



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

7:00 p.m. Monday, January 21, 2013  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<b><u>Estimated Time</u></b>		<b><u>Action Requested</u></b>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	
7:03 PM	<b>IV. <u>City Manager Report</u></b>	Motion
7:15 PM	<b>V. <u>Presentations</u></b> A. DDA/Main Street Director Reagan – Downtown Report	
	<b>VI. <u>Public Hearing(s) - None</u></b>	
	<b>VII. <u>Old Business</u></b>	
	<b>VIII. <u>New Business</u></b>	
7:18 PM	A. Second Reading and Consideration of Tax Exemption Ordinance 195A	Motion
7:20 PM	B. Proposed Resolution 13-02 Approving a Fair Housing Policy in Compliance with the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968 and the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended	Motion
7:23 PM	<b>IX. <u>Consent Agenda</u>–</b>	Motion
	A. Minutes & Synopsis from the Regular City Council Meeting held on January 7, 2013	
	B. Payment of Invoices in the Amount of \$75,770.70 and Payroll in the Amount of \$114,624.09 for a Total of \$190,394.79	
	C. Purchase Orders over \$5,000.00 - None	
	<b>X. <u>Communications</u>–</b>	
	A. Joseph M. Fedewa – Application for Zoning Board of Appeals	
	B. DDA Minutes for December 20, 2012	
	C. DDA Treasurer’s Report for January 14, 2013	
	D. Police Department Report for December 2012	
	E. Utility Billing Report for December 2012	
	F. Wastewater Treatment Plant Report for December 2012	
	G. Bureau of Construction Codes Notice of Public Hearing	

**Estimated  
Time**

**Action  
Requested**

- H. Revenue-Expense Report for December 2012
- I. Franklin Energy EO Report
- J. Coldwell Banker Frewen Realty Listing Information for Cutler Road Property
- K. MI Department of Transportation Communication re: Title VI Plan
- L. Ionia County Board of Commissioners Minutes for January 8, 2013

7:25 PM

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

7:30 PM

- XI. **Other Business**

7:35 PM

- XII. **Council Comments**

- 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. 195A**

An Ordinance to provide for a service charge in lieu of taxes for a proposed multiple family dwelling project for senior 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 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.
- 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. 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.
- J. Elderly (also known as Senior) means a single person who is 55 years of age or older or a household in which at least one member is 55 years of age or older and all other members of the household are 50 years of age or older.

### 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 ten (10%) 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: January 7, 2013

Adopted:

Published:

Effective:

State of Michigan            )  
  )SS  
County of Ionia            )

I, the undersigned, the duly qualified and action 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 \_\_\_\_\_, 2013; 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 \_\_\_\_\_, 2013

\_\_\_\_\_  
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. 13-02**

**A RESOLUTION APPROVING A FAIR HOUSING POLICY IN COMPLAIN WITH THE  
FEDERAL FAIR HOUSING LAW, TITLE VIII OF THE CIVIL RIGHTS ACT OF 1968 AND  
THE MICHIGAN ELLIOTT-LARSEN CIVIL RIGHTS ACT, PA 453 OF 1976, AS AMENDED**

**WHEREAS**, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, gender, physical or mental disabilities or national origin; and

**WHEREAS**, under the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, it is illegal to deny the opportunity to obtain housing to any person because of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status;

**LET IT BE KNOWN TO ALL PERSONS** that it is the policy of the City of Portland to implement programs to ensure equal opportunity in housing for all persons regardless of religion, race, color, national origin, age, sex, height, weight, familial status, or marital status.

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

1. In accordance with Executive Order 11063, the City of Portland shall not discriminate in the sale, rental, leasing, or financing of housing because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status.
2. The City of Portland will assist all persons who feel they have been discriminated against because of religion, race, color, gender, physical or mental disabilities, national origin, age, height, weight, familial status, or marital status to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the Michigan Department of Civil rights.
3. The City of Portland will at a minimum post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of owners or real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** January 21, 2013

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

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, January 7, 2013

In Council Chambers at City Hall

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

Absent: Council Member Fabiano

Guests: Kathy Parsons, City Representative to the Portland Fire Authority Board; 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.

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

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

Motion by VanSlambrouck, supported by Calley, to excuse the absence of Council Member Fabiano.

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

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

City Manager Dempsey also reported he has received a number of complaints about the quality of the video of cable broadcasts this past week. Representatives of WOW! Advised they have been experiencing issues with the quality of the service due to an unprecedented surge in bandwidth demand. The issue began immediately after Christmas. Additional bandwidth has been put in place and they have modified their monitoring in an effort to avoid future problems. They are working diligently to correct the problem and are moving to a 24-hour, 7-day a week coverage from the call center at the end of March and hope to have the local cable access programming problem with the digital adapters fixed by the end of this week.

WOW! has invested approximately \$7,000,000 in the area in 2012 with plans to kick off a network upgrade/rebuild beginning this month; this will take approximately two years to complete but will vastly improve overall service, quality and reliability. Once the digital upgrade is complete they will be launching an additional 20 HD channels, provide Video on Demand, and expand the current Video on Demand categories.

City Manager Dempsey reported that he met with a representative from MDOT and the contractor on an updated schedule for the Bridge Removal/Box Culvert Project. They are proposing a start date of

January 14<sup>th</sup> to complete the utility work and box culvert erection. The trail will be closed and the pedestrian detour erected taking trail users off the trail at Rowe Street to Grand River Ave. to Cutler Rd. Upon completion of the box culvert erection, they will re-open the trail back up to pedestrian traffic. This should occur in mid-February. They will re-close the trail on April 8<sup>th</sup> and begin work on I-96; this work will continue until the project is completed. The trail is anticipated to be reopened by May 24<sup>th</sup>; so it should be available for the Memorial Day Weekend.

The fire damaged property at 246 Quarterline St. has had the gas disconnected and the contractor has pulled the demolition permit. The property should be razed within the next week.

The Portland Main Street program's Economic Revitalization will hold an information meeting about the Michigan State Housing Development Authority's (MSHDA) "Downtown Rental Rehabilitation" program on Tuesday, January 22<sup>nd</sup> at 6:30 P.M. at City Hall. The goal of this program is to redevelop underutilized space in the core downtown area by providing rental rehabilitation assistance to downtown building owners to upgrade and create affordable rental housing for low and moderate income residents.

Under New Business, the First Reading of the Proposed Tax Exemption Ordinance 195A was held. This Ordinance provides for a Payment In Lieu Of Taxes (PILOT) for a proposed elderly low income housing project for the redevelopment of what was Old School Manor at 306 Brush St. The City has been working with the Ionia County Land Bank and the WODA Group on the redevelopment of the property into affordable senior housing. WODA has created a new company for the development called Portland School Limited Dividend Housing Association Limited Partnership to rehabilitate and own and operate "Portland School Apartments". The Ordinance provides for a PILOT equal to 10% of the annual shelter rents for 16 years. Annual shelter rents are defined as the total actual collections during an agreed annual period from all occupants of the housing development representing rents or occupancy charges exclusive of charges for gas, electricity, heat, or other utilities furnished to occupants.

The Council considered Resolution 13-01 to confirm the Mayor's appointments of Nicole Sunstrum to the Planning Commission and Paul Johnson to the Board of Review.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 13-01 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

Motion by Krause, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on December 17, 2012, payment of invoices in the amount of \$41,267.25 and payroll in the amount of \$282,196.10 for a total of \$323,463.35. There were no purchase orders over \$5,000.00.

Yeas: Krause, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck sent a "get well soon" wish to DDA/Director Reagan who has been ill with walking pneumonia.

Motion by Calley, supported by VanSlambrouck, to adjourn the meeting.

Yeas: Calley, VanSlambrouck, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

Meeting adjourned at 7:23 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the January 7, 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 Calley, and Krause; City Manager Dempsey; City Clerk Miller; Police Chief Bauer

**First Reading of the Proposed Tax Exemption Ordinance 195A** to provide for a Payment In Lieu Of Taxes (PILOT) for a proposed elderly low income housing project for the redevelopment of what was Old School Manor at 306 Brush St.

**Approval of Resolution 13-01** confirming the Mayor's appointments of Nicole Sunstrum to the Planning Commission and Paul Johnson to the Board of Review.

All in favor. Approved.

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

**Adjournment** - Motion by Calley, supported by VanSlambrouck, to adjourn the regular meeting at 7:23 P.M.

All in favor. Adopted.

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

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
INDEPENDENT BANK	00197	HSA MONEY FOR RETIREES - VAR DEPTS	5,000.00
TRIPLE S SPORTS	00459	REVERSIBLE JERSEYS YOUTH BASKETBALL-ELEC	1,300.00
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	10,790.29
UNITED STATES POSTAL SERVICE	00463	POSTAGE - INCOME TAX	385.42
MICHIGAN LOCAL GOVT MGMT ASSN	00279	WINTER INSTITUTE - CITY MANAGER	300.00
BARYAMES CLEANERS INC	01692	DRY CLEANING - POLICE	48.95
B&W AUTO SUPPLY, INC.	00030	TOOLS, SUPPLIES - MOTOR POOL	1,289.51
CENTURYLINK	01567	TELEPHONE SVC - VARIOUS DEPTS	113.21
CHROUCH COMMUNICATION, INC.	00082	SERVICE CALL - MOTOR POOL	208.10
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - MOTOR POOL	119.50
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	17.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - WATER	12.00
CINTAS-725	00083	RUG & UNIFORM CLEANING - VARIOUS DEPTS	1,036.78
CMP DISTRIBUTORS INC.	01745	WOMEN'S PATROL UNIFORM PANT-POLICE	49.99
DUANE CROSS	00642	HOLE SAW ARBOR SET - MOTOR POOL	219.95
DUANE CROSS	00642	HOLE SAW ARBOR SET - MOTOR POOL	129.95
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	23.06
DIGITAL ALLY	02002	VOICE BATTER PACKS - POLICE	70.00
FAMILY FARM & HOME	01972	OUTDOOR GFI COVER - MOTOR POOL	11.05
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES - GENERAL, CODE	427.22
GRANGER CONTAINER SERVICE	00175	REFUSE-SERVICE-POL, FIRE AUTH, PRK, ELEC, MP	364.00
GRANGER CONTAINER SERVICE	00175	RECYLING SVC - REFUSE	554.85
HEARTLAND SERVICES INC.	MISC	RECOVERY CDS - AMBULANCE	105.00
HOMETOWN SPORTS, INC.	01326	SAFETY JACKETS WITH EMB. - POLICE	300.00
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SRVC-WATER	465.00
I.I.M.C.	00199	2013 MEMBERSHIP DUES - GENERAL	170.00
KEUSCH SUPER SERVICE	00228	PROPANE - MOTOR POOL	115.00
LITE'S PLUS	00243	PHOTO CELL LAMPS- ELECTRIC	155.40

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
LYONS TOWNSHIP	00247	REIMB FOR AMBULANCE RUNS - AMBULANCE	83.32
MARATHON PETROLEUM COMPANY	00250	FUEL - ELECTRIC & MOTOR POOL	4,570.49
MI ASSOC OF MUNICIPAL CLERKS	00264	2013 MEMBERSHIP - GENERAL	50.00
MIDWEST GAS INSTRUMENT SVC	00307	CALIBRATE IMPACT - WASTE WATER	76.31
MIRECS	01928	RENEWAL - ELECTRIC	250.00
MIRECS	01928	MONTHLY FEES- ELECTRIC	31.83
MUNICIPAL SUPPLY CO.	00324	HYDRANT EXTENSION- WATER	311.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMIT S- GENERAL	552.00
POWER LINE SUPPLY COMPANY	00389	INSULATED RACHETS - ELECTRIC	180.00
POWER LINE SUPPLY COMPANY	00389	HARD HATS - ELECTRIC	85.00
PROFORMA	02157	AMBULANCE SUPPLIES - AMBULANCE	152.99
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT-AMBULANCE	243.16
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT-MOTOR POOL	234.33
RESCO	00392	CRIMP TOOL/BATT CHARGER - ELECTRIC	3,444.22
RURAL GAS & APPLIANCE	00398	PROPANE -PARKS	611.91
THOMSON WEST	01596	ARREST LAW BULLETIN SUBSCRIPTION-POLICE	221.04
TOM'S FOOD CENTER	00452	SUPPLIES, PARTS - VARIOUS DEPTS	459.78
TRUCK & TRAILER	00461	BLADE, BOLTS, NUTS - MOTOR POOL	304.75
TRUCK & TRAILER	00461	BLADES - MOTOR POOL	466.50
UPS	MISC	SHIPPING - WASTE WATER	22.95
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VERIZON WIRELESS	00470	PHONE SVC-AMBULANCE	90.04
VERIZON WIRELESS	00470	CELL PHONES-CTY MGR,CEM,PRKS, ELECTRIC	153.72
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET - ELECTRIC	32.97
INTERSTATE ALL BATTERY CENTER	00201	LITHIUM AA CELL BATTERIES-WASTE WATER	21.98
MUNICIPAL SUPPLY CO.	00324	COUPLING - WATER	204.54
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	6,801.09
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	2,565.11
AT&T	00686	TELEPHONE SVC- WASTE WATER	45.52

