



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

7:00 p.m. Monday, August 19, 2013  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<b><u>Estimated Time</u></b>		<b><u>Action Requested</u></b>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Motion
7:03 PM	<b>IV. <u>City Manager Report</u></b>	
	<b>V. <u>Presentations</u></b>	
	<b>VI. <u>Public Hearing(s)</u> – None</b>	
	<b>VII. <u>Old Business</u></b>	
7:10 PM	<b>A. Discussion of Ordinance 171B</b> 1. Tabled Ordinance 171B to Amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances Regulating the Division of Land in the City and add Sections 16-2, 16-3, 16-4 And 16-5 to the City Code of Ordinances to Provide Application Standards, Procedure, Approval Standards, and Consequences of Noncompliance with Land Division Approval Requirements 2. Alternate Ordinance 171B	
	<b>VIII. <u>New Business</u></b>	
7:20 PM	<b>A. Second Reading and Consideration of Ordinance 1A to Repeal Section 14-3 of the City Code of Ordinances and to Add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to Regulate the Discharge of Consumer Fireworks in the City.</b>	Motion
7:23 PM	<b>B. Proposed Resolution 13-67 to Authorize Issuance of 2013 General Obligation Limited Tax Bond</b>	Motion
7:25 PM	<b>C. Proposed Resolution 13-68 Approving Fleis &amp; VandenBrink’s Proposal for Engineering Services Associated with the Remediation of the Fuel Spill at the Diesel Generation Plant</b>	Motion
7:27 PM	<b>D. Discussion of Fee for Special Events using the River Trail</b>	
	<b>IX. <u>Consent Agenda</u>–</b>	
7:35 PM	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on August 5, 2013</b>	Motion
	<b>B. Payment of Invoices in the Amount of \$161,869.79 and Payroll in the Amount of \$116,403.13 for a Total of \$278,272.92</b>	
	<b>C. Purchase Orders over \$5,000 – None</b>	

<b>Estimated Time</b>		<b>Action Requested</b>
	<b>X. <u>Communications</u>–</b> <ul style="list-style-type: none"> <li>A. DDA Minutes from June 20<sup>th</sup></li> <li>B. DDA Treasurer’s Report for August 8<sup>th</sup></li> <li>C. Police Department Report for July 2013</li> <li>D. Wastewater Treatment Plant Report for July 2013</li> <li>E. Revenue-Expense Report for July 2013</li> <li>F. Hydro Designs re: Cross Connection Control Program Summary Quarterly Report</li> <li>G. WOW! re: Music Choice channels</li> <li>H. Ionia County Board of Commissioners Minutes for July 23<sup>rd</sup></li> <li>I. Ionia County Board of Commissioners Agenda for August 13<sup>th</sup></li> <li>J. Ionia County Board of Commissioners August 20<sup>th</sup> Meeting Cancellation</li> <li>K. MPSC Notice of Hearing for Consumers Energy</li> <li>L. MPSC Notice of Hearing for Consumers Energy</li> </ul>	
7:37 PM	<b>X. <u>Public Comment</u></b> (5 minute time limit per speaker)	
7:42 PM	<b>XI. <u>Other Business</u></b>	
7:45 PM	<b>XII. <u>Council Comments</u></b>	
7:50 PM	<b>XIII. <u>Adjournment</u></b>	Motion

CITY COUNCIL  
CITY OF PORTLAND  
Ionia County, Michigan

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

ORDINANCE NO. 171-B

AN ORDINANCE TO AMEND CHAPTER 16, ARTICLE I, SECTION 16-1 OF  
THE CITY CODE OF ORDINANCES REGULATING THE DIVISION OF  
LAND IN THE CITY AND ADD SECTIONS 16-2, 16-3, 16-4 AND 16-5 TO THE  
CITY CODE OF ORDINANCES TO PROVIDE APPLICATION STANDARDS,  
PROCEDURE, APPROVAL STANDARDS, AND CONSEQUENCES OF  
NONCOMPLIANCE WITH LAND DIVISION APPROVAL REQUIREMENTS

THE CITY OF PORTLAND ORDAINS:

**SECTION 1. AMENDMENT.** Chapter 16, Article I, Section 16-1 of the City Code of Ordinance is amended to read as follows:

**Sec. 16-1 Land Divisions**

The division of any lot or parcel of land in the City is prohibited, unless approved by the City Assessor in accordance with the requirements of this Article.

**SECTION 2. AMENDMENT.** Chapter 16, Article I of the City Code of Ordinance is amended by adding sections 16-2, 16-3, 16-4, and 16-5 to read as follows:

**Sec. 16-2 Application Standards**

An applicant shall file all of the following with the municipal clerk or other official designated by the city council for review and approval of a proposed land division before making any division either by deed, land contract, lease for more than one year, or for building development:

- (1) A completed application form on such form as may be provided by the city.
- (2) Proof of fee ownership of the land proposed to be divided.
- (3) A survey map of the land proposed to be divided, prepared pursuant to the survey map requirements of 1970 PA 132 (MCL 54.211) by a land surveyor licensed by the state and showing the dimensions and legal descriptions of the existing parcel and the parcels proposed to be created by the division, the location of all existing structures and other

land improvements, and the accessibility of the parcels for vehicular traffic and utilities from existing public roads, unless waived by the assessor.

- (4) Proof that all standards of the land division act (MCL 560.101 et seq.) and this article have been met.
- (5) The history and specifications of any previous divisions of land of which the proposed division was a part sufficient to establish the parcel to be divided was lawfully in existence as of March 31, 1997, the effective date of the land division act (MCL 560.101 et seq.).
- (6) Proof that all due and payable taxes or installments of special assessments pertaining to the land proposed to be divided are paid in full.
- (7) If transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
- (8) All divisions shall result in "buildable" parcels containing sufficient "buildable" area outside of unbuildable wetlands, floodplains and other areas where buildings are prohibited therefrom, and with sufficient area to comply with all required setback provisions, minimum floor areas, off-street parking spaces, on-site sewage disposal and water well locations (where public water and sewer service is not available), and maximum allowed area coverage of buildings and structures on the site.
- (9) The fee, as may from time to time be established by resolution of the city council, for land division reviews pursuant to this article to cover the costs of review of the application and administration of this article and the land division act.

#### Sec 16-3

#### Procedure

- (1) Upon receipt of a land division application package, the city clerk or other official designated by the city council shall forthwith submit the application package to the city assessor. The city assessor will approve, or approve with reasonable conditions to ensure compliance with applicable ordinances and the protection of public health, safety, and general welfare, or disapprove the land division applied for within 30 days after receipt of the application package conforming to this ordinance's requirements, and will promptly notify the applicant of the decisions and the reasons for any denial. If the application package does not conform to this ordinance's requirements and the land division act (MCL 560.101 et seq.), the assessor will return the

7

application package to the applicant for completion and re-filing in accordance with this article and the land division act (MCL 560.101 et seq.).

- (2) Any person or entity aggrieved by the decision of the assessor may, within 30 days of such decision, appeal the decision to the city council which will consider and resolve such appeal by a majority vote of the council at its next regular meeting or session affording sufficient time for a 20-day written notice to the applicant (and appellant where other than the applicant) of the time and date of such meeting and appellate hearing.
- (3) The city assessor will maintain an official record of all approved land divisions or transfers.

**Sec. 16-4 Approval Standards**

- (1) All the parcels to be created by the proposed land division fully comply with the applicable lot (parcel), yard and area requirements of the applicable zoning ordinance, including, but not limited to, minimum lot (parcel) frontage/width, minimum road frontage, minimum lot (parcel) area, minimum lot width to depth ratio, and maximum lot (parcel) coverage and minimum setbacks for existing buildings/structures.
- (2) The proposed land division complies with all requirements of the land division act (MCL 560.101 et seq.) and this ordinance.
- (3) All parcels created and remaining have existing adequate accessibility, or an area available therefor, to a public road for public utilities and emergency and other vehicles not less than the requirements of the applicable zoning ordinance, major thoroughfare plan, road ordinance or this article. In determining adequacy of accessibility, any ordinance standards applicable to plats shall also apply as a minimum standard whenever a parcel or tract is proposed to be divided to create four or more parcels.
- (4) In the absence of applicable zoning or other ordinances providing a different standard, all parcels created by a land division shall comply with the following minimum standards:
  - a. Where accessibility is to be provided by a proposed new dedicated public road, proof that the city engineer or state department of transportation has approved the proposed layout and construction design of the road and of utility easements and drainage facilities connected therewith.

b. Where accessibility by vehicular traffic and for utilities is permitted through other than a dedicated and accepted public road or easement, such accessibility shall comply with the City 's private road requirements.

**.Sec. 16-5 Consequences Of Noncompliance With Land Division Approval Requirements**

- (1) Any parcel created in noncompliance with this article will not be eligible for any building permits, or zoning approvals, such as special land use approval or site plan approval, and will not be recognized as a separate parcel on the assessment roll.
- (2) In addition, violation of any section of this article is punishable as a municipal civil infraction punishable by a civil fine of not less than \$100 nor more than \$500.
- (3) In addition to the penalties provided by this section, the district court shall have the equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this article, including, but not limited to, abatement of any violating condition or the granting of any injunctive relief.

**SECTION 3. PUBLICATION AND EFFECTIVE DATE.** This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2013

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

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

Introduced: \_\_\_\_\_, 2013

Adopted: \_\_\_\_\_, 2013

Published: \_\_\_\_\_, 2013

Effective: \_\_\_\_\_, 2013

## CERTIFICATION

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

Dated: \_\_\_\_\_, 2013

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

CITY COUNCIL  
CITY OF PORTLAND  
Ionia County, Michigan

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

ORDINANCE NO. 171-B

AN ORDINANCE TO AMEND CHAPTER 16, ARTICLE I, SECTION 16-1 OF THE CITY CODE OF ORDINANCES REGULATING THE DIVISION OF LAND

THE CITY OF PORTLAND ORDAINS:

**SECTION 1. AMENDMENT.** Chapter 16, Article I, Section 16-1 of the City Code of Ordinance is amended to read as follows:

**Sec. 16-1. Division of recorded lots.**

The division of a lot in a recorded plat is prohibited, unless approved following application to the city council. The application shall be filed with the city clerk and shall state the reasons for the proposed division. The application will first be submitted to the planning commission for its recommendation to the city council. The division, to be approved by the city council, may have the suitability of the land for building purposes approved by the city's zoning official. No building permit shall be issued prior to the city council's approval. No lot in a recorded plat shall be divided into more than four parts and the resulting lots shall be not less in area than permitted by the zoning chapter. The division of a lot resulting in a smaller area than prescribed for a building lot herein may be permitted, but only for the purpose of adding to an existing building site. The application shall so state and shall be in affidavit form. In addition, applications must provide proof that all due and payable taxes or installments of special assessments pertaining to the land proposed to be divided are paid in full.

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

Ayes:

Nays:

Absent:

Abstain:

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2013

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

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

Introduced: \_\_\_\_\_, 2013

Adopted: \_\_\_\_\_, 2013

Published: \_\_\_\_\_, 2013

Effective: \_\_\_\_\_, 2013

CITY COUNCIL  
CITY OF PORTLAND  
Ionia County, Michigan

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

ORDINANCE NO. 1A

**AN ORDINANCE TO REPEAL SECTION 14-3 OF THE CITY CODE OF ORDINANCES AND TO ADD ARTICLE II, SECTIONS 14 -10 THROUGH 14-15 TO THE CITY CODE OF ORDINANCES TO REGULATE THE DISCHARGE OF CONSUMER FIREWORKS IN THE CITY**

**THE CITY OF PORTLAND ORDAINS:**

**SECTION 1. REPEAL.** Section 14-3 of the City Code of Ordinances is repealed and the Section number reserved for future use.

**SECTION 2. AMENDMENT.** The City Code of Ordinances is amended by adding Sections 14-6 through 14-11 to read as follows

**Section 14-10 Fireworks Definitions.**

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

(a) "Alcoholic liquor" means that term as defined in section 1d of the Michigan Vehicle Code, 1949 PA 300, MCL 257.1d, as amended.

(b) "APA standard 87-1" means 2001 APA standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, as published by the American pyrotechnics association of Bethesda, Maryland.

(c) "Consumer fireworks" means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, as amended, and that are listed in APA Standard 87-1: 3.1.2, 3.1.3, or 3.5. Consumer fireworks does not include low-impact fireworks.

(d) "Controlled substance" means that term as defined in section 8b of the Michigan Vehicle Code, 1949 PA 300, MCL 257.8b, as amended.

(e) "Fireworks" means any composition or device, except for a starting pistol, a flare gun, or a flare, designed for the purpose of producing visible or audible effect by combustion, deflagration, or detonation.

(f) "Low-impact fireworks" means ground and handheld sparkling devices as that phrase is defined in APA standard 87-1: 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

(g) "Minor" means an individual who is less than 18 years of age.

(h) "Holiday" means any of the following:

- (1) New Years' Day, January 1.
- (2) Birthday of Martin Luther King, Jr., the third Monday in January.
- (3) President's Day, the third Monday in February.
- (4) Memorial Day, the last Monday in May.
- (5) Independence Day, July 4.
- (6) Labor Day, the first Monday in September.
- (7) Columbus Day, the second Monday in October.
- (8) Veteran's Day, November 11.
- (9) Thanksgiving Day, the fourth Thursday in November.
- (10) Christmas Day, December 25.

#### **Section 14-11 Ignition, Discharge and Use of Consumer Fireworks.**

(a) A person shall not ignite, discharge or use consumer fireworks in the City except on the day preceding, the day of, or the day after a holiday, in accordance with state and federal laws and applicable City ordinances.

(b) A person shall not ignite, discharge or use consumer fireworks between the hours of 1 a.m. and 8:00 a.m. on the day preceding, the day of, or the day after a holiday, in accordance with state and federal laws and applicable City ordinances.

#### **Section 14-12 Possession of Consumer Fireworks by a Minor.**

A minor shall not possess, ignite, discharge or use consumer fireworks.

#### **Section 14-13 Prohibited Conduct.**

(a) A person shall not ignite, discharge, or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.

(b) A person shall not use consumer fireworks or low-impact fireworks while under the influence of alcoholic liquor, a controlled substance, or a combination thereof.

(c) A person shall not ignite, discharge, or use consumer fireworks during periods of drought or other dangerous situation where the City's Fire Chief, or designated City fire official, has determined a hazardous condition or risk of wildfire exists in accordance with applicable provisions of the City fire code.

#### **Section 14-14 Determination of Violation; Seizure.**

If a City police officer determines that a violation of this article has occurred, the officer may seize the consumer fireworks as evidence of the violation.

#### **Section 14-15 Penalty.**

(a) A violation of any section of this article shall be punishable as a municipal civil infraction punishable by a civil fine of not less than \$100 nor more than \$500.

(b) In addition to the penalties provided by this section, the district court shall have the equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this article, including, but not limited to, abatement of any violating condition or the granting of any injunctive relief.

(c) Following final disposition of a finding of responsibility for violating this article, the City may dispose of or destroy any consumer fireworks that were retained as evidence in that prosecution.

(d) In addition to any penalty, a person that is found responsible for a violation of this article shall be required to reimburse the City for the costs of storing, disposing of, or destroying consumer fireworks that were confiscated for a violation of this article.

**SECTION 3. PUBLICATION AND EFFECTIVE DATE.** This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2013

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

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

Introduced: August 5, 2013

Adopted: \_\_\_\_\_, 2013

Published: \_\_\_\_\_, 2013

Effective: \_\_\_\_\_, 2013

PORTLAND CITY COUNCIL  
(Ionia County, Michigan)

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

RESOLUTION NO. 13-67

RESOLUTION TO AUTHORIZE ISSUANCE OF  
2013 GENERAL OBLIGATION LIMITED TAX BOND

WHEREAS, pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), the City of Portland (the “City”) has the authority to issue bonds to pay the costs of any capital improvement items; and

WHEREAS, the City desires to make certain capital improvements in the City, including, but not limited to the improving of and reconstruction of streets, including, but not limited to grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter, as well as all work necessary or incidental to these improvements (the “Improvements”); and

WHEREAS, the Improvements will enable the City to provide more efficient and better quality public services to City residents; and

WHEREAS, the cost of making the Improvements is estimated to be approximately \$1,400,000; and

WHEREAS, to finance the cost of making the Improvements the City Council deems it necessary to borrow a sum not to exceed \$1,400,000 and to issue its 2013 General Obligation Limited Tax Bond therefor pursuant to the provisions of Act 34.

WHEREAS, the City has received a proposal dated July 17, 2013 (the “Proposal”), to sell the Bonds to The Huntington National Bank or a related subsidiary (the “Bank”); and

WHEREAS, the City has published a notice of intent to issue municipal securities pursuant to Act 34 (the “Notice of Intent”); and

WHEREAS, upon the expiration of the 45-day period from the date of publication of the Notice of Intent, the City may proceed with the issuance of the Bonds.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety and welfare of the City to acquire and make the Improvements and issue bonds of the City, pursuant to Act 34 to finance construction of the Improvements.

