



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

7:00 p.m. Monday, October 20, 2014
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	IV. <u>Public Comment</u> (5 minute time limit per speaker)	
	V. <u>City Manager Report</u> - None	
	VI. <u>Presentations</u>	
7:08 PM	A. DDA Main Street Director Reagan – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u>	
	IX. <u>New Business</u>	
7:13 PM	A. Proposed Resolution 14-92 Accepting the Quote from Trust Thermal for Asbestos Inspections for the City-Owned Properties Located at 874 Lyons Road and 628 Canal Street	Motion
7:15 PM	B. Proposed Resolution 14-93 Approving the Application for a Development Rights Agreement between Brent & Mandie Hoppes And the State of Michigan	Motion
7:18 PM	C. Proposed Resolution 14-94 Confirming the Mayor’s Appointments to Boards and Commissions	Motion
7:20 PM	X. <u>Consent Agenda</u>–	Motion
	A. Minutes & Synopsis from the Regular City Council Meeting and held on October 6, 2014	
	B. Payment of Invoices in the Amount of \$143,688.21 and Payroll in the Amount of \$148,135.03 for a Total of \$291,823.24	
	C. Purchase Orders over \$5,000 1. Compass Minerals American in the Amount of \$33,847.36 for Road Salt	
	X. <u>Communications</u>–	
	A. Planning Commission Minutes for July 9, 2014	
	B. DDA Minutes for September 18, 2014	
	C. DDA Treasurer’s Report for October 9, 2014	
	D. Police Department Report for September 2014	
	E. Wastewater Treatment Plant Report for September 2014	

Estimated <u>Time</u>		<u>Action Requested</u>
	<ul style="list-style-type: none"> F. Revenue-Expense Report for October 2014 G. Fleis & VandenBrink Memo re: Phase I ESA Summary – ADM Property H. FEMA Communication re: FIS and FIRM I. Proclamation for Steven Tiemann, Eagle Scout J. Ionia County Board of Commissioners Agenda for October 14, 2014 	
7:22 PM	XI. <u>Other Business</u>	
7:25 PM	XII. <u>City Manager Comments</u> - None	
7:30 PM	XIII. <u>Council Comments</u>	
	XIV. <u>Adjournment</u>	Motion

PORTLAND CITY COUNCIL

Ionia County, Michigan

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

RESOLUTION NO. 14-92

**A RESOLUTION ACCEPTING THE QUOTE FROM TRUST THERMAL FOR
ASBESTOS INSPECTIONS FOR THE CITY-OWNED PROPERTIES LOCATED AT
874 LYONS ROAD AND 628 CANAL STREET**

WHEREAS, the City owns two vacant residential properties, located at 874 Lyons Road and 628 Canal Street; and

WHEREAS, City staff has determined that both properties should be demolished due to their dilapidated state and for future public purposes; and

WHEREAS, per the National Emission Standards for Hazardous Air Pollutants – created under the Clean Air Act of 1973 – dwellings to be demolished for public purposes must be inspected for asbestos prior to demolition; and

WHEREAS, City staff sought quotes for this inspection and recommends that the quote from Trust Thermal, for asbestos inspection, material sampling, lab analysis and the completion of a final report at a total cost of \$1,800.00 for the two properties be approved by the City Council – a copy of this quote is attached as Exhibit A..

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the quote from Trust Thermal, for asbestos inspection, material sampling, lab analysis and the completion of a final report at a total cost of \$1,800.00 for the City-owned properties located at 874 Lyons Road and 628 Canal Street, a copy of this quote 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 20, 2014

Monique I. Miller, City Clerk



Trust Thermal

Proposal To:
Mr. Mike Hyland
City of Portland
259 Kent Street
Portland, MI 48875

Project:
Asbestos survey for two homes

Date: October 3, 2014

Proposed Scope of Services:

- Provide an asbestos inspection, material sampling, lab analysis, and a survey report for two demo houses.

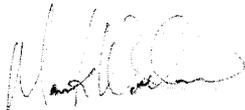
Total Cost: \$1,800.00

Terms and Conditions that apply:

- Trust Thermal will furnish all supervision, labor, equipment, materials, & mobilization for this project.
- All work to be done in compliance with all federal, state and local regulations regarding asbestos.
- Payment for this project will be net 30 days from invoice date. Invoice may be subject to a 2% finance charge after 30 days.
- Proposal may be withdrawn after 90 days.

Thank you for your consideration of this proposal.

Respectfully Submitted:



Mark Wilson
Project Manager

Accepted By:

Firm

Signature

Title

Printed Name

Date

**Exhibit
A**

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 14-93

**A RESOLUTION APPROVING THE APPLICATION FOR A DEVELOPMENT
RIGHTS AGREEMENT BETWEEN BRENT & MANDIE HOPPES AND THE
STATE OF MICHIGAN**

WHEREAS, Brent and Mandie Hoppes own vacant property located in the City of Portland with an address of 1160 Divine Hwy and on September 10th, 2014 submitted to the City a properly completed application for a Farmland Agreement under the Farmland and Open Space Preservation Program; (PA 116) and

WHEREAS, city staff has reviewed the application and map (a copy of the application and map is attached as Exhibit A and a copy of a memorandum from City Assessor Litts is attached as Exhibit B) and determined that the 29.35 acre parcel qualifies under Michigan law because it is undeveloped land between five and forty acres, more than 50% of the land is agriculturally active and the land produces a gross annual income in excess of \$200 per tillable acre; and

WHEREAS, the application was forwarded to the Ionia County Soil Conservation District in compliance with the PA 116 rules and the organization was afforded a thirty day period of time in which to comment either for or against the approval of the agreement and no comment was received;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the application submitted by Brent J. & Mandie M. Hoppes for a Farmland Development Agreement with the State of Michigan on the 29.35 acre property with parcel ID#: 34-300-027-000-205-00 (commonly known as 1160 Divine Hwy) for an initial period of ten (10) years with the understanding that after the ten years has passed the property owners may request an extension for a minimum of seven years up to a maximum total of ninety years.
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 20, 2014

Monique I. Miller, City Clerk



FARMLAND AND OPEN SPACE PRESERVATION PROGRAM

Application for Farmland Agreement

Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, more commonly known as PA 116.

Please print or type. Attach additional sheets as needed. Please read the Eligibility and Instructions document before filling out this form.

OFFICIAL USE ONLY
Local Governing Body:
Date Received: 9-10-14
Application No: 14-FARML-01
State:
Date Received:
Application No:
Approved: Rejected:

ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY ON OR BEFORE NOVEMBER 1 IN ORDER TO BE EFFECTIVE FOR THE CURRENT TAX YEAR

I. Personal Information:

1. Name(s) of Applicant: HOPPES BRENT J.
Last First Initial
(If more than two see #15) HOPPES MANOJE M.
Last First Initial

Marital status of all individual men listed on application, if more than one, indicate status after each name:
[X] Married [] Single

2. Mailing Address: 11666 BARNES ROAD PORTLAND MI 48875
Street City State Zip Code

3. Telephone Number: (Area Code) 517 712 4827

4. Alternative Telephone Number (cell, work, etc.): (Area Code) ()

5. E-mail address:

II. Property Location (Can be taken from the Deed/Land Contract)

6. County: IONIA 7. Township (City) or Village: PORTLAND
8. Section No. 27 Town No. T6N Range No. R5W

III. Legal Information:

- 9. Attach a clear copy of the deed, land contract or memorandum of land contract. (See #14)
10. Attach a clear copy of the most recent tax assessment or tax bill with complete tax description of property.
11. Is there a tax lien against the land described above? [] Yes [X] No
If "Yes", please explain circumstances:
12. Does the applicant own the mineral rights? [X] Yes [] No
If owned by the applicant, are the mineral rights leased? [] Yes [X] No
Indicate who owns or is leasing rights if other than the applicant:
Name the types of mineral(s) involved:
13. Is land cited in the application subject to a lease agreement (other than for mineral rights) permitting a use for something other than agricultural purposes: [] Yes [X] No
If "Yes", indicate to whom, for what purpose and the number of acres involved:
14. Is land being purchased under land contract [] Yes [X] No: If "Yes", indicate vendor (sellers):
Name:
Address:
Street City State Zip Code
14a. Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, states that the vendor (sellers) must agree to allow the land cited in the application to be enrolled in the program. Please have the land contract sellers sign below. (All sellers must sign).

Land Contract Vendor(s): I, the undersigned, understand and agree to permit the land cited in this application into the Farmland and Open Space Preservation Program.

Date Signature of Land Contract Vendor(s) (Seller)



15. If the applicant is one of the following, please check the appropriate box and complete the following information (if the applicant is not one of the following - please leave blank):

- 2 or more persons having a joint or common interest in the land
- Corporation
- Estate
- Limited Liability Company
- Trust
- Partnership
- Association

If applicable, list the following: Individual Names if more than 2 Persons; or President, Vice President, Secretary, Treasurer, or Trustee(s); or Members; or Partners; or Estate Representative(s):

Name: BRAD L. HOPPES Title: _____

Name: KIMBERLY A. HOPPES Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

(Additional names may be attached on a separate sheet.)

IV. Land Eligibility Qualifications: Check one and fill out correct section(s)
This application is for:

- a. 40 acres or more _____ complete only Section 16 (a thru g);
- b. 5 acres or more but less than 40 acres _____ complete only Sections 16 and 17; or
- c. a specialty farm _____ complete only Sections 16 and 18.

16. a. Type of agricultural enterprise (e.g. livestock, cash crops, fruit, etc):

- b. Total number of acres on this farm: 29.35
- c. Total number of acres being applied for (if different than above): 29.35
- d. Acreage in cultivation: 29.35
- e. Acreage in cleared, fenced, improved pasture, or harvested grassland: _____
- f. All other acres (swamp, woods, etc.) _____
- g. Indicate any structures on the property: (If more than one building, indicate the number of buildings):

No. of Buildings _____ Residence: _____ Barn: 1 Tool Shed: _____
 Silo: _____ Grain Storage Facility: _____ Grain Drying Facility: _____
 Poultry House: _____ Milking Parlor: _____ Milk House: _____
 Other: (Indicate) _____

17. To qualify as agricultural land of 5 acres or more but less than 40 acres, the land must produce a minimum average gross annual income of \$200.00 per acre from the sale of agricultural products.

Please provide the average gross annual income per acre of cleared and tillable land during 2 of the last 3 years immediately preceding this application **from the sale of agricultural products** (not from rental income):

\$ 10,500 total income : 230 total acres of tillable land = \$ 350 (per acre)

42 per phone call

18. To qualify as a specialty farm, the land must be designated by the Michigan Department of Agriculture, be 15 acres or more in size, and produce a gross annual income from an agricultural use of \$2,000.00 or more. If a specialty farm, indicate average gross annual income during 2 of the last 3 years immediately preceding application from the sale of agricultural products: \$ _____

Please note: specialty farm designation may require an on-the-farm site visit by an MDA staff person.

19. What is the number of years you wish the agreement to run? (Minimum 10 years, maximum 90 years); 10

V. Signature(s):

20. The undersigned declare that this application, including any accompanying informational material, has been examined by them and to the best of their knowledge and belief is true and correct.

Brent I. Hoppes

Brad L. Hoppes

BRENT I. HOPPES
Mandie M. Hoppes
MANDIE M. HOPPES

BRAD L. HOPPES
Kimberly A. Hoppes
KIMBERLY A. HOPPES

(Date)

ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY ON OR BEFORE NOVEMBER 1 IN ORDER TO BE EFFECTIVE FOR THE CURRENT TAX YEAR.

RESERVED FOR LOCAL GOVERNMENT USE: CLERK PLEASE COMPLETE SECTIONS I & II

I. Date Application Received: 9-10-14 (Note: Local Governing Body has 45 days to take action)

Action by Local Governing Body: Jurisdiction: City of Portland
 County Township City Village

This application is approved, rejected Date of approval or rejection: _____

(If rejected, please attach statement from Local Governing Body indicating reason(s) for rejection.)

Clerk's Signature: _____

Property Appraisal: \$ 146,500 is the current fair market value of the real property in this application.

II. Please verify the following:

____ Upon filing an application, clerk issues receipt to the landowner indicating date received.

____ Clerk notifies reviewing agencies by forwarding a copy of the application and attachments

Note: Review Agencies have 30 days in which to respond before local governing body can proceed.

____ If rejected, applicant is notified in writing within 10 days stating reason for rejection and the original application, attachments, etc. are returned to the applicant. Applicant then has 30 days to appeal to State Agency.

____ If approved, applicant is notified and the original application, all supportive materials/attachments, and letters of review/comment from reviewing agencies (if provided) are sent to:

MDA-Farmland and Open Space Program, PO Box 30449, Lansing 48909

***Please do not send multiple copies of applications and/or send additional attachments in separate mailings without first contacting the Farmland Preservation office.**

Please verify the following regarding Reviewing Agencies (sending a copy to reviewing agencies is required):

COPY SENT TO:

- ____ County or Regional Planning Commission
- ____ Conservation District
- ____ Township (if county has zoning authority)
- City (if land is within 3 miles of city boundary)
- ____ Village (if land is within 1 mile of village boundary)

Before forwarding to State Agency, FINAL APPLICATION SHOULD INCLUDE:

- Copy of Deed or Land Contract (most recent showing current ownership)
- ____ Copy of most recent Tax Bill (must include tax description of property)
- Map of Farm
- ____ Copy of most recent appraisal record
- ____ Copy of letters from review agencies (if available)
- ____ Any other applicable documents

Questions? Please call Farmland Preservation at (517) 373-3328

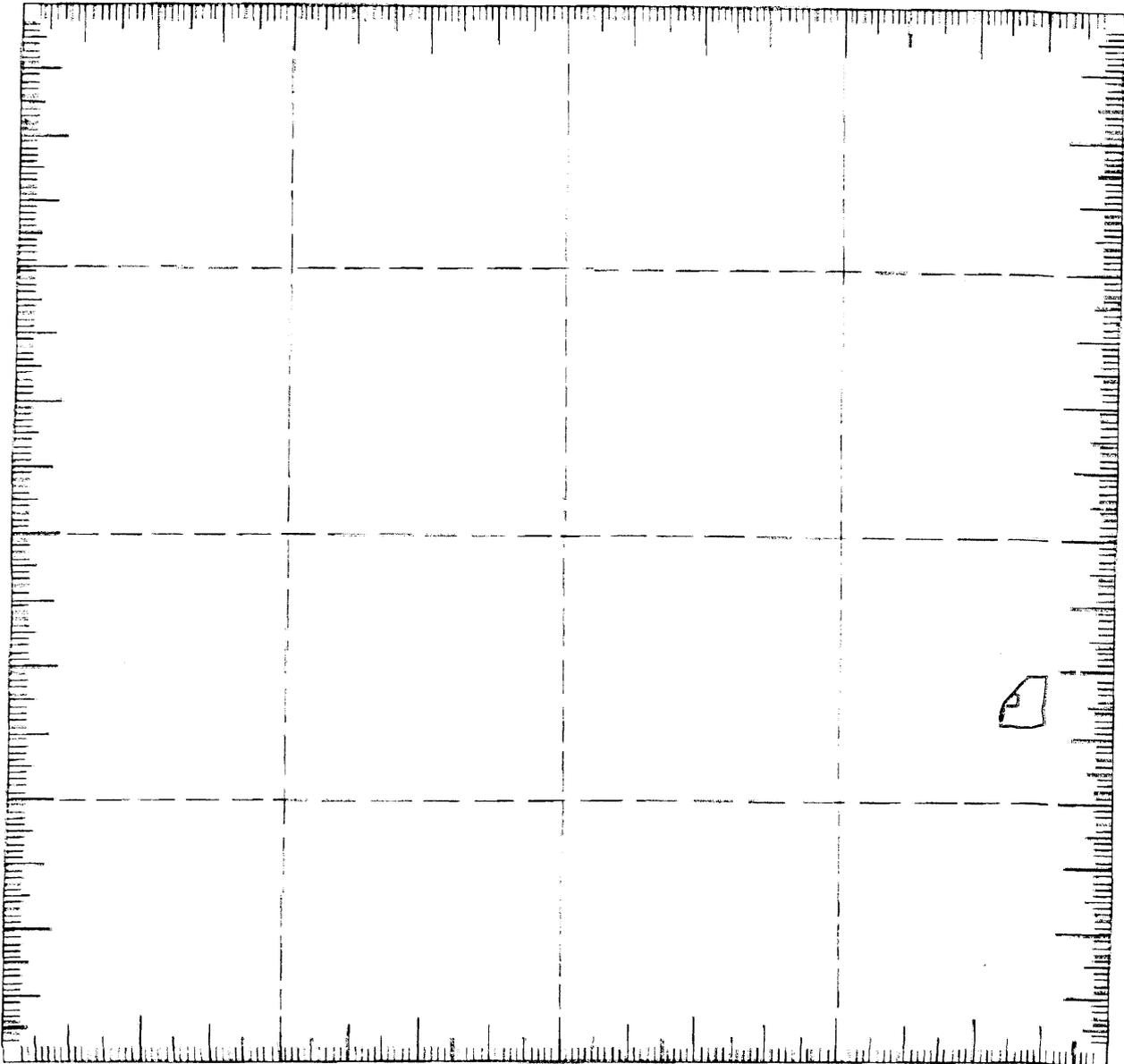
Map of Farm with Structures and Natural Features:

- A. Show boundary of land cited in application. (Grid below is designed to represent a 5280 ft² (1 mile²) Section)
- B. Show all buildings (house(s), barn(s), etc.); also label roads and other avenues of travel (i.e. utility access, etc.).
- C. Outline and designate the current uses of the property (crops, pasture, forest, swamp, etc.).
- D. Clear copies of map(s) provided by USDA Farm Service Agency are acceptable, but please label any roads visible on map, structures and their use, etc.

