,568.22	224,214.07	4,722.32	75,451.49	14,290.54	299,665.56
ASSESSOR	1,248.96	32,774.94	772.92	9,421.80	2,021.88	42,196.74
CEMETERY	5,762.35	79,815.24	3,008.69	27,895.00	8,771.04	107,710.24
POLICE	23,467.02	370,655.23	9,531.67	107,476.46	32,998.69	478,131.69
CODE ENFORCEMENT	924.41	16,296.27	424.20	4,857.03	1,348.61	21,153.30
PARKS	2,958.54	52,874.55	1,215.95	15,447.02	4,174.49	68,321.57
INCOME TAX	2,244.33	41,525.08	1,916.76	20,476.07	4,161.09	62,001.15
MAJOR STREETS	3,103.14	81,036.35	2,765.82	42,507.62	5,868.96	123,543.97
LOCAL STREETS	3,623.53	63,706.71	3,126.63	33,023.11	6,750.16	96,729.82
RECREATION	2,698.80	49,961.75	1,826.08	20,530.52	4,524.88	70,492.27
AMBULANCE	16,912.63	269,869.28	5,152.78	54,598.96	22,065.41	324,468.24
DDA	-	28,427.10	-	11,013.44	-	39,440.54
ELECTRIC	21,264.39	420,781.72	17,097.87	190,554.70	38,362.26	611,336.42
WASTEWATER	13,755.40	215,287.56	9,709.71	105,118.79	23,465.11	320,406.35
WATER	5,907.37	125,530.49	4,133.11	56,952.71	10,040.48	182,483.20
MOTOR POOL	4,999.93	51,375.92	3,799.06	26,814.37	8,798.99	78,190.29
TOTALS:	118,439.02	2,124,132.26	69,203.57	802,139.09	187,642.59	2,926,271.35

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 6/10/15
MEETING DATE 6/15/15

Fund	Description	Beginning Balance 5/27/15	Total Cash in	Total Cash out	Cash Balance 6/10/15	Time Certificates	Ending Balance 6/10/15
101	GENERAL FUND	733,254.32	119,679.22	(171,643.40)	681,290.14	235,000.00	916,290.14
105	INCOME TAX FUND	41,754.79	98,205.88	(127,305.95)	12,654.72	10,000.00	22,654.72
150	CEMETERY PERPETUAL CARE FUND	32,992.20	-	-	32,992.20		32,992.20
202	MAJOR STREETS FUND	121,888.67	25,443.73	(79,707.02)	67,625.38		67,625.38
203	LOCAL STREETS FUND	41,264.36	70,854.80	(93,448.79)	18,670.37		18,670.37
208	RECREATION FUND	19,586.73	10,614.38	(11,327.26)	18,873.85		18,873.85
210	AMBULANCE FUND	117,914.47	38,945.34	(45,651.11)	111,208.70		111,208.70
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	31,850.00	7.24	(6.21)	31,851.03		31,851.03
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	492,775.00	-	-	492,775.00		492,775.00
520	REFUSE SERVICE FUND	25,960.79	3,210.28	(139.01)	29,032.06		29,032.06
582	ELECTRIC FUND	173,052.28	100,087.97	(143,732.47)	129,407.78	530,000.00	659,407.78
590	WASTEWATER FUND	(102,453.93)	196,954.72	(164,921.80)	(70,421.01)		(70,421.01)
591	WATER FUND	219,914.69	22,728.98	(55,282.64)	187,361.03	420,000.00	607,361.03
661	MOTOR POOL FUND	(5,422.70)	8,798.99	(18,536.28)	(15,159.99)		(15,159.99)
703	CURRENT TAX FUND	9,428.88	-	-	9,428.88		9,428.88
TOTAL - ALL FUNDS		1,957,122.80	695,531.53	(911,701.94)	1,740,952.39	1,195,000.00	2,935,952.39

ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
PERPETUAL CARE CD	130,000.00	130,000.00
INCOME TAX SAVINGS	893,983.68	893,983.68
ELECTRIC-PRIN & INT ESCROW	137,809.11	137,809.11
WASTEWATER DEBT ESCROW	151,717.71	151,717.71
WASTEWATER REPAIR ESCROW	41,509.50	41,509.50
DDA-PRIN & INT ESCROW	154,782.90	154,782.90

*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>

5,015,755.29

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR APRIL 2015

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of May 2015. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged **9.2 million gallons** for the month of May.