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AT&T	00686	TELEPHONE SVC - WASTE WATER	166.41
PURITY CYLINDER GASES, INC.	00380	COMPRESSED OXYGEN - AMBULANC	137.15
TELNET WORLDWIDE INC.	02066	PHONE SVC - CITY HALL	501.52
BRIAN KRIEGER	00568	OFFICIALS - RECREATION	60.00
BRYAN SCHEURER	00600	OFFICIALS - RECREATION	60.00
NICHOLAS NURENBERG	02039	OFFICIALS -RECREATION	200.00
RYAN WILCOX	01734	OFFICIALS - RECREATION	107.00
FRED KRAMER	00564	OFFICIALS - RECREATION	120.00
JAMIE FOGARTY	01668	OFFICIALS - RECREATION	60.00
JORDAN RUSSELL	01377	OFFICIALS - RECREATION	80.00
MARTI SCHRAUBEN	02076	OFFICIALS - RECREATION	120.00
BRUCE ELLIOTT	02017	OFFICIALS - RECREATION	120.00
SCOTT MCKIMMY	01930	OFFICIALS - RECREATION	80.00
TYON HARRIS	02083	OFFICIALS - RECREATION	60.00
MAURICE LITTLEJOHN	02088	OFFICIALS - RECREATION	140.00
DAVID QUIGLEY	02005	OFFICIALS - RECREATION	160.00
TODD SCHAEFFER	02158	OFFICIALS - RECREATION	80.00
DONALD CHILDS	02008	OFFICIALS - RECREATION	120.00
MANDY SIMON	02084	OFFICIALS - RECREATION	80.00
ALLISON RUSSELL	01954	SCOREKEEPERS - RECREATION	56.00
SHELBI WILCOX	01439	SCOREKEEPERS - REC	42.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	49.00
ALYSSA PUNG	02160	SCOREKEEPERS - REC	56.00
ZACH GUSTAFSON	02161	SCOREKEEPER - RECREATION	21.00
RHET SCHRABUEN	02162	SCOREKEEPER - RECREATION	28.00
BRYANT PETTIT	02163	SCOREKEEPERS - RECREATION	56.00
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES, PAPER, - VARIOUS DEPTS	793.60
ARBOR DAY FOUNDATION	01158	MEMBERSHIP DUES - PARKS	25.00
CONSUMERS ENERGY	00095	GAS SERVICES -CTY HALL, WTR, WW	1,110.69

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AUTOMATED BUSINESS EQUIPMENT	00027	INSTALL NEW WETTER SPONGE & BRUSH-GEN	35.67
GANNETT MICHIGAN NEWSPAPERS	00236	NEWSPAPER AD POLICE OFFICER-POLICE	516.60
DACOTT ENERGY SERVICES, LTD	01299	BILL REVIEW - ELECTRIC	650.00
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPEC- MOTOR POOL	124.25
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPEC- WATER	45.00
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTION - POLICE	94.25
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTION - CITY HALL	45.00
FIRE PROS, INC.	00151	FIRE EXTINGUISHER INSPECTION - AMBULANCE	79.75
FIRE PROS, INC.	00151	SPRINKLER INSPECTION - CITY HALL	113.50
FLEIS & VANDENBRINK	00153	SAMPLING GROUNDWATER - ELECTRIC	475.46
FLEIS & VANDENBRINK	00153	HYDRODAM 2012 IMPROV - ELECTRIC	804.18
HASSELBRING-CLARK	02073	COPY MACHINE MAINTENANCE CONT - CITY HAL	100.30
IONIA COUNTY TREASURER	00209	SHERIFF DEPT ROAD COVERAGE COSTS-POLICE	2,554.71
MHR BILLING	01780	MONTHLY BILL SERVICE - AMBULANCE	738.00
MICHIGAN MUNICIPAL ELECTRIC AS PLANNING & ZONING CENTER, INC.	00283 00356	2013 MEMBERSHIP DUES - ELECTRIC PLANNING & ZONING NEWS - CODE	6,270.00 370.00
RESCO	00392	4 PT. JUNCTIONS - ELECTRIC	2,423.40
STATE OF MICHIGAN	00428	MIDEAL 2013 - GENERAL	180.00
SYNAGRO CENTRAL	01889	BIOSOLIDS HAULING - WASTE WATER	3,848.50
WINTERS GORMAN PLLC	02072	LEGAL SERVICES - POLICE	750.00
SEBEWA TOWNSHIP	01125	REIMB FOR AMB RUNS - AMBULANCE	946.44
LYONS TOWNSHIP	00247	REIMB FOR AMB RUNS - AMBULANCE	898.90
SPRINT	00859	CELL PHONE SVC - POLICE	92.29
MIDWEST GAS INSTRUMENT SVC	00307	HONEYWELL BW MICROCLIP -WATER	600.00
AMERICAN WATER WORKS ASSOC.	00018	MEBERSHIP FEES AWWA- WATER	70.00
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	PEOPLE SEARCHES - GEN, POLICE	50.00
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	99.88
R.E. RISK & ASSOC.	01315	SERVICE FEE -INCOME TAX	33.52
R.E. RISK & ASSOC.	01315	SERVICE FEES - INCOME TAX	33.52

Date 17/13

CITY OF PORTLAND INVOICE REGISTER

Page 5

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MILEAGE REIMB- VARIOUS DEPTS	971.31
TOM DEMPSEY	00898	MILEAGE REIMB - CITY MANAGER	46.90
POINT & PAY	02164	REIMB - GENERAL	631.92
Total:			\$75,770.70

B WEEKLY  
WAGE REPORT  
January 21, 2013

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,956.20	131,191.17	2,507.31	72,670.84	203,862.01
ASSESSOR	1,120.80	17,685.70	281.33	4,971.17	22,656.87
CEMETERY	2,196.41	44,106.37	575.22	14,859.28	58,965.65
POLICE	13,132.24	189,808.08	1,465.68	68,242.25	258,050.33
FIRE	-	3,046.00	-	233.02	3,279.02
CODE ENFORCEMENT	1,309.17	21,660.55	328.60	6,370.60	28,031.15
PARKS	1,802.60	36,886.00	457.26	9,127.14	46,013.14
INCOME TAX	1,655.21	21,409.74	408.99	15,788.26	37,198.00
MAJOR STREETS	2,980.70	43,913.95	1,118.07	33,051.66	76,965.61
LOCAL STREETS	1,919.83	29,801.75	719.59	23,048.50	52,850.25
RECREATION	3,541.15	30,912.07	878.35	14,600.02	45,512.09
AMBULANCE	12,365.63	139,252.13	2,077.17	51,362.14	190,614.27
DDA	1,584.55	28,632.94	397.74	7,073.45	30,706.39
ELECTRIC	22,255.10	242,722.79	6,884.53	135,848.27	378,571.06
WASTEWATER	8,003.49	120,027.65	2,469.29	70,106.23	190,133.88
WATER	4,998.69	80,184.64	1,667.76	40,798.21	120,982.85
MOTOR POOL	2,605.31	33,966.02	960.12	27,034.75	61,000.77
TOTALS:	91,427.08	1,210,207.55	23,197.01	595,185.79	1,805,393.34

BI-WEEKLY CASH BALANCE ANALYSIS  
1/21/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE		
GENERAL	686,131.75	24,534.29	104,198.54		10,140.00	596,327.50	235,000.00	831,327.50		
INCOME TAX	4,393.08		7,588.29	20,000.00		16,804.79	10,000.00	26,804.79		
MAJOR STREETS	197,258.54	32,899.72	15,535.19		3,615.00	211,008.07	-	211,008.07		
LOCAL STREETS	49,270.08	5,799.43	4,124.41		3,246.00	47,699.10	-	47,699.10		
RECREATION	6,666.86	5,327.48	11,371.08	5,000.00		5,623.26	-	5,623.26		
AMBULANCE	28,031.20	53,963.64	27,805.48		4,167.00	50,022.36	-	50,022.36		
REFUSE COLLECTION	21,671.63	4,589.25	7,462.10			18,798.78	-	18,798.78		
ELECTRIC	148,343.16	189,834.20	162,658.53		383.00	175,135.83	615,000.00	790,135.83		
WASTEWATER	64,858.69	44,313.18	64,293.91		2,942.00	41,935.96	-	41,935.96		
WATER	528,151.14	32,360.99	23,269.82		2,584.00	534,658.31	420,000.00	954,658.31		
MOTOR POOL	96,866.75		20,861.35	22,077.00		98,082.40	-	98,082.40		
DDA	50,450.33	50,724.69	39,718.33			61,456.69	-	61,456.69		
TOTALS:	1,882,093.21	444,346.87	488,887.03	47,077.00	27,077.00	1,857,553.05	1,280,000.00	3,137,553.05		
								ELECTRIC-RESTRICTED CASH	315,000.00	315,000.00
								CUSTOMER DEPOSIT CD	170,000.00	170,000.00
								PERPETUAL CARE CD	130,000.00	130,000.00
								SUMMER REC SAVINGS	3,530.33	3,530.33
								INCOME TAX SAVINGS	448,485.83	448,485.83
								ELECTRIC-PRIN & INT ESCROW	305,421.61	305,421.61
								WASTEWATER BOND PROCEEDS	374.68	374.68
								WASTEWATER -DEBT ESCROW	97,113.81	97,113.81
								WASTEWATER-REPAIR ESCROW	31,476.18	31,476.18
								DDA-PRIN/INT ESCROW	104,118.27	104,118.27
									2,885,520.71	4,743,073.76

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

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: 1-11-2013

Name: JOSEPH M. FEDEWA

Address: 900 CHERRYWOOD CIR

Telephone No. 517-647-6606

E-mail address ALICEE.FEDEWA@ATT.NET

Employer RETIRED

Telephone No. 517-647-6606

How long have you lived in the City of Portland?

\*\*\*\*\* 50 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.

Education

Are you a high school graduate?

Yes

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

NO

Professional and work experience

ALL TYPES OF CONSTRUCTION  
AND PROPERTY MANAGEMENT

Community activities, interests, and service

EMBERMENT OF PORTLAND

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

Tom Allen 122 Blossom Drive Portland  
517-647-6093

David Frick 106 Blossom Portland  
517-647-6386

Doris Long 200 Blossom Portland  
517-647-6158

Janet Robinson 202 Blossom Portland  
517-647-2991

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

Held on December 20, 2012  
In Council Chambers at City Hall

Members Present: Briggs, Dempsey, Barnes, Blastic, Antaya, and VanSlambrouck

Absent: Dumas, Clement, Smith, Sunstrum, Urie

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

The meeting was called to order at 3:30 P.M. by Vice Chair Antaya.

Motion by Barnes, supported by Dempsey, to excuse the absence of Dumas, Clement, and Smith.  
All in favor. Adopted.

Motion by VanSlambrouck, supported by Blastic, to approve the Agenda as presented.  
All in favor. Adopted.

Motion by Barnes, supported by VanSlambrouck, to approve the Minutes of the November 15,  
2012 Regular Meeting as presented.  
All in favor. Adopted.

Motion by Dempsey, supported by VanSlambrouck, to approve the Treasurer's Report as  
presented.  
All in favor. Adopted.

Under New Business, Director Reagan presented a request to renew the contract with The Verdin  
Company for maintenance of the Downtown Clock; the terms would be the same as in the past.

Motion by Dempsey, supported by Briggs, to approve the contract renewal with The Verdin  
Company for Downtown Clock maintenance.  
All in favor. Adopted.

