



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

7:00 p.m. Monday, December 15, 2014

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
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. DDA/Main Street Director Reagan – Downtown Report	
	VII. <u>Public Hearing(s)</u>	
	VIII. <u>Old Business</u>	
	IX. <u>New Business</u>	
7:15 PM	A. Proposed Resolution 14-108 Approving, Authorizing, and Directing the Mayor and City Clerk to Sign a Resolution of Local Approval for a Small Wine Maker License Application for The Gallery Brewery, LLC	Motion
7:18 PM	X. <u>Consent Agenda</u>– A. Minutes & Synopsis from the Regular City Council Meeting held on December 1, 2014 B. Payment of Invoices in the Amount of \$69,429.91 and Payroll in the Amount of \$147,840.74 for a Total of \$217,270.65 C. Purchase Orders over \$5,000 1. Portland Area Fire Authority in the Amount of \$25,628.28 for 3 rd Quarter Services X. <u>Communications</u>– A. Board & Commission Application from Carol Stahl B. Zoning Board of Appeals Minutes from April 14, 2014 C. Planning Commission Minutes from October 15, 2014 D. DDA Treasurer’s Report from December 11, 2014 E. Police Department Report for November 2014 F. Water Department Report for November 2014 G. Wastewater Treatment Plant Report for November 2014 H. Franklin Energy EO Report from December 2, 2014 I. Revenue-Expense Report for December 2014 J. DEQ Communication re: FEMA/Floodplain Documents	Motion

<u>Estimated Time</u>		<u>Action Requested</u>
	<p>K. LARA Communication re: SDM License for Tom’s Food Center L. Portland Area Fire Authority Run Sheets for November 2014 M. Portland Township ZBA Public Notice N. Ionia County Board of Commissioners Agenda for December 9, 2014 O. Ionia County Board of Commissioners Agenda for December 16, 2014</p>	Motion
7:20 PM	XI. <u>Other Business</u>	
7:25 PM	XII. <u>City Manager Comments</u>	
7:30 PM	XIII. <u>Council Comments</u>	
7:35 PM	XIV. <u>Adjournment</u>	Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 14-108

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE
MAYOR AND CITY CLERK TO SIGN A RESOLUTION OF LOCAL
APPROVAL FOR A SMALL WINE MAKER LICENSE APPLICATION FOR
THE GALLERY BREWERY, LLC**

WHEREAS, the Gallery Brewery, LLC currently operates as a micro-brewery at 143 Kent Street, Portland, Michigan 48875 and now seeks to have a “small wine maker” license to produce wine at their facility; and

WHEREAS, a “small wine maker” license, as defined by MLC 436.1111(10), is issued by the Michigan Liquor Control Commission (MLCC) to a person located in Michigan to manufacturer no more than 50,000 gallons of wine in 1 calendar year; and

WHEREAS, a “small wine maker” license holder may sell wine it manufactures to consumers for on-premises consumption at the winery in conjunction with a restaurant on the winery premises; and

WHEREAS, the Michigan Liquor Control Commission (MLCC) requires a Resolution of Local Approval (attached as Exhibit A) to be included in all completed license applications (attached as Exhibit B) prior to review and approval.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes, and directs the Mayor and City Clerk to sign a resolution of local approval for a “small wine maker” license application for The Gallery Brewery, located at 143 Kent Street, Portland, Michigan 48875.
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: December 15, 2014

Monique I. Miller, City Clerk



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: PO Box 30005, Lansing, MI 48909
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC use only)

Local Government Approval
 (Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new license application and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution, or provide a resolution, along with certification from the clerk, or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the City Council council/board
(regular or special) (township, city, village)
 called to order by Mayor Barnes on December 15, 2014 at 7:00 P.M.
(date) (time)
 the following resolution was offered:
 Moved by _____ and supported by _____
 that the application from The Gallery Brewery
(name of applicant)
 for the following license(s): Small Wine Maker

to be located at 143 Kent St.
 and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
 approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Portland
 council/board at a Regular meeting held on Dec 15, 2014
(regular or special) (date) (township, city, village)

Name and title of authorized clerk (please print): Monique I. Miller, City Clerk
 Signature of authorized clerk and date: _____
 Phone number and e-mail of authorized officer: 517-647-3211 cityclerk@portland-michigan.org

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.





**Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
 (Manufacturer and Wholesaler Applicants)**

(For applicants located in Michigan only)

PLEASE READ! A copy of this completed application should be submitted to the local legislative body and local law enforcement agency where the license is/will be held so your request can be processed correctly.

Part 1 - Please answer both questions below (if you are requesting a license as a part of your application)

- Are you requesting a new license as a part of your application? Yes No (If yes, cashier is instructed to use fee code 4038)
 Are you transferring an existing license as a part of your application? Yes No (If yes, cashier is instructed to use fee code 4038)
 If you answer **yes** to **both** questions, which type of license is to be transferred? _____

Part 2 - License Types (Check boxes applicable to your application)

MCL 436.1525(1) provides that licensee fees shall be paid at the time of filing applications. (All checks/money orders should be made payable to the State of Michigan)

License Type:	Base Fee:	License Type:	Base Fee:
<input type="checkbox"/> Brewer	\$50.00	<input type="checkbox"/> Small Distiller	\$100.00
<input type="checkbox"/> Micro Brewer (Under 30,000 barrels annually)	\$50.00	(Under 50,000 gallons annually)	
<input type="checkbox"/> Wine Maker	\$100.00	<input type="checkbox"/> Outstate Seller of Beer	\$1,000.00
<input checked="" type="checkbox"/> Small Wine Maker (Under 50,000 gallons annually)	\$25.00	<input type="checkbox"/> Outstate Seller of Wine	\$300.00
<input type="checkbox"/> Winery Tasting Room	\$100.00	<input type="checkbox"/> Outstate Seller of Mixed Spirit Drink	\$300.00
<input type="checkbox"/> Spirit Tasting Room	\$100.00	<input type="checkbox"/> Wholesaler	\$300.00
<input type="checkbox"/> Brandy Tasting Room	\$100.00	* Plus \$50.00 for each additional vehicle used to deliver alcoholic beverages to retail licensees.	
<input type="checkbox"/> Manufacturer of Brandy	\$100.00	<input type="checkbox"/> Warehouse	\$50.00
<input type="checkbox"/> Manufacturer of Mixed Spirit Drink	\$100.00	<input type="checkbox"/> Industrial Manufacturer	\$10.00
<input type="checkbox"/> Manufacturer of Spirits	\$1,000.00	<input type="checkbox"/> Seller of Alcohol	\$10.00
		<input type="checkbox"/> Limited Alcohol Buyer	\$10.00

Part 3 - Permit Types (Check boxes applicable to your application)

Permits:	Base Fee:	Permits:	Base Fee:
<input type="checkbox"/> Sunday Sales Permit (AM)	\$160.00	<input type="checkbox"/> Specific Purpose Permit (list activity below):	No charge *
<input type="checkbox"/> Sunday Sales Permit (PM) (Spirits & Mixed Spirits only)	15% of license fee	Hours requested: _____	
<input type="checkbox"/> Beer & Wine Consumer Sampling Event Permit	\$70.00	<input type="checkbox"/> Extended Hours Permit (check type below):	No charge *
<input type="checkbox"/> Spirit Consumer Sampling Permit	\$70.00	<input type="radio"/> Dance <input type="radio"/> Entertainment	
<input type="checkbox"/> Catering Permit	\$100.00	Hours requested: _____	
<input type="checkbox"/> Outdoor Service	No charge *		
<input type="checkbox"/> Entertainment Permit	No charge *		
<input type="checkbox"/> Dance Permit	No charge *		
<input type="checkbox"/> Topless Activity Permit	No charge *		
<input type="checkbox"/> Living Quarters	No charge		

**Exhibit
B**

*Note: MCL 436.1529(5)(b) provides that an inspection fee shall not be required for the issuance of a new permit, or the transfer of an existing permit, if the permit is issued or transferred simultaneously with the issuance or transfer of a license or an interest in a license.



Application for New License, Permits, or Transfer of Ownership or Interest in License
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 (For applicants located in Michigan only)

Part 4 - Permissions (Check boxes applicable to your application)

Permission(s):	Base Fee:
<input type="checkbox"/> Off-premise Storage	No charge
<input checked="" type="checkbox"/> Direct Connection(s)	No charge

Part 5 - Inspection Fees (Check box applicable to your application)

Inspection fee - 1 license (4036) \$70.00 Inspection fee - 2 licenses (4036) \$140.00 Inspection fee - 3 licenses (4036) \$210.00

Part 6 - Transaction Information (Check boxes applicable to your application)

New license Transfer stock/interest Add/Drop space Transfer location Transfer classification Change status (self incorporation)
 New permit Transfer ownership Transfer limited partnership interest Other _____

Name(s) of current licensee: _____
 Current licensed address: _____

Part 7 - Applicant Information

Name of entity/person that will hold the license: The Gallery Brewery

Corporations/Limited Liability Company(s) - State the name as it is filed with the State of Michigan Corporation Division and provide a copy of your articles.

- Corporations/Limited Liability Company(s) must provide a list of stockholders/members in Part 9 of this form.*
- If your company has not filed with the State of Michigan, you must submit a copy of a filed certificate of authority to transact business in Michigan along with your application.*

Street address of proposed licensed establishment: 143 Kent St Zip Code: 48875
 City, Village: Portland Township: _____ County: Ionia

Contact person for your company: Neal Mathisen
 Business Phone: 517-526-9060 Cell Phone: 517-667-8858 E-mail address: _____

Do you have an attorney that you would like us to contact? Yes - See below No

Attorney name and address: _____
 Office Phone: _____ Cell Phone: _____ E-mail address: _____



Application for New License, Permits, or Transfer of Ownership or Interest in License
(Manufacturer and Wholesaler Applicants)
 (For applicants located in Michigan only)

Part 8a - Name and Address

- e Each stockholder/member/partner must complete Part 8b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each individual to complete.)
- c Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission. If your local police agency does not have paper fingerprint cards, please contact the MLCC today at (866) 813-0011 and we will send them to you right away.
- c Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: Alan Charles Mathisen
 Home address: 7311 N Piccadilly Pl Peoria IL 61614
 Business Phone: _____ Cell Phone: 309.648.2566 E-mail address: TGB.BILLING@GMAIL.COM

Part 8b - Personal Information (Individuals)

Date of Birth: 09/29/1958 Social Security Number: 346 58 9351

Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)
 Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)

If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? Sarah Theresa Mathisen
 (first, middle, last)

Spouse's date of birth: 12/07/1965
 Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).
 Yes No

Do you or your spouse hold any class of license for the manufacture, distribution or retail sale of alcoholic beverages in Michigan?
 Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

04/27/2014 Alan Charles Mathisen Alan Charles Mathisen
 Date Individual, print name Individual signature



Application for New License, Permits, or Transfer of Ownership or Interest in License
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 (For applicants located in Michigan only)

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- Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: Sarah Theresa Mathisen
 Home address: 7311 N Piccadilly Place Peoria IL 61614
 Business Phone: _____ Cell Phone: 309 648 6286 E-mail address: SARAHMATH@GMAIL.COM

Part 8b - Personal Information (Individuals)

Date of Birth: 12/07/1965 Social Security Number: 341 58 0676

Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)

Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)

If you answered yes, please state your prior name(s) (including maiden): Hornyak Graves

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? Alan Charles Mathisen
 (first, middle, last)

Spouse's date of birth: 09/29/1958

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

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Yes No

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04/27/2014 Sarah Theresa Mathisen Sarah Theresa Mathisen
 Date Individual, print name Individual signature



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(For applicants located in Michigan only)

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- Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: Rush Alan Clement

Home address: 212 Brush Street, Portland MI 48875

Business Phone: 517 647 6710 Cell Phone: 517 980 0836 E-mail address: rushclement@gmail.com

Part 8b - Personal Information (Individuals)

Date of Birth: April 15, 1956 Social Security Number: 368 72 5649

Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)

Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)

If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? Julie Ann Clement
(first, middle, last)

Spouse's date of birth: November 26, 1957

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

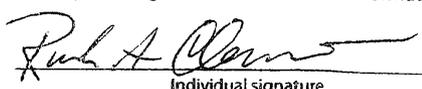
Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).
 Yes No

Do you or your spouse hold any class of license for the manufacture, distribution or retail sale of alcoholic beverages in Michigan?
 Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

May 3, 2014 Rush Alan Clement 
Date Individual, print name Individual signature



Application for New License, Permits, or Transfer of Ownership or Interest in License
(Manufacturer and Wholesaler Applicants)
 (For applicants located in Michigan only)

Part 8a - Name and Address

- o Each stockholder/member/partner must complete Part 8b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each individual to complete)
- o Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission. If your local police agency does not have paper fingerprint cards, please contact the MLCC today at (866) 813-0011 and we will send them to you right away.
- o Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: Julie Ann Clement
 Home address: 212 Brush Street, Portland MI 48875
 Business Phone: 517 647 6710 Cell Phone: 517 402 4271 E-mail address: julieannclement@gmail.com

Part 8b - Personal Information (Individuals)

Date of Birth: November 26, 1957 Social Security Number: 385 72 5999

Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)

Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)

If you answered yes, please state your prior name(s) (including maiden): Julie Ann Voorhees (maiden); Julie Ann Weger

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? Rush Alan Clement
 (first, middle, last)

Spouse's date of birth: April 15, 1956

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

Do you or your spouse hold any class of license for the manufacture, distribution or retail sale of alcoholic beverages in Michigan?

Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Date: May 3, 2014 Individual, print name: Julie Ann Clement

Individual signature: Julie Ann Clement



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(For applicants located in Michigan only)

Part 8a - Name and Address

- Each stockholder/member/partner must complete Part 8b of the application.
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- Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: JARED LEE GREEN
Home address: 1407 CORBETT ST LANSING MI 48910
Business Phone: _____ Cell Phone: 517-410-6294 E-mail address: The.galley.brewery@gmail.com

Part 8b - Personal Information (Individuals)

Date of Birth: 01-29-1979 Social Security Number: 109-62-1943
Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)
Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)
If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? HANNAH LEE GREEN
(first, middle, last)
Spouse's date of birth: 09-06-1980
Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).
 Yes No

Do you or your spouse hold any class of license for the manufacture, distribution or retail sale of alcoholic beverages in Michigan?
 Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Date: 4/23/2014 Individual, print name: JARED GREEN Individual signature: [Signature]



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 (Manufacturer and Wholesaler Applicants)
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Part 8a - Name and Address

- Each stockholder/member/partner must complete Part 8b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each individual to complete)
- Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission. If your local police agency does not have paper fingerprint cards, please contact the MLCC today at (866) 813-0011 and we will send them to you right away.
- Please attach the the fingerprint card and \$30.00 fee payable (for each card) to the State of Michigan and return them to the Lansing office of the Michigan Liquor Control Commission.

Name: Hannah Lee Green
 Home address: 1407 Corbett Lansing MI 48910
 Business Phone: _____ Cell Phone: 517-775-10388 E-mail address: hlgreen1980@gmail.com

Part 8b - Personal Information (Individuals)

Date of Birth: 9-6-80 Social Security Number: 382-02-1521

Are you a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify citizenship)

Have you ever legally changed your name? Yes No (If you are/were married remember to list your prior name(s) or during naturalization or court process.)

