



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

7:00 p.m. Monday, October 6, 2014  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<b><u>Estimated Time</u></b>		<b><u>Action Requested</u></b>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Motion
7:03 PM	<b>IV. <u>Public Comment</u></b> (5 minute time limit per speaker)	
7:04 PM	<b>V. <u>City Manager Report</u></b>	
7:15 PM	<b>VI. <u>Presentations</u></b> A. Recognition of Nicole Sunstrum	
	<b>VII. <u>Public Hearing(s)</u></b> - None	
	<b>VIII. <u>Old Business</u></b>	
	<b>IX. <u>New Business</u></b>	
7:18 PM	A. First Reading of Ordinance 152A to Amend Section 8-47 of the City Code of Ordinances to Adopt the Revised Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) as Determined by the Federal Emergency Management Agency (FEMA)	Motion
7:20 PM	B. Proposed Resolution 14-87 to Approve Special Assessment Resolution #1 as Required by Section 32-6 of the City of Portland Special Assessment Ordinance Creating Street Special Assessment District No. 2014-A	Motion
7:23 PM	C. Proposed Resolution 14-88 Appointing City Manager S. Tutt Gorman As the City of Portland's Designated Alternate Representative to the Michigan Public Power Association	Motion
7:25 PM	D. Proposed Resolution 14-89 Designating City Manager S. Tutt Gorman As the Street Administrator for the City of Portland	Motion
7:28 PM	E. Proposed Resolution 14-90 Approving, Authorizing, and Directing the Mayor to Sign the Joint Funding Agreement for the Operation of a Streamgaging Station	Motion
7:30 PM	F. Proposed Resolution 14-91 to Amend the Budget for Fiscal Year 2014-2015	Motion
7:33 PM	<b>X. <u>Consent Agenda</u></b> A. Minutes & Synopsis from the Regular City Council Meeting and Closed Session held on September 15, 2014	Motion

**Estimated  
Time**

- B. Payment of Invoices in the Amount of \$ and Payroll in the Amount of \$ for a Total of \$
- C. Purchase Orders over \$5,000 - None

**X. Communications**

- A. Board and Commission Application from Kathy Foote
- B. Board and Commission Application from Cory Grimminck
- C. DDA Minutes for August 4, 2014
- D. MMEA Statement Assigning Vote to Accredited Representative
- E. Water Department Report for September 2014
- F. Utility Billing Report for August 2014
- G. FEMA Flood Insurance Study, FIRM Maps, and Flood Hazard Map
- H. F&V Status Report of Corrective Actions Related to Diesel Fuel Release 2014
- I. ADM Hold Harmless Agreement
- J. MDOT Receipt of Title VI Non-Discrimination Plan
- K. MDOT Distribution Schedule of General Funds for the State and Local Road and Bridge Program
- L. Michigan Main Street 2013/2014 Year-End Evaluation of the Portland Main Street Program
- M. PAMA Minutes for July 8, 2014
- N. PAFA Monthly Report for September 2014
- O. Ionia County Board of Commissioners Agenda for September 16<sup>th</sup>
- P. Ionia County Board of Commissioners Agenda for September 23<sup>rd</sup>
- Q. WOW! re: Channel Launch Announcement

**XI. Other Business**

**XII. City Manager Comments**

**XIII. Council Comments**

**XIV. Adjournment**

7:35 PM

7:40 PM

7:45 PM

7:50 PM

**Action  
Requested**

Motion

**CITY COUNCIL  
CITY OF PORTLAND  
Ionia County, Michigan**

Council Member \_\_\_\_\_, supported by \_\_\_\_\_, made a motion to adopt the following ordinance:

**ORDINANCE NO. 152A**

**AN ORDINANCE TO AMEND SECTION 8-47 OF THE CITY CODE OF ORDINANCES  
TO ADOPT THE REVISED FLOOD INSURANCE STUDY (FIS) AND FLOOD  
INSURANCE RATE MAP (FIRM) AS DETERMINED BY THE FEDERAL EMERGENCY  
MANAGEMENT AGENCY (FEMA)**

**THE CITY OF PORTLAND ORDAINS:**

**SECTION 1.** Section 8-47 of the City Code of Ordinance is amended to read as follows:

The city council hereby accepts the flood insurance study and flood insurance rate map effective date—January 16, 2015, and amendments, as the official study and maps to be used in determining those areas of the special flood hazard.

**SECTION 2. PUBLICATION AND EFFECTIVE DATE.** This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

**ORDINANCE DECLARED ADOPTED.**

Dated: July 1, 2013

\_\_\_\_\_  
James E. Barnes, Mayor

\_\_\_\_\_  
Monique I. Miller, City Clerk

Introduced:

Adopted:

Published:

Effective:

## **CERTIFICATION**

I certify that the foregoing is a true and complete copy of Ordinance No 194 C, which was adopted by the Portland City Council at a regular meeting, held on July 1, 2013, which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: October 6, 2014

\_\_\_\_\_  
Monique I. Miller, City Clerk

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 14-87**

**SPECIAL ASSESSMENT RESOLUTION #1  
AS REQUIRED BY SECTION 32-6 OF THE CITY OF PORTLAND SPECIAL  
ASSESSMENT ORDINANCE CREATING STREET SPECIAL ASSESSMENT DISTRICT  
NO. 2014-A**

**WHEREAS**, the City Council deems it necessary that certain improvements be made on Cutler Road, between East Grand River Avenue and Charlotte Highway within the City of Portland, and in accordance with the provisions of Section 32-6 of the Portland City Code, desires to determine the character of the improvements proposed and produce estimates of costs with respect thereto.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council tentatively determines to make the following public improvements in the City of Portland and determines the character of the improvements proposed to be made as follows:
  - Portland Street Improvement Special Assessment District No. 2014-A
  - To consist of the construction and installation of curb and gutter, gravel base, paving, storm and sanitary sewer, and water main and all appurtenant work in the following described streets on portions thereto in the City of Portland:

Cutler Road between East Grand River Avenue and Charlotte Highway within the City of Portland
2. The City Clerk shall acquire from the City Manager and the City Engineers the following with respect to said improvements and submit the same to the City Council:
  - A. Map or drawing showing the location of such improvement and such proposed Special Assessment District
  - B. Plans and specifications for such proposed improvements
  - C. An estimate of the cost thereof
3. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 6, 2014

\_\_\_\_\_  
**Monique Miller, City Clerk**

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 14-88**

**A RESOLUTION APPOINTING CITY MANAGER S. TUTT GORMAN AS THE  
CITY OF PORTLAND'S DESIGNATED ALTERNATE REPRESENTATIVE TO  
THE MICHIGAN PUBLIC POWER ASSOCIATION**

**WHEREAS**, the City of Portland is a member in good standing of the Michigan Public Power Association (MPPA); and

**WHEREAS**, Electric Department Superintendent Mike Hyland is currently the City of Portland's designated representative to the MPPA Board of Commissioners; and

**WHEREAS**, the MPPA has requested that the City designate an alternate representative to their Board of Commissioners and has further requested that the City Manager, S. Tutt Gorman, be named as the alternate.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves designating City Manager S. Tutt Gorman as the City's alternate representative to the Michigan Public Power Agency's Board of Commissioners.
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:** October 6, 2014

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 14-89**

**A RESOLUTION DESIGNATING CITY MANAGER S. TUTT GORMAN AS  
THE STREET ADMINISTRATOR FOR THE CITY OF PORTLAND**

**WHEREAS**, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act;" and

**WHEREAS**, the City Manager has traditionally been designated as the Street Administrator for the City of Portland.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The Portland City Council approves designating City Manager S. Tutt Gorman as the Street Administrator for the City of Portland.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 6, 2014

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

## RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

*This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.*

**MAIL TO:** Michigan Department of Transportation, Financial Operations  
Division, P.O. Box 30050, Lansing, MI 48909.  
or Fax to: 517-373-6266

**NOTE:** Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner \_\_\_\_\_

offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate S. Tutt Gorman

\_\_\_\_\_ as the single Street Administrator for the City or Village of

Portland in all transactions with the State Transportation Department as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the governing body of this municipality on the \_\_\_\_\_ day of \_\_\_\_\_

CITY OR VILLAGE CLERK (SIGNATURE)	EMAIL ADDRESS nmiller@portland-michigan.org	DATE +
STREET ADMINISTRATOR (SIGNATURE)	EMAIL ADDRESS citymanager@portland-michigan.org	DATE
ADDRESS OF CITY OR VILLAGE OFFICE 259 KENT STREET		P.O. BOX
CITY OR VILLAGE PORTLAND	ZIP CODE 48875	PHONE NUMBER (517) 647-2931

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 14-90**

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR  
TO SIGN THE JOINT FUNDING AGREEMENT FOR THE OPERATION OF A  
STREAMGAGING STATION**

**WHEREAS**, the City operates a hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC); and

**WHEREAS**, the City's FERC license requires it to jointly fund the operation of a streamgaging station on the Grand River at Portland, Michigan with the U.S. Geological Survey, U.S. Department of the Interior; and

**WHEREAS**, the Center Director of the U.S. Geological Survey, U.S. Department of the Interior; has sent a new joint funding agreement for the period of October 1, 2014 through September 30, 2015, a copy which is attached as Exhibit A (the "Agreement"); and

**WHEREAS**, the City paid \$7,850 per year to maintain the streamgaging station from October 1, 2010 until September 30, 2014; and

**WHEREAS**, the new agreement provides that the City will be billed the same \$7,850 for the period of October 1, 2014 through September 30, 2015.

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The City Council approves, authorizes and directs the Mayor to sign the joint funding agreement for the operation of the streamgaging station, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 6, 2014

\_\_\_\_\_  
**Monique I. Miller, City Clerk**

U.S. DEPARTMENT OF THE INTERIOR  
GEOLOGICAL SURVEY

JOINT FUNDING AGREEMENT

Customer #: 6000001519  
Agreement #: 15EMNH0000012  
Project #: GC15NH000010000  
TIN #: 38-6007243  
Fixed Cost Agreement YES

FOR  
WATER RESOURCES INVESTIGATIONS

**THIS AGREEMENT is entered into as of the, 1st day of October, 2014 by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the City of Portland, Michigan, party of the second part.**

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00
  - (a) by the party of the first part during the period

Amount	Date	to	Date
\$0.00	October 1, 2014		September 30, 2015
  - (b) by the party of the second part during the period

Amount	Date	to	Date
\$7,850.00	October 1, 2014		September 30, 2015
  - (c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
  - (d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

- 7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered annually. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

**U.S. Geological Survey  
United States  
Department of the Interior**

City of Portland

**USGS Point of Contact**

**Customer Point of Contact**

Name: Thomas Weaver  
 Address: USGS, Michigan Water Science Center  
 6520 Mercantile Way, Suite 5  
 Lansing, MI 48911  
 Telephone: 517-887-8923 Fax: 517-887-8937  
 Email: tlweaver@usgs.gov

Name: Mike Hyland  
 Address: 259 Kent Street  
 Portland, MI 48875  
 Telephone: 517-647-7531 Fax: 517-647-2938  
 Email: mhyland@portland-michigan.org

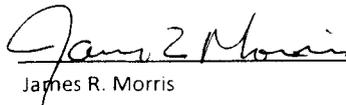
**Signatures and Date**

Signature:

Date:

Signature:

Date:



9/19/14

Name: James R. Morris

Name:

Title: Center Director, Michigan Science Center

Title:

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 14-91**  
**A RESOLUTION TO AMEND THE BUDGET**  
**FOR FISCAL YEAR 2014-2015**

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

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

**NOW THEREFORE BE IT RESOLVED AS FOLLOWS:**

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

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated: October 6, 2014**

\_\_\_\_\_  
**Monique I. Miller, City Clerk**



DATE: October 2, 2014

TO: City Manager

FROM: Finance Officer

RE: 2014-2015 Budget Amendments

Please find attached budget amendments for fiscal year 2014-2015. The amendments pertaining to engineering and construction costs for the Barley, Knox, and Storz Avenue street construction project are to accommodate the change orders that were approved prior by council. They are also due to the timing factor that our fiscal year ends June 30th which is right in the middle of prime construction season. The amounts originally budgeted were based on Fleis & Vandenbrink's best estimates (in March) of how much of the project would be completed before the end of the fiscal year and how much would be completed in the next fiscal year. These amendments are to accommodate the engineers' more current estimates of the remaining amounts to be paid in the 2014-2015 fiscal year.

In addition, we have received similar updated estimates from the engineers for the Cutler Road project now that the bidding process has been completed. The amendments for engineering and construction expenditures reflect these new post-bid estimates, along with the adjusted transfers of Capital Improvement Bond proceeds to reimburse the Local Street and Wastewater Funds for both the remainder of the Barley, Knox and Storz project and for the Cutler Road project.

If you have any questions or need anything further, please let me know.

Respectfully submitted,

A handwritten signature in cursive script that reads "Brenda Schrauben".

Brenda Schrauben  
Finance Officer



EXHIBIT A

2014-2015 FISCAL YEAR  
BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
203-452-803.003	LOCAL STREETS Engineering-Barley, Knox, Storz	\$32,000	\$42,900	(\$10,900)
203-452-803.012	LOCAL STREETS Engineering-Cutler Road	\$90,000	\$81,500	\$8,500
203-452-804.003	LOCAL STREETS Cont Serv-Barley, Knox, Storz	\$190,000	\$296,100	(\$106,100)
203-452-804.012	LOCAL STREETS Cont Serv-Cutler Road	\$640,000	\$352,200	\$287,800
590-441-803.003	WASTEWATER Engineering-Barley, Knox, Storz	\$8,500	\$0	\$8,500
590-441-803.012	WASTEWATER Engineering-Cutler Road	\$1,000	\$5,700	(\$4,700)
590-441-804.003	WASTEWATER Cont Serv-Barley, Knox, Storz	\$52,000	\$51,000	\$1,000
590-441-804.012	WASTEWATER Cont Serv-Cutler Road	\$6,500	\$50,100	(\$43,600)
591-441-803.003	WATER Engineering-Barley, Knox, Storz	\$12,000	\$0	(\$12,000)
203-000-699.406	LOCAL STREETS Transfer from Cap Improve	\$577,000	\$752,000	\$175,000
406-275-999.203	CAPITAL IMPROVEMENT Transfer to Local Sts	\$577,000	\$752,000	(\$175,000)

**EXHIBIT A**

**2014-2015 FISCAL YEAR  
BUDGET AMENDMENTS**

<b>LINE ITEM</b>	<b>DESCRIPTION</b>	<b>CURRENT BUDGET</b>	<b>REQUESTED BUDGET</b>	<b>DIFFERENCE</b>
406-275-999.590	CAPITAL IMPROVEMENT Transfer to Wastewater	\$68,000	\$119,000	(\$51,000)
590-000-699.406	WASTEWATER Transfer from Cap Improve	\$68,000	\$119,000	\$51,000

# City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, September 15, 2014

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Smith, and Fitzsimmons; City Manager Gorman; Interim Assistant City Manager and DDA Director Reagan; City Clerk Miller; Interim Main Street Manager Perry; Police Chief Knobelsdorf

Guests: Kathy Parsons; 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 Shelley Perry.

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported MDOT has completed the bid process and confirmed that E.T. McKenzie out of Grand Ledge was the low bidder on the project. The contract will likely be awarded by the end of September with the preconstruction meeting held after. The anticipated project start date is October 7<sup>th</sup>.

The recent bridge inspections conducted by Fleis & VandenBrink with recommendations that the Divine Highway Bridge be replaced and repairs be done to both the Grand River Avenue and Bridge Street Bridges. The Engineers are recommending the City submit an application to MDOT for funding of the replacement of the Divine Highway Bridge. An application in 2015, due in May, would put the City in line for funding in 2018 at the earliest. Work on the Grand River Avenue and Bridge Street Bridges is still significant in cost. The City can submit an application for funding through the Small Urban Program; the same as was done for Cutler Road and Kent Street.

The preliminary hold harmless documents have been executed by ADM Alliance Nutrition, the Phase I Environmental Assessment should be scheduled soon. Michael Russman, of ADM Alliance Nutrition, advised the City that they would be meeting with their engineers to determine the urgency of removing the existing silos and buildings at the northwest corner of Divine Highway and Grand River Avenue. If possible the City would like this demolition to be postponed until the summer of 2015.

City Manager Gorman reported that he met with Charles and Ed Leik last week in regard to the Red Mill Pavilion Project. They are in the process of finalizing the plans and working on fundraising efforts.

The Council previously approved an RFP process for a new website. The review committee reviewed the RFP's that were received and interviewed MuniWeb, Revise Software, CivicPlus, and AKEA Web Solutions on Thursday, September 11<sup>th</sup>. The committee selected CivicPlus to move forward with the redesign of the website, Resolution 14-85 is on the agenda to approve the agreement. A new website will be a significant change for the City and will include offering more services and will create a new image.

City Manager Gorman reported that he has been in contact with Craig Patterson of The WODA Group in regard to Old School Manor. They are still very interested in the project and are still working on a design that would include 36 units in the building in time for the next round of applications, due to MSHDA by April 1<sup>st</sup>. By the end of 2014 they should have a strong indication if there is a chance of approval. If there is not, the City will then pursue other courses of action.

The City has received the 2<sup>nd</sup> Revised Draft of the Master Plan Update from McKenna; it will be distributed to the Planning Commission for their review in the next couple of days. City Manager Gorman is hopeful he'll be able to bring the Draft Master Plan to Council in October for approval to distribute it for comment.

Platte Appliance, a well-known business in the community, has closed. The building will be occupied by a Goodwill outlet. The new property owners have met all of the necessary requirements.

Notices have been sent to individuals reminding them not to blow grass into the streets as this has a detrimental impact on storm drains.

Under Presentations, Interim Main Street Manager Perry presented pictures of the Portland Pay Day winners. 8,700 entries were turned in for the prize drawing. Each entry represents \$10 spent. This year's total was \$87,300 kept in the Downtown. Over the program's five years \$427,240 has been kept in Downtown Portland.

Interim Main Street Manager Perry also presented photos of the very successful Wine the Walk event held in August. The event grew by 25% over the previous year. She received many great comments about the event.

Interim Main Street Manager Perry presented the newly designed On the Street Newsletter and stated that copies are now available at Cheeky Monkeys and Distinctive Occasions.

Under New Business, the Council considered Resolution 14-85 to authorize the Mayor to sign a Website Design Services Agreement with CivicPlus in the amount of \$9,620 for the creation of a new City website.

Motion by Smith, supported by Fitzsimmons, to approve Resolution 14-85 approving, authorizing, and directing the Mayor to sign a Website Design Services Agreement with CivicPlus.

Yeas: Smith, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Adopted

The Council considered Resolution 14-86 to update the Title VI Policy for the City of Portland and to name Mindy Tolan as the City's Title VI Coordinator.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-86 updating the Title VI Policy for the City of Portland.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to go into Closed Session at the end of the meeting to discuss the Council Member seat vacated by Nicole Sunstrum.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council held on September 2, 2014, payment of invoices in the amount of \$123,127.76 and payroll in the amount of \$94,022.34 for a total of \$217,150.10. There were no purchase orders over \$5,000.00.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman commented that the Friends of the Red Mill will hold a beer/wine tasting event at the Wagon Wheel on October 16<sup>th</sup> at 7:00 P.M.

The Council adjourned to Closed Session at 7:20 P.M.

The Council returned from Closed Session at 7:39 P.M.

Mayor Barnes stated the Council would hold a vote to fill the Council Member seat vacated by Nicole Sunstrum.

Motion by VanSlambrouck, supported by Smith, to appoint Kyle Butler as Council Member to fill the term expiring November 2015 vacated by Nicole Sunstrum.

Yeas: VanSlambrouck, Smith, Fitzsimmons, Barnes

Nays: None

Adopted

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Meeting adjourned at 7:40 P.M.

**City of Portland**  
**Synopsis of the Minutes of the September 15, 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, and Fitzsimmons; City Manager Gorman; Interim Assistant City Manager and DDA Director Reagan; City Clerk Miller; Interim Main Street Manager Perry; Police Chief Knobelsdorf

**Presentation** – Interim Main Street Manager Perry gave a report on the Downtown.

**Approval of Resolution 14-85** approving, authorizing, and directing the Mayor to sign a Website Design Services Agreement with CivicPlus.

All in favor. Approved.

**Approval of Resolution 14-86** updating the Title VI Policy for the City of Portland.

All in favor. Approved.

**Approval of the Consent Agenda.**

All in favor. Approved.

**The Council adjourned to Closed Session at 7:20 P.M.**

**The Council returned from Closed Session at 7:39 P.M.**

Motion by VanSlambrouck, supported by Smith, to appoint Kyle Butler as Council Member to fill the term expiring November 2015 vacated by Nicole Sunstrum.

All in favor. Approved.

**Adjournment at 7:40 P.M.**

All in favor. Approved.

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

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REVENUE SHARING -COMM PROMO	4,499.25
HUNTINGTON NATIONAL BANK	00193	VACTOR TRUCK LEASE PAYMENT- MOTOR POOL	18,426.81
FIRE TOWER ENGINEERED TIMBER INC.	02304	ENGINEERING SERVICES - CAPITAL IMPROVEMENT RED	3,445.00
AT&T	00686	PHONE SERVICE - WASTE WATER	29.32
AT&T	00686	PHONE SERVICE - WASTE WTR	23.09
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	2,524.60
DIXON CUSTOM CONSTRUCTION	02305	INTERIOR WORK AT RED MILL - CAPITAL IMPROVEMEN	7,127.00
STATE OF MICHIGAN	00428	DISCHARGE PERMIT FOR WASTEWATER RENEWAL OF NPD	75.00
CENTURYLINK	01567	PHONE SVC - VARIOUS DEPTS	16.18
CONSUMERS ENERGY	00095	GAS SERVICE - VARIOUS DEPTS	525.55
DUANE CROSS	00642	DRILL BIT - MTR POOL	16.25
DORNBOS, SIGN & SAFETY, INC.	00067	CITY DECALS FOR AMBULANCES - AMBULANCE	110.40
LEVI BEARD	02103	REMOVAL OF THREE STUMPS - PARKS	90.25
ELHORN ENGINEERING	00139	EL-CHLOR 5/GAL CARBOY - WATER	416.00
FAMILY FARM & HOME	01972	EQUIP ENAMEL GAL RED OXIDE PRMR - MTR POOL	38.28
FAMILY FARM & HOME	01972	CONCRETE MIX - PARKS	25.77
FAMILY FARM & HOME	01972	POLY FOAM ROLL COVER - MOTOR POOL	29.65
GRAINGER, INC.	00172	RELAY FOR RINDLEHAVEN - WASTE WTR	24.97
GRP ENGINEERING INC.	01994	ARC-FLASH STUDY - ELECTRIC	2,500.00
GRP ENGINEERING INC.	01994	SYSTEM MODELING - ELECTRIC	6,000.00
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	8,900.00
KENNEDY INDUSTRIES INC.	MISC	PUMP MONITORING MODULE - WASTE WTR	223.89
KEUSCH SUPER SERVICE	00228	LABOR & PARTS FRONT END ALIGNMENT - MOTOR POOL	256.94
TIM KRIZOV	01897	CLOTHING ALLOWANCE - WASTE WTR	153.00
MENARDS	00260	SUPPLIES FOR BLOCK PARTY - ECON DEV	42.37
MICHIGAN COMPANY, INC.	00273	SHEILA SHINE STAINLESS STEEL - PARKS	153.49
MICHIGAN SECTION, A.W.W.A.	00298	REGISTRATION FOR REGIONAL MEETING - WATER	190.00
STATE OF MICHIGAN	00428	HERION SUMMIT TRAINING - POLICE	35.00
STATE OF MICHIGAN	00428	TRAINING HERION SUMMITS - POLICE	35.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STATE OF MICHIGAN	00428	HEROIN SUMMIT - POLICE	35.00
STATE OF MICHIGAN	00428	HEROIN SUMMIT - POLICE	35.00
MINE SAFETY APPLIANCES CO, LLC	02302	SENSORS - WASTE WTR	927.86
MUNICIPAL SUPPLY CO.	00324	BATTERIES - MAJ STS	54.00
MUNICIPAL SUPPLY CO.	00324	BATTERIES, SIGNAL KIT - WATER	240.00
MUNICIPAL SUPPLY CO.	00324	FRAME & TYPE A SOLID COVER - WASTE WTR	419.00
MUNICIPAL SUPPLY CO.	00324	MANHOLE RISER - WASTE WTR	60.00
MUNICIPAL SUPPLY CO.	00324	MANURE HOOK - ELECTRIC	161.00
NORTH CENTRAL LABORATORIES	00959	MEMB. CAPS - WASTE WATER	112.81
OMARA PLUMBING, HEATING, & COOLING	MISC	REPAIR OF TOILET - AMBULANCE	135.00
MIKE OWEN	01809	CLOTHING ALLOWANCE - WASTE WTR	84.80
POLYDYNE INC.	02196	DRUMS OF CLORIFLOE - WASTE WATER	1,741.50
RESCO	00392	TRANSFORMER BASES - ELECTRIC	964.80
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	120.94
SLC METER LLC	02286	SHIPPING/HANDLING COST - WATER	10.15
SOS OFFICE SUPPLY	02052	TONER FOR COLOR PRINTER - GENERAL	250.00
STATE OF MICHIGAN	00428	BACTI SAMPLE TESTS - WATER	80.00
TOP QUALITY GLOVES	02227	GLOVES - AMBULANCE	163.50
TASER INTERNATIONAL INC	01750	XDPM BATTERY FOR TAZER - POLICE	40.75
UPS	MISC	SHIPPING - WATER, WASTE WTR	47.70
WINDEMULLER	02229	TROUBLESHOOT GAS SENSORS - WASTE WTR	285.00
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	357.48
SPRINT	00859	PHONE SVC - POLICE	119.76
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	176.56
WOLVERINE POWER SYSTEMS	02122	GENERATOR RENTAL - WASTE WTR	500.13
WOLVERINE POWER SYSTEMS	02122	MAINTENANCE FOR GENERATOR LIFT STATION-WASTE W	590.00
WOW! INTERNET-CABLE PHONE	02132	INTERNET SERVICES - ELEC, WW, MTR POOL	147.91
MUNICIPAL SUPPLY CO.	00324	BLUE & GREEN MARKING PAINT - WATER	24.00
MUNICIPAL SUPPLY CO.	00324	BLUE WATER FLAGS W/METAL STAFF - WATER	18.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL SUPPLY CO.	00324	VERTICAL RESETTER NO LEAD - WATER	171.32
MUNICIPAL SUPPLY CO.	00324	VERTICAL RESETTER NO LEAD/ BATTERIES - WATER	175.32
JOHN DEERE FINANCIAL	01818	PARTS, LABOR - CEM, PARKS, MTR POOL	750.41
BURGER KING	MISC	ENERGY OPTIZM PROGRAM - ELECTRIC	1,524.25
CMP DISTRIBUTORS INC.	01745	NEW GUN EQUIPMENT - POLICE	712.68
CMP DISTRIBUTORS INC.	01745	NEW GUN EQUIPMENT - POLICE	939.00
FLEIS & VANDENBRINK	00153	2014 ST IMPROVEMENTS/CONSTRUCTION ENGINEERING	8,706.72
FLEIS & VANDENBRINK	00153	BRIDGE INSPECTIONS - MAJ STS	3,500.00
FLEIS & VANDENBRINK	00153	WWTP RAW SEWAGE PUMPS/FEMA FLOOD/LYONS RD/ADM	2,010.38
FLEIS & VANDENBRINK	00153	WELLHEAD PROTECTION PROGRAM -WELLHEAD	1,729.95
MIKA MEYERS BECKETT & JONES	02042	LEGAL SERVICES - GENERAL	75.00
MRE SERVICES, INC.	00318	COMPUTER CONSULTING - GENERAL, ELECTRIC	871.20
MTECH COMPANY	02306	NEW SEWER CAMERA - WASTE WATER	9,900.00
STATE OF MICHIGAN	00428	ELEVATOR LICENSING - CITY HALL	185.00
STATE BAR OF MICHIGAN	01074	MEMBERSHIP DUES - CITY MANAGER	285.00
WEST SHORE SERVICES	00478	ANNUAL INSPECTION & MAINTENANCE OF WARNING SIT	1,700.00
MARK SPOHN	02110	MOWING RED MILL - COMM PROMO	345.00
TIMBER TREE SERVICES LLC	01817	TRIM TREES/DROP TREES AT RED MILL - COMM PROMO	875.00
STEVE'S METER SERVICE	00442	HOUSE METERS, CONNECTOR METERS - ELECTRIC	680.00
STEVE'S METER SERVICE	00442	METERS - ELECTRIC	955.00
RESCO	00392	DEADEND CAP - ELECTRIC	443.89
MIRECS	01928	MIRECS DUES/FEES - ELECTRIC	30.82
STATE OF MICHIGAN	00428	MSP TOKENS FOR SOR - POLICE	66.00
VILLAGE LAUNDRY	01490	DRY CLEANING - POLICE	123.75
STATE SPRING ALIGNMENT & BRAKE	01303	SPRINGS, PINS, U-BOLTS - MOTOR POOL	1,036.06
IONIA OCCUPATIONAL HEALTH SERVICES	02275	HEP B SHOTS - POLICE, AMB, WW, MTR POOL	696.00
KEUSCH SUPER SERVICE	00228	TIRES - CEMETERY, PARKS	139.00
KATHY'S CLEANING	01684	CLEANING SVC - CITY HALL	745.00
MENARDS	00260	CEMENT - CEMETERY	99.17

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,078.75
MIKE OWEN	01809	MILEAGE & PARKING REIMB - WASTE WATER	257.20
CHRIS ROOF	MISC	INSTRUCTIONAL SERVICES & SOCCER BALL REIMB - R	475.00
ED FILTER	00540	UMPIRES - REC	184.00
BRIAN RUSSELL	00593	UMPIRES - REC	437.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	78.00
BAILEY VAN HOUTEN	02197	SCOREKEEPERS - REC	52.00
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	19.50
OWEN RUSSELL	02249	SCOREKEEPERS - REC	26.00
BRETT PUNG	02307	SCOREKEEPER - RECREATION	60.00
SAM LINEBAUGH	02308	SCOREKEEPER - REC	24.00
FLEIS & VANDENBRINK	00153	CUTLER ROAD RECONSTRUCTION BIDDING - LOC STS,W	478.90
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MILEAGE REIMB, PARKING REIMB - GEN,PO	171.85
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SVC - WATER	465.00
Total:			\$107,113.83

**BI-WEEKLY  
WAGE REPORT  
September 29, 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.	11,360.45	75,214.55	858.70	28,671.18	103,885.73
ASSESSOR	1,224.48	8,166.57	93.68	2,661.37	10,827.94
CEMETERY	3,025.80	28,575.62	231.48	9,624.22	38,199.84
POLICE	13,012.79	100,531.76	1,292.53	29,719.79	130,251.55
CODE ENFORCEMENT	581.21	4,629.28	44.45	1,416.77	6,046.05
PARKS	1,974.99	20,869.52	151.21	4,540.76	25,410.28
INCOME TAX	1,559.62	11,408.07	110.65	6,234.83	17,642.90
MAJOR STREETS	3,509.85	22,638.91	278.75	13,345.65	35,984.56
LOCAL STREETS	1,066.38	12,381.34	81.56	8,952.04	21,333.38
RECREATION	1,794.00	12,808.83	137.25	5,766.39	18,575.22
AMBULANCE	17,017.70	73,538.90	1,590.15	14,902.51	88,441.41
DDA	-	-	-	-	-
ELECTRIC	18,403.15	112,837.18	1,424.40	52,485.96	165,323.14
WASTEWATER	8,619.96	58,978.12	675.98	29,219.07	88,197.19
WATER	3,815.81	34,523.91	400.78	16,437.05	50,960.96
MOTOR POOL	2,501.43	9,845.57	191.38	5,537.52	15,383.09
<b>TOTALS:</b>	<b>89,467.62</b>	<b>586,948.13</b>	<b>7,562.95</b>	<b>229,515.11</b>	<b>816,463.24</b>

**BI-WEEKLY CASH BALANCE ANALYSIS  
10/6/2014**

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	235,447.89	112,448.33	44,198.89	26,587.00	5,245.00	325,039.33	235,000.00	560,039.33
INCOME TAX	21,444.26	45.22	1,791.21		2,465.00	17,233.27	10,000.00	27,233.27
MAJOR STREETS	159,911.88	1,237.70	7,818.77		5,405.00	147,925.81	-	147,925.81
LOCAL STREETS	80,415.68	6,662.34	7,037.28		3,821.00	76,219.74	-	76,219.74
RECREATION	3,667.01	2,173.02	3,286.75		1,064.00	1,489.28	-	1,489.28
AMBULANCE	156,820.38	9,486.61	20,835.08		6,448.00	139,023.91	-	139,023.91
CAPITAL IMPR-RED MILL IMPROVEMENTS	15,000.00	5,000.00	10,572.00			9,428.00		9,428.00
CAPITAL IMPR-WELLHEAD GRANT	3,729.95		1,729.95			2,000.00		2,000.00
CAPITAL IMPROVEMENT-STREETS	659,026.02					659,026.02		659,026.02
REFUSE COLLECTION	21,257.74	7,545.99	3.19			28,800.54	-	28,800.54
ELECTRIC	134,218.03	279,017.64	161,841.00		** 50,000.00	194,936.67	565,000.00	759,936.67
WASTEWATER	(41,857.35)	51,770.32	26,647.29	9,900.00	26,771.00	(33,605.32)	-	(33,605.32)
WATER	212,120.85	43,422.38	10,551.47		7,296.00	237,695.76	420,000.00	657,695.76
MOTOR POOL	132,564.50	226.12	24,639.21	22,182.00	2,913.00	127,420.41	-	127,420.41
DDA	47,128.31					47,128.31	-	47,128.31
<b>TOTALS:</b>	<b>1,840,895.15</b>	<b>519,035.67</b>	<b>320,952.09</b>	<b>58,669.00</b>	<b>117,886.00</b>	<b>1,979,761.73</b>	<b>1,230,000.00</b>	<b>3,209,761.73</b>
						<b>ELECTRIC-RESTRICTED CASH</b>	365,000.00	<b>365,000.00</b>
						<b>CUSTOMER DEPOSIT CD</b>	170,000.00	<b>170,000.00</b>
						<b>PERPETUAL CARE CD</b>	130,000.00	<b>130,000.00</b>
						<b>INCOME TAX SAVINGS</b>	408,074.21	<b>408,074.21</b>
						<b>ELECTRIC-PRIN &amp; INT ESCROW</b>	144,422.86	<b>144,422.86</b>
						<b>WASTEWATER-DEBT ESCROW</b>	189,447.71	<b>189,447.71</b>
						<b>WASTEWATER-REPAIR ESCROW</b>	74,054.25	<b>74,054.25</b>
						<b>DDA-PRIN/INT ESCROW</b>	4,777.96	<b>4,777.96</b>
							<b>2,715,776.99</b>	<b>4,695,538.72</b>

\* CASH IN TIME CERTIFICATES  
\*\*INVEST IN TIME CERTIFICATES



## S. Tutt Gorman

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**From:** Mike Hyland <mikehyland@portland-michigan.org>  
**Sent:** Wednesday, October 01, 2014 6:36 PM  
**To:** 'S. Tutt Gorman'  
**Cc:** 'Nikki Miller'

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

Oct. 1, 2014

Last night at the Light & Power Board Meeting, the Light & Power Board passed the following 2 recommendations to the City Council.