Under the Director's Report, Director Reagan stated that the Main Street Quarterly Training was  
held in Portland on December 3<sup>rd</sup> and 4<sup>th</sup> at City Hall. The training was very well attended and  
valuable information was presented.

The application for the Great American Main Street Award (GAMSA) was submitted; should  
hear the results sometime in March.

Under Committee Updates, Director Reagan reported that all of the committees are currently  
developing their 2013 work plans.

The Promotions & Marketing Committee held the Holidayfest celebration on November 16<sup>th</sup> and  
17<sup>th</sup> in Downtown Portland.

The Organization and Finance Committee continues its offering of advertising space in the “On the Street” newsletter each month. Special thanks to Julie Clement, editor of the newsletter, for its publication.

Director Reagan wished the DDA/Main Street Board and all City Residents Happy Holidays. He also thanked all of the Main Street volunteers for their efforts.

The Brick House Grille; owned by Mike Hoorman, will open on Saturday, December 29<sup>th</sup>.

The Grand River Inn; formerly Jerry’s, will open The Pub on New Year’s Eve.

Mayor Barnes asked Director Reagan if there is any way for individuals or businesses to contribute to the “On the Street” publication.

Director Reagan stated the newsletter focuses on information regarding the Downtown core. Julie and the Organization & Finance Committee are always looking for help; “many hands make light work”.

Mayor Barnes inquired if he knew of any communities that were Main Street communities and let their status go? He stated it would be hard to fathom a community doing so.

Director Reagan stated that Clare, Ishpeming, and Muskegon were examples of communities that had let their Main Street status expire. The programs in these area relied solely on their Main Street manager; they didn’t have the support of great volunteers as Portland has.

Under Council Comments, Member VanSlambrouck stated the Michigan Main Street quarterly training held in Portland was an excellent opportunity for other communities to see Portland and use it as a standard for discussion and comparison. He further stated the work plans being developed by the committees are very time consuming.

Director Reagan commented that Portland is featured in the publication Capital Gains; an online and print magazine, focusing on rental rehabilitation in the downtown.

Motion by Barnes, supported by VanSlambrouck, to adjourn the meeting at 3:43 P.M.  
All in favor: Adopted

Respectfully submitted,

  
Kory Blastic, Secretary



DATE: January 14, 2013

REPORT OF FUNDS IN DDA AS OF:

PRINCIPAL & INTEREST ACCOUNT

AMOUNTS

PREVIOUS BALANCE:	<u>12/21/12</u>	\$ 88,315.20
INTEREST EARNED:		\$ 3.07
DEPOSITS:		\$ 15,800.00
CHECKS WRITTEN:		
NEW BALANCE:	<u>01/17/13</u>	<u>\$ 104,118.27</u>

REGULAR ACCOUNT

AMOUNTS

PREVIOUS BALANCE:	<u>12/21/12</u>	\$ 30,851.44
INTEREST EARNED:		\$ 2.04
DEPOSITS:		
1/5/2013	2012 HOLIDAYFEST SPONSORSHIP	\$ 225.00
1/5/2013	RECYCLING PROGRAM	\$ 12.65
1/5/2013	2012 BIG BEER RUN PROCEEDS	\$ 485.00
1/10/2013	PARTIAL TRANSFER OF 2012 TAX CAPTURE	\$ 50,000.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1254	CITY OF PORTLAND-Telephone expense, retreat expense, shelving unit	\$ 149.13

ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ 15,800.00
ACH TRANSFER-P. Reagan wages/fringes for pay period: 12/4/12 to 12/17/12	\$ 2,045.38
ACH TRANSFER-P. Reagan wages/fringes for pay period: 12/18/12 to 12/31/12	\$ 2,124.93

TOTAL EXPENSES:	<u>\$ (20,119.44)</u>	
NEW BALANCE:	<u>01/17/13</u>	<u>\$ 61,456.69</u>

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

Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 00000032999

01/07/13

Date	Invoice	Description/Detail	Amount
01/30/2012	284915	PHONE SVC - CITY HALL	496.10
	101-172-851.000	TELEPHONE SERVICE	49.61
	101-201-851.000	TELEPHONE SERVICE	198.44
	101-209-851.000	TELEPHONE SERVICE	49.61
	101-751-851.000	TELEPHONE SERVICE	49.61
	101-728-956.000	MISCELLANEOUS EXPENSES	49.61
	105-254-851.000	TELEPHONE SERVICE	49.61
	208-690-851.000	TELEPHONE SERVICE	49.61

Total: 496.10

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  
74-3471724

032999

Date: 01/07/13

AMOUNT  
\$496.10

\*\*\*Four Hundred Ninety-Six and 10/100 Dollars\*\*\*\*\*

PAY

CITY OF PORTLAND - PAYING ACCOUNT

*James Hanner*

MAYOR

*Monique White*

CLERK

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

⑈032999⑈ ⑈1072403473⑈ 01151128209⑈

Vendor: 00452

TOM'S FOOD CENTER

Check #: 00000032950 12/17/12

Date	Invoice	Description/Detail	Amount
11/30/2012	STATEMENT	SUPPLIES, BATTERIES, PARTS - VARIOUS DEPTS	642.02
	101-191-956.000	MISCELLANEOUS EXPENSES	94.67
	101-191-740.000	OPERATING SUPPLIES	16.97
	101-301-740.000	OPERATING SUPPLIES	10.99
	101-728-956.000	MISCELLANEOUS EXPENSES	31.23
	101-276-775.000	M & R SUPPLIES	30.12
	101-751-775.000	M & R SUPPLIES	52.01
	101-751-745.000	MOTOR FUEL & OIL	10.25
	210-302-740.000	OPERATING SUPPLIES	127.97
	582-539-740.000	OPERATING SUPPLIES	174.51
	590-548-931.000	M & R EQUIPMENT	37.51
	590-548-930.000	M & R BUILDING	44.67
	590-548-932.000	M & R GROUNDS	11.12

Total: 642.02

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  
74-3471724

032950

Date: 12/17/12

AMOUNT  
\$642.02

\*\*\*Six Hundred Forty-Two and 2/100 Dollars\*\*\*\*\*

PAY

TO THE  
TOM'S FOOD CENTER  
1462 E. GRAND RIVER AVE.  
PORTLAND MI 48875

CITY OF PORTLAND - PAYING ACCOUNT

*James Hansen*

MAYOR

*Monique White*

MP  
CLERK

⑈032950⑈ ⑆072403473⑆ 01151128209⑈

\*\*\*\*\*  
\* GUEST COPY \*  
\*\*\*\*\*

NET30-CITY OF PORTLAND  
259 KENT ST.

PORTLAND  
FAX # (517)

MI 48875

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

INVOICE # 8696

ACCOUNT : 32360263

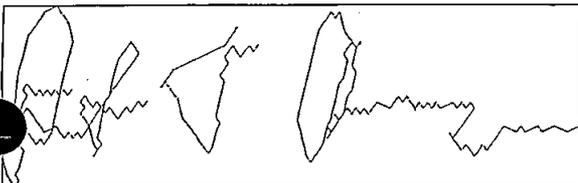
TRANSACTION DATE : 12/05/12  
TRANSACTION TIME : 92202  
REGISTER NUMBER : 6  
SIGNER : patrick reagan

TRANSACTION # : 5509  
PURCHASE ORDER # : 1  
TYPE OF SALE : Charge Sale  
CLAIM # : 1

QUANTITY	SKU	DESCRIPTION	AMOUNT
1.00	2112420	36X72X18 5-SHELF STEEL	54.99

SUB-TOTAL: 54.99  
TOTAL TAX: 0.00  
PAYMENTS : 0.00  
=====

TOTAL DUE: 54.99



Vendor: 00794

WAGON WHEEL

Check #: 0000033002 01/07/13

Date	Invoice	Description/Detail	Amount
1/9/2012	9	SAFETY MEETING LUNCH - VAR DEPTS	359.03
	101-201-734.000	SAFETY SUPPLIES	106.40
	101-276-734.000	SAFETY SUPPLIES	26.60
	101-728-956.000	MISCELLANEOUS EXPENSES	13.30
	210-302-734.000	SAFETY SUPPLIES	26.60
	101-301-956.000	MISCELLANEOUS EXPENSES	26.60
	582-539-734.000	SAFETY SUPPLIES	53.20
	590-548-734.000	SAFETY SUPPLIES	39.90
	591-441-734.000	SAFETY SUPPLIES	13.30
	661-441-734.000	SAFETY SUPPLIES	53.13

Total: 359.03

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

033002

Date: 01/07/13

AMOUNT  
\$359.03

\*\*\*Three Hundred Fifty-Nine and 3/100 Dollars\*\*\*\*\*

AY

TO THE ORDER OF  
WAGON WHEEL  
7888 E. GRAND RIVER AVE.  
PORTLAND 48875

CITY OF PORTLAND - PAYING ACCOUNT

*James S. Hamer*  
*Monique M. Muth*

MAYOR

CLERK

033002 0724034731 01151128209

User: BRENN

PERIOD END: 01/31/2013

DB: Portlan

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	AVAILABLE	% BDGT
		AMENDED BUDGET	01/31/2013 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA FUND					
Revenues					
Dept 000					
248-000-402.000	REAL PROPERTY TAXES	295,000.00	250,000.00	45,000.00	84.75
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	46.20	3.80	92.40
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	2,000.00	0.00	2,000.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	2,500.00	1,835.00	665.00	73.40
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	31,620.00	14,518.16	17,101.84	45.91
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00
Total Dept 000		331,170.00	266,399.36	64,770.64	80.44
TOTAL Revenues		331,170.00	266,399.36	64,770.64	80.44
Expenditures					
Dept 275-ADMINISTRATION					
248-275-702.000	S & W FULLTIME	40,000.00	20,116.50	19,883.50	50.29
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	604.57	595.43	50.38
248-275-715.000	S & W SOCIAL SECURITY	3,151.00	1,585.16	1,565.84	50.31
248-275-717.000	LIFE/LTD INSURANCE	875.00	469.63	405.37	53.67
248-275-718.000	PENSION	8,000.00	4,630.80	3,369.20	57.89
248-275-719.000	OTHER FRINGE	0.00	17.24	(17.24)	100.00
248-275-720.000	WORKER'S COMPENSATION	1,500.00	0.00	1,500.00	0.00
248-275-723.000	UNEMPLOYMENT	50.00	0.95	49.05	1.90
248-275-730.000	POSTAGE	500.00	195.75	304.25	39.15
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	7,500.00	894.24	6,605.76	11.92
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	12,800.00	1,017.01	11,782.99	7.95
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	1,820.00	0.00	1,820.00	0.00
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	17,450.00	11,275.40	6,174.60	64.62
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	16,560.00	8,123.58	8,436.42	49.06
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	2,000.00	1,352.00	648.00	67.60
248-275-801.000	LEGAL SERVICE	100.00	0.00	100.00	0.00
248-275-802.000	AUDIT SERVICE	850.00	631.70	218.30	74.32
248-275-803.000	ENGINEERING SERVICE	500.00	0.00	500.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	10,000.00	385.00	9,615.00	3.85
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	1,550.00	0.00	1,550.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	250.31	249.69	50.06
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	1,500.00	2,271.18	(771.18)	151.41
248-275-958.000	DUES & SUBSCRIPTIONS	300.00	250.00	50.00	83.33
248-275-967.001	FACADE RESTORATION (DDA)	22,000.00	4,643.18	17,356.82	21.11
248-275-992.000	PRINCIPAL PAYMENT	170,000.00	170,000.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	19,197.82	12,377.07	6,820.75	64.47
248-275-997.000	PAYING AGENT FEES	200.00	0.00	200.00	0.00
248-275-999.202	TRANSFER TO MAJOR STREETS	113,800.00	101,630.48	12,169.52	89.31
Total Dept 275-ADMINISTRATION		463,403.82	347,921.75	115,482.07	75.08

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD END 01/31/2013

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 01/31/2013		AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 248 - DDA FUND							
Expenditures							
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		463,403.82		347,921.75		115,482.07	75.08
Fund 248:							
TOTAL REVENUES		331,170.00		266,399.36		64,770.64	80.44
TOTAL EXPENDITURES		463,403.82		347,921.75		115,482.07	75.08
NET OF REVENUES & EXPENDITURES		(132,233.82)		(81,522.39)		(50,711.43)	61.65