2. ESTIMATED COST - PERIOD OF USEFULNESS. The total cost of the Improvements, including the payment of engineer's fees, legal and financial expenses and other expenses incident to the financing of the Improvements, which is estimated to be approximately \$1,400,000 is hereby approved and confirmed, and the estimated period of usefulness of the Improvements is determined to be in excess of five (5) years.

3. ISSUANCE OF BONDS. To defray the cost of the Improvements, including legal, engineering, financial and other expenses, the City shall issue its bonds known as 2013 General Obligation Limited Tax Bond (the "Bond") in an aggregate principal sum not to exceed One Million Four Hundred Thousand Dollars (\$1,400,000), as finally determined by the Authorized Officer (hereafter defined) at the time of sale. The balance of the cost of the Improvements, if any, shall be paid by funds appropriated by the City.

4. BOND TERMS. The Bond shall be issued as one fully registered term bond, registered as to both principal and interest, in the minimum denomination of \$1,400,000. The Bond shall be dated the date of delivery or such other date approved by the Authorized Officer and shall be payable as a term bond with mandatory sinking fund redemptions on September 1 of each year as follows:

09/01/2014	\$460,000
09/01/2015	467,000
09/01/2016	473,000 (maturity)

The Bond shall bear interest at a rate of one and 45/100 percent (1.450%) per annum payable semiannually on the first (1<sup>st</sup>) day of March and September of each year, commencing March 1, 2014.

5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bond shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal

on the Bond shall be made at the principal office of the Paying Agent (as defined below), upon surrender of the Bond. Payment of interest on the Bond shall be paid to the registered owner at the address as it appears on the registration books as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15<sup>th</sup>) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the City to conform to market practice.

6. PLEDGE OF LIMITED TAX, FULL FAITH AND CREDIT, GENERAL OBLIGATION. The City hereby pledges its limited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Bond as and when due. In the event there are insufficient moneys for the payment of principal of and interest on the Bond, the City shall levy a tax on all taxable property in the City for the prompt payment of principal and interest on the Bond, which tax shall be limited as to rate and amount by applicable charter, constitutional and statutory limitations on the taxing power of the City. The pledge by the City shall be a first lien on the budget of the City in the event of insufficient moneys.

7. PRIOR REDEMPTION.

(a) Mandatory Redemption. Principal amounts of the Bond shall be subject to mandatory redemption in part at par plus accrued interest to the redemption dates shown above.

(b) Optional Redemption. The Bond shall not be subject to optional redemption prior to maturity.

8. PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the City shall designate and appoint a Paying Agent, which may also act as transfer agent and bond registrar (the "Paying Agent"). The initial Paying Agent shall be the Treasurer of the City. In the event of a change in

the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Bond.

(b) Registration. The Bond may be transferred only by submitting the same to the Paying Agent, together with a satisfactory instrument of transfer signed by the Registered Owner or his legal representative duly authorized in writing, after which a new Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in denominations of \$100,000 or any multiple of \$1,000 above that amount in the same aggregate principal amount as the Bond submitted for transfer. No transfer of Bond shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the City and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Bond to the Registered Owner thereof shall constitute a valid discharge of the City's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption.

9. BOND FORM. The Bond shall be substantially in the form attached hereto as Exhibit A, and incorporated herein, with such changes as are recommended by the City's Bond Counsel and approved by the officers of the City signing the Bond.

10. EXECUTION OF BONDS. The Mayor or Mayor Pro-Tem and the Clerk or Deputy Clerk of the City are hereby authorized and directed to sign the Bond, either manually or by facsimile signature, on behalf of the City. Upon execution, the Bond shall be delivered to the

purchaser thereof upon receipt of the purchase price in accordance with the terms of the offer to purchase the Bond.

11. BONDS MUTILATED, LOST OR DESTROYED. If any Bond shall become mutilated, the City, at the expense of the holder of the Bond, shall execute, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the City and the Paying Agent and indemnity satisfactory to the Paying Agent shall be given, the City, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor, which shall bear the statement required by Act 354, Public Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

12. BOND PAYMENT FUND. For payment of principal of and interest on the Bond, there shall be established and maintained a fund for the Bond designated the "2013 General Obligation Limited Tax Bond Bond Payment Fund" (the "Bond Payment Fund"). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bond shall be placed into the Bond Payment Fund. The City shall budget annually a sufficient amount to pay the annual principal of and interest on the Bond and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due. The obligation of the City to pay the principal of and interest on the Bond will be a first budget

obligation. Moneys in the Bond Payment Fund shall be expended annually solely for payment of principal and interest on the Bond that first come due. Any monies remaining in the Bond Payment Fund after the annual payments of principal of and interest on the Bond shall be transferred to the General Fund and shall no longer be pledged hereunder.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Bond, there shall be established a fund designated the “2013 General Obligation Limited Tax Bond Bond Construction Fund” (the “Construction Fund”). After deducting the sums that are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bond shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Bond was issued. Any unexpended balance shall be used for such purposes as allowed by law. Any monies remaining in the Construction Fund after payment of all such costs shall be transferred to the Bond Payment Fund. After completion of the Improvements and disposition of any remaining bond proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.

14. INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the City as allowed by law, subject to the provisions of Act 34, Act 20, Public Acts of Michigan, 1943, as amended, or any statute subsequently adopted regulating investments by the City, and subject to the limitations imposed by arbitrage regulations and Section 148 of the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder (collectively the “Code”).

15. DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the City, and if kept in one account, the monies shall be

allocated on the books and records of the City in the manner and at the times provided in this Resolution.

16. COVENANTS. The City covenants and agrees with the successive holders of the Bond that so long as any of the Bond remain outstanding and unpaid as to either principal or interest:

(a) That it will cause the principal of and interest on the Bond to be paid promptly when due, but solely from the funds pledged by this Resolution.

(b) That it will make no use of the proceeds of the Bond, or any other funds that may be deemed to be proceeds of the Bond pursuant to Section 103(c) of the Code which, if the use had been reasonably expected on the date of issuance of the Bond, would have caused the Bond to be "arbitrage bonds" within the meaning of that Section, and will comply with all requirements of the Code throughout the term of the Bond.

(c) That it will not permit at any time or times any of the proceeds of the Bond or any other funds of the City to be used directly or indirectly in a manner which would result in the exclusion of the Bond from the treatment afforded by Section 103(a) of the Code, as from time to time amended.

(d) That it will, if required to do so, rebate the amount required by Section 148(f)(2) of the Code in accordance with the provisions of Section 148(f)(3) of the Code.

17. ADDITIONAL BONDS. In accordance with the provisions of Act 34, the City reserves the right to issue additional bonds, which shall be of equal standing and priority with the Bond.

18. MICHIGAN TAXATION. The Bond provided for herein is authorized by the Constitution and Statutes of the state of Michigan, and in particular by Act 34, and are exempt

from any and all taxation whatsoever by the State of Michigan or by any taxing authority within the state, except inheritance, estate and gift taxes, and except taxes on gains realized from the sale, payment or other disposition thereof.

19. CONTRACT WITH BONDHOLDERS. The provisions of this Resolution shall constitute a contract between the City and the holder or holders of the Bond from time to time, and after the issuance of any of such Bond, no change, variation or alteration of the provisions of this Resolution may be made that would lessen the security for the Bond. The provisions of this Resolution shall be enforceable by appropriate proceedings taken by such holder or holders, either at law or in equity.

20. SALE OF BONDS. The Authorized Officer is authorized to negotiate the sale of the Bond to the Bank, according to the terms of the Bank's Proposal or such other terms as the authorized officer may negotiate with the Bank. The City Council determines that a negotiated sale is in the best interest of the City, since it provides the most flexibility in structuring the sale of the Bond and in responding to market conditions.

21. AUTHORIZED OFFICER. The Mayor and City Manager, or either one of them acting alone, are appointed as Authorized Officer (the "Authorized Officer") for the Bond Issue. Notwithstanding any other provision of this Resolution, the Authorized Officer is authorized within the limitations of this Resolution to determine the title of the Bond, the interest rate or rates, maximum rate, amount of discount, amount of maturities, principal amount (not to exceed the principal amount stated in this Resolution), amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options.

The Authorized Officer is hereby authorized for and on behalf of the City, without further City Council approval, to do all acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bond.

Approval by the City of the matters delegated in this section or any other sections may be evidenced by execution or approval of such documents by the Authorized Officer. The Authorized Officer, together with the Clerk, the Treasurer and the Financial Director, or any one or more of them, are authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury, including the submission of any supporting or related documents, any certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules or regulations.

22. QUALIFIED TAX-EXEMPT OBLIGATION. The City reasonably anticipates that the amount of qualified tax-exempt obligations that will be issued by the City and all subordinate entities during the calendar year 2013 shall not exceed \$10,000,000. The City hereby designates the Bond as qualified tax-exempt obligations for purposes of Section 265(b)(3)(B) of the Code. The City hereby certifies that the Bond is not private activity bonds as defined in Section 141 of the Code.

23. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on the bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the bonds shall have no

further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

24. INTERNAL REVENUE CODE. The City has consulted with its bond counsel and understands that the Code contains certain requirements on (i) the expenditure of proceeds from the sale of the Bond; (ii) the investment of the proceeds from the issuance of the Bond; and (iii) the rebate of interest earned on the investment of the proceeds of the Bond under certain circumstances. The City hereby covenants to comply with such requirements.

25. BOND COUNSEL. The firm of Clark Hill PLC is hereby employed as bond counsel to the City for the issuance of Bond.

26. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

27. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

28. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

29. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bond.

30. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the City Council to be immediately necessary for the preservation of the peace, health and safety of the City and shall be in full force and effect from and after its passage.

YEAS: Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Members \_\_\_\_\_

ABSENT: Members \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

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

STATE OF MICHIGAN     )  
                                  ) SS  
COUNTY OF IONIA     )

I, Monique I. Miller, the duly qualified and acting Clerk of the City of Portland, Ionia County, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on August 19, 2013, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 19<sup>th</sup> day of August, 2013.

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

**EXHIBIT A**

No. \_\_\_\_

THIS BOND HAS NOT BEEN REGISTERED UNDER THE SECURITIES ACT OF 1933, AS AMENDED, IN RELIANCE UPON EXEMPTIONS UNDER SUCH ACT. ANY RESALE OR OTHER TRANSFER OF THIS BOND MAY BE MADE ONLY UPON REGISTRATION UNDER SUCH ACT OR IN AN EXEMPT TRANSACTION UNDER SUCH ACT AND UPON COMPLIANCE WITH THE CONDITIONS SET FORTH HEREIN.

**UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF IONIA  
CITY OF PORTLAND**

**2013 GENERAL OBLIGATION LIMITED TAX BOND**

<b><u>Interest Rate</u></b>	<b><u>Maturity Date</u></b>	<b><u>Date of Original Issue</u></b>
1.45%	September 1, 2016	September 4, 2013

---

Registered Owner:   Huntington Public Capital Corporation  
Principal Amount:    One Million Four Hundred Thousand Dollars (\$1,400,000)

---

The City of Portland, Ionia County, Michigan (the "City"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Date of Maturity specified above, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on March 1, 2014, and semiannually thereafter on the first day of March and September of each year.

This Bond is issued in accordance with the provisions of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34") and a resolution adopted by the City Council on August 19, 2013, for the purpose of paying a portion of the cost of purchasing, acquiring, constructing street improvements in the City (the "Improvements").

The City has pledged the limited tax, full faith, credit and resources of the City for the prompt payment of the principal of and interest on the Bond, in which event the City may levy a tax on all taxable property in the City for the payment of principal and interest on the Bond, which tax shall be limited as to rate and amount by applicable charter, constitutional and statutory limitations on the taxing power of the City. The City reserves the right to issue additional bonds in accordance with the provisions of Act 34 that shall be of equal standing and priority with the Bond.

The Treasurer of the City shall act as paying agent, transfer agent, and bond registrar (the "Paying Agent"). A successor Paying Agent may be appointed by notice mailed to the Registered Owner not less than sixty (60) days prior to the next interest payment date. Principal of and interest on this Bond are payable to the Registered Owner by check, draft, electronic debit, or such other means acceptable to the Registered Owner.

Portions of the Bond are subject to mandatory redemption prior to maturity in part, by lot, on each September 1 at the par value thereof plus accrued interest to the redemption date as follows:

<u>Redemption Date</u>	<u>Principal Amount</u>
09/01/2014	\$460,000
09/01/2015	467,000
09/01/2016	473,000 (maturity)

This Bond shall not be subject to optional redemption prior to maturity.

This Bond shall be registered in the name of the Registered Owner on the registration books kept by the Paying Agent and such registration noted hereon, and thereafter no transfer shall be valid unless made upon the registration books and likewise noted hereon. This Bond is exchangeable at the request of the Registered Owner hereof, in person or by his attorney duly authorized in writing, at the office of the Paying Agent, but only in the manner, subject to the limitations and at his sole expense, for other bonds of an equal aggregate amount, upon surrender of this Bond to the Paying Agent. Upon such transfer, a new registered bond or bonds of the same series and the same maturity of authorized denomination will be issued to the transferee in exchange therefor.

The City has designated the Bond of this series as "qualified tax exempt obligations" for purposes of Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the City including this Bond, does not exceed any charter, constitutional or statutory limitation.

IN WITNESS WHEREOF, the City of Portland, Ionia County, Michigan, by its City Council, has caused this Bond to be signed, by the manual or facsimile signatures of its Mayor and City Clerk, all as of the 4<sup>th</sup> day of September, 2013.

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

CERTIFICATE OF REGISTRATION AND AUTHENTICATION

This Bond is one of the City of Portland \$1,400,000 2013 General Obligation Limited Tax Bond and has been registered in the name of the Registered Owner designated on the face thereof in the bond register maintained for the City.

---

Brenda Schrauben, Treasurer  
As Paying Agent/Bond Registrar/Transfer Agent

Authentication Date: September 4, 2013

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(please print or type social security number or taxpayer identification number and name and address of transferee)

the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

In the presence of: \_\_\_\_\_

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her authority to act must accompany the bond.

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: \_\_\_\_\_

PORTLAND CITY COUNCIL  
Ionia County, Michigan

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

**RESOLUTION NO. 13-68**

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL FOR  
ENGINEERING SERVICES ASSOCIATED WITH THE REMEDIATION OF  
THE FUEL SPILL AT THE DIESEL GENERATION PLANT**

**WHEREAS**, the City has been working with the Environmental Engineering group at Fleis and VandenBrink to make sure that all appropriate steps are being taken to remediate diesel fuel release that occurred with the failure of the underground fuel return line at the Diesel Generation Plant in January of 2009; and

**WHEREAS**, the City Manager requested that Fleis and VandenBrink provide an updated proposal for 2013-2014 with a new scope of services and budget for engineering services associated with the remediation effort based upon this change in conditions, a copy that proposal is attached as Exhibit A.

**WHEREAS**, F&V's proposal this year is for \$13,240 which is the same as the prior year and \$4,060 less than \$17,300 cost for 2011-2012.

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

1. The City Council approves Fleis & VandenBrink's proposal for 2013-2014 engineering services associated with the remediation of the 2009 diesel fuel release at the Diesel Generation Plant, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** August 19, 2013

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



# FLEIS & VANDENBRINK

## ENGINEERING, INC.

*Offices in Michigan and Indiana*

August 7, 2013

Mr. Tom Dempsey  
City of Portland  
723 E. Grand River Avenue  
Portland, MI 48875

**RE: Sampling, Annual Reporting and Project Management – 2013/2014  
Portland Board of Light & Power Diesel Fuel Release  
Portland, Michigan**

Dear Tom:

As requested, Fleis & VandenBrink Engineering, Inc. (F&V) has prepared a Scope of Services and Budget to provide professional engineering services for the above-referenced work. We appreciate the opportunity to provide you with these services. F&V's experienced staff has a history of completing thorough, cost effective professional services.

The following outlines our understanding of the project, Scope of Services, Schedule and Budget.

### STATEMENT OF UNDERSTANDING

The basis of this work is to provide annual engineering assistance services for the active free product recovery/groundwater treatment system located at the City of Portland's Board of Light and Power (BLP) Facility as specified under Part 201 MDEQ Remediation and Redevelopment Division Criteria.