On May 4, Rich Grant and his associate Al from Fleis & Vanden Brink (F&V), and Tutt, Gorman met with Doug Sherman at the WWTP to review the installation of the new pumps for their final approval. The inadequate heating in the Grit & Screening building was also discussed during this meeting. Since the building was constructed condensation and freezing problems have been a serious problem within the building each winter. Continuous ventilation is required in the building even in the cold months. With the constant flow of cold air through the building, the existing fan forced heater cannot provide enough heat. The suggestions made by F&V would be to add several intrinsically safe infrared heaters to provide additional heat. Rich explained that the infrared technology heats objects and not the air. This would prevent the equipment and water from freezing even when the air temperature dips below freezing within the building. We are planning on contacting F&V later this summer to proceed with this plan to provide additional heat to this building to prevent future condensation and freezing problems.

After running the Raw Sewage pumps with the new automatic alternating feature programmed into the PLC, the WWTP operators observed that the old #3 pump appeared to cycle on and off frequently throughout the night hours. Doug checked with Bruce at F&V to find out what the VFD low speed setting should be for the #3 pump. Chuck from Windemuller returned to the WWTP and was able to readjust the VFD low speed setting as it was incorrect from the original installation 3 years ago. He then made the necessary changes to the PLC to coordinate the VFD and the PLC control. This resolved the problem. All three pumps are now working correctly. With the VFD changes, we should expect years of reliable service from the pump motors.

During the citywide cleanup day, several old lawn mowers were discarded. Mike Owen was able to salvage a part off of one of the discarded lawn mowers to repair the non-operable WWTP push lawn mower. We now have a reliable working lawn mower. The replacement of this mower was budgeted for the 2015-2016 budget year.

Granger Landfill has been questioning our method of disposing of our grit& screenings and dried Biosolids. I have checked the Federal 40CFR rules and regulations for landfilling these materials. All of these items are not prohibited from land-filling; however the landfill owner has the final say. Granger's has requested that we stock pile our dried Biosolids that we remove from the sand drying beds and manifest them and haul them ourselves to their landfill. We had been adding these to the dumpster in the past. The federal regulations allow us to stock pile these up to two years. I have also checked with Synagro and found that they can land apply these as well. Grangers also expressed concerns about their drivers being exposed to pathogens and bacteria from our grit & screenings when they have to enter the back of their trucks to clean them out. They wanted to know if these could be bagged before we place them in the dumpster. I have found that Lakeside has a bagger attachment for both the Fine Screen and the Grit Washer. These come with a price tag of \$2300.00 and we can install in house. The baggers use a continuous bag cartridge which will protect the WWTP operators from exposure when handling the bags. The bags can be placed directly in the existing dumpster and tied off when they are full to prevent any lifting by the operators. I have supplied Grangers with the bagging information and I am now waiting for their reply.

The WWTP operators have noticed over the past winter and spring that the amount of polymer required for the sludge thickener has increased. Doug contacted the representative from PolyDyne, the polymer supplier, to request that he jar test our Waste Activated Sludge (WAS) to see if our WAS has changed in some way that might require a different polymer formulation. After his testing he recommended a slightly different formulation. We have just received the new polymer and will see if this helps.

The Mason, MI WWTP is considering upgrading to a fine screen and grit washer. Dave Fuller, the Mason WWTP superintendent came to our plant too look at the equipment that we are using to help him in his decision making.

Sandborn Construction installed the new service lateral at the Red Mill Farmers Market project. They were able to connect using a saddle tap onto the city sewer main on Water Street. They then installed the new lateral to the new pavilion.