# PORTLAND POLICE DEPARTMENT

## STATISTICAL REPORT

December 1<sup>st</sup> – December 31st, 2012

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### COMPLAINTS:

• DISPATCHED :	64 COMPTS	50 HRS 50 MINS
• PATROL ORGINATED:	7 COMPTS	9 HRS 55 MINS
• FOLLOW-UP:	32 COMPTS	14 HRS 50 MINS
• ASSISTING	14 COMPTS	12 HRS 40 MINS

### TRAFFIC:

• STOPS:	61
• CITATIONS:	38
• VERBAL WARNINGS:	41
• STATIONARY RADAR:	19 HRS 45 MINS
• PARKING:	54

### ARREST:

• MISDEMEANOR:	13
• FELONY:	1
• ORDINANCE VIOLATIONS:	2
• JUVENILES	2

### CONTACTS:

• PATROL CONTACTS:	256
• BUSINESS CONTACTS:	53
• SUBPOENA SERVICE	2

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

December 1<sup>st</sup> – December 31st, 2012

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CHIEF BAUER:

Dispatch Compts:	11– 3 Hrs 30 Mins	Traffic Stops:	3
Self Initiated Compts:	0	Citations:	3
Follow-up:	0	Warnings:	0
Assisting	1 – 30 Mins	Arrests:	0

SGT. REBECCA LUDWICK:

Dispatch Compts:	11 - 20 Hrs 50 Mins	Traffic Stops:	5
Self Initiated Compts:	2 – 4 Hrs 40 Mins	Citations:	6
Follow-up:	21 - 10 Hrs	Warnings:	3
Assisting	2 – 3 Hrs 35 Mins	Arrests:	6

OFC. TOM TEITSMA:

Dispatch Compts:	10– 5 Hrs 30 Mins	Traffic Stops:	7
Self Initiated Compts:	0	Citations:	5
Follow-up:	5- 1 Hr 15 Mins	Warnings:	5
Assisting	3– 3 Hrs 20 Mins	Arrests:	1

OFC. STAR THOMAS:

Dispatch Compts:	18 – 14 Hrs	Traffic Stops:	17
Self Initiated Compts:	1 – 45 Mins	Citations:	12
Follow-up:	5 –3 Hrs 15 Mins	Warnings:	3
Assisting	6 – 3 Hrs 45 Mins	Arrests:	5

OFC. TIM GROENHOF:

Dispatch Compts:	12 – 5 Hrs 30 Mins	Traffic Stops:	27
Self Initiated Compts:	4– 4 Hrs 45 Mins	Citations:	12
Follow-up:	1 - 15 Mins	Warnings:	22
Assisting	2 – 1 Hr 30 Mins	Arrests:	4

# PORTLAND POLICE DEPARTMENT

## REPORT SUMMARY

December 1<sup>st</sup> – December 31<sup>st</sup>, 2012

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### ASSISTS TO OTHER DEPARTMENTS:

- December 3<sup>rd</sup>, 2012 Assist to MSP @ PFCU for mental subject.
- December 8<sup>th</sup>, 2012 Assist to MSP @ I 96 / 73mm for assistance at a traffic stop. Four of the five occupants of the vehicle had outstanding warrant.
- December 26<sup>th</sup>, 2012 Assist to IOSH @ I 96 / Cutler Rd for 2 PDA's due to icy conditions.

### CASE SUMMARY:

- On December 12<sup>th</sup>, 2012 Sgt. R. Ludwick was contacted by a citizen to report possible purchases of meth components by a subject known to them. Through further investigation this information was confirmed and contact was made with the suspect. Det. Andrew Bucholtz from the Central Michigan Enforcement Team assisted with the case. Warrants will be authorized for two felony counts of meth components on this suspect. Additional warrants are being sought for another subject connected to this case.
- On December 22<sup>nd</sup>, 2012 Sgt. R. Ludwick made a traffic stop on a vehicle that was stopping in the roadway. Contact was made with the driver who was highly intoxicated. The subject was arrested and transported to the jail where the breath test was given. The results showed the subject's BAC to be .21. The driver was charged under OWI with High BAC and a felony warrant sought for the possession of unauthorized prescription drugs.
- On December 23<sup>rd</sup>, 2012 Officer Star Thomas was dispatched to the business of About You / Clippers for a report of a B & E with forced entry. Approximately \$700 in cash and a fair amount of hair products were stolen from the location. Currently there are no suspects in this case.
- On December 30<sup>th</sup>, 2012 Officer Tim Groenhof made a traffic stop for suspected OWI. Contact was made with the driver and through his investigation determined she was under the influence of alcohol and placed under arrest. At the jail Officer Groenhof administered the breath test which showed results of .19 BAC. The subject was charged with OWI with High BAC and refusing the PBT.

# PORTLAND POLICE DEPARTMENT

## COUNTY REPORT

December 1<sup>st</sup> – December 31st, 2012

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### COMPLAINTS:

- I 96 / 77mm - OWI & Insurance Violation

### TRAFFIC:

- STOPS: 5
- CITATIONS: 3
- WARNINGS: 3
- STATIONARY RADAR: 2 HRS 15 MINS
- PARKING: 0

### ARRESTS: 1

### CONTACTS:

- PATROL CONTACTS: 8
- PROPERTY CHECKS: 17

CITY OF PORTLAND

REPORT DATE  
PERIOD COVERED

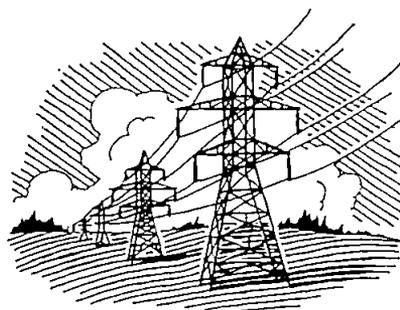
January 1, 2013  
December 1-31, 2012

HYDRO GENERATION	85,200		
DIESEL PRODUCTION	0		
Kwh Purchased	3,095,668	Amount Paid	\$ 183,772.26
<b>Total Kwh Purchased</b>	<b>3,095,668</b>	<b>Total Dollars Paid</b>	<b>\$ 183,772.26</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	1,269,809	PCA Billed	\$ 11,401.80
Commercial	592,709	Residential	\$ 134,706.43
Large General	746,620	Residential EO Charge	\$ 2,301.25
City St. Lites Metered	42,143	Geothermal Discount	\$ (204.31)
St. Lites Unmetered		Commercial	\$ 64,026.04
Rental Lights		Commercial/LG EO Charge	\$ 2,522.80
Demand	2,363	Large General	\$ 52,213.44
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 3,507.88
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>2,653,644</b>	Rental Lights	\$ 259.59
		Demand	\$ 13,890.82
Arrears after billing	\$ 16,180.55	Tax	\$ 10,584.39
Penalties Added	\$ 1,787.99		
Arrears end of month	\$ 43,010.72	<b>Total Dollars Billed</b>	<b>\$ 296,771.58</b>
Fuel Cost Billed	\$ 8,574.71		
Amount Collected	\$ 286,089.42	Power Cost Adj.	.00437
Total Adjustments	\$2,045.72		

Residential Customers	2,132
Commercial Customers	309
Large General	17
<b>Total Customers</b>	<b>2,458</b>

01/04/13



**CITY OF PORTLAND**  
**January-13**

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Dec-12	<b>PERIOD COVERED</b>	December 1-31, 2012
Customers Billed		Penalties Added	\$ 376.89
City	1,803	Dollars Collected	\$ 44,662.35
Rural	27	Arrears at end of Month	\$ 8,648.71
Total Customers	1,830	Adjustments	\$ (260.97)
		Gallons Pumped	8,434,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	7,659,480		\$ 42,089.74
Rural	138,200		\$ 1,490.35
Total	<u>7,797,680</u>		<u>\$ 43,580.09</u>

**SEWER DEPARTMENT REPORT**

Customers Billed	1,764	Dollars Billed	\$ 61,386.28
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 61,386.28

Penalties Added	\$ 578.55
Dollars Collected	\$ 63,268.16
Arrears at end of Month	\$ 12,940.00
Adjustments	\$ (592.06)
Gallons Treated per Million	9.00



# PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR DECEMBER 2012

## NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of December 2012. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

## OPERATIONS

The WWTP treated and discharged 9.0 million gallons for the month of December.

With the mild weather and Christmas holidays, December was a quiet month at the WWTP. Routine work was performed by the WWTP personnel. C2AE and Davis are working on finishing the punch list items and closing out the WWTP Upgrade Project. Mayberry homes had two service laterals installed and inspected in the Rindlehaven development. The WWTP ran smoothly during the holidays and presented no problems.

## Maintenance & Capitol Expenses for November 1, 2012 to November 30, 2012

ITEM	COST
Tom's Do It Center – Misc. hardware, PVC fittings	\$ 54.53
Grainger – Confined space signs	\$ 131.30
Municipal Supply – PVC Pipe Fittings	\$ 137.00
Interstate Battery – Lead/Acid battery for Emergency Flashlight	\$ 24.99
	\$ 347.82
<b>Total Expenses</b>	<b>\$ 347.82</b>
<b>Total Spent YTD</b>	<b>\$19784.06</b>

## WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3385 feet
Routine cleaning	970 feet
Sewer call outs due to building services	2
Sewer call outs due to plugged City main	0

New connections to sewer main	2
Building Services TV Inspected	3
Building Services Inspected	2

## SEWER CALLOUTS

Dec. 11, 2012

A call was received at the WWTP at 7:00AM from Nick Sanborn, the owner of the residence. He stated that he was having sewer problems with sewage backing up. Mike Owen met with Nick Sanborn at 9:30AM to check the situation out. He checked the upstream and downstream manholes for proper flow. The problem was determined to be in the service lateral of the house. Mike provided Nick with a list of plumbers that he could contact to have the line cleaned. Mike Owen and Tim Krizov returned on 12/18/12 to push the Sea Snake camera in the lateral to see if they could see the cause of the backup. They encountered an obstruction twelve feet from the outside cleanout. They determined that the blockage was halfway between the sidewalk and the curb with the locator. Nick plans to have it dug up and repaired.

Dec.14, 2012

A call was received at the WWTP from Brian Krieger of 726 Riverside Dr. He asked if the WWTP personnel could use the Sea Snake camera to check out problems that he was having with his drain. Mike Owen and Doug Sherman pushed the camera through the cleanout in his basement to check his line after he had cleaned it. Severe roots were observed in the line under his basement floor. The men used the locator to trace the line so the homeowner could cut the floor and repair the problem.

Dec. 28, 2012

A call was received by Mike Owen from City Hall about a sewer backup at 330 Smith St. Mike proceeded to the residence and checked the flow in the upstream and downstream manholes in the street. The problem was determined to be in the house lateral. Mike recommended that she have the plumber back to clean the line again and to call us when it is clear to TV. Mike and Tim returned to the residence in January and pushed the Sea Snake camera through a clean-out in the basement. They encountered an obstruction about three feet outside of the basement. The homeowner was unsure what they would do at that time.

Respectively Submitted,

Doug Sherman  
WWTP Superintendent



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF CONSTRUCTION CODES  
IRVIN J. POKE  
DIRECTOR

STEVE ARWOOD  
ACTING DIRECTOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF CONSTRUCTION CODES

NOTICE OF PUBLIC HEARING  
ON THE BUREAU OF CONSTRUCTION CODES'  
PROPOSED FEE SCHEDULE MODIFICATIONS

The Department of Licensing and Regulatory Affairs, Bureau of Construction Codes, will hold a public hearing on Wednesday, February 13, 2013, at 9:30 a.m. in Conference Room 3, 1<sup>st</sup> Floor, 2501 Woodlake Circle, Okemos, Michigan 48864.

The public hearing is being held to receive public comment on the proposed revisions to the electrical, mechanical, plumbing and building permits, plan review and premanufactured unit and miscellaneous fee schedules. The proposed effective date of the fee schedules is April 1, 2013.

Copies of the proposed electrical, mechanical, plumbing and building permits, plan review and premanufactured unit and miscellaneous fee schedules, as well as corresponding documents outlining the changes, may be obtained by visiting the bureau's web site under the "What's New" section at [www.michigan.gov/bcc](http://www.michigan.gov/bcc) or you may obtain a copy by calling 517/241-9302.