If you answered yes, please state your prior name(s) (including maiden): Moede

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

If you are currently married, what is your spouse's full name? Jared Lee Green

Spouse's date of birth: 1-29-79 (first, middle, last)

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's citizenship)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

Do you or your spouse hold any class of license for the manufacture, distribution or retail sale of alcoholic beverages in Michigan?

Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

4-23-14 Date Hannah Lee Green Individual, print name [Signature] Individual signature



Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
(Manufacturer and Wholesaler Applicants)
 (For applicants located in Michigan only)

Part 9 - Report of Stockholders/Members/Limited Partners

Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and Address of all Stockholders: Total Number of Shares Held:

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109

What is the total number of shares that the corporation has issued to its stockholders? _____

Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members: Total Percent (%) of interest held:

Neal C Mathisen & Mary Jo Mathisen	37.5
Alan C Mathisen & Sarah T Mathisen	37.5
Jared L Green & Hannah L Green	25
Rush A Clement & Julie A Clement	0

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110

Neal C. Mathisen 504 Rivers Edge Ln Portland, MI 48875
Mary Jo Mathisen 504 Rivers Edge Ln Portland, MI 48875
Alan C. Mathisen 7311 N. Piccadilly Pl Peoria, IL 61614
Jared L. Green 1407 Corbett St. Lansing, MI 48910
Hannah L. Green 1407 Corbett St. Lansing, MI 48910
Rush A. Clement 212 Brush St. Portland, MI 48875



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC use only)

Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
 (Manufacturer and Wholesaler Applicants)
 (For applicants located in Michigan only)

Part 9 Continued - Report of Stockholders/Members/Limited Partners

Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all partners:	Total Percent (%) of interest held:

Name and address of Managers, pursuant to administrative rule R 436.1111

Signature of Applicant:

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

05/05/2014

Neal C Mathison, CEO

Date

Print name of applicant/licensee and title

Signature of applicant/licensee

To check the status of your request, visit www.michigan.gov/lcc and click on "Online Services." Scroll down to Liquor Control Commission and click on "Online Status Check." Enter your request id number (RID) to check on your application 24 hours a day.



Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- Provide a copy of your Application for New Licenses, Permits, or Transfer of Ownership or Interest in License (form LCC-3011 for Retail or form LCC-3015 for Manufacturers and Wholesalers) to the local unit of government.

Instructions for Local Legislative Body:

- Complete this resolution, or provide a resolution, a letter of certification from the clerk, or minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____
that the application from _____
(name of applicant)
for the following license(s): _____
(e.g. Class C, Tavern, B-Hotel, Micro Brewer)

and the following permits, if applied for: Dance Permit Entertainment Permit Topless Activity Permit

Extended Hours Dance Permit Hours Required: _____
 Extended Hours Entertainment Permit Hours Required: _____

to be located at _____
be considered for _____
(approval or disapproval)

Approval Disapproval
Yeas: _____ Yeas: _____
Nays: _____ Nays: _____
Absent: _____ Absent: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Name and title of authorized officer (please print): _____
Signature and date of authorized clerk: _____
Phone number and e-mail of authorized officer: _____

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 1, 2014

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Smith, Fitzsimmons, and Butler; City Manager Gorman; City Clerk Miller; City Assessor Litts; Police Chief Knobelsdorf

Guests: Jenisen Moffatt, 7th Grader at Portland Middle School; Bill Tucker and Justin Knorr of Abraham & Gaffney, P.C.; Paul Galdes of Fleis & VandenBrink; 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 Jenisen Moffatt.

There was a moment of silence in remembrance of Dr. Gerald Brown who passed away on Thanksgiving Day, Thursday, November 27th.

Mayor Barnes extended condolences on behalf of the City.

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

Under Public Comment, Jenisen Moffatt presented her idea, developed as part of a school project, that a teen park be built at Community Lake to provide a place for teens to “hang out and have fun” in Portland.

Mayor Barnes suggested coordinating with City Manager Gorman and the Parks and Recreation Board for consideration and possible inclusion during the upcoming budget process.

Under the City Manager Report, City Manager Gorman presented information on the presentation and Public Hearing on the Agenda.

City Manager Gorman reminded residents that although the recent bridge inspections outline the need for replacement of the Divine Hwy. Bridge, at this time the bridge has no load restrictions and is safe for travel. Funding for its future replacement will be applied for in January or February 2015.

Under Presentations, Bill Tucker of Abraham & Gaffney, P.C. presented the Fiscal Year 2013/2014 Audit for the City of Portland. The auditors gave the city a clean opinion, which is the best opinion possible. The City of Portland is in good, healthy financial condition. Mr. Tucker thanked Finance Director Schrauben and staff for their work in preparing for and cooperation during the audit process.

Mayor Barnes thanked Mr. Tucker for the support document supplied and the accessibility of his firm to the City and staff at any time.

Paul Galdes, of Fleis & VandenBrink gave an update on the Kent Street Improvement Project. City staff has completed televising of the sanitary sewer to assess areas for complications. They are recommending the two 6" lines from Orchard St. to the City limits be replaced with one 10" line. The added cost of rebuilding the sewer is \$164,000. Added to the previously estimated cost of \$724,000 for improvement to the road from Academy St. to the City limits, the project is now estimated at \$888,000. The life expectancy of the new sewer lines is estimated to be at least 50 years, up to 100 years. The road is expected to have a life expectancy of approximately 15 years. Due to MDOT funding for Fiscal Year 2015/2016 the bid letting for reconstruction of Kent Street should be done by October 2015 with construction to take place in spring 2016. The program application needs to be submitted by March 2015.

Mayor Barnes opened the Public Hearing at 7:36 P.M. for Special Assessment District 2014-A to hear and consider comments regarding to the Special Assessment District and the Special Assessment Roll.

Mayor Barnes noted there was no public attendance for the purpose of the Public Hearing.

City Manager Gorman stated the legal requirements have been met and exceeded. He further noted he has personally met with and answered questions of all the property owners in the Special Assessment District.

Mayor Barnes thanked Tom's Fuel Center who has already made improvements to their property and Portland Federal Credit Union who is voluntarily paying their portion of the special assessment although they are outside of the City limits. He further thanked everyone for their patience in getting the improvements to Cutler Road made.

City Manager Gorman stated the City will work with the contractors on the project to make the construction process as smooth as possible.

Mayor Pro-Tem VanSlambrouck noted the improvements to Cutler Road have been a long time coming and voiced his appreciation for all of the effort and planning that has been done to get the project to this point.

City Manager Gorman stated City staff has been great through this process.

Mayor Barnes thanked Fleis & VandenBrink for their efforts as well.

Mayor Barnes closed the Public Hearing at 7:41 P.M.

Under New Business, the Council considered a motion to accept the Fiscal Year 2013/2014 audit presented by Abraham & Gaffney, P.C.

Mayor Pro-Tem VanSlambrouck stated his pleasure in seeing the strong fund balances in the City's financial status, it shows a great rebound from the period of recession. He further stated that fiscal responsibility allows the City to continue to complete needed projects.

Council Member Butler thanked Mr. Tucker for his audit presentation and its easy interpretation. He stated how refreshing it is to see the good financial standing of the City.

Motion by VanSlambrouck, supported by Fitzsimmons, to accept the Fiscal Year 2013/2014 audit as presented by the auditing firm of Abraham & Gaffney, P.C.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-103 to approve the 2015 City Council meeting dates.

Motion by Smith, supported by Butler, to approve Resolution 14-103 approving 2015 City Council meeting dates.

Yeas: Smith, Butler, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-104 Special Assessment Resolution #3 as required by Section 32-10 of the City of Portland Special Assessment Ordinance for Special Assessment District No. 2014-A for improvements to be made to Cutler Rd., between East Grand River Ave. and Charlotte Highway.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 14-104 Special Assessment Resolution #3 as required by Section 32-10 of the City of Portland Special Assessment Ordinance for Special Assessment District No. 2014-A.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-105 to approve Fleis & VandenBrink's proposal to provide design engineering services in the amount of \$46,200.00 for street improvements to Kent Street between Academy Street and the City limits.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-105 approving Fleis & VandenBrink's proposal to provide design engineering services for street improvements to Kent Street between Academy Street and the City limits.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-106 to approve the Michigan Main Street Program Community Requirements and Expectations Agreement. The City of Portland Main Street Program is a designated

community that has successfully completed all of the requirements and expectations at the selected level and has been accredited by the Michigan Main Street Program. The Michigan Main Street Program requires an agreement with accredited communities for the purpose of setting forth the requirements and expectations for the local Main Street Program.

Motion by Butler, supported by VanSlambrouck, to approve Resolution 14-106 approving the Michigan Main Street Program Community Requirements and Expectations Agreement.

Yeas: Butler, VanSlambrouck, Smith, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-107 to approve the Board of Light and Power's recommendation to increase the scope of services and add additional footage to the electric undergrounding work previously awarded to Cook Brothers Excavating, Inc. on Gibbs Road, Friend Road, Maynard Road, Riverest and Oak Road. The additional work would include an area commonly known as Spohn Subdivision and Cook Brothers Excavating, Inc. has agreed to perform this work at the same rate as the initial contract, for an estimated amount of \$70,211.00.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 14-107 approving the Board of Light and Power's recommendation to increase the scope of services and add additional footage to the electric undergrounding work previously awarded to Cook Brothers Excavating, Inc.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Butler, Barnes

Nays: None

Adopted

Motion by Smith, supported by Butler, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on November 17, 2014, payment of invoices in the amount of \$97,940.85 and payroll in the amount of \$145,694.18 for a total of \$243,635.03. Also included was a purchase order to Utility Service in the amount of \$44,122.25 for water tower maintenance.

Yeas: Smith, Butler, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that parking is prohibited on City streets between 2:00 and 6:00 A.M. through April 1st to aid DPW crews in the safe removal of snow. He also reminded residents that shoveling or blowing snow into the streets is also prohibited.

City Manager Gorman further stated DPW crews are continuing their efforts to pick up the remainder of leaves that have come down throughout the fall season. To date they have collected 136 loads of leaves, compared to 118 last year.

The Portland Area Chamber of Commerce will hold its Annual Breakfast with Santa on Saturday, December 13th from 9:00 to 11:00 A.M. at the First Congregational Church.

Under Council Comments, Mayor Pro-Tem VanSlambrouck congratulated the Main Street program and the Portland Community Arts Council on a great job hosting the HolidayFest celebration November 21st and 22nd.

Mayor Pro-Tem VanSlambrouck also commented that the WION will be promoting the Treasures for Troops program and collecting items needed by troops in the desert on December 2nd from 2:00 to 6:00 P.M. at the VFW.

Council Member Butler commented that he attended HolidayFest for the first time with his family and thoroughly enjoyed both the parade and the presentation by DDA/Main Street Director Reagan.

Mayor Barnes complimented DDA/Main Street Director Reagan for the great job organizing the HolidayFest event. He also thanked the volunteers and the many others involved in its success.

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

Yeas: VanSlambrouck, Butler, Smith, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:57 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the December 1, 2014 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 Smith, Fitzsimmons, and Butler; City Manager Gorman; City Clerk Miller; City Assessor Litts; Police Chief Knobelsdorf

Public Comment - Jenisen Moffatt presented her idea, developed as part of a school project, that a teen park be built at Community Lake to provide a place for teens to “hang out and have fun” in Portland.

Presentation - Bill Tucker of Abraham & Gaffney, P.C. presented the Fiscal Year 2013/2014 Audit for the City of Portland.

Presentation - Paul Galdes, of Fleis & VandenBrink gave an update on the Kent Street Improvement Project.

Public Hearing for Special Assessment District 2014-A to hear and consider comments regarding the Special Assessment District and the Special Assessment Roll.

Motion to accept the Fiscal Year 2013/2014 audit as presented by the auditing firm of Abraham & Gaffney, P.C.

All in favor. Approved.

Approval of Resolution 14-103 approving 2015 City Council meeting dates.

All in favor. Approved.

Approval of Resolution 14-104 Special Assessment Resolution #3 as required by Section 32-10 of the City of Portland Special Assessment Ordinance for Special Assessment District No. 2014-A.

All in favor. Approved.

Approval of Resolution 14-105 approving Fleis & VandenBrink’s proposal to provide design engineering services for street improvements to Kent Street between Academy Street and the City limits.

All in favor. Approved.

Approval of Resolution 14-106 approving the Michigan Main Street Program Community Requirements and Expectations Agreement.

All in favor. Approved.

Approval of Resolution 14-107 approving the Board of Light and Power’s recommendation to increase the scope of services and add additional footage to the electric undergrounding work previously awarded to Cook Brothers Excavating, Inc.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:57 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

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL - MTR POOL	794.35
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FOR TRUCKS - ELECTRIC	128.03
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER, GENERAL	925.52
BUSINESS CARD	02075	WEBISTE CHARGES, CONFERENCES, MISC ITEMS- COUNC	411.96
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	10,365.07
ABRAHAM & GAFFNEY, P.C.	00002	FINAL BILLING FOR AUDIT FIELDWORK ENDING 6/30/1	1,000.00
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM FERC MONITORING - ELECTRIC	522.50
ALTEC INDUSTRIES, INC.	00016	REPAIR DAMAGE TO UNIT DONE BY TESTING - ELECTRI	520.00
ALTEC INDUSTRIES, INC.	00016	CHECKING OUT EMERGENCY STOPS ON UNIT - ELECTRIC	318.00
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE CONTRACT ON ULTIMAIL 65 - GENERAL	360.00
BOUND TREE MEDICAL LLC.	01543	MASKS - AMBULANCE	71.07
ALTEC INDUSTRIES, INC.	00016	REPAIRS TO UNIT - ELECTRIC	936.50
BRIAN DANLEY	MISC	PEDIATRIC MEDIC DOSING CARDS/BOOKLETS - AMBULAN	45.42
B&W AUTO SUPPLY, INC.	00030	PARTS & SUPPLIES - CEMETERY, ELECTRIC, MTR POOL	1,604.41
CENTRAL MICHIGAN PRINTERS	00075	APPLICATIONS & CONTRACTS FOR UTILITY SERVICES -	527.30
CENTURYLINK	01567	PHONE SERVICE - VARIOUS DEPTS	12.43
GRAPHIC EQUIPMENT CORPORATION	02328	CONTROL TECHNIQUES - WASTE WATER	1,207.40
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	78.00
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	734.52
THE CIVIC MOSAIC	02273	ZONING ADMIN SERVICES 10/16-11/15 - CODE	700.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	410.73
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	18.70
COOK BROS EXCAVATING	00101	YARDS OF SLEET SAND - MAJ STS, WATER	165.00
COOK BROS EXCAVATING	00101	YARDS OF SLEET SAND - LOC STS, WATER	264.00
DIVERSIFIED FARMS, LLC	02285	3 POINT HITCH FOR TRACTOR - MTR POOL	462.92
DIVERSIFIED FARMS, LLC	02285	REPAIR AXLES FOR LEAF MACHINE - MTR POOL	150.00
DIVERSIFIED FARMS, LLC	02285	MATERIAL & LABOR TO MAKE PLATES FOR DUMP TRUCK-	63.50
ELHORN ENGINEERING	00139	EL-CHLOR 5 GAL CARBOY - WATER	104.00
MIKE OWEN	01809	CLOTHING ALLOWANCE - WASTE WTR	68.89