### SCOPE OF SERVICES

We will perform the following tasks:

1. Biannual (2x per year) sampling of down gradient monitor wells (MW-1, MW-2, MW-6, MW-7 and MW-8) and surface water at the "Old Channel Pond" located to the northeast of facility (if available). Monitor wells (MWs) will be sampled using Low Flow sampling methods and analyzed for BTEX and TMBs by Trimatrix Laboratory of Grand Rapids.
2. Depth to water measurements will be obtained from all MWs and recovery monitor wells to monitor groundwater potentiometric surface and free product elevations.
3. Provide project management of the BLP free product recovery/groundwater treatment system. Work will include MDEQ communications, coordination with laboratory, periodic site visits and coordination of routine O&M by BLP personnel.
4. Provide a draft Annual Report to the City Manager for review. The report will summarize Monitoring, Granular Activated Carbon Treatment and Free Product Recovery System and System/Work Plan Modifications. After City Manager review, submit report to MDEQ.

5. After data indicates cleanup goals have been achieved, we will provide a Scope of Services and Budget to provide MDEQ with required information/data to request no further action at the site. Based on data collected to date, the site will not be approved for no further action by MDEQ in the near future.

#### **SCHEDULE**

The biannual (2) sampling events for the BLP monitor wells will occur in September 2013 and May 2014.

#### **BUDGET**

F&V proposes to provide the professional engineering services on an hourly rate basis for a not to exceed amount. Our budget to complete the work is summarized below. Estimated additional services and budgets are summarized.

#### **Engineering Services, Sampling Supplies, and Reimbursable Expenses – Estimated Not To Exceed**

\$5,600	Biannual (2) groundwater sampling events of five (5) down gradient monitor wells and pond (if possible), annual reporting (MDEQ and City) and project management for the free product recovery/groundwater treatment system.
\$1,000	Review and evaluation of sample results from the carbon vessels located at the free product recovery/groundwater treatment system. Samples will be collected by F&V during monitor well sampling events. Work will include coordination with BLP, City and F&V to determine if carbon in the vessels is functioning properly and if "change-outs" for the treatment system is necessary.

#### **Estimated Subcontractor – City will contract directly**

\$1,400	Laboratory Services for five (5) monitoring wells and one (1) surface water pond sample for BTEX and TMBs by Trimatrix Laboratory of Grand Rapids (2 events estimated at \$700 per event)
\$440	Laboratory Services for carbon vessel samples for BTEX and TMBs by Trimatrix Laboratory of Grand Rapids (1 event estimated at \$440 per event)
\$1,800	Carbon change-out for one (1) 800 lb. vessel by Schrader Environmental Services, Inc. of Ithaca (1 event if needed)

**Additional Equipment – City will contract directly**

\$3,000 Additional equipment is not projected. However, we recommend the City set aside \$3,000 for unexpected equipment issues or failure.

Overall, we estimate a budget of \$6,600 for F&V engineering services and an overall budget of \$13,240 (includes laboratory fees and recommended City-held set-aside) for MDEQ monitoring, reporting, project management, sampling and maintenance for 2012/2013.

F&V's professional engineering services fees would be invoiced monthly. Work would be completed under the terms and conditions of our existing Professional Services Agreement. We can begin upon your authorizing the work by signing the last page of this letter and returning it to us.

We look forward to working with you on this important assignment. If you need any additional information, please contact us.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Eric D. Walters, CPG  
Project Manager



Brian L. Rice, P.E.  
Group Manager, Environmental Services

cc: A. Mohr

**WORK AUTHORIZATION**

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform Additional Services as detailed in their letter dated August 7, 2012 and authorized under the existing Professional Services Agreement with F&V.*

---

Tom Dempsey, City Manager

---

Date

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, August 5, 2013

In Council Chambers at City Hall

Present: Mayor Pro-Tem VanSlambrouck, Council Members Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; DDA/Main Street Director Reagan; Police Chief Knobelsdorf

Absent: Mayor Barnes

Guests: Dan Lawless; Tom Thelen of the Review & Observer

The meeting was called to order at 7:00 P.M. by Mayor Pro-Tem VanSlambrouck with the Pledge of Allegiance.

Motion by Krause, supported by Calley, to approve the Proposed Agenda as presented.

Yeas: Krause, Calley, VanSlambrouck, Fabiano

Nays: None

Absent: Barnes

Adopted

Motion by Krause, supported by Fabiano, to excuse the absence of Mayor Barnes.

Yeas: Krause, Fabiano, VanSlambrouck, Calley

Nays: None

Absent: Barnes

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda and provided information for the First Reading of Proposed Ordinance 1A to regulate the use of fireworks and a Proposed Ordinance 171B to amend the Lot Split Ordinance.

City Manager Dempsey stated a few complaints have been received at the City in regard to the use of fireworks in the City Limits. Act No. 65 of the Public Acts of Michigan was approved by the Governor on June 19, 2013 providing more local control on the use of fireworks. Act 65 allows municipalities to regulate the use of fireworks except on days surrounding national holidays, and then for municipalities within counties with a population fewer than 75,000 ordinances can be enacted regulating the time of 1:00 A.M. and 8:00 A.M. on the day before, the day after and the day of national holidays.

City Manager Dempsey stated that County Treasurer Judy Clark has requested the City amend its lot split approval process to include checking with the County Treasurer's Office to verify there are no outstanding taxes before approving the application. This would eliminate "stand alone" years on delinquent taxes. When a parcel is split or combines and there are delinquent taxes on prior years, the new parcel number will not show the delinquent taxes. This is a problem for new owners who are not aware of delinquent taxes and makes collecting delinquent taxes more difficult for the County. If the

taxes are not paid for 3 years the newly created parcel is still subject to foreclosure. The new property owner may be tracked down until the new parcel is in forfeiture and the County begins title searches thus causing the property owner unnecessary fees and interest.

The proposed Ordinance 171B would amend Section 16-1 and add Sections 16-2, 16-3, 16-4 and 16-5 to provide application standards, procedure, approval standards, and consequences of noncompliance with land division approval requirements not previously outlined in the City Code of Ordinances. The proposed changes would allow approval by the Assessor rather than having to be taken to the Planning Commission and City Council for approval; but does provide for an appeal process to the City Council.

Under Presentations, DDA/Main Street Director Reagan gave a report on Downtown activities. The Portland Pay Day event continues through August 23<sup>rd</sup> with the prize party scheduled for August 29<sup>th</sup>. There are 19 businesses participating this year. Over the past four years, this promotion has kept over \$247,000 in the Portland community.

“Wine the Walk” will be held Saturday, August 17<sup>th</sup> from 4-11 P.M. on the Boardwalk. The event will feature craft beer and Michigan made wines with light entertainment.

The Scout Park fencing project has been completed with the help of the DPW installing the sections of fencing. The new fence aesthetically improves the look of the area and provides a separation between the park and the parking lot. The project was paid for out of budgeted funds from the Portland Main Street Design Committee’s budget.

Under New Business, the Council discussed proposed Ordinance 171B.

Council Member Krause stated City Manager previously answered some of the questions she had. The City has approximately 2 lot splits per year. The process can take up to 45 days; but usually does not take that long.

Council Member Krause also stated in her research she could only find one community that has assessor approved lot splits. In reading the Land Division Act she found some inconsistency in whether lot splits need to be approved by a legislative body or can be approved solely by the assessor.

Council Member Krause stated she would like to Table proposed Ordinance 171B or discuss whether any changes need to be made.

Council Member Fabiano agreed with Council Member Krause and stated he is always concerned with changing language in Ordinances. He further stated the State is moving towards making laws less restrictive; this seems to be doing the opposite. He also understands the need to ensure taxes are paid on properties and doesn’t have a problem approving a change in this regard.

Council Member Calley stated his motivation for considering the Ordinance change was the request from the County Treasurer; maybe there is a shorter, easier way to meet her needs.

Mayor Pro-Tem VanSlambrouck stated the changes being proposed are not really changes; the purpose is to procedurally lay out the process that is already followed but is not in the City Code of Ordinances.

The only changes proposed are the assessor approval of lot splits and ensuring taxes are paid on the parcels.

City Manager Dempsey stated the proposed changes would also provide an appeals process if the party felt the Assessor wasn't applying the rules correctly.

There was continued discussion.

Motion by Fabiano, supported by Krause to Table the First Reading of Ordinance 171B to amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances regulating the division of land in the City and add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to provide application standards, procedure, approval standards, and consequences of noncompliance with Land Division Approval Requirements.

Yeas: Fabiano, Krause, VanSlambrouck, Calley

Nays: None

Absent: Barnes

Tabled

The Council considered Resolution 13-64 for a contractual rate increase for biosolids management services with Synagro Central LLC. The City entered a five-year agreement that maintained existing prices for the first two years and allows the agreement to be increased based on the Consumers Price Index (CPI) for the closest metropolitan area to the Wastewater Treatment Plant capped at 3% for the next three years. In 2011 the City approved a 3% rate increase for the third year of the agreement. In 2012 the City approved a 0.4% rate increase for the fourth year of the agreement. Synagro has requested a 2.1% increase for the fourth year of the agreement (July 1, 2013 through June 20, 2014) based on the CPI. City Manager Dempsey reviewed the request and recommended its approval by the City Council.

Motion by Fabiano, supported by Calley, to approve Resolution 13-64 approving a contractual rate increase for biosolids management services.

Yeas: Fabiano, Calley, VanSlambrouck, Krause

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 13-65 to purchase a metering cabinet, meter, socket, and ground sleeve to meter electricity generated at the City's hydroelectric plant to be capable of providing real time readings of the electricity being generated at that facility that are more accurate than the manual readings that are currently being taken once per day and faxed to the Michigan Public Power Agency (MPPA) monthly. Electric Superintendent Hyland and City staff have worked with GRP Engineering to design a system that would provide real-time readings of the electricity being generated and transmit the data via the internet to the MPPA and allow City staff to monitor electric production at the hydroelectric plant remotely. On July 30<sup>th</sup> the Board of Light and Power reviewed proposed bids and approved the Engineer's recommendation.

Motion by Krause, supported by Calley, to approve Resolution 13-65 approving the Board of Light and Power's recommendation to purchase a metering cabinet, meter, socket, and ground sleeve to meter electricity generated at the City's hydroelectric plant.

Yeas: Krause, Calley, VanSlambrouck, Fabiano

Nays: None

Absent: Barnes

Adopted

The Council considered Resolution 13-66 to approve GRP Engineering, Inc.'s proposal to provide mapping services for the City's electrical system. The Board of Light and Power would like to map and inventory the City's primary electric system to obtain AutoCAD files and truck maps that would include the conductor size, type of construction, transformer information and protection devices that can be used for the future creation of a system model to be used to analyze and correct operation of the electric distribution system to limit outages by faults in the system. Electric Superintendent Hyland has worked with GRP Engineering, Inc, a power utility and electrical engineering company to obtain a proposal for mapping services. On July 30<sup>th</sup> the Board of Light and Power reviewed GRP's proposal and approved a recommendation that the City Council approve GRP's proposal for an amount not to exceed \$13,500.

City Manager Dempsey stated this information will provide for a very useful transfer of knowledge device. This will be the first step in mapping out the system. It will be able to be used for modeling software. This first step should be completed by the end of the year.

Council Member Fabiano inquired if we currently have the modeling software.

City Manager Dempsey stated we do not have modeling software yet. It has not been quoted yet but will likely be more costly than this first step.

Motion by Calley, supported by Krause, to approve Resolution 13-66 approving the Board of Light and Power's recommendation to approve GRP Engineering, Inc.'s proposal to provide mapping services for the City's electrical system.

Yeas: Calley, Krause, VanSlambrouck, Fabiano

Nays: None

Absent: Barnes

Adopted

Motion by Krause, supported by Fabiano, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on July 15, 2013, payment of invoices in the amount of \$153,545.84 and payroll in the amount of \$231,904.81 for a total of \$385,450.65. A purchase order to Resco in the amount of \$15,217.00 for transformers and to the United States Geological Survey in the amount of \$7,850.00 for the Streamgauging Station.

Yeas: Krause, Fabiano, VanSlambrouck, Calley

Nays: None

Absent: Barnes

Adopted

Under Public Comment, Dan Lawless, on behalf of St. Patrick's Athletic Association, addressed the fee charged to hold races on the River Trail. He thanked Mayor Pro-Tem VanSlambrouck and Council Member Fabiano for voting against charging these fees. The St. Patrick's Athletic Association is a non-profit group trying to raise funds for its athletic programs and has many volunteers hours invested in holding this event. The event also brings people to the community to spend money. His understanding is that the fee was added to help recover City costs to hold these types of events. Due to the many volunteers for this particular event that the St. Patrick's Athletic Association holds there should be very little City cost involved as they only have to unlock/lock the necessary gates on the trail.

Mr. Lawless asked the City Council to consider repealing the fees charged to non-profit groups holding races on the River Trail or to consider grandfathering races that have taken place before the fees were imposed.

Mayor Pro-Tem VanSlambrouck stated there are other fees the City has to consider such as police services, trash pick-up, etc. that are not all on the day of the race.

Mr. Lawless stated they have police at one intersection and not sure if it is required or not. There are adults volunteering at the other crossings.

City Manager Dempsey clarified that when police are used at road crossing for races on the trail; the officer on duty is used. An additional officer is not called in to do this.

City Manager Dempsey also stated the City Council approved the Parks and Recreation Board recommended scaled fee based on the number of participants. The fee is in place only for the few organizations that are raising money by using public resources. The Parks and Recreation Board thought these non-profit organizations should carry some of the costs.

Mayor Pro-Tem VanSlambrouck stated his understanding that this was also recommended by the Parks and Recreation Board as an additional source of revenue.

There was continued discussion.

City Manager Dempsey stated that the Parish Festival, Relay for Life, and Adoption Associated have all held races this year on the river trail and have paid the fees adopted earlier this year.

Council Member Fabiano stated that he didn't support imposing the fees recommended by the Parks and Recreation Board for the exact reasons noted by Mr. Lawless. The City has built a beautiful trail system and we want people to come into the City and use the facilities.

Council Member Calley stated he would like to see the actual costs and would like further information on whether these fees are to generate revenue.

Under Council Comments, Council Member Fabiano gave an update on the Portland Area Fire Authority. The meeting locations rotate on an annual basis. Meetings will now be held at the Danby Township Hill on the 1<sup>st</sup> Tuesday of each month. Bill Stegenga is a new board member representing Portland Township. The new Fire Chief, John Baker has been very busy and has been doing a very good

job. He has developed a 5-year plan for vehicle and equipment replacement. A policy and procedure manual has been completed and an auditor has been hired for the first audit of the authority. The authority also has a website and is on Facebook.

Mayor Pro-Tem VanSlambrouck extended his congratulations to all those involved with the Relay for Life held over the weekend.

Motion by Fabiano, supported by Calley, to adjourn the regular meeting.

Yeas: Fabiano, Calley, VanSlambrouck, Krause

Nays: None

Absent: Barnes

Adopted

Meeting adjourned at 8:07 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the August 5, 2013 City Council Meeting**

The City Council meeting was called to order by Mayor Pro-Tem VanSlambrouck at 7:00 P.M.

**Present** – Mayor Pro-Tem VanSlambrouck, Council Members Calley, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; DDA/Main Street Director Reagan; Police Chief Knobelsdorf

**Absent** – Mayor Barnes

**Presentation** - DDA/Main Street Director Reagan gave a report on Downtown activities.

**First Reading of Ordinance 1A** to repeal Section 14-3 of the City Code of Ordinances and to Add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to regulate the discharge of consumer fireworks in the City.

**First Reading of Ordinance 171B** to Amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances regulating the division of land in the City and add Sections 16-2, 16-3, 16-4, and 16-5 to the City Code of Ordinances to provide application standards, procedure, approval standards, and consequences of noncompliance with land division approval requirements.

**Motion to Table the First Reading of Ordinance 171B.**

All in favor. Tabled.

**Approval of Resolution 13-64** approving a contractual rate increase for biosolids management services.

All in favor. Approved.

**Approval of Resolution 13-65** approving the Board of Light and Power's recommendation to purchase a metering cabinet, meter, socket, and ground sleeve to meter electricity generated at the City's hydroelectric plant.

All in favor. Approved.

**Approval of Resolution 13-66** approving the Board of Light and Power's recommendation to approve GRP Engineering, Inc.'s proposal to provide mapping services for the City's electrical system.

All in favor. Approved.

**Approval of the Consent Agenda** - Motion by Krause, supported by Fabiano, to approve the Consent Agenda.

All in favor. Approved.

**Adjournment** – Motion by Fabiano, supported by Calley, to adjourn the regular meeting at 8:07 P.M.

All in favor. Adopted.