Note: Any residential structures housing persons not directly associated with the farm operation must be excluded from the application. Please indicate if a building falls in this category and provide the appropriate property description for its exclusion. Unless the appropriate description is included, your application cannot be processed.

County IONIA
Township CITY OF PORTLAND
T 6N R 5W Section 27

↑ North



COUNTY TREASURER'S CERTIFICATE
I hereby certify that there are no tax liens or titles held by
the State or individuals on the lands described, and that all
taxes which by law are required to be returned to this office
have been fully paid for the preceding five years, as shown
by the records in this office. This certificate does not apply
to current taxes not yet returned.

3/27/13 Jacqueline A. Clark
Date Ionia County Treasurer

LIBER 0628 PAGE 9950 1 of

IONIA COUNTY MICHIGAN STATE OF \$165.00 - CO
MARCH 27, 2013 REAL ESTATE \$1,125.00 - ST
RECEIPT # 13009626 TRANSFER TAX Stamp # 16401

300-027-000-205-00

WARRANTY DEED

THE GRANTOR(S)

The Michael R. Grant Trust dated October 7, 1997 by
Michael R. Grant, of 2541 Pebblebrook SE, Grand
Rapids, MI 49546,

CONVEY(S) AND WARRANT(S)
TO THE GRANTEE(S)

Brent Hoppes and Mandie Hoppes, husband and wife
and Brad Hoppes and Kimberly Hoppes, husband and
wife, of 11666 Barnes Road, Portland, MI 48875

the real estate situated in the City of Portland, Ionia County, Michigan, more fully described on
Exhibit A attached to this Deed, together with all improvements, fixtures, easements,
hereditaments, and appurtenances associated with the real estate ("**Property**"), subject to
easements, restrictions, interests, reservations of record, and taxes and assessments not yet due
and payable.

The Grantor grants to the Grantee the right to make all division(s) under Section 108 of the
Land Division Act, Act No. 288 of the Public Acts of 1967, as amended.

This property may be located within the vicinity of farmland or a farm operation. Generally
accepted agricultural and management practices which may generate noise, dust, odors, and
other associated conditions may be used and are protected by the Michigan Right to Farm Act.

¹²⁹⁰ This deed is given in consideration of One Hundred Fifty Thousand and 00/100 Dollars
(\$150,000.00).

* * *

Sun

3 - (2)

78101

This deed is dated: March 22, 2013.

GRANTOR(S)

Michael R. Grant

The Michael R. Grant Trust dated October 7, 1997 by Michael R. Grant, as Trustee

STATE OF MICHIGAN)
)ss:
COUNTY OF)

Acknowledged before me in Kent County, Michigan on March 22, 2013, by The Michael R. Grant Trust dated October 7, 1997 by Michael R. Grant, as Trustee.

[Handwritten Signature]

Notary Name: _____
Notary public, State of Michigan, County of _____
My commission expires _____
Acting in the County of Ionia

PREPARED AT THE DIRECTION OF THE GRANTOR BY (AND RETURN TO):

Stacy Labadie
Sun Title Agency of Michigan LLC
1410 Plainfield Ave., N.E.
Grand Rapids, Michigan 49505
(616)458-9100
P78621

LAWRENCE ROSS DUTHLER
Notary Public, State of Michigan
County of Kent
My Commission Expires: November 22, 2018
Acting in the County of Kent

EXHIBIT A

Property

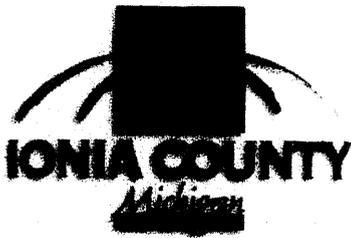
Land situated in the City of Portland, Ionia County, Michigan:

Commencing at the intersection of the North 1/8 line and the North-South 1/4 line of Section 27, Town 6 North, Range 5 West, as the point of beginning of this description; thence South 1320 feet on the North-South 1/4 line to the center of Section 27; thence West 1320 feet along the East-West 1/4 line to the West 1/8 line of the Northwest 1/4 and the centerline of Divine Highway; thence North 27 degrees, East more or less along the said centerline of Divine Highway 1370 feet to the North 1/8 line (being the North Corporate line of the City of Portland); thence East 685.72 feet along said North 1/8 line to the point of beginning.

34-300-027-000-205-00

Commonly known as: 1160 Divine Hwy., Portland, MI 48875

The property address and tax parcel are provided solely for informational purposes, without warranty as to accuracy or completeness. If inconsistent in any way with the legal description listed above, the legal description listed above shall control.



Land Information

[FAQ / Helpdesk](#)

Navigation

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- [Sales History](#)
- [Tax Description](#)
- [Tax Status](#)
- [Building Characteristics](#)
- [Search Results](#)
- [Refine Search](#)
- [New Search](#)

Tax Description

Parcel Identification:

Parcel Number 300-027-000-205-00
 Property Address 1160 DIVINE HWY

Tax Description:

CITY OF PORTLAND PART OF NW 1/4 SEC. 27, T6N R5W - COM AT INTERSECTION OF THE NORTH 1/8 LINE AND THE NORTH/SOUTH 1/4 LINE OF SECTION 27 - T6N R5W AS THE POB, ALSO BEING THE NORTHEAST CORNER OF THE EXISTING CITY LIMITS. TH. SOUTH 1320 ft. M/L ON N/S 1/4 LINE TO CENTER OF SEC. 27. TH. W 1320 FT. M/L ALONG E/W 1/4 LI TO W 1/8 LINE OF NW 1/4 AND C/L DIVINE HWY. TH. N 27 DEG E M/L ALG SD C/L DIVINE HWY 1370 FT. M/L TO N 1/8 LINE (NORTH CORPORATE LINE). TH. E 685.72 FT. ALONG CORP LINE TO POB. CONTAINS 30+ ACRES LESS 1.03 AC FOR RD ROW. 29.35 AC M/L. WAS PART OF 34-300-034-000-020-00 PRIOR 1995 ROLL (SALE AND SPLIT 1994)



Property Information

[FAQ / Helpdesk](#)

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Parcel Summary

[Click here for more information regarding Zoning, Township Supervisors, Assessors, Treasurers, Millages, and other tax information.](#)

Parcel Identification:

Parcel Number: 300-027-000-205-00
 Government Unit: 300 - CITY OF PORTLAND
 Village: N/A
 Property Status: ACTIVE
 Property Address: 1160 DIVINE HWY
 Property Classification: 402 - RES VAC LAND
 PRE: 100 00
 School District Number & Name: 34110 - 34110 PORTLAND
 Zoning: R1
 Acreage & Lot Dimensions: 29 35

Owner Identification:

Owner Name One: HOPPES, BRENT & MANDY (ET AL)
 Owner Name Two:
 Mailing Address: 11666 BARNES RD
 Mailing City, State, Zip Code: PORTLAND, MI 48875

Assessment

Year	State Equalized Value	Taxable Value	Land AV	Building AV
2014	51,800	26,456	51,500	300
2013	51,800	26,040	51,500	300
2012	51,800	25,430	51,500	300

MESSAGE TO TAXPAYER

CREDIT CARD PAYMENT OPTION AVAILABLE!
VISIT OUR WEBSITE AT WWW.PORTLAND-MICHIGAN.ORG FOR
MORE INFORMATION.

PAYMENT INFORMATION

This tax is due by: 09/30/2014

Pay by mail to: 259 KENT STREET
PORTLAND, MI 48875

Princ. Residence Exemption Has Reduced Bill By: 476.20

PROPERTY INFORMATION

Property Assessed To:
HOPPES, BRENT & MANDY (ET AL)
11666 BARNES RD
PORTLAND, MI 48875

DISTRICT 34110

School: 34110

Prop #: 300-027-000-205-00

Prop Addr: 1160 DIVINE HWY VACANT

QUALIFIED AGRICULTURAL PROPERTY EXEMPTION

Legal Description:

CITY OF PORTLAND, PART OF NW 1/4 SEC. 27, T6N R5W - COM AT INTERSECTION
OF THE NORTH 1/8 LINE AND THE NORTH/SOUTH 1/4 LINE OF SECTION 27 - T6N
R5W AS THE POB, ALSO BEING THE NORTHEAST CORNER OF THE EXISTING CITY
LIMITS TH: SOUTH 1320 FT. M/L ON N/S 1/4 LINE TO CENTER OF SEC. 27, TH:
N 1320 FT. M/L ALONG E/W 1/4 LI TO W 1/8 LINE OF NW 1/4 AND C/L DIVINE
HWY. TH: N 27 DEG E M/L ALG SD C/L DIVINE HWY 1370 FT. M/L TO N 1/8
LINE (NORTH CORPORATE LINE) TH: E 685.72 FT. ALONG CORP LINE TO POB
CONTAINS 30+ ACRES LESS 1.03 AC FOR RD ROW 29.35 AC M/L WAS PART OF 34
-300-034-000-020-00 PRIOR 1995 ROLL (SALE AND SPLIT 1994)

BALANCE OF DESCRIPTION ON FILE

TAX DETAIL

Taxable Value: 26,456 RESIDENTIAL VACANT
State Equalized Value: 51,800 Class: 402
PRE/MET %: 100.0000

Mort Code:

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special
Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
STATE TAX	6.00000	158.73
SCHOOL OPERATING	18.00000	EXEMPT
CITY OPERATING	12.65740	334.86
CITY STREETS	1.00000	26.45
ICISD	5.47280	144.78
COUNTY OPER	4.64340	122.84

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental
operations for the following fiscal year(s):

County: 07/01/2014 - 06/30/2015

Twn/Cty: 07/01/2014 - 06/30/2015

School: 07/01/2014 - 06/30/2015

State: 10/01/2014 - 09/30/2015

Does NOT affect when the tax is due or its amount

Total Tax	47.77360	787.66
Administration Fee		7.87
TOTAL AMOUNT DUE		795.53

Please detach along perforation. Keep the top portion.

Mort Code

Bill #

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

This tax is due by: 09/30/2014

After 09/30/2014 additional interest and fees apply

2014 Summer Tax for Prop #: 300-027-000-205-00

Pay this tax to:
259 KENT STREET
PORTLAND, MI 48875

Make Check Payable To: 259 KENT STREET

TOTAL AMOUNT DUE: 795.53

Amount Remitted: _____

To: HOPPES, BRENT & MANDY (ET AL)
11666 BARNES RD
PORTLAND MI 48875



Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Index & Page	Verified By	Front Trans
GRANT, MICHAEL R TRUST	HOPPEs, BRAD & KIMBERLY	150,000	03/22/2013	WD	WARRANTY DEED			0

Property Address	Class: RESIDENTIAL VACAN	Zoning: RI	Building Permit(s)	Date	Number	Status
1160 DIVINE HWY VACANT	School: DISTRICT 34110					
Owner's Name/Address	F.R.E. 1008 05/17/2013 Qual. Ag.					
HOPPEs, BRENT & MANDY (ET AL)	MAP #:					
11666 BARNES RD	2014 Est TCV 103,550					
PORTLAND MI 48875	Land Value Estimates for Land Table DMLG.DIVINE, MAYNARD, LOOKING GLASS					

Tax Description	Improved	X	Vacant	Public	Factors	Description	Frontage	Depth	Front Depth	Rate	%Adj.	Reason	Value
CITY OF PORTLAND: PART OF NW 1/4 SEC. 27. T6N R5W: - COM AT INTERSECTION OF THE NORTH 1/8 LINE AND THE NORTH/SOUTH 1/4 LINE OF SECTION 27 - T6N R5W AS THE POB, ALSO BEING THE NORTHEAST CORNER OF THE EXISTING CITY LIMITS. TH: SOUTH 1320 ft. M/L ON N/S 1/4 LINE TO CENTER OF SEC. 27. TH: W 1320 FT. M/L ALONG E/W 1/4 LI TO W 1/8 LINE OF NW 1/4 AND C/L DIVINE HWY. TH: N 27 DEG E M/L ALG SD C/L DIVINE HWY 1370 FT. M/L TO N 1/8 LINE (NORTH CORPORATE LINE) . TH: E 685.72 FT. ALONG CORP LINE TO POB. CONTAINS 30+ ACRES LESS 1.03 AC FOR RD ROW. 29.35 AC M/L. WAS PART OF 34-300-034-000-020-00 PRIOR 1995 POLL (SALE AND SPLIT 1994)						Land Improvement Cost Estimates	29.35	Total Acres	29.35	Acres	3511	100	103,050
						Land Improvement Cost Estimates							103,050

Improvements	Rate	CountyMult.	Size	%Good	Cash Value
Dirt Road	1.00	1.00	500.0	100	500
Gravel Road					
Paved Road					
Storm Sewer					
Sidewalk					
Water					
Sewer					
Electric					
Gas					
Curb					
Street Lights					
Standard Utilities					
Underground Utils.					
Topography of					
Site					
Level					
Rolling					
Low					
High					
Landscaped					
Swamp					
Wooded					
Pond					
Waterfront					
Ravine					
Wetland					
Flood Plain					

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
2014	51,500	300	51,800			26,456
2013	51,500	300	51,800			26,040
2012	51,500	300	51,800	51,800J		25,430
2011	51,500	300	51,800			24,762

Who When What

AM 12/12/1994 INSPECTED

11/13/1998 DATA ENTER

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Comments/Influences

*** Information herein deemed reliable but not guaranteed***

SILVERLEAF CT
BRIAR RIDGE CT
COTTONWOOD CREEK DR

MULDER DR

HAMLIN RD

BARNES RD

DIAWA DR

PENN CT

SHIMANO DR

PFLUEGER DR

*Best / mostly
Hoppers*

*Water
Sewer
Lights
New farm drains*

MAYNARD RD

DIVINE HWY

1160
Divine Hwy

GRAND RIVER

BISHOP ST

LOOKING GLASS AV

LOOKING GLASS RD

Portland

LOOKING GLASS RIVER

JAMES ST

N LINCOLN ST

E GR

GRAND RIVER AVE



MEMORANDUM

TO: S. Tutt Gorman, City Manager
CC: City Council
FROM: Erik L. Litts, City Assessor
DATE: October 17th, 2014
RE: **Farmland and Open Space Program (PA 116)**

The Farmland and Open Space Program is a farmland conservation program that allows for an agreement between a property owner and the State of Michigan. However, even though the agreement is between the property owner and the State, the local governmental body, after consulting the County Planning Commission and Soil Conservation District; must approve the application before the State will commence the agreement.

Property owners entering into this program agree to forgo any development on the property in question and keep it for agricultural use only. The initial time period for the agreement is 10 years, but after the expiration of the 10 year period the owner may request an extension of the agreement for a minimum of an additional 7 years. The agreement's maximum timeframe is 90 years.

In exchange for not developing the land, the property owners are eligible for two benefits:

1. The property owner qualifies for an income tax credit on their State income tax return for the amount of property taxes paid that is in excess of 3.5% of their household income. This credit is in addition to any Homestead Property Tax Credit they may already be eligible for. As with the Homestead Credit, there is no impact to the local taxing units.
2. The property may not be Specially Assessed for any water, sewer, street lighting or non-farm drain projects. However, if such a project is completed that would benefit the property; the property owner must pay the assessment in the event that the Farmland Agreement is terminated or if the owner desires to make beneficial use of the improvement.

**Exhibit
B**

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 14-94

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

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

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

Downtown Development Authority
Cory Grimminck to a term expiring June 30, 2015

Economic Development Corporation
Kathy Foote to a term expiring June 30, 2019

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

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

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: October 20, 2014

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 6, 2014

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Smith, Fitzsimmons, and Butler; 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.

Mayor Barnes welcomed new Council Member Butler.

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that E.T. McKenzie was confirmed by MDOT to be the low bidder on the Cutler Road Project. The preconstruction meeting is scheduled for October 15th. It is expected that the contractor will request a delay of the project start until spring. Currently, the unofficial start date is October 27th. The City will consider all pros/cons associated with changing the start date before a final decision is made.

The Phase I Environmental Assessment on the ADM property that has been offered to the City has been completed and will be reviewed with City Engineers. Discussions are ongoing in regard to the delay of demolition to summer 2015.

A kickoff phone conference was held with CivicPlus to discuss expectations and a timeline for the development of a new City website. The new website will be launched in approximately 4 to 6 months. The goal is to create a tool that will be a valuable resource for our residents.

The City has received the second revised draft of the Master Plan for review by the Planning Commission. The October 8th Planning Commission meeting has been moved to October 15th. The goal is to have the draft approved and recommended to Council for approval of distribution.

City properties at 874 Lyons Rd. and 628 Canal St. are both planned for demolition as they are in very rough condition. As this is not something City crews can take on crews will be hired for asbestos abatement and then demolition early in 2015.

AT&T should finish installation of fiber optic cable this week along Church St.

Cook Brothers Excavating began the placement today of a manhole on Bridge St. adjacent to Powers Park, previously approved by City Council. This project is expected to be completed by the end of the week.

Notices continue to be sent to residents reminding them that grass clippings cannot be placed in the City streets and curbs as it causes the storm drains to clog. DPW employees then have to spend valuable time unclogging drains to ensure the City's infrastructure functions correctly.

Under New Business, the 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).

City Manager Gorman explained that in order for the City of Portland to participate in the National Flood Insurance Program (NFIP), it must formally adopt the preliminary maps which will take effect on January 16, 2015.

Council Member Smith asked if City residents need to take any action.

City Manager Gorman stated residents do not need to do anything at this time. There is an appeal process through FEMA which would take a large amount of time and money with likely no results.

Mayor Pro-Tem VanSlambrouck asked if these changes will affect residents with flood insurance and if their rates will change.