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FAMILY FARM & HOME	01972	SHOVEL - ELECTRIC	9.99
FAMILY FARM & HOME	01972	SUPPLIES - CEMETERY	37.48
FLEIS & VANDENBRINK	00153	GENERAL CONSULTATION SERVICES - GEN, MAJ STS, ELE	1,032.40
FLEIS & VANDENBRINK	00153	CUTLER ROAD RECONSTRUCTION SVCS - LOC STS, WTR,	1,725.93
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
FREDRICKSON SUPPLY LLC	02104	GB NUT COVER ZINC 2 PLATED - MTR POOL	54.72
GALL'S INC.	00159	FLASHLIGHTS - POLICE	435.75
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES FOR NOVEMBER - GEN, CODE, LOC STS	482.78
PHIL GENSTERBLUM	00164	MILEAGE REIMB - CODE/AMBULANCE	423.53
GRANGER CONTAINER SERVICE	00175	RECYCLING SVC - REFUSE	2,194.45
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - WASTE WTR	151.52
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEM, PARKS, MTR POOL	364.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	148.40
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,208.61
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEM, PARKS, MTR POOL	364.00
HASSELBRING-CLARK	02073	QTRLY MA COPY MACH-POL, FIRE, CODE, AMB	138.27
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	226.19
HASSELBRING-CLARK	02073	STAPLES FOR COPY MACHINE - POLICE/AMBULANCE	65.53
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SERVICES - WATER	380.00
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	321.24
KIESLER'S POLICE SUPPLY INC.	02297	CASES FEDERAL AE 45 AUTO 230GR FMJ - POLICE	765.92
KEUSCH SUPER SERVICE	00228	TRAILER TIRE - MOTOR POOL	299.97
KEUSCH SUPER SERVICE	00228	LABOR TO SWITCH 5 TIRES - MTR POOL	155.00
KEUSCH SUPER SERVICE	00228	TIRES & LABOR - MOTOR POOL	1,594.80
KEUSCH SUPER SERVICE	00228	SWITCH 4 TIRES - MOTOR POOL	120.00
TIM KRIZOV	01897	REIMB FOR CERTIFICATION EXAM - WASTE WTR	70.00
LYONS TOWNSHIP	00247	PMT REIMB - AMBULANCE	25.00
MCFADDEN LAW OFFICE PLLC	02299	NOVEMBER LEGAL SERVICES - POLICE	345.00
MHR BILLING	01780	NOVEMBER BILL SERVICE - AMBULANCE	972.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MICHIGAN TASER DISTRIBUTING	01775	TASER CARTRIDGES - POLICE	309.45
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,662.00
MUNICIPAL INSPECTION SERVICES	00323	BUILDING, PLUMBING,MECHANICAL,REHABILITATION BC	395.32
MUNICIPAL SUPPLY CO.	00324	FOOD GRADE LUBE - WATER	12.60
MUNICIPAL SUPPLY CO.	00324	SUPPLIES - WASTE WTR	40.05
MUNICIPAL SUPPLY CO.	00324	CURB GUARD - LOCAL STS	250.00
NEWKIRK ELECTRIC ASSOCIATES	00331	REWIRE SWITCHGEAR - ELECTRIC	6,090.33
NORTH AMERICAN ELECTRIC RELIABILIT00985	00985	NERC ASSMNT, RF REGION ASSMNT - ELECTRIC	306.72
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY INSPECTION 30% FILTERS INCLD-CITY HAI	735.00
PLEUNE SERVICE COMPANY INC.	00741	REPAIR WORK-CLEAN ON HEAT EXCHANGER BOILER #2-C	421.80
PLEUNE SERVICE COMPANY INC.	00741	REPAIR BOILER IN WAREHOUSE - ELECTRIC	348.00
CITY OF PORTLAND	00701	PROPERTY TAX BILL 874 LYONS RD - ELEC, WTR	346.67
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	59.95
RESCO	00392	DISCONNECT SWITCHES - ELECTRIC	480.00
RESCO	00392	STREET LIGHT PHOTOEYE - COMM PROMO	109.20
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	127.84
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	55.24
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	55.24
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	61.96
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	55.24
SENTINEL-STANDARD, INC.	00212	LEGAL NOTICE - LOCAL STS	382.50
S&K TROPHIES AND PLAQUES	00401	PLAQUE FOR SAFETY AWARD - CEMETERY, PARKS	35.00
SOS OFFICE SUPPLY	02052	PAPER - GENERAL	339.50
STATE OF MICHIGAN	00428	NPDES ANNUAL PERMIT FEE- WASTE WTR	400.00
STEVE'S METER SERVICE	00442	NEW METERS - ELECTRIC	680.00
USA BLUEBOOK	01850	JOHN CRANE PACKING/SAMPLER - WASTE WTR	265.52
UTILITY CONSULTING GROUP, LLC	00465	CLACULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	PHONE SERVICE - CITY MANAGER,CEM,PRKS,AMB,ELEC	455.48
VILLAGE LAUNDRY	01490	DRY CLEANING - POLICE	85.25

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
WAGON WHEEL	00794	MITA MEETING LUNCH - INCOME TAX	270.00
BRIAN KRIEGER	00568	OFFICIALS - REC	26.00
BRYAN SCHEURER	00600	OFFICIALS - REC	46.00
FRED KRAMER	00564	OFFICIALS - REC	92.00
TERRY WOODS	02329	OFFICIALS - REC	69.00
DAYTON WOODS	02330	OFFICIALS - REC	69.00
MARCEL MILLER	02245	OFFICIALS - REC	92.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	35.00
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	28.00
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	28.00
LITE'S PLUS	00243	LED WALL MOUNT 14 WATT BRONZE - POLICE	85.00
WEX BANK	02181	FUEL & DIESEL - ELECTRIC, MOTOR POOL	5,093.77
PRINTING SYSTEMS	00375	TREASURER ACCOUNT CHECKS - GENERAL	137.56
NORTH CENTRAL LABORATORIES	00959	BAROMTER - WASTE WTR	104.73
NORTH CENTRAL LABORATORIES	00959	SULFURIC ACID, SANITIZER REFILL - WASTE WTR	274.87
FAMILY FARM & HOME	01972	MORTON SYSTEM SAVER - ELECTRIC	18.00
PROSECUTING ATTORNEYS ASSOC	01640	PRESERVING CELL PHONE & MOBILE DEVICE EVIDENCE-	40.00
CITY OF PORTLAND-PETTY CASH	00701	MILEAGE REIMB, GAS, CONF & WORKSHOP - INC TAX,	223.71
CONSUMERS ENERGY	00095	GAS SERVICE - VARIOUS DEPTS	2,375.84
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	673.73
STAPLES BUSINESS ADVANTAGE	00426	PAPER, INK, FOLDERS, SUPPLIES - VARIOUS DEPTS	735.29
CAPITOL COMMUNICATION SYSTEMS INC. MISC		ROLLS FOR PRINTER - GENERAL	26.85
Total:			\$69,429.91

**BI-WEEKLY
WAGE REPORT
December 8, 2014**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,450.53	125,661.21	6,555.99	51,400.89	177,062.10
ASSESSOR	1,784.68	15,101.72	813.90	5,224.01	20,325.73
CEMETERY	3,344.56	44,660.79	1,830.76	16,798.36	61,459.15
POLICE	14,407.29	180,683.48	7,941.49	56,925.85	237,609.33
CODE ENFORCEMENT	581.21	7,825.34	397.94	2,721.66	10,547.00
PARKS	2,730.04	31,215.45	1,328.34	8,917.52	40,132.97
INCOME TAX	1,540.60	20,070.77	1,935.09	12,306.31	32,377.08
MAJOR STREETS	3,709.99	41,441.73	4,389.70	26,717.62	68,159.35
LOCAL STREETS	2,902.21	25,543.63	3,478.47	17,739.19	43,282.82
RECREATION	2,080.01	23,244.03	1,756.10	11,348.01	34,592.04
AMBULANCE	7,334.00	126,926.19	3,624.67	28,067.87	154,994.06
DDA	1,614.95	5,910.63	1,859.42	3,923.91	9,834.54
ELECTRIC	15,088.38	212,841.65	15,956.17	105,218.17	318,059.82
WASTEWATER	8,803.51	107,324.98	8,951.62	58,049.64	165,374.62
WATER	4,188.75	62,570.40	3,708.48	29,392.11	91,962.51
MOTOR POOL	2,122.50	23,424.19	2,629.39	13,949.51	37,373.70
TOTALS:	80,683.21	1,054,446.19	67,157.53	448,700.63	1,503,146.82

**BI-WEEKLY CASH BALANCE ANALYSIS
12/15/2014**

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	844,289.89	14,095.19	63,008.93		5,245.00	790,131.15	235,000.00	1,025,131.15
INCOME TAX	19,296.84	270.00	4,366.17			15,200.67	10,000.00	25,200.67
MAJOR STREETS	122,227.72		8,379.02		3,615.00	110,233.70	-	110,233.70
LOCAL STREETS	96,979.94	321.56	8,844.82		3,246.00	85,210.68	-	85,210.68
RECREATION	5,834.92	2,163.50	4,362.18			3,636.24	-	3,636.24
AMBULANCE	127,506.32	16,074.00	12,924.96		4,167.00	126,488.36	-	126,488.36
CAPITAL IMPR-RED MILL IMPROVEMENTS	14,203.00					14,203.00		14,203.00
CAPITAL IMPR-WELLHEAD GRANT	2,000.00					2,000.00		2,000.00
CAPITAL IMPROVEMENT-STREETS	659,026.02				30,991.85	628,034.17		628,034.17
REFUSE COLLECTION	28,482.46	2,231.03	9,468.82			21,244.67	-	21,244.67
ELECTRIC	111,591.14	90,586.70	123,088.48		383.00	78,706.36	555,000.00	633,706.36
WASTEWATER	(33,169.63)	20,059.39	22,280.32		22,059.00	(57,449.56)	-	(57,449.56)
WATER	205,692.67	12,913.02	9,591.36		2,584.00	206,430.33	420,000.00	626,430.33
MOTOR POOL	(24,526.56)	3,300.00	15,402.44	22,182.00		(14,447.00)	-	(14,447.00)
DDA	43,356.17	1,506.52	8,022.21	50,000.00	19,215.00	67,625.48	-	67,625.48
TOTALS:	2,222,790.90	163,520.91	289,739.71	72,182.00	91,505.85	2,077,248.25	1,220,000.00	3,297,248.25
								ELECTRIC-RESTRICTED CASH
								375,000.00
								CUSTOMER DEPOSIT CD
								170,000.00
								PERPETUAL CARE CD
								130,000.00
								INCOME TAX SAVINGS
								547,179.84
								ELECTRIC-PRIN & INT ESCROW
								162,222.86
								WASTEWATER-DEBT ESCROW
								112,477.71
								WASTEWATER-REPAIR ESCROW
								72,748.25
								DDA-PRIN/INT ESCROW
								62,429.09
								2,852,057.75
								4,929,306.00

* CASH IN TIME CERTIFICATES
**INVEST IN TIME CERTIFICATES

PURCHASE ORDER

CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Portland Area Fire Authority

SHIP TO

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
12/8/2014					

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	3rd Quarter Services January - March 2015		\$25,628.28
	101.101.804336 Comm Promo Cont Svc (Fire Authority)	\$25,628.28	

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

Portland Area Fire Authority

773 E Grand River Ave
Portland, MI 48875

Invoice

Invoice #: 31328
Invoice Date: 12/21/2014
Due Date: 12/21/2014
Project:
P.O. Number: 1st Qtr

Bill To:

City of Portland
259 Kent St.
Portland, MI 48875

Date	Description	Amount
9/30/2014	<p>3rd Quarter Fire Services January - March '15</p> <p>Note the invoice is based on the existing fire budget as per the Fire Authority Agreement. The following is a breakdown based on the existing annual budget of \$266,268</p> <p>City of Portland - 38.5% = \$102,513.18 divided 4 = \$25,628.30</p> <p>Portland Twp. - 38.22% = \$101,767.62 divided by 4 = \$25,441.91</p> <p>Danby Twp. - 23.28% = \$61,987.20 divided by 4 = \$15,496.80</p>	25,628.28

We appreciate your prompt payment.

Total	\$25,628.28
Payments/Credits	\$0.00
Balance Due	\$25,628.28

City of Portland
Board & Commission Application

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. This information will also be available for public review.

Please print your responses

Date 9/12/14

Name CAROL STAHL

Address 807 Riverside DR

Telephone Number 517-526-3341

Employer STATE OF MICHIGAN; Telephone Number 517-543-5874;

Sierra Heights University 517-483-9726

How long have you lived in the City of Portland? 3 yrs.

Please mark your choice (s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- 2 Board of Review
- 3 Building Board of Appeals
- _____ Downtown Development Authority
- _____ Light and Power Board
- _____ District Library Board
- _____ Parks & Recreation Board
- _____ Planning Commission
- _____ Portland Area Municipal Authority
- _____ Tree Management Commission
- 1 Zoning Board of Appeals

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education or Training

M.S. in Criminal Justice Administration

B.S. in Business (Production Management)

FEMA Certs

Professional and work experience

Retired Police Sergeant; adjunct instructor at Siena Heights University; State of Michigan Investigator.

Community activities, interest, and service

Dragon Boat Races for Womens Resource Center; Vesten-Krueger Memorial

References (optional) Please provide names, addresses, and telephone numbers.

Dan and Roxane Smith 517-647-5788

Marlene Ryan 517-664-1717

Brian & Amy Keel 517-994-8859; 517-712-6612

Carrie Stue

Signature

CAROL STAHL

807 Riverside Dr., Portland, MI 48875 • csstahl526@gmail.com • (517) 526-3341

SUMMARY OF QUALIFICATIONS

Investigations Management: Over 13 years in the criminal justice field as a police officer, criminal background investigator, and community corrections case manager. Experience includes strategic planning, critical responses, training, resource allocation, decision-making, and leadership.

Communications and Training: Developed program goals for desired outcomes. Trained new employees in policies and procedures, applicable laws, and report writing. Researched state and federal regulations for proper application of requirements. Currently sought out to redesign course material and delivery techniques for class restructuring.

Research and Technology Management: Microsoft Word, Access, PowerPoint, Crystal, Outlook, NCIC, LEIN, JJIS, DAVID, iChat, OTIS, MiSacwis. Generated and maintained records and reports that included productivity, crime mapping, grant writing with results and personnel evaluations.

EDUCATION

Master of Science, Criminal Justice Administration
Ferris State University, Big Rapids, MI

Bachelor of Science, Business
Ferris State University, Big Rapids, MI

PROFESSIONAL EXPERIENCE

Investigator 2013 – present
State of Michigan

- Conduct field and background investigations.
- Interview case and collateral contacts.
- Research criminal histories, network with law enforcement agencies, court personnel, and other community resources for preparing investigation reports and petitions.

Adjunct Instructor 2011 – present
Siena Heights University

- Instructor for Investigative Techniques and for the Integrated Experience.
- Research, analyze, and design course materials, instructional/training techniques, and evaluations for learning objectives.
- Analyze and evaluate information for use in program development and to assess structure and compatibility with objectives and priorities.

Academic Advisor/Recruiter/Grad College Admissions Representative 2010 – 2013
Siena Heights University

- Provided programs, evaluations, policies, and guidelines as related to the mission and objectives set forth by the university.
- Prepared requests for services and program agreements through networking, research, legislative research, procedural guidelines, and appropriate delivery.
- Recruited to establish and monitor graduate college applicants.

