



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

7:00 p.m. Monday, July 1, 2013

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	IV. <u>City Manager Report</u>	
7:20 PM	V. <u>Presentations</u> A. DDA/Main Street Director Reagan – Downtown Report	
	VI. <u>Public Hearing(s)</u> – None	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 13-55 Approving Changing the Dates for the July and December Board of Review Hearings in the City of Portland	Motion
7:27 PM	B. Proposed Resolution 13-56 Approving Baird’s Proposal to Provide Placement Agent Services in Connection with the Issuance and Placement of Bonds for Street Improvement Projects	Motion
7:29 PM	C. Proposed Resolution 13-57 Approving Clark Hill’s Proposal to Provide Bond Counsel Services in Connection with the Issuance and \$1,400,000 of Bonds for Street Improvement Projects	Motion
7:31 PM	D. Proposed Resolution 13-58 to Purchase, Acquire and Construct Capital Improvements Within the City and to Publish Notice of Intent to Issue Municipal Securities	Motion
7:33 PM	E. Proposed Resolution 13-59 Approving Fleis & VandenBrink’s Proposal to Provide Design Engineering Services for the Reconstruction of Cutler Road between Grand River Ave. and Charlotte Hwy.	Motion
7:35 PM	F. Proposed Resolution 13-60 Approving a Metro Act Right-of-Way Permit Extension for AT&T	Motion
7:37 PM	G. Proposed Resolution 13-61 Confirming the Mayor’s Appointment to City Boards and Commissions	Motion
7:38 PM	H. Proposed Resolution 13-62 Approving Increasing the Authorized Repair Budget for the 820 kW Cooper Bessemer Generator	Motion
7:40 PM	I. Discussion of Possible Fireworks Ordinance	
7:45 PM	J. Discussion of Possible Amendment to Lot Split Ordinance	

**Estimated
Time**

7:50 PM

IX. Consent Agenda

- A. Minutes & Synopsis from the Regular City Council Meeting and the Closed Session held on July 1, 2013
- B. Payment of Invoices in the Amount of \$66,408.29 and Payroll in the Amount of \$ for a Total of \$
- C. Purchase Orders over \$5,000 – None

X. Communications

- A. June 2013 Code/Zoning Report
- B. June 2013 Fire Department Report
- C. June 2013 Water Department Report
- D. Portland Wastewater Treatment Plant Report for June 2013
- E. Ambulance Department Thank You Letter
- F. Electric Department Thank You Letter
- G. June 2013 Revenue-Expense Report
- H. Portland Area Municipal Authority Minutes for April 9, 2013
- I. Ionia County Board of Commissioners Agenda for July 9, 2013
- J. MPSC Notice of Hearing for Consumers Energy

7:52 PM

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

7:55 PM

XI. Other Business

8:00 PM

XII. Council Comments

8:05 PM

XIII. Adjournment

**Action
Requested**

Motion

Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-55

A RESOLUTION APPROVING CHANGING THE DATES FOR THE JULY AND DECEMBER BOARD OF REVIEW HEARINGS IN THE CITY OF PORTLAND

WHEREAS, the City Assessor has requested That the City Council approve a resolution permitting the Board of Review to meet on alternate dates for the July and December Boards of Review ;and

WHEREAS, the July Board of Review may be convened to correct a qualified error (Tuesday after the third Monday in July). MCL 211.53b. The governing body of the city or township may authorize, by adoption of an ordinance or resolution, 1 or more of the following alternative meeting dates for the purposes of this section. An alternative meeting date during the week of the third Monday in July. MCL 211.53b(7)(b); and

WHEREAS, the Special Board of Review meeting may be convened by assessing officer to correct qualified errors (Tuesday after the second Monday in Dec.). MCL 211.53b. The governing body of the city or township may authorize, by adoption of an ordinance or resolution, 1 or more of the following alternative meeting dates for the purposes of this section: An alternative meeting date during the week of the second Monday in December. MCL 211.53b(7) ; and

WHEREAS, the City Manager suggests adjusting the statutory schedule by one day so that the City of Portland's Board of Review meeting dates would be changed to the Wednesday following the Tuesday after the third Monday for the July meeting and the Wednesday following the Tuesday after the second Monday for the December meeting.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Assessor's request and the Manager's recommendation to adjust the statutory schedule by one day so that the City of Portland's Board of Review meeting dates would be changed to the Wednesday following the Tuesday after the third Monday for the July meeting and the Wednesday following the Tuesday after the second Monday for the December meeting.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-56

A RESOLUTION APPROVING BAIRD'S PROPOSAL TO PROVIDE PLACEMENT AGENT SERVICES IN CONNECTION WITH THE ISSUANCE AND PLACEMENT OF BONDS FOR STREET IMPROVEMENT PROJECTS