City Manager Gorman explained financial institutions and lenders have had these changes on their radar and could have an effect on rates paid by homeowners. The changes will take effect on January 16, 2015, residents should contact their lenders if they have questions on how they will be affected.

Kathy Parsons, owner of Grider Insurance, stated that if a lender requires it, homeowners may be required to purchase flood insurance if the changes placed property in a flood zone, where they were not before. The new maps are much more detailed and could be more helpful in considering the topography of a homeowner's property. There are step-up programs that will be available for those that will be required to purchase new flood insurance.

The Council considered Resolution 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.

City Manager Gorman explained that the improvements to be made to Cutler Rd., between East Grand River Ave. and Charlotte Highway required a special assessment be paid by the adjacent City property owners. The Portland Federal Credit Union, although not in the City limits, has voluntarily agreed to pay this special assessment as well. The City is very appreciative of this.

Mayor Barnes further explained as Cutler Rd. will be a newly constructed street the responsibility for a portion of the costs lie with the adjacent property owners.

City Manager Gorman noted that the grant monies the City will be receiving for this project are being subtracted from the total valuation of the Special Assessment.

Motion by Smith, supported by VanSlambrouck, to approve Resolution 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.

Yeas: Smith, VanSlambrouck, Fitzsimmons, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-88 to appoint City Manager S. Tutt Gorman as the City of Portland's designated alternate representative to the Michigan Public Power Agency. Electric Superintendent Mike Hyland is currently the designated representative to the MPPA Board of Commissioners for the City of Portland. The MPPA has requested the City designate an alternate representative.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 14-88 appointing City Manager S. Tutt Gorman as the City of Portland's designated alternate representative to the Michigan Public Power Association.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-89 to designate City Manager S. Tutt Gorman as the Street Administrator for the City of Portland as required by the State of Michigan. The City Manager has traditionally been designated as the Street Administrator for the City of Portland.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 14-89 designating City Manager S. Tutt Gorman as the Street Administrator for the City of Portland.

Yeas: Fitzsimmons, VanSlambrouck, Smith, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 14-90 to authorize the Mayor to sign the Joint Funding Agreement for the operation of the Streamgaging Station at the hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC). The City's FERC license requires this joint funding with the U.S. Geological Survey, U.S. Department of the Interior.

Motion by Butler, supported by Smith, to approve Resolution 14-90 approving, authorizing and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

Yeas: Butler, Smith, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 14-91 to amend the Budget for Fiscal Year 2014-2015 as recommended by the Finance Director.

Motion by VanSlambrouck, supported by Fitzsimmons, to amend the Budget for Fiscal Year 2014-2015.

Yeas: VanSlambrouck, Fitzsimmons, Smith, Butler, Barnes

Nays: None

Adopted

Motion by Smith, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting and Closed Session held on September 15, 2014, payment of invoices in the amount of \$107,113.83 and payroll in the amount of \$97,030.57 for a total of \$204,144.40. Also included was a purchase order to Resco in the amount of \$15,616.00 for transformers.

Yeas: Smith, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman reminded residents that Water Department crews will conduct the semi-annual preventative maintenance program on the City's water system starting Monday, October 6th continuing through October 17th. He also reminded everyone that leaf pickup will begin soon and the procedures to follow in order to help the DPW serve the community more efficiently.

Wine tasting will be held on Thursday, October 16th at 7:00 P.M. at the Wagon Wheel to benefit the pavilion project at the Red Mill.

St. Pat's will hold their annual Fall Festival on Sunday, October 12th.

The Big Beer Run will be held Saturday, October 18th at 10:00 A.M.

The Chamber of Commerce Legislative Luncheon will be held at noon at the China Buffet on Monday, October 13th.

Under Council Comments, Mayor Pro-Tem VanSlambrouck congratulated the Portland Main Street program on recently attaining national accreditation. The program received many compliments and insight on further strengthening the program.

Mayor Barnes expressed the importance of volunteer recruitment in the successfulness of the Main Street program. The Main Street program is important to the City as it directly benefits the Downtown, which is the face of the City. He encouraged residents to donate their time if they have the opportunity.

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

Yeas: VanSlambrouck, Fitzsimmons, Smith, Barnes

Nays: None

Adopted

Meeting adjourned at 7:33 P.M.

City of Portland
Synopsis of the Minutes of the October 6, 2014 City Council Meeting

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

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

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).

Approval of Resolution 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. All in favor. Approved.

Approval of Resolution 14-88 appointing City Manager S. Tutt Gorman as the City of Portland's designated alternate representative to the Michigan Public Power Association.

All in favor. Approved.

Approval of Resolution 14-89 designating City Manager S. Tutt Gorman as the Street Administrator for the City of Portland.

All in favor. Approved.

Approval of Resolution 14-90 approving, authorizing and directing the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

All in favor. Approved.

Approval of Resolution 14-91 to amend the Budget for Fiscal Year 2014-2015.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:33 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
BUSINESS CARD	02075	EMAIL MARKETING - ECON DEV	186.00
UNITED STATES POSTAL SERVICE	00463	POSTAGE- ELC, WTR, WASTEWATER, GENERAL	924.14
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	80.00
BATTERIES PLUS, LLC	01349	REPLACEMENT OF BATTERIES IN SUCTION UNITS FOR	95.40
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	374.46
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	123.48
BOUND TREE MEDICAL LLC.	01543	AED FOR ST MARY'S CHURCH - AMBULANCE	595.00
B&W AUTO SUPPLY, INC.	00030	PARTS, SUPPLIES - PARKS, WATER, ELECTRIC, MTR	604.61
CAPITAL CITY INT'L TRUCKS	00068	TRANSIMITER - MTR POOL	140.93
CHROUCH COMMUNICATION, INC.	00082	MAINTENANCE CONTRACTS - ELECTRIC	78.00
CHROUCH COMMUNICATION, INC.	00082	SERVICE AGREEMENT - POLICE	115.30
DORNBOS, SIGN & SAFETY, INC.	00067	STREET SIGNS - MAJ STS	87.60
DORNBOS, SIGN & SAFETY, INC.	00067	SIGN BRACKETS/STOP SIGNS/SCHOOL ADVANCE SIGNS	218.30
ELHORN ENGINEERING	00139	FOOT VALVE, SUCTION TUBING - WATER	60.59
CMP DISTIBUTORS INC.	01745	HOGUE GRIPS FOR NEW GUNS - POLICE	63.39
FOSTER BLUE WATER OIL, LLC	02301	DIESEL FUEL FOR GENERATOR - WASTE WATER	371.48
GANNETT MICHIGAN NEWSPAPERS	00236	SEPTEMBER LEGAL NOTICES - GENERAL	201.91
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - WASTE WTR	151.52
GRANGER CONTAINER SERVICE	00175	RECYCLE - REFUSE	1,579.60
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - CEMETERY, PARKS, MTR POOL	364.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	148.40
GREAT LAKES COATINGS	00178	PALLETS/HOT RUBBERIZED CRACK SEALANT - MAJ STS	2,592.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	117.65
INTERSTATE BILLING SVC	00202	HARD HATS - MTR POOL	114.69
INTERSTATE BILLING SVC	00202	LED MINI 16'' - MTR POOL	260.00
KENDALL ELECTRIC	00225	MATERIALS JOINT PROJECTS - ELECTRIC	206.91
KENDALL ELECTRIC	00225	MATERIALS FOR JOINT PROJECTS - ELECTRIC	102.28
TIM KRIZOV	01897	MILEAGE REIMB FOR TRAINING - WASTE WATER	154.00
KEUSCH SUPER SERVICE	00228	TRAILER TIRES/RIMS - MTR POOL	832.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
LANSING UNIFORM COMPANY	00962	UNIFORM EQUIP - AMBULANCE	100.00
LYONS TOWNSHIP	00247	AMB REIMB - AMBULANCE	25.00
KEUSCH SUPER SERVICE	00228	PROPANE - MTR POOL	426.77
MICHIGAN ASSN OF CHIEFS POLICE	00266	MACP MID WINTER TRAINING CONFERENCE- POLICE	230.00
MIDWEST GAS INSTRUMENT SVC	00307	IMPACT OFCH SNSOR CARTRIDGE - WASTE WTR	287.33
MPC CASHWAY LUMBER	00317	GRAVEL REDI MIX - MAJ STS	29.34
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,597.00
NORTH CENTRAL LABORATORIES	00959	NON-INDICATING DRIERITE - WASTE WTR	93.81
RESCO	00392	SUPPLIES - ELECTRIC	1,688.00
REED & HOPPES, INC.	00390	SERVICE CALL/SCAN STREET SWEEPER - MTR POOL	150.00
UPS	MISC	SHIPPING CHARGES - WASTE WTR	36.06
USA BLUEBOOK	01850	TANK SAMPLER - WASTE WTR	140.73
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	CELL PHONES - CITY MGR,CEM,PARKS, AMB, ELECTRI	360.58
SHAUN VANALSTINE	MISC	REGISTRATION REFUND GYMNASTICS - RECREATION	40.00
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	11,899.27
STATE OF MICHIGAN	00428	PERMIT FEE - ELECTRIC	100.00
LITE'S PLUS	00243	ST LIGHT BULBS - COMM PROMO	274.80
KENDALL ELECTRIC	00225	GROUND ROD - ELECTRIC	49.04
KENDALL ELECTRIC	00225	MATERIALS - ELECTRIC	156.40
KENDALL ELECTRIC	00225	MATERIALS - ELECTRIC	986.82
KENDALL ELECTRIC	00225	MATERIALS - ELECTRIC	1.63
HACK'S KEY SHOP	02309	SERVICE & LABOR LOCK REPAIR - ELECTRIC	197.50
KEUSCH SUPER SERVICE	00228	SERVICE VEHICLE - ELECTRIC	59.65
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	767.50
CENTURYLINK	01567	PHONE SVC - VARIOUS DEPTS	14.58
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	18.70
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.35
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	59.95

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
IONIA OCCUPATIONAL HEALTH SERVICES	02275	HEPATITIS B VACCINES - AMBULANCE, WASTE WTR	159.00
MUNICIPAL SUPPLY CO.	00324	RED MARKING PAINT - ELECTRIC	96.00
AUTOMOTIVE EQUIPMENT SPECIALISTS	01880	ANNUAL OSHA SAFETY INSPECTION OF LIFTS - MOTOR	240.00
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	502.75
WOLVERINE POWER SYSTEMS	02122	DIESEL FUEL CLEANING FOR WWTP GENERATOR - WAST	635.00
DERO	02310	BIKE FIX IT WITH AIR PUMP - PARKS	1,380.00
SPRINT	00859	PHONE SERVICE - POLICE	121.04
BOUND TREE MEDICAL LLC.	01543	ADULT DEFIB PADS FOR AED - POLICE	88.92
ED FILTER	00540	UMPIRES - REC	69.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	19.50
BRETT PUNG	02307	UMPIRES - REC	36.00
SAM LINEBAUGH	02308	UMPIRES - REC	36.00
KENDALL ELECTRIC	00225	STREET LIGHT BULBS - COMM PROMO	25.29
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,345.99
AT&T	00686	PHONE SVC - WASTE WTR	22.46
S. TUTT GORMAN	02311	MILEAGE REIMB FOR CONFERENCE - CITY MANAGER	274.40
MUZZALL GRAPHICS	00326	UTILITY BILL - ELEC,WTR, WW	978.54
WEX BANK	02181	MTR FUEL - ELECTRIC & MOTOR POOL	3,786.17
D&E ELECTRIC OF PORTLAND, LLC	00107	CHANGE OVERHEAD SERVICE TO UNDERGROUND - ELECT	1,200.00
JIM LAKIN	01373	MILEAGE & HOTEL REIMB FOR CONFERENCE - ELECTRI	428.51
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	68.68
ARBOR DAY FOUNDATION	01158	MEMBERSHIP - PARKS	40.00
MICHIGAN CAT	01920	REPAIR CATEPILLAR LOADER - MTR POOL	12,829.97
MICHIGAN CAT	01920	PARTS FOR LOADER - MTR POOL	86.30
MICHIGAN CAT	01920	PARTS FOR LAODER - MTR POOL	15.57
MICHIGAN CAT	01920	PARTS FOR LOADER - MTR POOL	250.34
MICHIGAN CAT	01920	PARTS FOR LOADER - MTR POOL	347.52
SLICK SHIRTS SCREEN PRINTING	02003	MEN'S SOFTBALL SHIRTS - RECREATION	72.00
ANN SWIFT	MISC	REGISTRATION REFUND - RECREATION	35.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
ETNA SUPPLY COMPANY	00146	NO LEAD FORD RESETTER - WATER	453.60
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	255.00
INTERSTATE BILLING SVC	00202	23'' LED LIGHT BAR - MTR POOL	314.75
KEUSCH SUPER SERVICE	00228	TIRES - MOTOR POOL	196.00
KENDALL ELECTRIC	00225	CONNECTORS - ELECTRIC	76.04
VISCO	00793	BALLAST/SOCKETS - COMM PROMO	1,522.00
CONSUMERS ENERGY	00095	GAS SERVICE - VARIOUS DEPTS	829.73
PORTLAND AREA FIRE AUTHORITY	02128	2ND QUARTER FIRE SERVICES - COMM PROMO	25,628.28
SYNAGRO CENTRAL, LLC	01889	HAULING BIOSOLIDS - WASTE WTR	5,721.60
UTILITY SERVICE CO. INC.	02133	QUARTERLY MAINTENANCE HILL ST WTR TOWER - WATE	8,857.47
ROGER HABEGGER	01841	REIMB FOR CONFERENCE - ELECTRIC	338.62
CHERRY HILL ESTATES	02081	FOURTH QUARTER ASSOCIATION FEES - ECON DEV	60.06
THE CIVIC MOSAIC	02273	ZONING ADMIN SERV AUG 16 - SEPT 15TH - CODE	700.00
FLEIS & VANDENBRINK	00153	CLEAN UP - ELECTRIC	1,384.17
FLEIS & VANDENBRINK	00153	ENVIRONMENTAL DUE DILIGENCE FOR GR RIVER/DIVIN	418.70
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR TRANS BASES - ELECTRIC	942.50
SPARROW OCCUPATIONAL HEALTH	00340	PHYSICALS - AMBULANCE	888.38
RED HOLMAN GMC	02312	2015 GMC SIERRA PICKUP TRUCK - MTR POOL	25,578.00
STAPLES BUSINESS ADVANTAGE	00426	INK, PAPER, SUPPLIES - VARIOUS DEPTS	1,317.90
FIRE TOWER ENGINEERED TIMBER INC.	02304	ENGINEERING SVC - CAPITAL IMPROVEMENT RED MILL	2,925.00
S&K TROPHIES AND PLAQUES	00401	PLAQUE - COUNCIL	38.00
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT - MTR POOL	234.83
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT - AMBULANCE	272.18
MHR BILLING	01780	MONTHLY BILL SERVICE - AMBULANCE	954.00
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES - POLICE	207.00
Total:			\$143,688.21

**BI-WEEKLY
WAGE REPORT
October 13, 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.	10,773.58	85,988.13	7,814.90	36,486.08	122,474.21
ASSESSOR	1,224.48	9,391.05	771.03	3,432.40	12,823.45
CEMETERY	3,264.47	31,840.09	2,689.41	12,313.63	44,153.72
POLICE	15,064.49	115,596.25	7,986.55	37,706.34	153,302.59
CODE ENFORCEMENT	581.21	5,210.49	397.93	1,814.70	7,025.19
PARKS	1,846.13	22,715.65	1,239.01	5,779.77	28,495.42
INCOME TAX	1,521.56	12,929.63	1,919.41	8,154.24	21,083.87
MAJOR STREETS	3,873.26	26,512.17	5,151.65	18,497.30	45,009.47
LOCAL STREETS	1,147.65	13,528.99	1,419.83	10,371.87	23,900.86
RECREATION	1,794.01	14,602.84	1,734.21	7,500.60	22,103.44
AMBULANCE	7,337.39	80,876.29	3,187.11	18,089.62	98,965.91
DDA	-	-	-	-	-
ELECTRIC	17,879.35	130,716.53	16,771.84	69,257.80	199,974.33
WASTEWATER	8,501.97	67,480.09	8,786.85	38,005.92	105,486.01
WATER	4,402.25	38,926.16	3,727.78	20,164.83	59,090.99
MOTOR POOL	2,401.15	12,246.72	2,924.57	8,462.09	20,708.81
TOTALS:	81,612.95	668,561.08	66,522.08	296,037.19	964,598.27

**BI-WEEKLY CASH BALANCE ANALYSIS
10/13/2014**

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	325,039.33	639,894.39	91,133.60		5,245.00	868,555.12	235,000.00	1,103,555.12
INCOME TAX	17,233.27	5.82	3,664.99			13,574.10	10,000.00	23,574.10
MAJOR STREETS	147,925.81	18,494.45	11,765.32		3,615.00	151,039.94	-	151,039.94
LOCAL STREETS	76,219.74	54,686.73	2,817.25		3,246.00	124,843.22	-	124,843.22
RECREATION	1,489.28	3,347.00	3,988.73			847.55	-	847.55
AMBULANCE	139,023.91	7,286.12	10,577.78		4,167.00	131,565.25	-	131,565.25
CAPITAL IMPR-RED MILL IMPROVEMENTS	9,428.00		2,925.00			6,503.00		6,503.00
CAPITAL IMPR-WELLHEAD GRANT	2,000.00					2,000.00		2,000.00
CAPITAL IMPROVEMENT-STREETS	659,026.02					659,026.02		659,026.02
REFUSE COLLECTION	28,800.54	2,937.69	9,334.82			22,403.41	-	22,403.41
ELECTRIC	194,936.67	104,029.72	213,577.91		383.00	85,005.48	565,000.00	650,005.48
WASTEWATER	(33,605.32)	37,056.29	36,448.18		22,059.00	(55,056.21)	-	(55,056.21)
WATER	237,695.76	17,977.14	19,000.14		2,584.00	234,088.76	420,000.00	654,088.76
MOTOR POOL	127,420.41	226.12	51,287.54	22,182.00		98,540.99	-	98,540.99
DDA	47,128.31	665.36	23,328.00			24,465.67	-	24,465.67
TOTALS:	1,979,761.73	886,606.83	479,849.26	22,182.00	41,299.00	2,367,402.30	1,230,000.00	3,597,402.30
							365,000.00	365,000.00
							170,000.00	170,000.00
							130,000.00	130,000.00
							439,115.69	439,115.69
							144,422.86	144,422.86
							204,797.17	204,797.17
							77,821.25	77,821.25
							23,992.96	23,992.96
							2,785,149.93	5,152,552.23