Maintenance & Capitol Expenses for May 1, 2015 to May 31, 2015

ITEM	COST
Tom's Do It Center – Misc. Hardware	\$ 5.96
Interstate Battery – Lead Acid batteries for alarm dialers	\$ 29.90
MCL – Lab Supplies	\$ 204.97
Midwest Gas Instruments – Semi-annual check/calibration	\$ 77.76
USA Bluebook – Peristaltic pump repair parts, DO sensor cap	\$ 407.54
D&E Electric – Labor to shorten pump cords	\$ 320.00
	<hr/>
Total Expenses	\$ 1046.13
Total Spent YTD	\$ 45606.47

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3655 feet
Routine cleaning	2505 feet
Sewer call outs due to building services	1
Sewer call outs due to plugged City main	0
New connections to sewer main	1
Building Services Televised	1
Building Services Inspected	2
City Main Televised	0 feet

SEWER CALLOUTS

May 5, 2015

A call was received from the Nick Meyers residence, located at 720 Riverside Drive, by Mike Owen at the WWTP at 10:10AM. Mike was on the site at 10:20AM to investigate the back-up. He inspected the flow at manhole's C141 – C145. The flow was normal in the city main. He advised the homeowner that the problem was within the house service lateral and that he should contact a plumber to correct the problem. Mike suggested that the homeowner let us know when this has been done and we could schedule a time to televise the service for him. Mike returned to the WWTP at 10:35AM.

One house lateral was televised during the month of April. Severe roots were located at two joints in the house service lateral. A service lateral was replaced on Detroit St. by Sandborn Construction. A service tap and new service lateral was installed at the Red Mill Farmers Market by Sandborn Construction.

Respectively Submitted,

Drew Sherman
Sewer Division Superintendent

Portland Light and Power Board EO Report
6/4/2015



Executive Summary:

Portland Light and Power Board Summary						
Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Prescriptive	86,835.00	387,157.56	445.85%	\$ 16,785.00	\$14,429.62	85.97%
Pipeline : 1		300,300.00	345.83%		\$9,000.00	53.62%
Realized : 2		86,857.56	100.03%		\$5,429.62	32.35%
C&I Combined	131,957.00	387,157.56	293.40%	\$ 20,195.00	\$14,429.62	71.45%
Pipeline : 1		300,300.00	227.57%		\$9,000.00	44.57%
Realized : 2		86,857.56	65.82%		\$5,429.62	26.89%
Residential HVAC	38,187.00	6,911.33	18.10%	\$ 3,889.00	\$1,505.00	38.70%
Realized : 11		6,911.33	18.10%		\$1,505.00	38.70%

Appliance Recycling & Lighting Kits

Appliance Recycling Program

Appliance Recycling		kWh Goal: 43,036.00				
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	
Air Conditioners						
Dehumidifiers						
Freezers	1	1,111.0	\$60	\$0.05	2.58%	
Refrigerators	2	2,522.0	\$120	\$0.05	5.86%	
Totals	3	3,633.0	\$180	\$0.05	8.44%	

Lighting Kits		kWh Goal: 96,164.00				
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	
Lighting Kits						
Totals						

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Prescriptive		387,157.56	\$14,429.62
Batched			
Golden Bridge Manor - 248 Divine Highway	5/8/2015	70,730.04	\$4,485.33
Mc Donald Equipment Co. - 1217 Grand River	5/22/2015	16,127.52	\$944.29

Customer	Status Date	kWh Savings	Incentive
Application Received			
Tom'S Food Center - 1462 E. Grand River Ave.	5/26/2015	300,300.00	\$9,000.00

Customer	Status Date	kWh Savings	Incentive
Residential HVAC		6,911.33	\$1,505.00

Customer	Status Date	kWh Savings	Incentive
Batched			
Jessica Moore - 6902 Maynard Rd	1/30/2015	751.72	\$165.00
Wayne Gladding - 8110 Doreen Dr	1/30/2015	751.72	\$165.00
Ken Lawless - 314 S Virginia Ave	2/6/2015	751.72	\$165.00
Roger Habegger - 206 S Virginia	2/6/2015	751.72	\$165.00
Gayle Hill - 6514 Maynard Rd	2/13/2015	730.00	\$150.00
Edward Filter - 6824 Maynard Rd	3/6/2015	45.30	\$25.00
Billie Price - 511 Looking Glass Ave	3/20/2015	751.72	\$165.00
Fred Werner - 733 E Bridge St	4/24/2015	751.72	\$165.00
Zach Waltersdorf - 216 Church St	5/1/2015	144.00	\$25.00
Dorothy Lenneman - 718 Detroit St	5/22/2015	730.00	\$150.00
Kimberly Keusch - 7001 Jennifer Ln	5/22/2015	751.72	\$165.00