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
ON THE LEVEL CONCRETE LLC	02141	REPLACE SIDEWALK-COMM PROMO, ELECTRIC	2,160.00
BUSINESS CARD	02075	AWARDS, CHG IN INS- ECON DEV, POLICE	536.17
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	11,925.69
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	160.00
BARYAMES CLEANERS INC	01692	UNIFORM CLEANING - POLICE	64.40
BASIC	01983	QUARTERLY FEE FOR HRA -GENERAL	310.50
B&W AUTO SUPPLY, INC.	00030	PARTS & SUPPLIES	77.89
B&W AUTO SUPPLY, INC.	00030	PARTS & SUPPLIES - VARIOUS DEPTS	472.85
CENTURYLINK	01567	TELEPHONE SERVICE-VARIOUS DEPTS	25.81
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	78.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
CINTAS-725	00083	UNIFORM AND RUG CLEANING - VARIOUS DEPTS	914.55
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	32.99
TOM DEMPSEY	00898	MLGMA CONF REIMB- CITY MGR	504.97
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
GANNETT MICHIGAN NEWSPAPERS	00236	JULY LEGAL NOTICES - ELECTIONS, GENERAL	335.52
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE-WASTE WTR	148.40
GRANGER CONTAINER SERVICE	00175	RECYCLING SERVICE - REFUSE	819.80
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,162.24
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE-POL, FIRE AUTH, ELECTRIC	364.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	113.01
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SERVICES-WTR	465.00
KENDALL ELECTRIC	00225	ELBOWS & ADAPTERS - ELECTRIC	456.49
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	610.00
MUNICIPAL SUPPLY CO.	00324	PARTS, SUPPLIES- WATER	70.16
ORANGE TOWNSHIP	01167	AMB RUN REIMB- AMBULANCE	170.00
VILLAGE OF WESTPHALIA	00482	AMB RUN REIMB - AMBULANCE	425.01
VILLAGE OF PEWAMO	00350	AMB RUN REIMB - AMBULANCE	1,763.53
SEBEWA TOWNSHIP	01125	AMB RUN REIMB - AMBULANCE	2,182.92

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
WESTPHALIA TOWNSHIP	00481	AMB RUN REIMB - AMBULANCE	2,946.97
LYONS TOWNSHIP	00247	AMB RUN REIMB - AMBULANCE	3,818.08
PRINTING SYSTEMS	00375	ACCOUNTS PAYABLE CHECKS-VARIOUS DEPTS	348.39
S&K TROPHIES AND PLAQUES	00401	MEDALS- RECREATION	13.00
UPS FREIGHT	MISC	SHIPPING FOR DELQ LASER BILLS-ELE, WTR, WW	25.00
USA BLUEBOOK	01850	CLEANING NOZZLE - WASTEWTR	360.12
UNITED STATE GEOLOGICAL SURVEY	02212	GAUGE FUNDING - ELECTRIC	7,850.00
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	CELL PHONE SVC-CITY MGR, PRKS, CEM, AMB, ELE	381.29
KENNETH ABBOTT	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	240.00
ST. PATRICK CHURCH	00755	ENERGY OPTZ PROGRAM - ELECTRIC	300.00
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICES - ELECTRIC	32.97
MUNICIPAL SUPPLY CO.	00324	LIGHTS FOR UNIT - ELECTRIC	379.99
STEVE'S METER SERVICE	00442	REPLACE METERS AND WELL #7-ELECTRIC	150.00
GROSS MACHINE SHOP	00180	EXPANDED METAL - WATER	18.00
WOLVERINE POWER SYSTEMS	02122	SENSOR - WATER	592.30
SATEC INC	02214	SATEC EM-920 -ELECTRIC	2,340.00
TOM'S FOOD CENTER	00452	SUPPLIES, PAINT, GLOVES - VARIOUS DEPTS	907.75
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	28.10
R.E. RISK & ASSOC.	01315	SERVICE FEE- INCOME TAX	57.00
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	105.90
WEX BANK	02181	MOTOR FUEL & OIL - ELECTRIC, MTR POOL	4,287.55
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE-CEM, PARKS, MTR POOL	364.00
LEXISNEXIS OCC. HEALTH SOLUTIONS	01915	CLINIC COLLECTION MILEAGE-ELECTRIC	26.27
KEUSCH SUPER SERVICE	00228	RADIAL TUBE & FLAP - MOTOR POOL	54.00
MICHIGAN CHLORIDE SALES, LLC.	00270	GALLONS CHLORIDE - LOC STS	150.15
DUANE CROSS	00642	BATTERY CHARGER - MOTOR POOL	248.40
NORTH GRAND RIVER COOP, INC.	00335	LINEN FOR AMBULANCE- AMBULANCE	37.05
POLYDYNE INC.	02196	CLARIFLOC - WASTE WATER	1,741.50

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UNITED STATES PLASTIC CORPORATION	02215	IV BOXES FOR AMBULANCE - AMBULANCE	85.84
STAR CRANE & HOIST OF KALAMAZOO	IN01893	ANNUAL OSHA INSPECT - WASTE WATER	147.00
USA BLUEBOOK	01850	NOSE CAPS - WASTE WTR	38.35
CLEAN HARBORS	02120	FILTER BAGS FOR CLEAN UP-ELECTRIC	355.00
MUNICIPAL SUPPLY CO.	00324	METER, ORION HEADS- WATER	2,631.90
MUNICIPAL SUPPLY CO.	00324	ORION ME GALS - WATER	261.00
MUNICIPAL SUPPLY CO.	00324	SHIPPING WTR SAMPLE- WATER	30.88
MUNICIPAL SUPPLY CO.	00324	METER BRONZE - WATER	284.32
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	160.00
MID MICHIGAN EMERGENCY EQUIPMENT	02216	OUTFIT NEW PATROL CAR -MOTOR POOL	4,561.33
SPRINT	00859	CELL PHONE - POLICE	123.15
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES - VARIOUS DEPTS	377.00
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	PEOPLE SEARCHES - GEN, POLICE	50.00
MI GOVT FINANCE OFFICERS ASSOC	01218	2012-2014 MEMBERSHIP RENEWAL - GENERAL	105.00
CONSUMERS ENERGY	00095	GAS SERVICE - VARIOUS DEPTS	269.58
PLEUNE SERVICE COMPANY INC.	00741	FILTER CHANGE - ELECTRIC	260.00
RESCO	00392	TRANSFORMER BASES - ELECTRIC	1,667.50
RESCO	00392	TRANS PAD - ELECTRIC	1,725.67
THE BANK OF NEW YORK MELLON, N.A.	01541	PRINCIPAL & INTEREST PAYMENT -WATER	76,060.90
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	3,270.30
AT&T	00686	TELEPHONE SVC - WASTE WTR	171.65
AT&T	00686	TELEPHONE SVC - WASTE WTR	55.45
EMILY BURNS	MISC	REFUND YOUTH SOCCOR - RECREATION	40.00
SCHRAUBEN PROPERTIES, LLC	02174	ROLLER HOCKEY SHIRTS- RECREATION	78.00
ED MOFFATT	00580	UMPIRES - REC	115.00
JANET PUTZ	02032	SCOREKEEPERS-RECREATION	26.00
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE - VAR DEPTS	935.07
GREAT LAKES COATINGS	00178	RIGHT POINT CRACK FILLER- MAJ ST, LOC ST	1,296.00
IONIA COUNTY TREASURER	00209	PATROL - POLICE	1,372.68

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ERIK LITTS	01797	MILEAGE & PARKING- ASSESSOR	31.88
MHR BILLING	01780	JULY BILLING SERVICE -AMBULANCE	1,638.00
SENTINEL-STANDARD, INC.	00212	LEGAL NOTICES - PARKS, CODE, BOND EXP	1,798.50
VAN BRO'S IRRIGATION INC.	01762	SPRAY NOZZLE - CITY HALL	96.96
WINTERS GORMAN PLLC	02072	LEGAL SERVICE - POLICE	800.00
FAMILY FARM & HOME	01972	POST - PARKS	23.90
DOUG ABEL	01840	BOARD OF REVIEW MEETINGS- ASSESS	150.00
ERIC FREDERICK	01974	BOARD OF REVIEW MEETINGS- ASSESS	120.00
PAUL JOHNSON	01552	BOARD OF REVIEW MEETINGS - ASSESS	150.00
Total:			\$161,869.79

  
**BI-WEEKLY**  
**WAGE REPORT**  
**August 19, 2013**

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.	9,573.00	35,540.83	3,022.05	18,680.55	54,221.38
ASSESSOR	1,143.36	4,602.28	365.62	1,455.10	6,057.38
CEMETERY	4,005.40	15,370.13	1,177.47	5,321.21	20,691.34
POLICE	16,160.93	49,601.16	2,032.19	17,517.43	67,118.59
CODE ENFORCEMENT	877.09	2,497.61	280.48	894.44	3,392.05
PARKS	3,135.60	13,961.78	512.89	2,659.87	16,621.65
INCOME TAX	1,436.13	5,666.44	453.72	3,743.20	9,409.64
MAJOR STREETS	2,723.04	10,358.21	1,075.04	7,233.15	17,591.36
LOCAL STREETS	1,783.51	7,112.49	704.06	5,127.69	12,240.18
RECREATION	1,964.80	7,824.21	625.15	3,699.26	11,523.47
AMBULANCE	14,749.40	41,450.28	2,539.96	8,758.12	50,208.40
DDA	1,614.95	6,432.45	516.44	2,178.83	8,611.28
ELECTRIC	15,891.35	63,313.02	5,808.15	34,757.49	98,070.51
WASTEWATER	8,311.41	32,336.54	2,858.90	17,899.56	50,236.10
WATER	5,206.89	20,506.37	1,611.47	10,361.42	30,867.79
MOTOR POOL	3,039.89	9,460.17	1,202.79	6,365.43	15,825.60
<b>TOTALS:</b>	<b>91,616.75</b>	<b>326,033.97</b>	<b>24,786.38</b>	<b>146,652.75</b>	<b>472,686.72</b>

BI-WEEKLY CASH BALANCE ANALYSIS  
8/19/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	183,832.30	133,208.75	69,017.55			248,023.50	235,000.00	483,023.50
INCOME TAX	19,305.91		3,869.85			15,436.06	10,000.00	25,436.06
MAJOR STREETS	195,288.02	16,902.92	5,819.54			206,371.40	-	206,371.40
LOCAL STREETS	21,165.88	15,766.48	4,224.09			32,708.27	-	32,708.27
RECREATION	568.78	4,610.00	3,438.89			1,739.89	-	1,739.89
AMBULANCE	223,617.49	20,784.95	32,764.30			211,638.14	-	211,638.14
REFUSE COLLECTION	24,297.84	4,205.84	8,002.42			20,501.26	-	20,501.26
CAPITAL IMPROVEMENT-STREETS	-		297.00			(297.00)		(297.00)
ELECTRIC	266,273.04	192,118.89	200,921.20			257,470.73	580,000.00	837,470.73
WASTEWATER	16,580.22	38,761.60	41,008.33			14,353.49	-	14,353.49
WATER	569,885.59	33,227.99	91,773.80			511,339.78	420,000.00	931,339.78
MOTOR POOL	41,687.67		15,394.42			26,293.25	-	26,293.25
DDA	52,367.75	502.07	18,330.38			34,539.44	-	34,539.44
TOTALS:	1,614,870.49	460,109.49	494,861.77			1,580,118.21	1,245,000.00	2,825,118.21
						ELECTRIC-RESTRICTED CASH	350,000.00	350,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	329,281.22	329,281.22
						ELECTRIC-PRIN & INT ESCROW	280,264.11	280,264.11
						WASTEWATER -DEBT ESCROW	151,032.71	151,032.71
						WASTEWATER-REPAIR ESCROW	57,845.18	57,845.18
						DDA-PRIN/INT ESCROW	100,018.61	100,018.61
							2,813,441.83	4,393,560.04

\* CASH IN TIME CERTIFICATES

\*\*INVEST IN TIME CERTIFICATES

Minutes of the Downtown Development Authority Regular Meeting  
City of Portland

Held on June 20, 2013

In Council Chambers at City Hall

Members Present: VanSlambrouck, Dempsey, Smith, Urie, Sunstrum, Antaya, Briggs

Absent: Dumas, Barnes, Blastic, Clement

Staff: DDA/Main Street Director Reagan, City Clerk Miller

The meeting was called to order at 3:31 P.M. by Vice Chair Antaya.

Motion by VanSlambrouck, supported by Sunstrum, to excuse the absence of Dumas, Barnes and Blastic.

All in favor. Adopted.

Motion by VanSlambrouck, supported by Dempsey, to approve the proposed Revised Agenda.

All in favor. Adopted.

Motion by Smith, supported by Sunstrum, to approve the Minutes of the May 16, 2013 Regular Meeting as presented.

All in favor. Adopted.

Motion by Smith, supported by VanSlambrouck, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Under New Business, Director Reagan presented a request for approval of a donation of \$2,500 to the Portland Area Chamber of Commerce's 4<sup>th</sup> of July Fireworks Display. A rain date of Saturday, July 6<sup>th</sup>, has been set if the show on the 4<sup>th</sup> of July is cancelled by Melrose Pyrotechnics, Inc.

Motion by Urie, supported by Sunstrum, to approve a donation of \$2,500 to the Portland Area Chamber of Commerce's 4<sup>th</sup> of July Fireworks Display.

All in favor. Adopted.

City Manager Dempsey commented that the DDA contributes \$2,500 to the 4<sup>th</sup> of July Fireworks and acknowledged the donations of the Portland Area Chamber of Commerce members that donate the other \$2,500.

Director Reagan presented a request to approve an application for a Special Event Liquor License for the August 17<sup>th</sup> "Wine the Walk" event which will be held on the Boardwalk and will feature craft beer and Michigan made wines. In 2012 over 500 people attended this event.

Motion by Dempsey, supported by Sunstrum, to approve the application for a Special Event Liquor License for the August 17, 2013 "Wine the Walk" event.

All in favor. Adopted.

Director Reagan presented a request to approve an application for a Charitable Gaming License to raffle a trip in October. This raffle will be held in lieu of holding the Oktoberfest that has been held over the past several years.

Motion by Sunstrum, supported by VanSlambrouck, to approve an application for a Charitable Gaming License for an October Raffle.

All in favor. Adopted.

Under the Director's Report, Director Reagan attended the Michigan Main Street Center Quarterly Training held June 3<sup>rd</sup> and 4<sup>th</sup> in Grand Haven. The training addressed interesting ways to look at historic buildings.

The Michigan Main Street Center (MMSC) will hold training in Portland on Wednesday, July 17<sup>th</sup> entitled "Main Street in Practice".

Under Committee Updates, Director Reagan reported the Design Committee will receive the fencing for Scout Park next week. Depending on the schedule of the Department of Public Works it should be installed shortly after its arrival. The project is near complete.

The Design Committee will be discussing the 2013 Sign Incentive Grant Applications at its meeting tonight.

The Promotions & Marketing Committee held a very successful 4<sup>th</sup> Annual Block Party on Saturday, May 18<sup>th</sup> in Downtown Portland. Events included a petting zoo, live music, a party pavilion, inflatables for the kids, and a BBQ competition offering a first prize of \$500, second prize of \$200, and a third prize of \$100. Many positive comments have been received; and very few criticisms. The cost to host the event was \$257; which is nominal in bringing this great event to the Downtown.

Director Reagan extended his appreciation to the volunteers who invested over 300 hours in making this event the success that it was.

Member VanSlambrouck also commended all of the volunteers for their hard work.

Director Reagan also reported the Promotions & Marketing Committee has the Portland Pay Day event underway through August 23<sup>rd</sup> with the prize party scheduled for August 29<sup>th</sup>. There are 19 businesses participating. Over the past four years, this promotion has kept over \$247,000 in the Portland community. They will also host the "Wine the Walk" event on Saturday, August 17<sup>th</sup> from 4:00 – 11:00 p.m. on the Boardwalk which will feature craft beer and Michigan made wines. In 2012 over 500 people attended this event.

The Organization and Finance Committee continues its publication efforts with the "On the Street" Newsletter. The Volunteer Recognition Event will be held Thursday, July 18<sup>th</sup> in conjunction with the Portland Community Arts Council's "Thursdays on the Grand" concert



DATE: August 8, 2013

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>07/18/13</u>	\$ 100,014.36
INTEREST EARNED:		\$ 4.25
DEPOSITS:		

CHECKS WRITTEN:

NEW BALANCE:	<u>08/15/13</u>	<u>\$ 100,018.61</u>
--------------	-----------------	----------------------

REGULAR ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>07/18/13</u>	\$ 46,823.49
INTEREST EARNED:		\$ 2.07
DEPOSITS:		
8/1/2013	2013 Wine The Walk Sponsorship-Fleis & Vandenbrink	\$ 500.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1295	ALLIANCE BEVERAGE-Beer and Wine for 2013 Wine the Walk	\$ 1,629.40
1296	THE GIG FACTORY-Entertainment for 2013 Wine the Walk	\$ 300.00
1297	S&K TROPHIES AND PLAQUES-Awards for Volunteer recognition	\$ 60.00
1298	ELK RIVER SYSTEMS-Blank tickets for 2013 Portland Pay Day	\$ 206.27
1299	NICOLE SUNSTRUM-Cash for Wine the Walk Startup and Pay Day cash prizes	\$ 2,300.00
1300	SUNBELT RENTALS-Generator rental for 2013 Wine the Walk	\$ 41.10
1301	SUPERIOR PLAY-Purchase of two trash receptacles	\$ 3,145.00
1302	CITY OF PORTLAND-Postage, phone exp, installation of Scout Park fencing	\$ 700.20

ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ -
ACH TRANSFER-P. Reagan wages/fringes for pay period: 7/2/13 to 7/15/13	\$ 2,162.04
ACH TRANSFER-P. Reagan wages/fringes for pay period: 7/16/13 to 7/29/13	\$ 2,242.11

TOTAL EXPENSES: \$ (12,786.12)

NEW BALANCE: \$ 34,539.44

"The City of Portland is an equal opportunity provider and employer."