* CASH IN TIME CERTIFICATES
**INVEST IN TIME CERTIFICATES

ELECTRIC-RESTRICTED CASH
CUSTOMER DEPOSIT CD
PERPETUAL CARE CD
INCOME TAX SAVINGS
ELECTRIC-PRIN & INT ESCROW
WASTEWATER-DEBT ESCROW
WASTEWATER-REPAIR ESCROW
DDA-PRIN/INT ESCROW

PURCHASE ORDER

CITY OF PORTLAND

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

TO

Compass Minerals America
 PO BOX 277043
 Atlanta, GA 30384-7043

SHIP TO

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
10/14/2014					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	Road Salt				\$33,847.36
	202.478.775000	Maj Sts	M&R Supplies	\$20,308.42	
	203.478.775000	Loc Sts	M&R Supplies	\$13,538.94	

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

 AUTHORIZED SIGNATURE

ORIGINAL

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



PLEASE REMIT TO/SELLER COMPASS MINERALS AMERICA P O BOX 277043 ATLANTA, GA 30384-7043	FEDERAL ID # 48-1047632	PAYMENT TERMS NET 30 DAYS	INVOICE DATE 9/29/2014	INVOICE NUMBER 71225205
--	----------------------------	------------------------------	---------------------------	----------------------------

SOLD TO: 89957/CH704962
CITY OF PORTLAND
259 KENT ST
PORTLAND, MI 48875

SHIP TO: 418030/CSH758844
CITY OF PORTLAND -IONIA CO
451 MORSE DR
SALT STORAGE
PORTLAND, MI 48875
UNITED STATES

SHIPPED FROM 20604 -SAGINAWEARLYFILL	DATE SHIPPED SEE BELOW	CUSTOMER PO SEE BELOW	BILL OF LADING SEE BELOW	ORDER NUMBER SEE BELOW	ORDER TYPE SH
CARRIER SEE BELOW	RAIL OR TRUCK SEE BELOW	EQUIPMENT TYPE SEE BELOW	F.O.B.	FREIGHT TERMS SEE BELOW	TERRITORY H01
TAX STATUS EXEMPT	TAX ID #	SALES REP H01			

PRODUCT	DESCRIPTION	FHC	TAX	EQUIPMENT	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
6615U	BULK HIGHWAY COARSE W/YPS	DTT	Y		420.8300	TN	80.43	33,847.36

SCALE TICKET #	QUANTITY	SHIPPED	ORDER #	CARRIER	TRUCK / RAIL #	CUSTOMER PO #	RELEASE #
6049608858	58.5000	09/29/14	9575554	531747	B2		
6049608860	55.1300	09/29/14	9575554	531747	B4		
6049608861	51.3500	09/29/14	9575554	531747	P115		
6049608865	47.8700	09/29/14	9575554	531747	A36		
6049608869	53.4000	09/29/14	9575554	531747	C1296		
6049608872	55.4000	09/29/14	9575554	531747	Q88		
6049608873	50.8500	09/29/14	9575554	531747	C1599		
6049608877	48.3300	09/29/14	9575554	531747	P115		

SUMMARY:	
PRODUCT	33,847.36
FREIGHT & FUEL	
SUBTOTAL	33,847.36
STATE TAX	
COUNTY TAX	
CITY TAX	

MESSAGES:	SUBTOTAL
<p>TOTAL WEIGHT ... 841,660.0000 Gross Pounds FOR BILLING INQUIRIES CALL 1-800-323-1641</p>	
<p>THANK YOU FOR YOUR ORDER WE APPRECIATE YOUR BUSINESS</p>	<p>PLEASE PAY >>> IN US DOLLARS</p> <p>33,847.36</p>
<p><small>This Sale of Goods is subject to the Terms and Conditions of Sale on the reverse side of this Invoice (Terms and Conditions of Sale are also available at www.nasalt.com)</small></p>	
	<p>CREDIT NOTE >>> IN US DOLLARS</p>

PORTLAND CITY COUNCIL
Ionia County, Michigan

Mayor Pro-Tem VanSlambrouck, supported by Council Member Fitzsimmons, made a motion to adopt the following resolution:

RESOLUTION NO. 14-23

A RESOLUTION APPROVING PARTICIPATION IN THE STATE BID PROCESS FOR WINTER ROAD SALT 2014-2015

WHEREAS, the City previously solicited its own bids for winter road salt; and

WHEREAS, for the past eight years the City took advantage of an opportunity to get more competitive pricing by participating in the State Bid through the MiDEAL program; and

WHEREAS, in addition to more competitive pricing, MiDEAL Road Salt Contracts provide the following benefits:

- The City's order quantity is guaranteed, which helps alleviate supply headaches.
- Additional product available if the City uses up its supply - all vendors are required to keep 30% extra here in Michigan to ensure that MiDEAL Members that participate in the road salt contracts have what they need in case of a heavy winter.
- The City is only required to accept 70% of its seasonal backup commitment.

WHEREAS, the State of Michigan Department of Management & Budget sent out an email advising that road salt requisitioning would be done on-line with the deadline for ordering being April 15, 2014; and

WHEREAS, the City Manager and DPW Foreman recommend using the MiDEAL program again this year and submitting the requisition for 400 tons for the early delivery and 250 tons for the seasonal backup as compared to last year's order of 300 tons for the early delivery and 200 tons for the seasonal backup and two years ago when the City ordered 150 tons for the early delivery and 150 tons for the seasonal backup.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves participating in the State bid process for Winter Road Salt for 2014-2015 and authorizes the City Manager to submit the on-line requisition for 400 tons for the early delivery and 250 tons for the seasonal backup.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes: VanSlambrouck, Fitzsimmons, Krause, Sunstrum, Barnes

Nays: None

Absent: None

Abstain: None

RESOLUTION DECLARED ADOPTED.

Dated: March 17, 2014

Monique I. Miller, City Clerk

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, July 9, 2014 at 7:00 P.M.
In Council Chambers at City Hall

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

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

Guests: Paul Lippens of McKenna and Associates, Incoming City Manager Tutt Gorman

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

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

Motion by Fitzsimmons, supported by Kmetz, to approve the minutes of the June 11, 2014 regular meeting as presented.
All in favor. Approved.

Under New Business, Paul Lippens of McKenna and Associates presented the draft of the Master Plan update along with the project schedule.

Chair Grapentien stated that as they had just received the document on Thursday, he would like a little more time to review before making a recommendation to Council for distribution approval.

Member Swaney-Frederick concurred.

There was discussion.

The members concurred with delaying the schedule by 1-month in order to allow more time for review and comment.

Mr. Lippens went through the Table of Contents and noted the areas of change in the draft plan.

Member Swaney-Frederick requested that an executive summary be added to the document.

Interim City Manager Reagan noted that an executive summary can be seen as a market analysis. It can be a useful business development tool as it provides a summary to those read it rather than having to wade through the entire document.

There was further discussion regarding the organization of the document; in order to keep all of the information in the document while it making it more readable.

Under Planning Commission Member comments, Member Fitzsimmons asked about progress on the potential redevelopment of Old School Manor.

Planning Commission Minutes
July 9, 2014

Interim City Manager Reagan stated that he has been trying to coordinate a meeting with Craig Patterson of The WODA Group. To date, a meeting date has not been able to be made.

Motion by Clement, supported by Kmetz, to adjourn the meeting at 8:00 P.M.
All in favor. Approved.

Respectfully submitted,



John Kmetz, Secretary

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

Held on September 18, 2014
In Council Chambers at City Hall

Members Present: Dumas, Barnes, Antaya, Gorman, Smith, Blastic, Briggs, Urie, Tyler, Clement

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

The meeting was called to order at 4:01 P.M. by Chair Dumas.

Motion by Antaya, supported by Tyler, to approve the agenda as presented.
All in favor. Adopted.

Mayor Barnes noted grammatical corrections that were corrected.

Motion by Barnes, supported by Smith, to approve the Minutes of the August 14, 2014 Regular Meeting with the noted grammatical corrections.
All in favor. Adopted.

Motion by Gorman, supported by Urie, to approve the September 2014 Treasurer's Report as presented
All in favor. Adopted.

Under New Business, Interim Assistant City Manager & DDA Director Reagan stated that his last day serving as Interim Assistant City Manager will be October 17th. In order to work with Interim Main Street Manager Perry for a couple of weeks to get up to speed on current developments he requested her contact be extended through Friday, October 31st.

Motion by Dumas, supported by Blastic, to extend the Interim Main Street Manager contract through October 31st.
All in favor. Adopted.

Under the Director's Report, DDA Director Reagan stated he had the opportunity to present to the Charlevoix DDA/Main Street program on Portland and all of the wonderful things happening here. He received many positive comments from others in regard to Portland.

Under the Manager's Report, Main Street Manger Perry also stated she attended the Michigan Main Street Center's Managers Retreat on September 8th and 9th in Roscommon and the National Main Street Accreditation meetings will be held here in Portland on September 25th.

Under Committee Updates, Main Street Manager Perry reported the Promotions & Marketing Committee held the raffle drawing for the Portland Pay Day event on Thursday, August 28th and

presented photos of the winners. Tickets valuing \$8,700 were turned in for the prize drawing. Each ticket represents \$10 spent. This year's total was \$87,300 kept in the Downtown. Over the programs five years \$427,240 has been kept in Downtown Portland. She also presented photos of the very successful Wine the Walk event held in August. The event grew by 25% over the previous year both financially and attendees. She received many great comments about the event.

The Economic Revitalization Committee will held a MI-SBDC workshop event on August 20th and will hold a customer service training sometime in the Spring.

The Organization and Finance Committee has a newly designed On the Street Newsletter and Interim Main Street Manager Perry stated that copies are now available at Cheeky Monkey's and Distinctive Occasions. The Main Street website is constantly being updated. Interim Main Street Manager Perry stated she had received compliments on Main Street's Facebook page from several individuals at the Main Street Manager's Retreat. The Big Beer Run will be held on Saturday, October 18th.

Under Board Member Comments, Mayor Barnes commented there is an opening on the DDA with the recent resignation of Nicole Sunstrum due to her relocation to the Ann Arbor area. Interested individuals can apply through City Hall.

Motion by Barnes, supported by Blastic, to adjourn the meeting at 4:13 P.M.
All in favor. Adopted

Respectfully submitted,



Kory Blastic, Secretary



DATE: October 9, 2014

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>09/18/14</u>	\$ 4,777.96
INTEREST EARNED:	\$ 4.47
DEPOSITS: Transfer from Regular Account for Bond Principal and Interest Escrow	\$ 19,215.00
CHECKS WRITTEN:	
NEW BALANCE: <u>10/16/14</u>	<u>\$ 23,997.43</u>

REGULAR ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>09/18/14</u>	\$ 47,128.31
INTEREST EARNED:	\$ 1.70
DEPOSITS:	
9/18/2014 MI MUNICIPAL LEAGUE-WORK'ER'S COMPENSATION DIVIDEND REIMBURSEMENT	\$ 160.66
10/9/2014 2014 BIG BEER RUN PARTICIPATION FEES	\$ 375.00
10/9/2014 GVSU REIMBURSEMENTS FOR LUNCHEON	\$ 128.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1386	VOID CHECK TO CONSTANT CONTACT-Paid with credit card	\$ (186.00)
1393	S&K TROPHIES-2014 Big Beer Run medals and Holidayfest trophies	\$ 114.75
1394	JIM BARNES-2014 Big Beer Run startup cash	\$ 200.00
1395	CITY OF PORTLAND-Special Event permit	\$ 50.00
1396	PATRICIA PERRY-Contracted services	\$ 2,500.00
1397	STATE OF MICHIGAN-Wine the Walk sales tax	\$ 177.40
1398	PATRICIA PERRY-SBDC Seminar lunches	\$ 128.00
1399	WANDA URIE-Wine The Walk decorations	\$ 50.00
1400	CITY OF PORTLAND-On the Street, postage, event supplies, telephone and audit service	\$ 1,078.85

TRANSFER TO DDA PRINCIPAL AND INTEREST ESCROW ACCOUNT	\$ (19,215.00)
TOTAL EXPENSES:	<u>\$ (4,113.00)</u>
NEW BALANCE: <u>10/16/14</u>	<u>\$ 24,465.67</u>

S & K Trophies and Plaques, Inc.

8310 Sunfield Hwy.

Portland, MI 48875

Invoice

Date	Invoice #
10/9/2014	10630

Bill To
City of Portland 5K Beer Run

Ship To
Spelley Park

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			10/9/2014			

Quantity	Item Code	Description	Price Each	Amount
27	2	Custom medals w Black Brass Disc Additional Plate on Back Inc. Eng. Logo And All Other Eng R/W P Ribbon Reg. \$5.00	4.25	114.75
		Sales Tax	6.00%	0.00

Phone #	Fax #	E-mail
(517)647-7374	(517)647-7374	sktrophy@gmail.com

Total \$114.75

Portland Main Street
Payment Request
Big Beer 5K Run
10/11/14

This payment request is for \$200.00 for “start-up cash” for the October 19, 2014 “Big Beer 5K Run.” This request should be charged to the Organization and Finance Committee and should be made out to Jim Barnes, Organization & Finance Chairperson.

Shelley Perry, Interim Manager
Portland Main Street

**PORTLAND PARKS DEPARTMENT
SPECIAL EVENT PERMIT
APPLICAION**

Event Name "The Big Bear Run" Date 10-8-14

Type of Event 5K Run/Walk (DDA)

Location (attach trail route and start and finish locations):

Start time 8:30 ~~am~~ am/pm No. of participants expected 60

Event time _____ am/pm No. of participants previous yr. _____

Is a shelter requested? _____ Yes X NO

Any Road closing /crossings required? X _____

Will a fee be charged for this event? X _____

Provide brief description of the Event:

5K Run

Medical personnel assigned to the event:

Is this person a(n):

Name:	EMT	RN
Address:	PARAMEDIC	OTHER
Phone:	Physician	

SPONSORING ORGANIZATION INFORMATION

Name: Portland DDA/Main Street

Address: 259 Kent St.
517 647 5027 - office

Phone: 616 558 5863 - Sholley Website: portlandmainstreet.org

Event Director: Patricia Reagen/Sholley Perry Day time phone 517-647-245027

Address: _____ Evening phone 616 558-5863

*****ALL APPLICANTS MUST COMPLETE AND SUBMIT AN INDEMNIFICATION AND HOLD HARMLESS AGREEMENT.**

Special Events:

A Special Event Application and Certificate of Insurance are required to hold events such as 5K walk/runs, triathlons and marathons and other special events in the City of Portland Parks.

All special events are reservations are pending the Parks, Recreation & Cemetery Directors approval.

Please mail the finished application as well as a Certificate of Insurance naming the City of Portland as an additional insured to Portland Parks Department, 259 Kent St, Portland, and Mi. 48875.

Special Event Policy:

See attached policy.

Special Event Application:

The Special Events application must be completed and mailed or delivered to Portland City Hall 30 days prior to the date of the proposed event.

Special Event Fees:

The following fees will be charged for Special Events based on the number of participants.

1-100	- \$ 50.00
101-200	- \$100.00
201-300	- \$150.00
301 -400	- \$200.00
401 -500	- \$250.00

If an event is also reserving a pavilion the pavilion reservation form and fee must also be paid.

CITY OF PORTLAND

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

TO Patricia Perry

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
------	---------------	----------	--------	-------	--------------------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
			\$2500.00

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

 AUTHORIZED SIGNATURE

ACKNOWLEDGEMENT

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

Sales Tax Return for Special Events

Issued under authority of P.A. 167 of 1933 and 122 of 1941 as amended. Filing is mandatory.

All retail sales of food, drink, auction items and other items made by an organization during a fundraising event are subject to Michigan sales tax. The Michigan Sales Tax Act (MCL 205.52(1)) provides that anyone making retail sales is subject to 6 percent sales tax on gross proceeds. The act specifically includes non-profit organizations in this definition.

Groups currently holding a sales tax license must remit the tax on their current sales tax return. Write the sales tax license number in the space provided on Part 1 of this form and return it to the Discovery and Tax Enforcement Division. If the group does not have a sales tax license, use this form to report and pay the sales tax due from an event.

You must submit this return. If no sales tax is due, complete Part 1 and include an explanation.

This return and payment is due three business days after the fundraising event. Make all checks payable to "State of Michigan."

Mail the return and payment to:

Discovery & Tax Enforcement Division
Michigan Department of Treasury
PO Box 30140
Lansing MI 48909-7640

Direct questions to the Discovery & Tax Enforcement Division, (517) 636-4120.