Component Detail

C&I Prescriptive		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Account Number	Component					
Batched						
02-04900-5	Golden Bridge Manor - 248 Divine Highway Total Project Cost: \$ 14,997.00 Install Complete: 4/30/2015					
	Custom Interior LFL - LED - MPPA 2015	6,256	1.50	9,384.00	0.08	500.48
	Exterior HID to LED - MPPA 2015	3,906	6.48	25,305.00	0.35	1,367.10
	Exterior HID to LED - MPPA 2015	1,900	6.48	12,309.00	0.35	665.00
	10% Early Bird Bonus	1		0.00		407.75
	Custom Interior LFL - Demand Only - MPPA 201	1,564	0.00	0.00	0	0.00
	LED Lamps < 20W LED replacing A-line 80-100	103	230.41	23,732.00	15	1,545.00
17-00080-1	Mc Donald Equipment Co. - 1217 Grand River Total Project Cost: \$ 2,218.94 Install Complete: 5/18/2015					
	Custom Interior LFL - T8/T5 - MPPA 2015	12,288	1.00	12,288.00	0.05	614.40
	Custom Interior LFL - T8/T5 - MPPA 2015	360	1.00	360.00	0.05	19.00
	Custom Interior LFL - Demand Only - MPPA 201	3,167	0.00	0.00	0	0.00
	Exterior HID to T8/T5 - MPPA 2015	327	4.32	1,412.00	0.35	114.45
	10% Early Bird Bonus	1		0.00		85.84
	Exterior HID to LED - MPPA 2015	2	6.48	2,047.00	0.35	110.60
Application Received						
17-01300-1	Tom'S Food Center - 1462 E. Grand River Ave. Total Project Cost: \$ Install Complete:					
	ECM Walk-In Cooler/Freezer - MPPA 2015	220	1,365.00	300,300.00	50	11,000.00
Residential HVAC/Efficient Appliances						
Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Batched						
02-02500-2	Billie Price - 511 Looking Glass Ave Install Complete: 2/26/2015					
	Furnace w/ECM - MPPA SF-HVAC 2015	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA SF-HVAC 20	1	21.72	22.00	15	15.00
08092001	Dorothy Lenneman - 718 Detroit St Install Complete: 5/10/2015					
	Furnace w/ECM - MPPA SF-HVAC 2015	1	730.00	730.00	150	150.00
12-12900-1	Edward Filter - 6824 Maynard Rd Install Complete: 1/27/2015					
	Refrigerator - Energy Star - MPPA SF-HVAC 20	1	45.30	45.00	25	25.00
03-00500-1	Fred Werner - 733 E Bridge St Install Complete: 2/25/2015					
	Furnace w/ECM - MPPA SF-HVAC 2015	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA SF-HVAC 20	1	21.72	22.00	15	15.00
12-09650-1	Gayle Hill - 6514 Maynard Rd Install Complete: 1/13/2015					
	Furnace w/ECM - MPPA SF-HVAC 2015	1	730.00	730.00	150	150.00
12-13200-1	Jessica Moore - 6902 Maynard Rd Install Complete: 1/16/2015					
	Furnace w/ECM - MPPA SF-HVAC 2015	1	730.00	730.00	150	150.00
	Programmable Thermostat - MPPA SF-HVAC 20	1	21.72	22.00	15	15.00

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Batched						
07-07500-4	Ken Lawless - 314 S Virginia Ave Install Complete: 1/28/2015					
	<i>Furnace w/ECM - MPPA SF-HVAC 2015</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA SF-HVAC 20</i>	1	21.72	22.00	15	15.00
12-19600-2	Kimberly Keusch - 7001 Jennifer Ln Install Complete: 5/5/2015					
	<i>Furnace w/ECM - MPPA SF-HVAC 2015</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA SF-HVAC 20</i>	1	21.72	22.00	15	15.00
07-08700-1	Roger Habegger - 206 S Virginia Install Complete: 1/15/2015					
	<i>Furnace w/ECM - MPPA SF-HVAC 2015</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA SF-HVAC 20</i>	1	21.72	22.00	15	15.00
13-09000-1	Wayne Gladding - 8110 Doreen Dr Install Complete: 1/9/2015					
	<i>Furnace w/ECM - MPPA SF-HVAC 2015</i>	1	730.00	730.00	150	150.00
	<i>Programmable Thermostat - MPPA SF-HVAC 20</i>	1	21.72	22.00	15	15.00
08-13700-3	Zach Waltersdorf - 216 Church St Install Complete: 2/24/2015					
	<i>Electric Clothes Dryer - MPPA SF-HVAC 2015</i>	1	144.00	144.00	25	25.00