WHEREAS, Robert W. Baird & Co. has submitted an engagement letter to summarize services provided as a placement agent for the City in connection with the structure, marketing and sale of the City's proposed bonds to finance the costs to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvements; and all work necessary or incidental to these improvements and to pay the costs of issuing municipal securities and capitalized interest, if any, a copy of that letter is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Baird's proposal to provide placement agent services in connection with the issuance of bonds to finance the costs to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvements; and all work necessary or incidental to these improvements and to pay the costs of issuing municipal securities and capitalized interest, if any, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk

July 11, 2013

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

Re: Placement Agent Engagement Letter

Dear Tom,

On behalf of Robert W. Baird & Co. Incorporated ("Baird" or "we"), we wish to thank you for the opportunity to serve as placement agent (the "Placement Agent") for the City of Portland, Michigan (the "City" or "you") in connection with the proposed issuance and placement of its 2013 Limited Tax General Obligation Bonds (the "Securities"). This letter will confirm the terms of our engagement as Placement Agent. It is anticipated that the Securities will be sold directly by the City to one investor in a direct placement.

1. Services to be Provided by Baird. Baird is hereby engaged to serve as Placement Agent for the Securities, and in such capacity Baird agrees to provide the following services:

- Review and evaluate the proposed terms of the placement and the Securities
- Assist in the preparation of the private placement memorandum and/or other disclosure documents
- Identify and contact potential investors, provide them with offering-related information, respond to their inquiries and, if requested, coordinate their due diligence sessions
- If the Securities are to be rated, assist in preparing materials to be provided to securities ratings agencies and in developing strategies for meetings with the ratings agencies
- Consult with counsel and other service providers about the placement and the terms of the Securities (it being understood that the City is responsible for the selection of such counsel and other service providers)
- Negotiate the pricing, including the interest rate, and other terms of the Securities
- Obtain CUSIP number(s) for the Securities and arrange for their DTC book-entry eligibility, if needed
- Plan and arrange for the closing and settlement of the issuance and the delivery of the Securities
- Such other usual and customary placement agent services as may be requested by the City

2. Disclosures Concerning Baird's Role as Placement Agent as Required by MSRB Rule G-23 and G-17: At the City's request, Baird may provide incidental financial advisory services, including advice as to the structure, timing, terms and other matters concerning the issuance of the Securities. Please note that Baird would be providing such advisory services in its capacity as Placement Agent and not as a municipal advisor or financial advisor to the City. As Placement Agent, Baird's primary role is to arrange for the placement of the Securities in an arm's length commercial transaction between the City and Baird. Baird has financial and other interests that differ from those of the City. Unlike a municipal advisor, Baird as Placement Agent does not have a fiduciary duty to the City under the federal securities law and is therefore not required by federal law to act in the best interest of the City without regard to its own financial or other interests. As part of its services, Baird will review the private placement memorandum and/or other disclosure document (if any) applicable to the placement of the Securities in accordance with, and as part of, its responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the Securities.

Exhibit

A

As Placement Agent, Baird will not be required to purchase the Securities or to find one or more buyers of the Securities, but rather to use its reasonable best efforts to arrange for the sale of the Securities to one or more buyers. If all of the conditions to its obligations for the placement of any Securities have been satisfied, Baird as Placement Agent has a duty to arrange for the placement of the Securities at a fair and reasonable price to the City but must balance that duty with its duty to arrange for the sale of the Securities to investors at prices that are fair and reasonable.

3. Fees and Expenses; Conflicts of Interest. Baird's Placement Agent fee will be \$5,000. The Placement Agent fee will be contingent upon the closing of the placement of the Securities. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest because the Placement Agent may have an incentive to recommend to the City a transaction that is unnecessary or to recommend that the size of the transaction be larger than necessary. Other firms who provide services in connection with the proposed placement may also have fees that are contingent on the closing of the placement of the Securities. In addition to the Placement Agent fee, the City shall be responsible for paying for all costs of issuance, including without limitation, bond counsel, placement agent's counsel, CUSIP, ratings agency fees and expenses, and all other expenses incident to the performance of the City's obligation under the proposed placements.

Baird is a full service securities firm and as such Baird and its affiliates may from time to time provide advisory, brokerage, consulting and other services and products to municipalities, other institutions, and individuals including the City, certain City officials or employees, and potential purchasers of the Securities for which Baird may receive customary compensation; however, such services are not related to the proposed offering. Baird has previously served as underwriter, placement agent or financial advisor on other bond offerings and financings for the City and expects to serve in such capacities in the future. Baird, through its Baird Advisors or Baird Public Investment Advisors unit, may also be engaged from time to time by the City to manage investments for the City (including the proceeds from the proposed offering) through a separate contract that sets forth the fees to be paid to Baird. Baird manages various mutual funds, and from time to time those funds may own bonds and other securities issued by the City (including the Securities). Additionally, clients of Baird may from time to time purchase, hold and sell bonds and other securities issued by the City (including the Securities).