PART 1: ORGANIZATION INFORMATION			
Organization Name <i>PORTLAND Downtown Development Authority</i>		Telephone Number <i>517-647-5027</i>	Non-Profit, IRS Organization Code
Street Address <i>259 KENT ST.</i>		City <i>PORTLAND</i>	State <i>MI</i> ZIP Code <i>48875</i>
Temporary Liquor License Number	Federal Employer ID Number (If applicable)	Sales Tax License Number (If applicable)	
Event Description <i>WINE + BEER TASTING</i>		Event Location (City) <i>PORTLAND</i>	Event Date <i>Aug. 16, 2014</i>
PART 2: SALES TAX CALCULATION			
1. Gross Sales. Enter your total gross sales from this event.....		1.	<i>3408.00</i>
2. Enter your total sales of exempt items (prepackaged foods, cans of soda, bottled water, etc.)		2.	<i>274.00</i>
3. Subtract line 2 from line 1		3.	<i>3134.00</i>
4. If tax is included in gross sales from line 1, divide line 3 by 17 6667.....		4.	<i>177.40</i>
5. Taxable Sales. Subtract line 4 from line 3.....		5.	<i>2956.60</i>
6. Sales Tax Due. Multiply line 5 by 6% (0.06) Pay this amount		6.	<i>177.40</i>
PART 3: CERTIFICATION			
Authorized Signature <i>Patricia M. Perry</i>		Date <i>9/10/14</i>	
Authorized Signer's Name <i>PATRICIA M. PERRY</i>		Title <i>Main Street Manager</i>	

See the Sales Tax General Guidelines for Special Events on Page 2 of this form.



INVOICE: 8/20/2014

Payable to: City of Portland, Main Street
259 Kent St.
Portland, MI 48875

Billed to: MI – SBDC

16 Comb Meals 8.00 each

TOTAL: \$128.00

**Portland Main Street
Purchase Order Request
Promotions and Marketing Committee
September 9, 2014**

This purchase order request is for a monetary donation towards decorations for the Portland Wine the Walk.

This purchase order is for a check for \$50.00 to be made out to the Wanda Urie for this amount.

Shelley Perry, Manager
Portland Main Street

CITY OF PORTLAND REIMBURSEMENT CHECK BREAKDOWN

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

Name	Description	Amount
City of Portland	October On The Street and postage	\$ 70.52
Constant Contact	Credit Card charge for email marketing	\$ 186.00
Tom's Food Center	Water and ice for Wine The Walk	\$ 10.07
Tom's Food Center	Water and ice for Wine The Walk	\$ 6.66
Tom's Food Center	Water and ice for Wine The Walk	\$ 13.17
Tom's Food Center	Para Cord-tie for banner	\$ 5.99
Tom's Food Center	Water and ice for Wine The Walk	\$ 45.11
Clear Rate Communications	Telephone Service	\$ 41.33
Abraham & Gaffney	Audit Service	\$ 700.00
		\$ 1,078.85

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000887
Service Date: 10/06/2014
Invoice Date: 10/09/2014
Due Date: 11/10/2014

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - OCT 2014	59.00	59.00
1	POSTAGE	11.52	11.52

Total Invoice:	70.52
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	70.52

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

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

INVOICE

Customer ID: 00017
Invoice Number: 0000000887
Service Date: 10/06/2014
Invoice Date: 10/09/2014
Due Date: 11/10/2014

Property Address:
259 KENT ST.



Shelley Perry

From: Constant Contact Billing [billing@constantcontact.com]
Sent: Friday, September 05, 2014 12:35 PM
To: ddamainstreet@portland-michigan.org
Subject: Constant Contact Billing Activity



Billing Statement

Portland Main Street
Attn.: City of Portland
259 Kent Street
Portland, MI 48875
US
5176475027

Today's Date: 09/05/2014
User Name: portlandmainstreet

Below is a list of invoices and payment receipts issued for your account.
Your Account Balance can be viewed at any time on the My Account screen.

Date	Description	Charge Amount	Credit Amount
09/05/2014	Invoice #1409934806837 Email Marketing 0 - 500 Contacts, Prepay for 30% Off Maximum Number of Contacts This Billing Period: 219	\$10.50 USD	

\$10.50 per month / 6 months

Billing questions? Please call Customer Support at (855) 229-5506
Constant Contact - 1601 Trapelo Road, Suite 329 - Waltham, MA 02451

+ 115.50 past due
+ tx
\$186.00 on card
paid w/ credit card
(7.50)



1462 E. Grand River
 Portland, MI 48875
 Phone: (517) 647-4861

Doi
cente

Thanks for Shopping at Tom's

No. 115234

DATE 8-16- 2011

SOLD TO City of Portland

ADDRESS _____

ACCOUNT NUMBER 6477531

SALESMAN RL

Cash

Charge

Rec'd On Acct.

QUANTITY	DESCRIPTION	PRICE	AMOUNT
----------	-------------	-------	--------

6.66

****RP* START OF RECEIPT REPRINT ****
 RP ABSOPURE WATR 3.33 F
 RP ABSOPURE WATR 3.33 F
 RP TAX .00 TTL 6.66
 RP
 RP STORE CHARGE 6.66
 8/16/14 9:06 PM/0096 21 0023 2691
 RP

****RP*****
 RP
 SIGN UP FOR OUR EMAIL NEWSLETTER 8B
 SPECIALS, EVENTS, SAVINGS, & MORE!
 RP <http://bit.ly/TomsNews>
 ****RP*****
 ELIGIBLE FUEL DISC BASKET TTL 6.66
 RP

FOR THE AMOUNT OF \$ 6.66
 8/16/14 2:06:00 PM 0096 21 0023 2691

THANK YOU!

ALL Claims and Returned Goods MUST be Accompanied By This Bill

SIGNATURE Patricia G...

*SERVICE CHARGE OF 1.12% PER MONTH WILL BE CHARGED ON PAST DUE ACCOUNTS

Date	Invoice	Description/Detail	Amount
09/31/2014	2961243	PHONE SVC - CITY HALL	413.35
	101-172-851.000	TELEPHONE SERVICE	41.34
	101-201-851.000	TELEPHONE SERVICE	165.34
	101-209-851.000	TELEPHONE SERVICE	41.33
	101-751-851.000	TELEPHONE SERVICE	41.34
	101-728-956.000	MISCELLANEOUS EXPENSES	41.35
	105-254-851.000	TELEPHONE SERVICE	41.34
	208-690-851.000	TELEPHONE SERVICE	41.33

Total: 413.35

PRINTING SYSTEMS • Taylor, Ill • 1-800-95-12345

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND
249 KENT STREET
PORTLAND, MICHIGAN 48875

THE HUNTINGTON NATIONAL BANK
GRAND RAPIDS, MICHIGAN
74-347 / 724

036286
Date: 09/15/14

AMOUNT
\$413.35

Four Hundred Thirteen and 35/100 Dollars**

CLEAR RATE COMMUNICATIONS
PO BOX 27308

LANSING MI 48909

CITY OF PORTLAND - PAYING ACCOUNT

James Hannon
Monique Milk

MAYOR

CLERK

Vendor: 00002

ABRAHAM & GAFFNEY, P.C.

Check #: 00000036279 09/15/14

Date	Invoice	Description/Detail	Amount
09/30/2014	22754	PROGRESS BILLING FOR AUDIT YEAR ENDED 6/30/1	12,000.00
	101-201-802.000	AUDIT SERVICE	3,500.00
	101-728-956.000	MISCELLANEOUS EXPENSES	700.00
	105-254-802.000	AUDIT SERVICE	1,000.00
	202-201-802.000	AUDIT SERVICE	700.00
	203-201-802.000	AUDIT SERVICE	700.00
	208-690-802.000	AUDIT SERVICE	500.00
	210-302-802.000	AUDIT SERVICE	700.00
	520-528-802.000	AUDIT SERVICE	600.00
	582-201-802.000	AUDIT SERVICE	1,000.00
	591-201-802.000	AUDIT SERVICE	1,000.00
	661-201-802.000	AUDIT SERVICE	600.00
	590-201-802.000	AUDIT SERVICE	1,000.00

Total: 12,000.00

PRINTING SYSTEMS • Taylor, MI • 1-800-95-12345

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND
269 KENT STREET
PORTLAND, MICHIGAN 48875

THE HUNTINGTON NATIONAL BANK
GRAND RAPIDS, MICHIGAN
74-347 / 724

036279

Date: 09/15/14

AMOUNT
\$12,000.00

Twelve Thousand and NO/100 Dollars**

TO THE
ABRAHAM & GAFFNEY, P.C.
108 N. SPRING STREET

ST. JOHNS MI 48879

CITY OF PORTLAND - PAYING ACCOUNT

James Hansen
Monique Miller

MAYOR

CLERK

⑈036279⑈ ⑆072403473⑆ 01151128209⑈

User: BREND

DB: Portlan

PERIOD END 10/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	10/31/2014 NORMAL (ABNORMAL)	MONTH 10/31/2014 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA FUND						
Revenues						
Dept 000						
248-000-402.000	REAL PROPERTY TAXES	286,000.00	100,000.00	0.00	186,000.00	34.97
248-000-551.000	RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00	0.00
248-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST INCOME	0.00	20.47	0.00	(20.47)	100.00
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00	0.00
248-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	0.00	160.66	0.00	(160.66)	100.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	0.00	0.00	0.00	0.00	0.00
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	25,000.00	5,949.07	503.00	19,050.93	23.80
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		311,000.00	106,130.20	503.00	204,869.80	34.13
TOTAL Revenues		311,000.00	106,130.20	503.00	204,869.80	34.13
Expenditures						
Dept 275-ADMINISTRATION						
248-275-702.000	S & W FULLTIME	42,500.00	0.00	0.00	42,500.00	0.00
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	0.00	0.00	1,200.00	0.00
248-275-715.000	S & W SOCIAL SECURITY	3,345.00	0.00	0.00	3,345.00	0.00
248-275-716.004	RETIREE HEALTH CARE SAVINGS PLAN	0.00	0.00	0.00	0.00	0.00
248-275-717.000	LIFE/LTD INSURANCE	890.00	0.00	0.00	890.00	0.00
248-275-718.000	PENSION	9,295.00	0.00	0.00	9,295.00	0.00
248-275-719.000	OTHER FRINGE	200.00	0.00	0.00	200.00	0.00
248-275-720.000	WORKER'S COMPENSATION	750.00	0.00	0.00	750.00	0.00
248-275-723.000	UNEMPLOYMENT	30.00	0.00	0.00	30.00	0.00
248-275-730.000	POSTAGE	0.00	71.52	11.52	(71.52)	100.00
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	5,000.00	535.20	0.00	4,464.80	10.70
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	8,700.00	0.00	0.00	8,700.00	0.00
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	3,870.00	145.98	128.00	3,724.02	3.77
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	10,195.00	1,154.86	609.75	9,040.14	11.33
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	18,635.00	8,069.28	308.40	10,565.72	43.30
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	0.00	0.00	0.00	0.00	0.00
248-275-801.000	LEGAL SERVICE	100.00	1,653.00	0.00	(1,553.00)	1,653.00
248-275-802.000	AUDIT SERVICE	800.00	700.00	700.00	100.00	87.50
248-275-803.000	ENGINEERING SERVICE	0.00	0.00	0.00	0.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	15,000.00	10,000.00	2,500.00	5,000.00	66.67
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	6,600.00	0.00	0.00	6,600.00	0.00
248-275-806.000	DATA PROCESSING	300.00	0.00	0.00	300.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	165.29	41.33	334.71	33.06
248-275-886.000	FIREWORKS (DDA)	2,500.00	0.00	0.00	2,500.00	0.00
248-275-902.000	ADVERTISING	0.00	321.60	0.00	(321.60)	100.00
248-275-938.000	M & R STREET LIGHTS	0.00	0.00	0.00	0.00	0.00
248-275-956.000	MISCELLANEOUS EXPENSES	2,500.00	4.33	0.00	2,495.67	0.17
248-275-958.000	DUES & SUBSCRIPTIONS	0.00	45.00	0.00	(45.00)	100.00
248-275-967.001	FACADE RESTORATION (DDA)	5,000.00	0.00	0.00	5,000.00	0.00
248-275-982.000	CAPITAL OUTLAY-DDA EXPANSION	0.00	0.00	0.00	0.00	0.00
248-275-992.000	PRINCIPAL PAYMENT	200,000.00	200,000.00	0.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	9,442.80	5,595.74	0.00	3,847.06	59.26
248-275-997.000	PAYING AGENT FEES	0.00	0.00	0.00	0.00	0.00

User: BRENDA

DB: Portlan

PERIOD END 10/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	10/31/2014 NORMAL (ABNORMAL)	MONTH 10/31/2014 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 248 - DDA FUND							
Expenditures							
248-275-999.202	TRANSFER TO MAJOR STREETS	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 275-ADMINISTRATION		<u>347,352.80</u>	<u>228,461.80</u>	<u>4,299.00</u>	<u>118,891.00</u>		<u>65.77</u>
Dept 999							
248-999-999.990	CURRENT FUND CONTRA CHANGE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 999		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
TOTAL Expenditures		<u>347,352.80</u>	<u>228,461.80</u>	<u>4,299.00</u>	<u>118,891.00</u>		<u>65.77</u>
Fund 248 - DDA FUND:							
TOTAL REVENUES		311,000.00	106,130.20	503.00	204,869.80		34.13
TOTAL EXPENDITURES		<u>347,352.80</u>	<u>228,461.80</u>	<u>4,299.00</u>	<u>118,891.00</u>		<u>65.77</u>
NET OF REVENUES & EXPENDITURES		(36,352.80)	(122,331.60)	(3,796.00)	85,978.80		336.51

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
SEPTEMBER 2014**

Calls for Service

Dispatched	75
Patrol Originated	16
Assist to PPD	13
Assist to Fire / EMS	7
Assist Other Depts	17

Traffic Stops

Total Stops	107
Traffic Citations	43
Verbal Warnings	94
Parking Citations	0

Arrests

Misdemeanor Arrests (# of persons)	9
Misdemeanor Charges	11
Juvenile Apprehensions	7
Felony Arrests (# of persons)	0
Felony Charges	0

Citizen Contacts

Business Contacts	96
Patrol Contacts	437

Coverage by Ionia County Sheriffs Department

The Ionia County Sheriffs Department was not used for the month of September

Noteworthy:

On September 10, 2014, Chief Knobelsdorf was contacted by a resident who had attempted to register a vehicle they had purchased via Craigslist with the Secretary of State. They were advised that the vehicle was considered "stolen". Chief Knobelsdorf worked with Southfield PD as he recovered the vehicle and impounded it. The vehicle had been reported as stolen just nine days prior.

On September 14, 2014, Officer Heald stopped a vehicle containing seven subjects for a minor traffic violation. Further investigation by Officer Heald revealed that the juveniles were on their way to a party, and the vehicle contained several bottles of alcohol as well as a small quantity of marijuana. The subjects were cited for Possession of Marijuana and Minor in Possession of Alcohol and warned against being out past curfew. They were later released to family members.

On September 26, 2014, Sgt Ludwick was called to a local gas station for a customer who was unruly. According to employees, the subject had been yelling loudly and swearing at the clerk and then threatened to start damaging items inside the store. The subject was still on the premises when Sgt Ludwick arrived. He was cited for Disturbing the Peace and a date to appear in Court. The subject was then released and advised that he was no longer welcome as a customer at the store.

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
SEPTEMBER 2014**

Assists to Other Police Agencies:

September 6, 2014, Assisted Clinton County Sheriffs Department with a pursuit on westbound I96 near the 81mm.

September 6, 2014, Assisted Clinton County by apprehending a suspect in a CSC and domestic assault situation occurring in Clinton Co that had traveled into Portland.

September 10, 2014, Assisted IOSH with the apprehension of a suspect in a retail fraud from Badder and Son's who fled east towards Portland. Property was recovered.

September 19, 2014, Assisted MSP with a domestic violence situation on Lewis Rd.

September 21, 2014, Assisted IOSH with a domestic violence situation on Lewis Rd.

September 23, 2014, Assisted IOSH with a residential alarm on Carriage Lane.

September 23, 2014, Assisted IOSH with a vehicle that had gone off the road and driven into a pond on Divine Hwy near the Portland Country Club.

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR SEPTEMBER 2014

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated and discharged **10.2 million gallons** for the month of September.

While preparing for the city wide planned power outage, the WWTP discovered that the portable electric generator that has been used for years is inadequate to operate the new Riverside Lift Station pumps. Doug and Tim hooked the generator to the lift station several days prior to the outage to test to make sure that everything worked properly. This was the first time since the pumps were upgraded at the lift station that the generator was tested to run them. Our existing generator cannot generate enough amperage to start the pumps and in the process of testing burnt out one of the pump monitoring modules due to the insufficient power supply. A rental generator was located and delivered prior to the outage and tested. We were able to successfully operate the lift station during the outage with the rental unit. Quotations are currently being sought to make plans for replacement of the generator with one that is adequate for operating the lift station.

The new Cues push camera was delivered this month. Training was provided with the delivery. WWTP operators and the Electric Dept crew were on hand for the training. After training a live demonstration was performed on a problem electric conduit for the Electric Dept. The conduit problem was easily found and located for them to repair. Everyone in attendance was impressed with the new camera.

The annual hoist inspection was performed by Star Crane & Hoist as required by MIOSHA. The WWTP has one overhead crane and a lever operated chain hoist that they inspected and certify.

Mike and Tim finished painting the walls in the digester building and are now working on touching up the piping prior to painting the floors.

Mike Owen attended the annual MERS conference in Detroit.

Doug completed and submitted the NPDES permit renewal application before the October 1st deadline. This is a process that takes place every five years. The current permit is due to expire in

April of 2015. The MDEQ requires the renewal application 180 days in advance for processing the permit.