1-Purchase transformers from RESCO various sizes for the amount of \$15,616.00 ( Ermco transformers and single source for them)

2-Sign the contract (funding) for 2014-2015 for the stream gauge on the Grand River near Kent St. This is required by our FERC license for the operation of the hydro plant.

Mike

CITY OF PORTLAND  
BOARD AND 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 is also available for public review.**

**Please print your responses**

Date: September 22, 2014

Name: Kathy Foote

Address: 8684 Riverbend Dr. Portland MI 48875

Telephone No. 517-526-3757

E-mail address footegk1991@gmail.com

Employer lonia Intermediate School District

Telephone No. 616-527-4900

How long have you lived in the City of Portland? \_\_\_\_\_ Reside in Danby Township

\*\*\*\*\*

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.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- <sup>1</sup> Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

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

Are you a high school graduate?      Portland High School 1985

College, University, or other school. State name and degree, certificate, etc., earned.  
B.S. in Business Management from Northwood University  
Certified Assistive Technology/Special Education from East Carolina University

Professional and work experience

December 1995-August 2001 City of East Lansing, Finance Specialist

August 2001-Current Ionia Intermediate School District, Assistive Technology Coordinator

I provide technical assistance and training to school staff, students, and family for the purpose of ensuring their ability to use new and/or existing devices in the classroom setting. My position requires that I work with all five school districts, private and rural schools in Ionia County.

Community activities, interests, and service

I am a team member for the following boards Portland Schools Educational Solutions Collaborative and ICISD AdvancED Steering Committee. When asked I do volunteer time for church functions and school functions.

Interests: Reading, horseback riding, snow shoeing, exercising, travel and spending time with my family.

References (optional) Please provide name, address, and telephone number.

Amy Patrick

ISD Trailblazer Coach

517-490-7165

Jim Loser

Assistant Superintendent Special Education

Ionia Intermediate School District

517-527-4900

Betsy Svanda

Lakewood Resource Teacher

517-294-0408

CITY OF PORTLAND  
BOARD AND 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 is also available for public review.**

Please print your responses

Date: 9/23/14

Name: Cory Grimminck

Address: 111 E Grand River Ave, Ste D, Lansing 48906

Telephone No. 517-897-2956

E-mail address cgrimminck@portlandmilibrary.com

Employer Portland District Library Telephone No. 517-647-6981

How long have you lived in the City of Portland? 3 years working here

\*\*\*\*\*

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.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

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

Cory Elizabeth Grimminck  
111 E. Grand River Ave, Ste D  
Lansing, MI 48906  
517-647-6981 ext 4  
[cgrimminck@portlandmilibrary.com](mailto:cgrimminck@portlandmilibrary.com)

## Employment

### **Portland District Library**

**June 2011 – present**

#### *Library Director*

- Coordinate the cleaning and maintenance of a 14,400 sq ft facility.
- Work with the library board and the accountant to manage all aspects of the library's finances, including cutting checks, making tax payments, and creating and managing a budget of more than \$450,000.
- Serve as the public face of the library—writing weekly newspaper columns, speaking at various organizations, and promoting the library whenever possible.
- Work with the staff, library board, and community to create and implement a multi-year strategic plan.
- Keep the library on the cutting edge of technology by implementing a new ILS, installing a hearing loop system in key areas, and bringing AWE computers to the children's area.
- Play an active role in the Woodlands Library Cooperative, attending meetings and chairing the Continuing Education Committee.
- Mentor library staff, resulting in several employees joining statewide and national committees, and one employee being invited to speak at two statewide conferences.
- Perform all administrative duties required of a Class IV library, including state aid applications, policy decisions, hiring, and managing a staff of ten.
- Perform the duties of a librarian, including reference assistance, programming, outreach, and collection maintenance.

### **Hillsdale Community Library**

**July 2008 – May 2011**

#### *Library Director*

- Maintain a 17,060 sq ft facility without the benefit of an onsite IT department or maintenance crew.
- Work with city finance officer and library board to create and manage a budget of approximately \$250,000.
- Serve as a liaison between library board, staff, city employees, City Council, and the public.
- Work with the staff and library board to create and implement a multi-year strategic plan.
- Increase staff communication and satisfaction by instituting monthly staff meetings and creating library email accounts.
- Create and maintain a library blog to keep patrons informed of new materials.
- Perform all administrative duties required of a Class IV library, including state aid applications, policy decisions, hiring, managing a staff of seven, and attendance at City Council meetings.
- Perform the duties of a librarian, including reference assistance, programming, outreach, and collection maintenance.

### **Kalamazoo Public Library**

**December 2006 – June 2008**

#### *Lead Librarian, Teen Services*

- Coordinated the activities of a seven person teen staff, including programming, outreach, departmental policy, and administrative tasks.
- Created and implemented annual budgets for the department.
- Partnered with other groups in the community to plan and implement various annual events, including Teen Filmmaker Festival, Teen Literature Seminar, and Teen Halloween.

## **Kent District Library**

**November 2002 – November 2006**

### *Collection Development Librarian*

- Purchased youth fiction and media for all 18 KDL branches. This includes books, audiobooks, graphic novels, DVDs, CD-ROMs, and CDs.
- Managed budgets totaling nearly \$500,000.
- Established a new collection of circulating video games for teens based on patron demand.

### *Youth Specialist/Youth Services Librarian, Wyoming Branch*

- Coordinated the activities of a four person youth staff, including programming, outreach, collection development, professional development, and administrative tasks.
- Provided leadership for youth services professionals at 18 branches as part of a six person Youth Specialist team, which creates and implements policy, coordinates the creation of youth programming, coordinates material ordering, and trains new youth staff.
- Performed the branch-specific duties of a youth librarian.
- Increased circulation of branch youth materials to the point where management had to reconfigure the allocation of the materials budget.
- Created, along with another youth specialist, a monthly e-newsletter for KDL youth staff.

## **Freelance**

**July 2000 – present**

- Write reading group guides for a variety of children's book titles.
- Create publicity campaigns for various businesses.
- Coordinated the 60<sup>th</sup> Anniversary campaign for *Curious George* books.

## **HarperCollins Children's Books**

**April 1996 – July 2000**

### *Senior Publicist*

- Planned and implemented publicity campaigns, including the writing of press materials and large-scale mailings to targeted media outlets, for a variety of children's books. My campaigns included Newbery Honor book *Our Only May Amelia* and the popular *A Series of Unfortunate Events* titles.
- Booked multiple author tours each season.
- Attended regional trade shows and accompanied authors on tour as a representative of the company.
- Trained and mentored new employees within the department.
- Acted as a liaison between authors, publicity department, and general public.

## Related Experience

### **MLA Spring Institute Committee**

**May 2004 – May 2009**

#### *Co-Chair of 2008 Spring Institute*

Planned and staffed the Michigan Library Association's annual conference for youth librarians. Have presided for eight keynote speakers, including Laura Numeroff, E.L. Konigsberg, John Green, and Daniel Handler.

### **MLA Teen Services Division Board**

**June 2007 – June 2008**

#### *Chair Elect*

Represented teen services librarians from across the state and participated in the Transitional Leadership Forum.

### **World Library Partnership**

**Summer 2002**

#### *"Inform the World" Program*

Spent three weeks in South Africa's Limpopo Province establishing a library in a rural primary school.

Education

**University of Chicago**

*Bachelor of Arts in English*

**Received June 1993**

**Simmons College**

*Master of Library Science*

**Received May 2002**

*Archives Management Concentration*

Other Skills

Advanced knowledge of Microsoft Office programs

Experience in website design

Trained in basic book repair and preservation

**Minutes of the Downtown Development Authority Regular Meeting  
City of Portland**

Held on August 14, 2014  
In Council Chambers at City Hall

Members Present: Barnes, Blastic, Sunstrum, Gorman, Dumas, Smith, Tyler

Absent: Antaya, Briggs, Urie, Clement

Staff: Interim Assistant City Manager & DDA Director Reagan, Interim Main Street Manager Perry, City Clerk Miller

The meeting was called to order at 3:33 P.M. by Chair Dumas.

Motion by Smith, supported by Sunstrum, to excuse the absence of Antaya, Briggs, and Urie. All in favor. Adopted.

Motion by Smith, supported by Blastic, to approve the revised agenda as presented. All in favor. Adopted.

Motion by Sunstrum, supported by Smith, to approve the Minutes of the July 17, 2014 Regular Meeting as presented. All in favor. Adopted.

Motion by Barnes, supported by Smith, to approve the August 2014 Treasurer's Report as presented. All in favor. Adopted.

Under New Business, Interim Assistant City Manager & DDA Director Reagan suggested that monthly DDA meetings be held at 4:00 P.M. on the third Thursday of each month instead of 3:30 P.M. so the Main Street Board meetings can be held at 3:00 P.M. on the same day.

Motion by Smith, supported by Dumas, to change the monthly DDA meeting time to 4:00 P.M. on the third Thursday of each month, starting in September. All in favor. Adopted.

Under the Manager's Report, Main Street Manager Perry stated the National Main Street Accreditation meetings will be held here in Portland on September 25<sup>th</sup>.

Main Street Manger Perry also stated she will be attending the Michigan Main Street Center's Managers Retreat on September 8<sup>th</sup> and 9<sup>th</sup> in Roscommon.

Under Committee Updates, Main Street Manager Perry reported the Promotions & Marketing Committee currently has the Portland Pay Day event underway through Thursday, August 22<sup>nd</sup>. The raffle drawing will be held at the Band Shell in conjunction with Thursdays on the Grand on August 28<sup>th</sup>.

The Promotions & Marketing Committee will host the Wine the Walk event this Saturday, August 16<sup>th</sup>.

The Design Committee will hold a Boardwalk cleaning project in preparation for the Wine the Walk event.

The Economic Revitalization Committee will hold a MI-SBDC workshop event on August 20<sup>th</sup>. They also continue work with the vacant window program, “Showcase Find-a-Place”, for home businesses that would like to advertise. The program has become quite popular, there is now a waiting list for businesses wanting to advertise. Window displays will be changed out soon.

The Organization and Finance Committee published the August On the Street newsletters done by Charlsie Abel who has since stepped down from this role. Volunteers are needed to complete this work.

Motion by Sunstrum, supported by Blastic, to adjourn the meeting at 3:44 P.M.  
All in favor. Adopted

Respectfully submitted,

  
Kory Blastic, Secretary

# MMEA

MICHIGAN MUNICIPAL ELECTRIC ASSOCIATION

809 CENTENNIAL WAY LANSING MI 48917-9277 (517) 323-8346 Fax (517) 323-8375

## Statement Assigning Vote to Accredited Representative

MMEA's Amended and Restated By-Laws state in section 3.2 that

any municipality that is a member of the Association shall be entitled to designate in writing one individual who shall be a public official or employee of the member who shall represent such member at all meetings of the Association. Such designee in turn shall have the right to designate in writing any other individual who shall be a public official or employee of the member in question to represent such member and act as its alternate at any meeting of the members of the Association

In order to assign or re-assign your system's MMEA representative, please complete the following and return it to MMEA, 809 Centennial Way, Lansing, MI 48917.

Representative Jon "Mike" Hyland

Position or Title Supt. Electric

Address 723 E. Grawn River Ave

Portland, Michigan 48875

Phone: 517-647-6912 E-Mail Address: MIKEHyland@portland-michigan.org

Alternate (optional): TUTT BORMAN

Position or Title CITY MANAGER

Address: 259 Kent St.

Portland MI 48875

Phone: 517 647-2931 E-Mail Address: citymanager@portlandmichigan.org

Form submitted by:

Name: [Signature] S.M. Date: 10/03/14

Title or Position City Clerk

City Of Portland  
Water Department  
Monthly Water Report  
September 2014

Monthly Water Production

Well #4	2,440,000 Gallons
Well #5	500 Gallons
Well #6	7,000,000 Gallons
Well #7	5000 Gallons

Daily Water Production

Well #4	81,333 Gallons
Well #5	17 Gallons
Well #6	233,333 Gallons
Well #7	167 Gallons

Daily Average Water Production for All Wells 314,850 Gallons

Total Water Production for the Month 9,445,500 Gallons

Total Water Production for the Previous Month 12,031,000 Gallons

Total Production decreased by 2,585,500 Gallons

Total Production for This Month from the Previous Year 11,491,000 Gallons

Total Production decreased by 2,045,500 Gallons

Rodney D. Smith Jr.  
Water Technician

**CITY OF PORTLAND**

**REPORT DATE**  
**PERIOD COVERED**

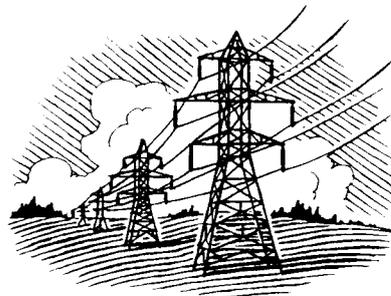
September 1, 2014  
August 1-31, 2014

<b>HYDRO GENERATION</b>	126,612		
<b>DIESEL PRODUCTION</b>	0		
<b>Kwh Purchased</b>	3,224,519	<b>Amount Paid</b>	\$ 207,096.69
<b>Total Kwh Purchased</b>	<b>3,224,519</b>	<b>Total Dollars Paid</b>	<b>\$ 207,096.69</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	1,420,949	PCA Billed	\$ 9,981.23
Commercial	669,517	Residential	\$ 149,518.83
Large General	705,580	Residential EO Charge	\$ 2,593.87
City St. Lites Metered	21,304	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 71,050.99
Rental Lights		Commercial/LG EO Charge	\$ 2,510.91
Demand	2,395	Large General	\$ 49,437.58
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,800.29
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>2,819,745</b>	Rental Lights	\$ 259.59
		Demand	\$ 14,068.05
Arrears after billing	\$ 10,921.11	Tax	\$ 11,821.88
Penalties Added	\$ 2,153.90		
Arrears end of month	\$ 48,906.39	<b>Total Dollars Billed</b>	<b>\$ 314,604.67</b>
Fuel Cost Billed	\$ 19,409.42		
Amount Collected	\$ 338,766.50	Power Cost Adj.	.00357
Total Adjustments	\$ 2,480.13		

Residential Customers	2,163
Commercial Customers	315
Large General	17
<b>Total Customers</b>	<b>2,495</b>

09/04/14



**CITY OF PORTLAND**  
**August-14**

---

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Aug-14	<b>PERIOD COVERED</b>	August 1-31, 2014
Customers Billed		Penalties Added	\$ 355.31
City	1,845	Dollars Collected	\$ 50,309.45
Rural	26	Arrears at end of Month	\$ 8,724.03
Total Customers	1,871	Adjustments	\$ 298.07
		Gallons Pumped	12,031,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	9,811,742		\$ 48,622.21
Rural	209,026		\$ 1,841.26
Total	<u>10,020,768</u>		<u>\$ 50,463.47</u>

---

**SEWER DEPARTMENT REPORT**

Customers Billed	1,790	Dollars Billed	\$ 65,158.42
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 65,158.42

Penalties Added	\$ 521.42
Dollars Collected	\$ 63,139.69
Arrears at end of Month	\$ 14,078.88
Adjustments	\$ 415.25
Gallons Treated per Million	10.60



# FLOOD INSURANCE STUDY



## IONIA COUNTY, MICHIGAN (ALL JURISDICTIONS)

Community Name	Community Number
Belding, City of	260096
Berlin, Township of	261377
Boston, Township of	261428
Campbell, Township of	261432
*Clarksville, Village of	261437
Danby, Township of	261438
Easton, Township of	260727
Hubbardston, Village of	260418
Ionia, City of	260097
Ionia, Township of	260832
Keene, Township of	261439
Lake Odessa, Village of	260419
Lyons, Township of	261867
Lyons, Village of	261440
Muir, Village of	260916
North Plains, Township of	260420
Odessa, Township of	261441
*Orange, Township of	261442
*Orleans, Township of	261443
Otisco, Township of	261444
*Pewamo, Village of	261445
Portland, City of	260574
Portland, Township of	260831
*Ronald, Township of	261446
Saranac, Village of	260421
*Sebewa, Township of	261447

\*No Special Flood Hazard Areas Identified



Ionia County

January 16, 2015



Federal Emergency Management Agency

FLOOD INSURANCE STUDY NUMBER  
26067CV000A

NOTICE TO  
FLOOD INSURANCE STUDY USERS

Communities participating in the National Flood Insurance Program (NFIP) have established repositories of flood hazard data for floodplain management and flood insurance purposes. This Flood Insurance Study (FIS) report may not contain all data available within the Community Map Repository. It is advisable to contact the Community Map Repository for any additional data.

The Federal Emergency Management Agency (FEMA) may revise and republish part or all of this FIS at any time. In addition, FEMA may revise part of this FIS report by the Letter of Map Revision (LOMR) process, which does not involve republication or redistribution of the FIS report. Therefore, users should consult with community officials and check the Community Map Repository to obtain the most current FIS report components.

Selected Flood Insurance Rate Map panels for this community contain information that was previously shown separately on the corresponding Flood Boundary and Floodway Map panels (e.g., floodways, cross sections). In addition, former flood hazard zone designations have been changed as follows:

<u>Old Zones</u>	<u>New Zone</u>
A1 through A30	AE
B	X
C	X

Initial Countywide FIS Effective Date: January 16, 2015

## TABLE OF CONTENTS

	Page
1.0 <u>INTRODUCTION</u> .....	1
1.1 Purpose of Study .....	1
1.2 Authority and Acknowledgments .....	1
1.3 Coordination .....	3
2.0 <u>AREA STUDIED</u> .....	3
2.1 Scope of Study .....	3
2.2 Community Description.....	5
2.3 Principal Flood Problems.....	5
2.4 Flood Protection Measures .....	6
3.0 <u>ENGINEERING METHODS</u> .....	6
3.1 Hydrologic Analyses.....	7
3.2 Hydraulic Analyses.....	8
3.3 Vertical Datum.....	10
4.0 <u>FLOODPLAIN MANAGEMENT APPLICATIONS</u> .....	11
4.1 Floodplain Boundaries .....	12
4.2 Floodways.....	12
5.0 <u>INSURANCE APPLICATION</u> .....	13
6.0 <u>FLOOD INSURANCE RATE MAP</u> .....	16
7.0 <u>OTHER STUDIES</u> .....	16
8.0 <u>LOCATION OF DATA</u> .....	18
9.0 <u>BIBLIOGRAPHY AND REFERENCES</u> .....	18

TABLE OF CONTENTS (continued)

	<u>Page</u>
<u>FIGURE</u>	
FIGURE 1 – Floodway Schematic.....	13

TABLES

TABLE 1 – Limits of Previous Detailed Studies.....	4
TABLE 2 – Limits of Revised Detailed Studies.....	4
TABLE 3 – Limits of Detailed Studies.....	4
TABLE 4 – Limits of Approximate Studies.....	4
TABLE 5 – Flood Crest Elevations for the Grand River at Ionia.....	6
TABLE 6 – Summary of Peak Discharges.....	8
TABLE 7 – Summary of Stillwater Elevations.....	8
TABLE 8 – Cross Section Data.....	9
TABLE 9 – Manning’s “n” Values.....	9
TABLE 10 – Starting Water Surface Elevations.....	9
TABLE 11 – Datum Conversion Calculation.....	11
TABLE 12 – Floodway Data.....	14
TABLE 13 – Community Map History.....	17

EXHIBITS

Exhibit 1 – Flood Profiles	
Grand River.....	Panels 01P – 03P
Lake Creek.....	04P

Exhibit 2 – PUBLISHED SEPARATELY  
    Flood Insurance Rate Map Index  
    Flood Insurance Rate Maps

## FLOOD INSURANCE STUDY

### IONIA COUNTY, MICHIGAN (ALL JURISDICTIONS)

#### 1.0 INTRODUCTION

##### 1.1 Purpose of Study

This Flood Insurance Study (FIS) investigates the existence and severity of flood hazards in Ionia County, Michigan, including the Cities of Belding, Ionia, and Portland; the Townships of Berlin, Boston, Campbell, Danby, Easton, Ionia, Keene, Lyons, North Plains, Odessa, Orange, Orleans, Otisco, Portland, Ronald, and Sebewa; and the Villages Clarksville, Hubbardston, Lake Odessa, Lyons, Muir, Pewamo, and Saranac (hereinafter referred to collectively as Ionia County), and aids in the administration of the National Flood Insurance Act of 1968 and the Flood Disaster Protection Act of 1973. The Townships of Orange, Orleans, Ronald, and Sebewa and the Villages of Clarksville and Pewamo have no Special Flood Hazard Areas (SFHAs) identified. This study has developed flood risk data for various areas of the community that will be used to establish actuarial flood insurance rates and to assist the community in its efforts to promote sound floodplain management. Minimum floodplain management requirements for participation in the National Flood Insurance Program (NFIP) are set forth in the Code of Federal Regulations at 44 CFR, 60.3.

In some states or communities, floodplain management criteria or regulations may exist that are more restrictive or comprehensive than the minimum Federal requirements. In such cases, the more restrictive criteria take precedence and the State (or other jurisdictional agency) will be able to explain them.

The Digital Flood Insurance Rate Map (DFIRM) and FIS Report for this countywide study have been produced in digital format. Flood hazard information was converted to meet the Federal Emergency Management Agency (FEMA) DFIRM database specifications and Geographic Information System (GIS) format requirements. The flood hazard information was created and is provided in a digital format so that it can be incorporated into a local GIS and be accessed more easily by the community.

##### 1.2 Authority and Acknowledgments

The sources of authority for this Flood Insurance Study are the National Flood Insurance Act of 1968 and the Flood Disaster Protection Act of 1973.

Information on the authority and acknowledgments for each of the previously printed FISs and Flood Insurance Rate Maps (FIRMs) for communities within Ionia County was compiled and is shown below.

City of Belding:                    A Flood Hazard Boundary Map (FHBM) was prepared by the Federal Insurance Administration (FIA) and published on January 17, 1975, under the Emergency Phase. The FHBM was superseded by a Flood Insurance Rate Map (FIRM) on

- June 17, 1986. That FIRM is superseded by this countywide FIS.
- Village of Hubbardston: A FHBM was prepared by the FIA and published on September 26, 1975, under the Emergency Phase. The FHBM was converted by letter to a FIRM on June 1, 1995. That FIRM is superseded by this countywide FIS.
- City of Ionia: A FHBM was prepared by the FIA and published on June 7, 1974, under the Emergency Phase. A Flood Insurance Study (FIS) was published by FEMA on May 2, 1983. The FHBM was superseded by a FIRM on November 2, 1983. The 1983 FIRM incorporated the information contained in the Floodplain Information Report prepared by the Detroit District Corps of Engineers in 1975. This countywide FIS incorporates the 1983 FIS data, and supersedes the 1983 FIRM.
- Ionia Township: A FIRM was prepared by the Federal Emergency Management Agency (FEMA) and published on May 2, 1999. That FIRM is superseded by this countywide FIS.
- Village of Lake Odessa: A FHBM was prepared by the FIA and published on July 18, 1975, under the Emergency Phase. The FHBM was superseded by a FIRM on September 29, 1986. That FIRM is superseded by this countywide FIS.
- Village of Muir: A FIRM was prepared by the Federal Emergency Management Agency (FEMA) and published on November 6, 1996. That FIRM is superseded by this countywide FIS.
- North Plains Township: A FHBM was prepared by the FIA and published on June 17, 1977, under the Emergency Phase. It was rescinded on December 1, 1982.
- City of Portland: A FHBM was prepared by the FIA and published on October 10, 1975, under the Emergency Phase. The FHBM was superseded by a Flood Insurance Study and FIRM on May 1, 1984. The hydrologic and hydraulic analyses for the 1984 study for the City of Portland were performed by the Detroit District Corps of Engineers in preparation for a special Flood Hazard Study for the City of Portland (unpublished, Reference 1). The 1984 study is superseded by this countywide FIS.
- Portland Township: A FIRM was prepared by the Federal Emergency Management Agency (FEMA) and published on November 6, 1996. That FIRM is superseded by this countywide FIS.
- Village of Saranac: A FHBM was prepared by the FIA and published on July 11, 1975, under the Emergency Phase. The FHBM was

superseded by a FIRM on June 17, 1986. That FIRM is superseded by this countywide FIS.

New detailed and approximate study areas were incorporated in this FIS. The hydrologic and hydraulic analyses for these studies were prepared by the Michigan Department of Environmental Quality (DEQ) Water Resources Division for FEMA under Grant No. EMC-2007-CA-7028. This work was completed in May, 2012.

This countywide FIS includes new detailed and approximate studies, redelineation of effective profiles, and incorporation of approved Letters of Map Change (LOMCs). The vertical datum was shifted to North American Vertical Datum of 1988 (NAVD88). The digital floodplain data was merged into a single, updated Digital FIRM (DFIRM). The DFIRM includes 2005 digital orthophotography, political boundaries, road centerlines with street names, railroads with names, airports, rivers, lakes, streams, bridges and other hydraulic structures, and elevation reference marks.

The coordinate system used for the production of the DFIRMs is State Plane Michigan South, Zone 2113, referenced to the North American Datum of 1983 and the Geodetic Reference System 1980 ellipsoid.

### 1.3 Coordination

The purpose of an initial Consultation Coordination Officer (CCO) meeting is to discuss the scope of the FIS. A final CCO meeting is held to review the results of the study.

The initial CCO meeting was held on November 5, 2007, and was attended by representatives of the Cities of Belding, Portland, and Ionia, Ronald Township, Ionia County, the National Weather Service, the American Red Cross, and the DEQ.

Coordination with these officials and agencies produced information pertaining to flood history and the location of historic flooded stream crossings.

The results of the study were reviewed at three final CCO meetings. The first was held on November 28, 2013; the second was held on January 10, 2013; the third was held on January 23, 2013. The first meeting was attended by representatives of the Villages of Clarksville, Lake Odessa, Lyons, Muir, Pewamo, and Saranac; Ionia County; and the DEQ. The second meeting was attended by representatives of the City of Belding; the Townships of Berlin, Boston, Danby, Easton, Lyons, Odessa, and Ronald; the Village of Clarksville; Ionia County; and the DEQ. The third meeting was attended by representatives of the Townships of Danby, North Plains, and Portland; the Village of Hubbardston; and the MDEQ. All problems raised at these meetings have been addressed in this study.

## 2.0 **AREA STUDIED**

### 2.1 Scope of Study

This FIS covers the geographic area of Ionia County, Michigan, including the communities listed in Section 1.1.

The flooding sources previously studied by detailed methods are listed in Table 1.

TABLE 1 – Limits of Previous Detailed Studies

<u>Flooding Source</u>	<u>Limits of Detailed Study</u>
Grand River	Within City of Ionia

Revised detailed studies were performed using data from previous detailed studies for the flooding sources listed in Table 2.

TABLE 2 – Limits of Revised Detailed Studies

<u>Flooding Source</u>	<u>Limits of Detailed Study</u>
Grand River	Within the City of Portland

New detailed studies were performed for the flooding sources listed in Table 3 as part of this study.

TABLE 3 – Limits of Detailed Studies

<u>Flooding Source</u>	<u>Limits of Detailed Study</u>
Lake Creek	Morrison Lake to Portland Road
Morrison Lake	Entire Lakeshore

Approximate analyses are used to study those areas having a low development potential or minimal flood hazard. Approximate analyses were performed to identify flood hazard areas on the flooding sources shown in Table 4.

TABLE 4 – Limits of Approximate Studies

<u>Flooding Source</u>	<u>Limits of Approximate Study</u>
Fish Creek	Mouth to Montcalm County Line
Flat River	White's Dam to Montcalm County Line
Grand River	Kent County Line to the City of Ionia; upstream corporate limits of the City of Ionia to Portland Municipal Dam; upstream corporate limits of the City of Portland to Clinton County line.
Little Thornapple River	Jordan Lake
Looking Glass River	Mouth to Clinton County line
Maple River	Mouth to Clinton County line
Prairie Creek	Mouth to Nickel Plate Road
Tupper Creek	Mouth (Jordan Lake) to Harwood Road

This countywide FIS also incorporates the determination of letters issued by FEMA resulting in map amendments (Letters of Map Amendment (LOMAs)). Letters of Map

Amendment (LOMAs) incorporated for this study are summarized in the Summary of Map Actions (SOMA) included in the Technical Support Data Notebook (TSDN) associated with this FIS update. Copies of the TSDN may be obtained from the Community Map Repository.

## 2.2 Community Description

Ionia County is in the west-central part of Michigan's Lower Peninsula. It is approximately 30 miles northwest of Lansing and about 30 miles east of Grand Rapids. The area of the county is about 575 square miles, and it is bordered on the east by Clinton County, on the south by Barry County, on the west by Kent County, and on the north by Montcalm County. The major transportation arteries are I-96, M-21, and M-66.

Land use in Ionia County, outside of cities and villages, is primarily agricultural, including numerous dairy farms. A wide range of crops are grown, including mint, celery, potatoes, apples, corn, wheat, and beans (References 2 and 3).

Development within Ionia County consists principally of single unit residential dwellings and some commercial development. The 2010 population of Ionia County was estimated by the U.S. Census Bureau to be 63,905. The City of Ionia, which is the county seat, had an estimated 2010 population of 11,394. Following the City of Ionia in terms of population is the City of Belding which had an estimated 2009 population of 5,757 (Reference 4).

Ionia County's climate is predominately continental: warm in the summer and moderately cold in the winter. The inland location of Ionia County, away from Lake Michigan, substantially reduces the Lake's effect on the climate. The Lake's influence is most evident during predominantly westerly winds, which cause increased cloudiness in fall and winter. The average annual daily temperature is 48 degrees Fahrenheit. The maximum average daily high temperature occurs in July at 84 degrees Fahrenheit. The minimum average daily low temperature occurs in January at 15 degrees Fahrenheit. The average annual precipitation is 31 inches, which includes 40 inches of snowfall, and is well distributed. The growing season averages 135 days annually (Reference 2).

Landforms are glacial in origin and consist of a variety of glacial till, end moraines, and glacial outwash. The topography of Ionia County ranges from level to gently rolling throughout the county. Soil types range from poorly drained loams to moderately drained loams and well drained sandy soils (Reference 3).

## 2.3 Principal Flood Problems

In the Grand River basin, floods generally occur as a result of heavy winter and spring rains coupled with snowmelt. The most notable floods experienced in Ionia County occurred when frontal storms of great intensity, lengthy duration, and widespread areal extent moved over the basin when infiltration conditions were conducive to high runoff rates.

The flood of record on the Grand River occurred in March, 1904. Newspapers in the surrounding areas reported the disastrous proportions of this flood and left no doubt that it was greater than any flood known to the oldest residents at that time. In the City of Ionia, the 1904 flood reached an elevation of 643.1 feet, North American Vertical Datum of 1988 (NAVD 88) downstream of State Highway 66. The estimated frequency of this flood was

approximately a 1-percent-annual-chance (100-year) flood. The elevation of the flood waters in April, 1960, was approximately a 10-percent-annual-chance (10-year) flood.

Table 5 lists the ten largest floods on the Grand River recorded at State Highway 66 in Ionia.

TABLE 5 – Flood Crest Elevations for the Grand River at Ionia  
(References 5 and 6)

<u>Date of Crest</u>	<u>Stage, feet</u>	<u>Elevation, Feet (NAVD 88)</u>
March 28, 1904	28.1	643.1
June 7, 1905	26.0	641.0
March 21, 1948	24.3	639.3
March 17, 1918	24.1	639.1
April 6, 1947	23.7	638.7
March 29, 1916	23.5	638.5
April 1, 1960	23.4	638.4
April 18, 1919	23.4	638.3
May 25, 2004	23.4	638.3
April 6, 1912	23.3	638.3

In the City of Portland, the 1975 flood on the Grand River reached a peak stage of 709.1 feet, NAVD 88 at Grand River Avenue, and had a discharge estimated to be 12,400 cubic feet per second (cfs). The 1975 and 2004 floods on the Grand River in Portland were estimated to be 10-percent-annual-chance flood events.

In 1960, a lake level of 808.5 feet (NAVD88) was recorded for Morrison Lake (Reference 7), which is estimated to be slightly above a 2-percent-annual-chance flood event.

#### 2.4 Flood Protection Measures

No structural protection against floods exists in this county.

The Michigan Dam Safety Program lists 18 dams in Ionia County. Eleven are regulated under the state dam safety statute, and four are regulated by the Federal Energy Regulatory Commission. These dams were constructed for recreational and power generation purposes and do not offer significant storage for flood protection.

### 3.0 ENGINEERING METHODS

For the flooding sources studied by detailed methods in the community, standard hydrologic and hydraulic study methods were used to determine the flood hazard data required for this study. Flood events of a magnitude that are expected to be equaled or exceeded once on the average during any 10-, 50-, 100-, or 500-year period (recurrence interval) have been selected as having special significance for floodplain management and for flood insurance rates. These events, commonly termed the 10-, 50-, 100-, and 500-year floods, have a 10-, 2-, 1-, and 0.2-percent chance, respectively, of being equaled or exceeded during any year. Although the recurrence interval represents the long-term, average period between floods of a specific magnitude, rare floods could occur at short intervals or even within the same year. The risk of experiencing a rare flood increases when periods greater than one year are considered. For example, the risk of

having a flood that equals or exceeds the 1-percent-annual-chance (100-year) flood in any 50-year period is approximately 40 percent (4 in 10); for any 90-year period, the risk increases to approximately 60 percent (6 in 10). The analyses reported herein reflect flooding potentials based on conditions existing in the community at the time of completion of this study. Maps and flood elevations will be amended periodically to reflect future changes.

### 3.1 Hydrologic Analyses

The flood-flow frequencies for the Grand River were based on a statistical analysis of discharge records covering a 49-year period at the U.S. Geological Survey (USGS) gaging station on the Grand River at Portland (USGS gage no. 04114000) extended with the 108-year record on the Grand River at Lansing (USGS gage no. 04113000); and a previous statistical analysis of discharge records at the gaging station on the Grand River at Ionia (USGS gage no. 04116000) (Reference 5).

This analysis followed the standard log-Pearson Type III method as outlined by the U.S. Water Resources Council (Reference 8), using a regional skew coefficient determined specifically for Michigan (Reference 9).

The flood-flow frequency for the Looking Glass River, the Maple River, and at ungaged locations on gaged streams were estimated with the *Drainage Area Ratio Method* (Reference 10), where the point of "known" peak discharge and drainage area was one of the flood-flow frequency values estimated as described above.

The peak flows for Lake Creek at Morrison Lake Dam were developed using the U.S. Army Corps of Engineers (USACE) *Hydrologic Modeling System* (HEC-HMS) computer model (Reference 11). The HEC-HMS model generates runoff hydrographs for each drainage basin according to SCS methodology, and allows the user to combine and route these hydrographs to simulate the hydrologic interaction of multiple sub-basins in a watershed. The design precipitation for this method was obtained from the Midwest Climate Center Bulletin 71, *Rainfall Frequency Atlas of the Midwest* (Reference 12).

The flood-flow-frequency relationships for the Flat River, Prairie Creek, and Fish Creek were developed using the regional regression technique described in *Statistical Models for Estimating Flow Characteristics of Michigan Streams* (Reference 13).