In the ordinary course of fixed income trading business, Baird may purchase, sell, or hold a broad array of investments and may actively trade securities and other financial instruments, including the Securities and other municipal bonds, for its own account and for the accounts of customers, with respect to which Baird may receive a mark-up or mark-down or commissions. Such investment and trading activities may involve or relate to the offering or other assets, securities and/or instruments of the City and/or persons and entities with relationships with the City. Spouses and other family members of Baird associates may be employed by the City.

Baird has not identified any additional potential or actual material conflicts that require disclosure. If potential or actual conflicts arise in the future, we will provide you with supplemental disclosures about them.

4. Term and Termination. The term of this engagement shall extend from the date of this letter to the closing of the placement of the Securities. Notwithstanding the forgoing, either party may terminate Baird's engagement at any time without liability of penalty upon at least 30 days' prior written notice to the other party.

5. Limitation of Liability. The City agrees that neither Baird nor its employees, officers, agents or affiliates shall have any liability to the City for the services provided hereunder except to the extent it is judicially determined that Baird engaged in gross negligence or willful misconduct.



6. Miscellaneous. This letter shall be governed and construed in accordance with the laws of the State of Michigan. This Engagement Letter may not be amended or modified except by means of a written instrument executed by both parties hereto. This Engagement Letter may not be assigned by either party without the prior written consent of the other party. The City acknowledges that Baird may, at its option and expense and after announcement of the offering, place announcements and advertisements or otherwise publicize a description of the offering and Baird's role in it on Baird's website and/or other marketing material and in such financial and other newspapers and journals as it may choose, stating that Baird has acted as Placement Agent for the offering. The City also agrees that Baird may use the City's name and logo or official seal for these purposes.

7. Disclosures of Material Financial Characteristics and Material Financial Risks.

Accompanying this letter is a disclosure document describing the material financial characteristics and material financial risks of the Securities as required by MSRB Rule G-17.

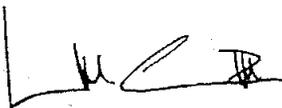
If there is any aspect of this Engagement Letter that you believe requires further clarification, please do not hesitate to contact us. In addition, please consult your own financial and/or municipal, legal, accounting, tax and other advisors as you deem appropriate. We understand that you have the authority to bind the City by contract with us, and that you are not a party to any conflict of interest relating to the proposed placement and issuance of the Securities. If our understanding is not correct, please let us know.

Please evidence your receipt and agreement to the foregoing by signing and returning this Engagement Letter.

Again, we thank you for the opportunity to assist you with your proposed placement and issuance of the Securities and the confidence you have placed in us.

Very truly yours,

ROBERT W. BAIRD & CO. INCORPORATED

By: 

Its: Director

Accepted this ___ day of _____, 2013

CITY OF PORTLAND

By: _____

Title: City Manager

Disclosures of Material Financial Characteristics and Financial Risks of Proposed Offering of Fixed Rate Bonds

Robert W. Baird & Co. Incorporated (“Baird”) has been engaged as Placement Agent for the proposed offering by the City of Portland (“you” or the “City”) of fixed rate bonds, notes or other debt securities (“Fixed Rate Bonds”), to be sold on a negotiated basis. The following is a general description of the financial characteristics and security structures of Fixed Rate Bonds, as well as a general description of certain financial risks that you should consider before deciding whether to issue Fixed Rate Bonds.

This document is being provided to an official of the City who has the authority to bind the City by contract with Baird, who does not have a conflict of interest with respect to the offering.

If the Fixed Rate Bonds proposed to be issued are “conduit revenue bonds,” you will be a party to the bond purchase agreement and certain other legal documents to be entered into in connection with the issuance, but the material financial risks described below will be borne by the borrower or obligor, as set forth in those legal documents.

Financial Characteristics

Maturity and Interest. Fixed Rate Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies or authorities, such as the City. Maturity dates for Fixed Rate Bonds will be fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity) or one or more term maturities (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. Maturity dates, including the final maturity date, are subject to negotiation and will be reflected in the official statement. At each maturity, the scheduled principal or par amount of the Fixed Rate Bonds will have to be repaid.

Fixed Rate Bonds will pay fixed rates of interest typically semi-annually on scheduled payment dates, although some Fixed Rate Bonds may accrue interest to be paid at maturity. Such bonds are often referred to as capital appreciation or zero-coupon bonds. The interest rates to be paid on Fixed Rate Bonds may differ for each series or maturity date. The specific interest rates will be determined based on market conditions and investor demand and reflected in the official statement for the Fixed Rate Bonds. Fixed Rate Bonds with longer maturity dates will generally have interest rates that are greater than securities with shorter maturity dates.