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PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2015 NORMAL (ABNORMAL)	MONTH 06/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,400.00	979,678.49	0.00	6,721.51	99.32
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,300.00	0.00	0.00	1,300.00	0.00
101-000-445.000	PENALTY & INTEREST	8,000.00	4,283.01	0.00	3,716.99	53.54
101-000-445.022	1994A SPEC ASSESS - INTEREST	200.00	173.49	0.00	26.51	86.75
101-000-447.000	TAX COLLECTION FEES	42,120.00	42,387.96	0.00	(267.96)	100.64
101-000-448.000	SPECIAL ASSESSMENT FEES	15.00	12.12	0.00	2.88	80.80
101-000-451.000	BUSINESS PERMITS	250.00	2,294.00	0.00	(2,044.00)	917.60
101-000-453.000	CABLE TV FEES	28,000.00	29,205.50	0.00	(1,205.50)	104.31
101-000-455.000	TRAILER FEES	500.00	1,761.00	0.00	(1,261.00)	352.20
101-000-476.000	NON-BUSINESS PERMITS	2,000.00	(336.00)	1,757.00	2,336.00	(16.80)
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	5.11	0.00	(5.11)	100.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	1,169.13	675.43	30.87	97.43
101-000-570.000	LIQUOR FEES	3,200.00	3,183.95	0.00	16.05	99.50
101-000-575.000	REVENUE SHARING-CONST SALES	299,879.00	251,047.00	0.00	48,832.00	83.72
101-000-576.000	REVENUE SHARING-STAT SALES	105,741.00	88,030.00	0.00	17,711.00	83.25
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	5,000.00	5,785.00	0.00	(785.00)	115.70
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	1,000.00	892.50	0.00	107.50	89.25
101-000-624.000	MISCELLANEOUS FEES	0.00	40.96	0.00	(40.96)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	292,457.00	0.00	26,400.00	91.72
101-000-629.000	TOWNSHIP FIRE FEES	0.00	0.00	0.00	0.00	0.00
101-000-630.000	CEMETERY LOT SALES	3,500.00	5,012.50	0.00	(1,512.50)	143.21
101-000-633.000	CEMETERY CARE FEES	2,000.00	3,978.20	0.00	(1,978.20)	198.91
101-000-634.000	GRAVE OPENING FEES	10,000.00	12,112.50	350.00	(2,112.50)	121.13
101-000-656.000	DISTRICT COURT FINES	13,000.00	11,976.55	0.00	1,023.45	92.13
101-000-661.000	PARKING FINES	2,400.00	2,875.00	50.00	(475.00)	119.79
101-000-662.000	DRUG FORFEITURE MONEY	0.00	4,113.87	0.00	(4,113.87)	100.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	2,311.99	30.00	188.01	92.48
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	400.00	2,628.53	(1,555.66)	(2,228.53)	657.13
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	200.00	215.12	19.88	(15.12)	107.56
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	8,300.00	8,800.00	0.00	(500.00)	106.02
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.003	DONATIONS-DOG PARK	0.00	370.00	0.00	(370.00)	100.00
101-000-676.004	DONATION-RED MILL BUILDING	2,000.00	0.00	0.00	2,000.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	1,730.00	0.00	(1,730.00)	100.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	1,168.84	498.07	(418.84)	155.85
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	0.00	0.00	0.00	0.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	0.00	12,022.60	0.00	(12,022.60)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	11,000.00	23,230.65	6,131.29	(12,230.65)	211.19
101-000-678.007	REIMBURSEMENTS-PAMA	1,000.00	1,212.00	0.00	(212.00)	121.20
101-000-678.008	REIMBURSEMENTS-RETIREE HEALTH	0.00	0.00	0.00	0.00	0.00
101-000-678.009	REIMBURSEMENTS-RETIREE LIFE	0.00	0.00	0.00	0.00	0.00
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	1,100.00	1,032.96	0.00	67.04	93.91
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2015 NORMAL (ABNORMAL)	MONTH 06/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-699.001	TRANSFER FROM VOL FIRE DEPT.	0.00	0.00	0.00	0.00	0.00
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	0.00	0.00	0.00	0.00
101-000-699.403	TRANSFER FROM DNR/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	49,792.00	49,792.00	0.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	31,764.00	0.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	31,764.00	0.00	0.00	100.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,975,132.00	1,910,181.53	7,956.01	64,950.47	96.71
Expenditures						
100	COUNCIL	97,733.00	89,793.72	(51.00)	7,939.28	91.88
101	COMMUNITY PROMOTIONS	293,475.25	264,538.86	5,923.96	28,936.39	90.14
172	CITY MANAGER	134,804.00	131,408.47	6,011.27	3,395.53	97.48
191	ELECTIONS	7,105.00	5,146.19	0.00	1,958.81	72.43
201	GENERAL ADMINISTRATION	339,512.00	277,097.79	8,567.06	62,414.21	81.62
209	ASSESSING	51,088.00	46,708.01	1,178.88	4,379.99	91.43
265	CITY HALL	58,133.00	44,815.24	1,107.96	13,317.76	77.09
276	CEMETERY	157,205.00	129,529.89	7,897.44	27,675.11	82.40
301	POLICE	680,028.00	588,870.99	25,952.47	91,157.01	86.60
336	FIRE	0.00	0.00	0.00	0.00	0.00
371	CODE ENFORCEMENT	38,304.00	36,945.79	1,228.61	1,358.21	96.45
728	ECONOMIC DEVELOPMENT	8,000.00	9,442.10	(579.00)	(1,442.10)	118.03
751	PARKS	147,490.00	103,251.36	5,663.29	44,238.64	70.01
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,012,877.25	1,727,548.41	62,900.94	285,328.84	85.82
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,975,132.00	1,910,181.53	7,956.01	64,950.47	96.71
TOTAL EXPENDITURES		2,012,877.25	1,727,548.41	62,900.94	285,328.84	85.82
NET OF REVENUES & EXPENDITURES		(37,745.25)	182,633.12	(54,944.93)	(220,378.37)	483.86
TOTAL REVENUES - FUND 101						
TOTAL REVENUES - FUND 101		1,975,132.00	1,910,181.53	7,956.01	64,950.47	
TOTAL EXPENDITURES - FUND 101		2,012,877.25	1,727,548.41	62,900.94	285,328.84	
NET OF REVENUES & EXPENDITURES		(37,745.25)	182,633.12	(54,944.93)	(220,378.37)	