Case Manager 2007 - 2009
Bay Area Youth Services

- Provided supervision of up to 20 high risk juvenile offenders through intensive monitoring by visiting home, social agencies, employment, schools, and associates to observe and evaluate conformance.
- Analyzed and evaluated data for use in “model” communication program development.
- Evaluated outcomes, accomplishments, and services.

Pre-trial Services Investigator 2006 - 2007
Pretrial Services

- Criminal History Investigator assigned to interview and submitted background information on offenders for recommendation at First Appearance.
- Maintained relationships with court personnel and other criminal justice agencies.

Police Sergeant/Field Training Officer 1995 - 2006
City of Grand Rapids

- Supervised police officers and provided training on updated legislature, policies, and safe work practices.
- Analyzed, evaluated, and assessed operations from management controls, systems, and procedures. Interpreted laws, rules, and regulations relative to the work.
- Formulated plans, procedures, and controls in assigned service area.
- Coordinated neighborhood and school events to foster favorable public relations.
- Facilitated training objectives and scenarios in classroom and street settings.
- Authored trends of criminal activity and behaviors through data and statistical information.
- Record keeping of events, investigations, and injuries.
- Knowledge of the legislative process, governmental organization, information sharing, and intelligence gathering.

Police Officer 1993 - 1995
City of Detroit

- Responded to criminal activity and provided investigatory reports for follow-up and prosecution.

**Minutes of the Zoning Board of Appeals
Of the City of Portland**
Held on Monday, April 14, 2014 at 7:00 P.M.
In Council Chambers at City Hall

Members Present: Frederick, Barnes, Miller, Fedewa

Member Absent: Graham

Staff: Interim City Manager Reagan, Deputy Zoning Administrator Gensterblum

Guests: Terry Frewen of Coldwell Banker Frewen Realty

Interim City Manager Reagan called the meeting to order at 7:02 P.M.

Interim City Manager Reagan opened the floor for nominations for the office of Chairman.

Motion by Miller, supported by Fedewa, to elect the same officers as currently seated.
Frederick as Chair, Barnes as Vice Chair, and Miller as Secretary.
All in favor. Approved.

The Pledge of Allegiance was taken.

There were no Public Comments.

Motion by Miller, supported by Barnes, to approve the Agenda as presented.
All in favor. Approved.

Motion by Barnes, supported by Miller, to approve the minutes of the February 11, 2013 meeting as amended for grammatical corrections and to change "removed" to "replaced" in the 1st paragraph on page two.
All in favor. Approved.

Chairman Frederick opened the Public Hearing at 7:06 P.M. to consider a variance request for reducing the minimum unit size requirement in the R-2 district, for the purpose of creating a multi-family dwelling unit in the building located at 454 Detroit St.

Interim City Manager Reagan stated that all required postings and notices were made in accordance with the law, and letters to all properties within a 300-foot radius were mailed to the property owners.

Interim City Manager Reagan also noted that the Planning Commission met on April 9, 2014 and found no issue with granting a Special Land Use Permit for this property.

In the course of reviewing this request it was discovered that the zoning tables online were incorrect. The R-2 District was shown to have a minimum unit size requirement of 650 square feet; it is actually 850 square feet. The online document has been corrected.

Terry Frewen, of Coldwell Banker Frewen Realty, representing Anna and Patrick Delaney, presented the reason for the variance request and the evidence that the standards for granting the variance have been met. The standards and reasons are outlined in the Zoning Variance Application.

Mr. Frewen presented the following information. The existing building is only 1350 square feet and was previously used as commercial property, first as a party store and then as a daycare facility, and has been a non-conforming use. By granting the variance the building would be more conforming to the neighborhood than the previous commercial uses. There are other multi-family homes in the neighborhood. The building is existing; the applicant did not construct it. The size variance will not create a public safety hazard. There is also approximately 500 square feet available per unit in the lower level.

Deputy Zoning Administrator Gensterblum presented the memo he presented to the Planning Commission in regard to the request. In addition to the information presented by Mr. Frewen, it was noted there would be building footprint alterations. The units would be 653 and 675 square feet on the main floor. The ingress and egress is sufficient as is the required parking. There is also a lot split request associated with this at 456 Detroit Street. The result would be a non-conforming lot due to the lack of required set back on the west side of the building. City Assessor Litts is working on the lot split. There are two other multi-family units within 1,000 feet of this building. The R-2 zoning is appropriate.

Chair Frederick went through each of the standards for granting a zoning variance from the Zoning Ordinance Section 42-71 (b) (1) and Mr. Frewen responded with the rationale for the property.

Under requirement a., Mr. Frewen stated the lot lines would be corrected and the appropriate setbacks the applicants property the purchased.

Under requirement b., Mr. Frewen stated there are other multi-family dwellings in the area. In its current state, it wouldn't easily lend itself to a single-family dwelling due to its previous use. It would be difficult to meet the setback requirements if the building were to be enlarged. The continued use as a commercial building would be more a non-conforming use.

Under Requirement c., Mr. Frewen stated the granting of the variance request would make the property more conforming to the ordinance. There are other multi-family homes in the area.

Under Requirement d. and e., Mr. Frewen stated the size variance was not created by the applicant. They also have not decreased the size of the building. There would be no detriment to public safety.

Interim City Manager Reagan stated no written comment has been received relative to the application for this zoning variance.

Chair Frederick closed the Public Hearing at 7:20 P.M.

Under New Business, the Board considered the variance request to reduce the minimum unit size requirement in the R-2 district, for the purpose of creating a multi-family dwelling unit in the building located at 454 Detroit St.

Chair Frederick clarified the sizes of the units per the variance request would be 670 and 650 square feet.

Motion by Barnes, supported by Miller, to grant the variance request to reduce the minimum unit size requirement in the R-2 district, for the purpose of creating a multi-family dwelling unit in the building located at 454 Detroit Street based on the information received concerning each one of the criteria.

Chair Frederick noted that single unit multi-family units are allowed in the R-3 district, but not in the R-2 district. He also confirmed these would be one bedroom units.

There was discussion.

Chair Frederick noted there is exceptional terrain on each side of the building as well as some very large trees on the property; both unique features to the property. He also noted the block construction of the building is a unique feature.

Chair Frederick held the vote for the motion on the floor.

Yeas: Miller, Barnes, Fedewa, Frederick

Nays: None

Approved

Chair Frederick stated the variance request is granted.

Under Member Comments, Member Fedewa inquired about the status of the Keusch property as discussed at the last meeting on February 11, 2013. He has noticed many junk cars that he thought were supposed to be taken care of.

Mayor Barnes stated the meeting on February 11, 2013 denied the request for the barbed wire on the fence they had installed, granted a variance on the fence height requirement as requested with the condition the fence be level across the top, and granted a variance for fence setbacks along Water St. and Pleasant St. no closer than 1' to the lot line with the condition that plantings of evergreen shrubbery substantial enough to break up the view along Pleasant St. be planted. The barbed wire has been removed but the top of the fence has not been made level. The Keusches were given a year to make the changes, if not done, the fence may have to come down. A court order may be required.

Deputy Zoning Administrator Gensterblum stated he spoken with Adam Keusch the beginning of April and Dick Keusch last July. They stated they had leveled the fence in some areas; there is one section in the middle where the ground really dips. The fence contractor tried to straighten it as much as he could. Adam Keusch stated they intended to remove the rest of the junk cars, but due to the weather haven't been able to do so yet. They plan to get them removed soon. Dick Keusch stated he is planning to have the fence contractor come and try to level the fence some more. They plan to plant the evergreens in the spring.

Interim City Manager Reagan stated former City Manager Dempsey had given the Keusches until April 29, 2014 to meet the requirements. After this date, the legal process would begin.

**Minutes of the Planning Commission
Of the City of Portland**

Held on Wednesday, October 15, 2014 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Swaney-Frederick, Fitzsimmons, Kmetz, Culp

Absent: Hinds

Staff: City Manager Gorman, Interim City Manager Reagan, City Clerk Miller, Zoning Administrator Frederick

Guests: Paul Lippens of McKenna and Associates

City Clerk Miller called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Clement, supported by Swaney-Frederick to excuse Member Hinds from the meeting. All in favor. Approved.

City Clerk Miller opened the floor for nominations for Chair.

Motion by Clement, supported by Kmetz, to nominate Grapentien as Chair.

There were no other nominations.

All in favor. Grapentien named Chair.

Chair Grapentien opened the floor for nominations of Vice Chair.

Motion by Swaney-Frederick, supported by Kmetz, to nominate Clement as Vice Chair.

There were no other nominations.

All in favor. Clement named Vice Chair.

Chair Grapentien opened the floor for nominations of Secretary.

Motion by Clement, supported by Fitzsimmons, to nominate Kmetz as Secretary.

There were no other nominations.

All in favor. Kmetz named Secretary.

Motion by Clement, supported by Fitzsimmons, to approve the Agenda as presented. All in favor. Approved.

Planning Commission Minutes
October 15, 2014

Motion by Clement, supported by Fitzsimmons, to approve the minutes of the July 9, 2014 regular meeting as presented.
All in favor. Approved.

Under New Business, Paul Lippens of McKenna and Associates presented the draft of the 2015 Master Plan including changes made to the previously presented plan.

Member Swaney-Frederick stated the Implementation Section makes many references to biking in the community and is identified as a top priority. Although this is a great priority, she didn't know if it should be reflected as a "top priority".

Mr. Lippens suggested a revision be made here.

There was discussion.

Chair Grapentien suggested calling it a Complete Streets, Walkability and Connectivity Plan.

The members agreed this should be made a broader goal.

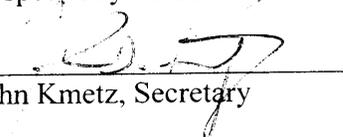
Motion by Clement, supported by Fitzsimmons, to recommend the existing plan to City Council for further steps in the process, knowing the Planning Commission can continue to submit concerns to Paul Lippens of McKenna & Associates and the City Council.
All in favor. Approved.

Under Member Comments, Vice Chair Clement reminded everyone that the Big Beer Run will be held on Saturday, October 18th.

City Manager Gorman stated the Red Mill Pavilion Project is in the fundraising phase. Construction may begin in the spring. Plans for the project may be brought to the Planning Commission for an advisory review as it will be constructed on City property.

Motion by Clement, supported by Kmetz, to adjourn the meeting at 7:24 P.M.
All in favor. Approved.

Respectfully submitted,



John Kmetz, Secretary



DATE: December 11, 2014

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/20/14</u>	\$ 43,212.74
INTEREST EARNED:	\$ 1.35
DEPOSITS:	
Transfer from Regular Account for Bond Principal and Interest Escrow	\$ 19,215.00
CHECKS WRITTEN:	
NEW BALANCE: <u>12/18/14</u>	<u>\$ 62,429.09</u>

REGULAR ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/20/14</u>	\$ 43,356.17
INTEREST EARNED:	\$ 1.52
DEPOSITS:	
12/10/2014 2014 BIG BEER RUN PROCEEDS	\$ 640.00
12/10/2014 2014 HOLIDAYFEST PARTICIPATION FEES	\$ 865.00
12/10/2014 PARTIAL TRANSFER #3 OF DDA TAX CAPTURE	\$ 50,000.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1412	PATRICK REAGAN-Mileage for December 2014	\$ 154.56
1413	WINTERLAND, INC.-Holiday decorations for Scout Park	\$ 206.40
1414	THE VERDIN COMPANY-Annual maintenance contract for downtown clock	\$ 550.00
1415	AMERICAN RENTALS-Patio heater rental for 2014 Holidayfest	\$ 85.00
1416	PATRICIA PERRY-Mileage reimbursement for various Mainstreet events	\$ 460.32
1417	PRINTING SYSTEMS-Purchased supply of DDA checks	\$ 111.98
1418	CITY OF PORTLAND-Reimbursement for website fee, postage, and On The Street	\$ 93.77

TRANSFER TO DDA PRINCIPAL AND INTEREST ESCROW ACCOUNT	\$ (19,215.00)
TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 11/4/14 TO 11/17/14	\$ (2,885.81)
TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 11/18/14 TO 12/1/14	\$ (3,474.37)
TOTAL EXPENSES:	<u>\$ (1,662.03)</u>

NEW BALANCE: 12/18/14 \$ 67,625.48

A 219 N 4th St, Niles, MI 49120

1. Head **north** on **N 4th St** toward **Sycamore St** go 98 ft
total 98 ft
2. Take the 1st right onto **Sycamore St** go 253 ft
total 351 ft
3. Take the 1st left onto **M-51 N/N 5th St**
Continue to follow M-51 N
About 19 mins go 14.1 mi
total 14.1 mi
4. Turn left onto **N Front St/M 51 N**
Continue to follow M 51 N
About 25 mins go 21.0 mi
total 35.1 mi
5. Turn right to merge onto **I-94 E** toward **Detroit**
About 15 mins go 17.3 mi
total 52.5 mi
6. Take exit **74B** for **U.S. 131 N/Interstate 94 Business** toward **Kalamazoo/Grand Rapids** go 0.3 mi
total 52.8 mi
7. Merge onto **I-94BUS E/US-131 N**
About 2 mins go 2.0 mi
total 54.8 mi
8. Continue onto **US-131 N**
About 33 mins go 40.0 mi
total 94.8 mi
9. Take exit **76-77** for **Michigan 6** toward **Lansing/Holland** go 0.6 mi
total 95.4 mi
10. Keep right at the fork, follow signs for **M-6 E/Lansing** and merge onto **M-6 E**
About 9 mins go 10.9 mi
total 106 mi
11. Take the exit onto **I-96 E** toward **Lansing**
About 25 mins go 30.3 mi
total 137 mi
12. Take exit **76** for **Kent St** go 0.1 mi
total 137 mi
13. Turn left onto **Kent St**
About 2 mins go 0.8 mi
total 138 mi