Redemption. Fixed Rate Bonds may be subject to optional redemption, which allows the City, at its option, to redeem some or all of the Fixed Rate Bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Fixed Rate Bonds may be subject to optional redemption only after the passage of a specified period of time from the date of issuance, and upon payment of the redemption price set forth in the official statement for the Fixed Rate Bonds, which typically is equal to the par amount of the Fixed Rate Bonds being redeemed (plus accrued interest) but may include a redemption premium. The City will be required to send out a notice of optional redemption to the holders of Fixed Rate Bonds, usually a certain period of time prior to the redemption date. Fixed Rate Bonds with term maturity dates also may be subject to

mandatory sinking fund redemption, which requires the City to redeem specified principal amounts of the Fixed Rate Bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the Fixed Rate Bonds to be redeemed. Fixed Rate Bonds may also be subject to extraordinary or mandatory redemption upon the occurrence of certain events, authorizing or requiring you to redeem the Fixed Income Bonds at their par amount (plus accrued interest).

Credit Enhancements. Fixed Rate Bonds may feature credit enhancements, such as an insurance policy provided by a municipal bond insurance company that guarantees the payment of principal of an interest on the bonds when due in the event of default. Other credit enhancements could include a letter of credit provided by a financial institution, or financial support from a state agency.

Tax Status. If Fixed Rate Bonds are intended to be tax-exempt, counsel will provide an opinion that interest on the Fixed Rate Bonds will be excluded from gross income for federal income tax purposes. Certain Fixed Rate Bonds may also be exempt from state personal income tax.

Some Fixed Rate Bonds (or a portion of those being issued) may be taxable, meaning that interest on the Fixed Rate Bonds will be included in gross income for federal income tax purposes.

Security

Payment of principal of and interest on a municipal security, including Fixed Rate Bonds, may be backed by various types of pledges and forms of security, some of which are described below. The security for Fixed Rate Bonds will vary, depending on whether they are general obligation bonds, revenue bonds, conduit bonds or other types.

General Obligation Bonds

“General obligation bonds” are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. Ad valorem taxes necessary to pay debt service on general obligation bonds may not be subject to state constitutional property tax millage limits (an unlimited tax general obligation bond). The term “limited” tax is used when such limits exist. General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds have certain rights under state law to compel you to impose a tax levy.

Revenue Bonds

“Revenue bonds” are debt securities that are payable only from a specific source or sources of revenues that are generated from a particular enterprise or service you offer, such as water, electricity, sewer, health care, housing, transportation, toll roads and bridges, parking, parks and recreation fees, and stadiums and entertainment facilities. Revenue bonds are not a pledge of your full faith and credit and you are obligated to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants, license or user fees, or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be

used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors. Some revenue bonds may be backed by your full faith and credit or moral obligation. A moral obligation is a non-binding covenant by you to make a budget recommendation to your legislative body to appropriate moneys needed to make up any revenue shortfall in order to meet debt service obligations on the revenue bonds, but the legislative body is not legally obligated to make such appropriation.

Tax Increment or Tax Allocation Bonds

“Tax increment” or “tax allocation” bonds are a form of revenue bonds that are payable from the incremental increase in taxes realized from any appreciation in property values resulting from capital improvements benefitting the properties located in a particular location such as a tax incremental district. They are commonly used to redevelop, add infrastructure or otherwise improve a blighted, neglected or under-utilized area to encourage development in that area. Tax increment bonds may also be payable from increased sales taxes generated in a designated district. The proceeds of an issuance of tax increment or tax allocation bonds are typically applied to pay the costs of infrastructure and other capital improvements in the designated district. The incremental taxes or other revenues may not be sufficient to meet debt service obligations on the tax increment or tax allocation bonds. Some tax increment or tax allocation bonds may also be backed by an issuer’s full faith and credit or moral obligation.

Conduit Bonds

Conduit revenue bonds may be issued by a governmental issuer acting as conduit for the benefit of a private sector entity or a 501(c)(3) organization (the “borrower” or “obligor”). Industrial revenue bonds are a form of conduit revenue bonds. Conduit revenue bonds commonly are issued for not-for-profit hospitals, health care facilities, educational institutions, single and multi-family housing, airports, industrial or economic development projects, corporations, and student loan programs, among other borrowers or obligors. Principal and interest on conduit revenue bonds normally are paid exclusively from revenues pledged by the borrower or obligor. Unless otherwise specified under the terms of the bonds, you are not required to make payments of principal or interest if the borrower or obligor defaults.

Charter School Bonds

Fixed Rate Bonds issued for the benefit of charter schools are a form of conduit revenue bonds. They are issued by a government entity acting as a conduct for the benefit of a charter school. The charter school is the borrower or obligor for the bonds. Principal and interest on charter school bonds normally are paid exclusively from revenues pledged by the charter school. Unless otherwise specified under the terms of the bonds, you are not required to make payments or principal or interest if the charter school defaults.