SPECIAL LICENSE  
 SPECIAL LICENSE  
 650 36TH ST SE  
 WYOMING, MI 49548  
 6-241-5022

Alliance Beverage Distributors LLC  
 3710 Roger B Chaffee Blvd. SE  
 Wyoming, MI 49548  
 (616) 241-5022

Entered by:  
 Miller, Cheryl

Page 1 of 1  
 CASH/CHECK

Invoice#: 569308

Sls      Delivered      Stop      Cust#      Shipped  
 199S      8/17/13      99,999      9080      8/17/13

Prod#	Loc	Qty	Description	Price	Disc	Dep	Net
2043	8E7	2	ST JULN NIAGARA 750ML	54.00	\$6.00	0.00	96.00
830	5C2	3	ARBOR BRWsbAV BLSS 6PK	29.50		2.40	95.70
308	3WJ	3	BELL OARSMAN 6PK 12OZ	28.00		2.40	91.20
50325	3WT	3	BREW VIVANT FARM HND 4PK CN 16OZ	45.00		2.40	142.20
50241	5G3	3	SAUGTCKsNEA MILK STOUT 4PK	42.00		2.40	133.20
370	6WE	3	DARKHORSE RASPBERRY 6PK	29.75		2.40	96.45
36412	6WL	3	NORTH PK DIABLCL IPA 6PK	31.00		2.40	100.20
276	3EU	3	FOUNDERS PALE ALE 6PK	29.75		2.40	96.45
5491	6EM	2	CGT SELCT SEMI DRY RIES	84.00	\$9.00	0.00	150.00
5162	6EI	2	CGT SELECT SWT RED 750M	84.00	\$9.00	0.00	150.00
3805	4WM	2	LEELAN G.L. RED 750M	72.00	\$6.00	0.00	132.00
3803	6ED	2	LEELAN WINTR WHITE 750M	62.00	\$9.00	0.00	106.00
2070	7E3	2	ST JULN COCK O WALK 750M	108.00	\$18.00	0.00	180.00
	6ES	0	#1 - WINE THE WALK - PORTLAND MAINSTREET	0.00		0.00	0.00
	6ES	0	#2 - LICENSE #227031	0.00		0.00	0.00
9132	XXX	20	POS MISC CUPS-BLANK 12OZ	3.00		0.00	60.00

<u>BeerCs</u>	<u>WineCs</u>	<u>NAcs</u>	<u>MiscCs</u>	<u>Allcs</u>
<u>Beer\$</u>	<u>Wine\$</u>	<u>NA\$</u>	<u>Misc\$</u>	<u>All\$</u>
<u>BeerDep</u>	<u>WineDep</u>	<u>NaDep</u>	<u>MiscDep</u>	<u>AllDep</u>
21	12	0	20	53
705.00	814.00	0.00	60.00	1579.00
50.40	0.00	0.00	0.00	50.40

Invoice Total

1629.40

Invoice Signature:

Engagement Agreement  
THE G/G FACTORY  
"Bringing People Together With Music"  
1959 LacDuMont Haslett, MI 48840 (517) 339-1100 phone (517) 339-3367 fax

Engagement Dates: Aug. 17, 2013  
Deposit Required:  
Artist: Billy MacCallister, Peter Paul  
Purchaser: Portland Mainstreet  
Guarantee Amount: \$300  
Commission:  
Agent: Don Middlebrook/Shelley Perry  
Sets: \_\_\_\_\_ Times: 5:00 – 11:00 pm

Today's Date: Aug. 9, 2013  
Venue: Portland Wine the Walk  
Address: 254 Kent St. Portland, MI 48875  
Venue Phone #: 517 647 5027

\*\*Special Provisions: Band supplies PA and lights. Check made out to: The Gig Factory

1. ARTIST(S) obligations hereunder are subject to detention or prevention by sickness inability to perform, accident, means of transportation, Acts of God, riots, strikes, labor difficulties, epidemics, and act or order of any public authority or any other cause, similar or dissimilar, beyond ARTIST'S control.
  2. ARTIST(S) executes this agreement as an independent contractor, not as an employee of the PURCHASER. Responsibility for appropriate payments of payroll taxes and charges under applicable federal and local law will be assumed by the ARTIST.
  3. AGENT PROVISIONS: UNLESS OTHERWISE NOTED HEREIN, AGENTS COMMISSIONS INCLUDED IN THE GROSS PRICE OF ENGAGEMENT AND SHALL BE HELD IN TRUST BY ARTIST AS FIDUCIARY AND FORWARD TO AGENT WITHIN 72 HOURS OF RECEIPT
- \*\*If leader or key personnel of this group is rebooked into this or any establishment owned or controlled by the purchaser (including chain buyers of music) within 24 months from the termination of this agreement, Purchaser and Leader shall be jointly and severally liable for payment to The *Gig* Factory of commission at the rate due and owing or paid for previous engagement.
4. It is expressly agreed that The Gig Factory acts herein as artist's agent and is not responsible for any act of commission or omission on the part of either artist or purchaser.
  5. PURCHASER hereby indemnifies and holds ARTIST, as well as their respective agents, representatives, principals, employees, officer and directors, harmless from and against any loss, damage or expense, including reasonable attorney's fees, incurred or suffered by or threatened against ARTIST or any of the foregoing in connection with or as a result of any claim for personal injury or property damage or otherwise brought by or on behalf of any third party person, firm or corporation as a result of or in connection with the engagement, which claim does not result from the active and willful *negligence* of the ARTIST.
  6. PURCHASER shall maintain liability personal injury and property damage insurance including without limitation, coverage fro liability as a result of the installation, and/or operation of equipment provided by ARTIST. Agreement must be signed by appropriate and authorized representative and returned within 10 days of postmark, or this engagement could be considered null and void. The person executing this agreement on Purchaser's behalf warrants his/her authority to do so and such person hereby personally assumes liability for the payment of said price in full.

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED THIS AGREEMENT ON THE DAY AND YEAR FIRST WRITTEN ABOVE.

\_\_\_\_\_  
Signature of AGENT and/or ARTIST      Date

  
\_\_\_\_\_  
Signature of PURCHASER

8/9/13  
Date

Commencement of Engagement Together with Physical Delivery of this Agreement is Deemed an Acceptance of ALL Terms by the Purchaser.

# S & K Trophies and Plaques, Inc.

8310 Sunfield Hwy.

Portland, MI 48875

# Invoice

Date	Invoice #
7/16/2013	9240

Bill To
Portland Main Street

Ship To
Patrick Reagan

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			7/16/2013			

Quantity	Item Code	Description	Price Each	Amount
6	2	5x7 Sim. Black marble Plaque w/Gold Trim Inc. All Eng. Reg. 11.00	10.00	60.00
		Sales Tax	6.00%	0.00

**Total** \$60.00

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

## INVOICE

Please pay from this invoice. No statement will be sent.

Elk River Systems, Inc.  
 Payment Coupon  
 Patrick Reagan  
 City of Portland  
 259 Kent Street  
 Portland, MI 48875 US

Balance Due: \$206.27  
 Due Date: 8/21/2013  
 Bill Date: 7/22/2013  
 Purchase Order Number: Verbal PO - 20130722  
 Order Number: 9586894

Please make checks payable to:  
 Elk River Systems, Inc.  
 PO Box 6934  
 Harlowton MT, 59036

-----  
 Please detach and return the top portion with your payment.

## INVOICE

Customer ID: 135986  
 Order Number: 9586894  
 Order Date: 7/22/2013

PURCHASE ORDER: Verbal PO - 20130722  
 PAYMENT TERM: Net 30 Days

Billing Information	Shipping Information
Purchase Order: Verbal PO - 20130722  Patrick Reagan City of Portland 259 Kent Street Portland, MI 48875 US Phone Number: 517-647-2933 ddainstreet@portland-michigan.org	Patrick Reagan City of Portland 259 Kent Street Portland, MI 48875 US Phone Number: 517-647-2933 ddainstreet@portland-michigan.org

Model	Product Name	Quantity	Price
PP_4x2_8.5x11	4 cols x 2 rows 8.5"x11" size: 8.5"x11" paper/media: ticket stock - light weight - white - vellum finish media detail: vellum bristol, 67 lb stub: yes	1500	\$118.99
<b>Subtotal:</b>			<b>\$118.99</b>

Shipping Method	
UPS Next Day Air Saver 259 Kent Street Portland, MI 48875	\$87.28
<b>Total:</b>	<b>\$206.28</b>

Thank you for your business, we hope that you choose Elk River Systems again in the future!

Portland Main Street  
Payment Request  
August 9, 2013

This payment request is for \$500.00 to be used as startup cash for the August 17, 2013 "Wine the Walk" in downtown Portland. This check should be made out to Promotions and Marketing Committee Chairperson Nicole Sunstrum.

A handwritten signature in black ink, appearing to read "P. Reagan", with a large circular flourish at the beginning and a horizontal line extending to the right.

Patrick T. Reagan, Manager  
City of Portland Downtown Development Authority  
Portland Main Street

**Portland Main Street  
Purchase Order Request  
Promotions and Marketing Committee  
August 9, 2013**

This purchase order request is for the cash prizes for the Portland Day Promotion. This purchase order is for a check for \$1,800 to be made out to the Promotions and Marketing Chairperson Nicole Sunstrum for this amount. In turn, Nicole Sunstrum will be responsible for awarding this money at the August 29, 2013 promotion finale.

A handwritten signature in black ink, appearing to read 'Patrick Reagan', with a long horizontal line extending to the right.

Patrick Reagan, Director  
Portland DDA/ Main Street



PC#315  
 14485 S US HIGHWAY 27  
 DEWITT, MI 48820-8305  
 517-487-3055

SUNBELT RENTALS, INC.  
 Salesman: 31500 LANSING HOUSE (315)  
 Typed By: APOST

Job Site:  
 REAGAN, PATRICK  
 259 KENT ST  
 C/O PORTLAND DWNTN DEV.AUTHOR  
 PORTLAND, MI 48875  
 C#: 517-647-5027 J#: 517-647-5027

RESERVATION



Contract #.. 40859413  
 Contract dt. 7/09/13  
 Date out.... 8/16/13 1:00 PM  
 Est return.. 8/17/13 1:00 PM  
 Job Loc..... CPU  
 Job No..... 1  
 P.O. #..... NR  
 Ordered By.. REAGAN, PATRICK  
 NET DUE UPON RECEIPT

Customer: MI R 250 676 789 164  
 REAGAN, PATRICK  
 259 KENT ST  
 C/O PORTLAND DWNTN DEV.AUTHOR  
 PORTLAND, MI 48875

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
1.00	2500 WATT GENERATOR 0080001	40.00	40.00	100.00	295.00	40.00
SALES ITEMS:						
Qty	Item number	Unit	Price			
1	ENVIRONMENTAL ENVIRONMENTAL	EA	1.100	1.10		

**PAYMENT HISTORY**

DATE	TYPE	REF #	AUTH #	TRANS	TYPE	AMOUNT	APPLIED
7/09/13	Pay On Return						
						Sub-total:	41.10
						Total:	41.10
						Pay On Return	

COPY

Rate your rental experience [www.sunbeltrentals.com/survey](http://www.sunbeltrentals.com/survey)

**IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE**      **MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY**      **CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS**

- The total charges are an estimate based on the estimated rental period provided by Customer.
- Customer assumes all risks associated with the Equipment during the Rental Period, including Injury and damage to persons, property and the Equipment.
- Customer is responsible for and shall only permit properly trained, authorized individuals, who are not impaired (under the influence of drugs or alcohol), to use the Equipment.
- If the Equipment does not operate properly, is not suitable for Customer's intended use, does not have operating and safety instructions or Customer has any questions regarding use of the Equipment, Customer shall not use the Equipment and shall contact Sunbelt immediately.
- Misuse of the Equipment or using damaged or malfunctioning Equipment may result in serious bodily injury or death.
- Customer has received, read, understands and agrees to the estimated charges herein and all the terms and conditions of this Contract, including the Release and Indemnification provision in Section 7 and the Environmental Fee in Section 14, which can also be found at [www.sunbeltrentals.com/rentalcontract](http://www.sunbeltrentals.com/rentalcontract). \* Delivery/Pickup Surcharge fee explanation is available at [www.sunbeltrentals.com/surcharge](http://www.sunbeltrentals.com/surcharge)
- Customer must contact Sunbelt to request pickup of Equipment, retain the Pick Up Number given by Sunbelt and will be responsible for Equipment until actually retrieved by Sunbelt.
- For operations in California: Customer is renting equipment registered under the California Air Resources Board (CARB) Portable Equipment Registration Program (PERP). The operator of the Equipment is subject to the requirements of the PERP regulation and local Air Pollution Control District rules. Under the PERP Regulation, the Customer is required to keep a copy of the rental agreement and CARB registration certificate, including operating conditions and notification requirements, with the Equipment at all times. Customer must also complete the log provided with the Equipment as required by PERP and returning the log with the Equipment (see [www.arb.ca.gov/portable/portable.htm](http://www.arb.ca.gov/portable/portable.htm)). By signing this Contract, the Customer acknowledges receipt of these documents.

Customer is declining Rental Protection Plan \_\_\_\_\_ (Customer Initials)

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_ Name Printed \_\_\_\_\_ Delivered By \_\_\_\_\_ Date \_\_\_\_\_



**All P.O.'s Contracts or Checks Payable to:**  
**Superior Play, L.L.C.**  
**889 S. Old US Highway 23**  
**Brighton, MI 48114 USA**

# Proposal

Date	Proposal #
7/12/2013	13-600

Bill To:
<b>City of Portland Downtown Dev Authority</b> <b>Patrick Regan</b> <b>259 Kent St.</b> <b>Portland, MI 48875-1495</b> <b>United States</b>

Ship To
<b>City of Portland Downtown Dev Authority</b> <b>Patrick Regan</b> <b>259 Kent St.</b> <b>Portland, MI 48875-1495</b> <b>USA</b>

Customer Contact	Customer Phone	Customer Fax	Terms	P.O. No.	Rep
Patrick Regan	517-647-5027		50/50		SH

Item	Description	Qty	Weight	Price	Total
157-32-25BT	32 Gallon Steel Receptacle w/Shield & Bonnet Top Cover *Please specify color choice: _____	2		1,430.00	2,860.00T
Freight	Freight	1		285.00	285.00T
Lead Time	4-6 Weeks.				

Proposal Good For 30 Days  
 Ship Via: Common Carrier  
 Please Call 24 Hours Prior To Delivery: \_\_\_\_\_

Signature below accepting this proposal will constitute a purchase order.

<b>Subtotal</b>	<b>\$3,145.00</b>
<b>Sales Tax (0.0%)</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$3,145.00</b>

Accepted By Customer

**Superior Play, LLC**  
**889 S. Old US 23 Brighton, MI 48114**  
**P: 810-229-6245 TF: 888-778-7529 Fax: 810-229-6256**

Portland Main Street  
Payment Request  
Design Committee  
August 9, 2013

This payment request is for \$400.00 to be made out to the "City of Portland – Department of Public Works" for excavation and installation services for the Scout Park fencing project. This request should be charged to the Design Committee.

A handwritten signature in black ink, appearing to read 'P. Reagan', with a long horizontal flourish extending to the right.

Patrick T. Reagan, Manager  
City of Portland Downtown Development Authority  
Portland Main Street

Vendor: 00452

TOM'S FOOD CENTER

Check #: 00000034055 07/15/13

Date	Invoice	Description/Detail	Amount
06/30/2013	STATEMENT	SUPPLIES - VARIOUS DEPTS	937.31
	101-101-881.000	COMMUNITY PROMOTIONS	140.68
	101-201-734.000	SAFETY SUPPLIES	61.26
	101-276-734.000	SAFETY SUPPLIES	14.29
	101-276-775.000	M & R SUPPLIES	12.94
	101-728-956.000	MISCELLANEOUS EXPENSES	6.12
	101-751-775.000	M & R SUPPLIES	146.83
	202-469-775.000	M & R SUPPLIES	34.32
	210-302-734.000	SAFETY SUPPLIES	14.29
	582-539-930.000	M & R BUILDING	80.69
	582-539-734.000	SAFETY SUPPLIES	38.79
	582-539-931.000	M & R EQUIPMENT	32.45
	582-539-740.000	OPERATING SUPPLIES	5.08
	590-548-734.000	SAFETY SUPPLIES	22.46
	590-548-740.000	OPERATING SUPPLIES	28.33

- Safety Meeting  
Lunch

Total: 937.31

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

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND  
259 KENT STREET  
PORTLAND, MICHIGAN 48875

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

034055  
Date: 07/15/13

AMOUNT  
\$937.31

\*\*\*Nine Hundred Thirty-Seven and 31/100 Dollars\*\*\*\*\*

CITY OF PORTLAND - PAYING ACCOUNT

*James L. Sawyer*

MAYOR

*Monique Miller*

MP  
CLERK

TOM'S FOOD CENTER  
1462 E. GRAND RIVER AVE.