Plans have been made to televise the existing sanitary sewer to provide the City and Fleis & VandenBrink with information for the Kent St. project planning. However, due to a pump shaft failure on the Vac Con truck, this has been delayed. Rental quotes have been received to make a decision if we should wait to get our truck back or rent the equipment so that we can proceed.

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

ITEM	COST
Tom's Do It Center – Simple Green Degreaser	\$ 14.68
Grainger Supply – Start Relays	\$ 49.94
Wolverine Power – Gen Rental, Gen Annual Service Cutler LS	\$ 1220.13
Kennedy Ind. – Pump Monitoring Module	\$ 223.89
NCL – Lab Supplies	\$ 470.29
Municipal Supply – Manhole Ring and Cover	\$ 479.00
Windemuller – Gas Sensor Diagnosis	\$ 285.00
	\$ 2742.93
Total Expenses	
Total Spent YTD	\$ 11305.55

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3865 feet
Routine cleaning	0 feet
Sewer call outs due to building services	0
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services Televised	1
Building Services Inspected	0
City Main Televised	0

SEWER CALLOUTS

None

Respectively Submitted,

Doug Sherman
 WWTP Superintendent

User: NIKKI

DB: Portland

PERIOD ENDING 10/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2014 NORMAL (ABNORMAL)	MONTH 10/31/2014 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,400.00	929,855.82	613,231.55	56,544.18	94.27
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,300.00	0.00	0.00	1,300.00	0.00
101-000-445.000	PENALTY & INTEREST	8,000.00	66.57	46.84	7,933.43	0.83
101-000-445.022	1994A SPEC ASSESS - INTEREST	200.00	173.49	61.00	26.51	86.75
101-000-447.000	TAX COLLECTION FEES	42,120.00	31,883.75	17,452.05	10,236.25	75.70
101-000-448.000	SPECIAL ASSESSMENT FEES	15.00	12.12	3.00	2.88	80.80
101-000-451.000	BUSINESS PERMITS	250.00	75.00	0.00	175.00	30.00
101-000-453.000	CABLE TV FEES	28,000.00	7,482.24	0.00	20,517.76	26.72
101-000-455.000	TRAILER FEES	500.00	336.00	36.00	164.00	67.20
101-000-476.000	NON-BUSINESS PERMITS	2,000.00	6,088.00	7,012.00	(4,088.00)	304.40
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	0.00	0.00	1,200.00	0.00
101-000-570.000	LIQUOR FEES	3,200.00	3,128.95	0.00	71.05	97.78
101-000-575.000	REVENUE SHARING-CONST SALES	299,879.00	49,873.00	0.00	250,006.00	16.63
101-000-576.000	REVENUE SHARING-STAT SALES	105,741.00	17,186.00	0.00	88,555.00	16.25
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	5,000.00	2,590.00	0.00	2,410.00	51.80
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	1,000.00	196.50	0.00	803.50	19.65
101-000-624.000	MISCELLANEOUS FEES	0.00	36.49	0.00	(36.49)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	79,761.00	0.00	239,096.00	25.01
101-000-629.000	TOWNSHIP FIRE FEES	0.00	0.00	0.00	0.00	0.00
101-000-630.000	CEMETERY LOT SALES	3,500.00	3,225.00	0.00	275.00	92.14
101-000-633.000	CEMETERY CARE FEES	2,000.00	2,077.40	0.00	(77.40)	103.87
101-000-634.000	GRAVE OPENING FEES	10,000.00	2,900.00	750.00	7,100.00	29.00
101-000-656.000	DISTRICT COURT FINES	13,000.00	5,817.44	938.52	7,182.56	44.75
101-000-661.000	PARKING FINES	2,400.00	70.00	10.00	2,330.00	2.92
101-000-662.000	DRUG FORFEITURE MONEY	0.00	1,553.86	0.00	(1,553.86)	100.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	1,096.00	120.00	1,404.00	43.84
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	400.00	106.92	34.77	293.08	26.73
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	200.00	59.00	19.24	141.00	29.50
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	8,300.00	305.00	0.00	7,995.00	3.67
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.003	DONATIONS-DOG PARK	0.00	0.00	0.00	0.00	0.00
101-000-676.004	DONATION-RED MILL BUILDING	2,000.00	0.00	0.00	2,000.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	0.00	0.00	0.00	0.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	670.77	0.00	79.23	89.44
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	0.00	0.00	0.00	0.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	0.00	3,382.28	0.00	(3,382.28)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	11,000.00	4,268.03	472.24	6,731.97	38.80
101-000-678.007	REIMBURSEMENTS-PAMA	1,000.00	0.00	0.00	1,000.00	0.00
101-000-678.008	REIMBURSEMENTS-RETIREE HEALTH	0.00	0.00	0.00	0.00	0.00
101-000-678.009	REIMBURSEMENTS-RETIREE LIFE	0.00	0.00	0.00	0.00	0.00
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	1,100.00	1,032.96	232.84	67.04	93.91
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 10/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 10/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-699.001	TRANSFER FROM VOL FIRE DEPT.	0.00	0.00	0.00	0.00	0.00
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	0.00	0.00	0.00	0.00
101-000-699.403	TRANSFER FROM DNR/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	49,792.00	0.00	0.00	49,792.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,975,132.00	1,155,309.59	640,420.05	819,822.41	58.49
Expenditures						
100	COUNCIL	97,733.00	65,773.92	38.00	31,959.08	67.30
101	COMMUNITY PROMOTIONS	293,475.25	104,064.56	27,533.37	189,410.69	35.46
172	CITY MANAGER	134,804.00	55,122.36	9,435.97	79,681.64	40.89
191	ELECTIONS	7,105.00	1,851.65	18.00	5,253.35	26.06
201	GENERAL ADMINISTRATION	339,512.00	113,060.35	10,549.86	226,451.65	33.30
209	ASSESSING	51,088.00	12,101.53	2,045.51	38,986.47	23.69
265	CITY HALL	58,133.00	12,280.03	280.34	45,852.97	21.12
276	CEMETERY	157,205.00	45,724.79	6,438.88	111,480.21	29.09
301	POLICE	680,028.00	176,929.52	27,428.96	503,098.48	26.02
336	FIRE	0.00	0.00	0.00	0.00	0.00
371	CODE ENFORCEMENT	38,304.00	11,742.56	1,072.14	26,561.44	30.66
728	ECONOMIC DEVELOPMENT	8,000.00	1,541.61	102.43	6,458.39	19.27
751	PARKS	147,490.00	36,091.65	5,091.86	111,398.35	24.47
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,012,877.25	636,284.53	90,035.32	1,376,592.72	31.61
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,975,132.00	1,155,309.59	640,420.05	819,822.41	58.49
TOTAL EXPENDITURES		2,012,877.25	636,284.53	90,035.32	1,376,592.72	31.61
NET OF REVENUES & EXPENDITURES		(37,745.25)	519,025.06	550,384.73	(556,770.31)	1,375.07

User: NIKKI
DB: Portland

PERIOD ENDING 10/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 10/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	706,400.00	27,526.66	5.82	678,873.34	3.90
	TOTAL EXPENDITURES	696,687.00	523,951.45	3,623.65	172,735.55	75.21
	NET OF REVENUES & EXPENDITURES	9,713.00	(496,424.79)	(3,617.83)	506,137.79	5,110.93
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	2,500.00	1,850.00	0.00	650.00	74.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,500.00	1,850.00	0.00	650.00	74.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	235,000.00	62,573.83	18,494.45	172,426.17	26.63
	TOTAL EXPENDITURES	326,510.95	74,348.80	12,639.91	252,162.15	22.77
	NET OF REVENUES & EXPENDITURES	(91,510.95)	(11,774.97)	5,854.54	(79,735.98)	12.87
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	1,341,788.00	390,738.53	55,249.64	951,049.47	29.12
	TOTAL EXPENDITURES	981,609.00	358,763.27	5,813.48	622,845.73	36.55
	NET OF REVENUES & EXPENDITURES	360,179.00	31,975.26	49,436.16	328,203.74	8.88
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	146,950.00	27,095.47	3,512.00	119,854.53	18.44
	TOTAL EXPENDITURES	135,202.00	33,950.45	4,285.72	101,251.55	25.11
	NET OF REVENUES & EXPENDITURES	11,748.00	(6,854.98)	(773.72)	18,602.98	58.35
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	536,430.00	177,961.99	(25.00)	358,468.01	33.18
	TOTAL EXPENDITURES	531,273.00	133,067.98	14,978.85	398,205.02	25.05
	NET OF REVENUES & EXPENDITURES	5,157.00	44,894.01	(15,003.85)	(39,737.01)	870.55
Fund 245 - MSHDA LOFT FUND						
Fund 245 - MSHDA LOFT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	311,000.00	106,130.20	503.00	204,869.80	34.13
	TOTAL EXPENDITURES	347,352.80	228,461.80	4,299.00	118,891.00	65.77
	NET OF REVENUES & EXPENDITURES	(36,352.80)	(122,331.60)	(3,796.00)	85,978.80	336.51
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION						
Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION:						
	TOTAL REVENUES	0.00	20,000.00	0.00	(20,000.00)	100.00
	TOTAL EXPENDITURES	0.00	13,497.00	2,925.00	(13,497.00)	100.00
	NET OF REVENUES & EXPENDITURES	0.00	6,503.00	(2,925.00)	(6,503.00)	100.00

User: NIKKI

DB: Portland

PERIOD ENDING 10/31/2014

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE 10/31/2014	ACTIVITY FOR MONTH 10/31/2014	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL			NORMAL	(ABNORMAL)	
Fund 405 - WELLHEAD IMPROVEMENT FUND								
Fund 405 - WELLHEAD IMPROVEMENT FUND:								
	TOTAL REVENUES	3,000.00		0.00	0.00		3,000.00	0.00
	TOTAL EXPENDITURES	3,000.00		1,729.95	0.00		1,270.05	57.67
	NET OF REVENUES & EXPENDITURES	0.00		(1,729.95)	0.00		1,729.95	100.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT								
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:								
	TOTAL REVENUES	0.00		0.00	0.00		0.00	0.00
	TOTAL EXPENDITURES	871,000.00		363,796.98	0.00		507,203.02	41.77
	NET OF REVENUES & EXPENDITURES	(871,000.00)		(363,796.98)	0.00		(507,203.02)	41.77
Fund 520 - REFUSE SERVICE FUND								
Fund 520 - REFUSE SERVICE FUND:								
	TOTAL REVENUES	101,200.00		34,350.33	7,713.56		66,849.67	33.94
	TOTAL EXPENDITURES	93,600.00		26,105.88	0.00		67,494.12	27.89
	NET OF REVENUES & EXPENDITURES	7,600.00		8,244.45	7,713.56		(644.45)	108.48
Fund 528								
Fund 528:								
	TOTAL REVENUES	0.00		0.00	0.00		0.00	0.00
	TOTAL EXPENDITURES	0.00		0.00	0.00		0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00		0.00	0.00		0.00	0.00
Fund 582 - ELECTRIC FUND								
Fund 582 - ELECTRIC FUND:								
	TOTAL REVENUES	3,885,125.00		977,971.41	317,900.98		2,907,153.59	25.17
	TOTAL EXPENDITURES	4,037,247.50		1,134,118.77	191,150.88		2,903,128.73	28.09
	NET OF REVENUES & EXPENDITURES	(152,122.50)		(156,147.36)	126,750.10		4,024.86	102.65
Fund 590 - WASTEWATER FUND								
Fund 590 - WASTEWATER FUND:								
	TOTAL REVENUES	929,000.00		268,102.53	71,352.75		660,897.47	28.86
	TOTAL EXPENDITURES	914,460.00		207,467.39	21,855.53		706,992.61	22.69
	NET OF REVENUES & EXPENDITURES	14,540.00		60,635.14	49,497.22		(46,095.14)	417.02
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
	TOTAL REVENUES	586,450.00		158,588.99	49,653.14		427,861.01	27.04
	TOTAL EXPENDITURES	889,482.30		297,787.15	20,694.09		591,695.15	33.48
	NET OF REVENUES & EXPENDITURES	(303,032.30)		(139,198.16)	28,959.05		(163,834.14)	45.94
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
	TOTAL REVENUES	416,170.00		238,954.12	22,182.00		177,215.88	57.42
	TOTAL EXPENDITURES	411,476.22		129,430.76	46,351.66		282,045.46	31.46
	NET OF REVENUES & EXPENDITURES	4,693.78		109,523.36	(24,169.66)		(104,829.58)	2,333.37
Fund 662 - INTERNAL SERVICE FUND								
Fund 662 - INTERNAL SERVICE FUND:								
	TOTAL REVENUES	0.00		0.00	0.00		0.00	0.00
	TOTAL EXPENDITURES	0.00		0.00	0.00		0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00		0.00	0.00		0.00	0.00

User: NIKKI

DB: Portland

PERIOD ENDING 10/31/2014

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2014 NORMAL (ABNORMAL)	MONTH 10/31/2014 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 812 - SPECIAL ASSESSMENT FUND						
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		9,201,013.00	2,491,844.06	546,542.34	6,709,168.94	27.08
TOTAL EXPENDITURES - ALL FUNDS		10,238,900.77	3,526,477.63	328,617.77	6,712,423.14	34.44
NET OF REVENUES & EXPENDITURES		(1,037,887.77)	(1,034,633.57)	217,924.57	(3,254.20)	99.69

MEMO



To: **S. Tutt Gorman**
City of Portland

From: **Brian Rice, PE**
Fleis & VandenBrink 

CC:

Date: **October 14, 2014**

Re: **Phase I ESA Summary – ADM Property**

This memorandum summarizes the Phase I Environmental Site Assessment (ESA) for the ADM property located on the northwest corner of East Grand River and Divine Highway (Property). The Phase I ESA was conducted in conformance with the scope and limitations of ASTM Standard Practice E 1527-13.

The ESA report documents information collected through a visual and physical site reconnaissance, review of the Property's historical use, regulatory database record reviews and interviews with governmental and other individuals familiar with the Property and the surrounding area.

This report also includes findings of known or suspect environmental conditions, opinions of an environmental professional regarding the impact of the findings on the Property, and conclusions that summarize *Recognized Environmental Conditions* (RECs) connected with the Property and their potential impact to the Property. ASTM defines a REC as the presence or likely presence of any hazardous substances or petroleum products on a property under conditions that indicate an existing release, a past release, or a material threat of a release of any hazardous substances or petroleum products into structures on the property or into the ground, groundwater, or surface water of the property. This includes releases in compliance with laws. This is not meant to include *de minimis* conditions that generally do not present a material risk of harm to public health or the environment and that generally would not be the subject of an enforcement action if brought to the attention of appropriate governmental agencies.

The following is a summary of the Property description and the ESA findings, opinions, data gaps and conclusions.

Findings and Opinions

The Property is improved with a single-story building with construction features consisting of concrete, wood and metal. The building appears to have been modified several times since the late 1800s and portions of the remaining structure may be from the 1800s. Additionally, there are three concrete grain silos constructed in 1929 that are located along the east side of the building.

F&V's review identified certain "findings", which are generally defined as known or suspect environmental conditions associated with the Property. For each finding, F&V has provided an opinion of the impact on the Property as detailed below.

1. Historical use of the Property as a grain mill.
This is not a REC. While other specific activities ancillary to processing grain may be a REC, the use of the Property as a grain mill alone is not indicative of a REC.
2. Historical crude oil tank and gravity feed line into the grain mill.
This is a REC. The historical use of a crude oil tank and a gravity feed line and the uncertainty of if they still are present on site represent conditions that indicate a release or threat of a release of petroleum product.
3. Historical report of a half dozen hand grenades stored on site.
This is not a REC. The historical short term presence of explosive materials do not represent conditions that a threat of a release of a hazardous substance.
4. Historical coal storage on site.
This is a REC. The documented relatively long-term presence of coal with no documented controls for storm water management indicates a potential for heavy metals from coal to have migrated onto soil and groundwater at the Property.
5. Stained areas near two auger pits located in building.
This is not a REC. Based on the location of the stains and a lack of odor along with the fact that the area was used for grain processing, it is not considered to be the result of a released hazardous substances.
6. Onsite septic system not identified.
This is not a REC. There are no bathrooms or other identified sources of wastewater that would have been routed to a septic system.
7. Historical LUST located on east side of the Divine Highway.
This is not a REC. Reports provided by MDEQ are included in Attachment E. The records report that in 1991 three underground storage tanks were closed at property located east of the Divine Highway. This property and the Property have the same owner. A "Site Closure Activity" report dated May 18, 1993 states "...the site was remediated by excavation" (approximately 40 yards of soil was removed from the site). A response from the Michigan Department of Natural Resources dated June 28, 1993 concurred that "...the interim response activities undertake at the facility have reduced contamination to concentrations below acceptable Type B levels". Based on excavation activities and based on a review of the site location in proximity to the Looking Glass River, it is unlikely that contaminants have migrated unto the Property.
8. Reported historical USTs on SE corner of Maple and East Grand River (former filling station and auto storage).
This is a REC. MDEQ files indicate that there has been no reported removal of the three identified USTs. If offsite migration of groundwater contamination from this site occurs, it could migrate onto the Property.
9. Reported properties with Underground Storage Tanks (UST), Leaking Underground Storage Tanks (LUST) and above ground storage tanks that have potential to impact Property.
This is not a REC. Based on review of the actual site locations, it has been determined that they are presented in the wrong location on the EDR "Overview Map". The actual locations are in areas that are unlikely to impact the Property.