Oral or written comments may be presented in person at the hearing on February 13, 2013, or submitted in writing via mail or facsimile no later than 5:00 p.m., February 6, 2013, to the address specified below.

Department of Licensing and Regulatory Affairs  
Bureau of Construction Codes/Administration Division  
P.O. Box 30254  
Lansing, MI, 48909

The meeting site and parking is accessible. Individuals attending the hearing are requested to refrain from using heavily scented personal care products in order to enhance accessibility for everyone. People with disabilities requiring additional accommodations in order to participate in the hearing should contact Hillary Cushman at (517) 241-9302 (voice) at least 10 business days prior to the hearing. DLARA is an equal opportunity employer/program.

*Providing for Michigan's Safety in the Built Environment*

LARA is an equal opportunity employer  
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.  
P.O. BOX 30254 • LANSING, MICHIGAN 48909  
[www.michigan.gov/bcc](http://www.michigan.gov/bcc) • Telephone (517) 241-9302 • Fax (517) 241-9570

User: NIKKI  
DB: Portland

PERIOD ENDING 12/31/2012

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	12/31/2012 (ABNORMAL)	MONTH 12/31/2012 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	975,000.00	890,521.70	8,984.90	84,478.30	91.34
101-000-428.000	PILOT-Golden Bridge Manor	6,950.00	0.00	0.00	6,950.00	0.00
101-000-445.000	PENALTY & INTEREST	7,000.00	3,921.99	908.25	3,078.01	56.03
101-000-445.022	1994A SPEC ASSESS - INTEREST	500.00	300.06	0.00	199.94	60.01
101-000-447.000	TAX COLLECTION FEES	41,000.00	31,146.42	1,122.22	9,853.58	75.97
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	18.56	0.00	(18.56)	100.00
101-000-451.000	BUSINESS PERMITS	0.00	667.07	0.00	(667.07)	100.00
101-000-453.000	CABLE TV FEES	16,000.00	0.00	0.00	16,000.00	0.00
101-000-455.000	TRAILER FEES	500.00	234.00	33.00	266.00	46.80
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	295.00	(335.00)	1,205.00	19.67
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	562.02	0.00	637.98	46.84
101-000-570.000	LIQUOR FEES	3,000.00	3,082.75	0.00	(82.75)	102.76
101-000-575.000	REVENUE SHARING-CONST SALES	279,196.00	144,364.00	47,710.00	134,832.00	51.71
101-000-576.000	REVENUE SHARING-STAT SALES	91,818.00	48,095.00	16,396.00	43,723.00	52.38
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	8,500.00	2,517.00	0.00	5,983.00	29.61
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	300.00	335.50	0.00	(35.50)	111.83
101-000-624.000	MISCELLANEOUS FEES	0.00	67.00	0.00	(67.00)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	328,257.00	163,335.00	26,570.00	164,922.00	49.76
101-000-629.000	TOWNSHIP FIRE FEES	90,000.00	0.00	0.00	90,000.00	0.00
101-000-630.000	CEMETERY LOT SALES	2,000.00	1,575.00	550.00	425.00	78.75
101-000-633.000	CEMETERY CARE FEES	5,000.00	2,221.80	0.00	2,778.20	44.44
101-000-634.000	GRAVE OPENING FEES	8,000.00	5,150.00	675.00	2,850.00	64.38
101-000-656.000	DISTRICT COURT FINES	16,000.00	7,492.58	1,045.77	8,507.42	46.83
101-000-661.000	PARKING FINES	1,500.00	1,132.00	495.00	368.00	75.47
101-000-662.000	DRUG FORFEITURE MONEY	0.00	0.00	0.00	0.00	0.00
101-000-663.000	MISCELLANEOUS FINES	3,000.00	1,395.09	129.00	1,604.91	46.50
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	1,000.00	267.06	39.09	732.94	26.71
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	300.00	492.12	21.32	(192.12)	164.04
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	7,315.00	385.00	0.00	6,930.00	5.26
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.004	DONATION-OLD MILL BUILDING	3,000.00	0.00	0.00	3,000.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	0.00	0.00	0.00	0.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	500.00	850.18	0.00	(350.18)	170.04
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	937.50	0.00	(937.50)	100.00
101-000-678.005	REIMBURSEMENTS-WORKER'S COMP	2,500.00	1,585.00	0.00	915.00	63.40
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	18,000.00	34,578.61	399.69	(16,578.61)	192.10
101-000-678.007	REIMBURSEMENTS-PAMA	665.00	605.40	0.00	59.60	91.04
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	1,300.00	955.58	0.00	344.42	73.51
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00

User: NIKKI  
DB: Portland

PERIOD ENDING 12/31/2012

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2012 (ABNORMAL)	MONTH 12/31/2012 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-699.001	TRANSFER FROM VOL FIRE DEPT.	0.00	0.00	0.00	0.00	0.00
101-000-699.105	CONTRIBUTION FROM INCOME TAX	0.00	0.00	0.00	0.00	0.00
101-000-699.403	TRANSFER FROM DNR/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	49,792.00	24,896.00	24,896.00	24,896.00	50.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	15,882.00	15,882.00	15,882.00	50.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	15,882.00	15,882.00	15,882.00	50.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		2,034,121.00	1,405,745.99	161,404.24	628,375.01	69.11
Expenditures						
100	COUNCIL	23,657.00	13,616.83	726.64	10,040.17	57.56
101	COMMUNITY PROMOTIONS	183,265.00	52,316.22	5,352.58	130,948.78	28.55
172	CITY MANAGER	153,179.00	68,998.57	10,751.65	84,180.43	45.04
191	ELECTIONS	7,400.00	4,524.45	0.00	2,875.55	61.14
201	GENERAL ADMINISTRATION	321,900.00	159,466.26	15,341.25	162,433.74	49.54
209	ASSESSING	48,833.00	23,010.03	7,007.97	25,822.97	47.12
265	CITY HALL	61,256.00	28,744.59	3,356.64	32,511.41	46.93
276	CEMETERY	157,110.00	59,015.08	7,153.97	98,094.92	37.56
301	POLICE	645,868.00	260,836.45	36,822.95	385,031.55	40.39
336	FIRE	101,677.00	80,573.55	21,059.98	21,103.45	79.24
371	CODE ENFORCEMENT	59,824.00	23,132.43	3,465.29	36,691.57	38.67
728	ECONOMIC DEVELOPMENT	7,500.00	4,253.06	68.29	3,246.94	56.71
751	PARKS	139,164.00	57,730.78	6,945.78	81,433.22	41.48
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		1,910,633.00	836,218.30	118,052.99	1,074,414.70	43.77
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,034,121.00	1,405,745.99	161,404.24	628,375.01	69.11
TOTAL EXPENDITURES		1,910,633.00	836,218.30	118,052.99	1,074,414.70	43.77
NET OF REVENUES & EXPENDITURES		123,488.00	569,527.69	43,351.25	(446,039.69)	461.20

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## PERIOD ENDING 12/31/2012

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2012 NORMAL (ABNORMAL)	MONTH 12/31/2012 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		684,073.00	168,683.92	23,127.61	515,389.08	24.66
TOTAL EXPENDITURES		836,205.00	66,371.06	7,878.75	769,833.94	7.94
NET OF REVENUES & EXPENDITURES		(152,132.00)	102,312.86	15,248.86	(254,444.86)	(67.25)
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	900.00	300.00	1,600.00	36.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	900.00	300.00	1,600.00	36.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		325,800.00	193,820.01	16,052.64	131,979.99	59.49
TOTAL EXPENDITURES		405,032.00	251,558.37	14,720.88	153,473.63	62.11
NET OF REVENUES & EXPENDITURES		(79,232.00)	(57,738.36)	1,331.76	(21,493.64)	72.87
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		226,700.00	167,943.28	6,125.74	58,756.72	74.08
TOTAL EXPENDITURES		250,455.00	141,448.16	10,071.61	109,006.84	56.48
NET OF REVENUES & EXPENDITURES		(23,755.00)	26,495.12	(3,945.87)	(50,250.12)	(111.53)
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		117,500.00	45,250.22	6,595.21	72,249.78	38.51
TOTAL EXPENDITURES		117,457.00	50,944.24	7,555.80	66,512.76	43.37
NET OF REVENUES & EXPENDITURES		43.00	(5,694.02)	(960.59)	5,737.02	(13,241.1)
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		484,151.00	147,934.34	31,265.94	336,216.66	30.56
TOTAL EXPENDITURES		483,310.00	214,522.89	32,383.76	268,787.11	44.39
NET OF REVENUES & EXPENDITURES		841.00	(66,588.55)	(1,117.82)	67,429.55	(7,917.7)
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		331,170.00	215,676.71	5.11	115,493.29	65.13
TOTAL EXPENDITURES		463,403.82	345,647.69	5,636.21	117,756.13	74.59
NET OF REVENUES & EXPENDITURES		(132,233.82)	(129,970.98)	(5,631.10)	(2,262.84)	98.29
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		90,800.00	48,971.82	8,054.16	41,828.18	53.93
TOTAL EXPENDITURES		90,550.00	38,074.18	0.00	52,475.82	42.05
NET OF REVENUES & EXPENDITURES		250.00	10,897.64	8,054.16	(10,647.64)	4,359.06

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PERIOD ENDING 12/31/2012

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 12/31/2012 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2012 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
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	3,570,278.00	1,691,588.87	289,491.02	1,878,689.13	47.38
	TOTAL EXPENDITURES	4,465,605.00	1,977,177.20	347,336.14	2,488,427.80	44.28
	NET OF REVENUES & EXPENDITURES	(895,327.00)	(285,588.33)	(57,845.12)	(609,738.67)	31.90
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	792,114.00	391,638.78	121,840.69	400,475.22	49.44
	TOTAL EXPENDITURES	752,792.00	514,213.75	138,699.95	238,578.25	68.31
	NET OF REVENUES & EXPENDITURES	39,322.00	(122,574.97)	(16,859.26)	161,896.97	(311.72)
Fund 591 - WATER FUND:						
	TOTAL REVENUES	610,602.29	284,144.91	46,984.32	326,457.38	46.54
	TOTAL EXPENDITURES	709,750.80	392,006.98	41,285.42	317,743.82	55.23
	NET OF REVENUES & EXPENDITURES	(99,148.51)	(107,862.07)	5,698.90	8,713.56	108.79
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	264,260.00	142,945.51	28,034.00	121,314.49	54.09
	TOTAL EXPENDITURES	364,492.00	132,148.94	14,605.35	232,343.06	36.26
	NET OF REVENUES & EXPENDITURES	(100,232.00)	10,796.57	13,428.65	(111,028.57)	(10.77)
Fund 662 - INTERNAL SERVICE FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 812 - SPECIAL ASSESSMENT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
	TOTAL REVENUES - ALL FUNDS	7,499,948.29	3,499,498.37	577,876.44	4,000,449.92	46.66
	TOTAL EXPENDITURES - ALL FUNDS	8,939,052.62	4,124,113.46	620,173.87	4,814,939.16	46.14
	NET OF REVENUES & EXPENDITURES	(1,439,104.33)	(624,615.09)	(42,297.43)	(814,489.24)	43.40

1/3/2013



## Executive Summary:

This report is the twelfth report for 2012 and summarizes your 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
<b>C&amp;I Prescriptive</b>	138,616.00	165,533.00	119.42%	11,641.00	\$10,573.96	90.83%
Realized : 17		165,533.00	119.42%		\$10,573.96	90.83%
<b>Residential HVAC</b>	5,833.00	8,544.20	146.48%	1,857.00	\$1,625.00	87.51%
Pipeline : 1		770.40	13.21%		\$150.00	8.08%
Realized : 8		7,773.80	133.27%		\$1,475.00	79.43%
<b>Small Business DI</b>	13,693.00	15,483.00	113.07%			
Realized : 7		15,483.00	113.07%			

### C&I Paid Projects by Month

Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
July	1	3,456		3,456	\$330		\$330
September	1	4,640		4,640	\$400		\$400
October	4	20,859		20,859	\$1,466		\$1,466
November	4	80,366		80,366	\$4,768		\$4,768
December	6	54,743		54,743	\$3,470		\$3,470
2012 YTD	16	164,064	0	164,064	\$10,434	\$0	\$10,434
2012 Goals	-	138,616	45,122	183,738	\$11,641	\$4,332	\$15,973
% to Goal	-	118.36%	.00%	89.29%	89.63%	.00%	65.32%