PORTLAND MI 48875

WARNING: DO NOT CASH UNLESS ORIGINAL DOCUMENT APPEARS ON BACK OF CHECK

⑈034055⑈ ⑆072403473⑆ 01151128209⑈

Vendor: 00145

VOID

Check #: 0000034011

07/15/13

Date	Invoice	Description/Detail	Amount
	101-101-956.000	MISCELLANEOUS EXPENSES	306.00
	101-728-956.000	MISCELLANEOUS EXPENSES	17.35

Total: 0.00

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

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK

CITY OF PORTLAND  
259 KENT STREET  
PORTLAND, MICHIGAN 48875

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

034011

Date: 07/15/13

AMOUNT  
\$0.00

\*\*\* VOID \*\*\* VOID \*\*\* VOID \*\*\*

PAY

VOID

Employee Assistance Center

CITY OF PORTLAND - PAYING ACCOUNT

*James Hannon*

MAYOR

*Monique White*

CLERK

WARNING: DO NOT CASH UNLESS ORIGINAL DOCUMENT APPEARS ON BACK OF CHECK

⑈034011⑈ ⑈072403473⑈ 01151128209⑈

Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 00000034148

08/05/13

Date	Invoice	Description/Detail	Amount
08/01/2013	1580000000130701	PHONE SVC - CITY HALL	
	101-172-851.000	TELEPHONE SERVICE	50.76
	101-201-851.000	TELEPHONE SERVICE	203.02
	101-209-851.000	TELEPHONE SERVICE	50.76
	101-751-851.000	TELEPHONE SERVICE	50.76
	101-728-956.000	MISCELLANEOUS EXPENSES Telephone	50.76
	105-254-851.000	TELEPHONE SERVICE	50.76
	208-690-851.000	TELEPHONE SERVICE	50.76

Total: 507.58

PRINTING SYSTEMS • Taylor, MI • 1-800-85-12345

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK

CITY OF PORTLAND  
259 KENT STREET  
PORTLAND, MICHIGAN 48875

THE HUNTINGTON NATIONAL BANK  
GRAND RAPIDS, MICHIGAN  
74-3471724

034148

Date: 08/05/13

AMOUNT  
\$507.58

\*\*\*Five Hundred Seven and 58/100 Dollars\*\*\*\*\*

PAY

TO THE  
C  
TELNET WORLDWIDE INC.  
8020 SOLUTIONS CENTER  
CHICAGO IL 60677

CITY OF PORTLAND - PAYING ACCOUNT

*James S. Haines*

*Monique Melh*

MAYOR

CLERK

WARNING: DO NOT CASH UNLESS ORIGINAL DOCUMENT APPEARS ON BACK OF CHECK

⑈034148⑈ ⑆072403473⑆ 01151128209⑈

Dear Patrick Reagan,

Thank you for your purchase with DiscountMugs.com! Your order number is DM1052667, and your order details are below.  
Estimated delivery date is Jun 28 - Jun 30. If you need your item for an event, please click on this link and specify the event date here.  
You may also call us. If you need these products urgently, or if you have any questions, our sales team is available at 1-800-569-1980.

Thank you again for ordering with DiscountMugs!

Order Details: DM1052667

Order Date: 06/14/2013

Special Comments:

**Billing Address**

Name: Patrick Reagan  
Email: ddama1nstreet@portland-michigan.org  
Address: 259 Kent Street  
City: Portland  
State : MI  
Zip : 48875  
Country: US  
Phone Number : 5176475027  
Alternate Phone Number :

**PAID**

**Shipping Address**

Company Name : City of Portland.  
Name : Patrick Reagan  
Address : 259 Kent Street  
City: Portland  
State : MI  
Zip : 48875  
Country: US  
Phone Number : 5176475027  
Alternate Phone Number :  
Delivery Contact Number : 5176475027

**Order Product Information : DM1052667**

Product : PF11 (BROWN)  
Print On : Front Side  
Imprint Color :  
Imprint : Custom graphic (Uploaded)

**Order Information:**

Production: Normal Production  
Shipping: Ground Shipping  
Estimated Delivery Date: Jun 28 - Jun 30  
Item Pricing

Price ( 12 @ 10.51 )	\$126.12
Subtotal :	\$126.12
Ground Shipping :	\$0.00
Item Total :	\$126.12
Sales rep. name :	No One
Shipping Charge :	\$0.00
Coupon ( THANKSDAD ) Discount Total :	-\$12.61
Grand Total:	\$113.51

**Question About Your Order?**

Our Customer Service Team is here, eager to help at any time.  
Please Place A Ticket here with any questions about your order.  
For sales inquiries, you may call 1-800-569-1980

**Need to Upload Artwork?**

Follow this LINK to upload your logo or artwork for your order.  
You can also email your artwork to [art@discountmugs.com](mailto:art@discountmugs.com)

**How Do I Track My Order?**

We know you are eager to get your order! You can track the  
Progress of your order simply by copying your order # into our

tracking system here: TRACK MY ORDER

Thank you for shopping with DiscountMugs!

If you have any questions regarding your order please fill out a customer service ticket: <http://www.discountmugs.com/nc/support-customer-service.php>.  
For Sales Inquiries please call us 1-800-569-1980.

NO CHANGES TO THIS ORDER AFTER 24 HOURS. IF YOU WISH TO ADD MORE PRODUCTS YOU WILL BE REQUIRED TO PLACE ANOTHER ORDER.

# INVOICE

CITY OF PORTLAND  
259 KENT ST.  
PORTLAND, MI 48875

) 647-3211

DDA  
259 KENT ST.  
PORTLAND, MI 48875

Customer ID: 00017  
Invoice Number: 0000000755  
Service Date: 08/02/2013  
Invoice Date: 08/12/2013  
Due Date: 09/12/2013

Property Address:  
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - AUG 2013	112.00	112.00
1	POSTAGE	0.46	0.46

Total Invoice:	112.46
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	112.46

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

(517) 647-3211

DDA  
259 KENT ST.  
AND, MI 48875

# INVOICE

Customer ID: 00017  
Invoice Number: 0000000755  
Service Date: 08/02/2013  
Invoice Date: 08/12/2013  
Due Date: 09/12/2013

Property Address:  
259 KENT ST.



User: BREND

PERIOD END 08/31/2013

DB: Portland

% Fiscal Year Completed: 16.99

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2013 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA FUND					
Revenues					
Dept 000					
248-000-402.000	REAL PROPERTY TAXES	307,549.00	0.00	307,549.00	0.00
248-000-551.000	RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00
248-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST INCOME	50.00	6.32	43.68	12.64
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	0.00	0.00	0.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	0.00	0.00	0.00	0.00
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	28,000.00	500.00	27,500.00	1.79
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00
Total Dept 000		335,599.00	506.32	335,092.68	0.15
TOTAL Revenues		335,599.00	506.32	335,092.68	0.15
Expenditures					
Dept 275-ADMINISTRATION					
248-275-702.000	S & W FULLTIME	40,799.08	3,291.74	37,507.34	8.07
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	96.93	1,103.07	8.08
248-275-715.000	S & W SOCIAL SECURITY	3,152.00	259.23	2,892.77	8.22
248-275-716.004	RETIREE HEALTH CARE SAVINGS PLAN	420.00	0.00	420.00	0.00
248-275-717.000	LIFE/LTD INSURANCE	475.00	145.88	329.12	30.71
248-275-718.000	PENSION	9,100.00	1,147.98	7,952.02	12.62
248-275-719.000	OTHER FRINGE	100.00	23.47	76.53	23.47
248-275-720.000	WORKER'S COMPENSATION	725.00	0.00	725.00	0.00
248-275-723.000	UNEMPLOYMENT	40.00	0.00	40.00	0.00
248-275-730.000	POSTAGE	300.00	51.98	248.02	17.33
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	7,500.00	0.00	7,500.00	0.00
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	9,300.00	3,545.00	5,755.00	38.12
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	1,720.00	0.00	1,720.00	0.00
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	14,905.00	509.51	14,395.49	3.42
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	18,160.00	5,615.52	12,544.48	30.92
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	0.00	0.00	0.00	0.00
248-275-801.000	LEGAL SERVICE	100.00	0.00	100.00	0.00
248-275-802.000	AUDIT SERVICE	750.00	0.00	750.00	0.00
248-275-803.000	ENGINEERING SERVICE	0.00	0.00	0.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	2,500.00	0.00	2,500.00	0.00
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	7,000.00	0.00	7,000.00	0.00
248-275-806.000	DATA PROCESSING	300.00	0.00	300.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	101.17	398.83	20.23
248-275-886.000	FIREWORKS (DDA)	2,500.00	0.00	2,500.00	0.00
248-275-902.000	ADVERTISING	0.00	0.00	0.00	0.00
248-275-938.000	M & R STREET LIGHTS	0.00	0.00	0.00	0.00
248-275-956.000	MISCELLANEOUS EXPENSES	5,000.00	0.00	5,000.00	0.00
248-275-958.000	DUES & SUBSCRIPTIONS	300.00	0.00	300.00	0.00
248-275-967.001	FACADE RESTORATION (DDA)	10,000.00	0.00	10,000.00	0.00
248-275-992.000	PRINCIPAL PAYMENT	175,000.00	0.00	175,000.00	0.00
248-275-995.000	INTEREST PAYMENT	12,513.00	0.00	12,513.00	0.00
248-275-997.000	PAYING AGENT FEES	300.00	0.00	300.00	0.00
248-275-999.202	TRANSFER TO MAJOR STREETS	0.00	0.00	0.00	0.00

User: BREND

PERIOD END 08/31/2013

DB: Portland

% Fiscal Year Completed: 16.99

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE		AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2013		BALANCE	
			NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)	
Fund 248 - DDA FUND						
Expenditures						
Total Dept 275-ADMINISTRATION		324,659.08	14,788.41		309,870.67	4.56
Dept 999						
248-999-999.990	CURRENT FUND CONTRA CHANGE	0.00	0.00		0.00	0.00
Total Dept 999		0.00	0.00		0.00	0.00
TOTAL Expenditures		324,659.08	14,788.41		309,870.67	4.56
Fund 248:						
TOTAL REVENUES		335,599.00	506.32		335,092.68	0.15
TOTAL EXPENDITURES		324,659.08	14,788.41		309,870.67	4.56
NET OF REVENUES & EXPENDITURES		10,939.92	(14,282.09)		25,222.01	130.55

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

July 1<sup>st</sup> – July 31<sup>st</sup>, 2013

---

COMPLAINTS:

• DISPATCHED :	105 COMPTS	50 HRS 30 MINS
• PATROL ORGINATED:	20 COMPTS	28 HRS 45 MINS
• FOLLOW-UP:	38 COMPTS	13 HRS 15 MINS
• ASSISTING	42 COMPTS	17 HRS 15 MINS

TRAFFIC:

• STOPS:	93
• CITATIONS:	48
• VERBAL WARNINGS:	65
• STATIONARY RADAR:	17 HRS 20 MINS
• PARKING:	1

ARREST:

• MISDEMEANOR:	19
• FELONY:	3
• ORDINANCE VIOLATIONS:	0
• JUVENILES	4

CONTACTS:

• PATROL CONTACTS:	390
• BUSINESS CONTACTS:	81
• SUBPOENA SERVICE	8

# PORTLAND POLICE DEPARTMENT

## REPORT SUMMARY

July 1<sup>st</sup> – July 31<sup>st</sup>, 2013

---

### ASSISTS TO OTHER DEPARTMENTS:

July 8 <sup>th</sup> , 2013	Assist to IOSH @ Residence on Cutler Rd for juvenile with weapon.
July 14 <sup>th</sup> , 2013	Assist to IOSH @ with suspect involved in assault on Clintonia Rd.
July 15 <sup>th</sup> , 2013	Assist to MSP @ I 96 / MM 64 for traffic control on multi-vehicle crash.
July 15 <sup>th</sup> , 2013	Assist to MSP @ I 96 / Kent St for 2 car rollover personal injury crash.
July 16 <sup>th</sup> , 2013	Assist to MSP @ Sunset Ridge for domestic assault.
July 19 <sup>th</sup> , 2013	Assist to MSP @ I 96 / MM 75 for OWI investigation with 2 children.
July 31 <sup>st</sup> , 2013	Assist to IOSH @ Residence on Peake Rd for mental pick-up order on combative subject.

### CASE SUMMARY:

On July 17<sup>th</sup>, 2013 Officer Teitsma was dispatched to a domestic assault between a step-son and step-father. After completing his investigation Officer Teitsma determined the step-father was the aggressor in the incident. This subject was placed under arrest and lodged for domestic assault.

On July 25<sup>th</sup>, 2013 A complaint was filed involving the sexual assault of an adult male and 13 year old juvenile female. After the initial report was filed the suspect fled the area. He was later located with the assistance of neighbors and taken into custody on July 27<sup>th</sup>. Ryan Hutson was arraigned on July 29<sup>th</sup> in court on 3 counts of CSC in the 1<sup>st</sup> degree and 3 counts of CSC in the 2<sup>nd</sup> degree.

On July 25<sup>th</sup>, 2013 Officer Groenhof was dispatched to a strong armed robbery that occurred at the parking lot of the McDonalds. Several subjects agreed to meet at this location to conduct a transaction for the purchases of two cell phones. Two suspects physically took the cell phones from the victim and fled the scene prior to police arriving. With the assistance of Lansing Police Department the suspect vehicle was located along with identifying a possible suspect. This investigation is ongoing.

On July 29<sup>th</sup>, 2013 Officer Heald was dispatched to a domestic assault that was called in by a male party. The female had fled from the scene to a secure location and later contacted Central Dispatch. During the course of his investigation Officer Heald met with the female party and observed apparent signs of injury. The male party was later taken into custody and lodged for domestic violence and interrupt 911 communications.

On July 31<sup>st</sup>, 2013 Officer Groenhof made contact with a suspicious subject on a traffic stop. This subject was determined to be intoxicated and lodged at the Ionia County Jail for OWI 1<sup>st</sup> offense. Based on the results of the PBT obtained at the scene it is likely this subject will later be charged for OWI with high BAC.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

July 1<sup>st</sup> - July 31st, 2013

SGT. REBECCA LUDWICK:

Dispatch Compts:	13	14 Hrs 30 Mins	Traffic Stops:	14
Self-Initiated Compts:	4	4 Hrs 00 Mins	Citations:	13
Follow-up:	18	8 Hrs 30 Mins	Warnings:	13
Assisting	6	3 Hrs 15 Mins	Arrests:	9

OFC. TOM TEITSMA:

Dispatch Compts:	30	13 Hrs 00 Mins	Traffic Stops:	6
Self-Initiated Compts:	1	35 Mins	Citations:	4
Follow-up:	4	1Hr	Warnings:	10
Assisting	4	4Hrs 00 Mins	Arrests:	3

OFC. TIM GROENHOF:

Dispatch Compts:	8	6 Hrs 00 Mins	Traffic Stops:	40
Self-Initiated Compts:	6	15 Hrs 30 Mins	Citations:	27
Follow-up:	1	15 Mins	Warnings:	24
Assisting	7	5Hrs 00 Mins	Arrests:	13

OFC. TOM HEALD:

Dispatch Compts:	20	16 Hrs 15 Mins	Traffic Stops:	23
Self-Initiated Compts:	7	8 Hrs 45 Mins	Citations:	17
Follow-up:	11	3 Hrs 00 Mins	Warnings:	13
Assisting	7	5Hrs 00 Mins	Arrests:	10

OFC. STAR THOMAS:

Dispatched Compts:	7	3 Hrs	Traffic Stops:	1
Self-Initiated Compts:	4	4	Citations:	1
Follow-up:	3	8 Hrs 15 Mins	Warnings:	0
Assisting:	2	3 Hrs 30 Mins	Arrests:	4

CHIEF. JIM KNOBELSDORF:

Dispatched Compts:	39	41Hrs	Traffic Stops	16
Self-Initiated Compts:	2	2 hrs 30 Mins	Citations	7
Follow-up:	5	12 Hrs	Warnings	11
Assisting	10	2 Hrs 30 Mins	Arrests:	0

**PORTLAND POLICE DEPARTMENT**

**COUNTY REPORT**

**July 1<sup>st</sup> – July 31st, 2013**

---

TRAFFIC:

- STOPS: 2
- CITATIONS: 0
- WARNINGS: 2
- STATIONARY RADAR: 1 HRS 40 MINS
- PARKING: 0

ARRESTS: 0

CONTACTS:

- PATROL CONTACTS: 6
- PROPERTY CHECKS: 17

# PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR JULY 2013

## NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of July 2013. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

## OPERATIONS

The WWTP treated and discharged 10.1 million gallons for the month of July.

Mike and Tim cleaned the Rindlehaven Lift Station wet well and pulled the pumps to clear any rags caught in the impellers.

Star Crane came to the WWTP and performed the MIOSHA required overhead hoist inspection.

Jim Minster at C2AE was contacted about the ongoing raw sewage pumps and raw sampler problem. He responded and scheduled a date to come to the WWTP on August 1<sup>st</sup> with Brian House and evaluate the problem. In the meantime, we are formulating a contingency plan should a pump fail completely.

Mike and Tim finished a special project that they were working on this month. We have had a concern about how we could collect a good representative Return Activated Sludge (RAS) sample that is fed to the anoxic tank. We had been collecting the RAS sample from the splitter box wet well but found this to be inconsistent and made process control tedious. A PVC pipe line was installed which delivers the RAS above the surface of the Anoxic tank contents. This allows for the collection of a well-mixed sample that is actually going to the Anoxic tank. The samples are now more consistent and believable. Process control has also become more consistent. This project was an item that had been submitted to Rich Grant at Fleis & Vandenbrink as part of the wish list.

Wolverine Power was here to perform the annual service and load bank testing of the generators. A GFI plug to the automatic battery charger at the Rindlehaven Lift Station generator had failed and caused the battery to go bad. There was another plug there that the charger could be plugged into that worked and the battery was replaced. The generators tested ok.

The relays in the Canal St. lift station were the originals and had never been replaced. During the past year they have worked erratically. These were budgeted and have all been replaced. The new ones have been working

properly. For the minimal price of these relays, we plan on replacing them more frequently as needed to guarantee the proper operation of the lift station.

Woodman Plumbing was contacted to provide an estimate to correct a violation noted during the annual cross-connection inspection. We received an estimate for the site RZC backflow preventer installation to protect the city water supply from cross contamination. When the estimate was presented to the City Manager, he brought to my attention that the estimate did not include any protection to the drinking fountain water supply. Woodman Plumbing has been contacted and will be adding this protection to the estimate.

Polymer for the sludge thickener has been ordered and will be here soon. The new polymer that we are now getting from PolyDyne seems to be working well. We are using less and have observed that it does not encourage the formation of a thick crust on the Raw Sewage wet well.

Weekly staff meetings are working well for us at the WWTP. The improved communication has helped the continued improvement of attitudes and morale.

### Maintenance & Capitol Expenses for July 1, 2013 to July 30, 2013

ITEM	COST
Tom's Do It Center – Misc. hardware, Distilled H2O	\$ 90.22
USA Bluebook – Gloves & telescoping pole.	\$ 298.84
Municipal Supply – 36'– 48' pipe support stand	\$ 65.00
Kemira – Ferrous Chloride shipment	\$ 1545.47
NCL – Laboratory supplies	\$ 456.48
Gross Machine Shop – 3/8" steel plates	\$ 35.00
B&W Automotive – Lawn mower carb repair kit	\$ 22.06
Cook Bros Excavation – 10 Yds. of washed Sand	\$ 110.00
Graybar – Schneider Electric cube relays	\$ 124.10
Menards – ½ hp transfer pump	\$ 139.00
Grainger Supply – Scoop Shovels, 4.5" cut-off disc	\$ 174.12
<b>Total Expenses</b>	<b>\$ 3060.29</b>
<b>Total Spent YTD</b>	<b>\$ 3060.29</b>

### WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3375 feet
Routine cleaning	3420 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 TV Inspected	0
Building Services Inspected	0

User: NIKKI  
DB: Portland

PERIOD ENDING 07/31/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2013 (ABNORMAL)	MONTH 07/31/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,000.00	55,826.41	55,826.41	930,173.59	5.66
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,600.00	0.00	0.00	1,600.00	0.00
101-000-445.000	PENALTY & INTEREST	8,000.00	0.00	0.00	8,000.00	0.00
101-000-445.022	1994A SPEC ASSESS - INTEREST	300.00	0.00	0.00	300.00	0.00
101-000-447.000	TAX COLLECTION FEES	42,400.00	1,559.71	1,559.71	40,840.29	3.68
101-000-448.000	SPECIAL ASSESSMENT FEES	15.00	0.00	0.00	15.00	0.00
101-000-451.000	BUSINESS PERMITS	100.00	683.40	683.40	(583.40)	683.40
101-000-453.000	CABLE TV FEES	28,000.00	0.00	0.00	28,000.00	0.00
101-000-455.000	TRAILER FEES	975.00	39.00	39.00	936.00	4.00
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	315.00	315.00	1,185.00	21.00
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	3,000.00	0.00	0.00	3,000.00	0.00
101-000-575.000	REVENUE SHARING-CONST SALES	290,915.00	0.00	0.00	290,915.00	0.00
101-000-576.000	REVENUE SHARING-STAT SALES	98,376.00	0.00	0.00	98,376.00	0.00
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	4,500.00	179.00	179.00	4,321.00	3.98
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	400.00	329.00	329.00	71.00	82.25
101-000-624.000	MISCELLANEOUS FEES	0.00	1.00	1.00	(1.00)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	26,570.00	26,570.00	292,287.00	8.33
101-000-629.000	TOWNSHIP FIRE FEES	0.00	0.00	0.00	0.00	0.00
101-000-630.000	CEMETERY LOT SALES	2,500.00	1,650.00	1,650.00	850.00	66.00
101-000-633.000	CEMETERY CARE FEES	0.00	941.00	941.00	(941.00)	100.00
101-000-634.000	GRAVE OPENING FEES	8,000.00	1,650.00	1,650.00	6,350.00	20.63
101-000-656.000	DISTRICT COURT FINES	15,000.00	838.53	838.53	14,161.47	5.59
101-000-661.000	PARKING FINES	3,200.00	32.00	32.00	3,168.00	1.00
101-000-662.000	DRUG FORFEITURE MONEY	0.00	0.00	0.00	0.00	0.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	212.00	212.00	2,288.00	8.48
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	400.00	0.00	0.00	400.00	0.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	500.00	0.00	0.00	500.00	0.00
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	7,875.00	125.00	125.00	7,750.00	1.59
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
101-000-676.004	DONATION-OLD MILL BUILDING	2,000.00	5,000.00	5,000.00	(3,000.00)	250.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	330.00	330.00	(330.00)	100.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	592.95	592.95	157.05	79.06
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-WORKER'S COMP	0.00	0.00	0.00	0.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	991.77	991.77	14,008.23	6.61
101-000-678.007	REIMBURSEMENTS-PAMA	0.00	0.00	0.00	0.00	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	1,200.00	0.00	0.00	1,200.00	0.00
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
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00

User: NIKKI  
DB: Portland

PERIOD ENDING 07/31/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2013 (ABNORMAL)	MONTH 07/31/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
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		1,958,383.00	97,865.77	97,865.77	1,860,517.23	5.00
Expenditures						
100	COUNCIL	27,707.00	5,000.00	5,000.00	22,707.00	18.05
101	COMMUNITY PROMOTIONS	256,997.50	33,511.46	33,511.46	223,486.04	13.04
172	CITY MANAGER	164,014.35	8,329.13	8,329.13	155,685.22	5.08
191	ELECTIONS	11,365.00	18.00	18.00	11,347.00	0.16
201	GENERAL ADMINISTRATION	335,357.35	14,504.60	14,504.60	320,852.75	4.33
209	ASSESSING	50,662.00	2,010.47	2,010.47	48,651.53	3.97
265	CITY HALL	68,613.50	3,373.54	3,373.54	65,239.96	4.92
276	CEMETERY	164,750.00	7,896.29	7,896.29	156,853.71	4.79
301	POLICE	669,925.00	28,188.67	28,188.67	641,736.33	4.21
336	FIRE	0.00	21,059.98	21,059.98	(21,059.98)	100.00
371	CODE ENFORCEMENT	54,368.00	1,064.66	1,064.66	53,303.34	1.96
728	ECONOMIC DEVELOPMENT	11,000.00	1,344.85	1,344.85	9,655.15	12.23
751	PARKS	141,120.00	8,373.27	8,373.27	132,746.73	5.93
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		1,955,879.70	134,674.92	134,674.92	1,821,204.78	6.89
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,958,383.00	97,865.77	97,865.77	1,860,517.23	5.00
TOTAL EXPENDITURES		1,955,879.70	134,674.92	134,674.92	1,821,204.78	6.89
NET OF REVENUES & EXPENDITURES		2,503.30	(36,809.15)	(36,809.15)	39,312.45	1,470.43

User: NIKKI  
DB: Portland

PERIOD ENDING 07/31/2013

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 07/31/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		668,759.00	0.00	0.00	668,759.00	0.00
TOTAL EXPENDITURES		635,425.45	7,946.71	7,946.71	627,478.74	1.25
NET OF REVENUES & EXPENDITURES		33,333.55	(7,946.71)	(7,946.71)	41,280.26	23.84
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	900.00	900.00	1,600.00	36.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	900.00	900.00	1,600.00	36.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		232,300.00	0.00	0.00	232,300.00	0.00
TOTAL EXPENDITURES		313,376.00	12,609.36	12,609.36	300,766.64	4.02
NET OF REVENUES & EXPENDITURES		(81,076.00)	(12,609.36)	(12,609.36)	(68,466.64)	15.55
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		533,484.00	4,410.51	4,410.51	529,073.49	0.83
TOTAL EXPENDITURES		527,430.00	8,260.62	8,260.62	519,169.38	1.57
NET OF REVENUES & EXPENDITURES		6,054.00	(3,850.11)	(3,850.11)	9,904.11	63.60
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		123,450.00	9,205.00	9,205.00	114,245.00	7.46
TOTAL EXPENDITURES		117,845.00	11,837.47	11,837.47	106,007.53	10.04
NET OF REVENUES & EXPENDITURES		5,605.00	(2,632.47)	(2,632.47)	8,237.47	46.97
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		472,556.00	165,533.04	165,533.04	307,022.96	35.03
TOTAL EXPENDITURES		467,867.36	26,310.68	26,310.68	441,556.68	5.62
NET OF REVENUES & EXPENDITURES		4,688.64	139,222.36	139,222.36	(134,533.72)	2,969.35
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:						
TOTAL REVENUES		335,599.00	6.32	6.32	335,592.68	0.00
TOTAL EXPENDITURES		324,659.08	4,164.33	4,164.33	320,494.75	1.28
NET OF REVENUES & EXPENDITURES		10,939.92	(4,158.01)	(4,158.01)	15,097.93	38.01
Fund 405 - WELLHEAD IMPROVEMENT 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 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
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 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		97,100.00	8,380.76	8,380.76	88,719.24	8.63
TOTAL EXPENDITURES		90,600.00	0.00	0.00	90,600.00	0.00
NET OF REVENUES & EXPENDITURES		6,500.00	8,380.76	8,380.76	(1,880.76)	128.93

User: NIKKI  
DB: Portland

## PERIOD ENDING 07/31/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2013 NORMAL (ABNORMAL)	MONTH 07/31/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
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:						
	TOTAL REVENUES	3,507,622.00	1,026.93	1,026.93	3,506,595.07	0.03
	TOTAL EXPENDITURES	4,064,801.50	272,331.55	272,331.55	3,792,469.95	6.70
	NET OF REVENUES & EXPENDITURES	(557,179.50)	(271,304.62)	(271,304.62)	(285,874.88)	48.69
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	876,500.00	2,126.95	2,126.95	874,373.05	0.24
	TOTAL EXPENDITURES	875,879.00	33,634.33	33,634.33	842,244.67	3.84
	NET OF REVENUES & EXPENDITURES	621.00	(31,507.38)	(31,507.38)	32,128.38	5,073.65
Fund 591 - WATER FUND:						
	TOTAL REVENUES	625,070.00	5,984.70	5,984.70	619,085.30	0.96
	TOTAL EXPENDITURES	816,538.30	32,219.70	32,219.70	784,318.60	3.95
	NET OF REVENUES & EXPENDITURES	(191,468.30)	(26,235.00)	(26,235.00)	(165,233.30)	13.70
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	280,460.00	22,202.00	22,202.00	258,258.00	7.92
	TOTAL EXPENDITURES	454,311.68	8,808.84	8,808.84	445,502.84	1.94
	NET OF REVENUES & EXPENDITURES	(173,851.68)	13,393.16	13,393.16	(187,244.84)	7.70
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
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						
	TOTAL REVENUES - ALL FUNDS	7,755,400.00	219,776.21	219,776.21	7,535,623.79	2.83
	TOTAL EXPENDITURES - ALL FUNDS	8,688,733.37	418,123.59	418,123.59	8,270,609.78	4.81
	NET OF REVENUES & EXPENDITURES	(933,333.37)	(198,347.38)	(198,347.38)	(734,985.99)	21.25

**Corporate Headquarters**  
5700 Crooks Rd., Suite 100  
Troy, MI 48098  
phn: 248.250.5000  
fax: 248.786.1789  
[www.hydrodesignsinc.com](http://www.hydrodesignsinc.com)

July 25, 2013

Mr. Thomas Dempsey  
City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48875

Dear Mr. Dempsey,

Attached please find the *Cross Connection Control Program Summary Quarterly Report* for the second quarter of April 2013 to June 2013. This report provides a summary of information based on the calendar year.

The following breakdown clarifies the information presented in the *Cross Connection Control Program Summary Quarterly Report*:

- *Inspections, Re-inspections, Compliance Inspections\** – This represents the number of on-site inspections performed during the most recent quarter. Note that more than one (1) on-site inspection may have been required to attempt compliance status.
- *Facilities in Inspection Compliance\** – This represents the number of facilities determined to be “compliant” as a result of inspection(s) performed during the recent quarter.
- *Facilities in Inspection Non-Compliance\** – This represents the number of facilities determined to be “non-compliant” as a result of inspection(s) performed during the recent quarter.
- *Number of Testable Assemblies* – This represents the total number of testable assemblies identified program to date.
- *Number of Testable Assemblies Tested* – This represents the total number of testable assemblies tested during the most recent quarter. This number may change if we receive forms late. The new number will be reflected in next quarter’s report.

\* Please note the “*Inspections, Re-inspections, Compliance Inspections*” total may represent multiple inspections performed at the same facility

Hydro Designs, Inc. is committed to providing the City of Portland with the highest level of customer satisfaction. If for any reason you have any questions or concerns regarding the attached report or your program, please contact me directly at **1.800.690.6651 ext. 5019**. You can also e-mail me at, **Tmatas@hydrodesignsinc.com**.

On behalf of everyone at Hydro Designs, Inc., thank you for allowing us to serve you. We look forward to meeting your Cross Connection Control Program needs.

Sincerely,

*Tracy Matas*

Tracy Matas  
HDI, Municipal Division Administration



<b>Cross Connection Control Program Summary Report City of Portland 2013 Current Contract: 10/1/11 to 9/30/14</b>	
<b>Quarter 1 (Jan-March 2013)</b>	
Inspections, Re-inspections, Compliance Inspections	0
Facilities in Inspection Compliance	0
Facilities in Inspection <b>Non-Compliance</b> (in notification process)	0
Number of Testable Assemblies - Program to Date	89
Number of Testable Assemblies Tested - Year to Date	0
<b>Quarter 2 (April-June 2013)</b>	
Inspections, Re-inspections, Compliance Inspections	24
Facilities in Inspection Compliance	13
Facilities in Inspection <b>Non-Compliance</b> (in notification process)	11
Number of Testable Assemblies - Program to Date	95
Number of Testable Assemblies Tested - Year to Date	33
<b>Quarter 3 (July-September 2013)</b>	
Inspections, Re-inspections, Compliance Inspections	0
Facilities in Inspection Compliance	0
Facilities in Inspection <b>Non-Compliance</b> (in notification process)	0
Number of Testable Assemblies - Program to Date	0
Number of Testable Assemblies Tested - Year to Date	0
<b>Quarter 4 (October - December 2013)</b>	
Inspections, Re-inspections, Compliance Inspections	0
Facilities in Inspection Compliance	0
Facilities in Inspection <b>Non-Compliance</b> (in notification process)	0
Number of Testable Assemblies - Program to Date	0
Number of Testable Assemblies Tested - Year to Date	0
<b>2013 Summary</b>	
Inspections, Re-inspections, Compliance Inspections - YTD	24
Facilities in Inspection Compliance - YTD	13
Facilities in Inspection <b>Non-Compliance</b> (in notification process) YTD	11
Number of Testable Assemblies	95
Number of Testable Assemblies Tested - YTD	33
Total Number of Facilities	158
Facilities Inspected since beginning of the program	158
<b>Current Contract: 10/1/11 to 9/30/14</b>	
Current Contract Required Inspections	135
Current Contract Inspections Completed	92

\* The total number of assemblies tested may vary from past reports due to continuous receipt of incoming test reports.