The hydrologic analyses for Tupper Creek used the methodology described in the DEQ report entitled *Computing Flood Discharges for Small Ungaged Watersheds* (Reference 14). The method detailed in this report is similar to SCS methodology, but implements a state-specific dimensionless unit hydrograph and a relationship between the unit hydrograph peak and the time of concentration developed from an analysis of peak flows at gaged streams in Michigan. Bulletin 71 precipitation data were also used with this method. DEQ's Water Resources Division developed a spreadsheet that was used to calculate peak discharges using this method. The spreadsheet calculates the time of concentration based on the length, slope, and flow regime of the flow path to the most hydraulically distant point in the basin. The curve number is estimated by a procedure developed by the DEQ Hydrologic Studies Program that utilizes geographic information system (GIS) shape files for soil type and land use and lookup tables to assign curve numbers to specific combinations of soil type and land use (Reference 15). The ponded storage areas used in the calculations were also calculated using GIS.

The peak flows for Little Thornapple River were taken from Spicer Group, Inc.'s *Hydraulic Analysis of Little Thornapple Intercounty Drain* (Reference 16).

Peak discharges calculated for detailed riverine studies are presented in Table 6.

TABLE 6 – Summary of Peak Discharges

<u>Flooding Source and Location</u>	<u>Drainage Area (Sq. Miles)</u>	<u>Peak Discharge (cfs)</u>			
		<u>10% Annual Chance</u>	<u>2% Annual Chance</u>	<u>1% Annual Chance</u>	<u>0.2% Annual Chance</u>
<b>Grand River</b>					
Below Bellamy Creek	2940	22,000	35,000	40,000	55,000
Gage 04110600 at Ionia	2884	22,000	35,000	39,000	54,000
Below Prairie Creek	2861	21,000	34,000	39,000	54,000
Below Looking Glass River	1713	14,000	21,000	24,000	33,000
Gage 04114000 at Portland	1397	12,000	19,000	22,000	28,000
<b>Lake Creek</b>					
Morrison Lake Level Control Structure	10.9	80	110	120	180

The 10-, 2-, 1-, and 0.2-percent annual chance water surface elevations for Morrison Lake were developed using the flood profiles developed for Lake Creek (outlet of Morrison Lake). These elevations are presented in Table 7.

TABLE 7 – Summary of Stillwater Elevations

<u>Flooding Source and Location</u>	<u>Peak Elevation, ft (NAVD 88)</u>			
	<u>10% Annual Chance</u>	<u>2% Annual Chance</u>	<u>1% Annual Chance</u>	<u>0.2% Annual Chance</u>
<b>Morrison Lake</b>	807.7	808.4	808.7	809.6

### 3.2 Hydraulic Analyses

Analyses of the hydraulic characteristics of flooding from the sources studied were carried out to provide estimates of the elevations of floods for the selected recurrence intervals. Users should be aware that flood elevations shown on the FIRM represent rounded whole-foot elevations and may not exactly reflect the elevations shown on the Flood Profiles or in the Floodway Data Tables in the FIS report. Flood elevations shown on the FIRM are primarily intended for flood insurance rating purposes. For construction and/or floodplain management purposes, users are cautioned to use the flood elevation data presented in this FIS report in conjunction with the data shown on the FIRM.

Water-surface elevations for floods of the selected recurrence intervals were computed with the USACE *Hydrologic Engineering Center-River Analysis System* (HEC-RAS) computer model (Reference 17). The HEC-RAS computer model calculates water-surface profiles for steady, gradually-carried flow based on the solution of the one-dimensional energy equation.

The method used to obtain cross section data used in the Lake Creek hydraulic model is described in Table 8.

TABLE 8 – Cross Section Data

<u>Flooding Source</u>	<u>Year</u>	<u>Description</u>
Lake Creek	2009	Land survey of channel and structures

The cross sectional information and locations for the Grand River in the City of Portland were obtained from the U.S. Army Corps of Engineers, Detroit District (Reference 1).

Locations of selected cross sections used in the hydraulic analyses for Lake Creek and the Grand River (Cities of Ionia and Portland) are shown on the Flood Profiles (Exhibit 1). For stream segments for which a floodway is computed (Section 4.2), selected cross section locations are shown on the FIRM.

Roughness factors were chosen by engineering judgment and based on field observations, photographs, aerial photographs (Reference 18), and methods used by Chow (Reference 19), the Soil Conservation Service (Reference 20), and the USGS (Reference 21). Table 9 shows the channel and overbank “n” values typical for early summer conditions for the flooding sources.

TABLE 9 – Manning’s “n” Values

<u>Flooding Source</u>	<u>Mannings “n” Values</u>	
	<u>Channel</u>	<u>Overbank</u>
Grand River within the City of Portland	0.030 – 0.070	0.015 – 0.120
Lake Creek	0.035 – 0.050	0.040 – 0.100

The methods for determining starting water surface elevations are described in Table 10.

TABLE 10 – Starting Water Surface Elevations

<u>Flooding Source</u>	<u>Description of Method</u>
Grand River within the City of Portland	Critical depth at Portland Municipal Dam
Lake Creek	Normal depth

The analysis for Lake Creek was based on a normal depth starting condition in HEC-RAS for determining the starting water-surface elevations. A downstream gradient was estimated using USGS topographic maps, and survey information.

The hydraulic analyses for this study were based on unobstructed flow. The flood elevations shown on the Flood Profiles (Exhibit 1) are thus considered valid only if hydraulic structures remain unobstructed, operate properly and do not fail, and if channel and overbank conditions remain essentially the same as ascertained during this study.

Flood profiles were drawn showing the computed water-surface elevations to an accuracy of 0.5 foot for floods of the selected recurrence intervals. In cases where two or more profiles are close together, due to limitation of the profile scale, only the higher profile has been shown.

All elevations are referenced from North American Vertical Datum of 1988 (NAVD88); elevation reference marks used in the study are shown on the maps.

Streams studied by approximate methods are listed in Section 3.1. Elevation data for bridges and culverts for those streams studied by approximate methods were obtained by land survey or from construction drawings, if available. Manning's "n" values were based on field reconnaissance and aerial imagery.

The starting water surface elevation for the approximate model of the Grand River at the Kent County Line was based on an extension of the base flood elevation for the Grand River published in the City of Lowell FIS (Reference 22). The starting water surface elevation for the Grand River upstream of the City of Ionia was the base flood elevation published in the FIS for the City of Ionia (Reference 23). The starting water surface elevation for the approximate Grand River model upstream of the City of Portland was based on the base flood elevation published in the FIS for the City of Portland (Reference 24). The starting water surface elevation for the approximate Flat River model was based on the estimated 1-percent-annual-chance flood elevation of the impoundment upstream of White's Dam. The starting water surface elevations for the approximate models for the Maple and Looking Glass Rivers were based on the approximate 1-percent-annual-chance flood elevation of the Grand River at their respective confluences with the Grand River. The starting water surface elevation for the approximate Tupper Creek model was the approximate 1-percent-annual-chance flood elevation for Jordan Lake. The models for Fish Creek, Little Thornapple River, and Prairie Creek used normal depth as the starting condition. The slope used for normal depth was determined from the USGS

### 3.3 Vertical Datum

All FIS reports and FIRMs are referenced to a specific vertical datum. The vertical datum provides a starting point against which flood, ground, and structure elevations can be referenced and compared. Until recently, the standard vertical datum in use for newly created or revised FIS reports and FIRMs was the National Geodetic Vertical Datum of 1929 (NGVD29). With the finalization of the North American Vertical Datum of 1988 (NAVD88), many FIS reports and FIRMs are being prepared using NAVD88 as the referenced vertical datum.

All flood elevations shown in this FIS report and on the FIRM are referenced to NAVD88. Structure and ground elevations in the community must, therefore, be referenced to NAVD88. It is important to note that adjacent communities may be referenced to NGVD29. This may result in differences in Base Flood Elevations (BFEs) across the corporate limits between the communities.

The average conversion of -0.426 feet (see Table 11) was applied to convert all effective BFEs for Ionia County.

TABLE 11 – Datum Conversion Calculation

<u>USGS Quadrangle</u>	<u>Corner</u>	<u>Latitude</u>	<u>Longitude</u>	<u>Conversion (ft) from NGVD29 to NAVD88</u>
Smyrna	NW	43.125	-85.375	-0.420
Belding	NW	43.125	-85.250	-0.433
Shiloh	NW	43.125	-85.125	-0.436
Palo	NW	43.125	-85.000	-0.453
Hubbardston	NW	43.125	-84.875	-0.472
Hubbardston	NE	43.125	-84.750	-0.489
Lowell	NW	43.000	-85.375	-0.417
Saranac	NW	43.000	-85.250	-0.413
Ionia	NW	43.000	-85.125	-0.430
Portland North	NW	43.000	-85.000	-0.449
Westphalia	NW	43.000	-84.875	-0.449
Westphalia	NE	43.000	-84.750	-0.456
Freeport	NW	42.875	-85.375	-0.417
Lake Odessa	NW	42.875	-85.250	-0.407
Woodbury	NW	42.875	-85.125	-0.417
Portland South	NW	42.875	-85.000	-0.427
Eagle	NW	42.875	-84.875	-0.449
Eagle	NE	42.875	-84.750	-0.453
Average Conversion				-0.426
Range				-0.377 through -0.489
Max Offset				0.063

For more information on NAVD88, see the FEMA publication entitled *Converting the National Flood Insurance Program to the North American Vertical Datum of 1988* (Reference 25), or contact the Vertical Network Branch, National Geodetic Survey, Coast and Geodetic Survey, National Oceanic and Atmospheric Administration, Silver Spring, Maryland, 20910 (<http://www.ngs.noaa.gov>).

Temporary vertical monuments are often established during the preparation of a flood hazard analysis for the purpose of establishing local vertical control. Although these monuments are not shown on the FIRM, they may be found in the Technical Support Data Notebook (TSDN) associated with this FIS report and FIRM for this community. Interested individuals may contact FEMA to access these data.

#### 4.0 **FLOODPLAIN MANAGEMENT APPLICATIONS**

The NFIP encourages State and local governments to adopt sound floodplain management programs. Therefore, each FIS provides 1-percent-annual-chance (100-year) flood elevations and delineations of the 1- and 0.2-percent-annual-chance (500-year) floodplain boundaries and 1-percent-annual-chance floodway to assist communities in developing floodplain management measures. This information is presented on the FIRM and in many components of this FIS report, including Flood Profiles, Floodway Data Tables, and Summary of Stillwater Elevations Table. Users should reference the data presented in this FIS report as well as additional information that may be available at the local map repository before making flood elevation and/or floodplain boundary determinations.

#### 4.1 Floodplain Boundaries

To provide a national standard without regional discrimination, the 1-percent-annual-chance (100-year) flood has been adopted by FEMA as the base flood for floodplain management purposes. The 0.2-percent-annual-chance (500-year) flood is employed to indicate additional areas of flood risk in the community. For each watercourse studied by detailed methods, the 1- and 0.2-percent-annual-chance floodplain boundaries have been delineated using the flood elevations determined at each cross section. The floodplain boundaries between cross sections for detailed study areas were interpolated using topographic maps at a scale of 1:24,000, with a contour interval of 10 feet (References 27 and 28).

The 1- and 0.2-percent-annual-chance floodplain boundaries are shown on the FIRM. On this map, the 1-percent-annual-chance floodplain boundary corresponds to the boundary of the areas of special flood hazards (Zones A and AE), and the 0.2-percent-annual-chance floodplain boundary corresponds to the boundary of areas of moderate flood hazards (Zone X). In cases where the 1- and 0.2-percent-annual-chance floodplain boundaries are close together, only the 1-percent-annual-chance floodplain boundary has been shown. Small areas within the floodplain boundaries may lie above the flood elevations but cannot be shown due to limitations of the map scale and/or lack of detailed topographic data.

For the watercourses studied by approximate methods, only the 1-percent-annual-chance floodplain boundary is shown on the FIRM.

Approximate 1-percent annual-chance floodplain boundaries were delineated using base map information described above.

#### 4.2 Floodways

Encroachment on floodplains, such as structures and fill, reduces flood-carrying capacity, increases flood heights and velocities, and increases flood hazards in areas beyond the encroachment itself. One aspect of floodplain management involves balancing the economic gain from floodplain development against the resulting increase in flood hazard. For purposes of the NFIP, a floodway is used as a tool to assist local communities in this aspect of floodplain management. Under this concept, the area of the 1-percent-annual-chance floodplain is divided into a floodway and a floodway fringe. The floodway is the channel of a stream, plus any adjacent floodplain areas, that must be kept free of encroachment so that the 1-percent-annual-chance flood can be carried without substantial increases in flood heights. Minimum Federal standards limit such increases to 1.0 foot, provided that hazardous velocities are not produced. The floodways in this study are presented to local agencies as minimum standards that can be adopted directly or that can be used as a basis for additional floodway studies.

The area between the floodway and 1-percent-annual-chance floodplain boundaries is termed the floodway fringe. The floodway fringe encompasses the portion of the floodplain that could be completely obstructed without increasing the water-surface elevation of the 1-percent-annual-chance flood more than 1.0 foot at any point. Typical relationships between the floodway and the floodway fringe and their significance to floodplain development are shown in Figure 1.

In Michigan, under the State's Floodplain Regulatory Authority, found in Part 31, Water Resources Protection, of the *Natural Resources and Environmental Protection Act*, 1994 PA 451 (Reference 29), encroachment in the floodplain is limited to that which will cause only insignificant increases in flood heights. At the recommendation of the Michigan Department of Environmental Quality, Water Resources Division, a floodway having no more than a 0.1-foot surcharge has been delineated for this FIS.

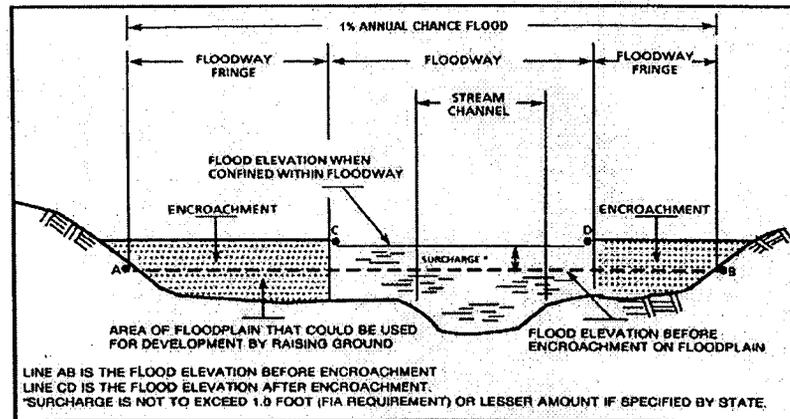


FIGURE 1 – Floodway Schematic

FIGURE 1 – Floodway Schematic

The floodways presented in this study were computed on the basis of equal conveyance reduction from each side of the flood plain.

Water surface elevations, with and without a floodway, the mean velocity in the floodway, and the location and area at each surveyed cross section as determined by hydraulic methods are presented in Table 12, Floodway Data Table. The width of the floodway depicted by the FIRM panels and the amount of reduction to fit the floodway inside the 1-percent annual chance floodplain, if necessary, is also listed.

## 5.0 INSURANCE APPLICATION

For flood insurance rating purposes, flood insurance zone designations are assigned to a community based on the results of the engineering analyses. These zones are as follows:

### Zone A

Zone A is the flood insurance risk zone that corresponds to the 1-percent-annual-chance floodplains that are determined in the FIS by approximate methods. Because detailed hydraulic analyses are not performed for such areas, no BFEs or base flood depths are shown within this zone.

FLOODING SOURCE		FLOODWAY			BASE FLOOD WATER SURFACE ELEVATION, FEET			
CROSS SECTION	DISTANCE <sup>1</sup>	WIDTH (FEET)	SECTION AREA (SQUARE FEET)	MEAN VELOCITY (FEET PER SECOND)	REGULATORY (NAVD)	WITHOUT FLOODWAY (NAVD)	WITH FLOODWAY (NAVD)	INCREASE
GRAND RIVER								
A	78,996	*	*	*	643.6	643.6	*	*
B	81,029	*	*	*	643.7	643.7	*	*
C	88,633	*	*	*	644.2	644.2	*	*
D	206,997	1026 <sup>2</sup>	6508	3.7	704.6	704.6	704.6	0.0
E	208,928	664	3993	6.0	705.5	705.5	705.5	0.0
F	210,218	770	4584	5.2	706.7	706.7	706.8	0.1
G	213,214	277	2687	8.9	708.3	708.3	708.4	0.1
H	213,737	345	2642	9.1	710.6	710.6	710.7	0.1
I	214,161	204	2622	8.4	712.5	712.5	712.5	0.0
J	214,620	397 <sup>3</sup>	2859	7.7	713.6	713.6	713.6	0.0
K	214,769	476	4028	5.5	714.3	714.3	714.3	0.0
L	215,704	536	5685	3.9	714.9	714.9	714.9	0.0
M	216,864	505	4423	5.0	715.3	715.3	715.4	0.1
N	217,934	919	9238	2.4	716.1	716.1	716.1	0.0

<sup>1</sup>Distance in feet above county line

<sup>2</sup>Portion of floodway lies outside detailed study limits

<sup>3</sup>Width does not include non-floodway area adjacent to left bank

\*No Floodway Data Computed

TABLE 12

FEDERAL EMERGENCY MANAGEMENT AGENCY

**IONIA COUNTY, MI**  
(ALL JURISDICTIONS)

**FLOODWAY DATA**

GRAND RIVER

FLOODING SOURCE		FLOODWAY			BASE FLOOD WATER SURFACE ELEVATION, FEET			
CROSS SECTION	DISTANCE <sup>1</sup>	WIDTH (FEET)	SECTION AREA (SQUARE FEET)	MEAN VELOCITY (FEET PER SECOND)	REGULATORY (NAVD)	WITHOUT FLOODWAY (NAVD)	WITH FLOODWAY (NAVD)	INCREASE
LAKE CREEK								
A	38,809	46	99	2.4	804.8	804.8	804.8	0.0
B	38,957	61	142	1.4	805.2	805.2	805.2	0.0
C	39,337	28	50	2.4	805.4	805.4	805.4	0.0
D	39,644	16	67	2.4	805.7	805.7	805.8	0.1
E	39,745	48	128	0.9	808.1	808.1	808.1	0.0
F	39,935	23	70	1.7	808.4	808.4	808.4	0.0
G	40,142	103	175	0.9	808.7	808.7	808.7	0.0

<sup>1</sup>Distance in feet above mouth

<b>TABLE 12</b>	FEDERAL EMERGENCY MANAGEMENT AGENCY	<b>FLOODWAY DATA</b>
	<b>IONIA COUNTY, MI (ALL JURISDICTIONS)</b>	<b>LAKE CREEK</b>

## Zone AE

Zone AE is the flood insurance risk zone that corresponds to the 1-percent-annual-chance floodplains that are determined in the FIS by detailed methods. In most instances, whole-foot BFEs derived from the detailed hydraulic analyses are shown at selected intervals within this zone.

## Zone X

Zone X is the flood insurance risk zone that corresponds to areas outside the 0.2-percent-annual-chance floodplain, areas within the 0.2-percent-annual-chance floodplain, areas of 1-percent-annual-chance flooding where average depths are less than 1 foot, areas of 1-percent-annual-chance flooding where the contributing drainage area is less than 1 square mile, and areas protected from the 1-percent-annual-chance flood by levees. No BFEs or base flood depths are shown within this zone.

## 6.0 FLOOD INSURANCE RATE MAP

The FIRM is designed for flood insurance and floodplain management applications.

For flood insurance applications, the map designates flood insurance risk zones described in Section 5.0 and, in the 1-percent-annual-chance floodplains that were studied by detailed methods, shows selected whole-foot BFEs or average depths. Insurance agents use the zones and BFEs in conjunction with information on structures and their contents to assign premium rates for flood insurance policies.

For floodplain management applications, the map shows by tints, screens, and symbols, the 1- and 0.2-percent-annual-chance floodplains, floodways, and the locations of selected cross sections used in the hydraulic analyses and floodway computations.

This FIRM presents flooding information for the entire geographic area of Ionia County. Previously, separate FIRMs were prepared for each community with special flood hazard areas.

## 7.0 OTHER STUDIES

This FIS report either supersedes or is compatible with all previous studies published on streams studied in this report and should be considered authoritative for purposes of the National Flood Insurance Program.

FEMA has previously published FIS reports and FIRMs for the City of Ionia (References 23 and 25) and the City of Portland (References 24 and 31), and FIRMs for the City of Belding (Reference 32), the Village of Hubbardston (Reference 33), Ionia Township (Reference 34), the Village of Lake Odessa (Reference 35), the Village of Muir (Reference 36), Portland Township (Reference 37) and Village of Saranac (Reference 38). The results presented in this FIS report and on the FIRM for Ionia County are in exact agreement with the results for the City of Ionia, and supersede those for the City of Portland. A list of Ionia County communities and their flood insurance map history is presented on Table 13.

COMMUNITY NAME	INITIAL IDENTIFICATION	FLOOD HAZARD BOUNDARY MAP REVISIONS DATE	FIRM EFFECTIVE DATE	FIRM REVISIONS DATE
Belding, City of	January 17, 1975	May 28, 1976	June 17, 1986	
<sup>2</sup> Berlin, Township of	N/A	N/A	N/A	
<sup>2</sup> Boston, Township of	N/A	N/A	N/A	
<sup>2</sup> Campbell, Township of	N/A	N/A	N/A	
<sup>1,2</sup> Clarksville, Village of	N/A	N/A	N/A	
<sup>2</sup> Danby, Township of	N/A	N/A	N/A	
<sup>2</sup> Easton, Township of	N/A	N/A	N/A	
Hubbardston, Village of	September 26, 1975	N/A	June 1, 1995	
Ionia, City of	June 7, 1974	June 4, 1976 February 5, 1982	November 2, 1983	
Ionia, Township of	January 22, 1991	N/A	May 2, 1999	
<sup>2</sup> Keene, Township of	N/A	N/A	N/A	
Lake Odessa, Village of	July 18, 1975	N/A	September 29, 1986	
<sup>2</sup> Lyons, Village of	N/A	N/A	N/A	
<sup>2</sup> Lyons, Township of	N/A	N/A	N/A	
Muir, Village of	November 6, 1996	N/A	November 6, 1996	
<sup>2</sup> North Plains, Township of	N/A	N/A	N/A	
<sup>2</sup> Odessa, Township of	N/A	N/A	N/A	
<sup>1,2</sup> Orange, Township of	N/A	N/A	N/A	
<sup>1,2</sup> Orleans, Township of	N/A	N/A	N/A	
<sup>2</sup> Otisco, Township of	N/A	N/A	N/A	
<sup>1,2</sup> Pewamo, Village of	N/A	N/A	N/A	
Portland, City of	October 10, 1975	January 30, 1976	May 1, 1984	
Portland, Township of	June 16, 1992	N/A	June 16, 1992	
<sup>1,2</sup> Ronald, Township of	N/A	N/A	N/A	
Saranac, Village of	July 11, 1975	March 11, 1977	June 17, 1986	September 4, 1987
<sup>1,2</sup> Sebewa, Township of	N/A	N/A	N/A	

N/A – Not Applicable

<sup>1</sup>No Special Flood Hazard Areas Identified

<sup>2</sup>This community does not have map history prior to the first countywide mapping

TABLE 13

FEDERAL EMERGENCY MANAGEMENT AGENCY

**IONIA COUNTY, MI**  
(ALL JURISDICTIONS)

**COMMUNITY MAP HISTORY**

## 8.0 LOCATION OF DATA

Information concerning the pertinent data used in the preparation of this study can be obtained by contacting the Flood Insurance and Mitigation Division, Federal Emergency Management Agency, 536 South Clark Street, Sixth Floor, Chicago, Illinois 60605.

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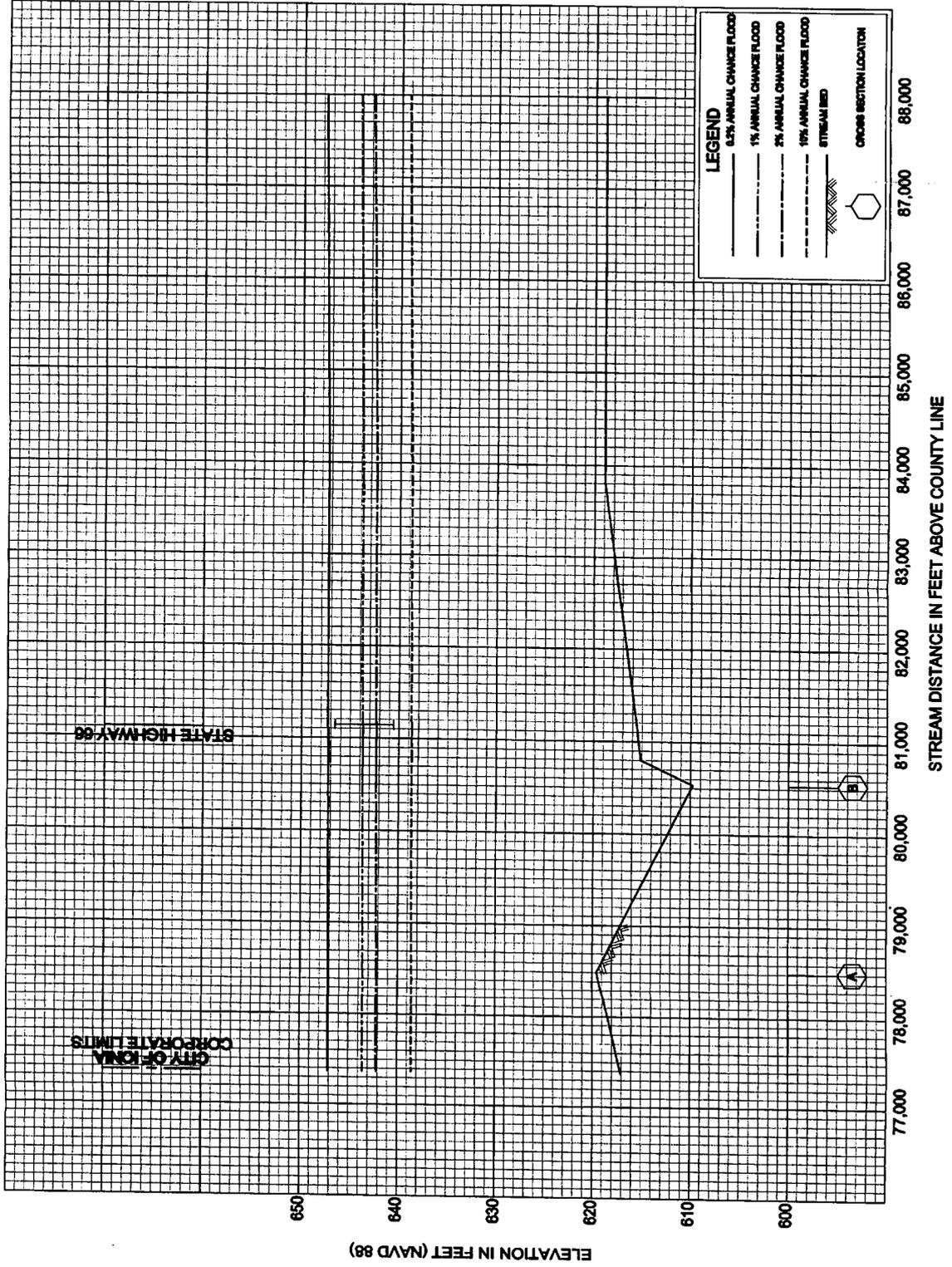
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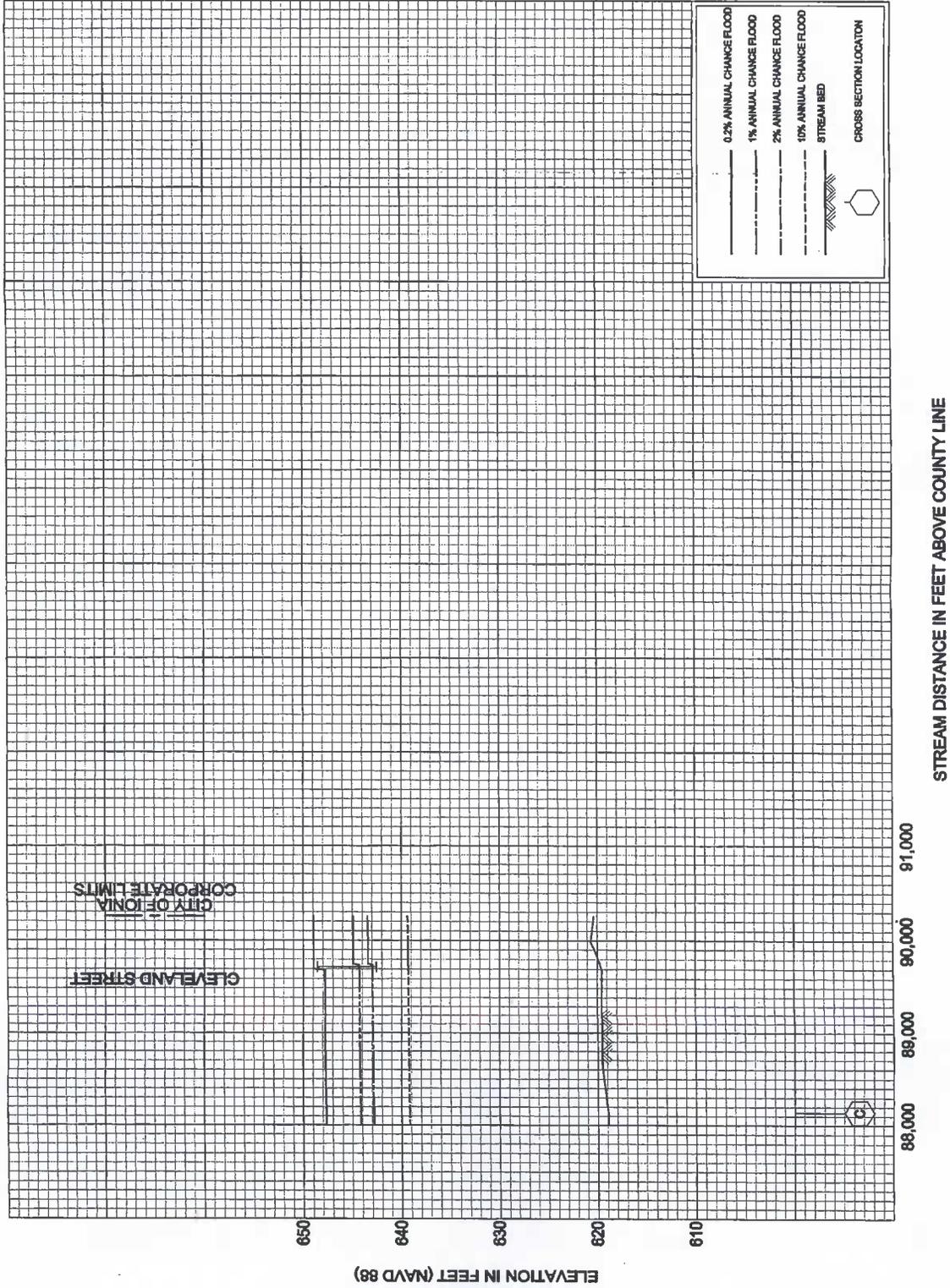
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**FLOOD PROFILES**  
**GRAND RIVER**

**FEDERAL EMERGENCY MANAGEMENT AGENCY**  
**IONIA COUNTY, MI**  
**(ALL JURISDICTIONS)**

**01P**

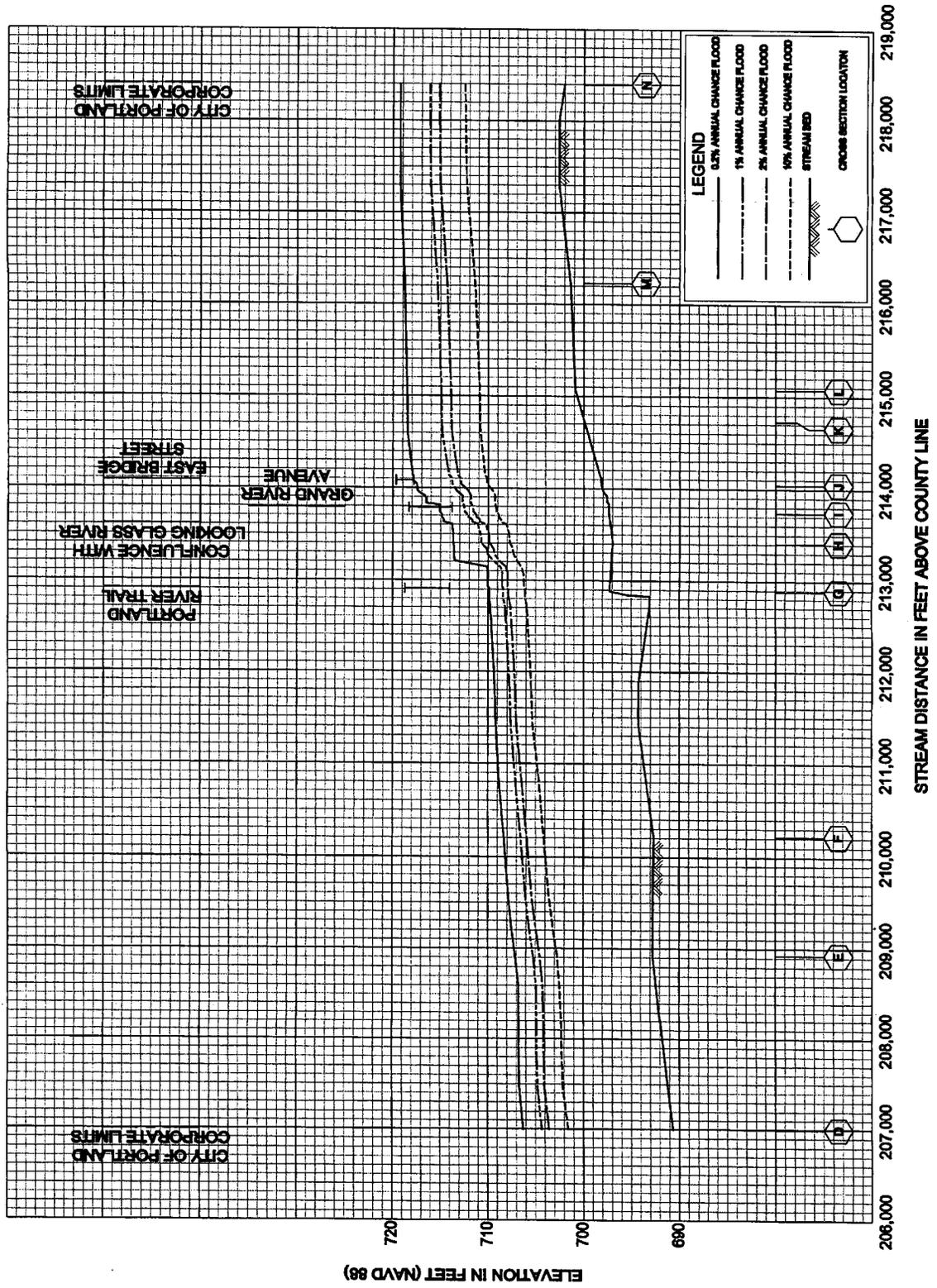




**FLOOD PROFILES**  
**GRAND RIVER**

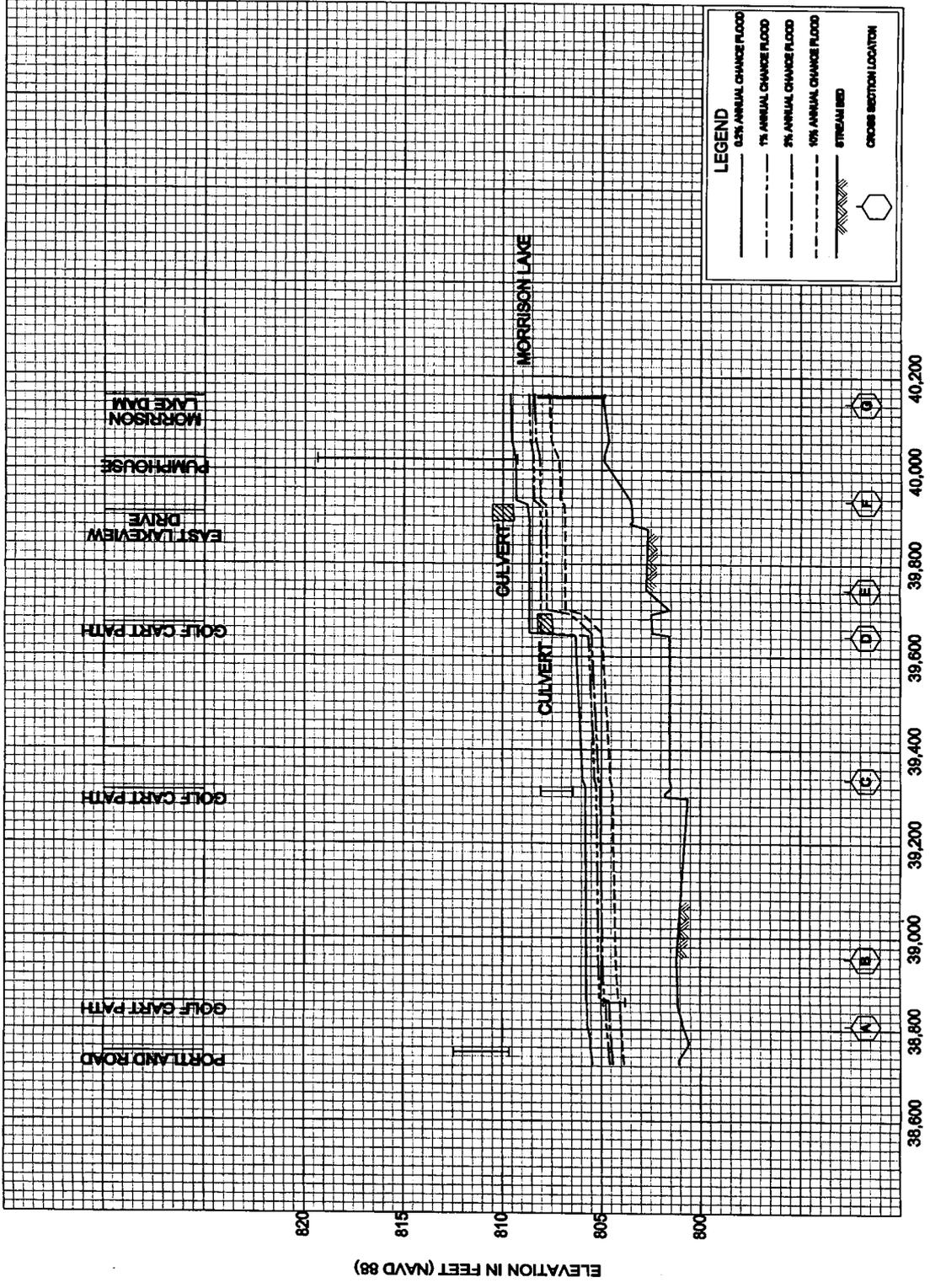
**IONIA COUNTY, MI**  
(ALL JURISDICTIONS)  
FEDERAL EMERGENCY MANAGEMENT AGENCY