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

Month	CFL 13W	CFL 20W	CFL 23W	LED Exit	Pre-Rinse	Program. T-Stat	Vending Machine	Number of Installs	Total kWh	kWh to Goal %
June	70	10		3			1	84	15,483	113.07%
Totals	70	10		3			1	84	15,483	113.07%

## Appliance Recycling & CFLs

### Appliance Recycling Program

Appliance Recycling		Unit Goal: 45.00		kWh Goal: 43,036.00		
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	Units % to Goal
Freezers	8	12,408	\$480	\$0.04	28.83%	17.78%
Refrigerators	23	38,456	\$1,380	\$0.04	89.36%	51.11%
<b>Totals</b>	<b>31</b>	<b>50,864</b>	<b>\$1,860</b>	<b>\$0.04</b>	<b>118.19%</b>	<b>68.89%</b>

CFL Installation		Unit Goal: 2,161.00		kWh Goal: 96,164.00		
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	Units % to Goal
CFLs	2,281	100,592	\$0	\$0.00	104.60%	105.55%

**Operational Information:** There are not any current issues to report.

**Marketing Efforts:**

Marketing Materials Planned and Implemented:  
 JACO - Posters, web banners, tear pads, flyers  
 Residential - Program overview tri-fold brochure, residential newsletters, point of purchase displays and posters (ACs and dehumidifiers, smart strips, refrigerators, clothes dryers, personal computers), press release  
 C&I - Program overview sell sheets, trade ally and C&I customer T12 phase-out letter (both email and direct mail)  
 Small Business - Installation form, tri-fold brochures with thermostat and LED inserts

Outreach Efforts:  
 Email sent to local contractors explaining T12 phase-out, online advertising  
 Outreach to residential and commercial and industrial contractors, outreach to business customers and facility walk-throughs

**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
<b>C&amp;I Prescriptive</b>		<b>165,533.00</b>	<b>\$10,573.96</b>

Paid	Status Date	kWh Savings	Incentive
Cook Brothers Excavating - 7974 Lyons Rd	7/2/2012	3,456.40	\$330.00
Portland Public Schools - 1100 Ionia Rd	9/3/2012	4,640.00	\$400.00
Country Cupboard - 268 Kent Street	10/1/2012	311.00	\$61.00
Kolp Laundry - 1146 E Grand River	10/1/2012	4,141.20	\$306.00
Kolp's Tax/Accounting - 1146 E Grand River	10/1/2012	1,258.80	\$120.00
Portland Family Care Center - 406 Kent Street	10/1/2012	15,148.00	\$979.00
Around The Block - 120 Maple St	11/19/2012	2,705.00	\$645.00
Rite Aid #4740 - 1339 East Grand River Ave	11/19/2012	47,367.00	\$2,000.00
The Peppermint Twist - 120 W Grand River Avenue	11/19/2012	1,347.80	\$122.96
Walters-Dimmick Petroleum - 1501 E Grand River Avenue	11/19/2012	28,946.00	\$2,000.00
Central Mi Plumbing & Heating - 1134 E Grand River Ave	12/3/2012	1,468.60	\$140.00

	Customer	Status Date	kWh Savings	Incentive
<b>Paid</b>	Endless Etching - 1126 E Grand River Ave	12/3/2012	796.80	\$80.00
	Health Source - 1447 E Grand River Ave	12/3/2012	23,726.20	\$1,283.50
	Portland Products - 430 Lyons Road	12/3/2012	12,484.80	\$680.00
	Valerie Jensen - 1128 E Grand River Ave	12/3/2012	398.40	\$40.00
	Vollman Ford - 1600 American Way	12/3/2012	15,868.40	\$1,246.50
<b>Batched</b>	Hair Revisions - 1138 E Grand River Ave	12/27/2012	1,468.60	\$140.00

**Residential HVAC Summary:**

	Customer	Status Date	kWh Savings	Incentive
<b>Residential HVAC</b>			<b>8,544.20</b>	<b>\$1,625.00</b>
<b>Paid</b>	Daniel Bengel - 8864 Barnes	6/18/2012	94.00	\$25.00
	Brian Stirton - 6951 Jennifer Lane	9/3/2012	938.40	\$165.00
	Tony and Gayle Thelen - 6850 Divine Hwy	9/3/2012	938.40	\$165.00
	Joseph and Jeanette Thelen - 260 Donna Dr	10/1/2012	1,301.40	\$225.00
	Jennifer Schneider - 8921 Cottonwood Creek	11/19/2012	770.40	\$150.00
	Thomas Clark - 841 Riverside Dr	11/19/2012	1,313.40	\$265.00
	Tom Meitler - 411 Riverside Dr	11/19/2012	938.40	\$165.00
<b>Batched</b>	Richard Breimayer - 6893 Maynard Rd	11/29/2012	1,479.40	\$315.00
<b>Application Received</b>	Ivan Lay - 7400 Ionia Rd	12/19/2012	770.40	\$150.00

**Small Business DI Summary:**

Portland has reached its Small Business Direct Install goal for 2012.

<b>Small Business DI</b>	<b>15,483.00</b>	<b>\$-</b>
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Component Detail

C&I Prescriptive

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
<b>Paid</b>						
12-20300-1	Main project (Cook Brothers Excavating - 7974 Lyons Rd)				Payment Date : 7/1/2012	
	Total Project Cost: \$					
	LC12: RW HPT8 2 Lamp	1	100.00	100.00	10.00	10.00
	LC12: RW HPT8 4 Lamp	16	209.81	3,357.00	20.00	320.00
17-03300-1	Main Project (Portland Public Schools - 1100 Ionia Rd)				Payment Date : 9/2/2012	
	Total Project Cost: \$ 2,666.00					
	LB12: LED PAR < 20W	40	116.00	4,640.00	10.00	400.00
01-00150-2	Main Project (Country Cupboard - 268 Kent Street)				Payment Date : 9/30/2012	
	Total Project Cost: \$ 411.00					
	LC12: T12 8ft 2L to HPT8 4ft. 4L	3	49.00	147.00	15.00	45.00
	LC12: HPT8 4ft 2 Lamp	2	82.00	164.00	8.00	16.00
10-09600-3	Main project (Kolp Laundry - 1146 E Grand River)				Payment Date : 9/30/2012	
	Total Project Cost: \$ 1,099.22					
	LC12: Delamping 8ft T12	17	176.59	3,002.00	10.00	170.00
	LC12: T12 8ft 1L to HPT8 4ft2L	17	67.00	1,139.00	8.00	136.00
10-09800-3	Main project (Kolp's Tax/Accounting - 1146 E Grand River)				Payment Date : 9/30/2012	
	Total Project Cost: \$ 264.24					
	LC12: RW HPT8 4 Lamp	6	209.83	1,259.00	20.00	120.00
01-07700-2	Main project (Portland Family Care Center - 406 Kent Street)				Payment Date : 9/30/2012	
	Total Project Cost: \$ 3,100.00					
	LC12: RW HPT8 4 Lamp	10	209.80	2,098.00	20.00	200.00
	LC12: Delamping 4ft T12	52	133.81	6,958.00	5.00	260.00
	LC12: RW HPT8 2 Lamp	49	99.59	4,880.00	10.00	490.00
	LA12: - CFL - Specialty (downlighting spot lamps, 3-w.	6	202.00	1,212.00	6.00	36.00
01-04640-1	Main Project (Around The Block - 120 Maple St)				Payment Date : 11/18/2012	
	Total Project Cost: \$ 4,961.50					
	LC12: T12 8ft 2L to HPT8 4ft. 4L	39	49.00	1,911.00	15.00	585.00
	LD12: - Occupancy Sensors - < 500 Watts	2	397.00	794.00	30.00	60.00
10090001	Main project (Rite Aid #4740 - 1339 East Grand River Ave)				Payment Date : 11/18/2012	
	Total Project Cost: \$ 6,493.71					
	MA12: LED Grocery Case Lighting - MPPA	18	460.00	8,280.00	35.00	630.00
	MA12:ECMWalk-In Cooler/Freezer - MPPA	9	1,365.00	12,285.00	30.00	270.00
	MA12: Anti-Sweat Heater Controls - MPPA	18	1,489.00	26,802.00	80.00	1,440.00
09-12900-1	Main project (The Peppermint Twist - 120 W Grand River Avenue)				Payment Date : 11/18/2012	
	Total Project Cost: \$ 245.92					
	LC12: RW HPT8 2 Lamp	3	99.67	299.00	10.00	30.00
	LC12: RW HPT8 4 Lamp	5	209.80	1,049.00	20.00	100.00
10-08000-2	Main project (Walters-Dimmick Petroleum - 1501 E Grand River Avenue)				Payment Date : 11/18/2012	
	Total Project Cost: \$ 19,295.91					
	LE12: Exterior HID >250W to LED/Induction	41	706.00	28,946.00	100.00	4,100.00
10-09850-3	Main Project (Central Mi Plumbing & Heating - 1134 E Grand River Ave)				Payment Date : 12/2/2012	
	Total Project Cost: \$ 305.20					
	LC12: RW HPT8 4 Lamp	7	209.86	1,469.00	20.00	140.00
10-09900-3	Main Project (Endless Etching - 1126 E Grand River Ave)				Payment Date : 12/2/2012	
	Total Project Cost: \$					
	LC12: RW HPT8 2 Lamp	8	99.63	797.00	10.00	80.00
17-00093-1	Main Project (Health Source - 1447 E Grand River Ave)				Payment Date : 12/2/2012	
	Total Project Cost: \$					
	LB12: LED Exit Sign	11	201.00	2,211.00	12.50	137.50
	LC12: HPT8 4ft 2 Lamp	57	82.00	4,674.00	8.00	456.00
	LD12: - Occupancy Sensors - < 500 Watts	4	397.00	1,588.00	30.00	120.00
	LC12: Delamping 4ft T12	114	133.80	15,253.00	5.00	570.00

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
<b>Paid</b>						
17-02600-1	Main Project (Portland Products - 430 Lyons Road)				Payment Date : 12/2/2012	
	Total Project Cost: \$					
	LC12: RW HPT8 2 Lamp	34	99.59	3,386.00	10.00	340.00
	LC12: Delamping 4ft T12	68	133.79	9,098.00	5.00	340.00
10-10000-14	Main Project (Valerie Jensen - 1128 E Grand River Ave)				Payment Date : 12/2/2012	
	Total Project Cost: \$ 151.75					
	LC12: RW HPT8 2 Lamp	4	99.50	398.00	10.00	40.00
10-06900-1	Main Project (Vollman Ford - 1600 American Way)				Payment Date : 12/2/2012	
	Total Project Cost: \$					
	LC12: T12HO 8ft 2L to HPT8 4 ft 4L	47	293.00	13,771.00	25.00	1,175.00
	LC12: RW HPT8 2 Lamp	2	99.50	199.00	10.00	20.00
	LC12: RW HPT8 4 Lamp	1	210.00	210.00	20.00	20.00
	LC12: 32W T8 to 28W Lamps	42	40.19	1,688.00	0.75	31.50
<b>Batched</b>						
10-09700-2	Main Project (Hair Revisions - 1138 E Grand River Ave)					
	Total Project Cost: \$					
	LC12: RW HPT8 4 Lamp	7	209.86	1,469.00	20.00	140.00