10. Reported properties with Baseline Environmental Assessments (BEA) that have potential to impact site - 1 site.
This is a REC. The known presence of a contaminated site located hydraulically upgradient of the Property represents the potential for contaminant migration on to the Property.
11. Reported properties with historical auto stations that have potential to impact site - 1 site.
This is a REC. The historical operations of the auto station cannot be identified by reasonably ascertainable methods. Petroleum based contaminants are known to be associated with this type of land use. The auto station is located hydraulically upgradient of the Property and represents the potential for contamination, if any, to migrate on to the Property.

Data Gaps

Compilation of ESAs often result in data gaps which may be defined as a lack of, or inability to obtain, information required by the ASTM standard despite good faith efforts by the User or environmental professional to gather such information. A data gap by itself is not inherently significant. Data gaps associated with this ESA and our professional opinion follow:

1. The three silos were inaccessible and not observed during the site reconnaissance.
This data gap is not considered significant as we are of the opinion that areas that were not accessible would not involve activities that would lead to a recognized environmental condition.
2. The Property's obvious past uses could not be identified from the present time back to 1940 or the Property's first developed use in 5 year intervals because of data failure.
This data gap by itself is not considered significant as we are of the opinion that Property's first developed and continued use between 1886 and when the property became vacant was grain processing.
3. Owner of Property did not respond to a request to complete a questionnaire related to this ESA.
This data gap is considered significant as we are of the opinion that the Owner, based on the long duration of continuous use of the site for grain operations, may have knowledge of RECs that are not identified in this ESA.

Conclusions

The ESA of the ADM site revealed no evidence of recognized environmental conditions in connection with the Property except for the following:

1. Historical crude oil tank and gravity feed line into the grain mill.
2. Historical coal storage on site.
3. Reported historical USTs on SE corner of Maple and East Grand River (former filling station and auto storage).
4. Reported properties with Baseline Environmental Assessments (BEA) that have potential to impact site - 1 site (site B10 on attached EDR "Overview Map").
5. Reported properties with historical auto stations that have potential to impact site - 1 site (site E14 on attached EDR "Overview Map").

This conclusion is based upon information presented throughout this report. It is suggested that the User of this ESA review the report in its entirety prior to relying on the conclusions presented herein.



FEMA
OCT 3 2014

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

The Honorable James E. Barnes
Mayor, City of Portland
259 Kent Street
Portland, Michigan 48875

Dear Mayor Barnes:

I commend you for the efforts that have been put forth in implementing the floodplain management measures for the City of Portland, Michigan, to participate in the National Flood Insurance Program (NFIP). As you implement these measures, I want to emphasize the following:

- a Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) have been completed for your community;
- the FIS and FIRM will become effective on January 16, 2015; and
- by the FIS and FIRM effective date, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office is required to approve the legally enforceable floodplain management measures your community adopts in accordance with Title 44 Code of Federal Regulations Section 60.3(d).

As noted in FEMA's letter dated July 16, 2014, no significant changes have been made to the flood hazard data on the Preliminary and/or revised Preliminary copies of the FIRM for Ionia County. Therefore, the City of Portland should use the Preliminary and/or revised Preliminary copies of the FIRM as the basis for adopting the required floodplain management measures. Final printed copies of the FIRM for the City of Portland will be sent to you within the next few months.

If you encounter difficulties in enacting the measures, I recommend you contact the Michigan Department of Environmental Quality. You may contact Les Thomas, the NFIP State Coordinator, by telephone at (517) 284-5489, in writing at Post Office Box 30458, Lansing, Michigan 48909-7958, or by electronic mail at thomasl@michigan.gov.

The FEMA Regional staff in Chicago, Illinois, is also available to provide technical assistance and guidance in the development of floodplain management measures. The adoption of compliant floodplain management measures will provide protection for the City of Portland and will ensure its participation in the NFIP. The Regional Office may be contacted by telephone at (312) 408-5500 or in writing. Please send your written inquiries to the Director, Federal Insurance and Mitigation Division, FEMA Region V, at 536 South Clark Street, Sixth Floor, Chicago, Illinois 60605.

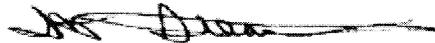
The Honorable James E. Barnes

Page 2

You may have already contacted the NFIP State Coordinator and/or the FEMA Regional Office, and may be in the final adoption process or recently adopted the appropriate measures. However, in the event your community has not adopted the appropriate measures, this letter is FEMA's official notification that you only have until January 16, 2015, to adopt and/or submit a floodplain management ordinance that meets or exceeds the minimum NFIP requirements, and request approval from the FEMA Regional Office by the effective date. Your community's adopted measures will be reviewed upon receipt and the FEMA Regional Office will notify you when the measures are approved.

I appreciate your cooperation to ensure that your community's floodplain management measures are approved by the FEMA Regional Office by January 16, 2015. Your compliance with these mandatory program requirements will enable your community to avoid suspension from the NFIP.

Sincerely,



David H. Stearrett, CFM, Chief
Floodplain Management Branch
Federal Insurance and Mitigation Administration

cc: Andrew Velasquez, III, Regional Administrator, FEMA Region V
Les Thomas, NFIP State Coordinator, Michigan Department of Environmental Quality
S. Tutt Gorman, City Manager, City of Portland



Adoption of Flood Insurance Rate Maps by Participating Communities

FEMA 495 / September 2012



Adoption of Flood Insurance Rate Maps by Participating Communities

The National Flood Insurance Program (NFIP) was established with the passage of the National Flood Insurance Act of 1968. The NFIP is a Federal program enabling property owners in participating communities to purchase insurance as a protection against flood losses in exchange for State and community floodplain management regulations that reduce future flood damages. Over 21,000 communities participate in the Program.

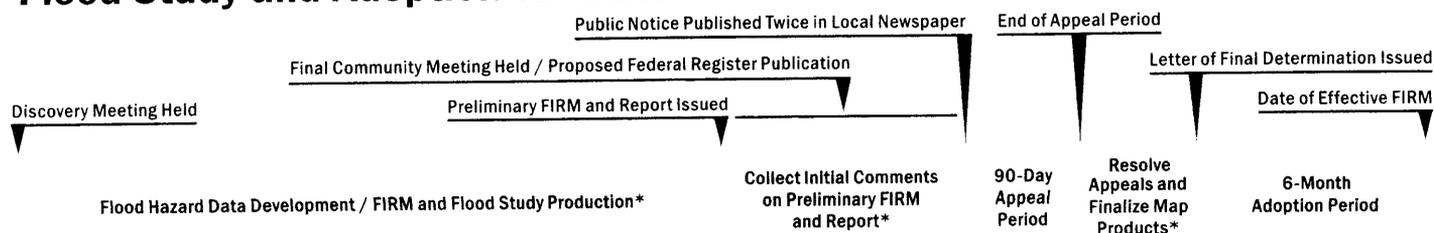
This brochure addresses several questions about community adoption of the Flood Insurance Rate Map (FIRM). As a participating community in the NFIP, your community is responsible for making sure that its floodplain management regulations meet or exceed the minimum requirements of the NFIP. By law, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) cannot offer flood insurance in communities that do not have regulations that meet or exceed these minimum requirements. These regulations can be found in **Title 44 of the Code of Federal Regulations (44 CFR) Section 60.3**. You can also find them in model ordinances developed by most States and by FEMA Regional Offices.

The basis of your community's floodplain management regulations is the flood hazard data provided to the community by FEMA. FEMA identifies flood hazards nationwide and publishes and periodically updates flood hazard data in support of the NFIP. Flood hazard data is provided to communities in the form of a FIRM and Flood Insurance Study (FIS) report, typically prepared in a countywide format. Please be aware that while an FIS report accompanies most FIRMs, it is not created for all flood studies.

The identification of flood hazards serves many important purposes. Identifying flood hazards creates an awareness of the hazard, especially for those who live and work in floodprone areas. The FIRM and FIS report provide States and communities with the information needed for land use planning and to reduce flood risk to floodplain development and implement other health and safety requirements through codes and regulations. States and communities can also use the information for emergency management.

Each time FEMA provides your community with additional flood hazard data, your community must adopt new floodplain management regulations or amend existing regulations to incorporate the new data and meet any additional requirements that result from any changes in the data, such as the designation of a regulatory floodway for the first time. Your floodplain management regulations must also meet any additional State requirements and be adopted through a process that complies with any procedural requirements established in your State for the adoption of ordinances or regulations.

Flood Study and Adoption Timeline



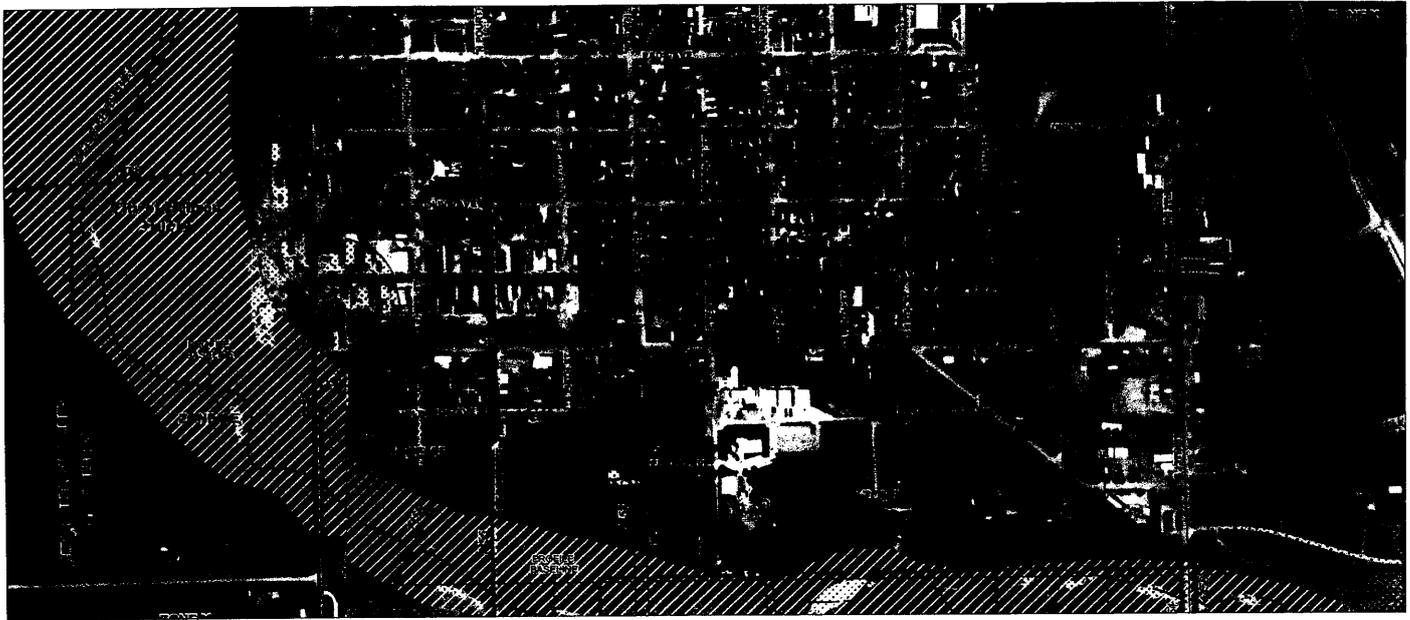
*The timeframe for completing these activities may vary.

What is the process for developing new flood hazard data or revising existing data?

FEMA coordinates closely with communities to develop new flood risk data or revise existing data during the flood study process. This coordination may lead to new or updated flood hazard mapping (i.e., the update of a community's FIRM and FIS report), flood risk assessment projects, and/or mitigation planning assistance. In general, the process includes the following activities:

- Under FEMA's Risk MAP program, FEMA engages in a Discovery process with communities and other local stakeholders to obtain a comprehensive picture of flooding issues, flood risk, and the potential for the performance of additional flood mitigation activities, including the adoption of more restrictive floodplain management criteria by communities. Stakeholders may include, but are not limited to, local officials, citizen associations, representatives of levee boards, conservation districts, Tribal Nations, and economic development organizations. Information obtained during the Discovery meeting helps determine whether a flood risk assessment project, including new or updated flood hazard data and a corresponding FIRM and FIS report, is needed.
- Once it is determined that the creation or revision of flood hazard data, including an update to the FIRM and FIS report, is needed, FEMA works with communities and other Discovery stakeholders to determine the parameters of the project, including flooding sources and the type and extent (number of stream or coastline miles) of the study.
- The mapping process typically includes development of Base Flood Elevations (BFEs) and floodways for the project area. In addition, the mapping process includes activities such as obtaining the digital base map, developing the FIRM flood hazard database and, when appropriate, incorporating or revalidating previously issued Letters of Map Change, or LOMCs. LOMCs, which include Letters of Map Revision (LOMRs), Letters of Map Revision Based on Fill and Letters of Map Amendment, serve to officially revise the effective FIRM and FIS report without requiring the physical revision and republication of these materials.
- When the study is completed, FEMA provides the community with a preliminary FIRM and FIS report for review. In addition, FEMA may hold public meetings—often referred to as the Final Meeting and Open House—to explain and obtain comments on the preliminary FIRM and FIS report.
- FEMA provides a 90-day appeal period for all new or modified flood hazard information shown on a FIRM, including additions or modifications of any BFEs, base flood depths, Special Flood Hazard Area (SFHA) boundaries or zone designations, or regulatory floodways. SFHAs are areas subject to inundation by the base (1-percent-annual-chance) flood and include the following flood zones: A, AO, AH, A1-A30, AE, A99, AR, AR/A1-A30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-V30, VE, and V. The regulatory floodway is the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Before the appeal period is initiated, FEMA will publish a notice of proposed flood hazard determinations in the Federal Register and notify the community's Chief Executive Officer of the determination. FEMA will then publish information about the flood hazard determinations at least twice in a local newspaper. The appeal period provides the community and owners or lessees of property in the community an opportunity to submit scientific or technical information if they believe the flood hazard determinations are scientifically or technically incorrect.
- Following the 90-day appeal period, FEMA resolves all appeals and finalizes all changes to the FIRM and FIS report.
- FEMA then issues a Letter of Final Determination (LFD), which establishes the final flood hazard data and the effective date of the new FIRM and FIS report for the community. The LFD also initiates the six-month adoption period during which the community must adopt or amend its floodplain management regulations to reference the new FIRM and FIS report.
- The FIRM and FIS report become effective at the end of the six-month period. The effective date is also the date when flood insurance rates will be based on the new flood data for new construction built after this date. The effective FIRM will be used by Federally insured or regulated lenders to determine if flood insurance is required as a condition of a loan.

FEMA has entered into agreements with nearly 250 communities, States, and regional agencies to be active partners in FEMA's flood hazard mapping program under the Cooperating Technical Partners (CTP) Program. These agencies are participating with FEMA in developing and updating FIRMs. (See the box on the inside of the back cover page for a brief description of the CTP program.)



FIRM

What must an NFIP participating community do when FEMA provides new or revised flood hazard data?

Each time FEMA provides a community with new or revised flood hazard data, the community must either adopt new floodplain management regulations, or amend its existing regulations to reference the new FIRM and FIS report. In some cases, communities may have to adopt additional floodplain management requirements if a new type of flood hazard data is provided, such as a new flood zone (e.g., going from a Zone A without BFEs to a Zone AE with BFEs or going from a Zone AE to a Zone VE – the coastal high hazard area), or with the addition of a regulatory floodway designation.

The following guide is to help you determine whether changes need to be made in your community’s floodplain management regulations when a new or revised FIRM and FIS report are provided:

- If the community’s floodplain management regulations are compliant with the NFIP requirements when the LFD is issued, the community needs to amend only the map reference section of their floodplain management regulations to identify the new FIRM and FIS report.
- If the community has a legally valid automatic adoption clause established in the map reference section of the regulations and the community’s regulations are otherwise compliant with the NFIP requirements, then the floodplain management

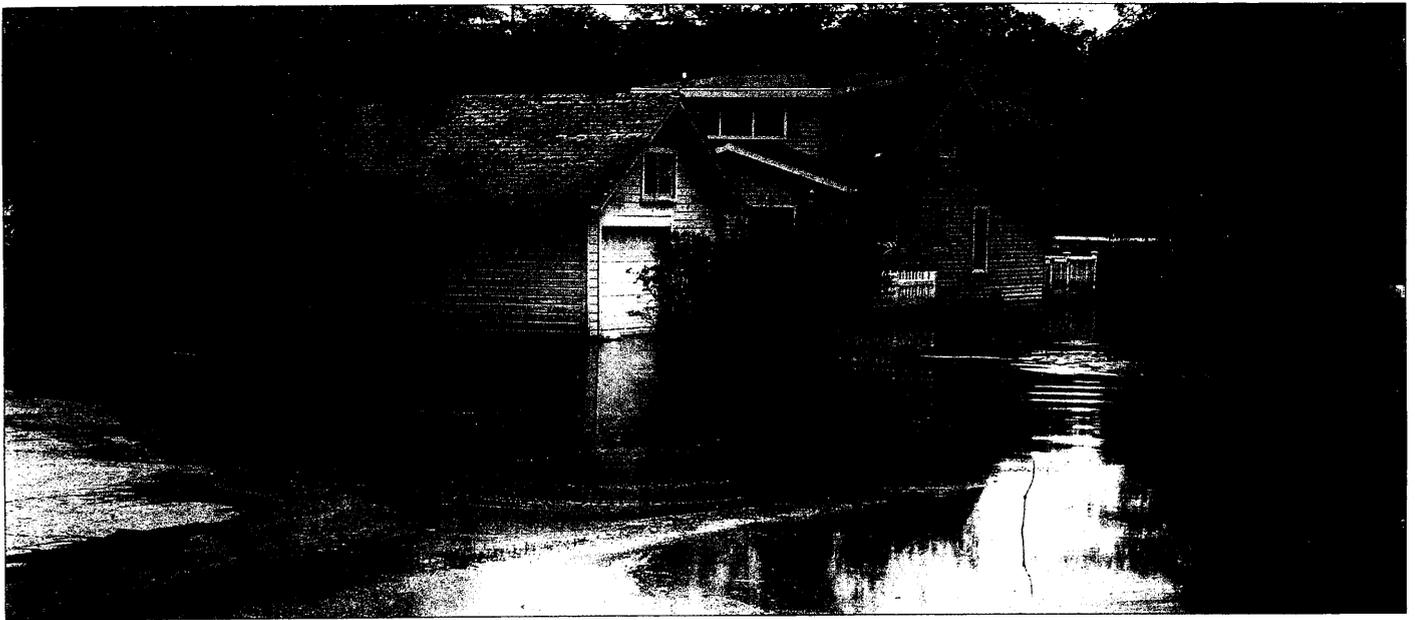
regulations do not need to be amended. Automatic adoption clauses adopt all future revisions to the FIRM without further action by the community. However, keep in mind that the FIRM and FIS report update process outlined above still applies for communities with automatic adoption clauses. Automatic adoption clauses are not permitted in many States.