03P

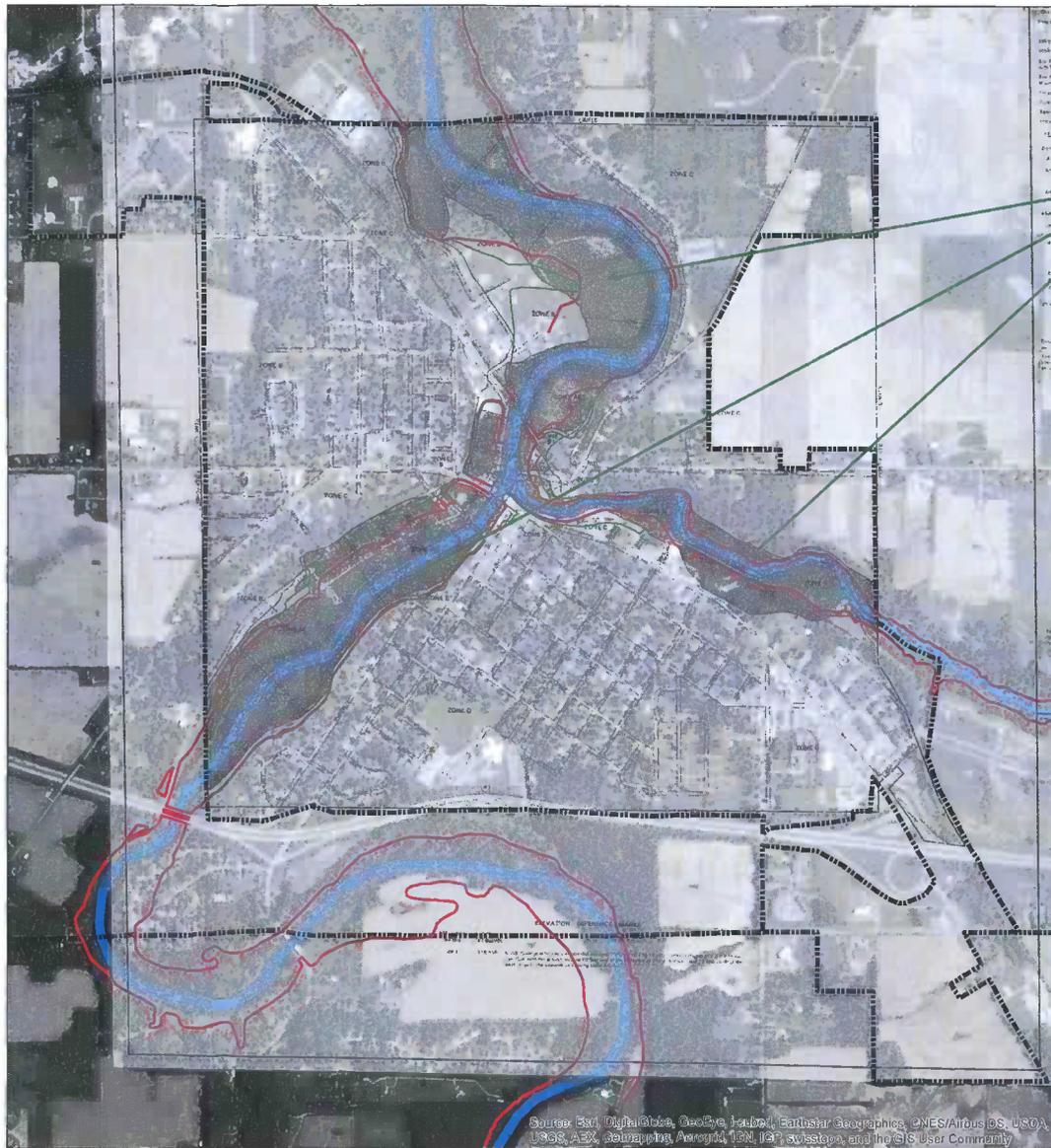


ELEVATION IN FEET (NAVD 88)

STREAM DISTANCE IN FEET ABOVE COUNTY LINE



# CITY OF PORTLAND SPECIAL FLOOD HAZARD MAP



GREY SHADED AREA IS THE  
100 YEAR FLOOD ZONE (1% CHANCE)  
PER THE CURRENT FLOOD INSURANCE  
RATE MAP

## Legend - NEW FLOOD HAZARD AREAS EFFECTIVE JAN 2015

- 1 % CHANCE FLOOD AREA
- 0.2% CHANCE FLOOD AREA
- RIVER
- CITY LIMITS



0 6501,300 2,600 3,900 5,200

Feet

1 inch = 1,816 feet











# FLEIS&VANDENBRINK

September 16, 2014

Mr. Chris Christensen  
DEQ Grand Rapids District Office, RRD  
350 Ottawa NW  
Grand Rapids, MI 49503

**Re: Status Report of Corrective Actions Related to Diesel Fuel Release - 2014  
City of Portland, Board of Light and Power (BLP)  
723 East Grand River Avenue  
Portland, Michigan 48875-1474**

Dear Mr. Christensen:

On behalf of the City of Portland, this report was prepared by Fleis & VandenBrink Engineering, Inc. (F&V) to provide you with a status of the corrective actions conducted for the above referenced diesel fuel release since last reported in June of 2013. This Status Report is divided into the three primary ongoing activities:

1. Monitoring
2. Granular Activated Carbon Treatment and Free Product Recovery System
3. System and Work Plan Modifications

Additionally, an updated Work Plan for Continued Actions is included.

## **1. Monitoring**

- Sampling of selected down gradient monitoring wells (MW-1, MW-2, MW-6, MW-7 and MW-8) was conducted on September 26, 2013 and June 3, 2014 for BTEX and TMBs using Low Flow sampling methods. A summary of groundwater results are included in Table 1. As indicated in the summary table, BTEX/TMB concentrations in these down gradient wells have been below the laboratory detection limits for this reporting period.
- Static water and free product elevations are included in Table 2. Graphs 1, 2 and 3 are included to illustrate the correlation between free product and groundwater elevations at recovery wells (RMW-4, RMW-5 and RMW-10).

Recovery pumps (AutoPumps) continue to operate in RMW-4 and RMW-10, located near the presumed release area. The increased cone of depression near the recovery well pumps continues to result in an increase in product thickness being observed in these wells. Free product which collects in the recovery wells is transferred by the AutoPumps directly to the building's sump and then pumped into the product collection system where it is disposed.

- Graphs 4 and 5 illustrate the static water elevations in nearby monitoring wells (MW-1 and MW-8) since 2008.
- Potentiometric surface map, based on measured depth to water during the June 2014 sampling event is illustrated in Figure 1.

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005  
www.fveng.com

## **2. Granular Activated Carbon (GAC) Treatment and Free Product Recovery System**

- Carbon vessels have been meeting objectives since the last carbon "change out" on February 28, 2012, with no indications of VOCs migrating past the first carbon vessel. Laboratory analysis of water samples collected from the GAC system are summarized in Table 3.
- Approximately 207,021 gallons of water has been treated from the groundwater sump AutoPumps systems as recorded from March 31, 2013 to May 31, 2014. This brings the total volume treated to 8.8 MG.
- Approximately 52 gallons of diesel free product was recovered from the building sump during this reporting period. Based on current operation of the sump drain tile located below the building and recovery pumps located in RMW-4 and RMW-10, it has been determined that a majority of the product is being collected and recovered by the AutoPumps located in the recovery wells. Approximately 39 gallons of free product was recovered from RMW-10 and 13 gallons from RMW-4 as recorded from March 2013 to May 2014.
- Accumulative free product recovered is currently at 1,786 gallons.

## **3. System and Work Plan Modifications since March 2013**

- No modifications during this reporting period.

## **4. Work Plan for Continued Actions**

The BLP plans to continue corrective actions and progress monitoring as described above. The next status report will be prepared and submitted to the MDEQ after the May/June 2015 sampling event.

If you need additional information, please contact me or S. Tutt Gorman.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Eric Walters, CPG  
Project Manager



Brian Rice, PE  
Environmental Group Manager

### **Attachments**

- Figure 1: Potentiometric Surface – June 3, 2014
- Table 1: Groundwater Analytical Results Summary
- Table 2: Static Water / Free Product Data
- Table 3: Carbon Treatment System Analytical Results Summary

Graph 1: Free Product Elevation vs. Groundwater Elevation (RMW-4)  
Graph 2: Free Product Elevation vs. Groundwater Elevation (RMW-5)  
Graph 3: Free Product Elevation vs. Groundwater Elevation (RMW-10)  
Graph 4: Groundwater Elevation (MW-1)  
Graph 5: Groundwater Elevation (MW-8)  
TriMatrix Laboratory Reports

cc: S. Tutt Gorman, Portland City Manager  
Mike Hyland, Portland BLP Superintendent



NORTH



LOOKING GLASS RIVER

TO GRANT ST OUTFALL

36" CONDUIT TO  
LOOKING GLASS  
RIVER

OLD CHANNEL POND

GARAGE  
(6,500 SQ FT)

100 YR FLOODPLAIN PER DEG = 716.00

40'x12' FUEL CONTAINMENT SLAB

MW7  
716.20

MW8  
711.76

MW6  
716.18

716.50

714.50

GRANT ST

FORMER UNDERGROUND  
RESERVOIR LINE

EX SUBSTATION

MW2  
715.61

MW3

RMW10  
11.53

RMW4  
712.75

RMW5  
715.46

RMW6  
715.46

DUMPSTER LOCATION

EX SUBSTATION

MW12  
716.57

FIRE STATION

EX PLANT

BASEMENT SW BUMP

MW1  
715.70

MW9  
719.14

CONC. PARKING

GRAND RIVER AVE

**LEGEND**

- ⊕ MONITORING WELL (MW) LOCATIONS
- PRODUCT RECOVERY WELL (RMW) LOCATIONS  
RECOVERY PUMPS LOCATED IN RWM-4 AND RWM-10
- FOOTING DRAINS TO STORM SUMP
- FLOOR DRAINS TO GREASE TRAP AND SAN SUMP
- ~ WATER TABLE CONTOUR (June 3, 2014)

CITY OF PORTLAND  
BOARD OF LIGHT & POWER  
IONIA COUNTY, MICHIGAN

POTENTIOMETRIC SURFACE  
June 3, 2014

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	MW-1									
			Sample ID	Collection Date								
			03/23/09	08/05/09	01/04/10	04/21/10	07/30/10	11/15/10	01/18/11	04/13/11	07/20/11	
Depth (feet below grade)		5-15										
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	<5.0	-	-	-	-	-	-	-	-	-
Acenaphthylene	208968	ID	<5.0	-	-	-	-	-	-	-	-	-
Anthracene	120127	ID	<5.0	-	-	-	-	-	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	<1.0	-	-	-	-	-	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	<1.0	-	-	-	-	-	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	<1.0	-	-	-	-	-	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	<1.0	-	-	-	-	-	-	-	-	-
Benzo(g,h,i)perylene	191242	10	<1.0	-	-	-	-	-	-	-	-	-
Chrysene (Q)	218019	ID	<1.0	-	-	-	-	-	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	<2.0	-	-	-	-	-	-	-	-	-
Fluoranthene	206440	1.6	<1.0	-	-	-	-	-	-	-	-	-
Fluorene	86737	12	<5.0	-	-	-	-	-	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	<2.0	-	-	-	-	-	-	-	-	-
2-Methylnaphthalene	91576	19	<5.0	-	-	-	-	-	-	-	-	-
Naphthalene	91203	11	<5.0	-	-	-	-	-	-	-	-	-
Phenanthrene	85018	2.0(M); 14	<2.0	-	-	-	-	-	-	-	-	-
Pyrene	129000	ID	<5.0	-	-	-	-	-	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID		MW-1						MW-2	
			Collection Date	10/06/11	01/06/12	04/27/12	09/19/12	04/26/13	09/26/13	06/03/14	03/23/09	08/05/09
			Depth (feet below grade)	5-15						5-15		
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	-	-	-	<5.0	-
Acenaphthylene	208968	ID	-	-	-	-	-	-	-	-	<5.0	-
Anthracene	120127	ID	-	-	-	-	-	-	-	-	<5.0	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	-	-	-	<1.0	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	-	-	-	<1.0	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	-	-	-	<1.0	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	-	-	-	<1.0	-
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	-	-	-	<1.0	-
Chrysene (Q)	218019	ID	-	-	-	-	-	-	-	-	<1.0	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	-	-	-	<2.0	-
Fluoranthene	206440	1.6	-	-	-	-	-	-	-	-	<1.0	-
Fluorene	86737	12	-	-	-	-	-	-	-	-	<5.0	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	-	-	-	<2.0	-
2-Methylnaphthalene	91576	19	-	-	-	-	-	-	-	-	<5.0	-
Naphthalene	91203	11	-	-	-	-	-	-	-	-	<5.0	-
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	-	-	-	<2.0	-
Pyrene	129000	ID	-	-	-	-	-	-	-	-	<5.0	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	MW-2									
			Sample ID									
			Collection Date	01/04/10	04/21/10	07/30/10	11/15/10	01/18/11	04/13/11	07/20/11	10/06/11	01/06/12
Depth (feet below grade)		5-15										
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	-	-	-	-	-
Acenaphthylene	208968	ID	-	-	-	-	-	-	-	-	-	-
Anthracene	120127	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	-	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	-	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	-	-	-	-	-
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	-	-	-	-	-
Chrysene (Q)	218019	ID	-	-	-	-	-	-	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	-	-	-	-	-
Fluoranthene	206440	1.6	-	-	-	-	-	-	-	-	-	-
Fluorene	86737	12	-	-	-	-	-	-	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	-	-	-	-	-
2-Methylnaphthalene	91576	19	-	-	-	-	-	-	-	-	-	-
Naphthalene	91203	11	-	-	-	-	-	-	-	-	-	-
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	-	-	-	-	-
Pyrene	129000	ID	-	-	-	-	-	-	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID					MW-3	RMW-5	MW-6			
			Collection Date							03/24/09	03/23/09	03/23/09	08/05/09
			04/27/12	09/19/12	04/26/13	09/26/13	06/03/14						
Depth (feet below grade)			5-15					3-10	5-15	3-13			
<b>VOLATILES (8260B)</b>													
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<20	<b>280</b>	<1.0	<1.0		
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<20	<b>180</b>	<1.0	<1.0		
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<b>2,000</b>	<b>330</b>	<1.0	<1.0		
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<20	<b>200</b>	<1.0	<1.0		
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<20	<b>49</b>	<1.0	<1.0		
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<60	<b>490</b>	<3.0	<3.0		
<b>SEMIVOLATILES (8270C)</b>													
Acenaphthene	83329	38	-	-	-	-	-	<5.0	<1300	<5.0	-		
Acenaphthylene	208968	ID	-	-	-	-	-	<5.0	<1300	<5.0	-		
Anthracene	120127	ID	-	-	-	-	-	<5.0	<1300	<5.0	-		
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	<1.0	<260	<1.0	-		
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	<1.0	<260	<1.0	-		
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	<1.0	<260	<1.0	-		
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	<1.0	<260	<1.0	-		
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	<1.0	<260	<1.0	-		
Chrysene (Q)	218019	ID	-	-	-	-	-	<1.0	<260	<1.0	-		
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	<2.0	<520	<2.0	-		
Fluoranthene	206440	1.6	-	-	-	-	-	<1.0	<260	<1.0	-		
Fluorene	86737	12	-	-	-	-	-	<5.0	<1300	<5.0	-		
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	<2.0	<520	<2.0	-		
2-Methylnaphthalene	91576	19	-	-	-	-	-	<5.0	<b>2,800</b>	<5.0	-		
Naphthalene	91203	11	-	-	-	-	-	<5.0	<1300	<5.0	-		
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	<2.0	<b>1,200</b>	<2.0	-		
Pyrene	129000	ID	-	-	-	-	-	<5.0	<1300	<5.0	-		

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID									
			MW-6									
			Collection Date	01/04/10	04/21/10	07/30/10	11/15/10	01/18/11	04/13/11	07/20/11	10/06/11	01/06/12
Depth (feet below grade)			3-13									
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	-	-	-	-	-
Acenaphthylene	208968	ID	-	-	-	-	-	-	-	-	-	-
Anthracene	120127	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	-	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	-	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	-	-	-	-	-
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	-	-	-	-	-
Chrysene (Q)	218019	ID	-	-	-	-	-	-	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	-	-	-	-	-
Fluoranthene	206440	1.6	-	-	-	-	-	-	-	-	-	-
Fluorene	86737	12	-	-	-	-	-	-	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	-	-	-	-	-
2-Methylnaphthalene	91576	19	-	-	-	-	-	-	-	-	-	-
Naphthalene	91203	11	-	-	-	-	-	-	-	-	-	-
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	-	-	-	-	-
Pyrene	129000	ID	-	-	-	-	-	-	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID	MW-6					MW-7			
			Collection Date	04/27/12	09/19/12	04/26/13	09/26/13	06/03/14	03/23/09	08/05/09	01/04/10	04/21/10
			Depth (feet below grade)	3-13					4-14			
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	<5.0	-	-	-	-
Acenaphthylene	208968	ID	-	-	-	-	-	<5.0	-	-	-	-
Anthracene	120127	ID	-	-	-	-	-	<5.0	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	<1.0	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	<1.0	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	<1.0	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	<1.0	-	-	-	-
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	<1.0	-	-	-	-
Chrysene (Q)	218019	ID	-	-	-	-	-	<1.0	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	<2.0	-	-	-	-
Fluoranthene	206440	1.6	-	-	-	-	-	<1.0	-	-	-	-
Fluorene	86737	12	-	-	-	-	-	<5.0	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	<2.0	-	-	-	-
2-Methylnaphthalene	91576	19	-	-	-	-	-	<5.0	-	-	-	-
Naphthalene	91203	11	-	-	-	-	-	<5.0	-	-	-	-
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	<2.0	-	-	-	-
Pyrene	129000	ID	-	-	-	-	-	<5.0	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	MW-7									
			Sample ID									
			Collection Date	07/30/10	11/15/10	01/18/11	04/13/11	07/20/11	10/06/11	01/06/12	04/27/12	09/19/12
Depth (feet below grade)		4-14										
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	-	-	-	-	-
Acenaphthylene	208968	ID	-	-	-	-	-	-	-	-	-	-
Anthracene	120127	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	-	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	-	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	-	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	-	-	-	-	-
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	-	-	-	-	-
Chrysene (Q)	218019	ID	-	-	-	-	-	-	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	-	-	-	-	-
Fluoranthene	206440	1.6	-	-	-	-	-	-	-	-	-	-
Fluorene	86737	12	-	-	-	-	-	-	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	-	-	-	-	-
2-Methylnaphthalene	91576	19	-	-	-	-	-	-	-	-	-	-
Naphthalene	91203	11	-	-	-	-	-	-	-	-	-	-
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	-	-	-	-	-
Pyrene	129000	ID	-	-	-	-	-	-	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID	MW-7			MW-8					
			Collection Date	04/26/13	09/26/13	06/03/14	03/24/09	08/05/09	01/04/10	04/21/10	07/30/10	11/15/10
			Depth (feet below grade)	4-14			4-14					
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	3.6
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	<5.0	-	-	-	-	-	-
Acenaphthylene	208968	ID	-	-	-	<5.0	-	-	-	-	-	-
Anthracene	120127	ID	-	-	-	<5.0	-	-	-	-	-	-
Benzo(a)anthracene (Q)	56553	ID	-	-	-	<1.0	-	-	-	-	-	-
Benzo(a)pyrene (Q)	50328	ID	-	-	-	<1.0	-	-	-	-	-	-
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	<1.0	-	-	-	-	-	-
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	<1.0	-	-	-	-	-	-
Benzo(g,h,i)perylene	191242	10	-	-	-	<1.0	-	-	-	-	-	-
Chrysene (Q)	218019	ID	-	-	-	<1.0	-	-	-	-	-	-
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	<2.0	-	-	-	-	-	-
Fluoranthene	206440	1.6	-	-	-	<1.0	-	-	-	-	-	-
Fluorene	86737	12	-	-	-	<5.0	-	-	-	-	-	-
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	<2.0	-	-	-	-	-	-
2-Methylnaphthalene	91576	19	-	-	-	<5.0	-	-	-	-	-	-
Naphthalene	91203	11	-	-	-	<5.0	-	-	-	-	-	-
Phenanthrene	85018	2.0(M); 14	-	-	-	<2.0	-	-	-	-	-	-
Pyrene	129000	ID	-	-	-	<5.0	-	-	-	-	-	-

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	MW-8									
			Sample ID									
			Collection Date	01/18/11	04/13/11	07/20/11	10/06/11	01/06/12	04/27/12	09/19/12	04/26/13	09/26/13
			Depth (feet below grade)	4-14								
<b>VOLATILES (8260B)</b>												
Benzene (l)	71432	200 (X)	2.8	1.9	<1.0	<1.0	<1.0	<1.0	9.7	<1.0	<1.0	
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	
<b>SEMIVOLATILES (8270C)</b>												
Acenaphthene	83329	38	-	-	-	-	-	-	-	-	-	
Acenaphthylene	208968	ID	-	-	-	-	-	-	-	-	-	
Anthracene	120127	ID	-	-	-	-	-	-	-	-	-	
Benzo(a)anthracene (Q)	56553	ID	-	-	-	-	-	-	-	-	-	
Benzo(a)pyrene (Q)	50328	ID	-	-	-	-	-	-	-	-	-	
Benzo(b)fluoranthene (Q)	205992	ID	-	-	-	-	-	-	-	-	-	
Benzo(k)fluoranthene (Q)	207089	NA	-	-	-	-	-	-	-	-	-	
Benzo(g,h,i)perylene	191242	10	-	-	-	-	-	-	-	-	-	
Chrysene (Q)	218019	ID	-	-	-	-	-	-	-	-	-	
Dibenzo(a,h)anthracene (Q)	53703	ID	-	-	-	-	-	-	-	-	-	
Fluoranthene	206440	1.6	-	-	-	-	-	-	-	-	-	
Fluorene	86737	12	-	-	-	-	-	-	-	-	-	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	-	-	-	-	-	-	-	-	
2-Methylnaphthalene	91576	19	-	-	-	-	-	-	-	-	-	
Naphthalene	91203	11	-	-	-	-	-	-	-	-	-	
Phenanthrene	85018	2.0(M); 14	-	-	-	-	-	-	-	-	-	
Pyrene	129000	ID	-	-	-	-	-	-	-	-	-	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed Groundwater Surface Water Interface (GSI).**

**Table 1: Groundwater Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	Sample ID	MW-8	MW-9	MW-11	MW-12	Old Channel Pond
			Collection Date	06/03/14	03/24/09	06/23/09	06/23/09	04/26/13
			Depth (feet below grade)	4-14	4-14	3-13	2-12	
<b>VOLATILES (8260B)</b>								
Benzene (l)	71432	200 (X)	<1.0	<1.0	8	1	<1.0	
Ethylbenzene (l)	100414	18	<1.0	<1.0	12	13	<1.0	
Toluene (l)	108883	270	<1.0	<1.0	14	9	<1.0	
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<b>34</b>	<b>41</b>	<1.0	
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	9	11	<1.0	
Xylenes (l)	1330207	41	<3.0	<3.0	32	36	<3.0	
<b>SEMIVOLATILES (8270C)</b>								
Acenaphthene	83329	38	-	<100	-	-	-	
Acenaphthylene	208968	ID	-	<100	-	-	-	
Anthracene	120127	ID	-	130	-	-	-	
Benzo(a)anthracene (Q)	56553	ID	-	57	-	-	-	
Benzo(a)pyrene (Q)	50328	ID	-	<20	-	-	-	
Benzo(b)fluoranthene (Q)	205992	ID	-	<20	-	-	-	
Benzo(k)fluoranthene (Q)	207089	NA	-	<20	-	-	-	
Benzo(g,h,i)perylene	191242	10	-	<20	-	-	-	
Chrysene (Q)	218019	ID	-	45	-	-	-	
Dibenzo(a,h)anthracene (Q)	53703	ID	-	<40	-	-	-	
Fluoranthene	206440	1.6	-	<b>49</b>	-	-	-	
Fluorene	86737	12	-	<100	-	-	-	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	-	<40	-	-	-	
2-Methylnaphthalene	91576	19	-	<100	-	-	-	
Naphthalene	91203	11	-	<100	-	-	-	
Phenanthrene	85018	2.0(M); 14	-	<b>240</b>	-	-	-	
Pyrene	129000	ID	-	170	-	-	-	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011  
 Values in micrograms per liter (µg/L) or ppb.  
**Bolded values exceed Groundwater Surface Water Interface (GSI).**

Table 2: Static Water/Free Product Data  
Portland Board of Light & Power

Well ID	Screen Interval (ft below TOC)	TOC Elevation	Well Check Date	Depth to Product (ft below TOC)	Depth to Water (ft below TOC)	Product Elevation	Water Elevation	Product Thickness (inches)
MW-1	4.7-14.7	723.52	3/24/2009	--	7.75	--	715.77	--
			4/8/2009	--	7.73	--	715.79	--
			6/23/2009	--	7.23	--	716.29	--
			4/20/2010	--	7.79	--	715.73	--
			7/30/2010	--	7.99	--	715.53	--
			11/15/2010	--	8.19	--	715.33	--
			1/16/2011	--	8.08	--	715.44	--
			4/13/2011	--	7.15	--	716.37	--
			7/20/2011	--	7.89	--	715.63	--
			10/6/2011	--	7.77	--	715.75	--
			1/6/2012	--	7.85	--	715.67	--
			4/27/2012	--	7.81	--	715.71	--
			9/19/2012	--	8.13	--	715.39	--
			4/26/2013	--	7.62	--	715.90	--
			9/26/2013	--	8.03	--	715.49	--
6/3/2014	--	7.82	--	715.70	--			
MW-2	4.8-14.8	723.88	3/24/2009	--	11.01	--	712.87	--
			4/8/2009	--	10.96	--	712.92	--
			6/23/2009	--	7.78	--	716.10	--
			4/20/2010	--	8.28	--	715.60	--
			7/30/2010	--	8.43	--	715.45	--
			11/15/2010	--	8.60	--	715.28	--
			1/16/2011	--	8.49	--	715.39	--
			4/13/2011	--	7.75	--	716.13	--
			7/20/2011	--	8.34	--	715.54	--
			10/6/2011	--	8.23	--	715.65	--
			1/6/2012	--	8.29	--	715.59	--
			4/27/2012	--	8.25	--	715.63	--
			9/19/2012	--	8.54	--	715.34	--
			4/26/2013	--	8.08	--	715.80	--
			9/26/2013	--	8.42	--	715.46	--
6/3/2014	--	8.27	--	715.61	--			
MW-3	2.7-9.7 [TD 12.7]	724.57	3/24/2009	--	9.53	--	715.04	--
			4/8/2009	--	9.15	--	715.42	--
			6/23/2009	--	6.91	--	717.66	--
			4/13/2011	--	7.29	--	717.28	--
			7/20/2011	--	8.06	--	716.51	--
			10/6/2011	--	7.93	--	716.64	--
			4/27/2012	--	7.71	--	716.86	--
			9/19/2012	--	8.12	--	716.45	--
			4/26/2013	--	7.05	--	717.52	--
			9/26/2013	--	8.33	--	716.24	--
6/3/2014	--	7.85	--	716.72	--			
RMW-4	5-15	724.25	3/24/2009	11.09	13.25	713.16	711.00	25.92
			4/8/2009	10.99	11.99	713.26	712.26	12.00
			6/23/2009	6.45	6.70	717.80	717.55	3.00
			12/20/2010	7.99	8.05	716.26	716.20	0.72
			1/7/2011	7.75	8.03	716.50	716.22	3.36
			4/13/2011	--	8.03	--	716.22	--
			7/20/2011	10.62	10.67	713.63	713.58	0.60
			10/6/2011	10.58	10.62	713.67	713.63	0.48
			1/6/2012	10.70	10.74	713.55	713.51	0.48
			4/27/2012	10.53	10.69	713.72	713.56	1.92
			9/19/2012	--	8.20	--	716.05	--
			4/26/2013	10.51	10.97	713.74	713.28	5.52
			9/26/2013	10.51	11.01	713.74	713.24	6.00
			6/3/2014	10.40	11.50	713.85	712.75	13.20

**Table 2: Static Water/Free Product Data  
Portland Board of Light & Power**

Well ID	Screen Interval (ft below TOC)	TOC Elevation	Well Check Date	Depth to Product (ft below TOC)	Depth to Water (ft below TOC)	Product Elevation	Water Elevation	Product Thickness (inches)
RMW-5	5-15	725.02	3/24/2009	11.83	12.88	713.19	712.14	12.60
			4/8/2009	11.36	11.79	713.66	713.23	5.16
			6/23/2009	7.61	7.83	717.41	717.19	2.64
			1/16/2011	--	9.03	--	715.99	--
			4/13/2011	7.90	7.92	717.12	717.10	0.24
			7/20/2011	8.86	8.91	716.16	716.11	0.60
			10/6/2011	8.83	8.92	716.19	716.10	1.08
			1/6/2012	8.69	8.80	716.33	716.22	1.32
			4/27/2012	8.67	8.70	716.35	716.32	0.36
			9/19/2012	8.99	9.11	716.03	715.91	1.44
			4/26/2013	8.08	8.09	716.94	716.93	0.12
			9/26/2013	9.07	9.15	715.95	715.87	0.96
6/3/2014	8.55	8.56	716.47	716.46	0.12			
MW-6	3-13	720.62	3/24/2009	--	5.85	--	714.77	--
			4/8/2009	--	5.72	--	714.90	--
			6/23/2009	--	3.43	--	717.19	--
			4/20/2010	--	4.32	--	716.30	--
			7/30/2010	--	4.48	--	716.14	--
			11/15/2010	--	4.95	--	715.67	--
			1/16/2011	--	4.82	--	715.80	--
			4/13/2011	--	3.82	--	716.80	--
			7/20/2011	--	4.57	--	716.05	--
			10/6/2011	--	4.50	--	716.12	--
			1/6/2012	--	4.43	--	716.19	--
			4/27/2012	--	4.38	--	716.24	--
			9/19/2012	--	4.84	--	715.78	--
			4/26/2013	--	4.24	--	716.38	--
			9/26/2013	--	4.81	--	715.81	--
6/3/2014	--	4.44	--	716.18	--			
MW-7	3.8-13.8	721.17	3/24/2009	--	6.57	--	714.60	--
			4/8/2009	--	6.46	--	714.71	--
			6/23/2009	--	4.32	--	716.85	--
			4/20/2010	--	5.85	--	715.32	--
			7/30/2010	--	5.12	--	716.05	--
			11/15/2010	--	5.42	--	715.75	--
			1/16/2011	--	5.30	--	715.87	--
			4/13/2011	--	4.27	--	716.90	--
			7/20/2011	--	5.09	--	716.08	--
			10/6/2011	--	5.04	--	716.13	--
			1/6/2012	--	4.93	--	716.24	--
			4/27/2012	--	4.94	--	716.23	--
			9/19/2012	--	5.33	--	715.84	--
			4/26/2013	--	4.55	--	716.62	--
			9/26/2013	--	5.30	--	715.87	--
6/3/2014	--	4.97	--	716.20	--			
MW-8	3.7-13.7	721.36	3/24/2009	--	10.69	--	710.67	--
			4/8/2009	--	10.56	--	710.80	--
			6/23/2009	--	8.08	--	713.28	--
			4/20/2010	--	9.30	--	712.06	--
			7/30/2010	--	9.24	--	712.12	--
			11/15/2010	--	9.90	--	711.46	--
			1/16/2011	--	9.97	--	711.39	--
			4/13/2011	--	9.22	--	712.14	--
			7/20/2011	--	9.77	--	711.59	--
			10/6/2011	--	9.77	--	711.59	--
			1/6/2012	--	9.63	--	711.73	--
			4/27/2012	--	9.39	--	711.97	--
			9/19/2012	--	9.95	--	711.41	--
			4/26/2013	--	9.77	--	711.59	--
			9/26/2013	--	9.93	--	711.43	--
6/3/2014	--	9.60	--	711.76	--			