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PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2015 NORMAL (ABNORMAL)	MONTH 06/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	706,400.00	638,982.54	0.00	67,417.46	90.46
	TOTAL EXPENDITURES	696,687.00	663,869.31	3,998.09	32,817.69	95.29
	NET OF REVENUES & EXPENDITURES	9,713.00	(24,886.77)	(3,998.09)	34,599.77	256.22
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	2,500.00	3,550.00	0.00	(1,050.00)	142.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,500.00	3,550.00	0.00	(1,050.00)	142.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	235,000.00	244,844.27	19,574.77	(9,844.27)	104.19
	TOTAL EXPENDITURES	326,510.95	283,071.45	1,554.68	43,439.50	86.70
	NET OF REVENUES & EXPENDITURES	(91,510.95)	(38,227.18)	18,020.09	(53,283.77)	41.77
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	1,341,788.00	680,974.75	64,206.14	660,813.25	50.75
	TOTAL EXPENDITURES	981,609.00	799,261.91	59,889.66	182,347.09	81.42
	NET OF REVENUES & EXPENDITURES	360,179.00	(118,287.16)	4,316.48	478,466.16	32.84
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	146,950.00	126,226.72	5,209.50	20,723.28	85.90
	TOTAL EXPENDITURES	135,202.00	115,791.91	5,140.38	19,410.09	85.64
	NET OF REVENUES & EXPENDITURES	11,748.00	10,434.81	69.12	1,313.19	88.82
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	536,430.00	488,919.17	8,370.24	47,510.83	91.14
	TOTAL EXPENDITURES	531,273.00	466,723.62	13,823.41	64,549.38	87.85
	NET OF REVENUES & EXPENDITURES	5,157.00	22,195.55	(5,453.17)	(17,038.55)	430.40
Fund 245 - MSHDA LOFT FUND						
Fund 245 - MSHDA LOFT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	311,000.00	324,748.79	0.00	(13,748.79)	104.42
	TOTAL EXPENDITURES	347,352.80	308,909.56	0.00	38,443.24	88.93
	NET OF REVENUES & EXPENDITURES	(36,352.80)	15,839.23	0.00	(52,192.03)	43.57
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION						
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION:						
	TOTAL REVENUES	0.00	30,000.00	0.00	(30,000.00)	100.00
	TOTAL EXPENDITURES	0.00	26,637.75	0.00	(26,637.75)	100.00
	NET OF REVENUES & EXPENDITURES	0.00	3,362.25	0.00	(3,362.25)	100.00