259 Kent St, Portland, MI 48875

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.
Map data ©2014 Google

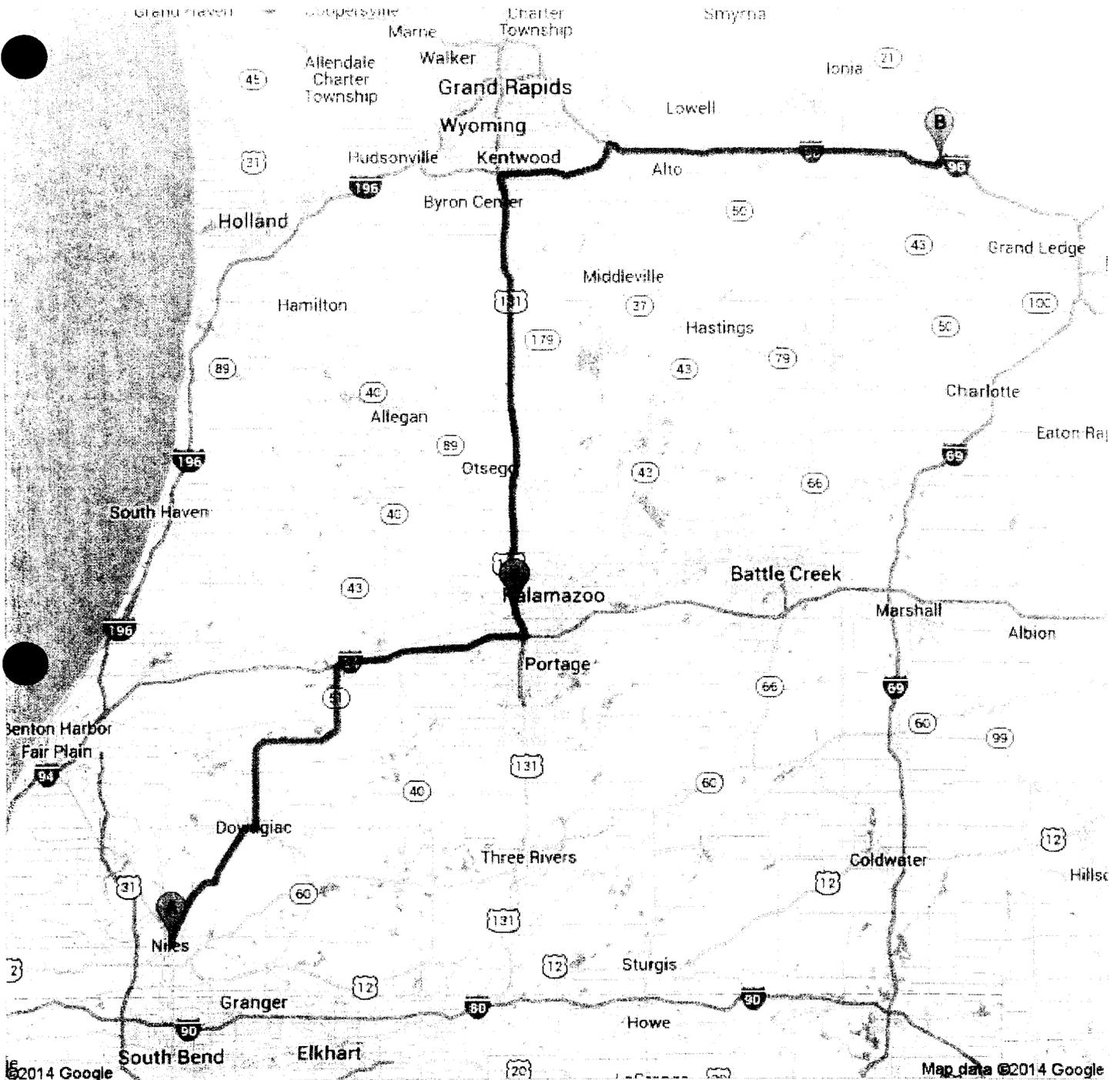
Directions weren't right? Please find your route on maps.google.com and click "Report a problem" at the bottom left.

276 miles
 .56 per mile

 \$ 154.56



Directions to 259 Kent St, Portland, MI 48875 138 mi – about 2 hours 10 mins



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CICERO IN 46034
www.winterlandinc.com
1-800-788-9627



Invoice

Sold To

PATRICK REAGAN 517-647-5027
CITY OF PORTLAND/ DOWNTOWN DEVELOPMENT
259 KENT STREET
Portland MI 48875
United States

SHIP TO

PATRICK REAGAN 517-647-5027
CITY OF PORTLAND/ DOWNTOWN DEVELOPMENT
259 KENT STREET
Portland MI 48875
United States

Order Date: 15-Nov-2014

Web Ord #:

Invoice #: 51028

Ship via: UPS - Ground

Customer ID: 5601

PO Number: 14-1540

Shipped via:		UPS - Ground	Payment Method:		PO	Last 4 digits:	
SKU	DESCRIPTION		ORDERED	SHIPPED	UNIT PRICE	TOTAL	
LED-STB-30-RE/GR	LED-STB-30-RE/GR		1	1	\$200.00	\$200.00	
Subtotal						\$200.00	
Shipping						\$6.40	
Discounts						\$0.00	
Sales Tax						\$0.00	
Total						\$206.40	

Thanks for shopping with Winterland!

Terms, Due on Receipt
Please remit to:
Winterland, INC
P.O. Box 772
Cicero, IN 46034

Thanks for your order!



Main Office: 4901 W. Grand River
 Lansing, MI 48906
 (517) 321-1110 • (800) 637-1110
 FAX (517) 323-7446

6546 M-37 South
 Kingsley, MI 49649
 (231) 263-1777 • (800) 858-7533
 FAX (517) 323-7446

Tents & Canopies
 Tables & Chairs
 Portable Chemical Toilets
 "Royal Flush" Toilet Trailers
 Storage & Office Trailers
 Paper Products
 Linens
 China/Flatware
 Catering Equipment



CONTRACT / INVOICE # **538859**

CUSTOMER # 19496

DATE 11/20/2014

PORTLAND MAINSTREET PROGRAM
 ATTN: SHELLY
 259 KENT ST.
 PORTLAND MI 48875

DELIVER TO:
 MOOSE WILL DELIVER ON WAY HOME

Cust PO#
 Delivery Date: 11/21/14 FRI
 Pick-up Date: 11/24/14 MON

Billing: **OneTime**
 Start Date: 11/22/2014
 End Date: 11/22/2014

Surface
 N/A

CALL BEFORE DELIVERY LAN Jas
 PATRICK REAGAN
 517-647-5027

QUANTITY	DESCRIPTION	PRICE	TOTAL
1	STAINLESS STEEL PATIO HEATER 40,000BTU - W/ 20LB TANK	85.00 EA	85.00
		TOTAL:	85.00

PLEASE MAKE CHECKS PAYABLE TO AMERICAN RENTALS, INC.
 RATES DO NOT INCLUDE SETUP AND TAKE DOWN (EXCEPT TENTS)
 DELIVERY MEANS DOCK DELIVERY & PICKUP
 I HAVE READ AND UNDERSTAND THE CONDITIONS OF RENTAL LISTED ON
 REVERSE SIDE.

X _____ Printed on 11/20/2014 09:05
 LESSEE SIGNATURE



12005 Beech Daly
Taylor, MI 48180
Tel. (734) 946-5111
Fax (734) 946-1115

INVOICE 88034

DATE 12/2/14

CLIENT ACCT. NO. 1PORTLAN CMI
CLIENT P.O. NO. Brenda Schrauben

BILL TO:

City Of Portland
259 Kent Street
Portland, MI 48875

SHIPPED TO:

City Of Portland
259 Kent Street

Portland Mi 48875

CONSULTANT		JOB NUMBER	SHIP VIA	SHIP DATE	TERMS	
Ed Stevens		99217	UPS Ground	12/1/14	Net 30 Days	
QTY. ORDERED	QTY. SHIPPED	DESCRIPTION			UNIT PRICE	AMOUNT
250	275	Checks - A/P Laser (CMI) DDA			\$382.000	\$105.05
		Check Numbers: 001417 - 001691				
		Shipped with: Checks A/P Laser Property Tax				

SUB TOTAL	\$105.05
SALES TAX	\$0.00
FREIGHT	\$6.93
PREPAID	\$0.00

PLEASE PAY THIS TOTAL AMOUNT

\$111.98

PLEASE PAY FROM THIS INVOICE

CITY OF PORTLAND REIMBURSEMENT CHECK BREAKDOWN

Below is a summary of the following attached invoices that the DDA needs to reimburse to the City of Portland for services provided and for bills paid directly by the City for credit card charges and joint billings from vendors:

Name	Description		Amount
City of Portland	On The Street and postage	\$	63.80
1&1 Internet, Inc.	Quarterly fee for website	\$	29.97
		\$	93.77

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875
(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000898
Service Date: 12/10/2014
Invoice Date: 12/10/2014
Due Date: 01/12/2015

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	POSTAGE	4.80	4.80
1	ON THE STREET - DEC 2014	59.00	59.00

Total Invoice:	63.80
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	63.80

INVOICE

CITY OF PORTLAND
CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000898
Service Date: 12/10/2014
Invoice Date: 12/10/2014
Due Date: 01/12/2015

Property Address:
259 KENT ST.





1&1 Internet Inc.
 701 Lee Road
 Suite 300
 Chesterbrook, PA 19087
 USA

Invoice Date: 10/17/2014
 Customer ID: 22241406
 Product ID: 27455868
 Invoice No.: 202008302709

Main Street
 Portland Main Street
 259 Kent St

Portland, MI 48875
 UNITED STATES

Customer Service
 E-Mail: billing@1and1.com
<http://www.1and1.com>

Invoice Summary (1&1 MyWebsite)

Billing period starting: 10/16/2014

Item	No.	Service	Charges	Usage	Total
1	11674	Basic Fee 10/16/2014-01/16/2015 s311635864.initial-website.com portlandmainstreet.org	\$9.99 a month	3 mo.	\$ 29.97
Total amount due					\$ 29.97

The total amount due will be charged to your credit card. Thank you.

User: BRENDA
DB: Portland

PERIOD END 12/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DDA FUND						
Revenues						
Dept 000						
248-000-402.000	REAL PROPERTY TAXES	286,000.00	200,000.00	50,000.00	86,000.00	69.93
248-000-551.000	RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00	0.00
248-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST INCOME	0.00	25.56	0.00	(25.56)	100.00
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00	0.00
248-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	0.00	160.66	0.00	(160.66)	100.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	0.00	0.00	0.00	0.00	0.00
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	25,000.00	9,574.07	940.00	15,425.93	38.30
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		311,000.00	209,760.29	50,940.00	101,239.71	67.45
TOTAL Revenues		311,000.00	209,760.29	50,940.00	101,239.71	67.45
Expenditures						
Dept 275-ADMINISTRATION						
248-275-702.000	S & W FULLTIME	42,500.00	5,522.18	1,568.80	36,977.82	13.99
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	138.45	46.15	1,061.55	11.54
248-275-715.000	S & W SOCIAL SECURITY	3,345.00	452.15	123.54	2,892.85	13.52
248-275-716.004	RETIREE HEALTH CARE SAVINGS PLAN	0.00	0.00	0.00	0.00	0.00
248-275-717.000	LIFE/LTD INSURANCE	890.00	145.88	72.94	744.12	16.39
248-275-718.000	PENSION	9,295.00	3,325.88	1,662.94	5,969.12	35.78
248-275-719.000	OTHER FRINGE	200.00	250.00	0.00	(50.00)	125.00
248-275-720.000	WORKER'S COMPENSATION	750.00	0.00	0.00	750.00	0.00
248-275-723.000	UNEMPLOYMENT	30.00	0.00	0.00	30.00	0.00
248-275-730.000	POSTAGE	0.00	116.16	4.80	(116.16)	100.00
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	5,000.00	1,198.82	644.85	3,801.18	23.98
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	8,700.00	0.00	0.00	8,700.00	0.00
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	3,870.00	250.98	0.00	3,619.02	6.49
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	10,195.00	1,590.72	59.00	8,604.28	15.60
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	18,635.00	9,141.65	85.00	9,493.35	49.06
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	0.00	0.00	0.00	0.00	0.00
248-275-801.000	LEGAL SERVICE	100.00	1,653.00	0.00	(1,553.00)	1,653.00
248-275-802.000	AUDIT SERVICE	800.00	700.00	0.00	100.00	87.50
248-275-803.000	ENGINEERING SERVICE	0.00	0.00	0.00	0.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	15,000.00	14,174.10	550.00	825.90	94.49
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	6,600.00	5,477.90	206.40	1,122.10	83.00
248-275-806.000	DATA PROCESSING	300.00	0.00	0.00	300.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	248.00	0.00	252.00	49.60
248-275-886.000	FIREWORKS (DDA)	2,500.00	0.00	0.00	2,500.00	0.00
248-275-902.000	ADVERTISING	0.00	321.60	0.00	(321.60)	100.00
248-275-938.000	M & R STREET LIGHTS	0.00	0.00	0.00	0.00	0.00
248-275-956.000	MISCELLANEOUS EXPENSES	2,500.00	152.21	111.98	2,347.79	6.09
248-275-958.000	DUES & SUBSCRIPTIONS	0.00	45.00	0.00	(45.00)	100.00
248-275-967.001	FACADE RESTORATION (DDA)	5,000.00	0.00	0.00	5,000.00	0.00
248-275-982.000	CAPITAL OUTLAY-DDA EXPANSION	0.00	0.00	0.00	0.00	0.00
248-275-992.000	PRINCIPAL PAYMENT	200,000.00	200,000.00	0.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	9,442.80	5,595.74	0.00	3,847.06	59.26
248-275-997.000	PAYING AGENT FEES	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD END 12/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DDA FUND						
Expenditures						
248-275-999.202	TRANSFER TO MAJOR STREETS	0.00	0.00	0.00	0.00	0.00
Total Dept 275-ADMINISTRATION		347,352.80	250,500.42	5,136.40	96,852.38	72.12
Dept 999						
248-999-999.990	CURRENT FUND CONTRA CHANGE	0.00	0.00	0.00	0.00	0.00
Total Dept 999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		347,352.80	250,500.42	5,136.40	96,852.38	72.12
Fund 248 - DDA FUND:						
TOTAL REVENUES		311,000.00	209,760.29	50,940.00	101,239.71	67.45
TOTAL EXPENDITURES		347,352.80	250,500.42	5,136.40	96,852.38	72.12
NET OF REVENUES & EXPENDITURES		(36,352.80)	(40,740.13)	45,803.60	4,387.33	112.07

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Calls for Service

Dispatched	76
Patrol Originated	14
Assist to PPD	10
Assist to Fire / EMS	6
Assist Other Depts	13

Traffic Stops

Total Stops	72
Traffic Citations	33
Verbal Warnings	61
Parking Citations	14

Arrests

Misdemeanor Arrests (# of persons)	9
Misdemeanor Charges	13
Juvenile Apprehensions	1
Felony Arrests (# of persons)	2
Felony Charges	2

Citizen Contacts

Business Contacts	95
Patrol Contacts	318

Coverage by Ionia County Sheriffs Department

The Ionia County Sheriffs Department was not used during the month of November.

Noteworthy:

On November 14, 2014, Officer Groenhof and Sgt Ludwick responded to a complaint from a woman whose ex-boyfriend had broken into her apartment. A quick and thorough investigation of the complaint resulted in contact with the suspect who led the officers on a foot chase in an attempt to avoid arrest. The subject was soon apprehended and charged with 3rd Degree Home Invasion , Violation of Probation, Violation of Bond Conditions, and Resist and Obstruct Police Officers.

On November 24, 2014, Chief Knobelsdorf received a report of a subject who had stolen a charity donation can filled with money from a local business. His investigation quickly identified the suspect who confessed to the crime. The suspect was ultimately charged with Larceny from a Building and lodged at the Ionia County Jail.

On November 27, 2014, Officer Groenhof was dispatched to a traffic crash involving two vehicles. Investigation revealed that the at-fault driver was highly intoxicated and had rear-ended the victim car. Roadside testing showed the driver had a blood alcohol of at least three times the legal limit of .08. The intoxicated driver was arrested and lodged at the Ionia County Jail.

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Assists to Other Police Agencies:

November 1, 2014, assist to Clinton County Sheriffs Department on an arrest on E Grand River near Jones Road.

November 2, 2014, assist to IOSH at I96 / Cutler Rd for a report of pumpkins being dropped onto cars from the overpass.

November 13, 2014, assist to IOSH with a suicidal subject on Emery Road.