**Table 2: Static Water/Free Product Data  
Portland Board of Light & Power**

Well ID	Screen Interval (ft below TOC)	TOC Elevation	Well Check Date	Depth to Product (ft below TOC)	Depth to Water (ft below TOC)	Product Elevation	Water Elevation	Product Thickness (inches)
MW-9	3.5-13.5	726.64	3/24/2009	--	8.49	--	718.15	--
			4/8/2009	--	8.38	--	718.26	--
			6/23/2009	--	7.11	--	719.53	--
			4/13/2011	--	7.34	--	719.30	--
			7/20/2011	--	7.76	--	718.88	--
			10/6/2011	--	7.32	--	719.32	--
			4/27/2012	--	7.35	--	719.29	--
			4/26/2013	--	7.10	--	719.54	--
			9/26/2013	--	7.97	--	718.67	--
			6/3/2014	--	7.50	--	719.14	--
RMW-10	5-15	725.13	6/23/2009	--	7.94	--	717.19	--
			12/20/2010	9.06	9.10	716.07	716.03	0.48
			1/7/2011	9.13	9.14	716	715.99	0.12
			1/16/2011	--	7.63	--	717.50	--
			4/13/2011	7.72	7.85	717.41	717.28	1.56
			7/20/2011	10.65	11.82	714.48	713.31	14.04
			10/6/2011	11.12	11.74	714.01	713.39	7.44
			1/6/2012	10.90	13.61	714.23	711.52	32.52
			4/27/2012	10.41	13.62	714.72	711.51	38.52
			9/19/2012	9.0	10.00	716.13	715.13	12.00
			4/26/2013	11.50	12.50	713.63	712.63	12.00
			9/26/2013	11.52	13.48	713.61	711.65	23.52
			6/3/2014	11.00	13.60	714.13	711.53	31.20
MW-11	2.6-12.6	725.56	6/23/2009	--	7.19	--	718.37	--
			4/13/2011	--	8.00	--	717.56	--
			7/20/2011	--	9.26	--	716.30	--
			10/6/2011	--	9.23	--	716.33	--
			4/27/2012	--	8.53	--	717.03	--
			9/19/2012	--	9.44	--	716.12	--
			6/3/2014	--	--	--	--	--
MW-12	2.4-12.4	725.67	6/23/2009	--	8.73	--	716.94	--
			4/13/2011	--	8.76	--	716.91	--
			7/20/2011	--	9.31	--	716.36	--
			10/6/2011	--	9.34	--	716.33	--
			4/27/2012	--	9.02	--	716.65	--
			9/19/2012	--	9.53	--	716.14	--
			4/26/2013	--	8.59	--	717.08	--
			9/26/2013	--	9.57	--	716.10	--
			6/3/2014	--	9.10	--	716.57	--

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Sample ID	RAW (TANK)											
		Collection Date	03/06/09	04/08/09	05/06/09	06/05/09	07/15/09	08/05/09	09/03/09	10/30/09	11/30/09	12/07/09	02/05/10	04/08/10
		Groundwater Abstract Surface Water Interface (GSI) Criteria												
<b>VOLATILES (8260B)</b>														
Benzene (l)	71432	200 (X)	7.4	3.5	6.3	1.9	1.3	1.7	1.4	2.9	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	6.1	6.1	6.0	4.7	2.9	4.4	3.9	2.9	1.3	<1.0	2.4	1.3
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	<5.0	<5.0	--	--	--	--	--	--	--	--	--	--
Toluene (l)	108883	270	12	9.2	9.1	3.7	2.1	2.4	2.0	1.3	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	7.6	7.2	5.5	5.4	3.3	5.6	5.0	5.3	2.9	2.6	4.8	2.7
1,3,5-Trimethylbenzene (l)	108678	45	2.8	2.4	2.0	1.8	3.4	1.8	4.1	2.0	<1.0	<1.0	1.8	1.1
Xylenes (l)	1330207	41	19	18	16	13	7.8	12	20	7.6	3.1	<3.0	7.3	3.9
<b>SEMIVOLATILES (8270C)</b>														
Acenaphthene	83329	38	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Acenaphthylene	208968	ID	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Anthracene	120127	ID	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Benzo(a)anthracene (Q)	56553	ID	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Benzo(a)pyrene (Q)	50328	ID	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Benzo(b)fluoranthene (Q)	205992	ID	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Benzo(g,h,i)perylene	191242	NA	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Benzo(k)fluoranthene (Q)	207089	10	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Chrysene (Q)	218019	ID	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Dibenzo(a,h)anthracene (Q)	53703	ID	<2.2	<2.0	<2.0	--	--	--	--	--	--	--	--	--
Fluoranthene	206440	1.6	<1.1	<1.0	<1.0	--	--	--	--	--	--	--	--	--
Fluorene	86737	12	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	<2.2	<2.0	<2.0	--	--	--	--	--	--	--	--	--
2-Methylnaphthalene	91576	19	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Naphthalene	91203	11	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Phenanthrene	85018	2.0(M); 14	<2.2	<2.0	<2.0	--	--	--	--	--	--	--	--	--
Pyrene	129000	ID	<5.4	<5.0	<5.0	--	--	--	--	--	--	--	--	--
<b>Physical Chemical Parameters</b>														
HEM: Oil and Grease			<5.00	6.84	<5.00	5.03	<5.00	<5.00	<5.00	15.8	<5.00	<5.00	<5.00	<5.00

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Sample ID Groundwater Surface Water Interface (GSI) Criteria	RAW (TANK)										
			Collection Date	06/02/10	09/28/10	01/18/11	04/13/11	01/06/12	04/27/12	09/19/12	04/26/13	09/26/13	06/03/14
<b>VOLATILES (8260B)</b>													
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	2.0	1.7	<1.0	1.7	<1.0	<1.0	
Ethylbenzene (l)	100414	18	1.7	1.6	<1.0	1.0	4.5	4.1	1.3	1.6	<1.0	1.2	
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	--	--	--	--	--	--	--	--	--	--	
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,2,4-Trimethylbenzene (l)	95636	17	3.2	3.2	1.6	1.7	12	16	--	8.5	1.1	3.4	
1,3,5-Trimethylbenzene (l)	108678	45	1.3	1.4	<1.0	<1.0	4.6	4.5	--	3.5	<1.0	1.5	
Xylenes (l)	1330207	41	5.1	6.2	3	<3.0	12	13	3.6	6.8	<3.0	<3.0	
<b>SEMI-VOLATILES (8270C)</b>													
Acenaphthene	83329	38	--	--	--	--	--	--	--	--	--	--	
Acenaphthylene	208968	ID	--	--	--	--	--	--	--	--	--	--	
Anthracene	120127	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(a)anthracene (Q)	56553	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(a)pyrene (Q)	50328	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(b)fluoranthene (Q)	205992	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(g,h,i)perylene	191242	NA	--	--	--	--	--	--	--	--	--	--	
Benzo(k)fluoranthene (Q)	207089	10	--	--	--	--	--	--	--	--	--	--	
Chrysene (Q)	218019	ID	--	--	--	--	--	--	--	--	--	--	
Dibenzo(a,h)anthracene (Q)	53703	ID	--	--	--	--	--	--	--	--	--	--	
Fluoranthene	206440	1.6	--	--	--	--	--	--	--	--	--	--	
Fluorene	86737	12	--	--	--	--	--	--	--	--	--	--	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	--	--	--	--	--	--	--	--	--	--	
2-Methylnaphthalene	91576	19	--	--	--	--	--	--	--	--	--	--	
Naphthalene	91203	11	--	--	--	--	--	--	--	--	--	--	
Phenanthrene	85018	2.0(M); 14	--	--	--	--	--	--	--	--	--	--	
Pyrene	129000	ID	--	--	--	--	--	--	--	--	--	--	
<b>Physical Chemical Parameters</b>													
HEM: Oil and Grease			<5.00	<5.00	<5.00	<5.00	--	--	--	--	--	--	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Sample ID Groundwater Surface Water Interface (GSI) Criteria	VESSEL A												
			Collection Date	03/06/09	04/08/09	05/06/09	06/05/09	07/15/09	08/05/09	09/03/09	10/30/09	11/30/09	12/07/09	02/05/10	04/08/10
<b>VOLATILES (8260B)</b>															
Benzene (l)	71432	200 (X)	5.6	3.2	3.2	<1.0	<1.0	<1.0	<1.0	2.3	<1.0	<1.0	<1.0	<1.0	
Ethylbenzene (l)	100414	18	6.5	4.7	2.8	1.3	<1.0	<1.0	2.6	2.3	<1.0	<1.0	<1.0	<1.0	
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	<5.0	<5.0	--	--	--	--	--	--	--	--	--	--	
Toluene (l)	108883	270	9.1	7.9	4.0	1.3	<1.0	<1.0	1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,2,4-Trimethylbenzene (l)	95636	17	28	14	3.6	1.6	<1.0	<1.0	2.2	3.9	2.0	<1.0	<1.0	<1.0	
1,3,5-Trimethylbenzene (l)	108678	45	9.9	5.4	2.2	1.1	<1.0	<1.0	3.7	1.6	<1.0	<1.0	<1.0	<1.0	
Xylenes (l)	1330207	41	33	15	6.8	1.3	<3.0	<3.0	16	5.4	<3.0	<3.0	<3.0	<3.0	
<b>SEMIVOLATILES (8270C)</b>															
Acenaphthene	83329	38	<5.5	<5.6	<5.0	--	--	--	--	--	--	--	--	--	
Acenaphthylene	208968	ID	<5.5	<5.6	<5.0	--	--	--	--	--	--	--	--	--	
Anthracene	120127	ID	<5.5	<5.6	<5.0	--	--	ID	--	--	--	--	--	--	
Benzo(a)anthracene (Q)	56553	ID	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(a)pyrene (Q)	50328	ID	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(b)fluoranthene (Q)	205992	ID	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(g,h,i)perylene	191242	NA	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(k)fluoranthene (Q)	207089	10	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Chrysene (Q)	218019	ID	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Dibenzo(a,h)anthracene (Q)	53703	ID	<2.2	<2.2	<2.0	--	--	--	--	--	--	--	--	--	
Fluoranthene	206440	1.6	<1.1	<1.1	<1.0	--	--	--	--	--	--	--	--	--	
Fluorene	86737	12	<5.5	<5.6	<5.0	--	--	--	--	--	--	--	--	--	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	<2.2	<2.2	<2.0	--	--	ID	--	--	--	--	--	--	
2-Methylnaphthalene	91576	19	6.4	5.8	<5.0	--	--	--	--	--	--	--	--	--	
Naphthalene	91203	11	<5.5	<5.6	<5.0	--	--	--	--	--	--	--	--	--	
Phenanthrene	85018	2.0(M); 14	<2.2	<2.2	<2.0	--	--	--	--	--	--	--	--	--	
Pyrene	129000	ID	<5.5	<5.6	<5.0	--	--	--	--	--	--	--	--	--	
<b>Physical Chemical Parameters</b>															
HEM: Oil and Grease			<5.40	<5.00	6.91	<5.20	<5.00	<5.00	<5.00	<5.40	<5.00	<5.00	<5.00	<5.00	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	VESSEL A										
			Sample ID	Collection Date									
			06/02/10	09/28/10	01/18/11	04/13/11	01/06/12	04/27/12	09/19/12	04/26/13	06/03/14		
<b>VOLATILES (8260B)</b>													
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0		
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	1.6	<1.0	<1.0	<1.0	<1.0		
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	--	--	--	--	--	--	--	--	--		
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0		
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	4.2	<1.0	--	<1.0	<1.0		
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	4.3	<1.0	--	<1.0	<1.0		
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	6.0	<3.0	<3.0	<3.0	<3.0		
<b>SEMIVOLATILES (8270C)</b>													
Acenaphthene	83329	38	--	--	--	--	--	--	--	--	--		
Acenaphthylene	208968	ID	--	--	--	--	--	--	--	--	--		
Anthracene	120127	ID	--	--	--	--	--	--	--	--	--		
Benzo(a)anthracene (Q)	56553	ID	--	--	--	--	ID	--	--	--	--		
Benzo(a)pyrene (Q)	50328	ID	--	--	--	--	--	--	--	--	--		
Benzo(b)fluoranthene (Q)	205992	ID	--	--	--	--	--	--	--	--	--		
Benzo(g,h,i)perylene	191242	NA	--	--	--	--	--	--	--	--	--		
Benzo(k)fluoranthene (Q)	207089	10	--	--	--	--	--	--	--	--	--		
Chrysene (Q)	218019	ID	--	--	--	--	--	--	--	--	--		
Dibenzo(a,h)anthracene (Q)	53703	ID	--	--	--	--	--	--	--	--	--		
Fluoranthene	206440	1.6	--	--	--	--	--	--	--	--	--		
Fluorene	86737	12	--	--	--	--	--	--	--	--	--		
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	--	--	--	--	--	--	--	--	--		
2-Methylnaphthalene	91576	19	--	--	--	--	--	--	--	--	--		
Naphthalene	91203	11	--	--	--	--	--	--	--	--	--		
Phenanthrene	85018	2.0(M); 14	--	--	--	--	--	--	--	--	--		
Pyrene	129000	ID	--	--	--	--	--	--	--	--	--		
<b>Physical Chemical Parameters</b>													
HEM: Oil and Grease			<5.00	<5.20	<5.10	<5.00	--	--	--	--	--		

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

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**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Sample ID Groundwater Abstract Surface Water Interface (GSI) Criteria	VESSEL B												
			Collection Date	03/06/09	04/08/09	05/06/09	06/05/09	07/15/09	08/05/09	09/03/09	10/30/09	11/30/09	12/07/09	02/05/10	04/08/10
<b>VOLATILES (8260B)</b>															
Benzene (l)	71432	200 (X)	4.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	<5.0	<5.0	--	--	--	--	--	--	--	--	--	--	
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	
<b>SEMI-VOLATILES (8270C)</b>															
Acenaphthene	83329	38	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Acenaphthylene	208968	ID	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Anthracene	120127	ID	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Benzo(a)anthracene (Q)	56553	ID	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(a)pyrene (Q)	50328	ID	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(b)fluoranthene (Q)	205992	ID	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(g,h,i)perylene	191242	NA	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Benzo(k)fluoranthene (Q)	207089	10	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Chrysene (Q)	218019	ID	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Dibenzo(a,h)anthracene (Q)	53703	ID	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--	--	
Fluoranthene	206440	1.6	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--	--	
Fluorene	86737	12	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--	--	
2-Methylnaphthalene	91576	19	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Naphthalene	91203	11	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
Phenanthrene	85018	2.0(M); 14	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--	--	
Pyrene	129000	ID	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--	
<b>Physical Chemical Parameters</b>															
HEM: Oil and Grease			<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Sample ID Groundwater Surface Water Interface (GSI) Criteria	VESSEL B										
			Collection Date	06/02/10	09/28/10	01/18/11	04/13/11	01/06/12	04/27/12	09/19/12	04/26/13	09/26/13	06/03/14
<b>VOLATILES (8260B)</b>													
Benzene (I)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Ethylbenzene (I)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	--	--	--	--	--	--	--	--	--	--	
Toluene (I)	108863	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	
1,2,4-Trimethylbenzene (I)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	--	<1.0	<1.0	<1.0	
1,3,5-Trimethylbenzene (I)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	--	<1.0	<1.0	<1.0	
Xylenes (I)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	
<b>SEMI-VOLATILES (8270C)</b>													
Acenaphthene	83329	38	--	--	--	--	--	--	--	--	--	--	
Acenaphthylene	208968	ID	--	--	--	--	--	--	--	--	--	--	
Anthracene	120127	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(a)anthracene (Q)	56553	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(a)pyrene (Q)	50328	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(b)fluoranthene (Q)	205992	ID	--	--	--	--	--	--	--	--	--	--	
Benzo(g,h,i)perylene	191242	NA	--	--	--	--	--	--	--	--	--	--	
Benzo(k)fluoranthene (Q)	207089	10	--	--	--	--	--	--	--	--	--	--	
Chrysene (Q)	218019	ID	--	--	--	--	--	--	--	--	--	--	
Dibenzo(a,h)anthracene (Q)	53703	ID	--	--	--	--	--	--	--	--	--	--	
Fluoranthene	206440	1.6	--	--	--	--	--	--	--	--	--	--	
Fluorene	86737	12	--	--	--	--	--	--	--	--	--	--	
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	--	--	--	--	--	--	--	--	--	--	
2-Methylnaphthalene	91576	19	--	--	--	--	--	--	--	--	--	--	
Naphthalene	91203	11	--	--	--	--	--	--	--	--	--	--	
Phenanthrene	85018	2.0(M); 14	--	--	--	--	--	--	--	--	--	--	
Pyrene	129000	ID	--	--	--	--	--	--	--	--	--	--	
<b>Physical Chemical Parameters</b>													
HEM: Oil and Grease			<5.00	<5.00	<5.00	<5.00	--	--	--	--	--	--	

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

**Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power**

Hazardous Substance	Chemical Abstract Service Number	Groundwater Surface Water Interface (GSI) Criteria	VESSEL C (EFFLUENT)											
			Sample ID	Collection Date										
			02/04/09	03/06/09	04/08/09	05/06/09	06/05/09	07/15/09	08/05/09	09/03/09	10/30/09	11/30/09	12/07/09	02/05/10
<b>VOLATILES (8260B)</b>														
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--	--
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMIVOLATILES (8270C)</b>														
Acenaphthene	83329	38	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Acenaphthylene	208968	ID	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Anthracene	120127	ID	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Benzo(a)anthracene (Q)	56553	ID	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Benzo(a)pyrene (Q)	50328	ID	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Benzo(b)fluoranthene (Q)	205992	ID	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Benzo(g,h,i)perylene	191242	NA	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Benzo(k)fluoranthene (Q)	207089	10	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Chrysene (Q)	218019	ID	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Dibenzo(a,h)anthracene (Q)	53703	ID	<2.0	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--
Fluoranthene	206440	1.6	<1.0	<1.0	<1.0	<1.0	--	--	--	--	--	--	--	--
Fluorene	86737	12	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	<2.0	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--
2-Methylnaphthalene	91576	19	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Naphthalene	91203	11	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
Phenanthrene	85018	2.0(M); 14	<2.0	<2.0	<2.0	<2.0	--	--	--	--	--	--	--	--
Pyrene	129000	ID	<5.0	<5.0	<5.0	<5.0	--	--	--	--	--	--	--	--
<b>Physical Chemical Parameters</b>														
HEM: Oil and Grease			<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

Table 3: Carbon Treatment System Analytical Results Summary  
Portland Board of Light & Power

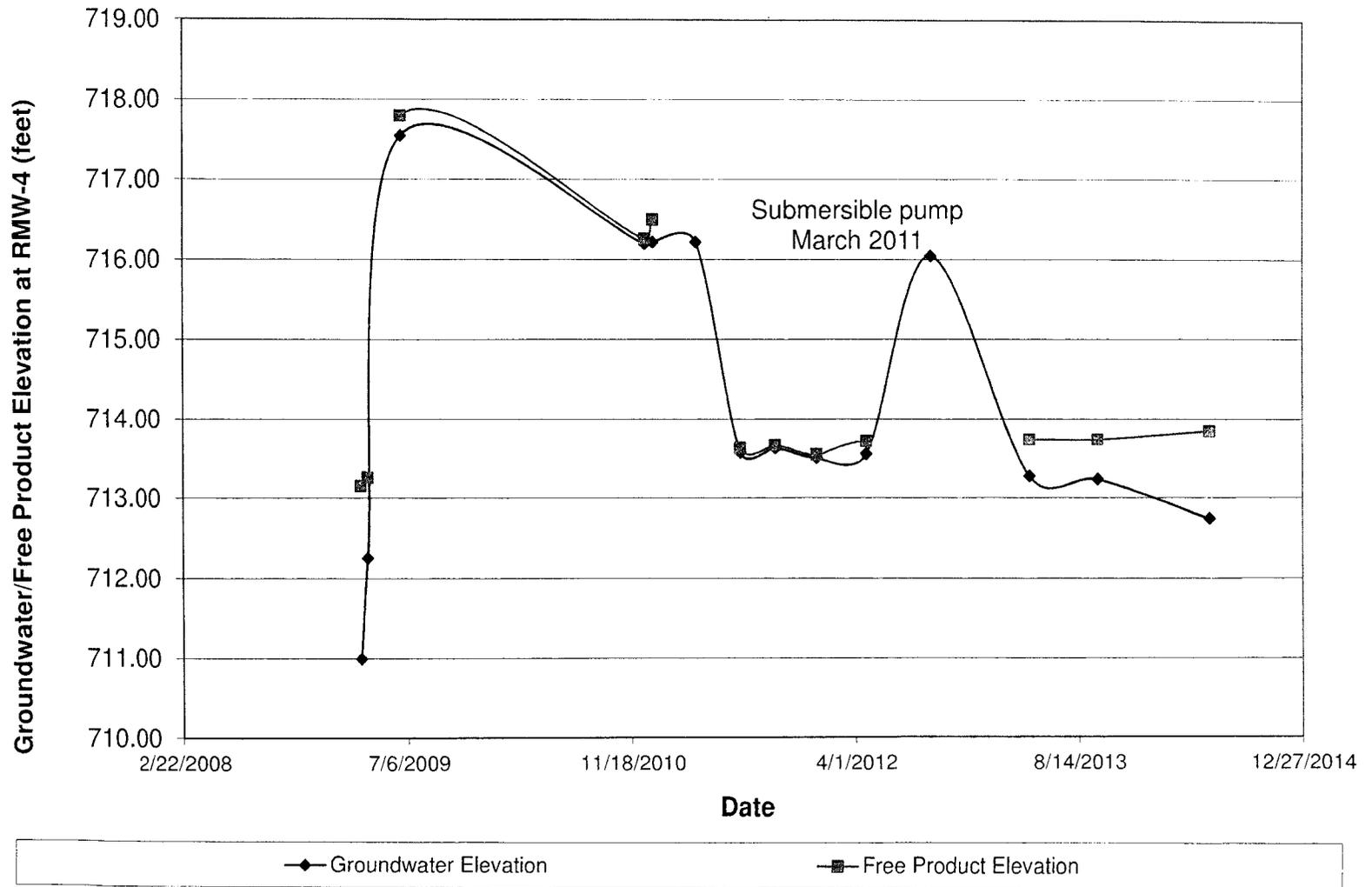
Hazardous Substance	Chemical Abstract Number	Groundwater Surface Water Interface (GSI) Criteria	VESSEL C (EFFLUENT)											
			Sample ID	Collection Date	04/08/10	06/02/10	09/28/10	01/18/11	04/13/11	01/06/12	04/27/12	09/19/12	04/26/13	09/26/13
<b>VOLATILES (8260B)</b>														
Benzene (l)	71432	200 (X)	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene (l)	100414	18	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Methyl-tert-butyl ether (MTBE)	1634044	7,100 (X)	--	--	--	--	--	--	--	--	--	--	--	--
Toluene (l)	108883	270	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene (l)	95636	17	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	--	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene (l)	108678	45	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	--	<1.0	<1.0	<1.0
Xylenes (l)	1330207	41	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
<b>SEMI-VOLATILES (8270C)</b>														
Acenaphthene	83329	38	--	--	--	--	--	--	--	--	--	--	--	--
Acenaphthylene	208968	ID	--	--	--	--	--	--	--	--	--	--	--	--
Anthracene	120127	ID	--	--	--	--	--	--	--	--	--	--	--	--
Benzo(a)anthracene (Q)	56553	ID	--	--	--	--	--	--	--	--	--	--	--	--
Benzo(a)pyrene (Q)	50328	ID	--	--	--	--	--	--	--	--	--	--	--	--
Benzo(b)fluoranthene (Q)	205992	ID	--	--	--	--	--	--	--	--	--	--	--	--
Benzo(g,h,i)perylene	191242	NA	--	--	--	--	--	--	--	--	--	--	--	--
Benzo(k)fluoranthene (Q)	207089	10	--	--	--	--	--	--	--	--	--	--	--	--
Chrysene (Q)	218019	ID	--	--	--	--	--	--	--	--	--	--	--	--
Dibenzo(a,h)anthracene (Q)	53703	ID	--	--	--	--	--	--	--	--	--	--	--	--
Fluoranthene	206440	1.6	--	--	--	--	--	--	--	--	--	--	--	--
Fluorene	86737	12	--	--	--	--	--	--	--	--	--	--	--	--
Indeno(1,2,3-cd)pyrene (Q)	193395	ID	--	--	--	--	--	--	--	--	--	--	--	--
2-Methylnaphthalene	91576	19	--	--	--	--	--	--	--	--	--	--	--	--
Naphthalene	91203	11	--	--	--	--	--	--	--	--	--	--	--	--
Phenanthrene	85018	2.0(M); 14	--	--	--	--	--	--	--	--	--	--	--	--
Pyrene	129000	ID	--	--	--	--	--	--	--	--	--	--	--	--
<b>Physical Chemical Parameters</b>														
HEM: Oil and Grease			<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	<5.00	--	--	--	--	--

Part 201 Residential Generic Cleanup Criteria, MDEQ, March 25, 2011

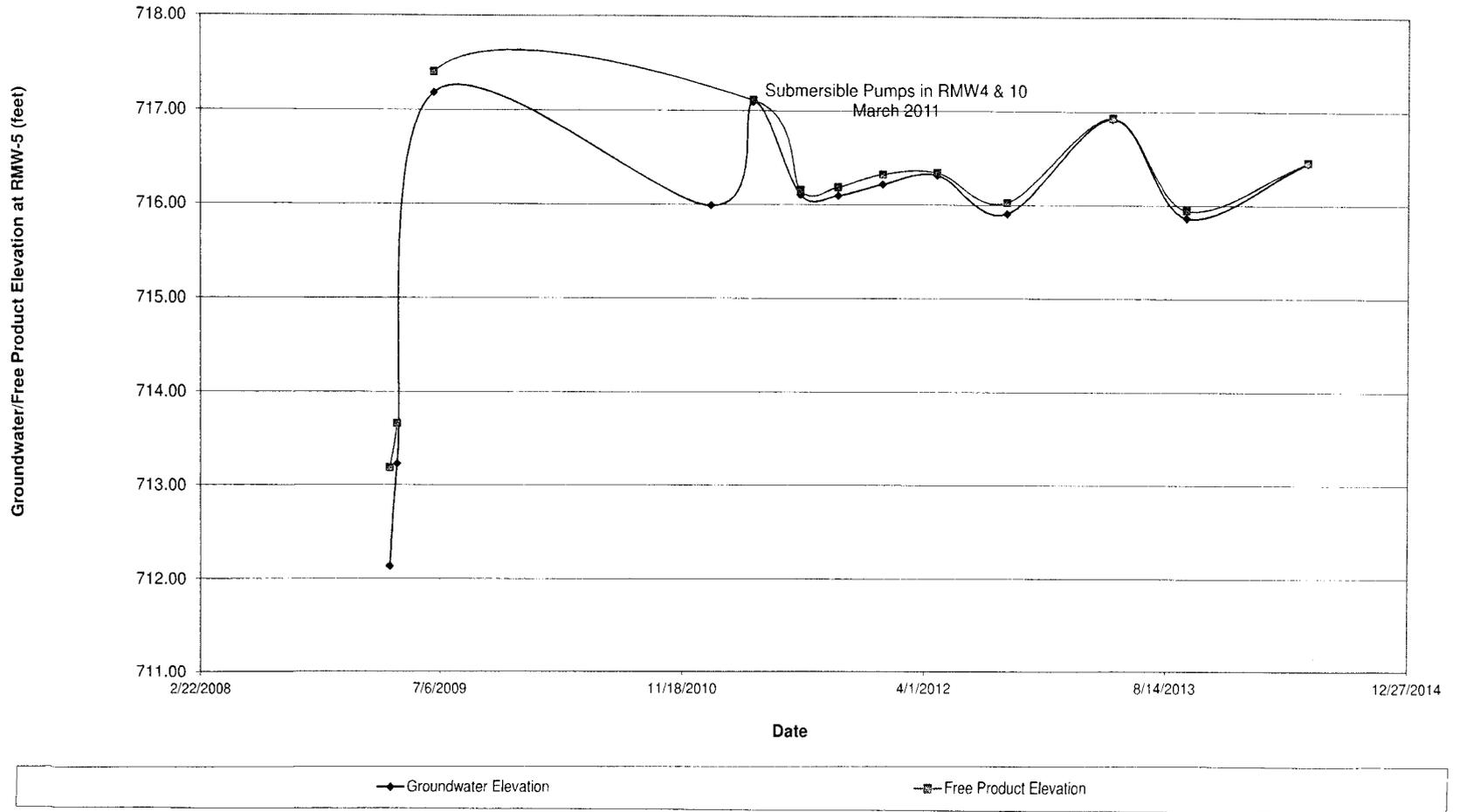
Values in micrograms per liter (µg/L) or ppb.

**Bolded values exceed one or more of the criterion.**

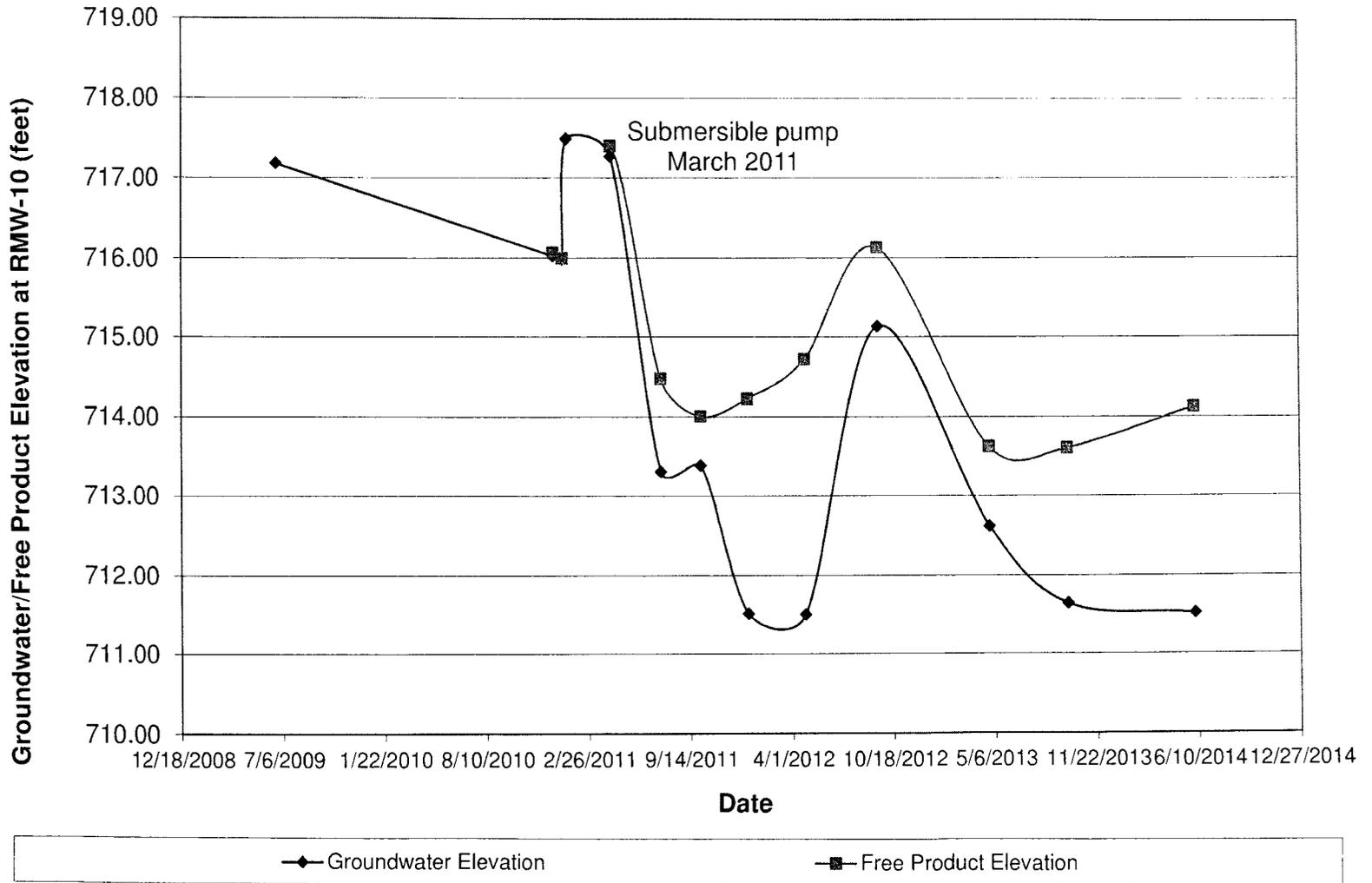
**GRAPH 1**  
**FREE PRODUCT ELEVATION VS. GROUNDWATER ELEVATION**  
**RMW-4**