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PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
	TOTAL REVENUES	3,000.00	3,000.00	0.00	0.00	100.00
	TOTAL EXPENDITURES	3,000.00	6,729.95	0.00	(3,729.95)	224.33
	NET OF REVENUES & EXPENDITURES	0.00	(3,729.95)	0.00	3,729.95	100.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT						
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	871,000.00	530,048.00	0.00	340,952.00	60.86
	NET OF REVENUES & EXPENDITURES	(871,000.00)	(530,048.00)	0.00	(340,952.00)	60.86
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	101,200.00	107,589.55	9,282.68	(6,389.55)	106.31
	TOTAL EXPENDITURES	93,600.00	99,086.10	0.00	(5,486.10)	105.86
	NET OF REVENUES & EXPENDITURES	7,600.00	8,503.45	9,282.68	(903.45)	111.89
Fund 528						
Fund 528:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	3,885,125.00	3,365,642.76	266,625.90	519,482.24	86.63
	TOTAL EXPENDITURES	4,037,247.50	3,530,542.31	197,048.63	506,705.19	87.45
	NET OF REVENUES & EXPENDITURES	(152,122.50)	(164,899.55)	69,577.27	12,777.05	108.40
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	929,000.00	864,278.07	68,209.81	64,721.93	93.03
	TOTAL EXPENDITURES	914,460.00	846,716.55	76,670.93	67,743.45	92.59
	NET OF REVENUES & EXPENDITURES	14,540.00	17,561.52	(8,461.12)	(3,021.52)	120.78
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	586,450.00	536,651.82	45,595.30	49,798.18	91.51
	TOTAL EXPENDITURES	889,482.30	555,664.34	9,848.15	333,817.96	62.47
	NET OF REVENUES & EXPENDITURES	(303,032.30)	(19,012.52)	35,747.15	(284,019.78)	6.27
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	416,170.00	308,819.10	0.00	107,350.90	74.21
	TOTAL EXPENDITURES	411,476.22	390,597.15	8,898.07	20,879.07	94.93
	NET OF REVENUES & EXPENDITURES	4,693.78	(81,778.05)	(8,898.07)	86,471.83	1,742.26
Fund 662 - INTERNAL SERVICE FUND						
Fund 662 - INTERNAL SERVICE FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		9,201,013.00	7,724,227.54	487,074.34	1,476,785.46	83.95
TOTAL EXPENDITURES - ALL FUNDS		10,238,900.77	8,623,649.91	376,872.00	1,615,250.86	84.22
NET OF REVENUES & EXPENDITURES		(1,037,887.77)	(899,422.37)	110,202.34	(138,465.40)	86.66