November 14, 2014, assist to the IOSH for suspicious subject at the Portland Rest Area.

November 15, 2014, assist to IOSH for a home invasion in progress on Divine Hwy near Goodwin Rd

November 16, 2014, assist to Clinton County Sheriffs Department to assist with a search for a fugitive.

November 28, 2014, assist to IOSH at E Grand River / Frost Rd for a child welfare check

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Chief Knobelsdorf			
<u>Total Calls Responded To:</u>	19	<u>Traffic Stops</u>	
Dispatched	15	Total Stops	8
Patrol Originated	3	Traffic Citations	9
Assist to PPD	0	Verbal Warnings	5
Assist to Fire / EMS	1	Parking Citations	0
Assist Other Depts	0		
		<u>Citizen Contacts</u>	
<u>Arrests</u>		Business Contacts	16
Misdemeanor Arrests	2	Patrol Contacts	46
(# of persons)			
Misdemeanor Charges	4		
Juvenile Arrests	0	<u>Minutes</u>	
Felony Arrests	1	Time Assigned	6610
(# of persons)	1	Preventative Patrol	1520
Felony Charges	1		

Sgt Ludwick			
<u>Total Calls Responded To:</u>	11	<u>Traffic Stops</u>	
Dispatched	5	Total Stops	3
Patrol Originated	1	Traffic Citations	1
Assist to PPD	4	Verbal Warnings	5
Assist to Fire / EMS	0	Parking Citations	0
Assist Other Depts	1		
		<u>Citizen Contacts</u>	
<u>Arrests</u>		Business Contacts	4
Misdemeanor Arrests	0	Patrol Contacts	23
(# of persons)			
Misdemeanor Charges	0		
Juvenile Arrests	0	<u>Minutes</u>	
Felony Arrests	0	Time Assigned	4455
(# of persons)	0	Preventative Patrol	675
Felony Charges	0		

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Officer Teitsma			
<u>Total Calls Responded To:</u>		17	<u>Traffic Stops</u>
Dispatched		15	Total Stops
Patrol Originated		1	Traffic Citations
Assist to PPD		1	Verbal Warnings
Assist to Fire / EMS		0	Parking Citations
Assist Other Depts		0	
<u>Arrests</u>			<u>Citizen Contacts</u>
Misdemeanor Arrests		0	Business Contacts
(# of persons)			Patrol Contacts
Misdemeanor Charges		0	
Juvenile Arrests		0	<u>Minutes</u>
Felony Arrests		0	Time Assigned
(# of persons)			Preventative Patrol
Felony Charges		0	

Officer Thomas			
<u>Total Calls Responded To:</u>		32	<u>Traffic Stops</u>
Dispatched		23	Total Stops
Patrol Originated		2	Traffic Citations
Assist to PPD		1	Verbal Warnings
Assist to Fire / EMS		2	Parking Citations
Assist Other Depts		4	
<u>Arrests</u>			<u>Citizen Contacts</u>
Misdemeanor Arrests		3	Business Contacts
(# of persons)			Patrol Contacts
Misdemeanor Charges		3	
Juvenile Arrests		1	<u>Minutes</u>
Felony Arrests		0	Time Assigned
(# of persons)			Preventative Patrol
Felony Charges		0	

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Officer Groenhof				
<u>Total Calls Responded To:</u>		10	<u>Traffic Stops</u>	
Dispatched	4	Total Stops	15	
Patrol Originated	2	Traffic Citations	10	
Assist to PPD	1	Verbal Warnings	12	
Assist to Fire / EMS	0	Parking Citations	14	
Assist Other Depts	3			
<u>Arrests</u>		<u>Citizen Contacts</u>		
Misdemeanor Arrests (# of persons)	3	Business Contacts	21	
Misdemeanor Charges	5	Patrol Contacts	43	
Juvenile Arrests	0	<u>Minutes</u>		
Felony Arrests (# of persons)	1	Time Assigned	6080	
Felony Charges	1	Preventative Patrol	4300	

Officer Heald				
<u>Total Calls Responded To:</u>		11	<u>Traffic Stops</u>	
Dispatched	4	Total Stops	14	
Patrol Originated	2	Traffic Citations	5	
Assist to PPD	3	Verbal Warnings	9	
Assist to Fire / EMS	0	Parking Citations	0	
Assist Other Depts	2			
<u>Arrests</u>		<u>Citizen Contacts</u>		
Misdemeanor Arrests (# of persons)	3	Business Contacts	22	
Misdemeanor Charges	4	Patrol Contacts	22	
Juvenile Arrests	5	<u>Minutes</u>		
Felony Arrests (# of persons)	0	Time Assigned	3467	
Felony Charges	0	Preventative Patrol	4513	

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
NOVEMBER 2014**

Officer Venton			
<u>Total Calls Responded To:</u>	6	<u>Traffic Stops</u>	
Dispatched	1	Total Stops	1
Patrol Originated	2	Traffic Citations	0
Assist to PPD	0	Verbal Warnings	1
Assist to Fire / EMS	1	Parking Citations	0
Assist Other Depts	2		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	3
Misdemeanor Charges	0	Patrol Contacts	20
Juvenile Arrests	0	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	740
Felony Charges	0	Preventative Patrol	1660

Officer Fandel			
<u>Total Calls Responded To:</u>	13	<u>Traffic Stops</u>	
Dispatched	9	Total Stops	3
Patrol Originated	1	Traffic Citations	2
Assist to PPD	0	Verbal Warnings	4
Assist to Fire / EMS	2	Parking Citations	0
Assist Other Depts	1		
<u>Arrests</u>		<u>Citizen Contacts</u>	
Misdemeanor Arrests (# of persons)	0	Business Contacts	1
Misdemeanor Charges	0	Patrol Contacts	15
Juvenile Arrests	0	<u>Minutes</u>	
Felony Arrests (# of persons)	0	Time Assigned	1695
Felony Charges	0	Preventative Patrol	2025

City Of Portland
Water Department
Monthly Water Report
November 2014

Monthly Water Production

Well #4	8,056,000 Gallons
Well #5	29,000 Gallons
Well #6	21,000 Gallons
Well #7	0 Gallons

Daily Water Production

Well #4	268,533 Gallons
Well #5	967 Gallons
Well #6	700 Gallons
Well #7	0 Gallons

Daily Average Water Production for All Wells

270,200 Gallons

Total Water Production for the Month

8,106,000 Gallons

Total Water Production for the Previous Month

12,132,000 Gallons

Total Production decreased by

4,026,000 Gallons

Total Production for This Month from the Previous Year

7,600,000 Gallons

Total Production increased by

506,000 Gallons

Rodney D. Smith Jr.
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR NOVEMBER 2014

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of November 2014. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged **10.6 million gallons** for the month of November.

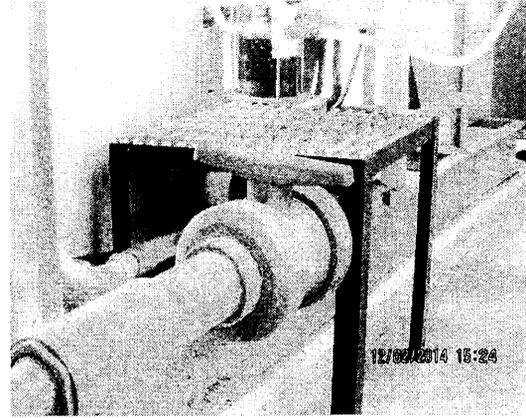
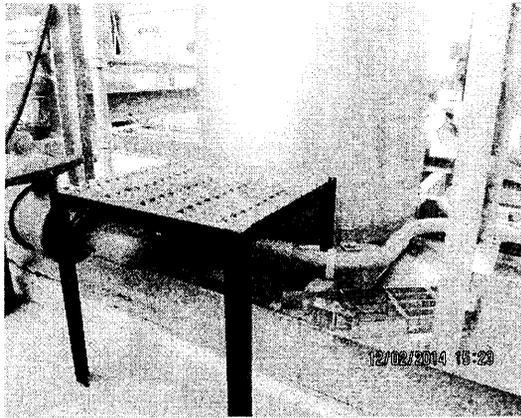
With the Vac truck now working, the WWTP operators were able to try out the new manhole on W. Bridge St. They were able to successfully cut roots and clean the line with the jet rodder. We will now be able to include this line on our preventative maintenance list which should prevent any future sewer backups at Hometown Sports.

Tim Krizov retested for his Class "C" operator license. He should know the results within the next two months.

Mike Owen and Tim Krizov attended an Electrical Maintenance Class in Grand Rapids. This should help make them more proficient at performing their maintenance duties. The class also will help with their safety awareness when working with and around the electrical equipment at the WWTP. An added bonus was that they both received CEC's for their future license renewals.

Preliminary quotes were received from Fleis & Vandenbrink (F&V) for the replacement of the inferior Raw Sewage pumps. As these are being reviewed and discussed with Rich Grant of F&V obvious problems with the equipment quoted are being eliminated to assure that the problems are corrected with quality pumps that address all of the pumping issues. We should soon have an accurate bid proposal to present to the City Council. The target for the completion of the pump upgrade is early spring of 2015.

Tim and Mike addressed a safety issue at the Floc tank on the Sludge Thickener. In order to clean and service the tank, workers would have to stand on the steel frame of the thickener. This provided inadequate footing for the workers. They pulled together the materials that they needed and constructed a step and a platform in order to gain a safe working platform to stand upon. The platform is also positioned to protect the 3" PVC piping and the PVC electrical conduit from damage.



Maintenance & Capitol Expenses for November 1, 2014 to November 30, 2014

ITEM	COST
Tom's Do It Center – 9v battery, Duct Tape, Angle Iron, Lite Bulbs	\$ 72.43
Cook Brothers – New Manhole W. Bridge St.	\$ 8840.00
Municipal Supply – 3” Sch 80 PVC Fittings	\$ 40.05
Synagro – July Biosolid Lab sampling	\$ 401.71
Henry Klein – Plumber Drain Obstruction Removal	\$ 150.00
USA Bluebook – Pump Packing & Sludge Judge	\$ 265.52
	\$ 9769.71
Total Expenses	
Total Spent YTD	\$ 28830.40

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	4625 feet
Routine cleaning	0 feet
Sewer call outs due to building services	2
Sewer call outs due to plugged City main	0
New connections to sewer main	2
Building Services Televised	1
Building Services Inspected	2
City Main Televised	0 feet

SEWER CALLOUTS

November 1, 2014

A call was received at 10:10 AM on a Saturday morning from the Frank Eisenhauer residence, located at 745 Kent St. that sewage was backed up in a manhole and was slowly overflowing. Hank Klein, a local plumber, was on site to clean the homeowner's sanitary service lateral and described the situation to Doug Sherman over the phone. After attempts to contact Mike Owen and Tim Krizov to respond to the call, Doug Sherman proceeded to the scene from home and arrived on scene at 10:30 AM. Upon arrival it was confirmed that a small manhole located in the curb lawn that serviced the house service lateral was full and had overflowed a very small amount of sewage into the curb. Mike Owen finally called back and was dispatched to bring the Vac truck to the site to clear the blockage in the line. The truck started and made it as far as the Morse Dr. and Water St. intersection and broke down. In the meanwhile Doug had the plumber run his sewer cleaning equipment slowly into and through the manhole to see if he could relieve the sewage backup. This worked and we were able to restore flow from the house. Arrangements were made to return on Monday morning to televise the service lateral. The lateral was clear all of the way through the manhole, but a pair of rocks were caught at a joint just under the street beyond the curb. Since the Vac truck was not available, arrangements were made with the plumber to see if he could push the obstruction into the larger sewer main where we could use the Vac truck after it was repaired to clear the rocks from the main. Mike Owen assisted the plumber and confirmed that they were successful at pushing the obstruction out of the service lateral by viewing with the push camera.

November 13, 2014

A call was received at 3:59 PM from Barb at City Hall, that there was a sewer backup at 528 Lookingglass Ave. Doug Sherman called Tim Krizov and dispatched him to investigate the situation. He checked the flow in the upstream and downstream manholes for any backup or surcharging. The flow in the city main was okay, indicating that the problem was in the house service lateral. Tim advised the property owner of the problem and suggested that he have the lateral cleaned by a plumber.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

Portland Light and Power Board EO Report

12/2/2014



Executive Summary:

This report summarizes the year to date activity of your EO programs implemented by Franklin Energy. If you have any questions, please do not hesitate to contact Franklin Energy.

Portland Light and Power Board Summary						
Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Custom	73,039.00	41,706.20	57.10%	\$5,410.80	\$2,967.51	54.84%
Realized : 4		41,706.20	57.10%		\$2,967.51	54.84%
C&I Prescriptive	71,782.00	110,088.16	153.36%	\$9,078.08	\$6,297.30	58.35%
Pipeline : 1		5,170.64	7.20%		\$256.00	2.82%
Realized : 8		104,917.52	146.16%		\$5,041.30	55.53%
C&I Combined	144,821.00	151,794.36	104.82%	\$14,488.88	\$8,264.81	57.04%
Pipeline : 1		5,170.64	3.57%		\$256.00	1.77%
Realized : 12		146,623.72	101.24%		\$8,008.81	55.28%
Residential HVAC	8,158.00	8,874.30	108.78%	\$3,822.00	\$2,066.00	54.06%
Realized : 14		8,874.30	108.78%		\$2,066.00	54.06%
Small Business DI	12,521.00	17,996.95	143.73%			
Realized : 4		17,996.95	143.73%			

C&I Paid Projects by Month							
Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
	1	28,214		28,214	\$1,524		\$1,524
March	1	2,216		2,216	\$120		\$120
April	1	50,569		50,569	\$2,425		\$2,425
June	2	10,439	10,324	20,763	\$110	\$826	\$935
July	1		9,411	9,411		\$384	\$384
August	2	7,599		7,599	\$365		\$365
September	2	1,820	9,342	11,163	\$98	\$747	\$846
November	1		12,628	12,628		\$1,010	\$1,010
2014 YTD	11	100,857	41,706	142,563	\$4,641	\$2,968	\$7,609
2014 Goals	-	71,782	73,039	144,821	\$9,078	\$5,411	\$14,489
% to Goal	-	140.50%	57.10%	98.44%	51.13%	54.84%	52.51%

Small Business Direct Install Program Goal Of 12,521.00 Annual kWh Savings													
Month	CFL 9W	CFL 13W	CFL 18W	CFL 23W	CFL SPC	Exit Sign	Flood Lamp	Pre-Rinse Sprayer	Program. T-Stat	Vend Mach Cntrls	# of Installs	Total kWh	kWh to Goal %
11/2014	24	34				3	14		1	1	4	17,997	143.73%
12/2014	24	34				3	14		1	1	4	17,997	143.73%

Appliance Recycling & Lighting Kits

Appliance Recycling Program

kWh Goal: 23,888.00					
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
Air Conditioners					
Dehumidifiers	1	139.0	\$15	\$0.11	0.58%
Freezers	4	4,444.0	\$240	\$0.05	18.60%
Refrigerators	15	18,915.0	\$900	\$0.05	79.18%
Totals	20	23,498.0	\$1,155	\$0.05	98.37%

kWh Goal: 108,785.00					
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
Lighting Kits	305	108,824.0	\$0	\$0.00	100.04%
Totals	305	108,824.0	\$0	\$0.00	100.04%