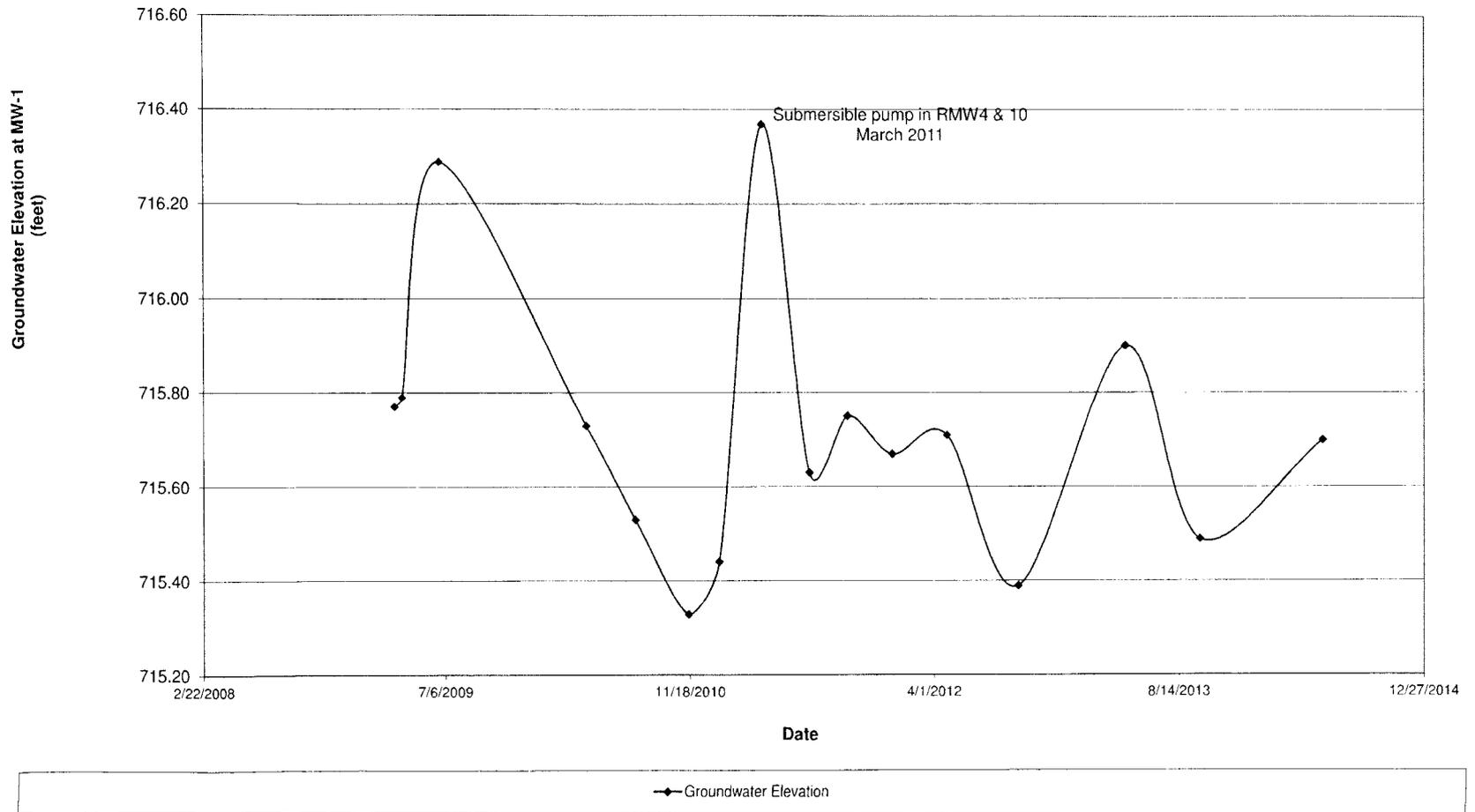
GRAPH 2  
FREE PRODUCT ELEVATION VS. GROUNDWATER ELEVATION  
RMW-5



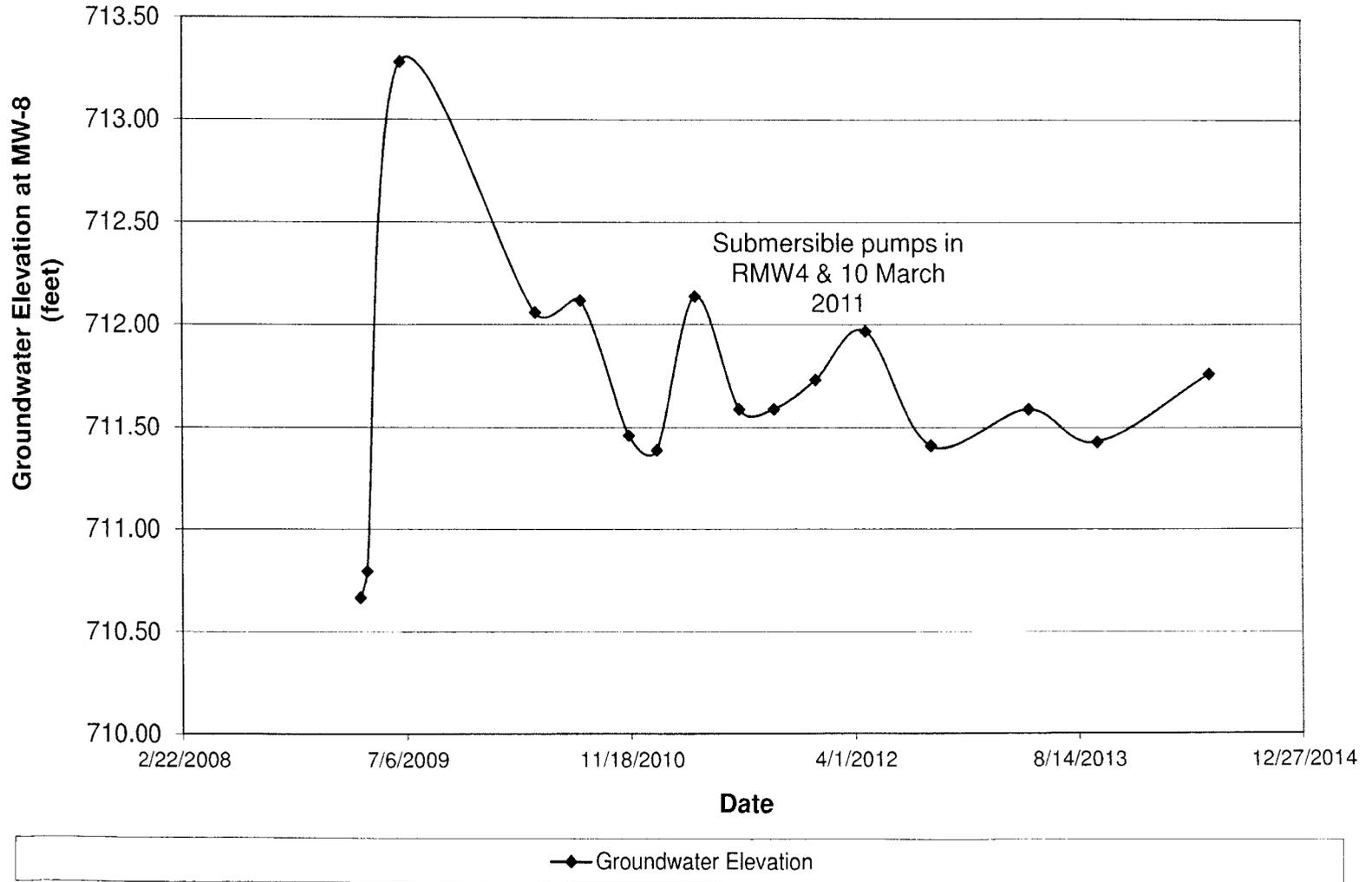
**GRAPH 3**  
**FREE PRODUCT ELEVATION VS. GROUNDWATER ELEVATION**  
**RMW-10**



GRAPH 4  
GROUNDWATER ELEVATION  
MW-1



**GRAPH 5  
GROUNDWATER ELEVATION  
MW-8**



October 10, 2013

Fleis & Vandenbrink Engineering  
Attn: Mr. Brian Rice  
2960 Lucerne Drive SE  
Grand Rapids, MI 49546

**Project: City of Portland, BLP**

Dear Mr. Brian Rice,

Enclosed is a copy of the laboratory report for the following work order(s) received by TriMatrix Laboratories:

<b>Work Order</b>	<b>Received</b>	<b>Description</b>
1309467	09/27/2013	Laboratory Services

This report relates only to the sample(s) as received. Test results are in compliance with the requirements of the National Environmental Laboratory Accreditation Program (NELAP) and/or one of the following certification programs:

ACLASS DoD-ELAP/ISO17025 (#ADE-1542); Arkansas DEP (#88-0730/12-056-0); Florida DEP (#E87622-24); Georgia EPD (#E87622-24); Illinois DEP (#200026/003059); Kansas DPH (#E-10302); Kentucky DEP (#0021); Louisiana DEP (#83658); Michigan DPH (#0034); Minnesota DPH (#491715); New York ELAP (#11776/48855); North Carolina DNRE (#659); Texas CEQ (#T104704495-13-3); Virginia DCLS (#460153/1622); Wisconsin DNR (#999472650); USDA Soil Import Permit (#P330-12-00236).

Any qualification or narration of results, including sample acceptance requirements and test exceptions to the above referenced programs, is presented in the Statement of Data Qualifications and Project Technical Narrative sections of this report. Estimates of analytical uncertainties and certification documents for the test results contained within this report are available upon request.

If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,



Gary L. Wood  
Project Chemist

**Volatile Organic Compounds by EPA Method 8260B**

**Narrative:** Due to insufficient sample volume, matrix QC was not performed on this batch. A blank and a Laboratory Control Sample make up the batch QC.

Analysis: USEPA-8260B

Sample/Analyte: 1309467-01 MW-1  
1309467-02 MW-2  
1309467-03 MW-6  
1309467-04 MW-7  
1309467-05 MW-8  
1309467-06 Vessel A  
1309467-07 Vessel B  
1309467-08 Vessel C  
1309467-09 RAW

**STATEMENT OF DATA QUALIFICATIONS**

All analyses have been validated and comply with our Quality Control Program.  
No Qualification is required.

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>MW-1</b>	Sampled:	9/26/13 10:40	
Lab Sample ID:	<b>1309467-01</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/6/13 23:46	By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>99</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>96</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>97</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>97</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>MW-2</b>	Sampled:	9/26/13 11:00	
Lab Sample ID:	<b>1309467-02</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 0:12	By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

**Surrogates:**

	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>98</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>99</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>97</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>98</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>MW-6</b>	Sampled:	9/26/13 11:30	
Lab Sample ID:	<b>1309467-03</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 0:38	By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0
<b>Surrogates:</b>			
		<b>% Recovery</b>	<b>Control Limits</b>
	<i>Dibromofluoromethane</i>	98	85-118
	<i>1,2-Dichloroethane-d4</i>	96	87-122
	<i>Toluene-d8</i>	97	85-113
	<i>4-Bromofluorobenzene</i>	98	82-110

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>MW-7</b>	Sampled:	9/26/13 12:00	
Lab Sample ID:	<b>1309467-04</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 1:04	By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>100</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>98</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>97</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>98</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>MW-8</b>	Sampled:	9/26/13 12:45
Lab Sample ID:	<b>1309467-05</b>	Sampled By:	E. Walters
Matrix:	Water	Received:	9/27/13 16:05
Unit:	ug/L	Prepared:	10/6/13 12:00 By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 1:31 By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<b>Surrogates:</b>	<b>% Recovery</b>	<b>Control Limits</b>
<i>Dibromofluoromethane</i>	101	85-118
<i>1,2-Dichloroethane-d4</i>	95	87-122
<i>Toluene-d8</i>	98	85-113
<i>4-Bromofluorobenzene</i>	98	82-110

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>Vessel A</b>	Sampled:	9/26/13 14:00	
Lab Sample ID:	<b>1309467-06</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 1:57	By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

**Surrogates:**

*Dibromofluoromethane*  
*1,2-Dichloroethane-d4*  
*Toluene-d8*  
*4-Bromofluorobenzene*

**% Recovery**

*99*  
*96*  
*98*  
*97*

**Control Limits**

*85-118*  
*87-122*  
*85-113*  
*82-110*

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>Vessel B</b>	Sampled:	9/26/13 13:50
Lab Sample ID:	<b>1309467-07</b>	Sampled By:	E. Walters
Matrix:	Water	Received:	9/27/13 16:05
Unit:	ug/L	Prepared:	10/6/13 12:00 By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 2:24 By: LEW
QC Batch:	1310661	Analytical Batch:	3J09010

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0
<b>Surrogates:</b>			
		<b>% Recovery</b>	<b>Control Limits</b>
	<i>Dibromofluoromethane</i>	99	85-118
	<i>1,2-Dichloroethane-d4</i>	95	87-122
	<i>Toluene-d8</i>	99	85-113
	<i>4-Bromofluorobenzene</i>	97	82-110

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>Vessel C</b>	Sampled:	9/26/13 13:30	
Lab Sample ID:	<b>1309467-08</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 2:50	By: LEW
QC Batch:	1310661	Analytical Batch:	3309010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>100</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>97</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>97</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>98</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1309467</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>RAW</b>	Sampled:	9/26/13 14:15	
Lab Sample ID:	<b>1309467-09</b>	Sampled By:	E. Walters	
Matrix:	Water	Received:	9/27/13 16:05	
Unit:	ug/L	Prepared:	10/6/13 12:00	By: LEW
Dilution Factor:	1	Analyzed:	10/7/13 3:17	By: LEW
QC Batch:	1310661	Analytical Batch:	3109010	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<b>1.1</b>	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>101</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>96</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>98</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>99</i>	<i>82-110</i>

**QUALITY CONTROL REPORT**
**Volatile Organic Compounds by EPA Method 8260B**

Analyte	Sample Conc.	Spike Qty.	Result	Spike % Rec.	Control Limits	RPD	RPD Limits	RL
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**QC Batch: 1310661** 5030B Aqueous Purge & Trap/USEPA-8260B

**Method Blank**

Analyzed: 10/06/2013 By: LEW

Unit: ug/L

Analytical Batch: 3J09010

Benzene			<1.0			--	1.0	
Ethylbenzene			<1.0				1.0	
Toluene			<1.0				1.0	
1,2,4-Trimethylbenzene			<1.0			--	1.0	
1,3,5-Trimethylbenzene			<1.0				1.0	
Xylene (Total)			<3.0				3.0	

**Surrogates:**

<i>Dibromofluoromethane</i>				99	85-118			
<i>1,2-Dichloroethane-d4</i>				95	87-122			
<i>Toluene-d8</i>				97	85-113			
<i>4-Bromofluorobenzene</i>				98	82-110			

**Laboratory Control Sample**

Analyzed: 10/06/2013 By: LEW

Unit: ug/L

Analytical Batch: 3J09010

Benzene	40.0	<b>40.3</b>		101	84-119	--	1.0	
Ethylbenzene	40.0	<b>40.8</b>		102	87-119	--	1.0	
Toluene	40.0	<b>39.2</b>		98	85-118	--	1.0	
1,2,4-Trimethylbenzene	40.0	<b>41.6</b>		104	83-124	--	1.0	
1,3,5-Trimethylbenzene	40.0	<b>41.4</b>		104	82-125	--	1.0	
Xylene (Total)	120	<b>123</b>		103	86-119	--	3.0	

**Surrogates:**

<i>Dibromofluoromethane</i>				98	85-118			
<i>1,2-Dichloroethane-d4</i>				95	87-122			
<i>Toluene-d8</i>				98	85-113			
<i>4-Bromofluorobenzene</i>				100	82-110			

5560 Corporate Exchange Court SE  
Grand Rapids, MI 49512  
Phone (616) 978-4500 Fax (616) 942-7463  
www.trimatrixlabs.com

### Chain of Custody Record

COC No. 146110

Analyses Requested Pg. 1 of 1

Client Name: City of Portland  
Address: 259 Kent Street  
City/State/Zip: Portland, ME 04805  
Phone/Fax: 517-647-2931  
Email: C.Hendry@cityofportland.maine.gov

Project Name: Portland BLP  
Client Project No./P.O. No:

Invoice To:  Client  Other (Comments)

Contact/Report To: Eric Walters (E-W)

Sample	Matrix	Sample Number	Field Sample ID	Cooler ID	Sample Date	Sample Time	Container	Number of Containers Submitted	Sample Comments
01		MW-1			2/20/13	10:40	2	2	
02		MW-2				11:00	2	2	
03		MW-6				11:30	2	2	
04		MW-7				12:00	2	2	
05		MW-8				12:45	2	2	
06		Vessel A				2:00	2	2	
07		Vessel B				1:50	2	2	
08		Vessel C				1:30	2	2	
09		RAW				2:15	2	2	

Container Type (corresponds to Container Label)

Container Label: BTex-TMBs

Number of Containers Submitted: 1

Sample Comments:

PRESERVATIVES:  
 A NONE pH-7  
 B HNO<sub>3</sub> pH-2  
 C H<sub>2</sub>SO<sub>4</sub> pH-2  
 D 1-1 HCl pH-2  
 E NaOH pH-12  
 F ZINC/NAOH pH-9  
 G MeOH  
 H Other (Issue Label)

Signature of Analyst: Eric Walters  
 Signature of Shipper: Eric Walters  
 Company: City of Portland

How Shipped? Hand Carrier: \_\_\_\_\_  
 Ticking No. \_\_\_\_\_

1. Requested By: Eric Walters Date: 2/20/13 Time: 4:05  
 2. Requested By: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 3. Requested By: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

WHITE COPY - REPORT      YELLOW COPY - LABORATORY      PINK COPY - FIELD

### SAMPLE RECEIVING / LOG-IN CHECKLIST



Client: <u>City of Portland</u>	Work Order #: <u>1309467</u>
Receipt Record Page # <u>35-14</u>	New / Add To Project Chemist: _____ Sample #: _____

Recorded by (initials/date): <u>DN 9-27-13</u>	Cooler <input checked="" type="checkbox"/> IR Gun (#202)	Thermometer Used <input type="checkbox"/>	Digital Thermometer (#54) <input type="checkbox"/>	See Additional Cooler Information Form <input type="checkbox"/>
	Box <input type="checkbox"/>	Other: <u>1</u>	Other (#): _____	

Cooler #	Cooler #	Cooler #	Cooler #																																																																								
<u>130947751</u>																																																																											
Time: _____	Time: _____	Time: _____	Time: _____																																																																								
Custody Seals: <input checked="" type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact	Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact	Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact	Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact																																																																								
Coolant Location: Dispersed / Top / Middle / Bottom	Coolant Location: Dispersed / Top / Middle / Bottom	Coolant Location: Dispersed / Top / Middle / Bottom	Coolant Location: Dispersed / Top / Middle / Bottom																																																																								
Coolant/Temperature Taken Via: <input checked="" type="checkbox"/> Loose Ice / Avg 2-3 containers <input type="checkbox"/> Bagged Ice / Avg 2-3 containers <input type="checkbox"/> Blue Ice / Avg 2-3 containers <input type="checkbox"/> None / Avg 2-3 containers	Coolant/Temperature Taken Via: <input type="checkbox"/> Loose Ice / Avg 2-3 containers <input type="checkbox"/> Bagged Ice / Avg 2-3 containers <input type="checkbox"/> Blue Ice / Avg 2-3 containers <input type="checkbox"/> None / Avg 2-3 containers	Coolant/Temperature Taken Via: <input type="checkbox"/> Loose Ice / Avg 2-3 containers <input type="checkbox"/> Bagged Ice / Avg 2-3 containers <input type="checkbox"/> Blue Ice / Avg 2-3 containers <input type="checkbox"/> None / Avg 2-3 containers	Coolant/Temperature Taken Via: <input type="checkbox"/> Loose Ice / Avg 2-3 containers <input type="checkbox"/> Bagged Ice / Avg 2-3 containers <input type="checkbox"/> Blue Ice / Avg 2-3 containers <input type="checkbox"/> None / Avg 2-3 containers																																																																								
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Temp Blank: _____	Temp Blank: _____	Temp Blank: _____	Temp Blank: _____																																																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">TB Location: Representative / Not Representative</td></tr> <tr><td>1</td><td>12.0</td><td>0</td></tr> <tr><td>2</td><td>11.2</td><td>0</td></tr> <tr><td>3</td><td>8.1</td><td>0</td></tr> <tr><td colspan="3" style="text-align: center;">Average °C</td></tr> <tr><td colspan="3" style="text-align: center;">10.4</td></tr> </table>	TB Location: Representative / Not Representative			1	12.0	0	2	11.2	0	3	8.1	0	Average °C			10.4			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">TB Location: Representative / Not Representative</td></tr> <tr><td>1</td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td></tr> <tr><td colspan="3" style="text-align: center;">Average °C</td></tr> <tr><td colspan="3" style="text-align: center;"> </td></tr> </table>	TB Location: Representative / Not Representative			1			2			3			Average °C						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">TB Location: Representative / Not Representative</td></tr> <tr><td>1</td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td></tr> <tr><td colspan="3" style="text-align: center;">Average °C</td></tr> <tr><td colspan="3" style="text-align: center;"> </td></tr> </table>	TB Location: Representative / Not Representative			1			2			3			Average °C						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="3">TB Location: Representative / Not Representative</td></tr> <tr><td>1</td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td></tr> <tr><td colspan="3" style="text-align: center;">Average °C</td></tr> <tr><td colspan="3" style="text-align: center;"> </td></tr> </table>	TB Location: Representative / Not Representative			1			2			3			Average °C					
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<input checked="" type="checkbox"/> VOC Trip Blank received?	<input type="checkbox"/> VOC Trip Blank received?	<input type="checkbox"/> VOC Trip Blank received?	<input type="checkbox"/> VOC Trip Blank received?																																																																								

**If any shaded areas checked, complete Sample Receiving Non-Conformance and/or Inventory Form**

<b>Paperwork Received</b> Yes No <input checked="" type="checkbox"/> Chain of Custody record(s)? If No, Initiated By: _____ <input checked="" type="checkbox"/> Received for Lab Signed/Date/Time? <input type="checkbox"/> Shipping document? <input type="checkbox"/> Other: _____ <b>COC Information</b> <input checked="" type="checkbox"/> TriMatrix COC <input type="checkbox"/> Other: _____ COC ID Numbers: <u>146110</u>	<b>Check Sample Preservation</b> N/A Yes No <input type="checkbox"/> Average sample temperature $\leq 6^\circ\text{C}$ ? <input type="checkbox"/> Was thermal preservation required? If "No", Project Chemist Approval Initials: _____ If "Yes" Completed Non Con Cooler - Cont Inventory Form? <input checked="" type="checkbox"/> Completed Sample Preservation Verification Form? <input checked="" type="checkbox"/> Samples chemically preserved correctly? If "No", added orange tag? <input checked="" type="checkbox"/> Received pre-preserved VOC soils? <input type="checkbox"/> MeOH <input type="checkbox"/> Na <sub>2</sub> SO <sub>4</sub>
<b>Check COC for Accuracy</b> Yes No <input checked="" type="checkbox"/> Analysis Requested? <input checked="" type="checkbox"/> Sample ID matches COC? <input checked="" type="checkbox"/> Sample Date and Time matches COC? <input checked="" type="checkbox"/> Container type completed on COC? <input checked="" type="checkbox"/> All container types indicated are received?	<b>Check for Short Hold-Time Prep/Analyses</b> <input type="checkbox"/> Bacteriological <input type="checkbox"/> Air Bags <input type="checkbox"/> EnCores / Methanol Pre-Preserved <input type="checkbox"/> Formaldehyde/Aldehyde <input type="checkbox"/> Green-tagged containers <input type="checkbox"/> Yellow/White-tagged 1L ambers (SV Prep-Lab)
<b>Sample Condition Summary</b> N/A Yes No <input checked="" type="checkbox"/> Broken containers/bds? <input checked="" type="checkbox"/> Missing or incomplete labels? <input checked="" type="checkbox"/> Illegible information on labels? <input checked="" type="checkbox"/> Low volume received? <input checked="" type="checkbox"/> Inappropriate or non-TriMatrix containers received? <input checked="" type="checkbox"/> VOC vials / TOX containers have headspace? <input type="checkbox"/> Extra sample locations / containers not listed on COC?	<b>Notes</b> <input type="checkbox"/> Trip Blank received <input checked="" type="checkbox"/> Trip Blank not listed on COC Cooler Received (Date/Time) <u>DN 9-27-13</u> Paperwork Delivered (Date/Time) <u>9-27-13</u> $\leq 1$ Hour Goal Met? Yes / No

June 10, 2014

Fleis & Vandenbrink Engineering  
Attn: Mr. Eric Walters  
2960 Lucerne Drive SE  
Grand Rapids, MI 49546

**Project: City of Portland, BLP**

Dear Mr. Eric Walters,

Enclosed is a copy of the laboratory report for the following work order(s) received by TriMatrix Laboratories:

<b>Work Order</b>	<b>Received</b>	<b>Description</b>
1406075	06/04/2014	Laboratory Services

This report relates only to the sample(s) as received. Test results are in compliance with the requirements of the National Environmental Laboratory Accreditation Program (NELAP) and/or one of the following certification programs:

ACLASS DoD-ELAP/ISO17025 (#ADE-1542); Arkansas DEP (#88-0730/13-049-0); Florida DEP (#E87622-24); Georgia EPD (#E87622-24); Illinois DEP (#200026/003329); Kansas DPH (#E-10302); Kentucky DEP (#0021); Louisiana DEP (#103068); Michigan DPH (#0034); Minnesota DPH (#491715); New York ELAP (#11776/48855); North Carolina DNRE (#659); Texas CEQ (#T104704495-14-4); Virginia DCLS (#460153/2592); Wisconsin DNR (#999472650); USDA Soil Import Permit (#P330-12-00236).

Any qualification or narration of results, including sample acceptance requirements and test exceptions to the above referenced programs, is presented in the Statement of Data Qualifications and Project Technical Narrative sections of this report. Estimates of analytical uncertainties and certification documents for the test results contained within this report are available upon request.

If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,



Gary L. Wood  
Project Chemist

**PROJECT TECHNICAL NARRATIVE(s)**

No Project Narrative is associated with this report.

**STATEMENT OF DATA QUALIFICATIONS**

All analyses have been validated and comply with our Quality Control Program.  
No Qualification is required.

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>MW-1</b>	Sampled:	6/3/14 11:15
Lab Sample ID:	<b>1406075-01</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 6:05 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>108</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>113</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>101</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>105</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>MW-2</b>	Sampled:	6/3/14 11:40	
Lab Sample ID:	<b>1406075-02</b>	Sampled By:	Eric Walters	
Matrix:	Water	Received:	6/4/14 9:19	
Unit:	ug/L	Prepared:	6/6/14 23:00	By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 6:33	By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>108</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>116</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>101</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>105</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>MW-6</b>	Sampled:	6/3/14 12:00
Lab Sample ID:	<b>1406075-03</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 7:00 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0
<b>Surrogates:</b>			
		<b>% Recovery</b>	<b>Control Limits</b>
	<i>Dibromofluoromethane</i>	<i>107</i>	<i>85-118</i>
	<i>1,2-Dichloroethane-d4</i>	<i>116</i>	<i>87-122</i>
	<i>Toluene-d8</i>	<i>100</i>	<i>85-113</i>
	<i>4-Bromofluorobenzene</i>	<i>106</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>MW-7</b>	Sampled:	6/3/14 12:15
Lab Sample ID:	<b>1406075-04</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 7:27 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<i>Surrogates:</i>	<i>% Recovery</i>	<i>Control Limits</i>
<i>Dibromofluoromethane</i>	<i>107</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>114</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>101</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>105</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>MW-8</b>	Sampled:	6/3/14 12:45
Lab Sample ID:	<b>1406075-05</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 7:54 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<b>Surrogates:</b>	<b>% Recovery</b>	<b>Control Limits</b>
<i>Dibromofluoromethane</i>	<i>108</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>116</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>102</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>104</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>Vessel A</b>	Sampled:	6/3/14 13:15
Lab Sample ID:	<b>1406075-06</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 8:22 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

<b>Surrogates:</b>	<b>% Recovery</b>	<b>Control Limits</b>
<i>Dibromofluoromethane</i>	<i>106</i>	<i>85-118</i>
<i>1,2-Dichloroethane-d4</i>	<i>115</i>	<i>87-122</i>
<i>Toluene-d8</i>	<i>100</i>	<i>85-113</i>
<i>4-Bromofluorobenzene</i>	<i>104</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>Vessel B</b>	Sampled:	6/3/14 13:20
Lab Sample ID:	<b>1406075-07</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 8:49 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0
<b>Surrogates:</b>			
		<b>% Recovery</b>	<b>Control Limits</b>
	<i>Dibromofluoromethane</i>	<i>106</i>	<i>85-118</i>
	<i>1,2-Dichloroethane-d4</i>	<i>115</i>	<i>87-122</i>
	<i>Toluene-d8</i>	<i>100</i>	<i>85-113</i>
	<i>4-Bromofluorobenzene</i>	<i>104</i>	<i>82-110</i>

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>	
Project:	City of Portland, BLP	Description:	Laboratory Services	
Client Sample ID:	<b>Vessel C</b>	Sampled:	6/3/14 13:30	
Lab Sample ID:	<b>1406075-08</b>	Sampled By:	Eric Walters	
Matrix:	Water	Received:	6/4/14 9:19	
Unit:	ug/L	Prepared:	6/6/14 23:00	By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 9:16	By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013	

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<1.0	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<1.0	1.0
108-67-8	1,3,5-Trimethylbenzene	<1.0	1.0
1330-20-7	Xylene (Total)	<3.0	3.0

**Surrogates:**

*Dibromofluoromethane*  
*1,2-Dichloroethane-d4*  
*Toluene-d8*  
*4-Bromofluorobenzene*

**% Recovery**

*106*  
*115*  
*100*  
*106*

**Control Limits**

*85-118*  
*87-122*  
*85-113*  
*82-110*

**ANALYTICAL REPORT**

Client:	<b>Fleis &amp; Vandenbrink Engineering</b>	Work Order:	<b>1406075</b>
Project:	City of Portland, BLP	Description:	Laboratory Services
Client Sample ID:	<b>RAW</b>	Sampled:	6/3/14 13:35
Lab Sample ID:	<b>1406075-09</b>	Sampled By:	Eric Walters
Matrix:	Water	Received:	6/4/14 9:19
Unit:	ug/L	Prepared:	6/6/14 23:00 By: BAG
Dilution Factor:	1	Analyzed:	6/7/14 9:44 By: BAG
QC Batch:	1405533	Analytical Batch:	4F09013

**Volatile Organic Compounds by EPA Method 8260B**

CAS Number	Analyte	Analytical Result	RL
71-43-2	Benzene	<1.0	1.0
100-41-4	Ethylbenzene	<b>1.2</b>	1.0
108-88-3	Toluene	<1.0	1.0
95-63-6	1,2,4-Trimethylbenzene	<b>3.4</b>	1.0
108-67-8	1,3,5-Trimethylbenzene	<b>1.5</b>	1.0
1330-20-7	Xylene (Total)	<3.0	3.0
<b>Surrogates:</b>			
		<b>% Recovery</b>	<b>Control Limits</b>
	<i>Dibromofluoromethane</i>	<i>105</i>	<i>85-118</i>
	<i>1,2-Dichloroethane-d4</i>	<i>114</i>	<i>87-122</i>
	<i>Toluene-d8</i>	<i>100</i>	<i>85-113</i>
	<i>4-Bromofluorobenzene</i>	<i>105</i>	<i>82-110</i>

**QUALITY CONTROL REPORT**
**Volatile Organic Compounds by EPA Method 8260B**

Analyte	Sample Conc.	Spike Qty.	Result	Spike % Rec.	Control Limits	RPD	RPD Limits	RL
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**QC Batch: 1405533** 5030B Aqueous Purge & Trap/USEPA-8260B

**Method Blank**

Unit: ug/L

Analyzed: 06/07/2014 By: BAG

Analytical Batch: 4F09013

Benzene			<1.0					1.0
Ethylbenzene			<1.0			--		1.0
Toluene			<1.0					1.0
1,2,4-Trimethylbenzene			<1.0					1.0
1,3,5-Trimethylbenzene			<1.0					1.0
Xylene (Total)			<3.0					3.0

**Surrogates:**

<i>Dibromofluoromethane</i>				104	85-118			
<i>1,2-Dichloroethane-d4</i>				113	87-122			
<i>Toluene-d8</i>				100	85-113			
<i>4-Bromofluorobenzene</i>				105	82-110			

**Laboratory Control Sample**

Unit: ug/L

Analyzed: 06/07/2014 By: BAG

Analytical Batch: 4F09013

Benzene	40.0	<b>41.9</b>		105	84-119	--		1.0
Ethylbenzene	40.0	<b>40.7</b>		102	87-119	--		1.0
Toluene	40.0	<b>40.5</b>		101	85-118	--		1.0
1,2,4-Trimethylbenzene	40.0	<b>40.7</b>		102	83-124	--		1.0
1,3,5-Trimethylbenzene	40.0	<b>40.8</b>		102	82-125	--		1.0
Xylene (Total)	120	<b>119</b>		99	86-119	--		3.0

**Surrogates:**

<i>Dibromofluoromethane</i>				104	85-118			
<i>1,2-Dichloroethane-d4</i>				112	87-122			
<i>Toluene-d8</i>				101	85-113			
<i>4-Bromofluorobenzene</i>				103	82-110			



# SAMPLE RECEIVING / LOG-IN CHECKLIST



Client: <u>City of Portland</u>	Work Order #: <u>1406075</u>
Receipt Record Page/Lot #: <u>38-27</u>	New / Add To: _____ Project Chemist: _____ Sample #: _____

Recorded by (initials/date): <u>La 2/4/14</u>	Cooler <input checked="" type="checkbox"/> Dry Received	IR Gun (#202) <input checked="" type="checkbox"/>	
	<input type="checkbox"/> Box	Thermometer Used <input type="checkbox"/> Digital Thermometer (#54)	<input type="checkbox"/> See Additional Cooler Information Form
	<input type="checkbox"/> Other	<input type="checkbox"/> Other (# _____)	

Cooler #	Time	Cooler #	Time	Cooler #	Time	Cooler #	Time
<u>TM3318</u>	<u>1610</u>						
Custody Seals: <input checked="" type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact		Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact		Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact		Custody Seals: <input type="checkbox"/> None <input type="checkbox"/> Present / Intact <input type="checkbox"/> Present / Not Intact	
Coolant Type: <input type="checkbox"/> Loose ice <input checked="" type="checkbox"/> Bagged ice <input type="checkbox"/> Blue ice <input type="checkbox"/> None		Coolant Type: <input type="checkbox"/> Loose ice <input type="checkbox"/> Bagged ice <input type="checkbox"/> Blue ice <input type="checkbox"/> None		Coolant Type: <input type="checkbox"/> Loose ice <input type="checkbox"/> Bagged ice <input type="checkbox"/> Blue ice <input type="checkbox"/> None		Coolant Type: <input type="checkbox"/> Loose ice <input type="checkbox"/> Bagged ice <input type="checkbox"/> Blue ice <input type="checkbox"/> None	
Coolant Location: Dispersed / <input checked="" type="checkbox"/> Top / Middle / Bottom		Coolant Location: Dispersed / Top / Middle / Bottom		Coolant Location: Dispersed / Top / Middle / Bottom		Coolant Location: Dispersed / Top / Middle / Bottom	
Temp Blank Present: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Temp Blank Present: <input type="checkbox"/> Yes <input type="checkbox"/> No		Temp Blank Present: <input type="checkbox"/> Yes <input type="checkbox"/> No		Temp Blank Present: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Present, Temperature Blank Location is: <input checked="" type="checkbox"/> Representative <input type="checkbox"/> Not Representative		If Present, Temperature Blank Location is: <input type="checkbox"/> Representative <input type="checkbox"/> Not Representative		If Present, Temperature Blank Location is: <input type="checkbox"/> Representative <input type="checkbox"/> Not Representative		If Present, Temperature Blank Location is: <input type="checkbox"/> Representative <input type="checkbox"/> Not Representative	
	Observed °C	Correction Factor °C	Actual °C		Observed °C	Correction Factor °C	Actual °C
Temp Blank:	<u>5.9</u>	<u>-</u>	<u>5.9</u>	Temp Blank:			
Sample 1:	<u>4.3</u>	<u>-</u>	<u>4.3</u>	Sample 1:			
Sample 2:	<u>4.2</u>	<u>-</u>	<u>4.2</u>	Sample 2:			
Sample 3:	<u>5.4</u>	<u>-</u>	<u>5.4</u>	Sample 3:			
3 Sample Average °C: <u>4.6</u>		3 Sample Average °C:		3 Sample Average °C:		3 Sample Average °C:	
<input type="checkbox"/> Cooler ID on COC?		<input type="checkbox"/> Cooler ID on COC?		<input type="checkbox"/> Cooler ID on COC?		<input type="checkbox"/> Cooler ID on COC?	
<input type="checkbox"/> VOC Trip Blank received?		<input type="checkbox"/> VOC Trip Blank received?		<input type="checkbox"/> VOC Trip Blank received?		<input type="checkbox"/> VOC Trip Blank received?	