Incident Type	Alarms			Manhours and Excellence)			Month of May 2015		
	Danby Twp	Danby Twp	Portland Twp	Portland Twp	City Portland	City Portland	Apparatus	Response	
	Alarms	Manhours	Alarms	Manhours	Alarms	Manhours	Truck	Amount	
Police Assits							Engine # 1		
Dwelling							Engine # 7		
Vehicle Fire							Engine # 11	1	
Industrial/Commercial Fire							Tanker # 9		
Wildland/Grass Fire							Brush # 6		
Garage/Storage Building Fire							Brush # 8		
Barn Fire							Brush # 12		
Tree Down							Light/Air # 2		
Power Line/transformer							Command 10		
Accidents						1	7		
Rescue/Extrication/Water							Car # 4	1	
Smoke Alarm						1	13	Quad # 51	
Natural Gas/CO2 Leak							Marine # 3		
Tornado Warning									
Total for Month	0	0	0	0	0	2	20	Year	
Total for Year	7	160	5	83	14	151	Engine # 1	8	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms			
Grand Ledge					Grand Ledge		Engine # 11	12	
Westphalia					Westphalia		Tanker # 9	12	
Berlin/Orange					Berlin/Orange		Brush # 6	4	
Roxand Township					Roxand Twp.		Brush # 8	4	
Lyons/Muir					Lyons/Muir		Brush #12	2	
Pewamo					Pewamo		Light/Air # 2	1	
Sunfield					Sunfield		Command 10	1	
Delta Fire					Delta Fire		Car # 4	10	
Other					Other		Quad # 51	1	
Totals for Month	0	0			Totals for Month		Marine # 3		
Totals for Year	4	208			Totals for Year	2	Total	55	
	Alarms	Manhours							
Total for Month	2	20							
Total for Year	30	602							
Training for May 2015	Manhours	50	Training for Year	Manhours	383	Reported By			
						Nick Martin, Fire Marshal			

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 5/10/2015 **Run #** 15-029

Owner Tara Nye
Address 1286 Coleta
City Portland **State** MI **Zip** 48875 **Phone #** 517-526-3550

Occupant Tara Nye
Address 1286 Coleta
City Portland **State** MI **Zip** 48875 **Phone #** 517-526-3550

Township City **Section #**

Times

Received 5:20 In service 5:26 On Scene 5:29 Controlled
 Cleared 5:39 Back In Ser. 6:20

Total Hrs 1 Total Man Hours 13

Description of Response Owner smelled smoke, found the smell coming from the linen closet and bathroom. No smoke was found. The water heater got hot and produced steam.

Location of Response 1286 Coleta
 Portland **State** MI **Zip** 48875

Units Responding E11
 801-POV

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Gensterblum	Captain	Krizov
Captain		1st Lt	Logel, Sr.*	2nd Lt	
	1 Martin*		2 Donbrock		3 Heintzelman*
	4 Schafer,G		5 VanHorn*		6 Shaltry*
	7 Schroeder		8 Miller*		9 Gross
	10		11		12
	13		14		15
	16		17		18
	19		20		21
	22		23		24

Reported By Heintzelman

IONIA COUNTY BOARD OF COMMISSIONERS

June 9, 2015 - 4:00 p.m.

Commissioners' Meeting Room – Courthouse – 3rd Floor

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment**

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
 - A. Facilities
- VIII. New Business**
 - A. Request from Aldi, Inc. for Driveway Easement
 - B. Amendment #3 - Grant Agreement with Mich Dept of Community Health
 - C. Request to fill two Deputy positions
 - D. Request to fill Sheriff's Office Deputy Clerk position
 - E. Acknowledgement of PA116 – Cody
 - F.
- IX. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. County Administrator
- X. Reports of Special or Ad Hoc Committees**

XI. Public Comment (3 minute time limit per speaker)

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Community Corrections Advisory Board – Two positions, one Media Representative and one Workforce Development Representative.
- Community Mental Health Services Board – One three-year term, expiring March 2018.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- Green View Point Park Advisory Board – One position, which is a Member-at-Large.
- Substance Abuse Initiative – One two-year term, expiring December 2015. Must be a resident of Commissioner District Seven.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2015 which serves as the Private Sector Representative.

Appointments for consideration in the month of July 2015: None

Appointments for consideration in the month of August 2015: None

IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole

June 16, 2015 - 3:00 p.m.
Commissioners' Meeting Room – Courthouse – 3rd Floor

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Approval of Agenda
 - A. Consideration of additional items
- V. Public Comment
(3 minute time limit per speaker – please state name/organization)
- VI. Unfinished Business
 - A.
- VII. New Business
 - A. Regional Workforce Development Presentation
Jacob Maas, Executive Director
Area Community Services Employment & Training Council (ACSET)
 - B. Departmental Reports
 - 1. Prosecuting Attorney
 - 2. Public Health
 - 3. Parks & Recreation
 - 4. Sheriff
 - 5. County Clerk
 - C. Foreclosed Property Report
 - D. Equalization Discussion
 - E. Freedom of Information Act Discussion
 - F.
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment