



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

7:00 p.m. Monday, December 16, 2013
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:07 PM	IV. <u>City Manager Report</u>	
	V. <u>Presentations</u>	
7:20 PM	A. Jim Valentine of Ionia County Central Dispatch – Smart 911	
7:25 PM	B. Aaron Cross, Friends of the Red Mill – Proposed Improvement	
7:30 PM	C. DDA/Main Street Director Reagan – Downtown Report	
	VI. <u>Public Hearing(s)</u> – None	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:30 PM	A. First Reading of Ordinance No. 195B to Provide for a Service Charge in Lieu of Taxes for a Proposed Multiple Family Dwelling Project for Persons of Low Income to be Financed or Assisted Pursuant to the Provisions of the State Housing Development Authority Act of 1966, as Amended	Motion
7:35 PM	B. Proposed Resolution 13-105 Appointing Police Chief Knobelsdorf as the City of Portland Representative on the Ionia County Central Dispatch Board of Directors	Motion
7:37 PM	C. Proposed Resolution 13-106 Confirming the Mayor’s Appointments to City Boards and Commissions	Motion
7:39 PM	D. Proposed Resolution 13-107 Approving 2014 City Council Meeting Dates	Motion
7:41 PM	E. Proposed Resolution 13-108 Approving, Authorizing, and Directing the Ambulance Director to Sign a Mutual Aid Agreement Between the Portland Area Ambulance Service and the Clinton Area Ambulance Service Authority	Motion
7:43 PM	IX. <u>Consent Agenda</u>–	Motion
	A. Minutes & Synopsis from the Regular City Council Meeting held on December 2, 2013	
	B. Payment of Invoices in the Amount of \$87,139.93 and Payroll in the Amount of \$123,718.23 for a Total of \$210,858.16	

**Estimated
Time**

**Action
Requested**

- C. Purchase Order to the Portland Area Fire Authority in the Amount of \$21,059.98 for Third Quarter Fire Services

X. Communications

- A. Board and Commission Application – Dennis Cunningham
- B. DDA Treasurer’s Report for December 11, 2013
- C. Police Department Report for November 2013
- D. Water Department Report for November 2013
- E. Wastewater Treatment Plant Report for November 2013
- F. Franklin Energy EO Report for December 3, 2013
- G. Revenue-Expense Report for November 2013
- H. MDEQ Land Use Restrictions re: 1534 E. Grand River Ave.
- I. Fire Department Report for November 2013
- J. Portland Area Fire Authority Meeting for December 3, 2013
- K. Ionia County Board of Commissioners Minutes for November 26th
- L. Ionia County Board of Commissioners Agenda for December 10th
- M. Ionia County Board of Commissioners Minutes for December 10th
- N. Ionia County Board of Commissioners Agenda for December 17th
- O. MPSC Notice of Hearing for Consumers Energy

7:45 PM

- X. **Public Comment** (5 minute time limit per speaker)

7:50 PM

- XI. **Other Business**

7:55 PM

- XII. **Council Comments**

8:00 PM

- XIII. **Adjournment**

Motion

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

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

**TAX EXEMPTION ORDINANCE
ORDINANCE NO. 195B**

An Ordinance to provide for a service charge in lieu of taxes for a proposed multiple family dwelling project for persons of low income to be financed or assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

CITY OF PORTLAND ORDAINS:

SECTION 1: Title

This Ordinance shall be known and cited as the City of Portland Tax Exemption Ordinance.

SECTION 2: Preamble

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its elderly citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346, as amended, MCLA Section 125.1401 et. Seq., MSA Section 116.114 (1) et. seq). The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any and all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real-estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this Ordinance for tax exemptions and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of housing developments which are constructed and financed in reliance on such tax exemption.

The City acknowledges that Portland School Limited Dividend Housing Association Limited Partnership (the "Sponsor") has offered, subject to receipt of an allocation of Low Income Housing Tax Credits ("LIHTC") from the Michigan State Housing Development Authority, to rehabilitate, own and operate a housing development identified as Portland School Apartments on certain property located in the City of Portland, County of Ionia, Michigan, which is legally described on Exhibit A to serve persons of low income, and that the Sponsor has offered to the City, on account of the housing development, an annual service charge for public services in lieu of all taxes.

SECTION 3: Definitions

- A. Authority means the Michigan State Housing Development Authority.
- B. Act means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.
- C. Annual Shelter Rent means the total actual collections during an agreed annual period from all occupants of a housing development representing rents or occupancy charges, which rental amounts shall be exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants.
- D. Contract Rents are as defined by the U. S. Department of Housing and Urban Development in regulations promulgated pursuant to the U. S. Housing Act of 1937, as amended.
- E. Housing Development means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines to improve the quality of the development as it relates to housing for persons of low or moderate income. For the purposes of this section, the name of this development shall be The Portland School Apartments.
- F. Class means the Housing Development known as Portland School Apartments for low and moderate income seniors/elderly and families.
- G. Mortgage Loan means a loan to be made by the Authority to the Sponsor for the construction and/or permanent financing of the Housing Development.
- H. Utilities means fuel, water, sanitary sewer service and/or electrical service, which are paid by the Housing Development.
- I. LIHTC means low income housing tax credits
- I. Sponsor means person(s) or entities which have applied to the Authority for a Mortgage Loan or "LIHTC" funds to finance a Housing Development. For the purposes of this section, the Sponsor is the Portland School Limited Dividend Housing Association Limited Partnership.

SECTION 4: Class of Housing Developments

It is determined that the class of Housing Development to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be for low and moderate income housing for senior/elderly persons or families, which are financed or assisted

pursuant to the Act. It is further determined that Portland School Apartments is of this class.

SECTION 5: Establishment of Annual Service Charge

A. The Housing Development identified as Portland School Apartments and the property on which it shall be constructed shall be exempt from all property taxes from and after the commencement of construction. The City acknowledging that the Sponsor and the Authority have established the economic feasibility of the Housing Development in reliance upon the enactment and continuing effect of this Ordinance and the qualification of the Housing Development for exemption from all property taxes and a payment in lieu of taxes established in the Ordinance, and in consideration of the Sponsor's offer subject to receipt of a Mortgage Loan from the Authority, to construct, own and operate the Housing Development, agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge shall be equal to eight (8%) percent of the Annual Shelter Rents.

B. The Housing Development shall report to the City its Annual Shelter Rents within 45 days of the last day of the applicable calendar year on a unit-by-unit basis.

C. The City shall have the right to inspect the Housing Developments records and the right to audit and recomputed any amounts determined to be Annual Shelter Rents. If the sum recomputed exceed five (5%) percent of the reported Annual Shelter Rents which the audit determines should have been reported, the Housing Development shall pay the City's cost of auditing that calendar year. The Housing Development shall retain financial records for a period of four (4) calendar years and will not be responsible beyond that period of time. The Housing Development shall provide the City with reasonable access to its records documenting rents and occupancy charges as defined by this Ordinance. The Housing Development shall comply with all reasonable requests for information in the performance of the audit. The City agrees to appropriate confidentiality in the performance of the audit. The City agrees to appropriate confidentiality protection for access to confidential and proprietary information.

SECTION 6: Limitation on the Payment of Annual Service Charge

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the Housing Development which is tax exempt and which is occupied by other than low income housing persons or family shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt.

SECTION 7: Contractual Effect of Ordinance

To the extent permitted by law and notwithstanding the provisions of Section 15(a)(5) of the Act, to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of the Ordinance.

SECTION 8: Payment of Service Charge

The service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes are payable to the City except that the annual payment shall be paid on or before March 1 of each year for the previous calendar year.

SECTION 9: Duration

This Ordinance shall remain in effect and shall not terminate so long as the Mortgage Loan remains outstanding and unpaid or the Authority has any interest in the property or as long as the property is subject to restricted rents in compliance with the Low Income Tax Credits (LIHTC) program but not in any case more than sixteen (16) years, provided that construction of the Housing Development commences within two (2) years from the effective date of this Ordinance.

SECTION 10: Severability

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declined by any court or competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity or the Ordinance as a whole or any section or provision of the Ordinance other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11: 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: January 21, 2013

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: December 16, 2013

Adopted: January __, 2014

Published: January __, 2014

Effective: January __, 2014

State of Michigan)
)SS
County of Ionia)

I, the undersigned, the duly qualified and acting City Clerk of the City of Portland, Ionia County, Michigan, do hereby certify that the foregoing Ordinance was adopted by City of Portland at a regular City Council Board meeting duly held on the ____ day of _____, 201_ ; and that the meeting was held in compliance with notice provisions and all other requirements of Act 267 of the Public Acts of 1976, as amended, I hereby certify that I published the Ordinance in the _____ on the ____ day of _____, 201_.

Monique I Miller, City Clerk

CERTIFICATION

State of Michigan)
)SS
County of Ionia)

I, _____, in my capacity as _____ of the
City of Portland, Ionia County, Michigan, hereby certify that attached hereto is a true copy of the
City of Portland Tax Exemption Ordinance No. _____ duly adopted by the City of Portland,
effective as of _____, 2013, and that the same remains in effect as of the date of
this certificate.

Dated:

By: _____

EXHIBIT A

LEGAL DESCRIPTION:

CITY OF PORTLAND LOTS 9 THROUGH 22 ALMERON & JAMES NEWMAN ADD;
ALSO ABANDONED ELM ST LYING BETWEEN LOTS 9 & 16 AND BETWEEN HILL &
BRUSH ST.; ALSO THE ABANDONED ALLEY LYING BETWEEN SD STREETS AND
LOTS 16 & 23.; ALSO COM 206 FT. ELY FROM E LINE KENT ST & N LINE HILL ST.
TH: N 32*0'0"E 132.86 FT, TH: S58*0'0"E 190FT. TO NW CORN LOT 13, TH:
S32*0'0"W 129 FT. MORE OR LESS TO N LINE HILL ST & SW CNR LOT 15, TH:
N32*0'0"W 190 FT. ALONG N LINE HILL ST TO POB.
SW 1/4 OF NE 1/4 SEC. 33 T6N R5W.

PROPERTY ADDRESS:

306 BRUSH STREET, PORTLAND, MICHIGAN 48875

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-105

A RESOLUTION APPOINTING POLICE CHIEF KNOBELSDORF AS THE CITY OF PORTLAND REPRESENTATIVE ON THE IONIA COUNTY CENTRAL DISPATCH BOARD OF DIRECTORS

WHEREAS, on June 3, 2013, the City Council approved Resolution 13-40 appointing Police Chief James Knobelsdorf as the City of Portland Representative on the Ionia County Central Dispatch Board of Directors to fill the vacancy created when Police Chief Bauer retired; and

WHEREAS, Ionia County sent a notification that the two year appointment of the City of Portland Representative position on the Ionia County Central Dispatch Board of Directors is due to expire at the end of December 2013; and

WHEREAS, Ionia County Central Dispatch Board of Directors By-Laws provide that the City representative is appointed by the City Council; and

WHEREAS, the City Manager recommends re-appointing the Police Chief James Knobelsdorf as the City Representative on the Ionia County Central Dispatch Board of Directors because of his experience and the Police Department's daily interaction with Central Dispatch.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves appointing Police Chief James Knobelsdorf as the City of Portland Representative on the Ionia County Central Dispatch Board of Directors.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2013

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-106

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

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

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

Board of Review
Doug Abel to a term expiring December 31, 2016

Tree Management Commission
Henry Gingrich to a term expiring June 30, 2015

Portland Area Fire Authority
Joel VanSlambrouck to a term expiring June 30, 2014

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

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

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2013

Monique I. Miller, City Clerk

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PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-107

A RESOLUTION APPROVING 2014 CITY COUNCIL MEETING DATES

WHEREAS, the Open Meetings Act requires public bodies to post a list of dates of all of the regular meetings within ten days of the first meeting in each calendar or fiscal year; and

WHEREAS, Section 2-19 of the Code of the City of Portland, Michigan provides:

2-19 Time and place.

Sec. 1. The Portland City Council shall conduct regular meetings on the first and third Monday of the month in the Council Chambers at City Hall commencing at 7:00 p.m. unless rescheduled to a date not less than seven (7) days after adoption of a resolution passed by the City Council which reschedules the regular meeting. Whenever a meeting date falls on a City holiday, the meeting shall be conducted on the next business day; and

WHEREAS, the City Clerk has prepared the attached listing of the 2014 regular meeting dates for the City Council, Planning Commission, ZBA, DDA, Board of Light & Power, Park and Recreation Board, and EDC, a copy of which is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the list of proposed dates for the meeting of City Council for the year 2014 as set forth on the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2013

Monique I. Miller, City Clerk

PUBLIC NOTICE

In compliance with the Open Meetings Act and the Portland City Charter, following are the dates for the regular meetings, unless otherwise noted, for Boards & Commissions of the City of Portland for 2014. Individuals with disabilities requiring auxiliary aids or services for any meeting may obtain a Request for Accommodations form at City Hall, or call the City Clerk at 517-647-3211 to have a form mailed to you.

CITY COUNCIL	
All meetings are held at 7:00 P.M., the first and third Mondays of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, ME.	
Monday	January 6th
Monday	January 20th
Monday	February 3rd
Tuesday	February 18th
Monday	March 3rd
Monday	March 17th
Monday	April 7th
Monday	April 21st
Monday	May 5th
Monday	May 19th
Monday	June 2nd
Monday	June 16th
Monday	July 7th
Monday	July 21st
Monday	August 4th
Monday	August 18th
Tuesday	September 2nd
Monday	September 15th
Monday	October 6th
Monday	October 20th
Monday	November 3rd
Monday	November 17th
Monday	December 1st
Monday	December 15th

DDA	
All meetings are held at 3:30 P.M., the third Thursday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, ME.	
Thursday	January 16th
Thursday	February 20th
Thursday	March 20th
Thursday	April 17th
Thursday	May 15th
Thursday	June 19th
Thursday	July 17th
Thursday	August 21st
Thursday	September 18th
Thursday	October 16th
Thursday	November 20th
Thursday	December 18th

PLANNING COMMISSION	
All meetings are held at 7:00 P.M., the second Wednesday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, ME.	
Wednesday	January 22nd
Wednesday	February 12th
Wednesday	March 12th
Wednesday	April 9th
Wednesday	May 14th
Wednesday	June 11th
Wednesday	July 9th
Wednesday	August 13th
Wednesday	September 10th
Wednesday	October 8th
Wednesday	November 12th
Wednesday	December 10th

ZONING BOARD OF APPEALS	
All meetings are held at 7:00 P.M., the second Monday of each month, in the Council Chambers at City Hall, 259 Kent St., Portland, ME.	
Monday	January 13th
Monday	February 10th
Monday	March 10th
Monday	April 14th
Monday	May 12th
Monday	June 9th
Monday	July 14th
Monday	August 11th
Monday	September 8th
Monday	October 13th
Tuesday	November 10th
Monday	December 8th

BOARD OF LIGHT & POWER	
All meetings are held at 4:00 P.M., the last Tuesday of each month, at the Diesel Plant, 723 E. Grand River Ave., Portland, ME.	
Tuesday	January 28th
Tuesday	February 25th
Tuesday	March 25th
Tuesday	April 29th
Tuesday	May 27th
Tuesday	June 24th
Tuesday	July 29th
Tuesday	August 26th
Tuesday	September 30th
Tuesday	October 28th
Tuesday	November 25th
* No Meeting *	

PARKS & REC BOARD	
All meetings are held at 5:30 P.M., the third Thursday of each month, in the Executive Board Room at City Hall, 259 Kent St., Portland, ME.	
Thursday	January 16th
Thursday	February 20th
Thursday	March 20th
Thursday	April 17th
Thursday	May 15th
* No Meeting *	
Thursday	July 17th
Thursday	August 21st
Thursday	September 18th
Thursday	October 16th
Thursday	November 20th
* No Meeting *	

EDC	
All meetings are held at 7:00 P.M., the fourth Monday of each month, in the Executive Board Room at City Hall, 259 Kent St., Portland, ME.	
Monday	January 27th
Monday	February 24th
Monday	March 24th
Monday	April 28th
Tuesday	May 27th
Monday	June 23rd
Monday	July 28th
Monday	August 25th
Monday	September 22nd
Monday	October 27th
Monday	November 24th
* No Meeting *	



January 2014 (United States)

February 2014
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 2 3 4 5 6 7 8
 9 10 11 12 13 14 15
 16 17 18 19 20 21 22
 23 24 25 26 27 28

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6 City Council ✓	7	8 Planning Comm	9	10	11
12	13 ZBA ✓	14	15	16 DDA ✓ Park: Rec ✓	17	18
19	20 Martin Luther King Day City Council ✓	21	22 Planning Comm ✓	23	24	25
26	27 EDC ✓	28 BLP ✓	29	30	31	



February 2014 (United States)

March 2014
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 16 17 18 19 20 21 22
 23 24 25 26 27 28 29
 30 31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 City Council ✓	4 ✓	5	6	7	8
9	10 ZBA ✓	11	12 Planning Comm ✓	13	14 Valentine's Day	15
16	17 Presidents' Day	18 City Council ✓	19	20 DOA ✓ Park & Rec ✓	21	22
23	24 EDC ✓	25 ELECTION DAY ✓ B.C. ✓	26	27	28	

March 2014 (United States)

April 2014
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 13 14 15 16 17 18 19
 20 21 22 23 24 25 26
 27 28 29 30

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 City Council ✓	4 ✓	5	6	7	8
9	10 ZBA ✓	11	12 ✓ Planning Comm	13	14	15
16	17 City Council ✓	18	19	20 DDA ✓ Park & Rec ✓	21	22
23	24 EDC ✓	25 BUP ✓	26	27	28	29
30	31					1



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April 2014 (United States)

May 2014

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 City Council ✓	8	9 Planning Comm	10	11	12
13 Thomas Jefferson's Birthday	14 26A ✓	15	16	17 DDA ✓ Push ÷ Rec ✓	18 Gous FROTH	19
20 Easter Sunday	21 City Council ✓	22	23	24	25	26
27	28 EDC ✓	29 bul ✓	30			



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May 2014 (United States)

June 2014

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5 City Council ✓	6	7	8	9	10
11 Mothers' Day	12 ZBA ✓	13	14 Planning Comm ✓	15 DDA ✓ Park & Rec ✓	16	17
18	19 City Council ✓	20	21	22	23	24
25	26 Memorial Day	27 BLP ✓ EDC ✓	28	29	30	31



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June 2014 (United States)

July 2014

S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 City Council ✓	3 ✓	4	5	6	7
8	9 ZBA ✓	10	11 Planning Comm ✓	12	13	14
15 Fathers' Day	16 City Council ✓	17	18	19 DOA ✓ Pain Rec ✓	20	21
22	23 EDC ✓	24 Bul ✓	25	26	27	28
29	30					Independence Day



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July 2014 (United States)

August 2014

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4 Independence Day	5
6	7 City Council ✓	8	9 Planning Comm ✓	10	11	12
13	14 ZBA ✓	15	16	17 DOA ✓ Park & Rec ✓	18	19
20	21 City Council ✓	22	23	24	25	26
27	28 EDC ✓	29 BUD ✓	30	31		



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August 2014 (United States)

September 2014

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 City Council	5 ELECTION DAY	6	7	8	9
10	11 ZBA	12	13 Planning Comm	14	15	16
17	18 City Council	19	20	21 DOA Park & Rec	22	23
24	25 EDC	26 BUP	27	28	29	30
31	Labor Day					

September 2014 (United States)

October 2014
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 5 6 7 8 9 10 11
 12 13 14 15 16 17 18
 19 20 21 22 23 24 25
 26 27 28 29 30 31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Labor Day	2 City Council ✓	3	4	5	6
7	8 ZBA ✓	9	10 Planning Comm ✓	11	12	13
14	15 City Council ✓	16	17	18 DDA Plan: Rec ✓	19	20
21	22 EDC ✓	23	24	25	26	27
28	29	30 BLL ✓				



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October 2014 (United States)

November 2014

S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		01	1	2	3	4
5	6 City Council ✓	7 ✓	8 Planning Comm ✓	9	10	11
12	13 Columbus Day ZBA ✓	14	15	16 DOA ✓ Pam & Rec ✓	17	18
19	20 City Council ✓	21	22	23	24	25
26	27 EDC ✓	28 BLP ✓	29	30	31 Halloween	



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November 2014 (United States)

December 2014

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					Halloween	1
2	3 City Council ✓	4 ELECTION DAY ✓	5	6	7	8
9	10 ZAS ✓	11 Veterans Day ✓	12 Planning Comm ✓	13	14	15
16	17 City Council ✓	18	19	20 DDA ✓ Dash: Rec ✓	21	22
23	24 EDC ✓	25 BLP ✓	26	27 Thanksgiving Day	28	29
30						

December 2014 (United States)

January 2015
 S M T W T F S
 4 5 6 7 8 9 10
 11 12 13 14 15 16 17
 18 19 20 21 22 23 24
 25 26 27 28 29 30 31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 City Council ✓	2	3	4	5	6
7	8 ZBA ✓	9	10 Planning Comm ✓	11	12	13
14	15 City Council ✓	16	17	18 DDA ✓ Auto-logs	19	20
21	22 EX	23	24 Christmas Eve	25 Christmas Day	26	27
28	29	30	31 New Year's Eve			

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-108

A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE
AMBULANCE DIRECTOR TO SIGN A MUTUAL AID AGREEMENT
BETWEEN THE PORTLAND AREA AMBULANCE SERVICE AND THE
CLINTON AREA AMBULANCE SERVICE AUTHORITY

WHEREAS, the City provides ambulance service to its residents and by agreement to the residents of various political subdivisions through the Portland Area Ambulance Service; and

WHEREAS, the Clinton Area Ambulance Service Authority has requested that Portland Area Ambulance Service enter a mutual aid agreement to document the willingness of each organization to mutually assist each other during periods of heavy demand and to clarify the terms under which such assistance will be provided, a copy of the proposed Mutual Aid Agreement is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves, authorizes, and directs the Ambulance Director to sign the Ambulance Mutual Aid Agreement with Clinton Area Ambulance Service Authority, a copy which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2013

Monique I. Miller, City Clerk

Mutual Aid Agreement
between

Portland Area Ambulance Service
and
Clinton Area Ambulance Service Authority

The purpose of this agreement is to document the willingness of the above organizations to mutually assist each other during periods of ambulance system overload, and to specify the terms of that assistance.

1. Upon request by a service participating in this agreement, a participating advanced life support unit (ALS) or basic life support unit (BLS) shall cooperate in lending additional emergency medical service, provided that the requested service is not fully engaged in answering calls.
2. Mutual aid ambulance response will be made, when requested, as long as the requested service does not significantly jeopardize its ability to provide emergency services to its own coverage area.

It is the intent of this agreement that both services will provide reciprocal and mutual assistance to each other, whenever possible.

3. It is further agreed that none of the parties be liable for failure to respond for any valid reason to such a request.
4. This agreement is to be with the understanding that the assisting service not be held any longer than necessary as directed by on scene command.
5. When mutual aid is requested it is expected the responding agency will provide care consistent with the protocols under which that agency normally operates.
6. Each service shall assume its own liability for accidents or damages received to its personnel and equipment at the scene or in going to or returning from the scene of a medical emergency where their aid was requested.
7. It shall be the responsibility of the transporting agency to bill patients / insurances for services rendered to transported patients.
8. It is agreed between the undersigned services that any member desiring to withdraw from this agreement shall give sixty (60) days written notice, including reason for withdrawal.

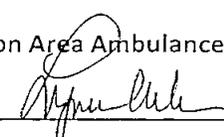
Portland Area Ambulance Service

Signature

Title _____

Date _____

Clinton Area Ambulance Service Authority



Signature

Title _____

Date _____

11-25-2013

Exhibit

A

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 2, 2013

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Krause, Fitzsimmons and Sunstrum; City Manager Dempsey; City Clerk Miller; Police Chief Knobelsdorf

Guests: Kathy Parsons; Craig Patterson of The WODA Group; Tom Thelen of the Review & Observer

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

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

Yeas: VanSlambrouck, Sunstrum, Krause, Fitzsimmons, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda.

City Manager Dempsey reported that the U.S. Census Bureau Urban Area Boundaries have been released. The Portland area has met the density requirements, more than 5,000 residents, to be moved from the Rural Task Force to an urban area. Grand River Ave., Divine Hwy., Kent St., Cutler Rd., and Charlotte Hwy. will all be eligible for Federal aid.

City Manager Dempsey stated he has been in contact with MDOT; they will send out a call for projects in January. Cutler Rd. is at the top of Portland's approved project list, the project design is 90% complete at this time and will be fully complete by January.

Under Presentations, Craig Patterson of The WODA Group presented the vision for the adaptive reuse of Old School Manor if funding is granted by MSDHA for affordable housing. The project would be a gut rehab with 29 units, including one, two and three bedrooms. Neither the building footprint nor parking lot would be expanded. The facades would remain virtually the same with possible window upgrades. The units would be brought up to enterprise green standards resulting in lower utility bills for potential tenants. The building would be serviced by an elevator and would include barrier free units for the disabled. One of the requirements of funding is the inclusion of community space for residents to congregate as well as a designated community room.

Mr. Patterson noted the three critical items for funding. The first is site plan approval. The second is the designation of the area as a targeted revitalization area. The third is the receipt of a PILOT from the City. The application deadline is February 14th. The total development costs estimated for the project are \$4.5-5 million. The depreciation of the building is accelerating with the weather. There continues to be water damage compounded by freeze and thaw.

Mayor Barnes inquired what kind of experience The WODA Group has with this type of development.

Mr. Patterson stated they have completed over 20 developments in the State of Michigan funded by MSHDA. The closest to the proposed development of Old School Manor was the former high school in Durand which received the Governor's Award in 2011.

City Manager Dempsey noted that a PILOT was previously approved on the Old School Manor property when this project was proposed for senior housing. An approved PILOT means the City would accept a percentage of the rents collected in lieu of property taxes. This type of agreement makes the development more feasible for the investor.

Mayor Barnes asked who would manage the property.

Mr. Patterson stated The WODA Group manages over 7,000 units over 12 states. They manage over 90% of their properties. The State actually awards points during the funding process if in-state companies are to manage the property. They have built a relationship with KMG Prestige to manage properties they develop in the State of Michigan, although The WODA Group maintains ownership. The WODA Group is very committed to Michigan and tries to use as many contractors and suppliers from Michigan as possible.

Council Member Krause asked when the project would begin if they receive the funding from MSHDA.

Mr. Patterson stated they would have to close on the funding first but would hope to get into the property before the end of the year to get it "buttoned up" so as not to get another winter of deterioration.

Under New Business, the Council considered Resolution 13-101 for appointments to City Boards and Commissions.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-101 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Krause, VanSlambrouck, Fitzsimmons, Sunstrum, Barnes

Nays: None

Adopted

The Council considered Resolution 13-102 to approve contracts with AT&T under the MiDeal program through the State of Michigan. All of the City's phones were previously under a State of Michigan MiDeal contract for local and Centrex phone service through AT&T. The phones at City Hall were migrated to a VOIP system with Portland Public Schools. The City's non-City Hall phones continued to have local and Centrex phone service from AT&T but are not currently under a MiDeal contract.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 13-102 approving, authorizing, and directing the Mayor to sign contracts with AT&T for local and Centrex service under the MiDeal program.

Yeas: VanSlambrouck, Fitzsimmons, Krause, Sunstrum, Barnes

Nays: None
Adopted

The Council considered Resolution 13-103 to amend the Budget for Fiscal Year 2013-2014.

Motion by VanSlambrouck, supported by Sunstrum, to approve Resolution 13-103 to amend the Budget for Fiscal Year 2013-2014.

Yeas: VanSlambrouck, Sunstrum, Krause, Fitzsimmons, Barnes
Nays: None
Adopted

The Council considered Resolution 13-104 to make an additional payment to the Municipal Employees' Retirement System (MERS), through which the City provides its employees with pension benefits. The City's contributions to MERS are actuarially determined each year. The City's 2012-2013 Audit discloses that the City's unfunded Actuarial Accrued Liability (AAL) for MERS has increased and the City's funded ratio dipped from 65% to 64%. The City Council previously approved the concept of making an additional payment equivalent to last year's payment of \$396,000 to be split among the funds to reduce the City's AAL and increase the funded ratio of its pension program. The City Council has previously approved the budget amendments needed to apportion the one-time contribution. Category 3 of the Economic Vitality Incentive Program (EVIP) has been amended to require eligible cities, villages, townships, and counties with unfunded AAL related to pensions or other post-employment benefits to submit a plan to lower all unfunded AAL.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-104 approving the making of an additional payment to the Municipal Employees' Retirement System to reduce the City's unfunded Actuarial Accrued Liability and provide for an annual review to determine the City's ability to make additional payments or set asides to reduce unfunded accrued liabilities related to employee pensions or other post-employment benefits.

Yeas: VanSlambrouck, Krause, Fitzsimmons, Sunstrum, Barnes
Nays: None
Adopted

Motion by Krause, supported by Sunstrum, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on November 18, 2013, payment of invoices in the amount of \$35,544.71 and payroll in the amount of \$160,930.80 for a total of \$196,475.51. Included is a purchase order to T&R Service in the amount of \$6,240 for the disposal of three drums of PCB.

Yeas: Krause, Sunstrum, VanSlambrouck, Fitzsimmons, Barnes
Nays: None
Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck expressed his hope that everyone had a Happy Thanksgiving. He commented that the VFW served over 160 Thanksgiving meals, the largest turnout ever.

Mayor Barnes commented the Holidayfest, held on November 22nd and 23rd was a great event.

Council Member Sunstrum added Holidayfest was a wonderful event, it had an excellent turnout. She expressed her thanks to all those involved in its success.

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

Yeas: VanSlambrouck, Krause, Fitzsimmons, Sunstrum, Barnes

Nays: None

Adopted

Meeting adjourned at 8:23 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the December 2, 2013 City Council Meeting

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

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Krause, Fitzsimmons and Sunstrum; City Manager Dempsey; City Clerk Miller; Police Chief Knobelsdorf

Presentation - Craig Patterson of The WODA Group presented the vision for the adaptive reuse of Old School Manor if funding is granted by MSDHA for affordable housing.

Approval of Resolution 13-101 confirming the Mayor's appointments to City Boards and Commissions.

All in favor. Approved.

Approval of Resolution 13-102 approving, authorizing, and directing the Mayor to sign contracts with AT&T for local and Centrex service under the MiDeal program.

All in favor. Approved.

Approval of Resolution 13-103 to amend the Budget for Fiscal Year 2013-2014.

All in favor. Approved.

Approval of Resolution 13-104 approving the making of an additional payment to the Municipal Employees' Retirement System to reduce the City's unfunded Actuarial Accrued Liability and provide for an annual review to determine the City's ability to make additional payments or set asides to reduce unfunded accrued liabilities related to employee pensions or other post-employment benefits.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 8:23 P.M.

All in favor. Approved.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
SCOTT HONSOWITZ	00192	UNIFORM ALLOWANCE - ELECTRIC	59.28
AMR- WEST MICHIGAN	01914	CPR/ACLS/PALS CARDS - AMBULANCE	504.00
BARYAMES CLEANERS INC	01692	DRY CLEANING - POLICE	80.75
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	460.07
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	7.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES -AMBULANCE	501.44
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	478.53
BSN SPORTS	00911	BASKETBALL FOR ADULT LEAGUE - RECREATION	116.98
GRANGER CONTAINER SERVICE	00175	REFUSE SVC- CEM, PARK, MTR POOL	364.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - POLICE, COMM PROMO, ELECTRIC	148.40
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	1,169.70
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - WASTE WATER	148.40
GRAINGER, INC.	00172	DANGER SIGNS - ELECTRIC	190.30
UNITED STATES POSTAL SERVICE	00463	MAIL UTILITY BILLS - GEN, ELEC, WTR, WWTR	878.99
INSTY-PRINTS	02239	TAILBOARD FORMS/BOOKLETS- ELECTRIC	358.00
INTERSTATE BILLING SVC	00202	TRACK FOR SKIDSTEER - ELECTRIC	2,094.20
TIM KRIZOV	01897	UNIFORM ALLOWANCE - WASTE WATER	90.10
MED-TECH RESOURCE, INC.	00257	PEDIATRIC STRAIGHT - AMBULANCE	73.63
MUNICIPAL SUPPLY CO.	00324	FLAGS - ELECTRIC	360.00
PRINTING SYSTEMS	00375	INCOME TAX REFUND CHECKS- INCOME TAX	178.28
PROFORMA	02157	OPENHOUSE/PARADE ITEMS- AMBULANCE	85.11
PUBLIC SAFETY CENTER, INC.	00963	BATTERY, LIGHT BATON, BLANKET-POLICE	178.83
RURAL GAS & APPLIANCE	00398	PROPANE - CEMETERY	439.63
SPARTAN FENCE	02033	EXTEND HYDRO SUBSTATION FENCE/& REPAIR-ELECTRI	2,200.00
VERIZON WIRELESS	00470	CELL PHONES - CTY MGR, CEM, PRKS, AMB, ELEC	360.45
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	10,348.67
B&W AUTO SUPPLY, INC.	00030	PARTS, SUPPLIES - MOTOR POOL	254.33
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	663.12
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SVC- WATER	465.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
KEUSCH SUPER SERVICE	00228	REPAIR TRAILER TIRE - CEMETERY	20.95
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	413.91
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	78.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES - GENERAL	172.40
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE-POLICE, COMM PROMO, ELECTRIC	148.40
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	7,206.83
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,824.00
PRINTING SYSTEMS	00375	W-2S, 1099GS, 1099 MISC- GENERAL, INC TAX	298.95
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
JACK DOHENY SUPPLIES, INC.	00126	TRAINING & CERTIFICATION-WASTE WATER	900.00
MICHIGAN COMPANY, INC.	00273	CALCIUM CHLORIDE -CEM, ELEC, WASTE WTR	943.75
THOMAS ALLEN	MISC	ENERGY OPTZ - ELECTRIC	165.00
PORTLAND PUBLIC SCHOOLS	00370	ENERGY OPTZ - ELECTRIC	864.00
PORTLAND PARTY STORE	MISC	ENERGY OPTZ - ELECTRIC	1,592.45
GRAINGER, INC.	00172	NO TRESPASSING SIGNS - ELECTRIC	324.00
KEUSCH SUPER SERVICE	00228	STARTER REPAIR - ELECTRIC	285.96
JOHNNY MACS SPORTING GOODS	00219	BASKETBALLS-RECREATION	268.50
SPRINT	00859	CELL PHONE - POLICE	121.54
WESTPHALIA TOWNSHIP	00481	AMB RUN REIMB - AMBULANCE	260.55
SEBEWA TOWNSHIP	01125	REIMB FOR PAYMENTS - AMBULANCE	30.00
LYONS TOWNSHIP	00247	AMB PAYMENT REIMB - AMBULANCE	25.00
COOK BROS EXCAVATING	00101	BUCKET OF SAND - WATER	8.13
DUANE CROSS	00642	TEST LIGHT - MOTOR POOL	37.50
FIRE PROS, INC.	00151	FIRE EXTINGUISHER FOR BACKHOE - MOTOR POOL	83.50
GLASS MASTERS OF PORTLAND	00165	REPLACE WINDSHIELD IN AMBULANCE- MOTOR POOL	309.56
KENDALL ELECTRIC	00225	LED WALLPACK - WATER	294.40
KEUSCH SUPER SERVICE	00228	BALANCE TIRES - MOTOR POOL	24.00
TRUCK & TRAILER	00461	CARBIDE BLADE - MAJ ST, LOC STS	266.50

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
TRUCK & TRAILER	00461	CARBIDE BLADE - MAJ STS, LOC STS	266.50
TRUCK & TRAILER	00461	CARBIDE - MAJ STS, LOC STS	266.50
TOM'S FOOD CENTER	00452	SUPPLIES & LIGHTS - VARIOUS DEPTS	438.58
ABRAHAM & GAFFNEY, P.C.	00002	FINAL BILLING AUDIT YR END 6/30/13 - VARIOUS D	1,000.00
WINTERS GORMAN PLLC	02072	LEGAL SERVICES - POLICE	800.00
STATE OF MICHIGAN	00428	NPDES ANNUAL PERMIT FEE - WASTE WTR	400.00
RIVERSIDE INTEGRATED SYSTEMS	01441	INSPECTION OF FIRE ALARM SYSTEM- CITY HALL	240.00
PORTLAND AREA FIRE AUTHORITY	02128	THIRD QUARTER FIRE SERVICES - FIRE	21,059.98
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY INSPECTION 30% FILTERS - CITY HALL	713.00
MUZZALL GRAPHICS	00326	WINDOW ENVELOPES - VARIOUS DEPTS	841.88
MISS DIG SYSTEM	00312	MISS DIG SYSTEM ANNUAL MEMBERSHIP FEE-ELEC,WW,	205.60
MHR BILLING	01780	NOVEMBER BILL SERVICE - AMBULANCE	864.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	126.01
HASSELBRING-CLARK	02073	QTRLY MA COPY MACH-POL, FIRE, CODE, AMB	182.90
FLEIS & VANDENBRINK	00153	2014 ST IMPROVEMENTS - LOCAL, WTR, WASTE WTR	6,910.08
FLEIS & VANDENBRINK	00153	GROUNDWATER SAMPLING, REPORTING - ELECTRIC	739.60
FLEIS & VANDENBRINK	00153	2013 WATER RELIABILITY STUDY - WATER	4,541.34
AUTOMATED BUSINESS EQUIPMENT	00027	SERVICE CONTRACT ON ULTIMAIL - GENERAL	360.00
MI MUNICIPAL TREASURERS ASSN	00290	2014 MMTA DUES - GENERAL	50.00
FAMILY FARM & HOME	01972	RUBBER BOOTS - ELECTRIC	111.96
BRIAN KRIEGER	00568	OFFICIALS - RECREATION	26.00
BRYAN SCHEURER	00600	OFFICIALS - RECREATION	26.00
RYAN WILCOX	01734	OFFICIALS - RECREATION	46.00
FRED KRAMER	00564	OFFICIALS - RECREATION	29.00
BRIAN RUSSELL	00593	OFFICIALS - RECREATION	69.00
MAURICE LITTLEJOHN	02088	OFFICIALS - RECREATION	115.00
TODD SCHAEFFER	02158	OFFICIALS - RECREATION	69.00
DONALD CHILDS	02008	OFFICIALS - RECREATION	69.00
DONALD CHUBB	01799	OFFICIALS - RECREATION	69.00

Date: 12/12/13

CITY OF PORTLAND INVOICE REGISTER

Page 4

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MIKE FULLER	01801	OFFICIALS - RECREATION	69.00
BRANDON GRICE	02240	OFFICIALS - RECREATION	69.00
ALLISON RUSSELL	01954	SCOREKEEPERS - REC	21.00
SHELBI WILCOX	01439	SCOREKEEPERS - REC	21.00
ALYSSA PUNG	02160	SCOREKEEPERS - RECREATION	21.00
RHET SCHRABUEN	02162	SCOREKEEPERS - RECREATION	21.00
BRYANT PETTIT	02163	SCOREKEEPERS - RECREATION	14.00
LAUREN RUSSELL	02134	SCOREKEEPERS - RECREATION	14.00
ASHLEY WEZENSKY	MISC	REGISTRATION REFUND YOUTH BB- RECREATION	40.00
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	18.70
WEX BANK	02181	FUEL PURCHASES - ELECTRIC, MTR POOL	3,987.41
STAPLES BUSINESS ADVANTAGE	00426	PAPER, OFFICE SUPPLIES - GEN, COUNCIL, POL, AMB,	592.62
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	PEOPLE SEARCHES - GEN, POLICE	50.00
Total:			87,139.93


WEEKLY
WAGE REPORT
 December 9, 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.	8,627.57	110,721.41	6,285.18	53,910.18	164,631.59
ASSESSOR	1,191.00	14,922.24	409.34	4,517.37	19,439.61
CEMETERY	1,998.03	42,572.48	954.56	13,848.50	56,420.98
POLICE	13,281.46	164,960.80	6,606.55	51,472.91	216,433.71
CODE ENFORCEMENT	570.02	7,371.79	211.69	2,347.66	9,719.45
PARKS	1,361.96	32,637.75	690.39	7,486.99	40,124.74
INCOME TAX	1,418.37	17,956.24	1,424.20	11,021.63	28,977.87
MAJOR STREETS	3,115.99	34,145.66	2,935.27	21,458.80	55,604.46
LOCAL STREETS	2,810.47	23,458.48	2,691.46	14,597.34	38,055.82
RECREATION	1,964.81	24,643.38	1,261.68	10,894.05	35,537.43
AMBULANCE	6,772.05	120,853.16	1,976.92	24,257.97	145,111.13
DDA	1,614.95	19,602.05	628.00	6,303.16	25,905.21
ELECTRIC	15,748.32	210,545.65	11,397.63	102,498.41	313,044.06
WASTEWATER	8,613.30	101,423.00	6,304.55	51,377.27	152,800.27
WATER	4,395.23	64,843.93	2,795.45	30,285.25	95,129.18
MOTOR POOL	1,849.09	29,427.57	1,812.74	17,795.77	47,223.34
TOTALS:	75,332.62	1,020,085.59	48,385.61	424,073.26	1,444,158.85

BI-WEEKLY CASH BALANCE ANALYSIS
12/16/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE		
GENERAL	851,136.35	4,425.47	196,184.66		5,265.00	654,112.16	235,000.00	889,112.16		
INCOME TAX	1,086.20		11,347.93	20,000.00		9,738.27	10,000.00	19,738.27		
MAJOR STREETS	221,771.17	17,088.08	28,611.09		3,615.00	206,633.16	-	206,633.16		
LOCAL STREETS	65,719.96	5,755.65	25,259.96		3,246.00	42,969.65	-	42,969.65		
RECREATION	8,289.13	1,425.00	15,385.03			(5,670.90)	-	(5,670.90)		
AMBULANCE	151,610.74	50,082.24	39,958.94		4,167.00	157,567.04	-	157,567.04		
CAPITAL IMPROVEMENT-STREETS	1,383,823.00					1,383,823.00		1,383,823.00		
REFUSE COLLECTION	24,893.84	2,219.31	8,552.96			18,560.19	-	18,560.19		
ELECTRIC	266,597.30	69,400.01	218,295.96		383.00	117,318.35	560,000.00	677,318.35		
WASTEWATER	44,555.28	17,963.22	94,187.24		2,942.00	(34,610.74)	-	(34,610.74)		
WATER	543,511.60	11,316.13	52,497.48		2,584.00	499,746.25	420,000.00	919,746.25		
MOTOR POOL	(1,260.06)		25,544.49	22,202.00		(4,602.55)	-	(4,602.55)		
DDA	75,582.37	5,184.68	41,596.49			39,170.56	-	39,170.56		
TOTALS:	3,637,316.88	184,859.79	757,422.23	42,202.00	22,202.00	3,084,754.44	1,225,000.00	4,309,754.44		
								ELECTRIC-RESTRICTED CASH	370,000.00	370,000.00
								CUSTOMER DEPOSIT CD	170,000.00	170,000.00
								PERPETUAL CARE CD	130,000.00	130,000.00
								INCOME TAX SAVINGS	427,562.54	427,562.54
								ELECTRIC-PRIN & INT ESCROW	295,264.11	295,264.11
								WASTEWATER -DEBT ESCROW	197,082.71	197,082.71
								WASTEWATER-REPAIR ESCROW	69,146.18	69,146.18
								DDA-PRIN/INT ESCROW	75,548.98	75,548.98
									2,959,604.52	6,044,358.96

* CASH IN TIME CERTIFICATES
**INVEST IN TIME CERTIFICATES

PURCHASE ORDER

CITY OF PORTLAND

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

TO

Portland Area Fire Authority
 773 E. Grand River Ave.
 Portland MI 48875

SHIP TO

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
12/5/13					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	Third Quarter Fire Services 1/1/14-3/31/14				\$21,059.98
	101.336.804000 Fire Contractual Svc			\$21,059.98	

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

 AUTHORIZED SIGNATURE

ORIGINAL

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



Portland Area Fire Authority

773 E. Grand River Ave.
Portland, MI. 48875
Phone 517-647-2950

INVOICE

INVOICE #71314
DATE: DECEMBER 10, 2013

TO:
City Of Portland
259 Kent St.
Portland , MI. 48875

MAKE ALL CHECKS PAYABLE TO PORTLAND AREA FIRE
AUTHORITY
PAYMENT IS DUE JANUARY 2ND 2014

DESCRIPTION	AMOUNT
<p>Third Quarter Fire Services January 1st 2014 – March 31th 2014</p> <p>Note the invoice is based on the fire budget as per the Fire Authority agreement. The following is a breakdown based on the existing annual budget of \$218,805.00</p> <p>City of Portland - 38.5% = $\\$84,239.93 \div 4 = \\$21,059.98$ per quarter Portland Twp. - 38.22% = $\\$83,627.27 \div 4 = \\$20,906.82$ per quarter Danby Twp. - 23.28% = $\\$50,937.80 \div 4 = \\$12,734.45$ per quarter</p>	<p>\$21,059.98</p>
<p>TOTAL</p>	<p>\$21,059.98</p>

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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

Please print your responses

Date: 11-25-13

Name: DENNIS CUNNINGHAM

Address: 451 QUARTER LANE

Telephone No. 517-526-1973

E-mail address dennycun@yahoo.com

Employer THE RED TOMATO

Telephone No. 517-647-4139

How long have you lived in the City of Portland? 14 YEARS

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

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

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

PLAYED MANY YEARS IN SOFTBALL LEAGUE. PLAYED IN BASKETBALL LEAGUE - VICE PRESIDENT
Education ONE YEAR UOUSTHALIA SOFTBALL LEAGUE AND 1 YEAR PRESIDENT OF
3 YEARS COLLEGE SOFTBALL LEAGUE.

Are you a high school graduate? *YES*

College, University, or other school. State name and degree, certificate, etc., earned.

*FERRIS STATE
LANSING COMM COLLEGE*

Professional and work experience

DIRECTOR OF RED TOMATO

Community activities, interests, and service

SPORTS

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



DATE: December 11, 2013

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/22/13</u>	\$ 56,331.96
INTEREST EARNED:	\$ 2.02
DEPOSITS:	
TRANSFER FOR BOND PRINCIPAL AND INTEREST ESCROW ACCOUNT	\$ 19,215.00

CHECKS WRITTEN:

NEW BALANCE: <u>12/19/13</u>	<u>\$ 75,548.98</u>
------------------------------	---------------------

REGULAR ACCOUNT

	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/22/13</u>	\$ 75,582.37
INTEREST EARNED:	\$ 2.18

DEPOSITS:

12/4/2013 2013 Big Beer Run registration fees	\$ 470.00
12/4/2013 2013 Holiday Fest proceeds	\$ 4,562.50
12/11/2013 2013 Holiday Fest participation fees	\$ 150.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1324	QUARTERLINE MEDIA-Deposit for Media services	\$ 300.00
1325	GANNETT MICHIGAN NEWSPAPERS-Holiday Fest advertising	\$ 1,098.00
1326	THE VERDIN COMPANY-Annual clock maintenance	\$ 550.00
1327	IONIA COUNTY ECONOMIC ALLIANCE-Support pledge	\$ 1,327.50
1328	S&K TROPHIES-Holidayfest window decorating trophy	\$ 52.00
1329	HOMETOWN DECORATION AND DISPLAY-Downtown holiday decorations	\$ 5,200.00
1330	PATRICK REAGAN-Redating of Wine the Walk and Block Party banners	\$ 20.00
1331	CITY OF PORTLAND-Reimb for audit,postage,telephone,training expenses, misc.	\$ 712.22

ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ 19,215.00
ACH TRANSFER-P. Reagan wages/fringes for pay period: 11/5/13 to 11/18/13	\$ 2,323.82
ACH TRANSFER-Extra payment authorized by Council for MERS pension plan	\$ 8,555.00
ACH TRANSFER-P. Reagan wages/fringes for pay period: 11/19/13 to 12/2/13	\$ 2,242.95

TOTAL EXPENSES: \$ (41,596.49)

NEW BALANCE: 12/19/13 \$ 39,170.56

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

Quarterline Media Proposal

	Original Prices	Main Street Discount	Hours/Quantity	(QM)Main
Research & Writing	50/hr	25/hr	4	(200)100
Shooting	60/hr	30/hr	10	(600)300
Editing	75/hr	60/hr	12	(900)720
Music	30/song	20/song	4	(120)80
5- 1:30-2:00 Business Videos				(1820)1200
6th video: Quarterline Media				

Contact:
Eric.Proctor@QuarterlineMedia.co
(517) 712-1401

Note: A \$300 deposit to be paid to Quarterline Media with the balance being paid upon completion of the videos.



Maintenance Renewal Invoice

The Verdin Company
PO Box 632672
Cincinnati, Ohio 45263-2672

phone: 800-883-7346
fax: 513-559-3966
Visit our website:
www.verdin.com/service

Billed Address:

City of Portland
259 Kent St
Portland MI 48875-1458

Site Address:

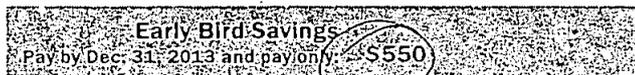
City of Portland
259 Kent Street
Portland, MI 48875

Contract Number	Invoice Date	Invoice Number
PID# MIPO015 - 2014	11-18-13	MIPO015 - 2014

2014 Maintenance Service Agreement covers: **1 visit**
Clock Equipment

Amount Due: \$580

(U.S Dollars)



Maintenance Service Agreement

The Verdin Maintenance Service Agreement assures that a Verdin-approved service technician will inspect and maintain your equipment regularly. To continue your maintenance, please detach and return the bottom portion of your renewal statement along with your payment to the address below. Upon receipt of your payment, we will notify your Verdin technician and he will call you to schedule your first call.

BENEFITS

- Servicing bells and clocks for 171 years
- Genuine Verdin parts
- 10% discount on repair parts/discounts on select new equipment
- Verdin-approved Service Technicians
- Priority service on all calls
- Keep your Verdin investment safe and maintained

Thank you. We appreciate your continued trust and your business. Please let us know how we can improve our service to better meet your needs.

Disregard notice if payment has been made.



Payment and Credit Card Authorization Form

Amount Paid: _____ (U.S. Dollars)

1. Complete the form, sign, and mail back with payment to renew your Verdin Maintenance Service.
2. To pay by credit card, include credit card information and fax back to 513-559-3966 or mail to address below.

Payment: MasterCard Visa American Express Check # _____ PO # _____
Make check payable to: The Verdin Company

Name on Credit Card: _____

Credit Card #: _____ Expiration Date: _____

Signature: _____ Title: _____

Email: _____ Phone: _____

580/EB550
PID# MIPO015
City of Portland
259 Kent St
Portland MI 48875-1458

Remit to: The Verdin Company, PO Box 632672, Cincinnati, OH 45263-2672. Fax credit card payments to: 513-559-3966.

Terms and Conditions on back side

CHAIR
Chris Thelen
Consumers Energy

July 25, 2013

VICE-CHAIR
Jason Eppler
City of Ionia

Charles Dumas
City of Portland
Downtown Development Authority
259 Kent Street
Portland, MI 48875

TREASURER
Sue Dahms
Union Bank

SECRETARY
Patrick Reagan
Portland DDA

Dear Charles-

Terry Frewen
Coldwell Banker Realty
Frewen Real Estate

On behalf of the entire ICEA board, we would like to thank you again for your financial investment in support of our countywide economic development and job creation strategies. Your investment has a direct impact on our ability to secure jobs and generate wealth for Ionia.

Mark Bender
Village of Lake Odessa

Bill Kavanagh
First Bank

DDA has made an additional \$1,327.50 commitment payable annually to The Ionia County Economic Alliance starting on 7/25/2013. Along with this statement comes our appreciation for your continued interest and support of the program which remains so vitally important to our future.

Robert Kjolhede
Ionia County
Intermediate Schools

Total Pledge: \$1,327.50

Mathew Macauley
Bellamy Creek
Correctional Facility

Please make checks payable to Ionia County Economic Alliance.

William Rosser
Sparrow Ionia
Hospital

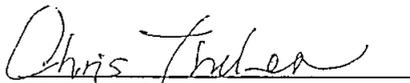
Mail to:
Ionia County Economic Alliance
c/o: The Right Place
161 Ottawa N.W., Suite 400
Grand Rapids, MI 49503

Susan Hatto
Montcalm
Community College

Joel VanSlambrock
Portland ED
GB Pools

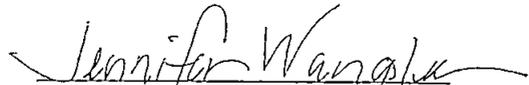
Best Regards,

Randy Zenk
Village of Pewamo



Chris Thelen
Chair
Ionia County Economic Alliance

Roger Wills



Jennifer Wangler
Business Development Mgr.
Ionia County Economic Alliance

Stephanie Hurlbut
Ionia County
Administrator

Jim Banks
Ionia County Commissioner

Twayne Howard
The Right Place

S & K Trophies and Plaques, Inc.

8310 Sunfield Hwy.
Portland, MI 48875

Invoice

Date	Invoice #
11/20/2013	9628

Bill To
Portland Main Street

Ship To
Patrick Reagan

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			11/20/2013			

Quantity	Item Code	Description	Price Each	Amount
2	2	Lg. Dbl. Cherry Trophies-8" Gold/Green Col. 2.5" Risers-#" Oval w/2.5" Riser w/Star Mylar Holder Top-Black Brass Disc-Clear Cup In Center w/Date Inc. All Eng Reg.\$29.00 Sales Tax	26.00	52.00
			6.00%	0.00

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

Total \$52.00

Mary Merton
6961 Hubbardston
Hubbardston ME 48845
989 981 6741

802224

CUSTOMER'S ORDER NO. # _____ DATE 11-21-13

NAME City of Portland

ADDRESS Main Street

CITY, STATE, ZIP _____

SOLD BY CASH C.O.D. CHARGE ON. ACCT. MDSE. RETD. PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	2 Banners - Change Dates	10 ea	20 ⁰⁰
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

RECEIVED BY _____

A-4705
T-46528

KEEP THIS SLIP FOR REFERENCE

07-11

FIA CARD SERVICES®

CITY OF PORTLAND

October 17, 2013 - November 16, 2013

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
CITY OF PORTLAND				
Account Number: [REDACTED]				
Payments and Other Credits				
11/08	11/08	PAYMENT RECEIVED -- THANK YOU	31274405350000500163911	- 784.70
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- \$784.70
REAGAN, PATRICK				
Account Number: [REDACTED]				
Purchases and Other Charges				
10/23	10/21	WWW.1AND1.COM TEL8774612631PA	85101653295700000319636	29.97
11/14	11/13	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	55432863317000784928476	87.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$116.97
SCHRAUBEN, BRENDA				
Account Number: [REDACTED]				
Purchases and Other Charges				
11/11	11/08	MICHIGAN MUNICIPLE LEA 734-662-3246 MI	75500593313489000259935	150.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$150.00

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	21.24% V	\$0.00	\$0.00
CASH	24.24% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

WorldPoints Rewards for Business Summary

Beginning Balance	23,857	Monthly Bonus	0
Earned	267	Transferred In	0
Redeemed	0	Transferred Out	0
Adjustments	0	Ending Balance	24,124

Redeem your points for cash, gift cards and travel
by calling 1.888.245.7225, or visit www.fiabusinesscard.com/worldpoints

Patrick Reagan

From: auto-confirm@amazon.com
Sent: Tuesday, November 12, 2013 10:48 AM
To: Patrick T. Reagan
Subject: Amazon.com order of 4 x Beer Pong Balls - 144/pk.



[Your Recommendations](#) | [Your Account](#) | [Amazon.com](#)

Order Confirmation

Order #102-8390030-2745852

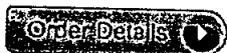
Hello Patrick T. Reagan,

Thank you for shopping with us. We'd like to let you know that BlockBusterCostumes has received your order, and is preparing it for shipment. Your estimated delivery date is below. If you would like to view the status of your order or make any changes to it, please visit [Your Orders on Amazon.com](#).

Your estimated delivery date is:
Thursday, November 14, 2013 -
Monday, November 18, 2013

Your shipping speed:
Expedited

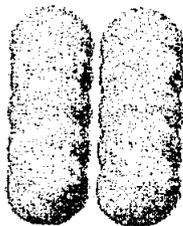
Your order will be sent to:
Patrick T. Reagan
259 KENT ST
PORTLAND, MICHIGAN 48875-1458
United States



GET \$50 INSTANTLY when you get the Amazon.com Rewards Visa Card  [Learn more](#)

Order Details

Order #102-8390030-2745852
Placed on Tuesday, November 12, 2013



4 x Beer Pong Balls - 144/pk
Misc. \$11.76
Sold by BlockBusterCostumes
Condition: New



Item Subtotal:	\$47.04
Shipping & Handling:	\$39.96
Total Before Tax:	\$87.00
Order Total:	\$87.00

To learn more about ordering, go to [Ordering from Amazon.com](#).
If you want more information or need more assistance, go to [Help](#).

Thank you for shopping with us.

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000784
Service Date: 12/05/2013
Invoice Date: 12/11/2013
Due Date: 01/13/2014

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - DEC 2013	112.00	112.00
1	POSTAGE	29.44	29.44

Total Invoice:	141.44
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	141.44

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

(517) 647-3211

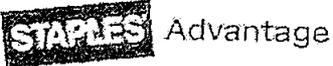
DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000784
Service Date: 12/05/2013
Invoice Date: 12/11/2013
Due Date: 01/13/2014

Property Address:
259 KENT ST.

INVOICE





Return to the previous page

Print this page

Order Status:	Transmitted for Fulfillment	Ship-To:	Nikki Miller
Order #:	7107896179		PORTLAND CITY OF / NJPA
Order Date:	10/25/2013		259 KENT ST
Ordered by:	Nikki Miller		PORTLAND, MI 48875
			USA

Item Status	Expected Delivery Date	Customer Item #	MFR Item #	UOM/Qty.	Your Price	Qty.	Packing Slip Note	Item Total
Staples® Inkjet/Laser Address Labels, 30 Labels Per Sheet, White, 1"H x 2 5/8"W, 3,000 Labels/Bx Staples Item # 479880								
		479880	18057/SIWO100	BX/3000	\$9.76	1	DDA	\$9.76
Avery Heavy-Duty Binder With One Touch EZD™ Ring, Blue, 760-Sheet Capacity, 4" (Ring Diameter) Staples Item # 437111								
		437111	79884	EA/1	\$17.99	1	101.201.734	\$17.99
Staples® Leather-like Tab Dividers, A-Z Tab, Black, 6 1/2" x 11" Staples Item # 483305								
		483305	UDL213	ST/1	\$2.59	1	101.201.734	\$2.59
Item Status	Expected Delivery Date	Customer Item #	MFR Item #	UOM/Qty.	Your Price	Qty.	Packing Slip Note	Item Total
							Total:	\$30.34

Vendor: 02231

CLEAR RATE COMMUNICATIONS

Check #: 00000034624 11/18/13

Date	Invoice	Description/Detail	Amount
11/06/2013	2645951	PHONE SVC - CITY HALL	413.91
	101-172-851.000	TELEPHONE SERVICE	41.39
	101-201-851.000	TELEPHONE SERVICE	165.57
	101-209-851.000	TELEPHONE SERVICE	41.39
	101-751-851.000	TELEPHONE SERVICE	41.39
	101-728-956.000	MISCELLANEOUS EXPENSES	41.39
	105-254-851.000	TELEPHONE SERVICE	41.39
	208-690-851.000	TELEPHONE SERVICE	41.39

Total: 413.91

PRINTING SYSTEMS - Taylor, MI - 1-600-95-12345

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

034624

Date: 11/18/13

\$413.91

Four Hundred Thirteen and 91/100 Dollars**

CITY OF PORTLAND - PAYING ACCOUNT

James Hannon

MAYOR

Monique Miller

CLERK

CLEAR RATE COMMUNICATIONS

PO BOX 27308

LANSING

MI 48909

034624 1:0724034731: 01151128209

* GUEST COPY *

NET30-CITY OF PORTLAND
259 KENT ST.

MENARDS - IONIA
3063 South State St.
Ionia, MI 48846

PORTLAND
FAX # (517)

MI 48875

INVOICE # 34582

ACCOUNT : 32360263

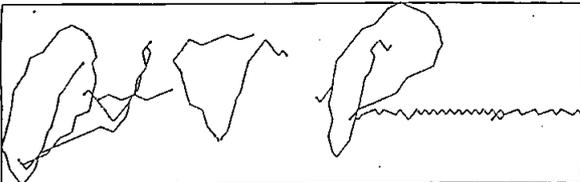
TRANSACTION DATE : 10/31/13
TRANSACTION TIME : 112717
REGISTER NUMBER : 7
SIGNER : patrick reagan

TRANSACTION # : 1332
PURCHASE ORDER # :
TYPE OF SALE : Charge Sale
CLAIM # :

QUANTITY	SKU	DESCRIPTION	AMOUNT
3.00	2840015	150' ROPE LIGHT CLEAR	179.97
2.00	3645213	8" TIE UV 100/BAG	5.94

SUB-TOTAL: 185.91
TOTAL TAX: 0.00
PAYMENTS : 0.00
=====

TOTAL DUE: 185.91



Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 00000034741 12/02/13

Date	Invoice	Description/Detail	Amount
11/01/2013	1580000000131101	PHONE SVC - CITY HALL	
	101-172-851.000	TELEPHONE SERVICE	52.08
	101-201-851.000	TELEPHONE SERVICE	208.34
	101-209-851.000	TELEPHONE SERVICE	52.08
	101-751-851.000	TELEPHONE SERVICE	52.09
	101-728-956.000	MISCELLANEOUS EXPENSES	52.08
	105-254-851.000	TELEPHONE SERVICE	52.09
	208-690-851.000	TELEPHONE SERVICE	52.08

Total: 520.84

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

034741

Date: 12/02/13

\$520.84

Five Hundred Twenty and 84/100 Dollars**

PAY

CITY OF PORTLAND - PAYING ACCOUNT

James Hansen

MAYOR

Margaret Malt

CLERK

TELNET WORLDWIDE INC.
8020 SOLUTIONS CENTER
CHICAGO

IL 60677

⑈034741⑈ ⑆072403473⑆ 01151128209⑈

* GUEST COPY *

NET30-CITY OF PORTLAND
259 KENT ST.

MENARDS - IONIA
3063 South State St.
Ionia, MI 48846

PORTLAND MI 48875
FAX # (517)

INVOICE # 35558

ACCOUNT : 32360263

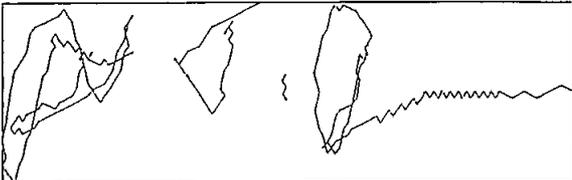
TRANSACTION DATE : 11/13/13
TRANSACTION TIME : 145524
REGISTER NUMBER : 9
SIGNER : patrick reagan

TRANSACTION # : 9761
PURCHASE ORDER # :
TYPE OF SALE : Charge Sale
CLAIM.# :

QUANTITY	SKU	DESCRIPTION	AMOUNT
4.00	2844400	18' CLEAR ROPE LIGHT	31.96

SUB-TOTAL: 31.96
TOTAL TAX: 0.00
PAYMENTS : 0.00
=====

TOTAL DUE: 31.96



* GUEST COPY *

NET30-CITY OF PORTLAND
259 KENT ST.

MENARDS - IONIA
3063 South State St.
Ionia, MI 48846

PORTLAND
FAX # (517)

MI 48875

INVOICE # 35612

ACCOUNT : 32360263

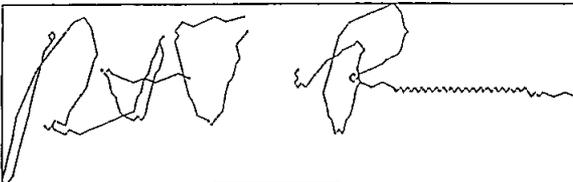
TRANSACTION DATE : 11/14/13
TRANSACTION TIME : 133803
REGISTER NUMBER : 5
SIGNER : patrick reagan

TRANSACTION # : 1651
PURCHASE ORDER # :
TYPE OF SALE : Charge Sale
CLAIM # :

QUANTITY	SKU	DESCRIPTION	AMOUNT
3.00	2840942	210LT LED MINI MULTI	104.97
1.00	3704143	GREEN TRIPLE TAP ADAPTER	1.99

SUB-TOTAL: 106.96
TOTAL TAX: 0.00
PAYMENTS : 0.00
=====

TOTAL DUE: 106.96



GL NUMBER	DESCRIPTION	2013-14		AVAILABLE BALANCE (ABNORMAL)	% BGDY USED
		AMENDED BUDGET	YTD BALANCE 12/31/2013 (ABNORMAL)		
Fund 248 - DDA FUND					
Revenues					
Dept 000					
248-000-402.000	REAL PROPERTY TAXES	307,549.00	200,000.00	107,549.00	65.03
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	26.27	23.73	52.54
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.005	REIMBURSEMENTS-WORKER'S COMP	0.00	128.49	(128.49)	100.00
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	0.00	0.00	0.00
248-000-698.000	BOND PROCEEDS	0.00	11,897.15	16,102.85	42.49
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	212,051.91	123,547.09	63.19
TOTAL Revenues					
		335,599.00	212,051.91	123,547.09	63.19
Expenditures					
Dept 275-ADMINISTRATION					
248-275-702.000	S & W FULLTIME	40,799.08	16,641.74	24,157.34	40.79
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	512.28	687.72	42.69
248-275-715.000	S & W SOCIAL SECURITY	3,152.00	1,331.42	1,820.58	42.24
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	437.64	37.36	92.13
248-275-718.000	PENSION	17,655.00	12,920.96	4,734.04	73.19
248-275-719.000	OTHER FRINGE	100.00	273.47	(173.47)	273.47
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	174.80	125.20	58.27
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	7,500.00	757.42	6,742.58	10.10
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	9,300.00	4,502.18	4,797.82	48.41
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	7,138.10	7,766.90	47.89
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	18,160.00	7,880.02	10,279.98	43.39
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	800.00	(50.00)	106.67
248-275-803.000	ENGINEERING SERVICE	0.00	138.72	(138.72)	100.00
248-275-804.000	CONTRACTUAL SERVICE	2,500.00	550.00	1,950.00	22.00
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	7,000.00	5,200.00	1,800.00	74.29
248-275-806.000	DATA PROCESSING	300.00	0.00	300.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	347.35	152.65	69.47
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	3,762.55	1,237.45	75.25
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	175,000.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	12,513.00	7,125.82	5,387.18	56.95
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
Total Dept 275-ADMINISTRATION		333,214.08	245,494.47	87,719.61	73.67
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		333,214.08	245,494.47	87,719.61	73.67

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE		AVAILABLE		% BDGT USED
		AMENDED	12/31/2013	BALANCE	BALANCE		
		BUDGET NORMAL	(ABNORMAL	NORMAL	(ABNORMAL		
Fund 248 - DDA FUND							
Fund 248:							
TOTAL REVENUES		335,599.00	212,051.91	123,547.09	63.19		
TOTAL EXPENDITURES		333,214.08	245,494.47	87,719.61	73.67		
NET OF REVENUES & EXPENDITURES		2,384.92	(33,442.56)	35,827.48	1,402.25		

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

November 1st – November 31st, 2013

COMPLAINTS:

• DISPATCHED :	81 COMPTS	52 HRS 00 MINS
• PATROL ORGINATED:	18 COMPTS	33 HRS 00 MINS
• FOLLOW-UP:	43 COMPTS	26 HRS 15 MINS
• ASSISTING	33 COMPTS	25 HRS 30 MINS

TRAFFIC:

• STOPS:	93
• CITATIONS:	40
• VERBAL WARNINGS:	75
• PARKING:	67

ARREST:

• MISDEMEANOR:	25
• FELONY:	5
• ORDINANCE VIOLATIONS:	1
• JUVENILES	5

CONTACTS:

• PATROL CONTACTS:	377
• BUSINESS CONTACTS:	65
• SUBPOENA SERVICE	2

PORTLAND POLICE DEPARTMENT

REPORT SUMMARY

November 1st – November 31st, 2013

ASSISTS TO OTHER DEPARTMENTS:

Nov. 4th, 2013 Assist to MSP @ I-96 Juvenile stole the family vehicle from Cutler Rd.
Nov. 6th, 2013 Assist to MSP @ I-96 / Rest stop just east of exit 77 suspicious vehicle.
Nov 19th, 2013 Assist to Eaton Co. @ 1800 Lillian verify ownership of a vehicle they had stopped.

CASE SUMMARY:

On Nov. 8th, 2013 Chief Knobelsdorf investigated a complaint of B&E business at performance plus on Grand River. It appeared to be employee related.

On Nov. 10th, 2013 Officer Heald stopped a known subject for driving without a license. The driver was also found to be in possession of marijuana and methamphetamine. The subject had their phone, money and vehicle seized

On Nov 11th, 2013 Officer Thomas was called to Hill St for a Domestic Assault. The investigation was completed and a warrant was submitted to the prosecutor's office

On Nov 18th, 2013 Officer Heald initiated a traffic stop on a subject that was found to have a suspended license. Further investigation revealed that the driver had a large amount of Methamphetamine on their person. The passenger also had a small amount of Meth and marijuana on their person. Both parties had their money, phones and vehicle seized.

On Nov 26th, 2013 Officer Teitsma was called to investigate a Domestic Assault that Occurred on Grant St, It was determined that this was a felonious assault and the suspect had fled the scene to the Grand Ledge area. Officer Teitsma and Sgt. Ludwick follow up with the neighboring departments and were able to arrest the suspect on the 28th, in the Grand Ledge area.

On Nov 29th, 2013 Officer Thomas investigated a complaint of a sexual assault. The victim was taken to a medical facility to be examined and treated. The suspect has been identified and the case is being followed up on before submitting it to the prosecutor's office.

There were several arrests made for operating while intoxicated and other unrelated traffic offenses.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

November 1st - November 31st, 2013

SGT. REBECCA LUDWICK:

Dispatch Compts:	10	6 Hrs 00 Mins	Traffic Stops:	1
Self-Initiated Compts:	2	1 Hrs 45 Mins	Citations:	2
Follow-up:	8	4 Hrs 00 Mins	Warnings:	1
Assisting	12	14 Hrs 15 Mins	Arrests:	1

OFC. TOM TEITSMA:

Dispatch Compts:	18	9 Hrs 15 Mins	Traffic Stops:	3
Self-Initiated Compts:	1	15 Mins	Citations:	0
Follow-up:	4	4 Hrs 15 Mins	Warnings:	5
Assisting	6	1 Hrs 30 Mins	Arrests:	3

OFC. TIM GROENHOF:

Dispatch Compts:	3	7 Hrs 00 Mins	Traffic Stops:	36
Self-Initiated Compts:	4	4 Hrs 15 Mins	Citations:	16
Follow-up:	4	2 Hrs 30 Mins	Warnings:	29
Assisting	6	3 Hrs 45 Mins	Arrests:	9

P. TOM HEALD:

Dispatch Compts:	8	4 Hrs 30 Mins	Traffic Stops:	22
Self-Initiated Compts:	7	8 Hrs 00 Mins	Citations:	14
Follow-up:	5	2 Hrs 00 Mins	Warnings:	12
Assisting	10	4 Hrs 00 Mins	Arrests:	10

OFC. STAR THOMAS:

Dispatched Compts:	17	16 Hrs 30 Mins	Traffic Stops:	16
Self-Initiated Compts:	2	1 Hrs 15 Mins	Citations:	4
Follow-up:	8	5 Hrs 45 Mins	Warnings:	16
Assisting:	4	3 Hrs 00 Mins	Arrests:	8

CHIEF. JIM KNOBELSDORF:

Dispatched Compts:	19	13 Hrs 30 Mins	Traffic Stops:	15
Self-Initiated Compts:	2	1 Hrs 00 Mins	Citations:	3
Follow-up:	11	10 Hrs 45 Mins	Warnings:	12
Assisting	1	0 Hrs 15 Mins	Arrests:	1

City Of Portland
 Water Department
 Monthly Water Report
 November 2013

Monthly Water Production

Daily Water Production

Well #4 7,596,000 Gallons
 Well #5 900 Gallons
 Well #6 4,000 Gallons
 Well #7 0 Gallons

Well #4 253,200 Gallons
 Well #5 30 Gallons
 Well #6 133 Gallons
 Well #7 0 Gallons

Daily Average Water Production For All Wells

253,363 Gallons

Total Water Production For The Month

7,600,900 Gallons

Total Water Production For The Previous Month

10,660,800 Gallons

Total Production Decreased By

3,059,900 Gallons

Total Production For This Month From The Previous Year

9,044,000 Gallons

Total Production Decreased By

1,443,100 Gallons

Kenneth L Gensterblum
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR November 2013

NPDES COMPLIANCE

The City WWTP was out of compliance with the NPDES permit limitations for the month of November 2013. Due to sudden denitrification in the secondary clarifiers on the last two sample days of October, the weirs and final effluent troughs needed to be cleaned due to the buildup of solids on them. This was performed on Monday November 4. The 24 hour composite samplers had also been started on the same day. Several larger solid particles were collected by the final sampler during this time, causing the Total Suspended Solids (TSS) to be extremely high as well as the Phosphorus. Polymer was immediately applied to the final clarifier to rapidly improve the TSS in the final effluent and help decrease the Phosphorus. This helped, however the 7-day average for the TSS had already been exceeded. Extra composite samples for TSS and Phosphorus were collected for the remainder of the month while continuously applying polymer to the final effluent. This allowed us to meet the permit required limits for TSS and Phosphorus. We also failed to meet the Percent removal for TSS which is 85 %. We finished the month with a removal of 84 %. The required reporting to the MDEQ for the non-compliance was completed immediately. So far in December we are not applying polymer and have reduced the Ferrous Chloride for Phosphorus removal and are meeting all permit requirements. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged 9.1 million gallons for the month of November.

The WWTP was contacted by Paul Galdes to see if we could TV Knox and Barley Streets to verify the location of the existing service connections. Doug Sherman and Mike Owen were able to complete the televising in a period of four hours. The DVD recordings were played back at the WWTP and all of the service connections were located with their measurements. This information was forwarded to Paul Galdes ahead of the deadline that he needed them by.

Mike Owen and Tim Krizov were off for the opening day of deer season. Mike was also off the three days ahead of Thanksgiving to make his annual outing to the Upper Peninsula for the remainder of deer season.

Quotes were obtained for liquid polymer for the sludge thickener. The polymer has been ordered and should be here any day. We were able to average 9 – 10 lbs. /day of polymer since the last delivery. This provides about a 45 day supply/drum.

Synagro was contacted and scheduled to land apply Biosolids between December 6 and December 13. This is the last hauling until mid-April or early May.

Doug Sherman sent in the required application and support documentation to renew his Class B Certification. The current Certification is due to expire January 15, 2014. Certifications are valid for three years and require accumulated CEC's to renew.

Maintenance & Capitol Expenses for November 1, 2013 to November 31, 2013

ITEM	COST
Tom's Do It Center – C Batteries, Fluorescent Lite tubes, Distilled H2O	\$ 56.19
Family Farm& Home – Thermostatic Outlet	\$ 15.49
Municipal Supply – Manhole hook	\$ 37.60
NCL – Lab chemicals and supplies	\$ 459.32
USA Bluebook – Tiger Tail & Stenner Pump Heads	\$ 537.58
Chemco – P-407 Powdered Polymer	\$ 269.88
Stat of Michigan – DS Certification 3 year Renewal	\$ 95.00
Total Expenses	\$ 1471.06
Total Spent YTD	\$16626.93

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	1305 feet
Routine cleaning	0 feet
Sewer call outs due to building services	1
Sewer call outs due to plugged City main	2
New connections to sewer main	0
Building Services TV Inspected	0
Building Services Inspected	0

SEWER CALLOUTS

November 11, 2013

A sewer call was received from Hank Klein, a local plumber, that he had cleaned the service lateral at the residence of Richard Babbit located at 251 Crescent Dr. He said that the toilets were not flushing and the drains were not going down. The call was received at 10:26AM by Mike Owen. He arrived at the scene and checked the flow in manholes C137 and C138. He found sewage backed up in C137. He called Tim Krizov in to assist

and they cleared the blockage with the Vac Con jet rodder. This resolved the problem. No damages were noted. They left the scene at 11:40AM.

November 12, 2013

A call was received by the WWTP from Jayne Graham of 625 Kent St. at 1:40PM. She stated that she had a small amount of sewage back-up from a floor drain in her basement. Doug Sherman arrived on the scene at 1:50PM to investigate. The flow was checked at manholes C87 and C105 and was determined that there was a blockage in the City Main. Mike Owen and Tim Krizov were out cleaning sewers at the time and were contacted to come to Kent St. to jet rod this section of main. Upon cleaning they cleared the blockage and were able to see that they were root fragments that they had cut the previous week on Barley St. and had apparently got caught in the main causing the blockage. There was a small amount of clear sewage on the basement floor at a floor drain. This immediately went down when the blockage was cleared. A list of professional cleaners was left with the homeowner should she require their assistance. The incident was resolved by 2:40PM.

November 29, 2013

A sewer call was received by Steve Pulling who was the stand-by person for the DPW. He contacted Doug Sherman who was out of the area at the time. Tim Krizov was contacted and was already in town. He arrived at the scene, 441 Smith St., at 7:40PM to investigate. There was water standing around the basement floor drain upon his arrival. He checked the flow at manholes C86 and C100 for proper flow. The problem was determined to be in the house service lateral. Tim advised the homeowner to contact a plumber to have her service cleaned.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

Portland Light and Power Board EO Report
12/3/2013



Executive Summary:

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

Portland Light and Power Board Summary						
Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Custom	45,122.00	17,205.50	38.13%	\$3,402.00	\$1,400.20	41.16%
Realized : 1		17,205.50	38.13%		\$1,400.20	41.16%
C&I Prescriptive	160,465.00	225,010.87	140.22%	\$12,508.28	\$14,015.20	112.05%
Pipeline : 3		53,171.18	33.14%		\$2,750.75	21.99%
Realized : 22		171,839.69	107.09%		\$11,264.45	90.06%
C&I Combined	205,587.00	242,216.37	117.82%	\$15,910.28	\$15,415.40	96.89%
Pipeline : 3		53,171.18	25.86%		\$2,750.75	17.29%
Realized : 23		189,045.19	91.95%		\$12,664.65	79.60%
Residential HVAC	5,834.00	7,460.00	127.87%	\$2,413.00	\$1,410.00	58.43%
Realized : 9		7,460.00	127.87%		\$1,410.00	58.43%
Small Business DI	13,693.00	14,865.00	108.56%			
Realized : 7		14,865.00	108.56%			

C&I Paid Projects by Month

Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
June	5	25,928		25,928	\$998		\$998
July	2	8,873		8,873	\$612		\$612
August	3	10,871		10,871	\$529		\$529
September	1	7,800		7,800	\$75		\$75
October	2	18,761		18,761	\$1,060		\$1,060
2013 YTD	13	72,234	0	72,234	\$3,274	\$0	\$3,274
2013 Goals	-	160,465	45,122	205,587	\$12,508	\$3,402	\$15,910
% to Goal	-	45.02%	.00%	35.14%	26.17%	.00%	20.57%

Small Business Direct Install Program
Goal Of 13,693.00 Annual kWh Savings

Month	CFL 9W	CFL 13W	CFL 20W	CFL 23W	CFL SPC	LED Exit Sign	Pre-Rinse Sprayer	Program. T-Stat	Vend Mach Cntrls	# of Installs	Total kWh	kWh to Goal %
1/2013		5	7	82		1				7	14,865	108.56%
Totals		5	7	82		1				7	14,865	108.56%

Appliance Recycling & CFLs

Appliance Recycling Program

Appliance Recycling						kWh Goal: 51,072.00					
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal						
Air Conditioners											
Dehumidifiers											
Freezers											
Refrigerators	19	23,959	\$950	\$0.04	46.91%						
Totals	19	23,959	\$950	\$0.04	46.91%						

CFL Installation						kWh Goal: 96,164.00					
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal						
CFLs	720	26,712	\$0	\$0.00	27.78%						

Marketing Efforts:

Completed Items

- Forms and Brochures
 - Residential Program overview tri-fold brochure
 - C&I Program overview sell sheets
 - Small Business Installation form and tri-fold brochures
- Market segments targeted
 - A few projects for the city are possible.
 - Spent a fair amount of time following up on leads from customer inquiries.
- Trade Ally sales efforts
 - Working with Tim Cunningham to pursue the local schools and city for lighting projects
 - Began contacting HVAC contractors
 - Tripled the T-12 incentive to try to get the rest of the small businesses to participate.
- Technology focus
 - Early year efforts have been focused on lighting

Upcoming Items

- Market segments target
 - Schools and small business
- Trade Ally sales efforts
 - Identified and contact contractors and supply houses outside the immediate area
 - Looking to get other contractors involved in the program for 2014 in residential and Commercial and Industrial.
- Technology focus
 - HVAC service and retrofits
 - Lighting
 - Chiller tune up or compressed opportunities

Upcoming Events:

Franklin Energy is researching local community events to possibly attend in your area.

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Custom		17,205.50	\$1,400.20
Batched Walters-Dimmick Petroleum - 1501 E Grand River Avenue	10/14/2013	17,205.50	\$1,400.20
C&I Prescriptive		225,010.87	\$14,015.20

	Customer	Status Date	kWh Savings	Incentive
Paid	Epic Church - 155 E Grand River Ave	6/17/2013	5,964.00	\$60.0
	Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	1,706.30	\$120.0
	Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	10,318.00	\$212.5
	Portland United Methodist Church - 310 E Bridge St	6/17/2013	6,560.00	\$500.00
	Westside General Store - 751 W. Grand River Ave.	6/17/2013	1,380.00	\$105.00
	City Of Portland - Police Department - 773 E. Grand Rive	7/1/2013	1,365.04	\$96.00
	Rush Hour Studios - 143 Kent St	7/1/2013	7,508.46	\$516.00
	Cheeky Monkeys - 176 Kent St.	8/5/2013	265.00	\$25.00
	Independent Bank - Portland - 1601 E Grand River Ave	8/5/2013	4,605.81	\$204.00
	St. Patrick's Catholic Church - 140 Church	8/19/2013	6,000.00	\$300.00
	St. Patrick's Catholic Church - 140 Church	9/2/2013	7,800.00	\$75.00
	Grand River Inn - 126 Kent St	10/7/2013	3,136.00	\$160.00
	Ward's Garage - 127 Maple St	10/7/2013	15,624.96	\$900.00
	Batched	The Red Tomato - Portland - 149 Bristle St	10/14/2013	1,751.79
Walters-Dimmick Petroleum - 1501 E Grand River Avenue		10/14/2013	25,286.00	\$1,255.00
Adm Alliance Nutrition - 401 E Grand River Ave		11/12/2013	8,606.00	\$650.00
Pcmi West - 140 Kent St		11/12/2013	11,717.72	\$1,557.00
Portland Public Schools - 1100 Ionia Rd		11/12/2013	8,669.76	\$1,152.00
Portland Public Schools Oakwood Elementary - 500 Oak		11/12/2013	2,659.00	\$152.50
Portland United Methodist Church - 310 E Bridge St		11/12/2013	4,063.95	\$540.00
Incentive Authorized	Portland Party Store - 607 E. Grand River Ave.	11/18/2013	30,349.58	\$1,592.45
	Portland Public Schools - 1100 Ionia Rd	12/3/2013	6,502.32	\$864.00
Work in Progress	Westside General Store - 751 W. Grand River Ave.	10/7/2013	28,008.40	\$1,429.00
	City Of Portland - 600 Plant Drive	11/22/2013	536.00	\$50.00
Application Submitted	Bill'S Party Store - 1153 E. Grand River Ave.	10/4/2013	24,626.78	\$1,271.7

	Customer	Status Date	kWh Savings	Incentive
Residential HVAC			7,460.00	\$1,410.00
Paid	Arlene Challender - 1020 Brush St	3/18/2013	730.00	\$150.00
	Brad Pung - 6722 Mulder Dr	3/18/2013	1,220.00	\$240.00
	Gordon Hoppes - 634 Orchard Ct	3/18/2013	730.00	\$150.00
	Lyle Braley - 417 Detroit St	3/18/2013	730.00	\$150.00
	Steven Calley - 990 Marshall St	3/18/2013	730.00	\$150.00
	Ivan Lay - 7400 Ionia Rd	7/1/2013	730.00	\$150.00
	Kenneth Abbott - 8066 Diane Dr	8/19/2013	1,220.00	\$240.00
	Pat Goodman - 6814 E Grand River Ave	10/7/2013	1,050.00	\$165.00
Batched	Charles Cooper - 432 S Lincoln Street	10/14/2013	320.00	\$15.00

Component Detail

C&I Custom

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Batched						
10-08000-2	Walters-Dimmick Petroleum - 1501 E Grand River Avenue (custom) Total Project Cost: \$ Install Complete: 10/3/2013 <i>Lighting</i>			17,206.00		1,400.20

C&I Prescriptive

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
17-00092-2	Epic Church - 1455 E Grand River Ave Total Project Cost: \$ 120.00 Install Complete: 6/3/2013 <i>LM13: - CFL > 30 watts</i>	12	497.00	5,964.00	5.00	60.00
17-01700-1	Portland Public Schools - 1100 Ionia Rd Total Project Cost: \$ 500.00 Install Complete: 5/21/2013 <i>LM13: RW HPT8 Electronic</i>	40	42.65	1,706.00	3.00	120.00
17-01700-1	Portland Public Schools - 745 Storz Ave. Total Project Cost: \$ 987.00 Install Complete: 5/21/2013 <i>LM13: - CFL (<30W) - Replaces Incandescent</i> <i>LM13: 32W T8 to 28W Lamps</i> <i>LM13: Exterior HID < 175w to LED/Induction</i>	50 150 1	156.00 15.00 268.00	7,800.00 2,250.00 268.00	1.50 0.75 25.00	75.00 112.50 25.00
06-03100-1	Portland United Methodist Church - 310 E Bridge St Total Project Cost: \$ 1,027.44 Install Complete: 5/30/2013 <i>LM13: LED Lamps < 20W</i> <i>LM13: LED MR16 < 10W</i>	14 72	196.00 53.00	2,744.00 3,816.00	10.00 5.00	140.00 360.00
08-05900-1	Westside General Store - 751 W. Grand River Ave. Total Project Cost: \$ 445.20 Install Complete: 5/13/2013 <i>MM13: LED Grocery Case Lighting - MPPA</i>	3	460.00	1,380.00	35.00	105.00
19-00070-1	City Of Portland - Police Department - 773 E. Grand River Av Total Project Cost: \$ 432.00 Install Complete: 6/10/2013 <i>LM13: RW HPT8 Electronic</i>	32	42.66	1,365.00	3.00	96.00
01-05100-5	Rush Hour Studios - 143 Kent St Total Project Cost: \$ Install Complete: 6/1/2013 <i>LM13: LED MR16 < 10W</i> <i>LM13: LED Lamps < 20W</i> <i>LM13: RW HPT8 Electronic</i>	50 20 22	53.00 196.00 42.64	2,650.00 3,920.00 938.00	5.00 10.00 3.00	250.00 200.00 66.00
01-01810-5	Cheeky Monkeys - 176 Kent St. Total Project Cost: \$ Install Complete: 7/1/2013 <i>LM13: LED MR16 < 10W</i>	5	53.00	265.00	5.00	25.00
10-07600-1	Independent Bank - Portland - 1601 E Grand River Ave Total Project Cost: \$ 1,996.50 Install Complete: 6/22/2013					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
17-03900-1	LM13: RW HPT8 Magnetic St. Patrick's Catholic Church - 140 Church Total Project Cost: \$ 1,137.50 Install Complete: 6/20/2013	68	67.74	4,606.00	3.00	204.00
				Payment Date : 8/18/2013		
17-03900-1	LM13: 32W T8 to 28W Lamps St. Patrick's Catholic Church - 140 Church (2) Total Project Cost: \$	400	15.00	6,000.00	0.75	300.00
				Payment Date : 9/1/2013		
01-02600-3	LM13: - CFL (<30W) - Replaces Incandescent Grand River Inn - 126 Kent St Total Project Cost: \$	50	156.00	7,800.00	1.50	75.00
				Payment Date : 10/6/2013		
03-09900-1	LM13: LED Lamps < 20W Ward's Garage - 127 Maple St Total Project Cost: \$	16	196.00	3,136.00	10.00	160.00
				Payment Date : 10/6/2013		
	LM13: HID to High Bay Linear Fluorescent	12	1,302.08	15,625.00	93.90	1,126.80
Batched						
23-00010-1	Adm Alliance Nutrition - 401 E Grand River Ave Total Project Cost: \$ 1,637.70 Install Complete: 10/14/2013					
	LM13: Exterior HID<175w to LED/Induction	2	268.00	536.00	25.00	50.00
	LM13: Garage HID > 250W to LED/Induction	5	1,614.00	8,070.00	120.00	600.00
01-02410-1	Pcmi West - 140 Kent St Total Project Cost: \$ 3,243.73 Install Complete: 10/15/2013					
	Lighting			11,718.00		1,557.
17-03300-1	Portland Public Schools- 1100 Ionia Rd Total Project Cost: \$ 2,457.60 Install Complete: 10/21/2013					
	Lighting			8,670.00		1,152.00
17-01850-1	Portland Public Schools Oakwood Elementary - 500 Oak St. Total Project Cost: \$ 675.00 Install Complete: 6/20/2013					
	LM13: 32W T8 to 28W Lamps	150	15.00	2,250.00	0.75	112.50
	LM13: Exterior HID 175W- 250W to LED/Induction	1	409.00	409.00	40.00	40.00
06-03100-1	Portland United Methodist Church - 310 E Bridge St (2) Total Project Cost: \$ 1,087.50 Install Complete: 10/26/2013					
	Lighting	60	67.73	4,064.00	9.00	540.00
10-08500-2	The Red Tomato - Portland - 149 Bristle St Total Project Cost: \$ 460.40 Install Complete: 10/7/2013					
	T-12 to T-8 RW	12	67.75	813.00	9.00	108.00
	T-12HO to T-8	8	117.38	939.00	15.00	120.00
10-08000-2	Walters-Dimmick Petroleum - 1501 E Grand River Avenue Total Project Cost: \$					
	Install Complete: 10/3/2013					
	MM13: Anti-Sweat Heater Controls - MPPA	9	1,489.00	13,401.00	80.00	720.00
	MM13: LED Grocery Case Lighting - MPPA	11	460.00	5,060.00	35.00	385.00
	MM13: ECMWalk-In Cooler/Freezer - MPPA	5	1,365.00	6,825.00	30.00	150.00
Incentive Authorized						
02-06200-6	Portland Party Store - 607 E. Grand River Ave. (2) Total Project Cost: \$ 3,184.90 Install Complete: 10/15/2013					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Incentive Authorized						
	MM13: Cooler/Freezer Door Gaskets - MPPA	214	98.00	20,970.00	5.00	1,069.90
	MM13: Cooler Strip Curtains - MPPA	19	85.02	1,612.00	5.00	94.80
	MM13: Freezer Strip Curtains - MPPA	17	454.00	7,768.00	25.00	427.75
17-03300-1	Portland Public Schools - 1100 Ionia Rd (2)					
	Total Project Cost: \$ 2,611,20					
	Install Complete: 11/25/2013					
	Lighting	96	67.73	6,502.00	9.00	864.00
Work In Progress						
19-00190-1	City Of Portland - 600 Plant Drive					
	Total Project Cost: \$					
	Install Complete:					
	LM13: Exterior HID<175w to LED/Induction	2	268.00	536.00	25.00	50.00
08-05900-1	Westside General Store - 751 W. Grand River Ave. (3)					
	Total Project Cost: \$					
	Install Complete:					
	MM13: Cooler/Freezer Door Gaskets - MPPA	286	98.00	28,008.00	5.00	1,429.00
Application Submitted						
10-09530-1	Bill'S Party Store - 1153 E. Grand River Ave.					
	Total Project Cost: \$					
	Install Complete:					
	MM13: Cooler/Freezer Door Gaskets - MPPA	231	98.00	22,668.00	5.00	1,156.55
	MM13: Cooler Strip Curtains - MPPA	23	84.98	1,958.00	5.00	115.20

Residential HVAC/Efficient Appliances

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
04-06600-1	Arlene Challender - 1020 Brush St					
	Install Complete: 1/23/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
12-14400-2	Brad Pung - 6722 Mulder Dr					
	Install Complete: 2/9/2013					
	Residential CAC - 15 SEER MPPA 2013	1	170.00	170.00	75.00	75.00
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
	Residential T-Stat MPPA 2013	1	320.00	320.00	15.00	15.00
06-12200-1	Gordon Hoppes - 634 Orchard Ct					
	Install Complete: 1/31/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
09-01900-1	Lyle Braley - 417 Detroit St					
	Install Complete: 1/10/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
11-15800-5	Steven Calley - 990 Marshall St					
	Install Complete: 1/24/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
13-03200-1	Ivan Lay - 7400 Ionia Rd					
	Install Complete: 9/18/2012					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
13-07100-1	Kenneth Abbott - 8066 Diane Dr					
	Install Complete: 7/19/2013					
	Residential CAC - 15 SEER MPPA 2013	1	170.00	170.00	75.00	75.00
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
	Residential T-Stat MPPA 2013	1	320.00	320.00	15.00	15.00
13-06900-1	Pat Goodman - 6814 E Grand River Ave					
	Payment Date : 10/6/2013					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid	Install Complete: 8/5/2013					
	Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
	Residential T-Stat MPPA 2013	1	320.00	320.00	15.00	15.00

Batched	05-10600-1	Charles Cooper - 432 S Lincoln Street				
		Install Complete: 8/3/2013				
		Residential T-Stat MPPA 2013	1	320.00	320.00	15.00

Small Business DI

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work Complete	Big D's Smoke Shop - 244 Kent St					
	Install Complete: 1/23/2013					
	23W CFL -SBDI 2013	10	156.00	1,560.00	0.00	0.00
01-00700-3	Catherine Hoort Law Office - 230 Kent St					
	Install Complete: 1/23/2013					
	23W CFL -SBDI 2013	18	156.00	2,808.00	0.00	0.00
	LED Exit Sign -SBDI 2013	1	201.00	201.00	0.00	0.00
01-05200-1	Clippers Hair Design - 1335 E Grand River					
	Install Complete: 1/24/2013					
	23W CFL -SBDI 2013	2	156.00	312.00	0.00	0.00
	Kiebler Agency - 147 Kent St					
	Install Complete: 1/24/2013					
	23W CFL -SBDI 2013	14	156.00	2,184.00	0.00	0.00
	Rush Framing - 143 Kent St					
	Install Complete: 1/24/2013					
	23W CFL -SBDI 2013	20	156.00	3,120.00	0.00	0.00
	United Methodist Church - 310 E Bridge St					
	Install Complete: 1/23/2013					
	23W CFL -SBDI 2013	8	156.00	1,248.00	0.00	0.00
	Willemin Chiropractic - 912 E Grand River					
	Install Complete: 1/23/2013					
	13W CFL -SBDI 2013	5	156.00	780.00	0.00	0.00
	20W CFL -SBDI 2013	7	156.00	1,092.00	0.00	0.00
	23W CFL -SBDI 2013	10	156.00	1,560.00	0.00	0.00

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PERIOD ENDING 11/30/2013

GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2013 (ABNORMAL)	MONTH 11/30/2013 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	986,000.00	936,668.92	40,170.70	49,331.08	95.00
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	5,304.93	4,838.33	2,695.07	66.31
101-000-445.022	1994A SPEC ASSESS - INTEREST	300.00	185.19	0.00	114.81	61.73
101-000-447.000	TAX COLLECTION FEES	42,400.00	32,033.18	1,482.93	10,366.82	75.55
101-000-448.000	SPECIAL ASSESSMENT FEES	15.00	13.92	0.00	1.08	92.80
101-000-451.000	BUSINESS PERMITS	100.00	683.40	0.00	(583.40)	683.40
101-000-453.000	CABLE TV FEES	28,000.00	15,016.32	7,829.75	12,983.68	53.63
101-000-455.000	TRAILER FEES	975.00	1,602.00	33.00	(627.00)	164.31
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	2,244.00	2,304.00	(744.00)	149.60
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	5.79	5.79	(5.79)	100.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	492.65	0.00	707.35	41.05
101-000-570.000	LIQUOR FEES	3,000.00	3,157.55	0.00	(157.55)	105.25
101-000-575.000	REVENUE SHARING-CONST SALES	290,915.00	99,712.00	0.00	191,203.00	34.28
101-000-576.000	REVENUE SHARING-STAT SALES	98,376.00	33,582.00	0.00	64,794.00	34.14
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	2,098.00	714.00	2,402.00	46.62
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	1,853.07	140.00	(1,453.07)	463.27
101-000-624.000	MISCELLANEOUS FEES	0.00	(6.24)	0.00	6.24	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	132,850.00	26,570.00	186,007.00	41.66
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	3,475.00	550.00	(975.00)	139.00
101-000-633.000	CEMETERY CARE FEES	0.00	3,319.40	0.00	(3,319.40)	100.00
101-000-634.000	GRAVE OPENING FEES	8,000.00	7,010.00	1,605.00	990.00	87.63
101-000-656.000	DISTRICT COURT FINES	15,000.00	5,594.46	1,103.09	9,405.54	37.30
101-000-661.000	PARKING FINES	3,200.00	270.00	231.00	2,930.00	8.44
101-000-662.000	DRUG FORFEITURE MONEY	0.00	400.00	400.00	(400.00)	100.00
101-000-663.000	MISCELLANEOUS FINES	2,500.00	1,334.11	199.11	1,165.89	53.36
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	142.82	35.92	257.18	35.71
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	500.00	78.88	19.88	421.12	15.78
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	265.00	0.00	7,610.00	3.37
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.77	0.00	(0.77)	100.00
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	0.00	(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	0.00	(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	1,154.70	0.00	(404.70)	153.96
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	2,873.40	0.00	(2,873.40)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	5,779.86	672.45	9,220.14	38.53
101-000-678.007	REIMBURSEMENTS-PAMA	0.00	592.80	0.00	(592.80)	100.00
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	1,033.99	0.00	166.01	86.17
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

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GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2013	MONTH 11/30/2013 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 O	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	1,306,151.87	88,904.95	652,231.13	66.70
Expenditures						
100	COUNCIL	81,707.00	65,932.37	1,205.75	15,774.63	80.69
101	COMMUNITY PROMOTIONS	256,997.50	71,780.18	13,558.60	185,217.32	27.93
172	CITY MANAGER	164,014.35	59,346.63	12,423.37	104,667.72	36.18
191	ELECTIONS	11,365.00	3,030.79	1,859.01	8,334.21	26.67
201	GENERAL ADMINISTRATION	335,357.35	137,207.97	20,679.93	198,149.38	40.91
209	ASSESSING	50,662.00	19,933.29	3,060.91	30,728.71	39.35
265	CITY HALL	68,613.50	16,566.34	2,637.19	52,047.16	24.14
276	CEMETERY	164,750.00	59,685.16	11,213.94	105,064.84	36.23
301	POLICE	669,925.00	230,735.79	49,309.83	439,189.21	34.44
336	FIRE	0.00	42,119.96	0.00	(42,119.96)	100.00
371	CODE ENFORCEMENT	54,368.00	10,162.37	1,987.39	44,205.63	18.69
728	ECONOMIC DEVELOPMENT	11,000.00	3,934.69	297.28	7,065.31	35.77
751	PARKS	141,120.00	51,273.95	8,395.00	89,846.05	36.33
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,009,879.70	771,709.49	126,628.20	1,238,170.21	38.40
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,958,383.00	1,306,151.87	88,904.95	652,231.13	66.70
TOTAL EXPENDITURES		2,009,879.70	771,709.49	126,628.20	1,238,170.21	38.40
NET OF REVENUES & EXPENDITURES		(51,496.70)	534,442.38	(37,723.25)	(585,939.08)	1,037.82

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GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 11/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		668,759.00	32,946.13	0.00	635,812.87	4.93
TOTAL EXPENDITURES		232,154.45	64,677.59	9,654.09	167,476.86	27.86
NET OF REVENUES & EXPENDITURES		436,604.55	(31,731.46)	(9,654.09)	468,336.01	7.27
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	2,250.00	300.00	250.00	90.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	2,250.00	300.00	250.00	90.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		232,300.00	79,732.82	17,909.51	152,567.18	34.32
TOTAL EXPENDITURES		313,376.00	85,822.64	18,891.43	227,553.36	27.39
NET OF REVENUES & EXPENDITURES		(81,076.00)	(6,089.82)	(981.92)	(74,986.18)	7.51
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		906,584.00	94,855.97	9,235.12	811,728.03	10.46
TOTAL EXPENDITURES		900,530.00	62,829.43	12,622.07	837,700.57	6.98
NET OF REVENUES & EXPENDITURES		6,054.00	32,026.54	(3,386.95)	(25,972.54)	529.01
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		133,450.00	57,826.69	15,928.50	75,623.31	43.33
TOTAL EXPENDITURES		117,845.00	50,474.19	10,502.58	67,370.81	42.83
NET OF REVENUES & EXPENDITURES		15,605.00	7,352.50	5,425.92	8,252.50	47.12
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		472,556.00	292,314.63	15,893.48	180,241.37	61.86
TOTAL EXPENDITURES		518,876.36	238,185.79	86,698.37	280,690.57	45.90
NET OF REVENUES & EXPENDITURES		(46,320.36)	54,128.84	(70,804.89)	(100,449.20)	116.86
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	211,581.91	55,491.70	124,017.09	63.05
TOTAL EXPENDITURES		324,659.08	225,736.80	6,963.67	98,922.28	69.53
NET OF REVENUES & EXPENDITURES		10,939.92	(14,154.89)	48,528.03	25,094.81	129.39
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		1,400,000.00	1,400,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		890,950.00	16,177.00	500.00	874,773.00	1.82
NET OF REVENUES & EXPENDITURES		509,050.00	1,383,823.00	(500.00)	(874,773.00)	271.84
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		97,100.00	41,901.63	8,601.43	55,198.37	43.15
TOTAL EXPENDITURES		90,600.00	32,109.83	0.00	58,490.17	35.44
NET OF REVENUES & EXPENDITURES		6,500.00	9,791.80	8,601.43	(3,291.80)	150.64

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GL NUMBER	DESCRIPTION	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2013 NORMAL (ABNORMAL)	MONTH 11/30/2013 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	1,313,153.08	272,094.12	2,194,468.92	37.44
TOTAL EXPENDITURES		4,064,801.50	1,570,354.17	175,483.85	2,494,447.33	38.63
NET OF REVENUES & EXPENDITURES		(557,179.50)	(257,201.09)	96,610.27	(299,978.41)	46.16
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		961,100.00	275,701.39	68,099.14	685,398.61	28.69
TOTAL EXPENDITURES		1,033,479.00	209,055.23	42,953.99	824,423.77	20.23
NET OF REVENUES & EXPENDITURES		(72,379.00)	66,646.16	25,145.15	(139,025.16)	92.08
Fund 591 - WATER FUND:						
TOTAL REVENUES		625,070.00	216,878.17	45,843.26	408,191.83	34.70
TOTAL EXPENDITURES		798,838.30	275,636.26	34,137.16	523,202.04	34.50
NET OF REVENUES & EXPENDITURES		(173,768.30)	(58,758.09)	11,706.10	(115,010.21)	33.81
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		375,469.00	212,339.97	73,211.00	163,129.03	56.55
TOTAL EXPENDITURES		501,576.68	251,542.74	67,623.66	250,033.94	50.15
NET OF REVENUES & EXPENDITURES		(126,107.68)	(39,202.77)	5,587.34	(86,904.91)	31.09
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		9,718,109.00	4,231,482.39	582,607.26	5,486,626.61	43.54
TOTAL EXPENDITURES - ALL FUNDS		9,787,686.37	3,082,601.67	466,030.87	6,705,084.70	31.49
NET OF REVENUES & EXPENDITURES		(69,577.37)	1,148,880.72	116,576.39	(1,218,458.09)	1,651.23



NOTICE TO LOCAL UNIT(S) OF GOVERNMENT OF LAND USE RESTRICTIONS

This information and form is required under Sections 21310a(5) and 21316 of Part 213, Leaking Underground Storage Tanks (LUST), of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Failure to comply with the provisions of this Act may result in civil fines not to exceed \$10,000 for each day the violation continues or failure to comply continues.

Instructions: (1) Use this form to provide notice of land use restrictions that are part of the corrective action plan to the Local Unit(s) of Government (LUG). (2) If corrective action is based on the use of institutional controls regarding off-site migration of regulated substances, submit a draft copy of this notification with the corrective action plan and wait for Remediation & Redevelopment Division (RRD) approval before providing notice to the LUG. If the institutional controls are for on-site contamination, the owner/operator may proceed with providing notice to the LUG. (3) Send the notice to the city, village or township clerk. Provide a copy to the County/District Health Department if groundwater exceeds Tier 1 residential criteria. (4) Submit a copy of the notice and proof of providing the notice with the Closure Report (EQP 3843) to the appropriate RRD District Office in form EQP4410. This notice does not constitute a warranty or representation of any kind by the State of Michigan that the corrective actions performed in accordance with this notice will result in the achievement of the remedial criteria established by Law, or that the property is suitable for any particular use.

City of Portland
 Name of Local Unit of Government

Ionia County Health Department
 Name of Local Unit of Government

Notice to the Local Unit of Government Receiving this Form:

A corrective action plan for the site named below has been developed as a result of a release from an underground storage tank. This form and the attachments are to provide the local unit(s) of government notice of the land use restrictions that are part of the corrective action plan. A copy of the institutional control mechanism(s) in the form of a Corrective Action Notice to Register of Deeds, and/or Restrictive Covenant, and/or alternate mechanism is/are attached. The attached institutional control mechanism(s) describe the land use restrictions and the land where the restrictions apply.

Owner or Operator: BP Products North America, Inc.

Site Name: Former Amoco Service Station No. 9743

Site Address: 1534 East Grand River Avenue City: Portland State: Michigan Zip: 48875

Contact Person: Beth Olson (ARCADIS, on behalf of BP Products North America, Inc.) Phone Number: (810) 225-1986

Mailing Address: 10559 Citation Drive, Suite 100 City: Brighton State: Michigan Zip: 48116

Qualified Underground Storage Tank Consultant: ARCADIS U.S., Inc.

Address: 10559 Citation Drive, Suite 100 City: Brighton State: Michigan Zip: 48116

Contact Person: Beth Olson Phone Number: (810) 225-1986

I hereby attest to the accuracy of the statements in this document and all attachments. I further certify that the language on this form has not been modified.

 ON BEHALF OF BP PRODUCTS
 Owner or Operator's Signature NORTH AMERICA, INC

4 DECEMBER 2013
 Date



Infrastructure · Water · Environment · Buildings

Ms. Nikki Miller
City of Portland – City Clerk
259 Kent Street
Portland, MI 48875

Subject:

Notice to Local Unit(s) of Government of Land Use Restriction
Former Amoco Service Station No. 9743
Facility ID: 0-0005642
1534 East Grand River Avenue
Portland, Michigan 48875

Dear Ms. Miller:

Please find the attached Notice to Local Unit(s) of Government of Land Use Restriction (LUG) for the Former Amoco Service Station No. 9743 located at 1534 East Grand River Avenue in Portland, Michigan.

If you have any questions regarding this matter, please contact Beth Olson at 810-225-1986.

Sincerely,

ARCADIS U.S., Inc.

Elizabeth Olson
Task Manager

Attachment:

Notice to Local Unit(s) of Government of Land Use Restriction – EQP3872
Restrictive Covenant – 1997
Restrictive Covenant – 2001
Limited Power of Attorney on behalf of Atlantic Richfield Company

ARCADIS U.S., Inc.
10559 Citation Drive
Suite 100
Brighton
Michigan 48116
Tel 810 229 8594
Fax 810 229 8837
www.arcadis-us.com

ENVIRONMENT

Date:
December 4, 2013

Contact:
Beth Olson

Phone:
810.225.1986

Email:
elizabeth.olson@arcadis-us.com

Our ref:
GP09BPNA.M120

Imagine the result

STATE OF MICHIGAN
IONIA COUNTY
RECEIVED FOR RECORD

9743 14 NOV 97 11:28 A.M.

DIANE K. ADAMS
REGISTER OF DEEDS

RESTRICTIVE COVENANT

DEQ MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY - UNDERGROUND STORAGE TANK DIVISION

This information and form is required under Sections 21310a(2) and 21316 of Part 213, Leaking Underground Storage Tanks (LUST), of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Failure to comply with the provisions of this Act may result in civil fines not to exceed \$10,000 for each day the violation continues or failure to comply continues.