- If the community is provided a new type of flood hazard data, the community will need to either adopt new regulations or amend existing regulations to include the appropriate NFIP requirements, in addition to referencing the new FIRM and FIS report.

The LFD indicates the sections of the NFIP floodplain management requirements at 44 CFR Section 60.3 that a community must adopt based on the type of flood hazard data provided to the community.

You can contact the FEMA Regional Office or your State NFIP Coordinating Agency for assistance on the specific requirements your community will need to adopt. (See “For Assistance” on the back cover page for contact information.)

If your community has adopted higher standards than the minimum requirements of the NFIP, your community may qualify for a reduction in flood insurance premiums for your citizens under the Community Rating System (CRS). (See the box on the inside of the back cover for a brief description of the CRS.)



Janesville, Wisconsin, 2008

When must a community adopt the new or revised flood hazard data?

Your community must amend its existing floodplain management regulations or adopt new regulations before the effective date of the FIRM and FIS report, which is identified in the LFD. The LFD initiates the six-month adoption period.

Communities are encouraged to adopt the appropriate floodplain management regulations as soon as possible after the LFD is issued. The adopted regulations must be submitted to FEMA or the State and be approved by FEMA before the effective date of the FIRM and FIS report.

FEMA will send two letters notifying the community that it must have approved floodplain management regulations in place before the effective date of the FIRM. The first letter is a reminder letter and is sent to the community 90 days before the effective date. The second letter is sent to the community 30 days before the effective date of the FIRM. This letter is FEMA's final notification that the community will be suspended from the NFIP if it does not adopt the FIRM before the effective date. Notice of the suspension is also published in the *Federal Register*.

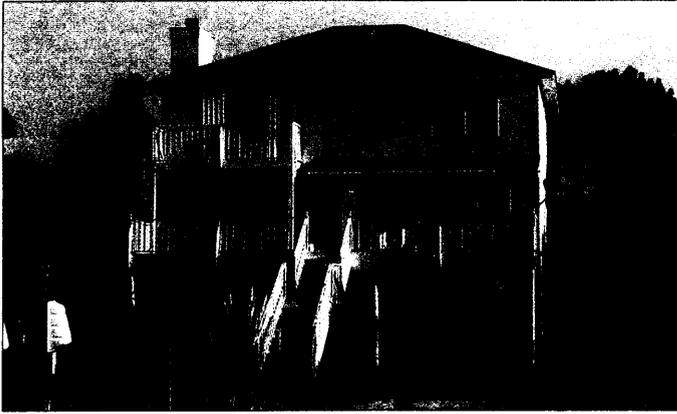
If the community adopts or amends its floodplain management regulations prior to the effective date of the FIRM and FIS report and the FEMA Regional Office approves the community's regulations, the suspension will not go into effect and the community will remain eligible for participation in the NFIP.

What happens if a community does not adopt the appropriate floodplain management regulations during the six-month adoption period?

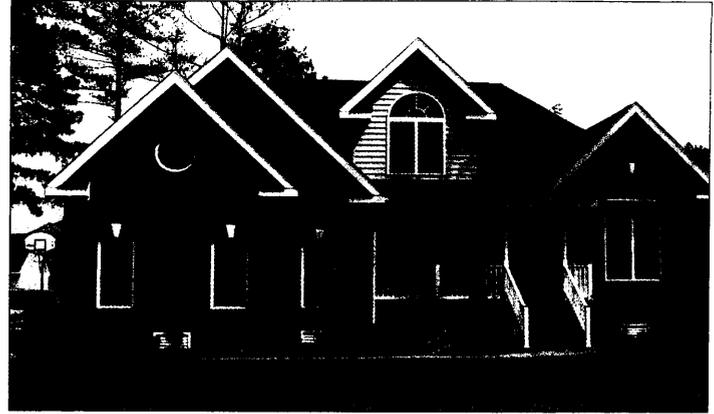
If a community does not adopt new floodplain management regulations or amend its existing regulations before the effective date of the FIRM and FIS report, the community will be suspended from the NFIP.

The following sanctions apply if a community is suspended from the NFIP:

- Property owners will not be able to purchase NFIP flood insurance policies and existing policies will not be renewed.
- Federal grants or loans for development will not be available in identified flood hazard areas under programs administered by Federal agencies such as the Department of Housing and Urban Development, the Environmental Protection Agency, and the Small Business Administration.
- Federal disaster assistance will not be provided to repair insurable buildings located in identified flood hazard areas for damage caused by a flood.
- Federal mortgage insurance or loan guarantees will not be provided in identified flood hazard areas such as those written by the Federal Housing Administration and the Department of Veteran Affairs.
- Federally insured or regulated lending institutions, such as banks and credit unions, are allowed to



Elevated home on pile foundation



Elevated home on crawl space foundation

make conventional loans for insurable buildings in flood hazard areas of non-participating communities. However, the lender must notify applicants that the property is in a flood hazard area and that the property is not eligible for Federal disaster assistance. Some lenders may voluntarily choose not to make these loans.

If a community is suspended, it may regain its eligibility in the NFIP by enacting the floodplain management measures established in 44 CFR Section 60.3 of the NFIP regulations. If development takes place in your community during suspension that does not meet the minimum NFIP requirements, your community will be asked to take actions to reduce the increased flood hazard prior to reinstatement.

Digital Flood Hazard Information Resources

In accordance with the Flood Insurance Reform Act of 2004, FEMA has implemented a policy that allows the use of digital data for official NFIP purposes. All FEMA's flood mapping products are now prepared digitally, and a number of different digital options are available to view the flood hazard information shown on community FIRMs. All digital flood hazard resources referenced below can be accessed through FEMA's Map Service Center (MSC) at <http://msc.fema.gov>.

- Once effective, copies of the FIRM panels in digital format will be provided to your community and will also be available through the MSC. Note that Letters of Map Change (LOMCs) are also available through the MSC in .pdf format.
- FIRMettes show a desired section of a FIRM panel specified by a user, plus map scale, and other legend information from the FIRM. FIRMettes can be created online through the MSC, and printed or saved in .pdf format at no cost.
- The FIRM database is designed for use with specialized Geographic Information System (GIS) software. Users are able to integrate local data sets with the FEMA flood hazard data in the FIRM database to assist with floodplain management or mitigation planning measures. The FIRM

database is provided to your community once the FIRM becomes effective and is also available for download through the MSC.

- The National Flood Hazard Layer (NFHL) contains all effective digital flood hazard information from FIRM databases and LOMRs produced by FEMA in one integrated nationwide dataset. It also contains point locations of other LOMCs, such as Letters of Map Revision Based on Fill and Letters of Map Amendment. The NFHL is available for viewing through FEMA's online map viewer which can be accessed through the MSC. The NFHL can also be viewed as a layer in Google Earth or accessed via Web Map Service (WMS), a web-based method of viewing map information using commercial GIS software, such as ESRI's ArcGIS. Additional information on these services is available through the MSC.

Note for communities that do not yet have digitally produced FIRMs: scanned digital versions of the paper FIRM panels are available through the MSC. However, since the FIRMs were not produced digitally, a FIRM database will not be available and the flood hazard information shown on the FIRMs will not be included in the NFHL.

Becoming a Cooperating Technical Partner



FEMA established the Cooperating Technical Partner (CTP) program to increase local involvement in, and

ownership of, the flood study process and the flood hazard data developed as part of that process. This program enables communities, and regional and State agencies that have the interest, capabilities, and resources to be active partners in FEMA's flood hazard mapping program.

One of the major objectives of the CTP program is to recognize States, regional agencies, and communities with proactive floodplain management programs that include identifying the flood risk and getting the information incorporated into official FEMA flood hazard data. The CTP Program maintains national standards consistent with the NFIP Regulations. The following are some of the benefits of being a CTP.

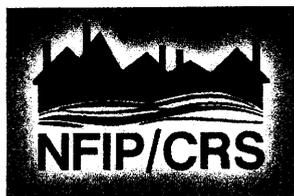
- CTPs are given an opportunity to develop more detailed maps by making local geospatial data a part of the FIRM

- CTPs receive support such as access to existing data, access to custom-made FEMA tools, technical assistance, and national recognition
- CTPs receive mentoring support, online examples of “best practices,” and free training
- Communities that participate in the Community Rating System (CRS) that also become CTPs or are in an area covered by a regional or State CTP may be eligible to receive CRS credit for CTP activities

Another major objective and benefit of the CTP Program is the ability to leverage available funding and local data to make the most of limited resources. Communities, States, and regional agencies can take advantage of these benefits by entering into an agreement with FEMA that formalizes the types of mapping activities and support the CTP will provide. Nearly 250 communities, States, and regional agencies are currently participating in the CTP Program.

To learn more about becoming a CTP, visit www.fema.gov/plan/prevent/fhm/ctp_main.shtm or contact your FEMA regional office (see back page for contact information)

Becoming an NFIP Community Rating System Community



The NFIP Community Rating System (CRS) recognizes community floodplain management practices that exceed the minimum requirements of the NFIP. CRS recognizes these efforts by

reducing the cost of flood insurance premiums from 5 percent to 45 percent for flood insurance policies in communities that participate in the CRS.

Many communities may already be doing activities that would earn credit under the CRS which would reduce flood insurance premiums for their citizens. Here are a few examples:

- Adopting and enforcing more protective building standards that result in safer new construction
- Informing the public about flood hazards and flood insurance and how to reduce flood damage
- Preserving open space in the floodplain

To receive CRS credit, a community must submit a CRS application to FEMA which identifies floodplain management practices being implemented by the community. FEMA can help with the application. After FEMA reviews and verifies the application, the flood insurance premium discounts will go into effect. The amount of flood insurance policy premium discount depends on the number of CRS-credited activities a community performs.

Community participation in the CRS has many benefits:

- Discounts for flood insurance premiums from 5 percent to 45 percent
- Enhanced public safety
- Reduced flood damage
- Increased environmental protection
- Informed community residents supporting improved flood protection measures that will make communities safer from flood risks.

To learn more about CRS, visit www.fema.gov/business/nfip/crs.shtm or call 317-848-2898

For Assistance

If your community needs assistance in adopting the FIRM, you may contact the FEMA Regional Offices listed below. You may also contact your State Coordinating Agency for the NFIP. Additional information is available at www.fema.gov/rm-main/regional-contact-information.

REGION I

CT, ME, MA, NH, RI, VT
99 High Street, 6th Floor
Boston, MA 02110
617-956-7506

REGION II

NJ, NY, PR, VI
26 Federal Plaza, Suite 1337
New York, NY 10278-0002
212-680-3600

REGION III

DE, DC, MD, PA, VA, WV
615 Chestnut Street
1 Independence Mall, 6th Floor
Philadelphia, PA 19106-4404
215-931-5500

REGION IV

AL, FL, GA, KY, MS, NC, SC, TN
3003 Chamblee-Tucker Road
Atlanta, GA 30341
770-220-5200

REGION V

IL, IN, MI, MN, OH, WI
536 South Clark Street, 6th Floor
Chicago, IL 60605
312-408-5500

REGION VI

AR, LA, NM, OK, TX
Federal Regional Center
800 North Loop 288
Denton, TX 76209-3698
940-898-5399

REGION VII

IA, KS, MO, NE
9221 Ward Parkway, Suite 300
Kansas City, MO 64114-3372
816-283-7061

REGION VIII

CO, MT, ND, SD, UT, WY
Denver Federal Center, Building 710, Box 25267
Denver, CO 80225-0267
303-235-4800

REGION IX

AZ, CA, HI, NV, American Samoa, Guam,
Marshall Islands and Northern Mariana Islands
1111 Broadway, Suite 1200
Oakland, CA 94607
510-627-7100

REGION X

AK, ID, OR, WA
Federal Regional Center
130 228th Street SW
Bothell, WA 98021-8627
425-487-4600



***CITY OF PORTLAND MAYORAL PROCLAMATION
RECOGNIZING STEVEN TIEMANN***

MAYORAL PROCLAMATION

WHEREAS, the Boy Scouts of America is one of the nation's largest and most prominent values-based youth development organizations, building character, personal fitness, and training young people about the responsibilities of citizenship for more than 100 years; and

WHEREAS, Boy Scout Steven Tiemann, from Boy Scout Troop 129, has been recognized by the Boy Scouts of America for successfully completing all requirements for Eagle Scout, which is Scouting's highest rank; and,

WHEREAS, as the duly elected Mayor of the City of Portland and as a member of the Portland Community, I wish to join friends, family and neighbors of Steven Tiemann to recognize him on his attainment of the rank of Eagle Scout.

NOW, THEREFORE, I, James E. Barnes, Mayor of the City of Portland, Ionia County, Michigan, am proud to present this Mayoral Proclamation to recognize and congratulate:

Steven Tiemann, Eagle Scout

For this outstanding accomplishment and extending to him my deepest appreciation for all of his dedicated work and wishing him the best in all of his future endeavors.

Signed this 20th day of October 2014.

James E. Barnes, Mayor

Monique I Miller, City Clerk



The Tiemanns 11817 E. Grand River Ave. Portland, MI 48875

September 9, 2014

The Honorable James Barnes
259 Kent St.
Portland, MI 48875

Dear Mr. Barnes,

We take great pleasure in announcing that, having been examined by an Eagle Scout Board of Review, our son, **Steven Tiemann**, has been found worthy of the rank of Eagle Scout. It is with a great deal of pride that we write to ask you to award official recognition by means of a certificate, flag or whatever honor you deem appropriate, on his becoming an Eagle Scout. Letters and recognitions will be compiled in a book commemorating this special occasion.

For his project, Steven built a fire pit area and constructed three weatherproof benches made from recycled materials for Crossroads Community Church to use for youth group activities as well as other outdoor church activities and gatherings. Church members donated some funds to help purchase the benches and firepit materials and Steven did additional fund raising. Many families and church members will enjoy this area for fellowship during the spring, summer and fall months.

As you know, this is the highest award a boy scout can receive. Precious few move up through the ranks of scouting and only a handful make it to Eagle. In honor of this achievement, an Eagle Scout Court of Honor will be held for Steven **October 26, 2014, 3:00p.m. at the Conservation Club in Portland**, Troop 129's Charter Organization in Portland Michigan.

Thank you for taking time from your extremely busy schedule to help recognize Steven's achievements and service. We would be greatly honored if you could attend his Eagle Scout Court of Honor. Your presence would greatly enhance the meaning of this award.

Yours in Scouting,

Scott and Lorayne Tiemann

Scott Tiemann
Lorayne Tiemann

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

Agenda
October 14, 2014
4:00 p.m.

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

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
- VII. Unfinished Business**
 - A.
- VIII. New Business**
 - A. 2015 Budget Hearing
 - B. Adopt 2015 Budget Resolution
 - C. Easton Township Resolution and Intergovernmental Agreement to Manage Floodplain Development
 - D. Annual Report of County Drain Commissioner
 - E. Request to fill Abstractor Position
 - F. Agreement with Michigan Department of Community Health
 - G. Request to fill District Court Probation Officer Position
 - H. Ratify signature of County Administrator on New World Services Agreement
 - I. 2014-2015 Clean Sweep Program Grant Agreement
 - J. Commission on Aging FY14 AAAWM Nutrition Contract Amendment
 - K. Approve 2015-2016 Deputies Contract and Authorize Signatures
 - L. Cost Allocation Plan Contract
 - M. Acknowledgement of PA116’s
 - 1. Douglas Klahn and David Klahn - 5 Agreements
 - 2. Brent and Nina Butler - 3 Agreements
 - N. Acknowledgement of Applications for Appointment
 - 1. Department of Human Services – Two three-year appointments
 - O.

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

X. Reports of Special or Ad Hoc Committees

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

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2014 which serves as the Private Sector Representative.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Community Mental Health Services Board – One three-year term expiring March 2016.
- 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.
- Road Commission – One six-year term expiring December 2018.

Appointments for consideration in the month of November 2014: None

Appointments for consideration in the month of December 2014:

- *Central Dispatch Board of Directors* – Five two-year terms; one Township Board Representative, one Firefighter Representative, one Emergency Medical Services Representative and two Citizen Representatives.
- *EightCap Governing Board* – One two-year term. Must be a County Commissioner.
- *Road Commission* – Two six-year terms.
- *Substance Abuse Initiative* – Three two-year terms from the following Commissioner Districts: District Three, District Four and District Five.
- *West Michigan Regional Planning Commission* – Three one-year terms; one Elected Official Representative, one County Commissioner or County Staff Representative and one Private Sector Representative.
- *West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee* – Two one-year appointments; one Public Sector Representative and one Private Sector Representative.