Financial and Other Covenants

Issuers of Fixed Rate Bonds (and/or obligors) may be required to agree to certain financial and other covenants (such as debt service coverage ratios) that are designed to protect bond holders. Covenants are a form of additional security. The failure to continue to meet covenants may trigger an event of default or other adverse consequences to you and/or the obligor giving bond holders certain rights and remedies.

The description above regarding "Security" is only a brief summary of certain possible security provisions for the Fixed Rate Bonds and is not intended as legal advice. You should consult with your bond counsel for further information regarding the security for the Bonds.

Financial Risk Considerations

Certain risks may arise in connection with your issuance of Fixed Rate Bonds, including some or all of the following (generally, the borrower or obligor, rather than you, will bear these risks for conduit revenue bonds):

Default Risk

You (or the obligor) may be in default if the funds pledged to secure Fixed Rate Bonds are not sufficient to pay debt service on the bonds when due. The consequences of a default may be serious for you (and/or the obligor) and, depending on applicable state law and the terms of the authorizing documents, the holders of the bonds may be able to exercise a range of available remedies against you (or the obligor). For example, if Fixed Rate Bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes. Other budgetary adjustments also may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the Fixed Rate Bonds are revenue bonds, you (or the obligor) may be required to take steps to increase the available revenues that are pledged as security for the bonds. A default may negatively impact your (or the obligor's) credit ratings and may effectively limit your (or the obligor's) ability to publicly offer bonds or other securities at market interest rate levels. Further, if you (or the obligor) are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, you (or the obligor) may find it necessary to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you (or the obligor) are unable to comply with covenants or other provisions agreed to in connection with the issuance of the Fixed Rate Bonds.

This description is only a brief summary of issues relating to defaults and is not intended as legal advice. You should consult with your bond counsel for further information regarding defaults and remedies.

Redemption Risk

Your (or the obligor's) ability to redeem Fixed Rate Bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. In the event that interest rates decline, you (or the obligor) may be unable to take advantage of the lower interest rates to reduce debt service. In addition, if Fixed Rate Bonds are subject to extraordinary or mandatory redemption, you (or the obligor) may be required to redeem the bonds at times that are disadvantageous.

Refinancing Risk

If your (or the obligor's) financing plan contemplates refinancing some or all of the Fixed Rate Bonds at maturity (for example, if there are term maturities or if a shorter final maturity is chosen than might otherwise be permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent you (or the obligor) from refinancing those bonds when required. Further, limitations in the federal tax rules on advance refunding of bonds (an advance refunding of bonds occurs when tax-exempt bonds are refunded more than 90 days prior to the date on which those bonds may be retired) may restrict your (or the obligor's) ability to refund the Fixed Rate Bonds to take advantage of lower interest rates.

7

Reinvestment Risk

You (or the obligor) may have proceeds of the Fixed Rate Bonds to invest prior to the time that you (or the obligor) are able to spend those proceeds for the authorized purpose. Depending on market conditions, you (or the obligor) may not be able to invest those proceeds at or near the rate of interest that you (or the obligor) are paying on the bonds, which is referred to as “negative arbitrage”.

Tax Compliance Risk (applicable if the Fixed Rate Bonds are tax-exempt bonds)

The issuance of tax-exempt bonds is subject to a number of requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS), and, if applicable, state tax laws. You (and the obligor) must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You (and the obligor) also must covenant to take certain additional actions after issuance of the tax-exempt bonds. A breach of the representations or a failure to comply with certain tax-related covenants may cause the interest on the Fixed Rate Bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you (or the obligor) pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you (or the obligor) or the Fixed Rate Bonds or your (or the obligor’s) other bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If the Fixed Rate Bonds are declared taxable, or if you (or the obligor) are subject to audit, the market price of the Fixed Rate Bonds and/or your (or the obligor’s) other bonds may be adversely affected. Further, your (or the obligor’s) ability to issue other tax-exempt bonds also may be limited.

Continuing Disclosure Risk.

In connection with the issuance of Fixed Rate Bonds, you (and/or the obligor) may be subject to continuing disclosures which require dissemination of annual financial and operating information and notices of material events. Compliance with these continuing disclosure requirements is important and facilitates an orderly secondary market. Failure to comply with continuing disclosure requirements may affect the liquidity and marketability of the Fixed Rate Bonds, as well as your (and/or the obligor’s) other outstanding securities. Because instances of material non-compliance with previous continuing disclosure requirements must be disclosed in an official statement, failure to comply with continuing disclosure requirements may also make it more difficult or expensive for you (or the obligor) to market and sell future bonds.