2512 Lansing Road  
Charlotte, Michigan 48813

August 1, 2013

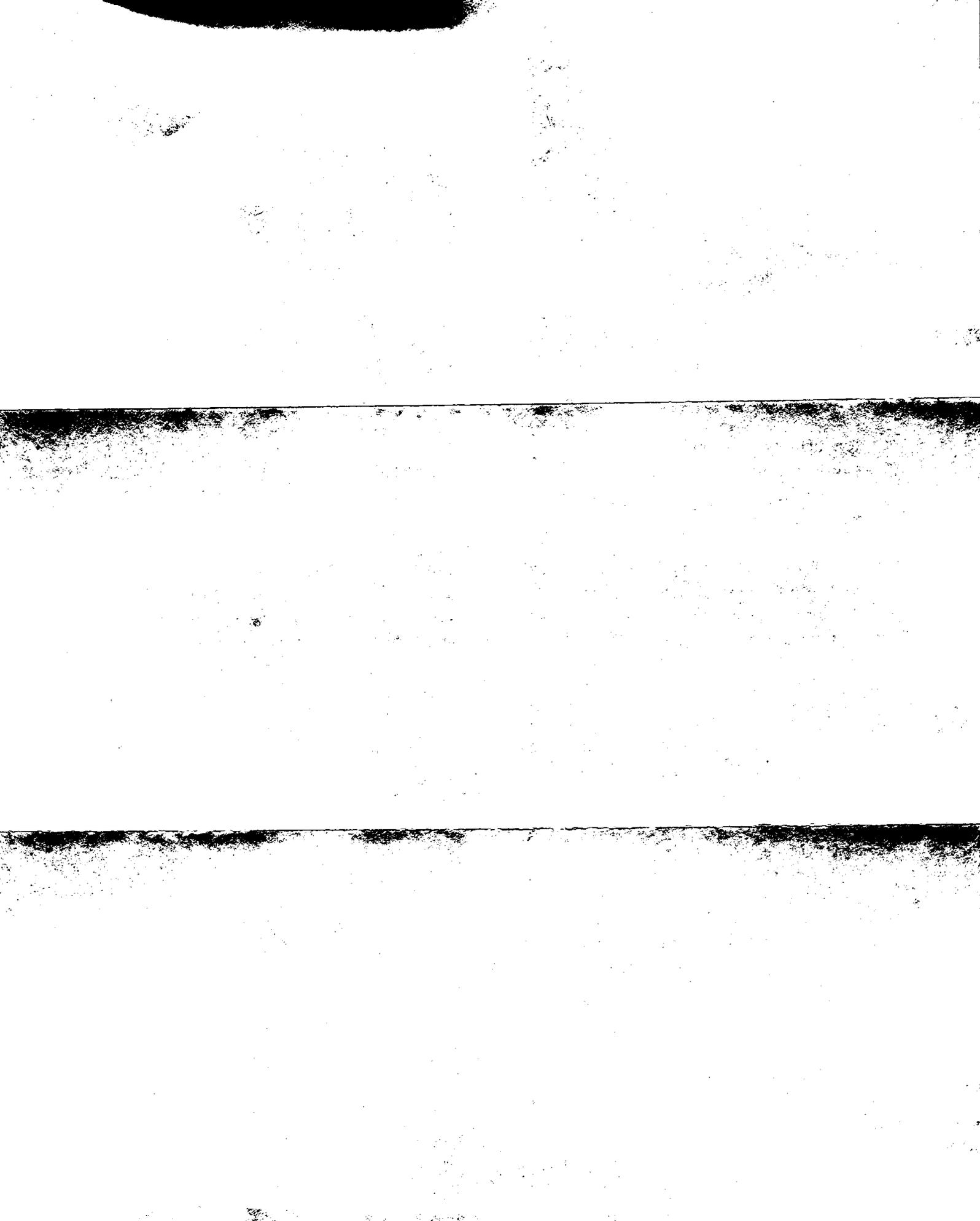
Tom Dempsey, City Manager  
City of Portland  
259 Kent St.  
Portland, MI 48875

This letter is to notify you that effective September 4, 2013, the Music Choice channels will be available to WOW! Business customers by subscription only. The currently monthly rate for Music Choice for Business customers is \$32.00 per month. We are contractually obligated to charge Business customers for this programming but were not able to encrypt the services on our system until recently.

Regards,

A handwritten signature in black ink, appearing to read "C Andersen", is positioned above the typed name.

Christian Andersen  
System Manager  
[candersen@wideopenwest.com](mailto:candersen@wideopenwest.com)  
517.319.3150



IONIA COUNTY BOARD OF COMMISSIONERS  
Regular Meeting  
July 23, 2013  
7:00 p.m. at the Page Memorial Building, Lake Odessa

Vice Chairperson, Jim Banks, called the meeting to order and led with the Pledge of Allegiance.

Members present: Brenda Cowling-Cronk, Scott Wirtz, Larry Tiejema, Lynn Mason and Jim Banks

Members absent: Jack Shattuck and Julie Calley

Others present: Mark Novak, Ken Bowen, Jim Valentine, Erin Rich, Deb Thailson, Chad Shaw, Stephanie Hurlbut and Tonda Rich

The Vice Chairperson noted one addition, item E., under the Consent Calendar and item I. under New Business. Moved by Wirtz, supported by Tiejema, to approve the amended agenda. Motion carried by voice vote.

Did You Know?

Commissioners' Wirtz and Tiejema shared facts of interest.

#### Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve per diem and mileage
- C. Approve payment of General Fund payroll and accounts payable for the month of June 2013 - \$1,393,864.29
- D. Approve payment of Health Fund bills - \$103,393.81
- E. Approve Closed Session minutes from July 9, 2013

Commissioner Tiejema requested to remove the July 16, 2013 board minutes from the Consent Calendar for separate discussion.

The Closed Session minutes from July 9, 2013 were passed out and reviewed by the Board.

Hearing no further objections, the Vice-Chair declared the remaining items on the Consent Calendar approved.

Moved by Tiejema, supported by Wirtz, to amend the July 9, 2013 board minutes to clarify (under Other Reports) that as of the date of that meeting the bridge on Hawley Highway was close to being completed. Motion carried by voice vote.

## Unfinished Business

- A. Moved by Tiejema, supported by Mason, to appoint Jonathan Dinehart to the Economic Development Corporation/Brownfield Redevelopment Authority. Motion carried by voice vote.

## New Business

- A. Moved by Mason, supported by Cowling-Cronk, to approve the trash removal and recycling services agreement with Waste Management, in the amount of \$500 per month with no increase over the course of the three year contract and authorize appropriate signatures. Motion carried by voice vote.
- B. Moved by Tiejema, supported by Wirtz, to approve the Area Agency on Western Michigan's proposed Multi-Year Implementation Plan for 2014 – 2016. Motion carried by voice vote.
- C. Ken Bowen, Acting Health Officer, requested a temporary grade increase for two employees due to added responsibilities that have been given to them as a result of moving employees around because of the resignation of the former Public Health Officer.

Moved by Mason, supported by Cowling-Cronk, to approve a temporary increase from a Grade 7 to a Grade 9 for Health Department employee, Brenda Ingersoll. Motion carried by voice vote.

Moved by Tiejema, supported by Wirtz, to approve a temporary increase from a Grade 7 to a Grade 9 for Health Department employee, Amanda Germain. Motion carried by voice vote.

- D. Moved by Tiejema, supported by Wirtz, to approve increasing the hours for the Emergency Preparedness Coordinator from 37.5 hours a week to 40 hours a week. Commissioner Tiejema discussed the need for having another wage study done. Motion carried by voice vote.
- E. Moved by Mason, supported by Cowling-Cronk, to approve the Speech Therapy Referral Service Agreement between the Ionia County Health Department and the school districts of Ionia County and authorize appropriate signatures. Motion carried by voice vote.
- F. Moved by Mason, supported by Tiejema, to approve amendment #2 of the agreement between Michigan Department of Human Services and Ionia County Health Department/ICSAI and authorize the signature of Ken Bowen, Acting Health Officer. Deb Thailson, Community Health Director, stated that this amendment decreases the in-home substance abuse contract (FY 12/13) by \$13,400. Motion carried by voice vote.
- G. Moved by Cowling-Cronk, supported by Wirtz, to adopt the Resolution for a Partial Termination of a Farmland Development Rights Agreement for two parcels located in

Berlin Township. The Resolution was adopted by the following roll call vote: yes – all.  
The Resolution is as follows:

RESOLUTION FOR A PARTIAL TERMINATION OF A FARMLAND DEVELOPMENT RIGHTS AGREEMENT WITH PRE-EXISTING STRUCTURE

WHEREAS, on June 17, 2013, the Ionia County Clerk, on behalf of the Ionia County Board of Commissioners, received a request from Elwayne J. Smith for approval to have a certain parcel released from Farmland Development Rights Agreement, local file number 210, which was executed in accordance with the provisions of PA 116 of 1974, commonly known as the Farmland and Open Space Preservation Act (“The Act”); and

WHEREAS, the Ionia County Board of Commissioners has reviewed this request and determined that at least one structure located on the parcel was present prior to the original execution of said agreement; and

WHEREAS, the parcel proposed for release from the agreement is two acres or less in size; and

WHEREAS, Berlin Township finds that the request for release of the particular parcel is acceptable; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Ionia County Board of Commissioners hereby approves the request to release the following described piece of property from said Farmland Development Rights Agreement; and

That the Ionia County Board of Commissioners hereby certifies that at least one structure located on the certain piece of property was present prior to the original execution of said Farmland Development Rights Agreement and that the Ionia County Clerk is hereby directed to transmit certified and sealed copies of this resolution to the person making this request and to the Farmland Unit of the Michigan Department of Agriculture.

- H. Moved by Wirtz, supported by Cowling-Cronk, to appoint Mark Bender to the Community Corrections Advisory Board as the police chief representative. Motion carried by voice vote.
- I. Moved by Tiejema, supported by Wirtz, to approve filling a full-time deputy position at the Sheriff Department and to further backfill any part-time position, including security, if such a position becomes vacated. Motion carried by voice vote.

County Administrator's Report

1. The 2014 Budget recommendations have been sent out to the Department Heads for their review.

Public Comment

Jim Valentine welcomed the Board of Commissioners to Lake Odessa.

Moved by Mason, supported by Wirtz, to adjourn the meeting at 7:32 p.m. Motion carried by voice vote.

---

James L. Banks, Vice Chairperson

---

Tonda Rich, Clerk

Minutes approved on:

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

Agenda  
August 13, 2013  
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. Resolution of Appreciation
  - B. Pension Proposal
  - C. Juvenile Court Child Care Fund Report
  - D. Update on Health Care Reform Affordable Care Act
  - E. Health Department EGrams Budget Amendment
  - F. Resolution to Adopt the Cemetery Perpetual Care Fund Deficit Elimination Plan
  - G. Budget Amendment
    - 1. Marine Safety Budget
    - 2. Alcohol & Tobacco Compliance Grant Budget
  - H.
- IX. Reports of Officers, Boards, and Standing Committees
  - A. Chairperson

- B. County Administrator
- C. Appointments
  
- X. Reports of Special or Ad Hoc Committees
  
- XI. Public Comment (3 minute time limit per speaker)
  
- XII. Executive Session
  
- XIII. Adjournment

**Board and/or Commission Vacancies**

- Community Corrections Advisory Board – Criminal Defense Attorney Representative Position (no expiration date).
- Community Mental Health Services Board – One three-year term expiring March 2014.
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013. One Public Representative and one Private Sector Representative.

**Appointments for consideration in the month of September 2013:**

- *Commission on Aging Board* – Two three-year terms.

**Appointments for consideration in the month of October 2013:**

- *Construction Board of Appeals* – Six two-year terms, one of which serves as an alternate member.
- *Department of Human Services Board* – One three-year term.

Tom Dempsey

---

**From:** Overton, Sharyn <soverton@ioniacounty.org>  
**Sent:** Thursday, August 15, 2013 10:02 AM  
**To:** aklein@house.mi.gov; apelon@iserv.net; Bob72839@yahoo.com; bobvanlente@gmail.com; bowerp48846@yahoo.com; Barb Trierweiler; chel\_jea33@yahoo.com; Leigha Christensen; Christophempelz@hotmail.com; christyval@charter.net; Tom Dempsey; cwtoolsales@gmail.com; darlenej@charter.net; deb2mc@sbcglobal.net; Amanda Powell; ebw@iserv.net; egroom@charter.net; Gregg Yeomans; georgiasharp@sbcglobal.net; gyeomans@cmoarchitects.com; harwoodlinda@sbcglobal.net; illusion@justice.com; Julianne Burns; jeff@sandbornfarms.com; Jason Eppler; judith.muenchow@gmail.com; karen.bota@sentinel-standard.com; kenner99@hotmail.com; khawkins@mphi.org; lakeochief@lakeodessa.org; Lathers, Robert; lbeill@ioniacounty.org; lisacoe@chartermi.net; ljandernoa@aol.com; lowerja@gmail.com; lpatrick48865@pathwaynet.com; lpatrick48865@pathwaynet.com; markvroman@sbcglobal.net; mebs52@gmail.com; Melissa.Eldridge@mi.nacdn.net; mhowe61@gmail.com; mike@mikecallton.com; mrdoug2@frontier.com; ms@smithhousing.com; newsroom@sentinel-standard.com; nmiller@portland-michigan.org; Pettit, Tammy; Pohl, Dorothy; pohlr10424@yahoo.com; Randy Zenk; rdebruine@ci.belding.mi.us; Rachel Riger; Rachelle Thomas; sawtellj@cooley.edu; spearson@habitatmichigan.org; supervisor@otiscotwp.org; TheIonian@charter.net; treasurer@lakeodessa.org; Robert Bennett; Thelen, Tom; wanglerj@rightplace.org; Wierckz, Jessica  
**Subject:** Cancellation of Meeting

Please be advised that the Ionia County Board of Commissioners **have cancelled the August Committee-of-the-Whole Meeting** which was scheduled for Tuesday, August 20<sup>th</sup>.

*Sharyn Overton  
Administrative Assistant  
County Administration Office  
(616)527-5300*

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
CONSUMERS ENERGY COMPANY  
CASE NO. U-17429**

- Consumers Energy Company requests Michigan Public Service Commission approval to issue a Certificate of Necessity pursuant to MCL 460.6s, and the Commission's Order dated December 23, 2008 in MPSC Case No. U-15896 for the construction of a nominal 700 megawatt ("MW") natural gas fueled combined cycle electric generation facility in Thetford Township, Genesee County, Michigan.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

**DATE/TIME:** August 19, 2013, at 9:00 a.m.  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge Sharon L. Feldman

**LOCATION:** Constitution Hall  
525 West Allegan  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) July 12, 2013 application, which requests the Commission to issue a Certificate of Necessity finding that: 1) the power and capacity to be supplied by the Thetford Plant is needed; 2) the size, fuel type, and other design characteristics of the proposed Thetford Plant represent the most reasonable and prudent means of meeting that power and capacity need; 3) the estimated capital costs of and the financing plan for the proposed Thetford Plant, including, but not limited to, the costs of siting and licensing the new facility and the estimated cost of power from the Thetford Plant will be recoverable in Consumers Energy's electric customers' rates; and 4) accounting and ratemaking treatment for

construction work in progress and the allowance of funds used during construction and post-construction is granted.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 12, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information: available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

July 25, 2013

STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-17321

- Consumers Energy Company requests Michigan Public Service Commission approval of its Renewable Energy Plan reconciliation for the period beginning January 1, 2012 through December 31, 2012.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

**DATE/TIME:** August 20, 2013, at 9:00 a.m.  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge Sharon L. Feldman

**LOCATION:** Constitution Hall  
525 West Allegan  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing, or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) July 1, 2013 application, which seeks Commission's approval to: 1) determine that the Company's 2012 Renewable Energy Plan reconciliation is reasonable and prudent and meets all relevant requirements under 2008 PA 295; 2) reconcile the pertinent revenues recorded and the allowance for the nonvolumetric revenue recovery mechanism with the amounts actually expensed and projected according to the Company's plan for compliance; 3) establish a price per megawatt hour for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause of \$72.90 per megawatt hour; and 4) allow the Company to utilize surplus Energy Optimization Credits from 2012 to offset future renewable energy requirements.

All documents filed in this case shall be submitted electronically through the Commission's

E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 13, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information: available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq., and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

July 26, 2013