INSTRUCTIONS: Use this form for filing the restrictive covenant with the register of deeds. This form is needed when the corrective action is based on a restrictive covenant for institutional controls. This form is not needed if an alternate mechanism is approved by the Department of Environmental Quality (Department) pursuant to Section 21310a(3) and 21310(4) of Part 213. If corrective action is based on the use of institutional controls regarding off-site migration of regulated substances, wait for USTD approval before recording the Restrictive Covenant with the register of deeds for contamination that has migrated or will migrate off-site. If the institutional controls are for on-site contamination, the owner/operator may proceed with recording the Restrictive Covenant with the register of deeds. In all cases, submit a copy of the Restrictive Covenant and proof of recording with the Closure Report (EQP 3843) to the appropriate USTD District Office listed on the back of the Closure Report Cover Sheet. This form must be completed in its entirety.

The below listed owner/operator has implemented a corrective action plan requiring institutional controls in the form of a restrictive covenant. The corrective action plan was developed as a result of a release from a Leaking Underground Storage Tank(s) (LUST) and was prepared pursuant to the provisions in Section 21310a(2) of Part 213. Regulated substances were discovered during the investigation and/or removal of Underground Storage Tanks (USTs).

This restrictive covenant is filed with the County Register of Deeds and covers the land identified in the following, and more fully described in Attachment A, attached. (*Attach a legal property description as Attachment A for the land where the restrictive covenant would apply, and a survey map of the areas addressed by this restrictive covenant.*) The restrictive covenant defines the areas addressed by the corrective action plan and the scope of any land use or resources limitations. The survey defining the areas addressed by the corrective action plan is attached. (*Describe the scope of any land use or resource use limitations.*) Please refer to Attachment B

The restrictive covenant is being filed by the below listed legal titleholder or with the express written permission of the legal titleholder. (*Attach permission statement from the legal titleholder if he/she is not signing this document.*)

Owner/Operator implementing the corrective action plan: Amoco

Release Date(s): February 15, 1991

County where deed is registered: Ionian

Common description of land, township/city, County: 1534 East Grand River, Portland, Michigan 48875

Now Therefore (Legal Titleholder Name and Address)
48152-1056

Amoco 38705 Seven Mile Road, Suite 360, Livonia, Michigan

(hereinafter referred to as the "titleholder"), hereby imposes restriction on the property and covenants and agrees that:

1. The Titleholder shall restrict activities on the property that may interfere with corrective action, operation and maintenance, monitoring, or other measures necessary to assure the effectiveness and integrity of the corrective action.
2. The Titleholder shall restrict activities that may result in exposure to regulated substances above levels established in the corrective action plan.
3. The Titleholder shall prevent a conveyance of title, an easement, or any other interest in the property from being consummated without adequate and complete provision for compliance with the corrective action plan and prevention of exposure to regulated substances described in item 2 above.
4. The Titleholder shall grant to the Department of Environmental Quality (Department) and its designated representatives the right to enter the property at reasonable times for the purpose of determining and monitoring compliance with the corrective action plan, including but not limited to the right to take samples, inspect the operation of the corrective action measures, and inspect records.
5. Soil shall not be removed from the property described herein, unless it is characterized to determine if it can be relocated without posing a threat to the public health, safety, welfare or environment in the new location.
6. The state may enforce the restrictions set forth in the covenant by legal action in a court of appropriate jurisdiction.

The restrictions and other requirements described in this Restrictive Covenant shall run with the land and be binding to the titleholder's successors, assigns, and lessees or their authorized agents, employees or persons acting under their direction or control. The restrictions shall apply until the Department determines that regulated substances no longer present an unacceptable risk to the public health, safety or welfare or to the environment. A copy of this Restrictive Covenant shall be provided to all heirs, successors, assigns, and transferees.

This Restrictive Covenant shall not be amended, modified or terminated except by a written instrument executed by and between the Titleholder at the time of the proposed amendment, modification, or termination, and the Department. Within five (5) days of executing an amendment, modification or termination of the Restrictive Covenant, the Titleholder shall record such amendment, modification or termination with the County Register of Deeds, previously named, and within five (5) days thereafter, the Titleholder shall provide a true copy of the recorded amendment, modification or termination to the Department.

If any provision of this Restrictive Covenant is also the subject of any laws or regulations established by any federal, state or local government, the stricter of the two standards shall prevail.

The undersigned person, if executing this Restrictive Covenant on behalf of the Titleholder, represents and certifies that they are duly authorized and have been fully empowered to execute and deliver this Restrictive Covenant.

I hereby attest to the accuracy of the statements in this document and all attachments. I further certify that the language on this form has not been modified in any way.

M. E. McDermed Amoco
Legal Titleholder or Authorized Representative's Signature

10/16/97
Date

M. E. McDermed
Print Legal Titleholder or Authorized Representative's Name

IN WITNESS WHEREOF, the said Titleholder of the above described property has caused the Restrictive Covenant to be executed on the 16 day of OCTOBER, 1997.

Signed in the presence of:

Hori Sanchez
Witness

Diana Tringl
Witness

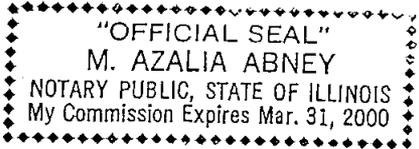
HORI Sanchez
Print Witness' Name

Diana Tringl
Print Witness' Name

Subscribed and sworn to me before this 16 day of OCTOBER, 1997, M. Azalia Abney
Cook County, ^{Illinois}~~Michigan~~ Notary Public
(Insert County)

My Commission Expires: Mar. 31, 2000

Drafted by:



Amoco
Company Name

Marilyn Dewitt
Print Name of Drafter

38705 Seven Mile Road, Suite 360, Livonia, MI 48152
Company Address

ref

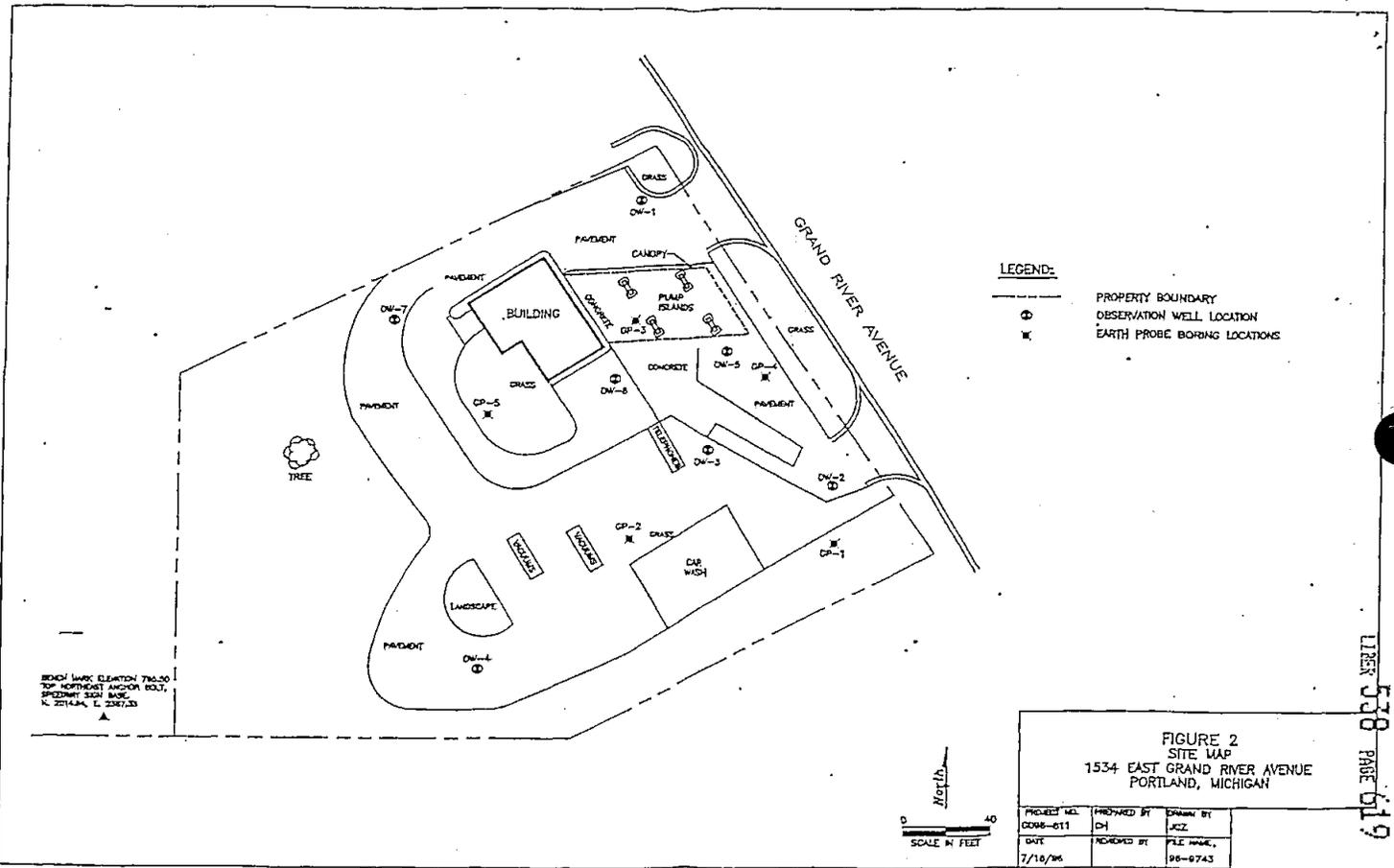
Attachment A

Owner: Amoco

Legal Description: Part of the South 1/2 of Section 34, Town 6 North, Range 5 West, Portland Township, Ionia County, Michigan, being described as: Beginning at a point which is North, along the North and South 1/4 Section line, 1585.5 feet and North 89 degrees 23 minutes East 58.5 feet, and North 37 degrees 36 minutes West, 4.5 feet and South 64 degrees 21 minutes West 150.0 feet from the South 1/4 corner of Section 34; and proceeding thence South 65 degrees 04 minutes 45 seconds West 95.10 feet; thence South 0 degrees 45 minutes West 230.80 feet; thence North 79 degrees 19 minutes 30 seconds East 79.25 feet; thence along a curve to the left, whose radius is 641.78 feet and whose long chord lies Northerly of the arc and bears North 69 degrees 54 minutes East 219.0 feet, an arc distance of 220.43 feet; thence North 60 degrees 39 minutes East along the tangent of the aforementioned curve, 77.85 feet, the last three courses being along the Northerly right of way line of the limited access highway known as I-96; thence North 31 degrees 44 minutes 30 seconds West, along the existing Westerly right of way line of Grand River Avenue, (formerly old US-16) 82.10 feet; thence North 71 degrees 47 minutes West 63.60 feet; thence South 62degrees 02 minutes West 109.50 feet; thence North 30 degrees 39 minutes West 121.40 feet to the Point of Beginning.

Attachment B

- ◆ NO WATER WELLS MAY BE CONSTRUCTED AT THE PROPERTY FOR EITHER POTABLE OR OTHER USE (EXCLUDING WELLS RELATED TO ACTIVITIES OUTLINED IN THE RESTRICTIVE COVENANT).
- ◆ THE PROPERTY MUST REMAIN COVERED AND IN GOOD CONDITION WITH AN IMPERMEABLE MATERIAL (ASPHALT, CONCRETE OR OTHER COMPARABLE SURFACE).
- ◆ THE PROPERTY USE MUST REMAIN COMMERCIAL SUBCATEGORY III (PER MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY *ENVIRONMENTAL RESPONSE DIVISION OPERATIONAL MEMORANDUM #14 (REV. 2)*, DATED JUNE 6, 1995).
- ◆ NO ACTIVITIES PROHIBITED BY OR HINDERING IMPLEMENTATION OR MAINTENANCE OF ACTIONS PROPOSED IN THIS RESTRICTIVE COVENANT SHALL BE PERFORMED. ADDITIONAL ASSESSMENT CAN BE CONDUCTED AT THE CURRENT OWNERS EXPENSE TO DETERMINE IMPACT OF PROPOSED ACTIVITIES.
- ◆ ANY ADDITIONS OR ALTERATIONS TO CURRENT BUILDINGS OR STRUCTURES MUST FIRST BE ASSESSED FOR ENVIRONMENTAL IMPACT AT THE EXPENSE OF THE OWNER AT THE TIME OF THE ADDITIONS OR ALTERATIONS.
- ◆ COSTS INCURRED FROM EXCAVATION, CHARACTERIZATION, AND DISPOSAL OF SOILS OR GROUND WATER REMOVED FROM THE PROPERTY AS A RESULT OF ADDITIONAL SITE CONSTRUCTION ACTIVITIES OR IMPROVEMENTS WILL BE AT THE EXPENSE OF THE OWNER AT THE TIME OF SOILS EXCAVATION OR GROUND WATER REMOVAL.
- ◆ AMOCO AND IT'S REPRESENTATIVES RETAIN RIGHT OF ACCESS TO THE PROPERTY TO CONDUCT ACTIVITIES OUTLINED RELATED TO THOSE DESCRIBED IN THIS RESTRICTIVE COVENANT.



LEGEND:

- ⊕ PROPERTY BOUNDARY
- ⊙ OBSERVATION WELL LOCATION
- ⊗ EARTH PROBE BORING LOCATIONS

BENCH MARK ELEVATION 716.00
 TOP HORIZONTAL ANCHOR BOLT,
 SPEEDWAY SIGN BASE,
 N. 2514.84, E. 2267.20

FIGURE 2
SITE MAP
 1534 EAST GRAND RIVER AVENUE
 PORTLAND, MICHIGAN

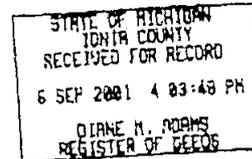
PROJECT NO.	PREPARED BY	EXAMINER BY
0008-011	CH	JCC
DATE	REVIEWED BY	FILE NAME
7/16/96		98-0743

LITER 538 PAGE 619



LIBER 556

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RESTRICTIVE COVENANT

DEQ MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY - UNDERGROUND STORAGE TANK DIVISION

This information and form is required under Sections 21310a(2) and 21-16 of Part 213, Leaking Underground Storage Tanks (LUST), of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. Failure to comply with the provisions of this Act may result in civil fines not to exceed \$10,000 for each day the violation continues or failure to comply continues.

INSTRUCTIONS: Use this form for filing the restrictive covenant with the register of deeds. This form is needed when the corrective action is based on a restrictive covenant for institutional controls. This form is not needed if an alternate mechanism is approved by the Department of Environmental Quality (Department) pursuant to Section 21310a(3) and 21310(4) of Part 213. If corrective action is based on the use of institutional controls regarding off-site migration of regulated substances, wait for USTD approval before recording the Restrictive Covenant with the register of deeds for contamination that has migrated or will migrate off-site. If the institutional controls are for on-site contamination, the owner/operator may proceed with recording the Restrictive Covenant with the register of deeds. In all cases, submit a copy of the Restrictive Covenant and proof of recording with the Closure Report (EQP 3843) to the appropriate USTD District Office listed on the back of the Closure Report Cover Sheet. This form must be completed in its entirety.

The below listed owner/operator has implemented a corrective action plan requiring institutional controls in the form of a restrictive covenant. The corrective action plan was developed as a result of a release from a Leaking Underground Storage Tank(s) (LUST) and was prepared pursuant to the provisions in Section 21310a(2) of Part 213. Regulated substances were discovered during the investigation and/or removal of Underground Storage Tanks (USTs).

This restrictive covenant is filed with the County Register of Deeds and covers the land identified in the following, and more fully described in Attachment A, attached. (*Attach a legal property description as Attachment A for the land where the restrictive covenant would apply, and a survey map of the areas addressed by this restrictive covenant.*) The restrictive covenant defines the areas addressed by the corrective action plan and the scope of any land use or resources limitations. The survey defining the areas addressed by the corrective action plan is attached. (*Describe the scope of any land use or resource use limitations.*)

Refer to Attachment B

The restrictive covenant is being filed by the below listed legal titleholder or with the express written permission of the legal titleholder. (*Attach permission statement from the legal titleholder if he/she is not signing this document.*)

Owner/Operator implementing the corrective action plan: Amoco Oil CompanyRelease Date(s): NoneCounty where deed is registered: IoniaCommon description of land, township/city, County: Grand Rapids & I 96, Portland, Ionia



LIBER 556

PAGE 582

Now Therefore (Legal Titleholder Name and Address) Amoco Oil Company 4850 E. 49th Street KBC-1
Cuyahoga Heights, OH 44125 Attn: Real Estate Department

(hereinafter referred to as the "titleholder"), hereby imposes restriction on the property and covenants and agrees that:

1. The Titleholder shall restrict activities on the property that may interfere with corrective action, operation and maintenance, monitoring, or other measures necessary to assure the effectiveness and integrity of the corrective action.
2. The Titleholder shall restrict activities that may result in exposure to regulated substances above levels established in the corrective action plan.
3. The Titleholder shall prevent a conveyance of title, an easement, or any other interest in the property from being consummated without adequate and complete provision for compliance with the corrective action plan and prevention of exposure to regulated substances described in item 2 above.
4. The Titleholder shall grant to the Department of Environmental Quality (Department) and its designated representatives the right to enter the property at reasonable times for the purpose of determining and monitoring compliance with the corrective action plan, including but not limited to the right to take samples, inspect the operation of the corrective action measures, and inspect records.
5. Soil shall not be removed from the property described herein, unless it is characterized to determine if it can be relocated without posing a threat to the public health, safety, welfare or environment in the new location.
6. The state may enforce the restrictions set forth in the covenant by legal action in a court of appropriate jurisdiction.

The restrictions and other requirements described in this Restrictive Covenant shall run with the land and be binding to the titleholder's successors, assigns, and lessees or their authorized agents, employees or persons acting under their direction or control. The restrictions shall apply until the Department determines that regulated substances no longer present an unacceptable risk to the public health, safety or welfare or to the environment. A copy of this Restrictive Covenant shall be provided to all heirs, successors, assigns, and transferees.

This Restrictive Covenant shall not be amended, modified or terminated except by a written instrument executed by and between the Titleholder at the time of the proposed amendment, modification, or termination, and the Department. Within five (5) days of executing an amendment, modification or termination of the Restrictive Covenant, the Titleholder shall record such amendment, modification or termination with the County Register of Deeds, previously named, and within five (5) days thereafter, the Titleholder shall provide a true copy of the recorded amendment, modification or termination to the Department.

If any provision of this Restrictive Covenant is also the subject of any laws or regulations established by any federal, state or local government, the stricter of the two standards shall prevail.

The undersigned person, if executing this Restrictive Covenant on behalf of the Titleholder, represents and certifies that they are duly authorized and have been fully empowered to execute and deliver this Restrictive Covenant.

I hereby attest to the accuracy of the statements in this document and all attachments. I further certify that the language on this form has not been modified in any way.

P. W. Brasse
Legal Titleholder or Authorized Representative's Signature

August 8, 2001
Date

P. W. Brasse
Print Legal Titleholder or Authorized Representative's Name

IN WITNESS WHEREOF, the said Titleholder of the above described property has caused the Restrictive Covenant to be executed on the 8th day of August, 2001.





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Signed in the presence of:

L. Horvath
Witness

M. Mabini
Witness

L. Horvath
Print Witness' Name

M. Mabini
Print Witness' Name

Subscribed and sworn to me before this 8th day of AUGUST, 2001

Barbara A. Tillinghast
Notary Public

Cuyahoga County, Ohio
(Insert County)

My Commission Expires: 11-5-05

Drafted by:

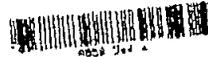
BARBARA A. TILLINGHAST
Notary Public, State of Ohio
My Commission Expires Nov. 5, 2005

BP Amoco Real Estate Legal Services
Company Name

BP Exploration & Oil Inc.
Print Name of Drafter

4850 E. 49th St. MBC-1 Cuyahoga Heights, OH 44125
Company Address Aftu: Real Estate Department

EXHIBIT A



LIBER 556

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SITUATED IN THE PART IN THE TOWNSHIP OF PORTLAND AND IN PART IN THE CITY OF PORTLAND, IONIA COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A parcel of land being part of the South $\frac{1}{2}$ of Section 34, Town 6 North, Range 5 West, Portland Township and part of the City of Portland, Ionia County, Michigan and more particularly described as follow:

Commencing at the South $\frac{1}{4}$ corner of said Section 34; thence North $00^{\circ}21'02''$ West along the North and South $\frac{1}{4}$ line of said Section 34, a distance of 1,315.85 feet to a point at the East $\frac{1}{8}$ corner of the Southwest $\frac{1}{4}$ of said Section 34; thence North $24^{\circ}40'14''$ West a distance of 230.24 feet to the point of beginning; said point lying within the City of Portland; thence North $63^{\circ}23'55''$ East a distance of 145.12 feet to a point on the Southwesterly line of Grand River Avenue width variable (as now established) formerly known as Old U.S. 16; the aforementioned point also lying within Portland Township; thence along the Southwesterly line of Grand River Avenue on a curve to the right; said curve having an arc length of 160.59 feet, a radius of 3,769.83 feet, and whose chord bears South $34^{\circ}38'47''$ East a distance of 160.57 feet, to a point; thence North $73^{\circ}20'45''$ West a distance of 63.63 feet to a point; thence South $60^{\circ}31'12''$ West a distance of 109.50 feet to a point within the City of Portland; thence North $32^{\circ}10'33''$ West a distance of 121.48 feet to the point of beginning. Containing 18,305 square feet or 0.42 acres of land (more or less). Subject to any and all easements of record, if any.