This description of tax compliance risks is not intended as legal advice and you should consult with your bond counsel regarding tax implications of issuing Fixed Rate Bonds.

PORTLAND CITY COUNCIL

Ionia County, Michigan

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

RESOLUTION NO. 13-57

A RESOLUTION APPROVING CLARK HILL'S PROPOSAL TO PROVIDE BOND COUNSEL SERVICES IN CONNECTION WITH THE ISSUANCE AND \$1,400,000 OF BONDS FOR STREET IMPROVEMENT PROJECTS

WHEREAS, Roger A. Swets of Clark Hill PLC has submitted an engagement letter to summarize services provided as a bond counsel for the City in connection with the structure, marketing and sale of the City's proposed \$1,400,000 of bonds to finance the costs to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvements; and all work necessary or incidental to these improvements and to pay the costs of issuing municipal securities and capitalized interest, if any, a copy of that engagement letter is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Clark Hill's proposal to provide bond counsel services in connection with the issuance of \$1,400,000 in bonds to finance the costs to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvements; and all work necessary or incidental to these improvements and to pay the costs of issuing municipal securities and capitalized interest, if any, a copy of which is attached as Exhibit A.

2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk

CLARK HILL

Roger A. Swets
T 616.608.1110
F 616.608.1170
Email: rswets@clarkhill.com

Clark Hill PLC
200 Ottawa Avenue NW
Suite 500
Grand Rapids, MI 49503
T 616.608.1100
F 616.608.1199

clarkhill.com

July 11, 2013

VIA ELECTRONIC TRANSMITTAL

City of Portland
259 Kent Street
Portland, Michigan 48875-1495

Re: Street Improvement Project

Ladies and Gentlemen:

The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as bond counsel to the City of Portland (the "Issuer") in connection with the proposed street improvement project (the "Project") and the issuance of bonds by the Issuer in one series to finance the Project (the "Bonds"). The Issuer currently estimates that the Bonds will be sold via a bank placement, with the estimated amount of the Bonds being \$1,400,000.

SCOPE OF ENGAGEMENT AS BOND COUNSEL

As bond counsel, we expect to perform the following duties:

- (1) Provide advice and counseling at each step of the process of issuing the Bonds.
- (2) Prepare the resolutions authorizing the issuance and delivery of the Bonds.
- (3) Prepare all other supporting documents, certifications, resolutions, and forms necessary for the issuance and delivery of the Bonds.
- (4) Assist the Issuer in seeking from other governmental such approvals as we determine are necessary or appropriate in connection with the issuance of the Bonds.
- (5) Review legal issues relating to the structure of the Bond issue.
- (6) Subject to the completion of proceedings to our satisfaction, render our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of interest on the Bonds from gross income for federal and Michigan income tax purposes.

Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date the Bonds are exchanged for their purchase price (the "Closing"). The Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified

Exhibit

A

proceedings and other certifications of public officials and other persons furnished to us without undertaking verification of the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our services as bond counsel are limited to those contracted for in this letter and does not include other aspects of legal representation on the Project.

We do not perform the services of a financial advisor, we do not prepare or review official statements or any other disclosure document with respect to the Bonds, or perform an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the official statement or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

FEES FOR BOND COUNSEL SERVICES

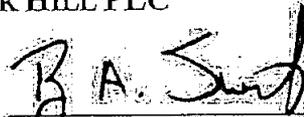
We normally render services as bond counsel on a fixed-fee basis. We propose a fee for our services as bond counsel on this project be a fixed fee of \$10,000. Our fees for services rendered pursuant to this letter shall become due and payable as of the date of the Closing. This fee includes all out-of-pocket expenses that may be incurred for this matter but not any expenses paid on behalf of the Issuer. Our representation of the Issuer as bond counsel pursuant to this engagement letter will be concluded upon issuance of the Bonds.

If the foregoing terms are acceptable to you, please so indicate by returning the enclosed copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

Sincerely,

CLARK HILL PLC

By:



Roger A. Swets

Accepted and Approved
CITY OF PORTLAND

By: _____

Its: _____

Dated: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-58

**RESOLUTION TO PURCHASE, ACQUIRE AND CONSTRUCT
CAPITAL IMPROVEMENTS WITHIN THE CITY AND TO PUBLISH
NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES**

WHEREAS, the City Council deems it to be in the best in interest of the City of Portland (the "City") to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvement; and all work necessary or incidental to these improvements and to pay the costs of issuance of municipal securities (the "Improvements") for the benefit of the City and to finance the Improvements by the issuance of municipal securities that pledge the City's limited tax general obligation pursuant to Section 517 of Act 34, Public Acts of Michigan, 2001 ("Act 34"); and

WHEREAS, the City may proceed with the Improvements prior to the issuance of the municipal securities; and

WHEREAS, the City may incur substantial capital expenditures for the Improvements prior to the issuance of the municipal securities and desires to be reimbursed for such expenditure from the proceeds of the municipal securities; and

WHEREAS, pursuant to Section 517 of Act 34, it is necessary to publish a Notice of Intent to Issue Municipal Securities for the Improvements.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council determines to purchase, acquire, and construct the Improvements and to pay for the cost through the issuance of one or more series of municipal securities, which pledge the City's limited tax full faith and credit, pursuant to Section 517 of Act 34, in an amount not to exceed \$1,600,000 (the "Municipal Securities").