**If any shaded areas checked, complete Sample Receiving Non-Conformance and/or Inventory Form**

<p><b>Paperwork Received</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Chain of Custody record(s)? If No, Initiated By _____</p> <p><input checked="" type="checkbox"/> Received for Lab Signed/Date/Time?</p> <p><input type="checkbox"/> Shipping document?</p> <p><input type="checkbox"/> Other</p> <p><b>COC Information</b></p> <p><input checked="" type="checkbox"/> TriMatrix COC <input type="checkbox"/> Other: <u>147913</u></p> <p>COC ID Numbers: _____</p> <p><b>Check COC for Accuracy</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Analysis Requested?</p> <p><input checked="" type="checkbox"/> Sample ID matches COC?</p> <p><input checked="" type="checkbox"/> Sample Date and Time matches COC?</p> <p><input checked="" type="checkbox"/> Container type completed on COC?</p> <p><input checked="" type="checkbox"/> All container types indicated are received?</p> <p><b>Sample Condition Summary</b></p> <p>N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Broken containers/lids?</p> <p><input checked="" type="checkbox"/> Missing or incomplete labels?</p> <p><input checked="" type="checkbox"/> Illegible information on labels?</p> <p><input checked="" type="checkbox"/> Low volume received?</p> <p><input checked="" type="checkbox"/> Inappropriate or non-TriMatrix containers received?</p> <p><input checked="" type="checkbox"/> VOC vials / TOX containers have headspace?</p> <p><input checked="" type="checkbox"/> Extra sample locations / containers not listed on COC?</p>	<p><b>Check Sample Preservation</b></p> <p>N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Temperature Blank OR average sample temperature, ≥6° C?</p> <p><input type="checkbox"/> If either is ≥6° C, was thermal preservation required? If "Yes", Project Chemist Approval Initials: _____</p> <p><input type="checkbox"/> If "Yes" Completed Non-Con Cooler - Cont Inventory Form?</p> <p><input type="checkbox"/> Completed Sample Preservation Verification Form?</p> <p><input checked="" type="checkbox"/> Samples chemically preserved correctly?</p> <p><input type="checkbox"/> If "No", added orange tag?</p> <p><input checked="" type="checkbox"/> Received pre-preserved VOC soils? <input type="checkbox"/> MeOH <input type="checkbox"/> Na<sub>2</sub>SO<sub>4</sub></p> <p><b>Check for Short Hold-Time Prep/Analyses</b></p> <p><input type="checkbox"/> Bacteriological</p> <p><input type="checkbox"/> Air Bags</p> <p><input type="checkbox"/> EnCores / Methanol Pre-Preserved</p> <p><input type="checkbox"/> Formaldehyde/Aldehyde</p> <p><input type="checkbox"/> Green-tagged containers</p> <p><input type="checkbox"/> Yellow/White-tagged 1 L Ambers (SV Prep-Lab)</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center; font-weight: bold;">AFTER HOURS ONLY: COPIES OF COC TO LAB AREA(S)</p> <p><input checked="" type="checkbox"/> NONE RECEIVED</p> <p><input type="checkbox"/> RECEIVED COCs TO LAB(S)</p> </div> <p><b>Notes</b></p> <p><input type="checkbox"/> Trip Blank received <input type="checkbox"/> Trip Blank not listed on COC</p> <p>Cooler Received (Date/Time): <u>6/4/14 0919</u> Paperwork Delivered (Date/Time): <u>6/4/14 1618</u> ≥1 Hour Goal Met? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
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**HOLD HARMLESS AGREEMENT**

This Contractor's Agreement ("Agreement") is made and entered into as of the 12th day of September, 2014, by and between Archer Daniels Midland Company, ("COMPANY") and Fleis & VandenBrink Engineering, Inc., having an office at 2960 Lucerne Drive SE, Grand Rapids, Michigan 49546 ("CONTRACTOR").

In consideration of the work orders to be entered into and the covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. All services provided by CONTRACTOR for COMPANY are provided as an Independent Contractor. COMPANY shall have no liability for and CONTRACTOR agrees that it is responsible for the payment of all required federal taxes pursuant to the Federal Insurance Contributions Act, the Social Security Act, the Federal Unemployment Tax Act and responsible for all federal and state income tax withholding. Further, the parties agree that COMPANY shall not provide any employee benefits pursuant to any federal or state law or regulation.

2. CONTRACTOR agrees to indemnify and hold COMPANY harmless from and against all claims, suits, causes of action, liabilities, damages, judgment or expenses, including reasonable attorneys' fees and litigation expenses, for any personal injuries, death or property damage sustained by CONTRACTOR, their employees, COMPANY, its employees or any other person or entity arising from CONTRACTOR'S work or other activities at COMPANY'S site. CONTRACTOR specifically releases and waives any claim against COMPANY for damages, benefits, compensation, or liens arising out of any personal injury, death or property damage sustained by CONTRACTOR or its employees.

COMPANY

CONTRACTOR

Archer Daniels Midland Company  
And Its Subsidiaries and Affiliates

Fleis & VandenBrink Engineering, Inc.  
(Contractor Company Name)

By: [Signature]  
Archer Daniels Midland  
Authorized Representative

By: [Signature]  
Contractor's Authorized Representative

Ryan U Goldie  
(Printed Name)

Brian Rice, PE  
(Printed Name)

Its: Principal  
(Job Title)

## ACCESS AND INDEMNITY AGREEMENT

This Access and Indemnity Agreement (the "**Agreement**") is made this 12th day of September, 2014, by and between, Fleis & VandenBrink Engineering, Inc., a Michigan corporation ("Licensee"), and Archer Daniels Midland Company ("Owner").

### Recitals:

A. Owner is the owner of certain property located at northwest corner of East Grand river and Divine Highway, part of a larger parcel identified as 401 East Grand River ("Property").

B. Licensee has requested limited access to the Property for the purpose of conducting a Phase I Environmental Site Assessment ("ESA").

NOW, THEREFORE, in consideration of the mutual promises and covenants hereafter exchanged, and other good and valuable consideration, Licensee and Owner agree as follows.

### Terms:

1. Incorporation of Recitals. The Recitals set forth above are incorporated herein by this reference as if set forth in full.

2. Grant of License. Owner hereby grants Licensee a revocable and non-exclusive license and permission to enter upon the Property during business hours, upon at least twenty four (24) hours prior notice to Owner of any and all proposed entries upon the Property, including the dates of such entries, the work to be performed and the names of those entering the Property, to conduct the ESA. The ESA will be done in a manner that will not interfere with the current or future operation of the Property by Owner of any of its Tenants, if any. Owner or its agent shall the right to be present during any part or all of the Investigations. Notice may be given in writing or by telephone to:

Steve Kimm, CPG  
Fleis & VandenBrink Engineering, Inc.  
2960 Lucerne Drive SE  
Grand Rapids, Michigan 49546  
[skimm@fveng.com](mailto:skimm@fveng.com)  
231.360.4677

Licensee agrees to promptly share the results of the ESA with Owner.

3. Term. The license and permission granted herein shall continue for a period of ten (10) days from the date of this Agreement.

4. Restoration. Licensee or its agent shall remove all of its equipment and property from the Property prior to the expiration of this Agreement and shall, unless otherwise agreed to in writing by Owner, restore the Property to the condition it was in prior to Licensee's commencement of the Investigations. Existing fencing shall be maintained at all times. If removal of fencing is necessary, Owner shall be notified, and Licensee shall install temporary fencing sufficient to secure the Property at Licensee's sole expense until such time as permanent fencing can be established.

5. Indemnification. Licensee agrees to assume all costs, risks and expenses associated with the ESA and to indemnify, defend and hold harmless Owner against and from any and all claims, damages, liabilities, fines, penalties, costs and expenses, including without limitation, fees and disbursements of expert witnesses and counsel incurred by Owner in any action or proceeding between the parties or between Owner and any third party or otherwise, arising out of any action, work or omission of Licensee, its consultants, agents, contractors or employees, in connection with conducting the ESA.

6. Confidential Information. Licensee will: (a) maintain in strict confidence the Confidential Information, as defined below; (b) not disclose or permit Confidential Information to be disclosed to anyone other than its consultants and agents who have a legitimate need to know the Confidential Information; and (c) not use and not permit the use of the Confidential Information for any reason other than for conducting an ESA of the Property.

**"Confidential Information"** means all data and information and material, in tangible or intangible form, related to the Property or Owner that is (a) provided by Owner or any entity on its behalf to Licensee or Licensee's consultants or agents, which has not been made publicly available by Owner, together with all interpretations, analysis and similar work product of Licensee or its consultants and agents, (b) provided to Licensee by its employees, representatives, consultants or agents or (c) is obtained by Licensee or Licensee's employees, representatives, consultants or agents from access to or observation of the Property. However, the following will not be considered Confidential Information: (a) information that, at the time of disclosure, is in the public domain without Licensee's fault or is otherwise lawfully known by Licensee before receipt of such information from Owner; (b) information that is rightfully furnished by a third party to Licensee and not breach of a confidential relationship with Owner; (c) information that is independently developed by Licensee (as evidenced by appropriate written documentation) without reference to or utilization of the oral or written Confidential Information; or (d) information that is required to be disclosed by law, governmental regulations or compulsory legal process served by a court, public agency or commission; provided, however, Licensee provides Owner with prompt notice of the required disclosure before said disclosure.

7. Term and Termination. Owner may terminate this Agreement if Owner, in its sole discretion, determines that the safety of its property, employees, representatives, or contractors is at risk or that Licensee is in material breach of its obligations hereunder and such breach has not been cured within two (2) days of receipt of written notice by Owner to Licensee describing the breach. Owner may also terminate this Agreement upon written notice for any reason or no reason. Upon termination, Licensee will promptly remove any parts, equipment or property from the Property. If Licensee does not remove its parts, equipment or property from the Property

within five (5) business days of receipt of notice of termination. Owner has the right to remove said parts, equipment or property and have it placed in storage, and Licensee will reimburse Owner for the costs of such removal action and storage fees.

8. Liens. Licensee will keep the Property free of any and all liens which maybe be filed against the Property resulting from the ESA. Licensee covenants and agrees to hold harmless and indemnify Owner from and against any costs, expenses and liabilities from any mechanic's, laborers', materialmen's or other liens, of whatsoever nature, which may be filed against the Property due to Licensee's use of, occupancy, or presence upon the Property during the term of this Agreement. Licensee will discharge any such liens within thirty days of the filing thereof.

9. Assignment. Neither this Agreement nor any interest of Licensee may be assigned or transferred without the prior written consent of Owner.

10. Governance. This Agreement will be governed, construed and interpreted in accordance with the domestic substantive laws of the state in which the Property is located without regard to its conflicts of laws provision.

11. Compliance with Laws. Licensee, its agents, employees, representatives, contractors, guests and invitees agree to comply with all applicable federal, state or local laws, rules and regulations relative to its use of the Property including, without limiting the generality of the foregoing, any OSHA, EPA or other safety and environmental laws or regulations. Licensee will not store hazardous materials or hazardous substances as defined in the Comprehensive Environmental Response, Compensation, and Liability Act on or in the Property.

12. Entire Agreement. This agreement contains the entire understanding and agreement of the parties hereto and will not be modified in any manner except by an instrument in writing executed by both parties. In the event that any term, covenant or condition herein contained is held to be invalid or void by any court of competent jurisdiction, the invalidity of such term, covenant or condition will in no way affect any other term, covenant or condition herein contained.

13. Absence of Waiver. The failure of either party at any time or times to require performance of any provision hereof will in no manner affect its right at a later time to enforce the same. No waiver by either party of the breach of any term or covenant by the other contained in this Agreement or in any other such instrument, whether by conduct or otherwise, in any one or more instances, will be deemed to be, or construed as, a further or continuing waiver of any breach, or a waiver of the breach of any other term or covenant contained herein.

14. Amendments and Modifications. This Agreement and other instruments to be executed pursuant hereto may be amended, superseded, cancelled, renewed, or extended, and their terms or covenants hereof may be waived, only by a written instrument executed by the parties hereto or in the case of a waiver, by the party waiving compliance. The parties reserve the right by mutual written consent to amend, modify, supersede, and cancel this Agreement, or

waive the terms or conditions hereof, without the consent of any other third party (natural or otherwise).

15. Counterparts. This Agreement may be executed in two or more counterparts, each of which may be deemed an original but together will constitute but one and the same instrument. This Agreement may be transmitted between the parties electronically or digitally. The parties intend that electronically or digitally transmitted signatures constitute original signatures and are binding on the parties.

16. Mutual Negotiation. This Agreement has been the subject of negotiations by the parties, and this Agreement will not be construed against any party merely because of such party's involvement in its initial preparation and negotiation.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first shown above.

Owner: ADM

Licensee: Fleis & VandenBrink Engineering, Inc.

By: 

By: 

Print Name: Ryan U Goldie

Print Name: Brian Rice, PE

Print Title: Operations Manager

Print Title: Principal

#64783



STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

RICK SNYDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

September 18, 2014

James E. Barnes, Mayor  
City of Portland  
259 Kent Street  
Portland, MI 48875

Dear Mayor Barnes:

The Michigan Department of Transportation (MDOT), Civil Rights Program Unit acknowledges receipt of your Title VI Non-Discrimination Plan. MDOT has reviewed the aforementioned document to ensure compliance with Title VI of the Civil Rights Act of 1964 and related federal regulations. Your Title VI Non-Discrimination Plan is substantially compliant with the requirements under Title 23, Code of Federal Regulations (CFR), Part 200 and 49 CFR, Part 21 and is therefore approved.

If you have questions concerning this matter, please contact Frannie Wintjen at 517-241-7462.

Sincerely,

A handwritten signature in black ink that reads "Cheryl J. Hudson".

Cheryl J. Hudson  
MDOT EEO Officer/Title VI Coordinator  
Civil Rights Program Unit

cc: Mindy Tolan, Deputy Treasurer



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

September 30, 2014

Street Administrators  
Board of County Road Commissioners

The fiscal year 2015 budget (Public Act 252 of 2014 article XVII section 120), included one-time funding of \$144.5 million of General Fund for the state and local road and bridge program. This act specifies that these General Funds shall be distributed to the Counties, Cities/Villages and the State Trunkline Fund based on Public Act 51 of 1951 distribution formula.

These General Funds will be made available to MDOT for distribution in four equal quarterly allotments. The Financial Operations Division will distribute these funds each quarter along with the regular monthly MTF distribution.

On approximately November 5<sup>th</sup>, February 4<sup>th</sup>, May 5<sup>th</sup>, and August 5<sup>th</sup>, one quarter of each local road agency's share will be distributed. Enclosed is a spreadsheet showing an estimate of the total General Fund each local road agency will receive in fiscal year 2015. MDOT's share will also be distributed to the State Trunkline Fund each quarter on the same dates. In addition, we have enclosed a Frequently Asked Questions document to assist with some inquiries you may have.

If you have any questions or need further information, please contact me at [TimpfE@michigan.gov](mailto:TimpfE@michigan.gov) or Lori Cole at 517-335-2556 or Mary Cumberworth at 517-241-3178.

Sincerely,

Edward A. Timpf, Administrator  
Financial Operations Division  
Bureau of Finance and Administration

Enclosures

## **Public Act 252 of 2014 – Frequently Asked Questions**

### **What is the Funding?**

Public Act 252 of 2014 appropriated an additional \$144,500,000 of State of Michigan General Fund monies to be distributed to Act 51 eligible road agencies.

### **When will I get the funds?**

The funds will be received in four installments on approximately November 5, 2014; February 4, 2015; May 5, 2015 and August 5, 2015 and will be included with the monthly Act 51 Michigan Transportation Fund (MTF) payments on those dates.

### **Are these distributions part of my Michigan Transportation Fund?**

No, however these funds are restricted for transportation purposes and should be deposited into your major or primary, and/or local street funds. The source of these funds is the State of Michigan's General Fund and is therefore not Act 51 MTF.

**These funds need to be reported as "Other" under the category of State Grants/State Sources on the Revenue page of your Annual Financial Report of Act 51 Funds.**

### **Do I have to put these funds into my road funds in the same percentage as MTF funds?**

No, these funds are not restricted to primary or local; or major or local; they can be expended as needed between the road classifications.

### **When do I report these funds?**

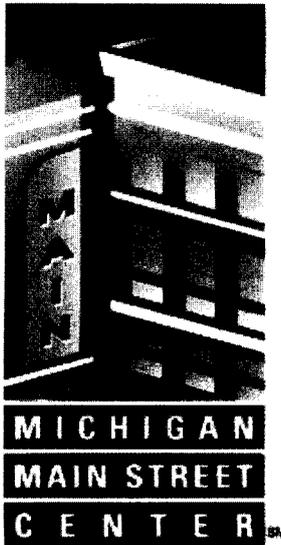
These funds are not accrued or earned like MTF funds. They should be reported as income on the date received. If these funds cross your fiscal years, be sure the General Fund portion is reported in the correct year.

### **How much does each local agency receive?**

Attached is the report of estimated amounts for each local agency.

**Distribution Schedule for \$144.5 Million of General Fund Monies by City / Village**

<u>City/Village</u>	<u>Estimated Distribution</u>
Portland	26,471.86
Posen	2,536.74
Potterville	13,748.27
Powers	4,322.64
Prescott	4,208.85
Quincy	9,982.82
Ravenna	10,026.12
Reading	7,035.80
Reed City	16,558.64
Reese	9,982.45
Richland	4,190.36
Richmond	28,886.37
River Rouge	40,921.10
Riverview	58,189.79
Rochester	62,626.17
Rochester Hills	406,553.21
Rockford	29,542.11
Rockwood	15,984.54
Rogers City	22,145.06
Romeo	17,027.37
Romulus	146,005.60
Roosevelt Park	20,209.50
Roscommon	8,217.43
Rose City	5,891.74
Rosebush	3,214.10
Roseville	258,195.56
Rothbury	4,073.47
Royal Oak	344,112.47
Saginaw	399,311.35
Saline	49,016.64
Sand Lake	4,501.75
Sandusky	18,051.76
Sanford	6,647.80
Saranac	8,621.46
Saugatuck	7,830.38
Sault Ste Marie	92,372.95
Schoolcraft	11,391.98
Scottville	8,866.08
Sebewaing	12,539.97
Shelby	14,670.70
Shepherd	9,629.83
Sheridan	5,132.12
Sherwood	3,279.76
Shoreham	4,057.22
South Haven	34,162.27
South Lyon	51,235.97
South Range	4,602.33
South Rockwood	11,609.85
Southfield	455,288.24
Southgate	151,670.61
Sparta	22,272.23



# Michigan Main Street 2013/2014 Year-End Evaluation of the Portland Main Street Program

Self-Assessments received by:

- 4 - Board Members
- 2 - Board Members / Committee Chairs
- 0 - Committee Chairs
- 1 - MS Manager / Executive Director

August 25, 2014

Completed by:

Norma Ramírez de Miess  
Senior Program Officer  
National Main Street Center, Inc.

and

Laura Krizov  
Michigan Main Street Coordinator  
Michigan State Housing Development Authority

## Introduction

The Michigan Main Street (MMS) Program conducts a Year End Evaluation of each local MMS Community in order to help assess the local program's progress in addressing downtown revitalization issues. Because all the local programs vary considerably from each other due to varying priorities, goals, financial and volunteer resources, the evaluation is based on the National Trust Main Street Center's Ten Standards of Performance. These standards, listed below, outline benchmarks local programs strive to meet in order for their downtown revitalization efforts to perform efficiently and effectively.

The first step of the yearly evaluation is for each Main Street program, including the Board of Directors, Main Street Manager, and Committee Chairs, to complete an Annual Self-Assessment based off of the Ten Standards of Performance. The purpose of the self-assessment is for the local program to recognize its own strengths and weaknesses and where it stands in achieving its vision and goals.

The second step of the yearly evaluation is for the Michigan Main Street program to review the communities' Self-Assessments, along with its monthly and annual reports, and conduct on-site interviews with the Board of Directors, Main Street Manager, and other key stakeholders. The information gathered will help the MMS program gain an understanding of the local program's progress, determine if the community meets the Ten Standards of Performance for accreditation with the National Main Street Center, and help MMS provide more specialized services and support to the community.

## Ten Standards of Performance for Main Street Programs

1. Broad-based Community Support
2. Vision and Mission Statements
3. Comprehensive Work Plan
4. Historic Preservation Ethic
5. Active Board and Committees
6. Adequate Operating Budget
7. Professional Management and Development
8. Program of Ongoing Training
9. Reporting of Key Statistics
10. National Main Street Network Membership

## How to Read This Report

The following pages outline the Michigan Main Street program's Year End Evaluation for Portland. The evaluation summarizes the community's progress towards meeting the Ten Standards of Performance, including its key indicators, makes specific observations on the local program's activities, and provides recommendations to help make the local program more successful.

Part I includes:

- \* A brief description of the individual Standards of Performance,
- \* The average score (i.e. 3.75) the Community rates themselves on the specific indicator based on a scale of 1-5 with 1 being weak and 5 being strong,
- \* The range of scores given by individuals in order to provide context for the average (i.e. individual scores ranging from 1-5 suggests disagreement amongst everyone on the indicator versus scores ranging from 4-5 suggests everyone feels the same on the indicator,
- \* Summary of comments from the local program's viewpoint, and
- \* MMS Comments summarizing its view on the overall Standard of Performance.

Part II includes:

- \* The Michigan Main Street's overall recommendations, based on their observations, to help make the local program more successful, and
- \* Samples of information and/or documents from other communities to supplement the recommendations.

## **PART I**

### **I. Broad-based community support.**

#### **Description:**

At its best, a local Main Street program represents and involves a coalition of organizations, agencies, businesses, and individuals from throughout the community — not just those who own property or businesses in the commercial district or who have a direct economic tie to it, but all members of the community who are interested in the community's overall health. Involvement by both the public and private sectors is critical as well; neither sector can revitalize the commercial district without the skills and vantage points of the other. Ideally, both sectors will participate in the revitalization process by providing funding, leadership, and ideas, and by encouraging collaboration between existing programs to assist the revitalization process. By actively involving a broad range of interests and perspectives in the revitalization process, the Main Street program leverages the community's collective skills and resources to maximum advantage. The overall goal is for a broad range of constituencies from both sectors to understand and be philosophically committed to the revitalization process and, to that end, to commit the maximum resources possible to achieve the goal of revitalizing the commercial district.

#### **Indicators:**

- |      |     |  |
|------|-----|--|
| 4.29 | 3-5 | 1. A wide cross-section of the community represented on the Board of Directors –<br>Comments: The MS Board seems to feel that this is good.                  |
| 4.43 | 3-5 | 2. A wide cross-section of the community represented on the committees –<br>Comments: The MS Board seems to feel that this is good.                          |
| 3.57 | 3-5 | 3. Broad-based philosophical support of the program from the community –<br>Comments: The MS Board seems to feel that this is adequate.                      |
| 5.00 | 5-5 | 4. Municipal government demonstrates a philosophical commitment to downtown revitalization –<br>Comments: The MS Board seems to feel that this is very good. |
| 4.43 | 4-5 | 5. Works in partnership with other organizations –<br>Comments: The MS Board seems to feel that this is good.  |

## II. Vision and mission statements.

### Description:

A mission statement communicates the Main Street organization's sense of purpose and overall direction. A vision statement communicates the organization's long-term hopes and intentions for the commercial district. Be mindful that a vision statement is not a slogan. Both statements should be developed with broad participation by the board, committees, program volunteers, and with community input. In addition, both statements should be reviewed, revised and reaffirmed on an annual basis.

### Indicators:

- |      |     |   |
|------|-----|---|
| 5.00 | 5-5 | 1. Has an appropriate written vision statement formally adopted by the Board of Directors that shows a clear understanding of what can be accomplished through the Main Street program and includes a general timeframe to meet goals and objectives in each of the 4 points?<br>Comments: The MS Board seems to feel that this is very good. |
| 4.86 | 4-5 | 2. Has an appropriate written mission statement formally adopted by the Board of Directors that states how the program will achieve its vision?<br>Comments: The MS Board seems to feel that this is very good.   |
| Yes  |     | 3. Both the Vision and Mission statements are reviewed by the Board yearly –  |
| 4.71 | 4-5 | 4. Uses the vision and mission statements to drive the program's work plan –<br>Comments: The MS Board seems to feel that this is very good.  |
| 4.57 | 4-5 | 5. Uses the vision and mission statements in public ways (press releases, website, business cards, newsletter, etc.) –<br>Comments: The MS Board seems to feel that this is good.   |

### III. Comprehensive work plan.

#### Description:

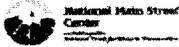
A comprehensive annual work plan provides a detailed blueprint for the Main Street program's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress. A formal work plan process should also be developed and instituted so that the board of directors and committees work together in devising and implementing yearly work plans.

#### Indicators:

- |      |     |  |
|------|-----|--|
| 5.00 | 5-5 | 1. Yearly goals and objectives established for the committees with the Board of Directors through a yearly organization retreat or work planning session –<br>Comments: The MS Board seems to feel that this is very good. |
| 4.71 | 4-5 | 2. Detailed work plans developed by the committees through a formal work planning process –<br>Comments: The MS Board seems to feel that this is very good.  |
| 5.00 | 5-5 | 3. Work plans reviewed and formally approved by the Board of Directors –<br>Comments: The MS Board seems to feel that this is very good.   |
| 4.57 | 4-5 | 4. Work plan implementation is monitored by the Board on at least a quarterly basis–<br>Comments: The MS Board seems to feel that this is good.  |
| 4.67 | 4-5 | 5. Committee chairs report progress of work plan implementation on a monthly basis –<br>Comments: The MS Board seems to feel that this is very good.   |
| 4.00 | 3-5 | 6. Distributes work plan activities and tasks to a broad range of volunteers –<br>Comments: The MS Board seems to feel that this is good.  |
| 4.57 | 4-5 | 7. The Work plan contains measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities –<br>Comments: The MS Board seems to feel that this is good.                                |

The work plan has a balance of appropriate activities in each of the four program areas-

- |      |     |   |
|------|-----|---|
| 4.43 | 3-5 | 8. Organization (volunteer management and leadership development, fundraising, public relations) –<br>Comments: The MS Board seems to feel that this is good.                 |
| 4.71 | 4-5 | 9. Design (design education, visible design projects and other streetscape improvements, incentives) –<br>Comments: The MS Board seems to feel that this is very good.        |
| 4.71 | 4-5 | 10. Promotion (retail events, special events, image campaign) –<br>Comments: The MS Board seems to feel that this is very good.   |
| 4.57 | 4-5 | 11. Economic restructuring (market analysis, business assistance, recruitment, property development, incentives) –<br>Comments: The MS Board seems to feel that this is good. |





2013/2014 Year-End Accreditation Visit

Laura Krizov, Manager  
Michigan Main Street

Norma Ramirez de Miess, Senior Program Officer and  
Director of Leadership Development  
National Main Street Center

Thursday, Sep 25, 2014

**Year-End Visit  
Evaluative Tools:**

- Self-Assessment
- Annual Report
- MMS Services
- Onsite Meetings



Michigan Main Street  
2013/2014  
Year-End Evaluation  
of the  
Portland  
Main Street Program

Self-Assessments received by:

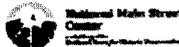
- 4 - Board Members
- 2 - Board Members / Committee Chairs
- 0 - Committee Chairs
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Self-Assessments received by:

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- 2 - Board Members / Committee Chair
- 0 - Committee Chairs
- 1 - MS Manager / Executive Director

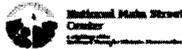
August 25, 2014

Completed by:  
Norma Ramirez de Miess  
Senior Program Officer  
National Main Street Center, Inc.  
and  
Laura Krizov  
Michigan Main Street Coordinator  
Michigan State Housing Development Authority



## National Accreditation Standards

1. **Broad-based public and private support**
2. **Vision and mission statements**
3. **Comprehensive work plan**
4. **Historic preservation ethic**
5. **Active board and committees**
6. **Adequate operating budget**
7. **Professional Management**
8. **Program of on-going Training**
9. **Reporting of key statistics**
10. **Current member of the National Main Street Network**



### 1. **Broad-based public and private support**

- MUNICIPAL government commitment to downtown revitalization
  - Proactive City leadership participation in boards/committees
  - Logistical and in-kind support to projects and activities
  - Funding through DDA base / No other funding allocation at this time
- Work in PARTNERSHIP with other organizations
  - Acknowledge active collaboration with other organizations, but not clearly defined partnership roles?
- Satisfied, but recognizing need to expand community involvement –
  - Wide cross-section of community on the BOARD and COMMITTEES
  - Broad-based philosophical support from COMMUNITY

**Indicators:**

- |      |     |  |
|------|-----|--|
| 4.29 | 3-5 | 1. A wide cross-section of the community represented on the Board of Directors –             |
| 4.48 | 3-5 | 2. A wide cross-section of the community represented on the committees –                     |
| 3.57 | 3-5 | 3. Broad-based philosophical support of the program from the community –                     |
| 5.00 | 5-5 | 4. Municipal government demonstrates a philosophical commitment to downtown revitalization – |
| 4.43 | 4-5 | 5. Works in partnership with other organizations –   |



## 2. Vision and Mission statements

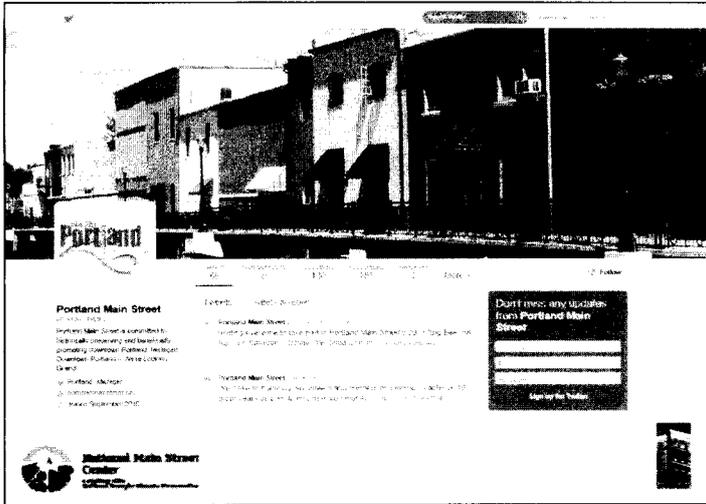
- Appropriate VISION & MISSION statement
  - opportunity to develop a summary paragraph for vision statement
- Statements reviewed by Board annually – during strategic planning process
- USE of Vision and Mission statements to drive WORK PLANS – not clear in use during planning process
- USE of Vision and Mission statements in PUBLIC ways
  - Mission statement on website, newsletters
  - Facebook audience reaching ~1,700 “likes”, “focus” on happenings, yet no reference to mission and vision.

### Indicators:

5.00	5.5	1. Has an appropriate written vision statement formally adopted by the Board of Directors that shows a clear understanding of what can be accomplished through the Main Street program and includes a general timeframe to meet goals and objectives in each of the 4 points?
4.80	4.5	2. Has an appropriate written mission statement formally adopted by the Board of Directors that states how the program will achieve its vision?
Yes	3	Both the Vision and Mission statements are reviewed by the Board yearly.
4.71	4.5	4. Use the vision and mission statements to drive the program's work plan.
4.52	4.5	5. Uses the vision and mission statements in public ways (press releases, website, business cards, newsletters, etc.).







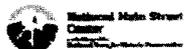
The image shows a screenshot of the Portland Main Street website. At the top, there is a navigation menu with links for Home, About, Events, and Contact. Below the navigation is a large banner image of a street scene in Portland. The main content area is divided into several sections:

- Portland Main Street**: A section with a heading and a list of links including Home, About, Events, and Contact.
- Portland Main Street**: A section with a heading and a list of links including Home, About, Events, and Contact.
- Portland Main Street**: A section with a heading and a list of links including Home, About, Events, and Contact.
- Portland Main Street**: A section with a heading and a list of links including Home, About, Events, and Contact.

At the bottom left, there is a logo for the National Main Street Center, and at the bottom right, there is a small image of a building.

**Mission Statement**

*The goal of the Portland Main Street program is to actively revitalize Portland's vibrant, charming, and unique downtown into a gathering place—one that uses broad-based community support to (1) provide opportunities to entrepreneurs; (2) sustain a strong economic foundation for the region; and (3) safeguard history, tradition, and a sense of community for residents and visitors.*




### Vision Statement

In 2025, downtown Portland is a destination for residents and visitors alike. Specialty shops, food, and events make locals want to spend a day in Downtown. As a result, Downtown Portland is generally full of people of all ages and offers a healthy mix of retail, restaurant, and service businesses. Businesses provide a range of opportunity and experiences for residents and visitors, including outdoor cafes, galleries and art, theater and other entertainment, youth activities, water, and outdoor-related businesses such as a tackle shop, canoe rental, bike and rollerblade rental, and other goods. City Hall and the library—downtown's anchors—are widely used by the community.

Downtown is clean and attractive, with flowers, trees, benches, and bike racks throughout. The historic facades of Downtown buildings are improved and maintained. Businesses have attractive window displays and unique signs, inviting visitors inside. Overall, the Main Street district has a unique but coordinated appearance. Rear facades are welcoming and attractive, and businesses have rear doors that connect to the bustling boardwalk and parking areas.

Upper Stories of buildings are developed for apartments and offices. The historic opera house has been restored and has regularly scheduled entertainment and private functions including weddings, organization functions, art exhibits, and other events. Businesses and local civic organizations regularly hold activities in the downtown for children and families, including music in the streets, sidewalk sales, parades, races, and more. Festivals annually draw 20,000 people. Many businesses feature active rather than passive experiences for customers and clients.

The Portland Civic Players' historic theatre remains an important element in the downtown. Area restaurants offer packages for residents and visitors to enjoy a meal and a performance. The Grand River is alive with canoes, outdoor dining, and music. The river is properly maintained and protected.

Downtown Portland has convenient, on street parking for shoppers, diners, and business clients, and additional parking is available within easy and safe walking distance of the Downtown businesses. Downtown businesses are open during hours that are convenient for visitors and for residents who work outside of the community. Downtown business and property owners, area organizations, and the City government work together cooperatively, and with trust, for Downtown improvements. Downtown business owners work together to promote the Downtown and develop sustainable business practices.

Downtown Portland is known throughout the state as a lively, interesting, and thriving riverfront district that makes residents and visitors want to become part of it. It exudes small-town friendliness that is lacking in many larger cities. And the Portland area, as a whole, is known for its extensive, sustainable recreation opportunities. The downtown district functions with one heartbeat, with business owners working together and paying great attention to detail. It's a "third place," where people of all ages gather to socialize and enjoy life.