### Residential HVAC/Efficient Appliances

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
<b>Paid</b>						
12-14100-1	Main project (Daniel Bengel - 8864 Barnes)				Payment Date : 6/17/2012	
	Total Project Cost: \$					
	Residential EStar Refrigerator MPPA	1	94.00	94.00	25.00	25.00
12-19800-3	Main Project (Brian Stirton - 6951 Jennifer Lane)				Payment Date : 9/2/2012	
	Total Project Cost: \$					
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
	Residential T-Stat MPPA	1	168.00	168.00	15.00	15.00
12-00900-1	Main Project (Tony and Gayle Thelen - 6850 Divine Hwy)				Payment Date : 9/2/2012	
	Total Project Cost: \$					
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
	Residential T-Stat MPPA	1	168.00	168.00	15.00	15.00
08-05200-1	Main Project (Joseph and Jeanette Thelen - 260 Donna Dr)				Payment Date : 9/30/2012	
	Total Project Cost: \$					
	Residential CAC - 15 SEER MPPA	1	531.00	531.00	75.00	75.00
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
12-02400-1	Main Project (Jennifer Schneider - 8921 Cottonwood Creek)				Payment Date : 11/18/2012	
	Total Project Cost: \$					
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
07-02700-1	Main Project (Thomas Clark - 841 Riverside Dr)				Payment Date : 11/18/2012	
	Total Project Cost: \$					
	Residential CAC - 16 SEER MPPA	1	375.00	375.00	100.00	100.00
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
	Residential T-Stat MPPA	1	168.00	168.00	15.00	15.00
07-05100-1	Main Project (Tom Meitler - 411 Riverside Dr)				Payment Date : 11/18/2012	
	Total Project Cost: \$					
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
	Residential T-Stat MPPA	1	168.00	168.00	15.00	15.00
<b>Batched</b>						
12-13400-1	Main Project (Richard Breimayer - 6893 Maynard Rd)					
	Total Project Cost: \$					
	Residential CAC - 17 SEER MPPA	1	541.00	541.00	150.00	150.00
	Residential Furnace w/ECM MPPA	1	770.00	770.00	150.00	150.00
	Residential T-Stat MPPA	1	168.00	168.00	15.00	15.00

Application Received		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
13-03200-1	Main Project (Ivan Lay - 7400 Ionia Rd) Total Project Cost: \$ <i>Residential Furnace w/ECM MPPA</i>	1	770.00	770.00	150.00	150.00

**Small Business D1**

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
<b>Work Complete</b>						
01-05600-1	Main project (Bridge Dental Care - 119 Bridge Street) Total Project Cost: \$ <i>20W CFL - MPPA SBDI 2012</i>	5	176.00	880.00	0.00	0.00
01-01810-5	Main project (Cheeky Monkey - 176 Kent Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i> <i>20W CFL - MPPA SBDI 2012</i>	16 2	176.00 176.00	2,816.00 352.00	0.00 0.00	0.00 0.00
01-06200-1	Main project (Chocolate Mousse - 116 E Bridge Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i>	17	176.00	2,992.00	0.00	0.00
10-09200-1	Main project (Country Cupboard - 268 Kent Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i>	15	176.00	2,640.00	0.00	0.00
01-02102-1	Main project (Distinctive Occassions - 160 Kent Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i> <i>20W CFL - MPPA SBDI 2012</i>	4 3	176.00 176.00	704.00 528.00	0.00 0.00	0.00 0.00
01-01410-2	Main project (Kramer, Ken - 212 Kent Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i> <i>Vending Machine Controls - MPPA SBDI 2012</i>	6 1	176.00 800.00	1,056.00 800.00	0.00 0.00	0.00 0.00
01-04650-6	Main project (Wooden, John - 123 Kent Street) Total Project Cost: \$ <i>13W CFL - MPPA SBDI 2012</i> <i>LED Exit Sign - MPPA SBDI 2012</i>	12 3	176.00 201.00	2,112.00 603.00	0.00 0.00	0.00 0.00

**Presented By:**



**Terry Frewen**  
 Office:(517) 647-7511  
 Home:(517) 647-4321  
 Mobile:(517) 256-4321  
 Email: [tfrewen@coldwellbanker.com](mailto:tfrewen@coldwellbanker.com)

**Property Info:**

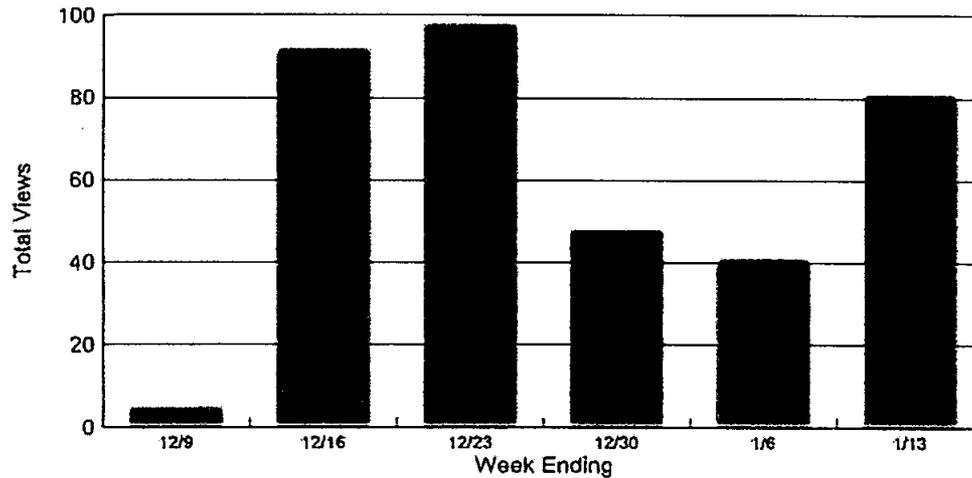


**MLS#:** 43203  
**Listing Price:** \$900,000  
**Listing Features:** Featured Home  
**Address:** 1800 Grand River Ave. Portland, MI



**Coldwell Banker Frewen Realty**  
 Office:(517) 647-7511  
 Fax:(517) 647-7513  
 Email: [frewenrealty@coldwellbanker.com](mailto:frewenrealty@coldwellbanker.com)

**Total Property Views for:** 1800 Grand River Ave. Portland, MI



**Weekly Totals**

Week Ending	Property Views	Virtual Tours	Featured Homes	Totals
01/13/2013	68	N/A	13	81
01/06/2013	41	N/A	N/A	41
12/30/2012	48	N/A	N/A	48
12/23/2012	79	N/A	19	98
12/16/2012	72	N/A	20	92
12/09/2012	5	N/A	N/A	5

**Monthly Totals**

Month	Property Views
Jan 2013	113
Dec 2012	252
<b>Total:</b>	<b>365</b>

**Property Views:** Number of times a listing is viewed on REALTOR.com®.  
**Virtual Tours:** Number of times a REALTOR.com® visitor clicks to view the listing's Virtual Tour from either the Search Results Page or the Listing Detail Page.  
**Featured Homes:** Number of times a listing appears in one of the eight Featured Homes positions plus the number of times a REALTOR.com® visitor clicks to view the listing when visible in one of the eight Featured Homes positions.



STATE OF MICHIGAN

RICK SNYDER

DEPARTMENT OF TRANSPORTATION

KIRK T. STEUDLE

GOVERNOR

LANSING

DIRECTOR

January 10, 2013

Thomas Dempsey, City Manager  
City of Portland  
259 Kent Street  
Portland, Michigan 48875

Dear Mr. Dempsey:

Title VI of the Civil Rights Act of 1964, and related statutes state that, "No person in the United States shall on the grounds of race, color, or national origin, sex, age, disability, or socio-economic status, be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination in any program or activity receiving Federal financial assistance". The Civil Rights Restoration Act of 1987 restored the full intent of Title VI to require compliance by all federal-aid recipients and sub-recipients whether their programs or activities are federally funded or not.

Related to Title VI, Executive Order 12898, Limited English Proficiency and Executive Order 13166, Environmental Justice was enacted to ensure non-discrimination against low-income populations, minority populations and persons who have limited ability to speak, write, or understand English. These Executive Orders require recipients and sub-recipients to address Environmental Justice and Limited English Proficiency in consideration of and approach to any program, service, or activity receiving federal-financial assistance, in their Title VI Plans.

*Our records indicate that the Michigan Department of Transportation (MDOT) does not have a Title VI Plan on file for the City of Portland.*

*A Title VI Plan is required prior to the receipt of federal financial assistance. If you have ever entered into a contract with MDOT for federal highway funds or have received assistance from the Federal Highway Administration (FHWA) in relationship to an MDOT project, you must have a Title VI Plan.*

Failure to comply with this requirement may place you in deficiency status until you have complied with the regulation as specified in 23 CFR Part 200 and 49 CFR Part 21. You must verify that your organization meets compliance requirements by completing and submitting the enclosed "Sub-Recipient Application for Certification of Title VI and EEO Compliance and Assurances - form 0106."

**YOU HAVE 90 CALENDAR DAYS (4/10/13) FROM RECEIPT OF THIS CORRESPONDENCE TO HAVE YOUR FINAL COMPLETED PLAN IN PLACE AND POSTED ON YOUR WEBSITE. YOUR DRAFT PLAN MUST BE SUBMITTED FOR REVIEW BY OUR OFFICE WITHIN 30 DAYS (2/9/13) SO THAT WE CAN ASSIST YOU IN MAKING CORRECTIONS; TO ENSURE THAT YOUR TITLE VI PLAN IS IN COMPLIANCE WITH THE REGULATIONS. PLEASE NOTE THAT YOUR FINAL DRAFT PLAN MUST**

MURRAY D. VAN WAGONER BUILDING • P.O. BOX 30050 • LANSING, MICHIGAN 48909

www.michigan.gov • (517) 373-2090

BE REVIEWED AND RECEIVE APPROVAL BY OUR STAFF PRIOR TO SENDING IT TO YOUR CITY COUNCIL FOR ADOPTION.

Please include methods and procedures in your Title VI Plan to ensure non-discrimination with regard to Executive Order 12898 and Executive Order 13166. At a minimum, your Title VI Plan must include:

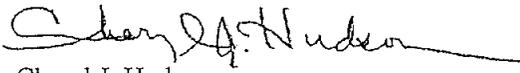
- Title VI Assurances signed by the City Manager or other appropriate executive or responsible authority
- Appendix A, B, and C must be inserted in every contract or sub-contract (enclosed for your reference)
- Local Public Agency (LPA) Plans must include at a minimum:
  - Designation of a Title VI Coordinator or EEO Officer with full authority to implement the Title VI Plan and related statutes
  - Internal compliance reviews of all programs
  - Public outreach and education plan
  - Training programs for staff and others
  - Complaint procedures including time limits for responding
  - Procedures for identifying and addressing Title VI Issues
  - Periodically report on the status of Title VI compliance
  - Detailed plans for bringing discriminatory programs into compliance
  - Methods to prevent discrimination in policy, programs, and procedures
  - Data collections procedures and methods
  - Prevention of discrimination by ensuring fairness in sub-contracting
  - Assurances against discrimination in employment
  - Limited English Proficiency Plan (LEP)
  - Environmental Justice Plan (To address the effects of projects on low-income populations and minority populations)
  - Retaliation clause

After initial certification, you must complete and submit the enclosed annual certification form 0179 – “Title VI Sub-Recipient Annual Certification Form” by October 5<sup>th</sup> of the reporting year. If you would like assistance in completing your Title VI Plan, please contact:

Teshia Johnson  
Civil Rights Program Assistant  
Michigan Department of Transportation  
425 W. Ottawa  
Lansing, Michigan 48909  
(517) 241-7462  
Fax: 517-335-2785  
[Johnsonf35@michigan.gov](mailto:Johnsonf35@michigan.gov)

Linda LaNoue  
Student Assistant  
Michigan Department of Transportation  
425 W. Ottawa  
Lansing, Michigan 48909  
(517) 335-2381  
Fax: 517-335-2785  
[Lanouel@michigan.gov](mailto:Lanouel@michigan.gov)

I look forward to working with you to ensure non-discrimination. The work you do is vital to the economic vitality of our state and the nation, and requires that public funds be used for the benefit of all in a fair and equitable manner.

Sincerely,  
  
Cheryl J. Hudson  
EEO Officer

Enclosure(s)

IONIA COUNTY BOARD OF COMMISSIONERS  
Organizational Meeting  
January 8, 2013  
4:00 p.m.

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

Members present: Mason, Tiejema, Banks, Cowling-Cronk, Wirtz, Shattuck and Calley

Others present: Mary Ellen Snyder, Jack Elliott, Ken and Darlene Thompson, Bob VanLente, Lisa McCafferty, Diane Adams, Cheryl O'Connor, Walter Barnes, Sharyn Overton, Mari Droste, Bob Cusack, Don Ransom, John Bush, Karen Bota, Tom Thelen, Randy Zenk, Don Lehman, Dale Miller, Chris Pelz, Stephanie Hurlbut and Tonda Rich

### Organization of Board and Committees

#### A. Selection of Chairperson

Clerk Rich opened up nominations for Chairperson of the Board of Commissioners for 2013.

Commissioner Shattuck placed the name of Julie Calley in nomination.  
Commissioner Mason placed the name of James Banks in nomination.