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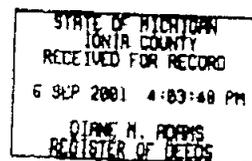
Attachment B

- NO WATER WELLS MAY BE CONSTRUCTED AT THE PROPERTY FOR EITHER POTABLE OR OTHER USE (EXCLUDING WELLS RELATED TO ACTIVITIES OUTLINED IN THE RESTRICTIVE COVENANT).
- THE PROPERTY MUST REMAIN COVERED AND IN GOOD CONDITION WITH AN IMPERMEABLE MATERIAL (ASPHALT, CONCRETE OR OTHER COMPARABLE SURFACE).
- THE PROPERTY USE MUST REMAIN A MINIMUM OF COMMERCIAL SUBCATEGORY III (PER MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY ENVIRONMENTAL RESPONSE DIVISION OPERATIONAL MEMORANDUM #14 (REV. 2), DATED JUNE 6, 1995).
- NO ACTIVITIES PROHIBITED BY OR HINDERING IMPLEMENTATION OR MAINTENANCE OF ACTIONS PROPOSED IN THIS RESTRICTIVE COVENANT SHALL BE PERFORMED. ADDITIONAL ASSESSMENT CAN BE CONDUCTED TO DETERMINE IMPACT OF PROPOSED ACTIVITIES AT THE EXPENSE OF THE OWNER AT THE TIME OF THE ACTIVITIES.
- ANY ADDITIONS OR ALTERATIONS TO CURRENT BUILDINGS OR STRUCTURES MUST FIRST BE ASSESSED FOR ENVIRONMENTAL IMPACT AT THE EXPENSE OF THE OWNER AT THE TIME OF THE ADDITIONS OR ALTERATIONS.
- COSTS INCURRED FROM EXCAVATION, CHARACTERIZATION, AND DISPOSAL OF SOILS OR GROUND WATER REMOVED FROM THE PROPERTY AS A RESULT OF ADDITIONAL SITE CONSTRUCTION ACTIVITIES OR IMPROVEMENTS WILL BE AT THE EXPENSE OF THE OWNER AT THE TIME OF SOILS EXCAVATION OR GROUND WATER REMOVAL.
- AMOCO AND ITS REPRESENTATIVES RETAIN RIGHT OF ACCESS TO THE PROPERTY TO CONDUCT ACTIVITIES RELATED TO THOSE DESCRIBED IN THIS RESTRICTIVE COVENANT.



LIBER 556

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This instrument prepared by:
 R. Reed King, Esq.
 BP Exploration & Oil Inc.
 4850 E. 49th St.
 Cuyahoga Heights, OH 44125

RETURN TO:

Name: R. Reed King Esq
 Address: 4850 E 49th St
 City, State, Zip: Cuyahoga Heights OHIO 44125
 Telephone Number: _____

QUIT-CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS:

That Amoco Oil Company (formerly The American Oil Company), a Maryland corporation, the Grantor, with an address of 4850 E. 49th Street, Cuyahoga Heights, Ohio 4133, Attn: Real Estate Department, for the sum of Ten Dollars (\$10.00) 23

received to its full satisfaction of JFB Real Estate, LLC, a limited liability company, the Grantee, whose tax mailing address is P. O. Box 247, Sparta, Michigan 49345, does hereby quit-claim unto the said Grantee, its successors and assigns forever, all such right and title as it, the said Grantor, has in and to that certain piece or parcel of land, situated in the City and Township of Portland, County of Ionia and State of Michigan, as more fully described in Exhibit "A" attached hereto and made a part hereof, together with all such right and title as said Grantor has in and to all buildings, structures and other improvements located thereon, excluding any advertising, trade names, trade marks, trade dress, service marks, signs, sign poles, slogans, identifications, copyrights or copyrighted materials of said Grantor located thereon.

TO HAVE AND TO HOLD the premises aforesaid, to the said Grantee, its successors and assigns, forever.

IN WITNESS WHEREOF, AMOCO OIL COMPANY has set its hand and corporate seal, by its duly authorized representatives, this 9th day of August, 2001.



LIBER 556

PAGE 580

EXHIBIT A

A parcel of land being part of the South 1/2 of Sec. 34, T.6N., R.5W., Portland Twp., & part of the City of Portland, Ionia Co., Michigan & more particularly described as follows:

Commencing at the S. 1/4 corner of said Section 34;
Thence N. 00° 21' 02" W., along the N. & S. 1/4 line of said Sec. 34, a distance of 1315.95 ft. to a point at the E. 1/8 corner of the S.W. 1/4 of said Sec. 34;

Thence N. 24° 40' 14" W., a distance of 230.24 ft. to the point of beginning; said point lying within the City of Portland;

Thence S. 32° 10' 33" E., a distance of 121.48 ft. to a point;

Thence N. 60° 31' 12" E., a distance of 109.50 ft. to a point lying within Portland Twp.;

Thence S. 73° 20' 45" E., a distance of 63.63 ft. to a point on the Southwesterly line of Grand River Avenue, width variable (as now established) formerly known as Old U.S. 16;

Thence along the Southwesterly line of Grand River Ave. on a curve to the right; said curve having an arc length of 82.12 ft.; a radius of 3769.83 ft. & whose chord bears S. 33° 12' 53" E. a distance of 82.12 ft. to a point on the Northerly line of the I-96 Expressway Right of Way, width variable;

Thence S. 59° 08' 12" W. along the Northerly line of the I-96 Expressway Right of Way, a distance of 77.85 ft. to a point;

Thence continuing along the Northerly line of the I-96 Expressway Right of Way on a curve to the right; said curve having an arc length of 220.08 ft., a radius of 641.78 ft. & whose chord bears S. 68° 23' 12" W. a distance of 219.00 ft. to a point;

Thence continuing along the Northerly line of the I-96 Expressway Right of Way S. 77° 49' 51" W. a distance of 79.27 ft. to a point;

Thence N. 00° 45' 48" W. a distance of 230.62 ft. to a point lying within the City of Portland;

Thence N. 63° 23' 55" E. a distance of 95.10 ft. to the point of beginning.

Containing 56,339 sq. ft. or 1.29 acres of land (more or less).

Subject to any and all easements of record, if any.

August 17, 2009

Erhardt Werth
ARCADIS U.S., Inc.
630 Plaza Drive
Highlands Ranch, Colorado 80129

RE: Limited Power of Attorney On Behalf of Atlantic Richfield Company

Atlantic Richfield Company ("AR") and ARCADIS U.S., Inc. ("ARCADIS") have entered into that certain agreement dated August 3, 2009 ("Agreement") regarding, among other things, the remediation of Pre-existing Contamination at, on, under, migrating, and emanating from the Properties (all capitalized terms not defined herein shall have the meaning set forth in the Agreement). In furtherance of the Agreement, AR hereby grants ARCADIS the authority to do and perform the following tasks on behalf of the Company, only with regard to the Properties and related off-site locations:

- i. ARCADIS shall use all reasonable efforts to obtain environmental permits and/or renew existing environmental permits in its own name. In the event that, notwithstanding all such reasonable efforts, the applicable Governmental Authority requires that AR or an AR Affiliate be named as the permittee, ARCADIS may, after providing AR with ten (10) days written notice and provided that AR does not object, execute and submit in the name of AR or, as applicable, an AR Affiliate necessary applications to obtain environmental permits and/or renewals of such permits, as may be required by state, federal or local authorities;
- ii. ARCADIS shall use all reasonable efforts to submit environmental reports and other correspondence in its own name. In the event that, notwithstanding all such reasonable efforts, the applicable Governmental Authority requires that a report or other correspondence be submitted in the name of AR or an AR Affiliate, ARCADIS may, after providing AR with twenty (20) days written notice and a copy of the proposed report or correspondence and provided that AR does not object, execute on behalf of AR or, as applicable, an AR Affiliate environmental reports and correspondence to be submitted to any federal, state and/or local governmental agencies, as may be required by any federal, state or local laws, regulations or ordinance. In the event that AR provides comments on a report or correspondence, ARCADIS shall incorporate AR's comments unless a reasonable objection is raised in response to AR's comments in which case the parties shall discuss and agree to the final language before submission;
- iii. Execution and submittal of applications for reimbursement to UST Reimbursement Funds in accordance with any applicable laws and regulations, and handling any and all appeals from decisions of UST Reimbursement Funds as authorized by law; and

- iv. Execution and submittal of applications, forms and other documents, as required by applicable laws, to dispose of soil or water contaminated with non-hazardous petroleum resulting from hydrocarbon leaks or spills at or associated with the Properties in accordance with applicable laws.

All applicable terms of the Agreement, including but not limited to Section 5, shall apply to this authorization, and this authorization shall in no way reduce or limit ARCADIS' obligations and duties pursuant to the Agreement. Breach of this authorization shall constitute a breach of the Agreement. In the event of a conflict between the Agreement and this authorization, the Agreement shall control. Unless terminated earlier in AR's absolute and sole discretion, this authorization shall terminate at the same time as the Agreement.

Very truly yours,



Todd Gift
Procurement Program Manager
Atlantic Richfield Company

AGREED TO ON BEHALF OF ARCADIS U.S., INC. BY:



Name



Date

cc: Jon Armstrong- Atlantic Richfield Company, Houston, Texas

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/1/2013 Run # 13-073

Owner Herbert Mosser
Address 300 Donna Drive
City Portland State MI Zip 48875 Phone # 647-6458

Occupant Janice Mosser
Address 300 Donna Drive
City Portland State MI Zip 48875 Phone # 647-6458

Township Section #

Times

Received 13:01 In service 13:02 On Scene 13:03 Controlled
Cleared 13:37 Back In Ser. 14:01

Total Hrs 1 Total Man Hours 6

Description of Response toned to a car in a building
08 Buick Vin# 1G4hp57228a124273 State Farm Ins #712-9095-B28-22L

Location of Response 1330 East Grand River

Units Responding Eng 1 Car 4

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief Baker*	Asst Chief Logel Sr.*	Captain Krizov*
Captain	1st Lt Gensterblum*	2nd Lt
1 Pline	2 Chapman* AMB	3 Schafer, J*
4	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24

Reported By Martin

ORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/4/2013 Run # 13-074

Owner

Address

City State Zip Phone #

Occupant

Address

City State Zip Phone #

Township

Section #

Times

Received 10:13 In service 10:16 On Scene Controlled

Cleared 10:23 Back In Ser. 11:13

Total Hrs 1 Total Man Hours 5

Description of Response Smoke Investigation Nothing Found

Location of Response WB 196 at the 77 Mile Marker

Units Responding Brush 8 Car 4

Mutual Aid Received none

Personnel Responding: (* denotes personnel on scene)

Chief Baker*	Asst Chief Logel, Sr*	Captain
Captain	1st Lt	2nd Lt
1 Pline	2 Chapman-AMB	3 Tygeson
4 Waltersdorf*	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24

Reported By Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/25/2013 Run # 13-085

Owner Jeff Pohl
 Address 337 South Grant
 City Portland State MI Zip 48875 Phone # 517-231-5566

Occupant
 Address
 City State Zip Phone #

Township Section #

Times

Received 14:15 In service 14:26 On Scene 14:27 Controlled
 Cleared 14:34 Back In Ser. 15:15

Total Hrs 1 Total Man Hours 6

Description of Response Toned to a stove the had smoke in it and was sparking
 Coil in stove burned through, Power was turned off to stove
 Ins. Jim Simon Portland

Location of Response 337 South Grant Street

Units Responding Eng 11

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

Chief	Baker*	Asst Chief	Logel, Sr*	Captain	Mosser
Captain		1st Lt	Gensterblum*	2nd Lt	Logel, Jr*
	1 Martin*		2		3
	4		5		6
	7		8		9
	10		11		12
	13		14		15
	16		17		18
	19		20		21
	22		23		24

Reported By Martin

ORTLAND FIRE DEPARTMENT RUN SHEET

DATE 11/25/20103 Run # 13-086

Owner
 Address
 City State Zip Phone #

Occupant
 Address
 City State Zip Phone #

Township Section #

Times
 Received 21:37 In service 21:42 On Scene 21:45 Controlled
 Cleared 22:15 Back In Ser. 22:37

Total Hrs 1 Total Man Hours 17

Description of Response Toned for blocking the highway, AMB 44 on scene of an accident
 Highway was really icy

ocation of Response 196 Mile Marker 77 West Bound

Units Responding Car 4 Tanker 9 Brush 8

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

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

Reported By Martin

7

PORTLAND AREA FIRE AUTHORITY
REGULAR BOARD MEETING
TUESDAY DECEMBER 3, 2013
7:00 pm

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

WELCOME NEW MEMBERS

ELECTION OF OFFICERS

AGENDA APPROVAL

APPROVAL OF MINUTES

APPROVAL OF BILL PAYMENT / FINANCIAL REPORT

CORRESPONDENCE

CHIEF REPORT

COMMITTEE REPORTS: APPOINT NEW MEMBERS

- INSURANCE
- POLICY & PROCEDURE
- BUDGET
- PERSONNEL

OLD BUSINESS:

NEW BUSINESS:

- 2014- 2015 Budget
-
-

BOARD COMMENTS AND PUBLIC COMMENT

ADJOURNMENT

**Portland Area Fire Authority
Monthly Report
November 2013**

Total runs for month of November: 15

Breakdown of activity by run and area:

City of Portland: 6. 1- Motor Vehicle Crash 1-Smoke investigation. 2-False fire alarms. 1-Stove fire. 1-Gas meter on house hit by vehicle.

Portland Twp.: 3. 1-Smoke investigation 1-Wire down 1- Shed fire.

Danby Twp.: 4. 3-Wires down. 1- Tree blocking.

Mutual Aid Given: 2. 1-Sunfield, Grain Bin fire. 1-Lyons –Muir, house fire.

Mutual Aid Received: 1-Shed fire. Lyons Muir assisted.

Runs to date: 88. Runs for 2012 this date.

E-11 Update.

Questions?

Respectfully Submitted,
John A. Baker
John A. Baker, Chief
Portland Area Fire Authority

Description of PAFA Apparatus

E-11: 1990 Pierce Pumper:

Tank Capacity: 500 gal.

Pump Capacity: 1250 gallons per minute. (Nozzle flow).

Primary Function: First out all fires.

Capacity: 6 personnel.

R-1: 1999 Pierce Rescue/Pumper:

Tank Capacity: 350 gal.

Pump Capacity: 1750 gallons per minute. (Nozzle flow).

Primary function: First out all extrications and second out engine for rural structure fires.

Capacity: 6 personnel.

T-9: 1990 International Tanker:

Tank Capacity: 2000 gallons.

Pump: Small pump. No rated capacity.

Function: Moving large volume of water.

Capacity: 3 personnel.

E-7: 1976 American LA France Pumper.

Tank Capacity: 750

Pump Capacity: 1500 gallons per minute. (Nozzle flow).

Primary Function: Pumper, second out in city structure fire.

Capacity: 5 personnel.



Portland Area Fire Authority
773 E Grand River Ave
Portland MI 48875
517-647-2935

[DRAFT 11/10/2013] Minutes of the Regular Board Meeting
Tuesday, November 5, 2013 – 7:00 pm – Danby Township Hall

Call to Order – Pledge of Allegiance

The meeting called to order at 7:02 pm. The Pledge of Allegiance was observed.

Roll Call

Steve Fabiano, Dick Pohl, Kathy Parsons, Mark Ackerson, Bill Stegenga, Chief John Baker

Guest: Julius Platte, Joel VanSlambrouck, Patti Jo Schafer

Public Comment –

- None.

Agenda Approval

Mr. Pohl moved to approve the agenda as presented. Mr. Stegenga supported. **Motion carried.**

Approval of Minutes

Mr. Ackerson moved to approve the minutes of the prior meeting. Mr. Stegenga supported. **Motion carried.**

Approval of Bill Payment / Financial Report

Bills in the amount of \$9,615.71 including fire gear and rescue, tires and fuel from last month's meeting were presented.

Mr. Ackerson presented the financial report. Mr. Stegenga moved to approve payment of bills as presented and the financial report. Mr. Pohl supported. **Motion carried.**

Correspondence

None

Chief's Report

Chief Baker gave his monthly report showing monthly runs (attached), totaling 72 year to date. Engine 11 is pack from repairs and in service. Only the transmission guard to be done by the City's mechanic is left to do, which will be quick.

Ionia County will participate in the Smart911 plan. The department will be participating in the media blitz upcoming.

Chief Baker distributed a publication from the West Michigan Fire Chief's Association explaining what departments typically do and how they typically work. Mr. Fabiano stated the purpose of the publication is to increase awareness of the effectiveness of the Department in the community, improve standards in departments for personnel and training, and garner support for available grants.

Chief Baker thanked Mr. Fabiano for all he has done to help get the Authority up and running, and for his service as Board Chair this past year.

[DRAFT 11/10/2013] Minutes of the Regular Board Meeting November 5, 2013

Committee Reports:

- Insurance – The Workers Comp Audit produced a credit of \$614.
- Policy & Procedure - None
- Budget – Mark had asked Chief Baker for some figures for financing, which Chief will provide to the Committee. Mr. Stegenga and Ms. Parsons will join the process for the budget committee.
- Personnel - None

Old Business:

None

New Business:

None

Board Comments and Public Comment –

Mr. Ackerson thanked Mr. Fabiano for his service on the Board and as Chair. Ms. Parsons said it was a testament to Mr. Fabiano steering us through the rough beginning to lead us to conducting business generally with one-hour meetings.

Adjournment –

Mr. Ackerson moved to adjourn. Mr. Stegenga supported. **Motion carried.** Meeting adjourned at 7:30 pm.

Next meeting is December 3rd, 2013 at 7:00 pm at Danby Township Hall.

Respectfully submitted:



Kathy Parsons, Secretary

Portland Area Fire Authority

Profit & Loss

as of November 30, 2013

	<u>Capital Outlay</u>	<u>Operating</u>	<u>TOTAL</u>
Ordinary Income/Expense			
Income			
400 · Contributions/Grants			
405 · City of Portland - 38.5%	0.00	42,119.96	42,119.96
410 · Danby Township - 23.28%	0.00	25,468.90	25,468.90
415 · Portland Twp - 38.22%	0.00	41,813.64	41,813.64
Total 400 · Contributions/Grants	<u>0.00</u>	<u>109,402.50</u>	<u>109,402.50</u>
430 · Fund Balances			
435 · Capital Outlay Fund balance	59,480.04	0.00	59,480.04
438 · Operating Fund Balance	0.00	19,506.97	19,506.97
Total 430 · Fund Balances	<u>59,480.04</u>	<u>19,506.97</u>	<u>78,987.01</u>
440 · Interest	30.24	18.31	48.55
450 · Rebates/Refunds	0.00	142.00	142.00
Total Income	<u>59,510.28</u>	<u>129,069.78</u>	<u>188,580.06</u>
Expense			
700 · Salaries			
703 · Chief Salary	0.00	0.00	0.00
704 · Assistant Chief	0.00	0.00	0.00
705 · Officers	0.00	0.00	0.00
706 · Fire Marshalls	0.00	0.00	0.00
707 · FireFighters	0.00	0.00	0.00
708 · Apparatus Maintenance Wages	0.00	800.00	800.00
Total 700 · Salaries	<u>0.00</u>	<u>800.00</u>	<u>800.00</u>
710 · Fringe Benefits			
711 · Workers Comp	0.00	2,865.00	2,865.00
712 · FICA	0.00	61.20	61.20
Total 710 · Fringe Benefits	<u>0.00</u>	<u>2,926.20</u>	<u>2,926.20</u>
720 · Office Supplies	0.00	645.67	645.67
728 · Dues & Subscriptions	0.00	75.00	75.00
730 · Operating Expenses			
731 · General Repair	0.00	945.63	945.63
732 · Engine 11-1991 Pumper	0.00	2,041.23	2,041.23
733 · Engine 1-1999 Rescue Pumper	0.00	278.95	278.95
734 · Engine 7-1976 Pumper	0.00	490.30	490.30
735 · Tanker 9- 1990	0.00	17.46	17.46
738 · Brush 12- 1996 DNR Grass Rig	0.00	181.98	181.98
739 · L/A 2 - 1979 Light & Air Truck	0.00	171.50	171.50
742 · Quad 51 - 2002 Honda Quad	0.00	74.79	74.79
743 · Marine 1- Zodiac Boat w/ motor	0.00	41.96	41.96
Total 730 · Operating Expenses	<u>0.00</u>	<u>4,243.80</u>	<u>4,243.80</u>
746 · Turnout Gear	0.00	13,582.85	13,582.85
747 · Uniforms	0.00	605.20	605.20
748 · Gas & Fuel	0.00	1,570.61	1,570.61
750 · Employee Program			
753 · Health Testing	0.00	199.47	199.47
Total 750 · Employee Program	<u>0.00</u>	<u>199.47</u>	<u>199.47</u>
770 · Equipment Maintenance	0.00	466.38	466.38
780 · Maintenance Agreements	0.00	2,616.06	2,616.06
790 · Building Maintenance	0.00	447.56	447.56
800 · Professional Services			
801 · Accounting Services	0.00	2,000.00	2,000.00
802 · Bank Charges	0.00	0.02	0.02
803 · Computer Consulting	0.00	534.76	534.76
Total 800 · Professional Services	<u>0.00</u>	<u>2,534.78</u>	<u>2,534.78</u>

Portland Area Fire Authority
Profit & Loss

as of November 30, 2013

	<u>Capital Outlay</u>	<u>Operating</u>	<u>TOTAL</u>
820 · Trash Removal/Sanitiation	0.00	300.00	300.00
824 · Training	0.00	987.50	987.50
840 · Insurance Expenses			
841 · Vehicle Insurance	0.00	4,291.00	4,291.00
842 · Building Insurance	0.00	415.00	415.00
843 · Liability Insurance	0.00	7,154.00	7,154.00
Total 840 · Insurance Expenses	<u>0.00</u>	<u>11,860.00</u>	<u>11,860.00</u>
850 · Communication Expenses			
851 · Internet Expense	0.00	272.99	272.99
852 · Radios/Pagers	0.00	1,383.53	1,383.53
853 · Telephone/Cell Phones	0.00	62.39	62.39
Total 850 · Communication Expenses	<u>0.00</u>	<u>1,718.91</u>	<u>1,718.91</u>
880 · Inner Department Expenses			
881 · Fire Safety & Prevention	0.00	201.73	201.73
882 · S.C.B.A Program	0.00	1,029.25	1,029.25
Total 880 · Inner Department Expenses	<u>0.00</u>	<u>1,230.98</u>	<u>1,230.98</u>
920 · Utilities Expense			
922 · Gas & Electric	0.00	1,653.76	1,653.76
923 · Water & Sewer	0.00	417.79	417.79
Total 920 · Utilities Expense	<u>0.00</u>	<u>2,071.55</u>	<u>2,071.55</u>
Total Expense	<u>0.00</u>	<u>48,882.52</u>	<u>48,882.52</u>
Net Ordinary Income	59,510.28	80,187.26	139,697.54
Other Income/Expense			
Other Expense			
970 · Capital Outlay			
976 · Equipment Purchase	8,201.59	79.57	8,281.16
Total 970 · Capital Outlay	<u>8,201.59</u>	<u>79.57</u>	<u>8,281.16</u>
Total Other Expense	<u>8,201.59</u>	<u>79.57</u>	<u>8,281.16</u>
Net Other Income	<u>-8,201.59</u>	<u>-79.57</u>	<u>-8,281.16</u>
Net Income	<u>51,308.69</u>	<u>80,107.69</u>	<u>131,416.38</u>

Portland Area Fire Authority

Balance Sheet

As of November 30, 2013

ASSETS	
Current Assets	
Checking/Savings	
100 · Huntington Checking #1823	8,152.82
102 · Huntington Savings #2589	
103 · Capital Outlay Fund	59,510.28
104 · Restricted Fund Balance	19,518.28
105 · Unrestricted Fund Balance	48,032.29
Total 102 · Huntington Savings #2589	<u>127,060.85</u>
108 · Petty Cash Acct #1836	376.98
Total Checking/Savings	<u>135,590.65</u>
Total Current Assets	135,590.65
Fixed Assets	
150 · Fixed Assets	
153 · Equipment	5,700.00
159 · Accum. Depreciation	-285.00
Total 150 · Fixed Assets	<u>5,415.00</u>
Total Fixed Assets	5,415.00
Other Assets	
180 · Prepaid Expenses	35.15
Total Other Assets	<u>35.15</u>
TOTAL ASSETS	<u><u>141,040.80</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	4,188.42
Total Accounts Payable	<u>4,188.42</u>
Other Current Liabilities	
205 · Payroll Liabilities	
City Withholding	4.00
MI Withholding	17.00
Total 205 · Payroll Liabilities	<u>21.00</u>
Total Other Current Liabilities	<u>21.00</u>
Total Current Liabilities	<u>4,209.42</u>
Total Liabilities	4,209.42
Equity	
320 · Retained Earnings	5,415.00
Net Income	131,416.38
Total Equity	<u>136,831.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>141,040.80</u></u>

10:48 PM
11/29/13
Accrual Basis

Portland Area Fire Authority
Bills to be Approved at the Meeting
As of December 3, 2013

<u>Nun</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
100	Huntington Checking #1823		
	B & W Automotive	2 invoices	61.85
	Breathing Air Systems	Maintenance Program Renewal	724.56
	City of Portland	Reimbursement Radio Subscription Fee	100.00
	Countryside Accounting	Contract for Nov.	400.00
	John Baker	Reimb 2 staples receipts	345.46
	Keusch Service	15 invoices for fuel	739.80
	Michigan State Firemen's Association	2014 Membership	75.00
	R & R Fire Truck Repair, Inc.	3 invoices for pump tests	712.50
	West Shore Fire	Test 22 Air Packs + Service Call	1,029.25
	Total 100 · Huntington Checking #1823		<u>4,188.42</u>
TOTAL			<u><u>4,188.42</u></u>

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
November 26, 2013
7:00 p.m.