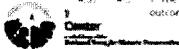
## 3. Comprehensive work plan

Highly satisfied with "Planning" Process & Timelines - from Development to Implementation

- Board hosted strategic planning session to review and define goals and priorities for committees programming
- Opportunity to work on "distribution" of WP activities among volunteers

#### Indicators:

- |      |     |  |   |
|------|-----|--|---|
| 5.00 | 5-5 | 1. Yearly goals and objectives established for the committees with the Board of Directors through a yearly organization retreat or work planning session - | 5 |
| 4.71 | 4-5 | 2. Detailed work plans developed by the committees, through a formal work planning process.  | 4 |
| 5.06 | 5-5 | 3. Work plans reviewed and formally approved by the Board of Directors -   |   |
| 4.57 | 4-5 | 4. Work plan implementation is monitored by the Board on at least a quarterly basis -  |   |
| 4.67 | 4-7 | 5. Committee chairs report progress of work plan implementations on a monthly basis -  |   |
| 4.00 | 3-3 | 6. Distributes work plan activities and tasks to a broad range of volunteers -   |   |
| 4.57 | 4-5 | 7. The Work plan contains measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities -                           |   |

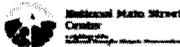


## 2013 Goals & Objectives

1. Improve marketing efforts
2. Better communication of the Main Street program and efforts
3. Inclusion and participation of downtown, business district & surrounding markets
4. Cross committee collaboration
5. Volunteer recruitment

### Committee Priorities

The Main Street Center will continue to work with the Main Street Committee to develop and implement a strategic plan for 2013. The plan will focus on the following areas: marketing, communication, volunteer recruitment, and cross-committee collaboration. The plan will also focus on the following areas: inclusion and participation of downtown, business district & surrounding markets, and cross-committee collaboration. The plan will also focus on the following areas: marketing, communication, volunteer recruitment, and cross-committee collaboration.



## 1. Fundraising –

- Objective #1: Assessment of fundraising potential
- Objective #2: Develop fundraising plan
- Objective #3: Create fundraising tools
- Objective #4: Implement fundraising plan
- Objective #5: Monitor fundraising progress and adjust strategy
- Objective #6: Evaluate fundraising case study and strategy
- Objective #7: Advocate for increased visibility and support
- Objective #8: Build relationships with potential donors

## 2. Awareness and understanding of Main Street efforts

- Objective #1: Create awareness of Main Street program
- Objective #2: Increase participation and communication with the community
- Objective #3: Implement fundraising strategy
- Objective #4: Create new and existing partnerships
- Objective #5: Replicate Main Street program in other neighborhoods

## 3. Strong retail component to downtown Portland business mix

- Objective #1: Retail retail
- Objective #2: Market existing retail businesses
- Objective #3: Recruit and attract new development
- Objective #4: Retail focused business assistance
- Objective #5: Assessment of challenges to business in Portland
- Objective #6: Develop plan and implementation of existing and potential initiatives
- Objective #7: Create a retail strategy plan

### 3. Comprehensive work plan

- Does your Work Plan have a BALANCE of appropriate activities in each of the four program areas?
  - Very satisfied with programming balance between Design, Promotion, and ER
  - Organization Committee not as visible, but active and primarily focused on fund development

Promotions & Marketing	Design	Economic Revitalization	Organization & Finance
5	4.43	4.5	8. Organization (volunteer management and leadership development, fundraising, public relations) -
4	4.71	4.0	9. Design (design education, viable design projects and other streetscape improvements/incentives) -
2	4.71	4.5	10. Promotion (retail events, special events, image campaign) -
	4.57	4.5	11. Economic restructuring (market analysis, business assistance, recruitment, property development, incentives) -

### 3. Comprehensive work plan

- Does your Work Plan have a BALANCE of appropriate activities in each of the four program areas?
  - Proactive communication tools (10<sup>th</sup> Anniversary Report, newsletters, website, etc.), but recognize need to expand reach of information.
  - Organization Committee - currently engaged in fund development planning (MMS Service).
  - Recognized opportunities to strengthen focus and attention to certain areas within the 4-Points (highlighted in red)

Promotions & Marketing	Design	Economic Revitalization	Organization & Finance
Positioning Downtown - Special Events	Historic Preservation Education / Awareness	Supporting Existing Economic Base	Promoting Revitalization - Communication
Marketing Assets - Retail Promotion	Design Assistance, Best Practices	Business Development / Real Estate Development Strategies	Promoting Engagement in Revitalization - Volunteers
Image / Branding Downtown	Physical Improvements - Buildings, Public Spaces	Assembling Economic Partnerships & Resources	Promoting Investment in Revitalization - Fundraising



#### 4. Historic preservation ethic.

- Highly satisfied with the fact that buildings are not being demolished
- Recognize need to promote and support building renovations and maintenance (assistance)
- Acknowledge challenges with current budget for incentives and need to review and more proactively fund incentives that encourage improvements

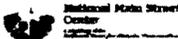
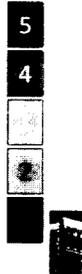
Indicator	Score	Description
1	5	The program has or is working to put in place an active and effective local design management program, which may include: <ul style="list-style-type: none"> <li>Yes: Annual checklist for design projects</li> <li>Yes: Design review - historical districts</li> <li>Yes: Locally based design guidelines have been developed and/or adopted</li> </ul>
2	4	The community has implemented a local historic preservation ordinance with mandatory/advisory design review.
3	4	The downtown is listed in the National Register of Historic Places (if eligible).
4	5-6	More buildings are being preserved downtown than are being demolished.
5	2-5	There's been a significant positive change in downtown appearance over the last year including facade and building rehabilitation projects, new signage and awnings, etc.
6	4-5	The Main Street program encourages local planning and land use policies that will support downtown revitalization and historic preservation including a new city comprehensive plan, downtown master plan, preservation planning study, and zoning and other code revisions.
7	2-5	The program builds public awareness for the district's historic buildings and the downtown's history.
8	5	The program has taken advantage of MSH Design Services over the last year.
9	4-6	The program educates the community on historic preservation and local design through workshops and other educational activities.

### 5. Active board and committees

- Overall – is your leadership base (board & committees) actively engaged in building and promoting the program?
  - Current leadership base – seems very active and engaged.
  - Very satisfied with internal level of collaboration and unified voice
  - Actively talking about fundraising, but acknowledge need for more comprehensive approach to funding and fundraising – currently utilizing MMS services to develop a plan.
  - Recognize need to promote the program and expand their reach in community participation

**Board and Committee Indicators:**

- 4.00 - 5.00 - 1. Are actively fundraising to support the program's work plan -
- 4.25 - 4.75 - 2. Actively promote and advocate their program to the community, encourage their role and gather community feedback -
- 4.50 - 4.75 - 3. Communicating to the public with a unified voice -

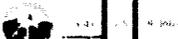
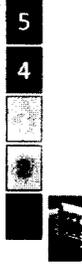



### 5. Active board and committees

- How is the BOARD doing? - # of Members, roles, regular meetings, training, policies & procedures, other...
  - Very satisfied with structure between both boards – DDA and MS
  - Concerned about budget limitations, but working on fund strategies
  - Recognize current lack of leadership training and need for orientation of current and new board members and more guidance with role development.

**Board Indicators:**

- 4.25 - 4.75 - 4. Well developed regular monthly meeting - include all board members and regional representatives -
- 4.00 - 4.50 - 5. If your budget is compromised for support Main Street Ottawa -
- 4.00 - 4.50 - 6. If your budget is compromised for support Main Street Ottawa -
- 4.00 - 4.50 - 7. Established operating policies and procedures including external relations and personnel policies -
- 4.00 - 4.50 - 8. A final evaluation process for new board members -
- 4.00 - 4.50 - 9. Provides helpful written letter of introduction regarding board member responsibilities -

## 5. Active board and committees

### How is the BOARD doing?

- Members
- Roles
- Meetings
- Policies & Procedures
- Training
- Other

#### Board Indicators:

- 4.75 4.5 4.25 4.00 3.75 3.50 3.25 3.00 2.75 2.50 2.25 2.00 1.75 1.50 1.25 1.00 0.75 0.50 0.25 0.00
- 4.75 4.5 4.25 4.00 3.75 3.50 3.25 3.00 2.75 2.50 2.25 2.00 1.75 1.50 1.25 1.00 0.75 0.50 0.25 0.00
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- 4.75 4.5 4.25 4.00 3.75 3.50 3.25 3.00 2.75 2.50 2.25 2.00 1.75 1.50 1.25 1.00 0.75 0.50 0.25 0.00
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- 4.75 4.5 4.25 4.00 3.75 3.50 3.25 3.00 2.75 2.50 2.25 2.00 1.75 1.50 1.25 1.00 0.75 0.50 0.25 0.00



Portland Main Street 2013-2014 Board Member List		
Name	Title	Representing
Joel Van Slambrouck	Board Chair	City of Portland
Charise Abel (resigned)	O&F Chair	Resident
Chris Tyler	ER Chair	Alstate Insurance
Nicole Sunstrom (resigned)	P&M Chair/ Secretary	Resident/Portland City Council
Kathy Parsons	Design Chair	Grider Portland Insurance
Wanda Ure	Member/ Treasurer	Distinctive Occasions
Margery Briggs	Member	Two Rivers Counseling
Rush Clement	Member	Rush Hour Studios
Charles Dumas	Member/ Vice Chair	Portland ODA

Active volunteer leadership base, but recognize the need to increase volunteers in committees and projects

#### Organization and Finance Committee

Chairperson - Charise Abel (Resident) (Stepped down Feb 11, 2014)  
 Joel Van Slambrouck (City of Portland)  
 Jim Barnes (Mayor - City of Portland) (Chair as of Feb 11, 2014)  
 Eric Proctor (Quarterline Media)  
 Nan Peters (Resident)

#### Design Committee

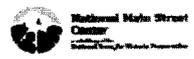
Chairperson - Shelley Parr (Portland Civic Purves) (Resignation: 03/31/2014)  
 Tom Dempsey (City of Portland) (left March 10, 2014)  
 Eric Pedersen (Resident)  
 Margery Briggs (Two Rivers Counseling)  
 Kathi Fazzoni (Grider Portland Insurance Agency) (Resignation: March 11, 2014)

#### Promotions and Marketing Committee

Chairperson - Nicole Sunstrom (Resident) City Council  
 Wanda Ure (Distinctive Occasions)  
 Paul Ottens (Rafaelles Marketplace)  
 Harlan Wilson (Resident)  
 Randi Maize (Resident)

#### Economic Revitalization Committee

Chairperson - Chris Tyler (Alstate Insurance) (Chris Tyler Agency)  
 Bernice Pak (PCME)  
 Roy Blaine (Edward Jones Investment)  
 Patrick Respas (Assistant City Manager)



## 5. Active board and committees

- Committees -
  - > Highly satisfied all committees are active and meeting regularly
  - > Board members also serving as chairs and members of committees
  - > Recognized the need to expand volunteer base and provide orientation to new & current members

### Committee Indicators-

- |      |     |    |  |
|------|-----|----|--|
| 4.86 | 4.5 | 10 | Each of the 4 committees exist and are active  |
| 4.14 | 4.5 | 11 | Have enough active members to be effective (2 to 7 members) -                                  |
| 5.06 | 5.5 | 12 | Hold regular, scheduled meetings with an advance agenda that address the committee work plan - |
| 4.81 | 4.5 | 13 | Have responsibility for the implementation of the work plan -                                  |
| 4.47 | 4.5 | 14 | Communicate with each other and coordinate projects as appropriate -                           |
| 3.71 | 3.5 | 15 | Hold an orientation session for all new committee members                                      |
| 4.88 | 4.5 | 16 | Conduct projects that are visible to the community -   |
| 5.77 | 5.5 | 17 | Job descriptions and/or letters of commitment explaining committee member responsibilities -   |



## 6. Adequate operating budget

- > Highly satisfied with budget development process and financial oversight practices
- > Recognize need to increase funding allocation for programming
- > Planning for the future through MMS services

- |      |     |   |  |
|------|-----|---|--|
| 4.86 | 4.5 | 1 | The Main Street program's budget is specifically dedicated to the purpose of revitalizing the traditional downtown commercial district - |
| 4.29 | 3.5 | 3 | Adequate to achieve the program's goals -  |
| 1.81 |     | 4 | Have dedicated line-item budgets -   |
| 4.43 | 3.5 | 5 | Adequate to cover the salary and fringe benefits of staff members, as well as other administrative expenses -                            |
| 4.26 | 4.5 | 6 | Adequate to cover professional training and development and the associated travel -  |
| 5.00 | 5.5 | 7 | There is a process for financial oversight and management -  |
| 5.00 | 5.5 | 8 | Regular financial reports are made to the board -  |
| 4.71 | 4.5 | 9 | The program is taking steps to ensure long-term financial stability -  |



## 6. Adequate operating budget

- Yes: DDA - property taxes  
 Yes: DDA - TIF  
 Yes: Principals Shopping District (PSD) **40**  
 Yes: Donations  
 Yes: Corporate sponsorships  
 Yes: Earned income (festivals, product sales, etc.)  
 No: Formal membership program  
 No: Municipal association  
 Yes: In-kind Contributor
- Sources for funding / balanced proportion between public & private sector support?  
 DDA - primary source. Concerns for current limitations and long-term sustainability.  
 Private sector - small base at this time / Fund Development Services help define a plan  
 City - opportunity to explore additional funding support (?)

Description	History 12-13 Budget	History 12-13 Actual	Amended 13-14 Budget	Actual 07/01/13 to 12/31/13	ESTIMATED 01/01/14 to 06/30/14
RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00	0.00
CONTRIBUTION FROM STATE GRANT	0.00	0.00	0.00	0.00	0.00
REIMBURSEMENTS-WORKER'S COMP	0.00	0.00	0.00	128.49	0.00
REIMBURSEMENTS-MISCELLANEOUS	2,000.00	23.00	0.00	0.00	0.00
REIMBURSEMENTS-MAIN STREET	31,620.00	24,061.56	28,000.00	12,047.15	10,000.00
BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
<b>331,170.00</b>	<b>314,979.20</b>	<b>335,599.00</b>	<b>212,207.45</b>	<b>104,500.00</b>	

Total DDA Revenue	331,170.00	314,979.20	335,599.00	212,207.45	104,500.00
<b>Expenses:</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>
240-270-711-000	2,500.00	1,199.89	4,200.00	392.83	842.37
240-270-711-000	1,191.00	1,192.18	1,192.00	1,192.00	1,654.94
240-270-713-000	8,000.00	8,842.91	17,655.00	13,309.57	4,525.00
240-270-733-000	0.00	17.14	180.00	271.47	0.00
240-270-730-000	500.00	514.11	500.00	574.90	0.00
240-270-740-001	7,300.00	1,705.81	7,500.00	757.42	5,000.00
240-270-740-007	17,450.00	11,020.40	14,905.00	7,228.10	4,500.00
240-270-740-008	16,540.00	16,716.09	18,140.00	7,580.02	10,500.00
240-270-802-000	810.00	811.70	750.00	680.00	0.00
240-270-871-000	500.00	0.00	0.00	138.71	0.00
240-270-804-000	1,250.00	0.00	300.00	0.00	300.00
240-270-811-000	500.00	600.18	500.00	147.33	152.66
240-270-918-000	0.00	0.00	0.00	0.00	0.00
240-270-999-000	1,500.00	2,311.12	3,000.00	376.53	2,237.45
240-270-910-000	0.00	0.00	0.00	0.00	0.00
240-270-992-000	170,000.00	170,000.00	171,000.00	175,000.00	0.00
240-270-999-201	113,000.00	201,830.48	0.00	0.00	0.00
240-000-000-001	0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>443,403.42</b>	<b>414,064.45</b>	<b>333,214.00</b>	<b>247,422.37</b>	<b>77,244.30</b>
<b>Net of Revenues &amp; Appropriations</b>	<b>(112,233.42)</b>	<b>(99,085.25)</b>	<b>2,384.82</b>	<b>(135,214.92)</b>	<b>27,255.70</b>

MS Organization & Finance Committee 2013-2014 Work Plans Budget Totals				
Department	Project	Revenue	Expenditure	Net
Administration	1. Salary & Benefits Budget	\$0.00	\$252,000.00	(\$252,000.00)
Administration	2. Annual Fees	\$50.00	\$200.00	(\$150.00)
Administration	3. Expenses (Travel)	\$0.00	\$7,500.00	(\$7,500.00)
Administration	4. Main Street	\$0.00	\$2,000.00	(\$2,000.00)
Education	1. Meals	\$0.00	\$0.00	\$0.00
Education	2. Special Member Meetings	\$0.00	\$0.00	\$0.00
Education	3. Exp. for. Meals	\$150.00	\$2,400.00	(\$2,250.00)
Education	4. MS. conf.	\$0.00	\$0.00	\$0.00
Education	5. MS. Traveler Expenses	\$0.00	\$2,000.00	(\$2,000.00)
Education	6. Expenses Plan	\$250.00	\$0.00	\$250.00
Education	7. Misc.	\$750.00	\$2,000.00	(\$1,250.00)
Education	8. Misc.	\$1,000.00	\$0.00	\$1,000.00
Education	9. Misc. Misc.	\$1,500.00	\$0.00	\$1,500.00
Education	10. Misc. Misc.	\$0.00	\$0.00	\$0.00
	<b>TOTAL</b>	<b>\$2,300.00</b>	<b>\$2,872,000.00</b>	<b>(\$2,849,000.00)</b>

2013-2014 Design Committee Workshop Totals	
Workshop 1	\$1,000.00
Workshop 2	\$1,000.00
Workshop 3	\$1,000.00
Workshop 4	\$1,000.00
Workshop 5	\$1,000.00
Workshop 6	\$1,000.00
Workshop 7	\$1,000.00
Workshop 8	\$1,000.00
Workshop 9	\$1,000.00
Workshop 10	\$1,000.00
Workshop 11	\$1,000.00
Workshop 12	\$1,000.00
Workshop 13	\$1,000.00
Workshop 14	\$1,000.00
Workshop 15	\$1,000.00
Workshop 16	\$1,000.00
Workshop 17	\$1,000.00
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Workshop 96	\$1,000.00
Workshop 97	\$1,000.00
Workshop 98	\$1,000.00
Workshop 99	\$1,000.00
Workshop 100	\$1,000.00

2013-2014 Summary				
Project	Revenue	Expenditure	Net	Notes
1. Main Street	\$0.00	\$2,000.00	(\$2,000.00)	
2. Main Street	\$0.00	\$2,000.00	(\$2,000.00)	
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100. Main Street	\$0.00	\$2,000.00	(\$2,000.00)	

- Most committees have an outlined budget – excellent!
- Need to make events supportive to budget
- "Package" with sponsorship opportunities
- Need to increase funding for programming / incentives to foster interest – value!

## 7. Professional Management & Development

- High level of satisfaction with Interim Director's performance and the transition management process
- Preparing for a transition in October again— opportunity to confirm long-term goals for program management

Indicators	1. Main Street Manager/Director is DORA or Non-Profit Executive Director -	5
4.00	2. Is a full-time employee and works exclusively for the Main Street program -	4
5.00	3. Makes regular monthly reports to the board of directors -	
4.25	4. Has a salary that is consistent with those of other community and economic development professionals within the locality and region -	
4.75	4.75 4.75 5. A written job description and performance expectations are in place -	
4.25	3.5 6. A formal performance evaluation on an annual basis -	
4.5	4.1 7. Regular feedback, encouragement, and guidance throughout the year -	
5.00	5.5 8. Adequate training and continuous learning about revitalization techniques and downtown issues -	
5.00	5.75 9. There is a clear chain of command for the executive director and ultimately "the boss" (the board president) that guides and directs the executive director -	
4.00	10. Main Street Manager/Director has been certified through the National Main Street Certification Institute -	
4.00	11. Main Street Manager/Director has attended required MMSI training opportunities (including Quarterly Trainings) -	

## 8. Program of on-going Training

- Local staff and volunteer leaders participated in National Main Streets Conference in Detroit
- Recognize needs to provide orientations and more local training for volunteer leaders –board, committees
- Recognize need of comprehensive volunteer development program

### Indicators:

- |      |     |  |
|------|-----|--|
| 3.86 | 3.5 | 1. Formal volunteer recruitment efforts are taking place.<br>Comments – The MS Board seems to feel that this is adequate.  |
| 3.91 | 3.5 | 2. The program provides and conducts appropriate local volunteer training/workshop/other than MMS organized workshops.<br>Comments – The MS Board seems to feel that this is adequate. |
| 5.09 | 5.5 | 3. Annual recognition of volunteers through a special activity.<br>Comments – The MS Board seems to feel that this is very good.   |
| 4.57 | 3.5 | 4. The program makes available and uses appropriate reference and training materials.<br>Comments – The MS Board seems to feel that this is good.                                      |
| 4.57 | 3.5 | 5. A number of volunteers have attended Michigan Main Street training sessions.<br>Comments – The MS Board seems to feel that this is good.  |
| 4.65 | 6   | 6. Manager and/or Board Member attended the last National Main Street Conference.  |
| 3.74 | 2.5 | 7. A number of volunteers have attended non-MMS training in the region or state.   |

5

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1



## 9. Reporting of key statistics

### Description:

Tracking statistics – revenue, talent, job and business creation, and so on – provides a tangible measurement of the local Main Street program's progress and is crucial to garnering financial and programmatic support for the revitalization effort. Statistics must be collected on a regular, ongoing basis.

### Indicators:

- |      |     |  |
|------|-----|--|
| Yes  | 1.  | The program submits completed yearly reports by August 31st (or specified by the MMS program).             |
| Yes  | 2.  | The program submits completed monthly reports by the 10th of each month (as specified by the MMS program). |
| 4.71 | 4.5 | 3. The program has regular communication of key statistics to the community at large.                      |
- Very satisfied with sharing accomplishments – 10<sup>th</sup> year report, newsletters, etc
  - Recognize current efforts focused on "projects". Need to expand opportunity to promote the "VALUE" of the program and the downtown for the community.

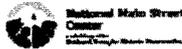
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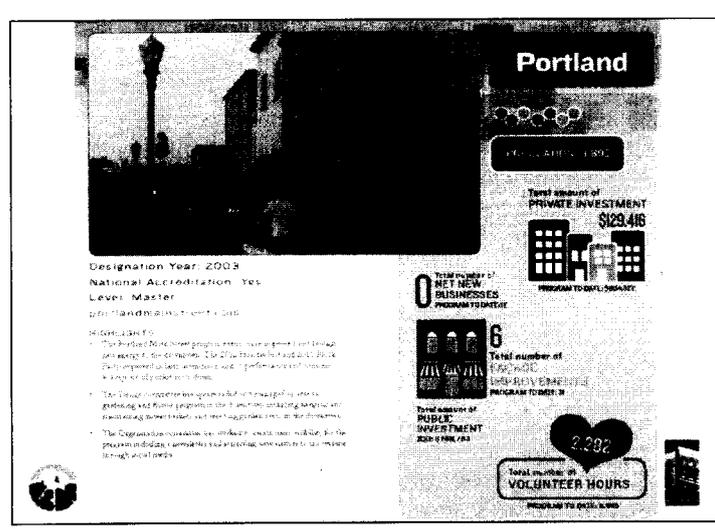
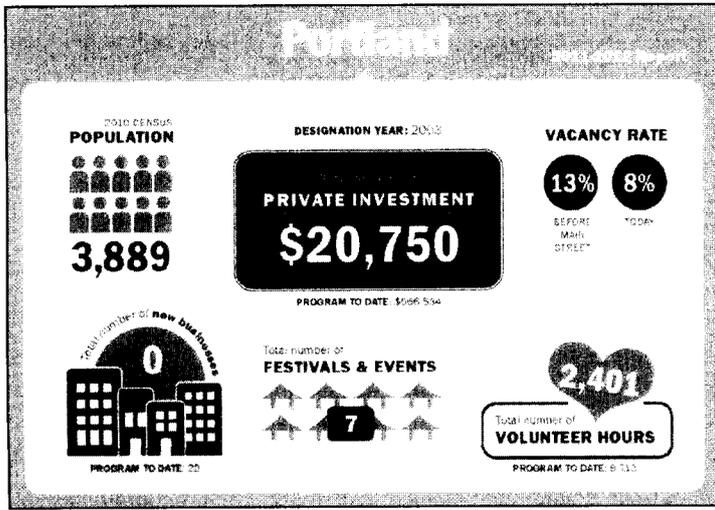
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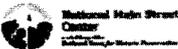


## 10. Current member of the National Main Street Network

**Indicators:**

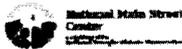
Yes  1. The program is a current member of the National Main Street Network

- ✓ Connection to a national network of communities and experts
  - ✓ Access to list serves – state and national programs for input, examples on projects & initiatives
- ✓ Access to technical assistance, publications, and resources
  - ✓ Using MMS Services. Opportunity to reach out for volunteer training
- ✓ Opportunities to highlight your community and successful efforts
  - ✓ Opportunity to write articles that share success stories – example: “Videopisodes” highlighting businesses/what downtown has to offer...



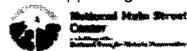

## National Designation Criteria

1. **Broad-based public & private support** YES, but needs to expand!
2. **Vision and mission statements** YES, but use them publicly!
3. **Comprehensive work plan** YES, but enhance "comprehensive" focus
4. **Historic preservation ethic** YES, but increase support-education, funds
5. **Active board & committees** YES, but expand base / outreach strategy
6. **Adequate operating budget** YES, but borderline - adequate/proportion
7. **Professional Management** YES, confirm long-term goals
8. **Program of on-going Training** YES, need volunteer development plan/program
9. **Reporting of key statistics** YES, but package & share your value!!
10. **Current member of the National Main Street Network** YES



## Overarching Recommendations:

- Expand "Broad-Base"
  - Build the community's engagement in revitalization
    - Develop Outreach strategies to expand volunteer leadership base in committees / projects -- "WITH" and not just "FOR" approach.
    - Develop a volunteer development & coordination plan to identify and promote volunteer leadership opportunities and process to become and remain involved in downtown revitalization.
  - Complete and implement Fund Development Plan
    - Increase private sector's investment in revitalization
    - Explore opportunities to expand City's financial investment (other funds other than through DDA allocation).
- Focus on, Package, and Share VALUE!
  - Beyond promoting projects, package your message about the value of the program and of downtown for the community
  - Review your time and resource allocation and expand direct support to supporting economic and physical improvements



# Congratulations!



A Nationally Accredited Michigan Main Street Community!



**National Main Street  
Center**  
a subsidiary of the  
National Trust for Historic Preservation



# *Portland Area Municipal Authority*

## GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

### MINUTES

July 8, 2014

**P.A.M.A. BOARD MEMBERS PRESENT:** K. Cook, R. Pohl, D. Logel, R. Foote, G. Krausz

**VISITORS:** None

Meeting was called to order at 7:30 p.m.

#### **AGENDA**

- Motion to approve agenda by R. Pohl supported by R. Foote

#### **SECRETARY'S REPORT:**

- Motion to approve minutes by G. Krausz supported by D. Pohl

#### **TREASURER'S REPORT:**

- Account balance as 6/30/14 \$1678.57
- 5/19/14 deposit by Portland Twp. \$754.80
- 4/21/14 deposit by City of Portland \$754.80
- 5/26/14 deposit by Danby Twp. \$377.42

#### **Bills Paid**

- Hoppes Plumbing \$530.00 4/10/14 CK #549
- Eagle Enterprises \$357.02 4/29/14 CK # 550
- Postmaster, two books stamps \$19.76

#### **Bills to Pay**

- Larry Tiejema 2013 Audit \$750.00
- Moyer Construction \$18,884.00 after parking lot completion
- Motion to approve treasurer's report as submitted by G. Krausz supported by R. Foote

#### **OLD BUSINESS:**

- None

#### **NEW BUSINESS:**

- Lites Plus for LED wall mount \$85.00
- Motion made by R. Foote supported by R. Pohl to pay Lites Plus.
- Motion made by G. Krausz supported by R. Foote to pay Larry Tiejema.
- R. Pohl contacted Larry Tiejema in regard to notice sent by Department of Treasury
- Mike Ward will check roof problem this week

Motion made by D. Pohl to adjourn the meeting at 7:45 p.m. Seconded by G. Krausz.

Respectfully submitted,

Kath Cook, Secretary

**NEXT MEETING: October 7, 2014 7:30 p.m.**

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of September 2014		
Type of Call	Danby Twp Alarms	Danby Twp Manhours	Portland Twp Alarms	Portland Twp Manhours	City Portland Alarms	City Portland Manhours	Apparatus Truck	Response Amount
Ambulance/Police Assits							Engine # 1	3
Dwelling					1	22	Engine # 7	
Vehicle Fire							Engine # 11	4
Industrial/Commercial Fire							Tanker # 9	1
Wildland/Grass Fire							Brush # 6	
Garage/Storage Building Fire							Brush # 8	
Barn Fire							Brush # 12	
Tree Down							Light/Air # 2	1
Power Line/transformer							Command 10	
Rescue/Extrication/Water			2	20	1		8 Car # 4	
Smoke Alarm	1	16			1		9 Quad # 51	
Natural Gas/CO2 Leak							Marine # 3	
Tornado Warning								
<b>Total for Month</b>	<b>1</b>	<b>16</b>	<b>2</b>	<b>20</b>	<b>3</b>	<b>39</b>	<b>Year</b>	
<b>Total for Year</b>	<b>13</b>	<b>246</b>	<b>21</b>	<b>387</b>	<b>32</b>	<b>499</b>	Engine # 1	15
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	1
Grand Ledge					Grand Ledge		Engine # 11	37
Westphalia					Westphalia		Tanker # 9	27
Berlin/Orange					Berlin/Orange		Brush # 6	9
Roxand Township					Roxand Twp.		Brush # 8	9
Lyons/Muir					Lyons/Muir		Brush #12	5
Pewamo					Pewamo		Light/Air # 2	8
Sunfield					Sunfield		Command 10	3
Delta Fire					Delta Fire		Car # 4	13
Other					Other		Quad # 51	
<b>Totals for Month</b>	<b>0</b>	<b>0</b>			<b>Totals for Month</b>		Marine # 3	1
<b>Totals for Year</b>	<b>17</b>	<b>515</b>			<b>Totals for Year</b>		2 Total	128
	Alarms	Manhours						
<b>Total for Month</b>	<b>6</b>	<b>75</b>						
<b>Total for Year</b>	<b>83</b>	<b>1647</b>						
<b>Training for September 2014</b>	Manhours		<b>Training for Year</b>		Manhours		Reported By	
		66.5			635.5		Nick Martin, Fire Marshal	

PORTLAND FIRE DEPARTMENT RUN SHEET

**DATE** 9/7/2014 **Run #** 14-079

**Owner** City Hall  
**Address** 259 Kent Street  
**City** Portland **State** MI **Zip** 48875 **Phone #**

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

**Township** **Section #**

**Times**  
**Received** 6:37 **In service** 6:46 **On Scene** 6:48 **Controlled**  
**Cleared** 7:22 **Back In Ser.** 7:37

**Total Hrs** 1 **Total Man Hours** 9

**Description of Response** Toned to a fire alarm. Nothing was found

**Location of Response** Portland City Hall

**Units Responding** Engne 11

**Mutual Aid Received** None

**Personnel Responding: ( \* denotes personnel on scene)**

Chief	Asst Chief	Gensterblum*	Captain
Captain	1st Lt	Loegel, Sr*	2nd Lt
1 Miller*	2 Martin		3 Lay*
4 Schafer,J	5 Schafer, G		6 VanHorn*
7 Shaltry*	8		9
10	11		12
13	14		15
16	17		18
19	20		21
22	23		24

**Reported By** Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

**DATE** 9/19/2014 **Run #** 14-080

**Owner** Portland Public Schools  
**Address** 500 Oak St  
**City** Portland **State** MI **Zip** 48875 **Phone #**

**Occupant** Same as above  
**Address**  
**City** **State** **Zip** **Phone #**

**Township** City **Section #**

**Times**

Received 14:07 In service 14:15 On Scene 14:17 Controlled  
Cleared 14:58 Back In Ser. 15:58 14:30

Total Hrs 2 Total Man Hours 22

**Description of Response** Room Filled with smoke from the stove

**Location of Response** 500 Oak Street

**Units Responding** E-11 E-1 L&A 2

**Mutual Aid Received** None

**Personnel Responding: ( \* denotes personnel on scene)**

Chief	Asst Chief	Gensterblum*	Captain	Kirzov*
Captain	1st Lt	Logel Jr*	2nd Lt	
1 Miller		2 Patrick Chapman		3 Martin*
4 Waltersdorf*		5 Czaika*		6 Heintzelman
7 Lay*		8 VanHorn*		9
10		11		12
13		14		15
16		17		18
19		20		21
22		23		24

**Reported By** Czaika

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 9/24/2014 Run # 14-082

Owner Amy Bagnasco
Address 6218 Burchrow Dr
City East Lansing State MI Zip 48823 Phone # 517-896 7429

Occupant Same as Above
Address
City State Zip Phone #

Township City Section #

Times

Received 7:01 In service 7:06 On Scene 7:11 Controlled
Cleared 7:36 Back In Ser. 8:01 7:12

Total Hrs 1 Total Man Hours 8

Description of Response Roll over Accident On I96 @ 79MM. Provided Blocking For EMS.
Vechical Info- 2015 Subaru Outlook 3.6. License late BHA7643 VIN:4S4BSELC2F3209314
Insurance Info Michigan Millers Mutual Insurance 517-482-6211

Location of Response I96 @79MM

Units Responding E-1 T-9

Mutual Aid Received None

Personnel Responding: ( \* denotes personnel on scene)

Chief Asst Chief Captain
Captain 1st Lt Logel SR\* 2nd Lt
1 Tygesen\* 2 Czaika\* 3 Lay\*
4 Schafer G\* 5 Schafer J 6 Vanhorn\*
7 Weiler\* 8 9
10 11 12
13 14 15
16 17 18
19 20 21
22 23 24

Reported By Czaika

IONIA COUNTY BOARD OF COMMISSIONERS  
*"Collaborating For Safe, Strong and Healthy Communities"*

Committee-of-the-Whole Agenda

September 16, 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. Unfinished Business
  - A.
- VII. New Business
  - A. Presentation/Discussion on 457 Plan
  - B.
- VIII. Reports of Officers, Board and Standing Committees
  - A. Chairperson
  - B. Commissioners
  - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment

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

**Agenda**  
**September 23, 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 August 2014 - \$1,751,639.07
  - D. Approve payment of Health Fund bills - \$129,525.53
  - E.
- VIII. Unfinished Business**
  - A. Commission on Aging Board Appointments – Two Three-year appointments.
  - B.
- IX. New Business**
  - A. Commission on Aging FY2015 OAA Contract Amendment
  - B. Request to fill Deputy position
  - C. Resolution to Authorize a Change in Employee 457 Plan Provider
  - D. Budget Amendment -Sheriff Office, Marine Budget
  - E.
- 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
- XIV. Adjournment

**Board and/or Commission Vacancies**

- 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 2014, one expiring September 2015.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Department of Human Services Board – One three-year term expiring October 2016.

**Appointments for consideration in the month of October 2014:**

- *Department of Human Services* – One three-year term.

**Appointments for consideration in the month of November 2014:** None



2512 Lansing Road  
Charlotte, Michigan 48813

September 30, 2014

Tom Dempsey, City Manager  
City of Portland  
259 Kent St.  
Portland, MI 48875

Effective today, September 30, 2014, WOW! will launch Fusion on our Digital Signature tier on channel 117. Fusion's programming features news, lifestyle, pop culture, satire and entertainment aimed at English-speaking millennials, including those of a Hispanic background.

Regards,

A handwritten signature in black ink, appearing to read "Christian Andersen", is written over a light blue horizontal band.

Christian Andersen  
System Manager  
[candersen@wideopenwest.com](mailto:candersen@wideopenwest.com)  
Phone (517) 319-3150