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Custom		41,706.20	\$2,967.51
<i>Paid</i>			
Westside General Store - 751 W. Grand River Ave.	6/2/2014	10,324.20	\$825.00
Portland Rentals - 6935 Industrial Park	7/16/2014	9,411.30	\$383.92
St Patrick's Catholic Church - 122 N West St	9/15/2014	9,342.30	\$747.38
Portland Public Schools - High School 1100 Ionia Rd.	11/17/2014	12,628.40	\$1,010.27
C&I Prescriptive		110,088.16	\$5,297.30
<i>Paid</i>			
Burger King - 1515 E. Grand River		28,213.87	\$1,524.25
City Of Portland - 600 Plant Drive	3/3/2014	2,215.65	\$119.70
Bill'S Party Store - 1153 E. Grand River Ave.	4/7/2014	50,569.00	\$2,425.00
American Heritage Inn - 1681 E. Grand River Ave.	6/2/2014	10,439.00	\$109.50
B & W Auto Supply - 828 E. Grand River Ave.	8/4/2014	2,709.30	\$120.00
St Patrick's Catholic Church - 122 N West St	8/4/2014	4,890.00	\$244.50
Keusch Brothers - 1600 American Way	9/15/2014	1,820.46	\$98.35
<i>Batched</i>			
Mcdonald's Corporation - 1432 East Grand River	8/15/2014	4,060.25	\$400.00
<i>Work in Progress</i>			
Portland Public Schools - High School 1100 Ionia Rd.	9/15/2014	5,170.64	\$256.00
Customer	Status Date	kWh Savings	Incentive
Residential HVAC		8,874.30	\$2,066.00
<i>Paid</i>			
Sam Miller - 10087 Goodwin Rd	3/3/2014	1,083.65	\$340.00
Edmund Hermelyn - 814 Riverside Dr	7/7/2014	751.72	\$165.00
William Adams - 251 S East	7/7/2014	127.89	\$100.00
William Adams - 251 S East	7/16/2014	751.72	\$165.00
Brenda Leonard - 9105 Barnes Rd	8/4/2014	751.72	\$165.00

	Customer	Status Date	kWh Savings	Incentive
Paid	Carla Gensterblum - 518 Riverside Dr	8/4/2014	85.00	\$25.00
	James Dilley - 557 N West St	8/4/2014	751.72	\$165.00
	Julie Thelen - 6963 Lyons Rd	9/15/2014	751.72	\$165.00
	Ronald Smith - 7091 Maynard Rd	11/3/2014	730.00	\$150.00
	Peter Scudder - 438 Bethel Dr	12/1/2014	751.72	\$165.00
	Steve / Becky Ward - 7051 Maynard Rd	12/1/2014	751.72	\$165.00
	Valerie Jenkins - 7939 E Grand River	12/1/2014	202.00	\$45.00
Batched	David Antaya - 104 Quarterline St	3/7/2014	632.00	\$86.00
	Keith Zimmer - 707 Bridge	7/31/2014	751.72	\$165.00

Component Detail

C&I Custom

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
08-05900-1	Westside General Store - 751 W. Grand River Ave. (2) Total Project Cost: \$ 2,062.57 Install Complete: 4/2/2014					
	Lighting	1		10,324.00		825.94
	Portland Rentals - 6935 Industrial Park Total Project Cost: \$ 383.92 Install Complete: 4/11/2014					
	Lighting	1		9,411.00		383.92
17-03900-1	St Patrick's Catholic Church - 122 N West St (2) Total Project Cost: \$ 3,651.10 Install Complete: 8/5/2014					
	T-12 to T-8	1		9,342.00		747.36
17-01700-1	Portland Public Schools Oakwood Elementary - 500 Oak St.(2) Total Project Cost: \$ 2,175.00 Install Complete: 10/21/2014					
	8L PL42 to 6L Hi Bays	1		12,623.00		1,010.27

C&I Prescriptive

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
10-07800-2	Burger King - 1515 E. Grand River Total Project Cost: \$ 3,435.00 Install Complete: 7/10/2014					
	LM13: Exterior HID to LED - MPPA 2014	13	6.48	28,214.00	0.35	1,524.25
19-00190-1	City Of Portland - 600 Plant Drive Total Project Cost: \$ 294.40 Install Complete: 11/25/2013					
	LM13: Exterior HID to LED - MPPA 2014	2	6.48	2,216.00	0.35	119.70
10-09530-1	Bill'S Party Store -1153 E. Grand River Ave. Total Project Cost: \$ 3,499.98 Install Complete: 2/27/2014					
	MM13: ECM Walk-In Cooler/Freezer - MPPA 2014	11	1,365.00	15,015.00	50	550.00
	MM13: Anti-Sweat Heater Controls - MPPA 2014	16	1,489.00	23,824.00	80	1,280.00
	MM13: LED Grocery Case Lighting - MPPA 2014	17	690.00	11,730.00	35	595.00
10-07200-2	American Heritage Inn - 1681 E. Grand River Ave. Total Project Cost: \$ 144.14 Install Complete: 4/17/2014					
	LM13 - CFL (<30W) - Replaces incandescent - MPPA	73	143.00	10,439.00	1.5	109.50
02-07300-1	B & W Auto Supply - 828 E. Grand River Ave. Total Project Cost: \$ 508.80 Install Complete: 6/23/2014					
	LM13: RW HPT8 Magnetic - MPPA 2014	40	67.73	2,709.00	3	120.00
17-03900-1	St Patrick's Catholic Church - 122 N West St Total Project Cost: \$ 1,222.50 Install Complete: 6/25/2014					
	LM13: 32W T8 to 28W Lamps - MPPA 2014	326	15.00	4,890.00	0.75	244.50
10-06900-3	Keusch Brothers - 1600 American Way (2) Total Project Cost: \$ 354.04					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
	Install Complete: 8/29/2014					
	LM13: Exterior HID to LED - MPPA 2014	1	6.48	1,030.00	0.35	55.65
	LM13: Exterior HID to LED - MPPA 2014	1	6.48	790.00	0.35	42.70
Batched						
17-01100-1	Mcdonald's Corporation - 1432 East Grand River					
	Total Project Cost: \$ 35,830.86					
	Install Complete: 3/31/2014					
	MM13: - A/C < 11.3 Tons - MPPA 2014	4	46.71	1,868.00	8	320.00
	CM13: Programmable Thermostat (Gas Heat) - MPPA 2014	4	547.95	2,192.00	20	80.00
Work In Progress						
17-01700-1	Portland Public Schools - High School 1100 Ionia Rd.					
	Total Project Cost: \$					
	Install Complete:					
	LM13: RW HPTB Magnolia - MPPA 2014	32	67.73	2,167.00	3	96.00
	LM13: Dumping Off Top - MPPA 2014	16	187.70	3,003.00	10	160.00

Residential HVAC/Efficient Appliances

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
12-06830-1	Sam Miller - 10087 Goodwin Rd					
	Install Complete: 11/12/2013					
	Residential C.A.C - 17 SEER MPPA 2014	1	174.93	175.00	150	150.00
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
	Residential Electric Water Heater MPPA 2014	1	157.00	157.00	25	25.00
07-02100-1	Edmund Hermelyn - 814 Riverside Dr					
	Install Complete: 6/19/2014					
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
04-059001	William Adams - 251 S East (2)					
	Install Complete: 6/5/2014					
	Residential CAC - 16 SEER MPPA 2014	1	127.89	128.00	100	100.00
04-059001	William Adams - 251 S East					
	Install Complete: 4/24/2014					
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
12-00750-2	Brenda Leonard - 9105 Barnes Rd					
	Install Complete: 6/17/2014					
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
07-00300-1	Carla Gensterblum - 518 Riverside Dr					
	Install Complete: 7/9/2014					
	Residential ESTar Refrigerator MPPA 2014	1	85.00	85.00	25	25.00
11-13300-1	James Dilley - 557 N West St					
	Install Complete: 6/2/2014					
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
12-23900-1	Julie Thelen - 6963 Lyons Rd					
	Install Complete: 8/28/2014					
	Residential Furnace w/ECM MPPA 2014	1	730.00	730.00	150	150.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
11-03100-1	Ronald Smith - 7091 Maynard Rd					
	Install Complete: 11/2/2014					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
08-03600-9	Install Complete: 10/15/2014 Residential Furnace w/EOM MPPA 2014	1	730.00	730.00	150	150.00
	Peter Scudder - 438 Bethel Dr Install Complete: 9/11/2014 Residential Furnace w/EOM MPPA 2014	1	730.00	730.00	150	150.00
12-15500-1	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
	Steve / Becky Ward - 7051 Maynard Rd Install Complete: 10/8/2014 Residential Furnace w/EOM MPPA 2014	1	730.00	730.00	150	150.00
13110007	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
	Valerie Jenkins - 7939 E Grand River Install Complete: 10/22/2014 Energy Star Freezer - Chest or Upright MPPA 2014	1	56.00	56.00	20	20.00
	Residential Electric Clothes Dryer MPPA 2014	1	144.00	144.00	25	25.00
Batched						
03-00700-1	David Antaya - 104 Quarterline St Install Complete: 2/22/2014 40W A-line to LED - MPPA 2014	12	26.00	312.00	3.5	42.00
	Keith Zimmer - 707 Bridge Install Complete: 7/24/2014 60W A-line to LED - MPPA 2014	8	40.00	320.00	5.5	44.00
	Residential T-Stat MPPA 2014	1	21.72	22.00	15	15.00
	Residential Furnace w/EOM MPPA 2014	1	730.00	730.00	150	150.00

Small Business DI

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work Complete						
17-01350-1	Hot Shots Tavern - 137 Kent St Install Complete: 11/10/2014 Programmable T-stat - MPPA SBDI 2014	1	547.95	548.00	0	0.00
	Portland Nazarene Church - 9465 Cutler Rd Install Complete: 11/11/2014					
	13W CFL - SBDI 2014	3	167.00	501.00	0	0.00
	13W CFL - SBDI 2014	12	167.00	2,004.00	0	0.00
	LED 12.5W A-19 - SBDI 2014	13	232.50	3,023.00	0	0.00
	LED Flood lamp PAR - SBDI 2014	14	174.00	2,435.00	0	0.00
	LED Exit Sign - SBDI 2014	3	301.50	905.00	0	0.00
	LED Candelabra - SBDI 2014	12	156.00	1,872.00	0	0.00
17-02700-1	Portland Products - 271 Morse Dr Install Complete: 11/11/2014 Vending Machine Controls - SBDI 2014	1	800.00	800.00	0	0.00
	RCP - 1301 E Grand River Install Complete: 11/11/2014					
	13W CFL - SBDI 2014	19	167.00	3,173.00	0	0.00
	9W CFL - SBDI 2014	24	114.00	2,736.00	0	0.00

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PERIOD ENDING 12/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	12/31/2014 NORMAL (ABNORMAL)	MONTH 12/31/2014 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,400.00	945,107.64	4,030.13	41,292.36	95.81
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	1,428.68	350.23	6,571.32	17.86
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	32,293.54	103.27	9,826.46	76.67
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	100.00	0.00	150.00	40.00
101-000-453.000	CABLE TV FEES	28,000.00	14,612.85	0.00	13,387.15	52.19
101-000-455.000	TRAILER FEES	500.00	408.00	36.00	92.00	81.60
101-000-476.000	NON-BUSINESS PERMITS	2,000.00	3,944.00	5,999.00	(1,944.00)	197.20
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
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	493.70	0.00	706.30	41.14
101-000-570.000	LIQUOR FEES	3,200.00	3,156.45	0.00	43.55	98.64
101-000-575.000	REVENUE SHARING-CONST SALES	299,879.00	102,518.00	0.00	197,361.00	34.19
101-000-576.000	REVENUE SHARING-STAT SALES	105,741.00	34,897.00	0.00	70,844.00	33.00
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	3,820.00	0.00	1,180.00	76.40
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	499.50	0.00	500.50	49.95
101-000-624.000	MISCELLANEOUS FEES	0.00	36.49	0.00	(36.49)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	132,935.00	0.00	185,922.00	41.69
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	3,225.00	0.00	275.00	92.14
101-000-633.000	CEMETERY CARE FEES	2,000.00	2,687.80	0.00	(687.80)	134.39
101-000-634.000	GRAVE OPENING FEES	10,000.00	4,550.00	375.00	5,450.00	45.50
101-000-656.000	DISTRICT COURT FINES	13,000.00	7,236.97	823.35	5,763.03	55.67
101-000-661.000	PARKING FINES	2,400.00	485.00	320.00	1,915.00	20.21
101-000-662.000	DRUG FORFEITURE MONEY	0.00	2,254.63	0.00	(2,254.63)	100.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	1,414.00	60.00	1,086.00	56.56
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	178.79	34.76	221.21	44.70
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	200.00	98.12	19.24	101.88	49.06
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	305.00	0.00	7,995.00	3.67
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	0.00	0.00	0.00	0.00
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	670.77	0.00	79.23	89.44
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	11,677.28	0.00	(11,677.28)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	11,000.00	6,718.75	163.80	4,281.25	61.08
101-000-678.007	REIMBURSEMENTS-PAMA	1,000.00	0.00	0.00	1,000.00	0.00
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

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PERIOD ENDING 12/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2014 (ABNORMAL)	MONTH 12/31/2014 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	0.00	0.00	49,792.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,975,132.00	1,319,341.53	12,314.78	655,790.47	66.80
Expenditures						
100	COUNCIL	97,733.00	73,149.88	269.13	24,583.12	74.85
101	COMMUNITY PROMOTIONS	293,475.25	115,171.80	932.59	178,303.45	39.24
172	CITY MANAGER	134,804.00	74,528.81	4,289.46	60,275.19	55.29
191	ELECTIONS	7,105.00	3,797.57	0.00	3,307.43	53.45
201	GENERAL ADMINISTRATION	339,512.00	157,610.18	10,588.88	181,901.82	46.42
209	ASSESSING	51,088.00	19,950.46	2,637.78	31,137.54	39.05
265	CITY HALL	58,133.00	20,705.04	1,303.07	37,427.96	35.62
276	CEMETERY	157,205.00	65,727.43	5,788.30	91,477.57	41.81
301	POLICE	680,028.00	275,046.23	28,137.41	404,981.77	40.45
336	FIRE	0.00	0.00	0.00	0.00	0.00
371	CODE ENFORCEMENT	38,304.00	20,392.24	1,399.47	17,911.76	53.24
728	ECONOMIC DEVELOPMENT	8,000.00	1,767.89	0.00	6,232.11	22.10
751	PARKS	147,490.00	53,669.21	4,773.21	93,820.79	36.39
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,012,877.25	881,516.74	60,119.30	1,131,360.51	43.79
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,975,132.00	1,319,341.53	12,314.78	655,790.47	66.80
TOTAL EXPENDITURES		2,012,877.25	881,516.74	60,119.30	1,131,360.51	43.79
NET OF REVENUES & EXPENDITURES		(37,745.25)	437,824.79	(47,804.52)	(475,570.04)	1,159.95

PERIOD ENDING 12/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		706,400.00	148,986.51	270.00	557,413.49	21.09
TOTAL EXPENDITURES		696,687.00	544,882.02	4,010.40	151,804.98	78.21
NET OF REVENUES & EXPENDITURES		9,713.00	(395,895.51)	(3,740.40)	405,608.51	4,075.93
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	2,050.00	0.00	450.00	82.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	2,050.00	0.00	450.00	82.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		235,000.00	86,428.78	1,061.68	148,571.22	36.78
TOTAL EXPENDITURES		326,510.95	137,948.31	11,714.69	188,562.64	42.25
NET OF REVENUES & EXPENDITURES		(91,510.95)	(51,519.53)	(10,653.01)	(39,991.42)	56.30
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		1,341,788.00	431,491.37	1,029.34	910,296.63	32.16
TOTAL EXPENDITURES		981,609.00	424,447.41	9,626.68	557,161.59	43.24
NET OF REVENUES & EXPENDITURES		360,179.00	7,043.96	(8,597.34)	353,135.04	1.96
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		146,950.00	47,806.37	1,643.00	99,143.63	32.53
TOTAL EXPENDITURES		135,202.00	52,095.33	4,368.78	83,106.67	38.53
NET OF REVENUES & EXPENDITURES		11,748.00	(4,288.96)	(2,725.78)	16,036.96	36.51
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		536,430.00	250,357.45	910.00	286,072.55	46.67
TOTAL EXPENDITURES		531,273.00	210,540.33	16,157.62	320,732.67	39.63
NET OF REVENUES & EXPENDITURES		5,157.00	39,817.12	(15,247.62)	(34,660.12)	772.10
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	209,760.29	50,940.00	101,239.71	67.45
TOTAL EXPENDITURES		347,352.80	250,500.42	5,136.40	96,852.38	72.12
NET OF REVENUES & EXPENDITURES		(36,352.80)	(40,740.13)	45,803.60	4,387.33	112.07
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION						
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION:						
TOTAL REVENUES		0.00	20,000.00	0.00	(20,000.00)	100.00
TOTAL EXPENDITURES		0.00	15,797.00	0.00	(15,797.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	4,203.00	0.00	(4,203.00)	100.00

User: NIKKI
DB: Portland

PERIOD ENDING 12/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 12/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
TOTAL REVENUES		3,000.00	0.00	0.00	3,000.00	0.00
TOTAL EXPENDITURES		3,000.00	1,729.95	0.00	1,270.05	57.67
NET OF REVENUES & EXPENDITURES		0.00	(1,729.95)	0.00	1,729.95	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	394,788.83	0.00	476,211.17	45.33
NET OF REVENUES & EXPENDITURES		(871,000.00)	(394,788.83)	0.00	(476,211.17)	45.33
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		101,200.00	53,295.10	8,648.20	47,904.90	52.66
TOTAL EXPENDITURES		93,600.00	44,373.17	0.00	49,226.83	47.41
NET OF REVENUES & EXPENDITURES		7,600.00	8,921.93	8,648.20	(1,321.93)	117.39
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	1,532,378.45	273,737.33	2,352,746.55	39.44
TOTAL EXPENDITURES		4,037,247.50	1,700,883.32	207,702.69	2,336,364.18	42.13
NET OF REVENUES & EXPENDITURES		(152,122.50)	(168,504.87)	66,034.64	16,382.37	110.77
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		929,000.00	404,703.04	65,790.17	524,296.96	43.56
TOTAL EXPENDITURES		914,460.00	360,442.99	75,479.06	554,017.01	39.42
NET OF REVENUES & EXPENDITURES		14,540.00	44,260.05	(9,688.89)	(29,720.05)	304.40
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
TOTAL REVENUES		586,450.00	248,278.33	42,169.14	338,171.67	42.34
TOTAL EXPENDITURES		889,482.30	339,132.68	11,002.54	550,349.62	38.13
NET OF REVENUES & EXPENDITURES		(303,032.30)	(90,854.35)	31,166.60	(212,177.95)	29.98
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		416,170.00	286,895.22	25,482.00	129,274.78	68.94
TOTAL EXPENDITURES		411,476.22	290,584.11	6,440.32	120,892.11	70.62
NET OF REVENUES & EXPENDITURES		4,693.78	(3,688.89)	19,041.68	8,382.67	78.59
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 12/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2014 NORMAL (ABNORMAL)	MONTH 12/31/2014 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
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	3,722,430.91	471,680.86	5,478,582.09	40.46
TOTAL EXPENDITURES - ALL FUNDS		10,238,900.77	4,768,145.87	351,639.18	5,470,754.90	46.57
NET OF REVENUES & EXPENDITURES		(1,037,887.77)	(1,045,714.96)	120,041.68	7,827.19	100.75



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



DAN WYANT
DIRECTOR

November 25, 2014

Ms. Catrina Covino
Federal Emergency Management Agency
Region V
536 South Clark Street, 6th Floor
Chicago, Illinois 60605-1521

Dear Catrina:

SUBJECT: City of Portland, Federal Emergency Management Agency (FEMA)
Flood Map Adoption Documentation

The enclosed executed documents from the City of Portland, of Ionia County are found to be complete and compliant with the National Flood Insurance Program (NFIP) participation requirements, FEMA flood map adoption requirements, and the adoption of the Michigan Residential and Building Codes and Appendix G.

The Michigan Department of Environmental Quality (MDEQ) supports maintaining this community in the NFIP and recommends FEMA's acknowledgement that the community has complied with the FEMA flood map adoption requirements, and the community will be retained as a participant in the NFIP.

If you have any further questions regarding this matter, please contact me at 517-284-5489; thomasl@michigan.gov; or MDEQ, P.O. Box 30458, Lansing, Michigan 48909-7958.

Sincerely,

Les Thomas, NFIP Coordinator
Water Resources Division

Enclosure

cc: Mr. James E. Barnes, Mayor, City of Portland
Ms. Monique I. Miller, Clerk, City of Portland ✓
Mr. Max George, PS, CFM, Fleis & Vandenbrink
cc/enc: Mr. Matt Occhipinti, MDEQ



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
ACTING DIRECTOR

Notice: Impending Investigation

(Authorized by MCL 436.1217)

December 2, 2014

Tom's Food Center, Inc
c/o Thomas Antaya
1700 E. Grand River
Portland, Michigan 48875

Request ID #764618

Reference: New SDM license with Gas Pumps to be located at the above address in Ionia County.

Please let this serve as notice that your application has been authorized for investigation by the Michigan Liquor Control Commission. You will be contacted by an Enforcement investigator from:

- Escanaba District Office (906) 786-5553
- Grand Rapids District Office (616) 447-2647
- Lansing District Office (866) 813-0011
- Southfield District Office (313) 456-1170

You may contact the above-referenced office regarding any appointments or questions with regard to documentation requested by your investigator. **If you do not provide requested information or keep your appointments, your file will be returned to the Lansing office for cancellation of your application.**

To check the status of your request, visit www.michigan.gov/lcc and click on "Online Services". Scroll down to Liquor Control Commission and click on "Online Status Check." Enter your request id number (RID) to check on your application 24 hours a day. Only completed files will be submitted to the Commission for its consideration.

jj

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/11/2014 Run # 14-090

Owner Cobb Express
Address 12322 Burtley Drive
City Sterling Heights State MI Zip 48313 Phone #

Occupant
Address
City State Zip Phone #

Township Section #

Times
Received 5:00 In service 5:06 On Scene 5:10 Controlled
Cleared 5:27 Back In Ser. 6:00

Total Hrs 1 Total Man Hours 17

Description of Response Toned to a possible semi fire. Fire out on arrival. Breaks
locked up on passenger side of trailer. Ins company is Auto Owners, Brighton Insurance
Brighton, Mi. Phone number 810-229-1820

Location of Response West Bound I96 Rest area

Units Responding Eng 11 Car 4

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief Baker* Asst Chief Captain Krizov
Captain Mosser 1st Lt Logel, Sr* 2nd Lt Logel, Jr*
1 Miller* 2 Pline 3 Martin
4 Tygesen* 5 Donbrock 6 Waltersdorf*
7 Czaika* 8 Lay* 9 Schafer, J
10 Schafer, G 11 VanHorn 12 Shaltry
13 14 15
16 17 18
19 20 21
22 23 24

Reported By Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/13/2014 **Run #** 14-092

Owner

Address I-96 at the 77 on ramp
City Portland **State** MI **Zip** 48875 **Phone #**

Occupant

Address I-96 at the 77 on ramp
City Portland **State** MI **Zip** 48875 **Phone #**

Township City **Section #**

Times

Received 18:19 **In service** 18:25 **On Scene** 18:30 **Controlled**
Cleared 19:33 **Back In Ser.** 20:19

Total Hrs 2 **Total Man Hours** 18

Description of Response Provide blocking for an accident on the on ramp.

Location of Response I-96 at the 77 on ramp
Portland **State** MI **Zip** 48875

Units Responding T#9

Mutual Aid Received N/A

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Captain	Mosser
Captain	Krizov*	1st Lt	2nd Lt	
	1 Miller-CLASS	2 Pline		3 Martin
	4 Waltersdorf-AMB	5 Heintzelman		6 Lay-AMB
	7 Schafer, J	8 Schafer, G		9 Skeide*
	10 Shaltry-CLASS	11 Cain-CLASS		12 Weiler-CLASS
	13	14		15
	16	17		18
	19	20		21
	22	23		24

Reported By Heintzelman

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/14/2014 **Run #** 14-093

Owner

Address

City State Zip Phone #

Occupant

Address

City State Zip Phone #

Township Section #

Times

Received 16:35 In service 16:37 On Scene 16:39 Controlled
Cleared 16:48 Back In Ser. 17:36

Total Hrs 1 Total Man Hours 11

Description of Response Toned for an odor of smoke. Nothing found

Location of Response 1055 Maynard Road

Units Responding Car 4

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Captain	Krizov
Captain		1st Lt Logel, Sr	2nd Lt	
	1 Miller			3 Martin
	4 Tygesen			6 Heinzelman
	7 Shaltry			9
	10			11
	13			12
	16			14
	19			15
	22			17
				18
				20
				21
				22
				23
				24

Reported By Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/16/2014 **Run #** 14-094

Owner American Heritage Inn
Address 1681 E. Grand River Ave
City Portland **State** mi **Zip** 48875 **Phone #**

Occupant
Address
City **State** **Zip** **Phone #**

Township City **Section #**

Times
Received 3:01 In service 3:09 On Scene 3:11 Controlled 3:12
Cleared 3:45 Back In Ser. 4:01

Total Hrs 1 Total Man Hours 7

Description of Response Alarm set off by dust in the heater. Fire Alarm Reset.

Location of Response 1681 E. Grand River Ave

Units Responding C-4

Mutual Aid Received none

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Captain
Captain		1st Lt	2nd Lt Logel Sr
	1 Miller*	2 Pline	3 Schafer G.
	4 Vanhorn*	5 Weiler*	6
	7	8	9
	10	11	12
	13	14	15
	16	17	18
	19	20	21
	22	23	24

Reported By Czaika

PORTLAND TOWNSHIP ZONING BOARD OF APPEALS PUBLIC NOTICE

Meeting At:

**Portland Township Hall
773 Grand River Ave, Portland
(Left end of Emergency Services Bldg.)
Portland MI**

Wednesday, December 17, 2014 at 7:00 PM

The **Portland Township Zoning Board of Appeals** will be holding a public hearing to accept comments concerning 2 variance applications as described below:

Michael Steffes is applying for a variance to split a parcel that has two duplex homes on it so that each duplex dwelling will be on its own parcel. The new parcels would be less than the minimum acreage amount and the existing homes are closer to the lot lines and right of way than permitted. The duplexes addresses are 8006, 8016, 8001 and 8017 Steffes St off Lyons Rd, in section 28, Portland, MI.

Meadow Bowl Lanes Inc. (Wagon Wheel) with Signs by Crannie are applying for a variance to replace an existing nonconforming sign with a new sign that will be taller and larger than permitted. The sign would be inside of the minimum setback from the road right of way. The address of the business and sign is 7888 E Grand River Ave, Portland.

Any interested persons have the opportunity to comment at the public hearing.

The complete application will be displayed for viewing at the west side window of the Township Hall located at 773 E Grand River Ave. Portland (Emergency Services Building) and on the website at: www.portlandtownship.org Public comments will be accepted at the meeting and written comments can be mailed to Portland Township, PO Box 314, Portland MI 48875 or emailed to zoningadmin@msn.com before the meeting date.

IONIA COUNTY BOARD OF COMMISSIONERS
“Collaborating For Safe, Strong and Healthy Communities”

Agenda
December 9, 2014
4:00 p.m.

- 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.
- VIII. New Business**
 - A. Road Commission Interviews
 - B. Pension Investment - Second Alternative Proposal
 - C. Jail Medical Services Agreement
 - D. Request for Full-time Corrections Officer/Court Security
 - E. Byrne JAG Grant Subcontract – CMET/Ionia County Sheriff’s Office
 - F. Ratify signature on Public Health Clerical/Technical Union Contract
 - G. Ratify signature on Public Health Professionals Union Contract
 - H. Natural Gas Contract
 - I. Acknowledgement of Applications for Appointment
 - 1. Central Dispatch Board of Directors – Five appointments; two-year terms.
 - 2. EightCap Governing Board – One appointment; two-year term.
 - 3. Substance Abuse Initiative – Three appointments; two-year terms.
 - 4. West Michigan Regional Planning Commission – Three appointments; one-year terms.
 - 5. West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – Two appointments; one-year terms.
 - J.

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 2015.
- Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2014 which serves as the Private Sector Representative.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Road Commission – One six-year term expiring December 2018.

Appointments for consideration in the month of January 2015:

- *Board of Public Works* – One two-year term.
- *Park Advisory Board* – One two-year term.
- *Tax Allocation Board* – One one-year term.

Appointments for consideration in the month of February 2015:

- *Substance Use Disorder Advisory Council* – Two two-year terms; one is an alternate member.

IONIA COUNTY BOARD OF COMMISSIONERS
“Collaborating For Safe, Strong and Healthy Communities”

Agenda
December 16, 2014
7:00 p.m.

- 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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of November 2014 - \$1,217,479.34
 - D. Approve payment of Health Fund bills - \$92,135.02
 - E.
- VIII. Unfinished Business**
 - A. Minutes from October 28, 2014 Board of Commissioners’ Meeting
 - B. Appointments
 - 1. Central Dispatch Board of Directors – Five appointments; two-year terms.
 - 2. EightCap Governing Board – One appointment; two-year term.
 - 3. Substance Abuse Initiative – Three appointments; two-year terms.
 - 4. West Michigan Regional Planning Commission – Three appointments; one-year terms.
 - 5. West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – Two appointments; one-year terms.
 - C.
- IX. New Business**
 - A. Certificate of Appreciation
 - B. MSU Extension FY 2015 Annual Work Plan
 - C. Green View Point Park Review and Transition
 - D. Resolution Confirming Ranney Assessment Roll
 - E. Request to fill Deputy Position

- F. Year-End Budget Amendment
- G. Organizational Meeting – 2015
- H. County Administrator Evaluation
- I.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

- 1. Union Negotiations – District Court Unit

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2015.
- Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2014 which serves as the Private Sector Representative.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.

Appointments for consideration in the month of January 2015:

- *Board of Public Works* – One two-year term.
- *Park Advisory Board* – One two-year term.
- *Tax Allocation Board* – One one-year term.

Appointments for consideration in the month of February 2015:

- *Substance Use Disorder Advisory Council* – Two two-year terms; one is an alternate member.