2. A Notice of Intent to Issue Municipal Securities be published in accordance with Section 517 of Act 34, and the City Clerk is authorized and directed to publish the Notice of Intent to Issue Municipal Securities in the *Ionia Sentinel-Standard*, a newspaper of general circulation in the City, determined to be the newspaper reaching the largest number of persons to whom such Notice is directed, which Notice shall be substantially in the form as set forth on Exhibit A attached hereto, with such changes as may be approved by the City Manager, and shall be at least one-quarter (1/4) page size in the newspaper.

3. The City may proceed to acquire and construct the improvements using available funds of the City from the street funds of the City, which are funds for the street system of the City, and other funds of the City.

4. At such time as the City issues the Municipal Securities for the long-term financing of the Improvements, the City shall be reimbursed for its expenditures for the Improvements out of the proceeds of the Municipal Securities.

5. The maximum amount of capital expenditures for which the City will seek reimbursement from the proceeds of the Municipal Securities is \$1,600,000.

6. This resolution and the expression of intent to seek reimbursement from future proceeds of the Municipal Securities is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended.

7. The firm of Clark Hill PLC is employed as bond counsel to the City to prepare the documents for the issuance of the Municipal Securities for the financing of the Improvements. The City acknowledges that Clark Hill PLC periodically represents the Huntington National Bank (the "Bank") in matters unrelated to the Bonds and consents to Clark Hill PLC representing the City in this matter and waives any conflict of interest that may exist due to its representation of the Bank in unrelated matters.

8. The City approves the proposal of the Bank to purchase the Bonds as provided in Term Sheet provided by the Bank dated July 11, 2013 (the "Term Sheet"), a copy of which is attached as Exhibit B, and the City Manager is authorized to execute the Term Sheet on behalf of the City

9. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Monique I. Miller, Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Portland, Ionia County, Michigan, at a regular meeting held on July 15, 2013, and that the public notice of the meeting was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended.

EXHIBIT A

[NOTE TO PUBLISHER: PUBLICATION MUST BE ¼ PAGE SIZE]

NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES
TO THE ELECTORS OF THE CITY OF PORTLAND

PLEASE TAKE NOTICE that the City Council of the City of Portland (the "City") intends to issue municipal securities in one or more series, in an amount not to exceed \$1,400,000 (the "Municipal Securities").

The Municipal Securities shall be issued to pay the cost to design, purchase, acquire, and construct certain capital improvements in the City, including, but not limited to, the improving of and reconstruction of streets, including, but not limited to, grading, removal of existing paving, base work, paving or repaving, milling, filling, pavement marking, crosswalks, curb and gutter; as well as related storm, sanitary, and water system improvements; and all work necessary or incidental to these improvements and to pay the costs of issuing municipal securities and capitalized interest, if any.

The Municipal Securities of this issue shall mature within the maximum terms permitted by law with interest on the unpaid balance at a rate not to exceed the maximum rate permitted by law. The Municipal Securities shall be issued pursuant to Act 34, Public Acts of Michigan, 2001 ("Act 34").

SOURCE OF PAYMENT

The principal of and interest on the Municipal Securities will be limited tax full faith and credit general obligations of the City, payable from available funds of the City. Pursuant to this pledge of its limited tax full faith and credit, the City will be obligated to levy such ad valorem taxes upon all taxable property in the City as shall be necessary to make the payments of principal and interest on the Municipal Securities, which taxes, however, will be limited by applicable charter, constitutional, and statutory limitations on the taxing power of the City.

RIGHT OF REFERENDUM

The Municipal Securities will be issued without a vote of the electors approving such Municipal Securities, unless, within 45 days from the date of publication of this Notice of Intent, a petition, signed by not less than 10% of the registered electors residing within the limits of the City, shall have been filed with the Clerk of the City, or other recording officer of the City, requesting a referendum upon the question of the issuance of the Municipal Securities. If such a petition is filed, the Municipal Securities shall not be issued until approved by the vote of a majority of the electors of the City qualified to vote and voting thereon at a general or special election.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-59

A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL TO PROVIDE DESIGN ENGINEERING SERVICES FOR THE RECONSTRUCTION OF CUTLER ROAD BETWEEN GRAND RIVER AND CHARLOTTE