The Chair called the meeting to order and led with the Pledge of Allegiance.

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

Others present: Mark Jones, Doug DeVries, Bob VanLente, Loren Gage, Ken Bowen, Bob Cusack, Mari Droste, Jim Valentine, Judy Clark, Karen Bota, Deb Thailson, Mandy Germain, Don Lehman, Jamie Bevington, Sug Pinnow, Stephanie Hurlbut and Tonda Rich

Approval of Agenda

The Chair noted the following additions to the agenda: Added Items E. and F. to the Consent Calendar (Closed Session minutes from November 12, 2013) and added items Q. (MMRMA Renewal Agreement) and R. (Byrne Grant Amendment) under New Business. Moved by Tiejema, supported by Mason, to approve the amended agenda. Motion carried by voice vote.

Public Comment

Bob Cusack addressed the Board regarding homeless people in Ionia County. Deb Thailson requested the Board to appoint Ken Bowen as the Public Health Officer.

Did You Know?

Commissioners' Mason, Tiejema, Cowling-Cronk and Calley stated 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 October 2013 - \$1,042,844.29
- D. Approve payment of Health Fund bills - \$90,343.89
- E. Approve Closed Session I minutes from November 12, 2013
- F. Approve Closed Session II minutes from November 12, 2013

Commissioner Mason noted an amendment to her per diem voucher changing the per diem for the October 8th and 22nd meetings to \$50 per meeting.

The Closed Session minutes, sessions I & II, from November 12, 2013 were passed out and reviewed by the Board.

Hearing no objections, the Chair declared the Consent Calendar approved.

Unfinished Business

A. Appointment

1. Community Mental Health Services Board – Moved by Tiejema, supported by Cowling-Cronk, to appoint Joel N. Leipprandt to the Community Mental Health Services Board for a three-year term. Motion carried by voice vote.

- B. County Administrator, Stephanie Hurlbut, requested a proposed 2% wage increase for non-union employees and those union employees that have not had an increase. Hurlbut stated that the County budgeted a 9% increase for health insurance costs for 2014. The actual insurance expense was less than what was budgeted and requested that the difference be used for a wage increase for 2014. Each commissioner was given an opportunity to comment. Moved by Mason, supported by Cowling-Cronk, to approve a 2% wage increase for non-union employees and to negotiate a 2% wage increase for union employees that have not yet received an increase. Motion carried by voice vote, with Tiejema and Banks voting no.

New Business

- A. Don Lehman with MSU Extension discussed the FY 2014 Annual Work Plan and answered questions from the Board. Moved by Mason, supported by Wirtz, to approve the 2014 Annual Work Plan as submitted. Motion carried by voice vote.
- B. Moved by Tiejema, supported by Shattuck, to approve amendment #4 of the Medical Direction, Administrative Program Consultation Services Agreement between Ingham County and the County of Ionia and to authorize appropriate signatures. Motion carried by voice vote.
- C. Moved by Shattuck, supported by Wirtz, to approve the Swanson Services Inmate Commissary Corporation contract for a 4-year term that provides inmate commissary services and inmate banking software. Motion carried by voice vote.
- D. Moved by Banks, supported by Tiejema, to approve the renewal of the contract with Securus Technologies that provides inmate phone service at the jail. Motion carried by voice vote.

- E. Moved by Tiejema, supported by Shattuck, to approve an amendment to the AAAWM 2013 Nutrition Contract that reflects the overall increase of \$1,532, and authorize appropriate signatures. Motion carried by voice vote.
- F. Commissioner Mason discussed the Mid-West Michigan Trail Authority 2014 adopted budget. (A copy of the budget is on file in the Clerk's Office).
- G. Moved by Banks, supported by Cowling-Cronk, to approve the grant agreement with State of Michigan - FEMA DR-4121-MI, in the amount of \$60,940.98 for the flood damage at Bertha Brock Park and to further authorize appropriate signatures. Motion carried by voice vote.
- H. Moved by Tiejema, supported by Banks, to approve the grant agreement with the Michigan Supreme Court - State Court Administrative Office for 2014, in the amount of \$80,000, for personnel and participants of the Drug Court, and authorize appropriate signatures. Motion carried by voice vote.
- I. Moved by Banks, supported by Tiejema, to approve the 2014 Byrne Memorial Justice Assistance Grant for Drug Court in the amount of \$30,000, to be used for consulting and drug testing, and to authorize appropriate signatures. Motion carried by voice vote.
- J. Moved by Shattuck, supported by Cowling-Cronk, to approve the 2014 Michigan Veterans Treatment Court grant agreement in the amount of \$89,707, to be used for mentoring/counseling and drug testing, and to authorize appropriate signatures. Motion carried by voice vote.
- K. Moved by Mason, supported by Tiejema, to approve the 2014 Court Performance Innovation Fund Grant for Pretrial Services Program in the amount of \$125,000 and authorize appropriate signatures. Motion carried by voice vote.
- L. Moved by Tiejema, supported by Wirtz, to approve a full-time Pretrial Probation Officer position, at a Grade 10 and a 20 hour per week clerical position at a grade 8, with both positions being grant funded until September 30, 2014. Motion carried by voice vote.
- M. Hurlbut recommended that the Board appoint Ken Bowen as the Public Health Officer. Each commissioner was given an opportunity to comment on Bowen's performance as he has been the acting Public Health Officer. Moved by Tiejema, supported by Cowling-Cronk, to appoint Ken Bowen as the Ionia County Public Health Officer. Motion carried by voice vote.
- N. On April 10, 2012, the Ionia County Board of Commissioners adopted Resolution 2012-03 Resolution to Phase Out Commissioner Health Insurance. The adopted Resolution sets forth an insurance premium payment schedule for County Commissioners. Hurlbut referenced the Resolution, which states that "During the 2013-14 term, commissioners shall pay 20% of the illustrated rate." As discussed, 20% is less than what county employees are paying and requested that Resolution 2012-03 be rescinded. Moved by Tiejema, supported by Wirtz, to rescind Resolution 2012-03 Resolution to Phase Out Commissioner Health Insurance. Motion carried by the following roll call vote: yes - all.

- O. Moved by Mason, supported by Cowling-Cronk, to change the December 17, 2013 Committee-of-the-Whole meeting to a regular meeting and cancel the December 26, 2013 board meeting. Motion carried by voice vote.
- P. Moved by Cowling-Cronk, supported by Wirtz, to approve the 2014 Michigan Municipal Risk Management Authority renewal agreement for the County's liability insurance. Motion carried by voice vote.
- Q. Moved by Mason, supported by Shattuck, to approve the 2014 Bryne Jag Grant Amendment that adds language that entities are to be trained on civil rights. Motion carried by voice vote.

Chairperson's Report

- 1) Requested that the Administrator's evaluations are turned in today;
- 2) Thanked the courts and other departments for their efforts in finding funding available, such as applying for grants.

County Administrator's Report

- 1) The County Christmas luncheon RSVP's are needed;
- 2) Received a dividend check from Workmans' Compensation;
- 3) Free Cat Adoption Day at the Animal Shelter to take place on November 27th

Public Comment

Bob Cusack discussed the need for a homeless shelter in Ionia County.

The Chair called for a brief recess at 8:45 p.m. and reconvened at 8:47 p.m.

Moved by Banks, supported by Cowling Cronk, to enter into Closed Session to discuss Corrections Unit negotiations. Motion carried by the following roll call vote: yes - all.

Moved by Mason, supported by Banks, to adjourn the Closed Session and return to regular session at 8:54 p.m. Motion carried by voice vote.

Moved by Banks, supported by Tiejema, to enter into Closed Session to discuss Corrections Command Unit Negotiations at 8:54 p.m. Motion carried by the following roll call vote: yes - all.

Moved by Mason, supported by Wirtz, to adjourn the Closed Session and return to regular session at 9:00 p.m. Motion carried by voice vote.

Moved by Mason, supported by Cowling-Cronk, to approve the tentative agreement with the Corrections Unit. Motion carried by voice vote.

Moved by Tiejema, supported by Shattuck, to approve the tentative agreement with the Corrections Command Unit. Motion carried by voice vote.

Moved by Banks, supported by Wirtz, to adjourn the meeting at 9:02 p.m. Motion carried by voice vote.

Julie Calley, Chair

Tonda Rich, Clerk

Minutes approved on

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

Agenda
December 10, 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. Bertha Brock County Park Timber Sale Agreement
 - B. Sheriff Department Dry Cleaning Contract
 - C. Contract Renewal with Department of Environmental Quality
 - D. Health Department Budget Amendment
 - E. Drug Court - Office of Highway Safety Planning Grant Subcontractor Agreements
 - 1. North Kent Guidance
 - 2. Comprehensive Recovery Services
 - 3. Viewpointe Counseling
 - 4. Kenneth Chris Williams
 - 5. Mary Bliss
 - F. Drug Court – Byrne Jag Grant Subcontractor Agreements
 - 1. North Kent Guidance
 - 2. Comprehensive Recovery Services
 - 3. Viewpointe Counseling
 - 4. Kenneth Chris Williams
 - 5. Mary Bliss

- G. Michigan Veterans Treatment Court Grant Program Subcontractor Agreements
 - 1. Cognitive Consultants, Inc.
 - 2. Eric Calley
 - 3. John Clay Kincaid
- H. Year-End Budget Amendment Discussion
- I. County Administrator Evaluation
- J.

IX. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator
- C. Appointments
 - 1. Central Dispatch Board of Directors – Five two-year appointments.
 - 2. Substance Abuse Initiative – Four two-year appointments.
 - 3. West Michigan Regional Planning Commission – Three one-year appointments.

X. Reports of Special or Ad Hoc Committees

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

XII. Closed Session

XIII. Adjournment

Board and/or Commission Vacancies

- Central Dispatch Board of Directors – One General Public Representative, expiring December 31, 2015.
- Community Corrections Advisory Board – One Business Community Representative (no expiration date).
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013 - One Public Representative and one Private Sector Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2015. One position will be for an alternate member.
- Land Bank Authority – One three-year term, expiring April 2014.

Appointments for consideration in the month of January 2014:

- *Area Agency on Aging of Western Michigan Board of Directors* – One two-year term.
- *Central Area Michigan Works! Consortium* – One one-year term.
- *Park Advisory Board* – Two two-year terms.
- *Tax Allocation Board* – One one-year term.

Appointments for consideration in the month of February 2014: None

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
December 10, 2013
4:00 p.m.

The Chair called the meeting to order and led with the Pledge of Allegiance.

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

Members absent: Jack Shattuck

Others present: Tom Thelen, Dale Miller, Loren Gage, Jim Valentine, Carmon
Ferman, Don Ransom, Charlie Noll, Stephanie Hurlbut and Tonda
Rich

Approval of Agenda

The Chair noted the following additions to the agenda: Added items B. & C. to the Consent Calendar for the approval of the Closed Session minutes I & II from November 26, 2013; moved New Business Item I. County Administrator's Evaluation to Closed Session A; Added Item B. Corrections Command Unit Negotiations as Closed Session B and added Item I. Acknowledgment of PA 116 to New Business. Moved by Tiejema, supported by Cowling-Cronk, to approve the amended agenda. Motion carried by voice vote.

Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve Closed Session minutes, session I, from November 26, 2013
- C. Approve Closed Session minutes, session II, from November 26, 2013

Chair Calley requested to pull the minutes from November 26, 2013 and amend item B. under Unfinished Business to reflect that the County Commissioners were excluded from the 2% wage increase. Moved by Mason, supported by Cowling-Cronk, to approve the amended minutes from November 26, 2013 as discussed. Motion carried by voice vote.

The Closed Session minutes, sessions I & II, from November 26, 2013, were passed out and reviewed by the Board.

After review of the Closed Session minutes, the Chair directed the Clerk to correct the ending time of the 1st Closed Session.

New Business

- A. Loren Gage, Park Manager, discussed the timber sale at Bertha Brock Park and requested the Board to approve the contract for the timber sale. Gage stated that Bill Rockwell of Metropolitan Forestry Consultants will oversee the tree removal and for his service, Rockwell will get a percentage of the sale. It was the consensus of the Board to

- review the timber sale agreement and take action on this issue at the December 17, 2013 board meeting.
- B. Moved by Tiejema, supported by Wirtz, to approve a 3-year dry cleaning contract between the Ionia County Sheriff's Department and Gay's Cleaners. Motion carried by voice vote.
 - C. Moved by Mason, supported by Tiejema, to approve the contract between the Michigan Department of Environmental Quality (DEQ) and Ionia County Health Department for FY 13-14 for funding for the Environmental Health Programs and authorize appropriate signatures. Motion carried by voice vote.
 - D. Moved by Tiejema, supported by Banks, to approve the Health Department Budget Amendment that increases the immunizations expenses and increases the revenue for Medicaid cost based reimbursements as presented. Motion carried by voice vote.
 - E. Moved by Mason, supported by Cowling-Cronk, to approve the 2014 Office of Highway Safety Planning Grant – subcontract agreements between the 8th Judicial Circuit Court and North Kent Guidance, Comprehensive Recovery Services, Viewpointe Counseling, Kenneth Chris Williams and Mary Bliss (5 contracts), and authorize appropriate signatures. Motion carried by voice vote.
 - F. Moved by Mason, supported by Wirtz, to approve the 2014 Edward Bryne Jag Grant – subcontract agreements between the 8th Judicial Circuit Court and North Kent Guidance, Comprehensive Recovery Services, Viewpointe Counseling, Kenneth Chris Williams and Mary Bliss (5 contracts), and authorize appropriate signatures. Motion carried by voice vote.
 - G. Moved by Mason, supported by Tiejema, to approve the 2014 Veterans Court Grant – subcontract agreements between Cognitive Consultants, Inc., Eric Calley and John Clay Kincaid (3 contracts), and authorize appropriate signatures. Motion carried by voice vote, with Chair Calley abstaining from voting.
 - H. County Administrator, Stephanie Hurlbut, discussed the budget amendments that will be on the agenda for the next board meeting and answered questions from the Board.
 - I. Chair Calley acknowledged the filing of PA116 Farmland Agreement filed by Mazurek Farms, Inc.

Chairperson's Report

1. The Chair discussed the upcoming appointments to the different boards/committees.

County Administrator's Report

1. There will be a department head meeting on Friday, December 13th with Paul Spoelstra and Eric Cerling who will be present to discuss the County's Pension Plan. Also, Hurlbut announced that Eric Cerling will be retiring soon.
2. The County Auditors will be coming the week of December 16th to meet with various departments to go over any changes made in their office that relate to the finances/monetary handling/reporting that were recommended.
3. Reminder: The next board meeting on December 17th will be a regular meeting starting at 4:00 p.m. and the December 26th meeting will be cancelled.

Other Reports

Commissioner Tiejema discussed the upcoming Facilities discussion.

Public Comment

Jim Valentine commended County Administrator, Stephanie Hurlbut, on her management style and stated she has been doing a good job.

The Chair called for a brief recess at 4:43 p.m. and reconvened at 4:47 p.m.

Moved by Banks, supported by Wirtz, to enter into Closed Session at 4:47 p.m. to discuss the County Administrator's evaluation. Motion carried by the following roll call vote: yes – all.

Moved by Banks, supported by Mason, to adjourn Closed Session at 5:25 p.m. and return to regular session. Motion carried by voice vote.

Moved by Cowling-Cronk, supported by Mason, to enter into Closed Session at 5:25 p.m. to discuss union negotiations for the Corrections Command Unit. Motion carried by the following roll call vote: yes – all.

Moved by Mason, supported by Banks, to adjourn the Closed Session at 5:28 p.m. and return to regular session. Motion carried by voice vote.

Moved by Tiejema, supported by Wirtz, to approve the amended tentative agreement with the Corrections Command Unit. Motion carried by voice vote.

Moved by Mason, supported by Wirtz, to adjourn the meeting at 5:29 p.m. Motion carried by voice vote.

Julie Calley, Chair

Tonda Rich, Clerk

Minutes approved on:

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

Agenda
December 17, 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. Did You Know?**
- VII. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of November 2013 - \$1,148,064.26
 - D. Approve payment of Health Fund bills - \$93,221.84
 - E.
- VIII. Unfinished Business**
 - A. Action on PA116 – Mazurek Farms, Inc.
 - B. Bertha Brock County Park Timber Sale Agreement
 - C. Appointments
 - 1. Central Dispatch Board of Directors
 - 2. Substance Abuse Initiative
 - 3. West Michigan Regional Planning Commission
 - D. Year-End Budget Amendment
 - E.
- IX. New Business**
 - A. Pension Fund Investment Report
 - B. Health Department Request to Fill Staff Vacancy
 - C. 2014 Marine Grant Application
 - D. Friend of the Court Personnel Allocations
 - E. Circuit Court Personnel Allocations
 - F. Register of Deeds Simple Search Software Upgrade
 - G. Medical Examiner Contract
 - H. Building Department Building Permit Fees

- I. Facilities Funding Discussion
 - J. Request for Approval of MDOT Grant Agreement
 - K. Health Officer Supervision
 - L. County Administrator Contract
 - M. Organizational Meeting – 2014
 - N.
- X. **Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. County Administrator
- XI. **Reports of Special or Ad Hoc Committees**
- XII. **Public Comment (3 minute time limit per speaker)**
- XIII. **Closed Session**
- XIV. **Adjournment**

Board and/or Commission Vacancies

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- Community Corrections Advisory Board – One Business Community Representative (no expiration date).
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013 - One Public Representative and one Private Sector Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2015. One position will be for an alternate member.
- Land Bank Authority – One three-year term, expiring April 2014.

Appointments for consideration in the month of January 2014:

- *Area Agency on Aging of Western Michigan Board of Directors* – One two-year term.
- *Central Area Michigan Works! Consortium* – One one-year term.
- *Park Advisory Board* – Two two-year terms.
- *Tax Allocation Board* – One one-year term.

Appointments for consideration in the month of February 2014: None

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17317

- Consumers Energy Company requests Michigan Public Service Commission approval of a power supply cost recovery (PSCR) plan and PSCR factor of negative \$0.00040 per kilowatt-hour (kWh) to compute its customers' electric bills for the twelve month period January 2014 through December 2014.
- ~~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.
- The first public hearing in this matter will be held:

DATE/TIME: December 11, 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 Mark D. Eyster

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) September 30, 2013 application for approval of a PSCR plan and a uniform maximum PSCR factor of negative \$0.00040 per kWh to compute its electric customers' bills for the twelve month period January 2014 through December 2014. The request for approval also includes a five-year forecast of power supply requirements of the company's customers, anticipated sources of supply and projections of power supply costs.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: 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. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: 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 December 4, 2013. (Petitions to intervene may also be filed 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, and at the office of Consumers Energy Company. 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.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in 1982 P.A. 304 proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

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.; 1982 PA 304, as amended, MCL 460.6j 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.

November 18, 2013