Moved by Mason, supported by Cowling-Cronk, to close nominations and cast the votes by secret ballot, per the Board By-Laws. Discussion followed concerning the vote being cast by ballot, with Commissioners' Calley, Tiejema and Mason both commenting on the process. Clerk Rich stated that each ballot would have the Commissioners' name on it and that the ballots would become part of the public record. Motion carried by voice vote, with Commissioners' Calley and Tiejema voting no.

Ballots were passed out to the Commissioners. Clerk Rich appointed the County Administrator, Stephanie Hurlbut, as a teller, to tally the votes. The following votes were cast:

- Commissioner Calley received four votes for Chairperson.
- Commissioner Banks received three votes for Chairperson.

Clerk Rich congratulated Chairperson Calley and turned the meeting over to her.

#### B. Selection of Vice-Chairperson

Chair Calley proceeded to conduct the election of Vice-Chairperson.

Commissioner Tiejema placed the name of James Banks into nomination.

Moved by Shattuck, supported by Tiejema, to close nominations and cast a unanimous vote for Commissioner Banks to serve as Vice-Chairperson. Motion carried by voice vote.

### C. Review and Adoption of Board Rules

A copy of the Board's By-Laws were presented to the Board with proposed changes outlined by the county attorney. County Administrator, Stephanie Hurlbut, requested the Board to consider changing their 7:00 p.m. meeting time due to the court security hours and proposed the Board to begin that meeting sooner. Discussion followed with concerns voiced by some of the Commissioners stating that the 7:00 p.m. meeting is held so that the public has the option of attending a meeting that does not conflict with regular working hours. Hurlbut stated she will submit what the cost is to have court security available when there is a 7:00 p.m. meeting. It was the consensus of the Board to keep the following meeting schedule and times as they were in 2012, which will be the second Tuesday of each month at 4:00 p.m. and the fourth Tuesday of each month at 7:00 p.m., with a committee-of-the-whole meeting to take place the third Tuesday of each month at 4:00 p.m.

Other discussions concerning the Board's By-Laws included:

- Eliminating 2.4 Emergency Meetings. Hurlbut stated that the Open Meetings Act does not allow for emergency meetings.
- Commissioner Mason stated she was opposed to how 4.1 Quorum, Attendance is worded.

Moved by Banks, supported by Tiejema, to approve the proposed changes of the Board's By-Laws as recommended by the county attorney and to make changes by way of a motion as the items are discussed.

Moved by Mason, supported by Shattuck, to amend section 4.1 Quorum, Attendance, back to the way it read before any changes were made by the county attorney. Commissioner Banks requested that more information be gathered before changing section 4.1 back. Commissioner Mason withdrew her motion.

- Commissioner Shattuck recommended that section 11.3 Votes Required be reviewed and more information gathered as well.
- Grievance Hearing Committee 8.3.1– Moved by Banks, supported by Mason, to amend section 8.3.1 to read (second sentence), "Members of the Grievance Hearing Committee shall consist of the Board Chair, Vice-Chair, and another Commissioner appointed by the Board Chair. If any member also serves as the Union Negotiation Bargaining Team Representative, the Board shall appoint another commissioner to serve as the third member of the Grievance Hearing Committee." Motion carried by voice vote.
- Abstaining from voting 11.1– Commissioner Tiejema requested that the wording of this section be the same as the wording used in the Central Dispatch Board By-Laws. Moved by

Tiejema, supported by Banks, to amend the wording in section 11.1, second sentence, to read as follows: "Any member may be excused from voting only if that person has a bonafide conflict of interest as recognized by the majority of the remaining members of the Board." Motion carried by voice vote.

Chair Calley called for a vote on the original motion. Motion carried by voice vote.

### **Approval of Agenda**

Moved by Shattuck, supported by Banks, to approve the agenda as presented. Motion carried by voice vote.

The Chair opened up the first Public Comment period. Jack Elliot addressed the Board concerning Court Security and the board meeting dates and times. Randall Zenk with the Village of Pewamo discussed the West Michigan Regional Planning Commission. Ken Thompson congratulated Commissioner Calley on her election of Chairperson.

### **Consent Calendar**

A. Approve minutes of the previous meeting(s)

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

### **Appointments**

A. Appointments to Standing Committee(s)

1. Audit Committee – Moved by Shattuck, supported by Wirtz, to appoint Commissioners' Tiejema, Mason and Calley to the Audit Committee. Motion carried by voice vote.
2. Bargaining Committee – Moved by Banks, supported by Tiejema, to appoint Commissioner Shattuck to the Bargaining Committee. Motion carried by voice vote.
3. Facilities Committee – Moved by Shattuck, supported by Mason, to appoint Commissioners' Banks, Shattuck and Cowling-Cronk to the Facilities Committee. Motion carried by voice vote.
4. Grievance Hearing Committee – Moved by Banks, supported by Wirtz, to appoint Commissioner Mason to the Grievance Hearing Committee. Motion carried by voice vote.
5. Personnel Committee – Moved by Mason, supported by Shattuck, to appoint Commissioners' Tiejema, Mason and Banks to the Personnel Committee. Motion carried by voice vote.

B. Commissioner Appointments to Boards/Commissions

1. Airport Board – Moved by Tiejema, supported by Cowling-Cronk, to appoint Commissioners' Banks, Wirtz and Shattuck to the Airport Board. Motion carried by voice vote.

2. Area Agency on Aging of Western Michigan Board of Directors – Moved by Banks, supported by Cowling-Cronk, to appoint Commissioner Tiejema to the Area Agency on Aging of Western Michigan Board of Directors. Motion carried by voice vote.
3. Central Area Michigan Works! Consortium – Moved by Cowling-Cronk, supported by Wirtz, to appoint Commissioners' Banks and Tiejema to the Central Area Michigan Works! Consortium. Motion carried by voice vote.
4. Community Corrections Advisory Board – Moved by Mason, supported by Cowling-Cronk, to appoint Commissioner Wirtz to the Community Corrections Advisory Board. Motion carried by voice vote.
5. Department of Human Services Board – Moved by Tiejema, supported by Mason, to appoint Commissioner Cowling-Cronk to the Department of Human Services Board. Motion carried by voice vote.
6. Green View Point Park Ad Hoc Committee– Moved by Banks, supported by Tiejema, to appoint Commissioner Shattuck to the Green View Point Park Ad Hoc Committee. Motion carried by voice vote.
7. Ionia County Economic Alliance – Moved by Cowling-Cronk, supported by Mason, to appoint Commissioner Banks to the Ionia County Economic Alliance. Motion carried by voice vote.
8. Lake Boards -
  - Long Lake Board
  - Jordan Lake Board
  - Morrison Lake Board
 Moved by Cowling-Cronk, supported by Mason, to appoint Commissioner Wirtz to the Long Lake Board, Commissioner Banks to the Jordan Lake Board and Commissioner Tiejema to the Morrison Lake Board. Motion carried by voice vote.
9. MAC Workers' Compensation Board – Moved by Wirtz, supported by Banks, to appoint Commissioner Shattuck to the MAC Workers' Compensation Board. Motion carried by voice vote.
10. MSU Extension District Extension Council – Moved by Tiejema, supported by Cowling-Cronk, to appoint Commissioner Wirtz to the MSU Extension District Extension Council. Motion carried by voice vote.
11. Park Advisory Board – Moved by Banks, supported by Mason, to appoint Commissioner Shattuck to the Park Advisory Board. Motion carried by voice vote.
12. Pension Advisory Committee – Moved by Tiejema, supported by Mason, to appoint Commissioner Banks to the Pension Advisory Committee. Motion carried by voice vote.
13. Road Commission Board– Moved by Banks, supported by Wirtz, to appoint Commissioner Shattuck to the Road Commission Board. Motion carried by voice vote.
14. Tax Allocation Board – Moved by Banks, supported by Cowling-Cronk, to appoint Chair Calley to the Tax Allocation Board. Motion carried by voice vote.

### C. Legal Counsel

Moved by Shattuck, supported by Banks, to appoint Peter Cohl as the county's legal counsel. Motion carried by voice vote.

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Discussion took place concerning moving the commissioner appointment to the Central Dispatch Board to the Organizational Meeting.

Moved by Banks, supported by Shattuck, to reappoint Commissioner Tiejema to the Central Dispatch Board. Motion carried by voice vote.

It was the consensus of the Board to move the commissioner appointment to the Central Dispatch Board to the January Organizational meetings.

#### D. Department Heads

1. Administrative Health Officer – Moved by Mason, supported by Banks, to appoint Lisa McCafferty as the Administrative Health Officer for a one year appointment. Motion carried by voice vote.
2. Animal Control Officer – Moved by Tiejema, supported by Cowling-Cronk, to appoint Ronald Teaker, Gordon Douglas and Robin Anderson as the Animal Control Officers for a two year appointment. Hurlbut explained that according to statute and policy, the terms are for two years. Motion carried by voice vote.
3. Building Codes Official – Moved by Tiejema, supported by Banks, to appoint Don Sult as the Building Codes Official for a one year appointment. Motion carried by voice vote.
4. Central Dispatch Director – Moved by Mason, supported by Tiejema, to appoint James Valentine as the Central Dispatch Director for a one year appointment. Motion carried by voice vote.
5. Equalization Director – Moved by Shattuck, supported by Banks, to appoint Cheryl O'Connor as the Equalization Director for a one year appointment. Motion carried by voice vote.

#### Unfinished Business

- A. Moved by Mason, supported by Cowling-Cronk, to appoint Sharon Carlson to the Substance Abuse Initiative for District 5 and to appoint Robert Cusack to the Substance Abuse Initiative for District 3. Motion carried by voice vote.

#### New Business

- A. Moved by Banks, supported by Mason, to adopt the Ranney Lake Resolution that will authorize John Bush, Ionia County Drain Commissioner, to initiate action in Circuit Court that will set the Ranney Lake level. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

RESOLUTION OF THE IONIA COUNTY BOARD OF COMMISSIONERS RANNEY LAKE

~~2013-01~~

WHEREAS, a petition for the establishment of an inland lake level for Ranney Lake was submitted under Part 309 of the Natural Resources and Environmental Protection Act (Inland Lake Levels), MCL 324.30701 *et seq* (Part 307); and

WHEREAS, a Resolution was passed on July 24, 2012, accepting the petition and for the submission of a preliminary study for the establishment of a lake level; and

WHEREAS, after a review of the preliminary study, the Ionia County Board of Commissioners deems it expedient to establish the lake level and to establish a special assessment district pursuant to Part 307.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The Board authorizes the delegated authority to institute proceedings in the Ionia County Circuit Court to establish an inland lake level consistent with the preliminary study, and to establish and confirm special assessment district boundaries for the established lake level of Ranney Lake, and all costs to do so shall be borne by the special assessment district.
2. The Board of Commissioners does hereby determine that the whole cost of the project to establish the lake level and to establish and confirm special assessment district boundaries for the lake level for Ranney Lake shall be defrayed by special assessments against privately owned parcels of land, State owned lands that are under the jurisdiction and control of the Michigan Department of Natural Resources, and political subdivisions of the State that are benefited by the project in accordance with procedures set forth in part 307.
3. After the establishment of the lake level and establishment of the special assessment district for Ranney Lake, the Drain Commissioner, as delegated authority, shall prepare a computation of cost of the project and prepare a special assessment roll consistent with the requirements of Part 307.
4. All resolutions and parts of resolutions insofar as the same may be in conflict herewith are hereby rescinded.

- 7
- B. Moved by Shattuck, supported by Tiejema, to approve the five year New World Systems Software Maintenance Agreement and ratify the signature of former Chairperson Jack Shattuck. Motion carried by voice vote.

### County Administrator's Report

- 1) Presented a 2012 Year in Review to the Board that shows the accomplishments that the Board made in 2012;
- 2) Received a dividend check for \$90,000 from the Michigan Counties Workers' Compensation Fund.

### Reports of Officers, Boards and Standing Committee

Commissioner Tiejema gave an update on the county pension/MERS issue that is being reviewed.

### Public Comment

The Chair opened up the second Public Comment period. Chris Pelz addressed the Board regarding mentoring.

Moved by Mason, supported by Tiejema, to adjourn the meeting at 5:41 p.m. Motion carried by voice vote.

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Julie Calley, Chair

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Tonda Rich, Clerk

Minutes approved on:

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