WHEREAS, Fleis and VandenBrink has worked with the City on numerous street reconstruction projects and have proposed to provide design engineering services for the reconstruction of Cutler Road between Grand River Avenue and Charlotte Highway as outlined in the attached Exhibit A; and

WHEREAS, the City Manager has reviewed the proposal and scope of work and recommends that the City Council approve Fleis & VandenBrink's proposal for design engineering services for Cutler Road for \$17,200 which would save \$600 in Engineering over the cost of designing Cutler Road in a different year.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to provide design engineering services for the reconstruction of Cutler Road for an amount not to exceed \$17,200 as outlined in the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

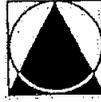
Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 1, 2013

Monique I. Miller, City Clerk



**FLEIS & VANDENBRINK
ENGINEERING, INC.**

Offices in Michigan and Indiana

July 10, 2013

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

RE: Cutler Road Design Engineering Proposal

Dear Tom:

As requested, we have prepared a budget and work plan for design engineering for the reconstruction of Cutler Road.

Our budget includes design, permitting and bidding assistance to MDOT for the project. We understand that the project will be constructed in 2015.

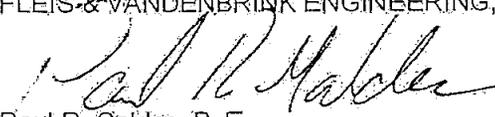
Since the preliminary plans for Cutler Road were done in 2009, a significant amount of changes have taken place at Cutler Road and Grand River and MDOT has updated their standards and requirements for bidding in the 2013 Standards for Construction.

In order to finalize the design, we are anticipating a day of survey work, plan changes, MDOT application updates and a review of the preliminary plan set with the City. Our budget assumes beginning the design during the design of the Barley, Knox and Storz design and combining some of our trips and meetings with the City.

Our proposed budget and work plan are attached for your review. Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.


Paul R. Galdes, P. E.
Project Manager

Exhibit

A

P09738_Cutler Road Design Proposal Letter.doc

CITY OF PORTLANDDesign Engineering for Reconstruction of Cutler Road
Between Charlotte Highway and Grand River Avenue

PROPOSED WORK PLAN

DESIGN ENGINEERING SERVICES**Preliminary Design Phase**

1. Meet with City staff to review project requirements, work scope and overall schedule.
2. Obtain updated utility information for electric, gas, telephone and cable TV.
3. Perform field survey for design and preparation of construction drawings. This will be to pick up changes since the 2009 survey.
4. Finalize preliminary design of the proposed street improvements, geometrics, pavement section, storm water drainage, watermain and sanitary sewer.
5. Prepare and submit MDOT Program Application.
6. Schedule and attend Grade Inspection with MDOT.
7. Prepare preliminary special provisions, list of bid items, quantities and estimate of construction costs.
8. Send plans to utility companies for their information.

Final Design Phase

1. Complete final design and prepare final construction drawings and special provisions in accordance with City and MDOT review comments. We anticipate the following drawings:
 - a. Title sheet
 - b. Typical pavement cross sections
 - c. Construction notes and details
 - d. Plan and profile sheets showing the proposed improvements
 - e. Intersection details
 - f. Maintaining traffic plans
2. Prepare updated estimate of probable construction cost.
3. Meet with City staff to review final plans and special provisions and make final revisions.
4. Prepare applications and assist in obtaining construction permits.

Bidding Phase

1. Prepare and submit the bidding documents to MDOT.
2. Assist during the bid phase by answering questions and providing supplemental information, if necessary.

CITY OF PORTLANDDesign Engineering for Reconstruction of
Cutler Road Between Charlotte Highway
and Grand River Avenue

PROPOSED DESIGN ENGINEERING BUDGET

Task	Cutler Road
Topographic Survey & Mapping	\$ 1,200
Preliminary Design	\$ 4,600
Final Design	\$ 9,700
Permits	\$ 600
Bidding	<u>\$ 1,100</u>
TOTAL	\$17,200

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-60

A RESOLUTION APPROVING A METRO ACT RIGHT OF WAY PERMIT
EXTENSION FOR AT&T

WHEREAS, the City participates in the METRO Act Permit process and receives a share of the payment the State of Michigan collects for the use of municipal rights-of-way; and

WHEREAS, AT&T is proposing to extend all Metro Act Permits with municipalities by a term of five years, a copy of their written request to the City of Portland is attached as Exhibit A; and

WHEREAS, the City Manager recommends that the City continue to participate in the METRO Act permitting process and that the City Council approve the permit extension with AT& T.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the permit extension with AT& T and authorizes and directs the City Clerk to sign and return the Permit Extension, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk



AT&T Michigan
Susan Sampier
METRO Act Administrator
54 N. Mill Street
Mailbox #30
Pontiac, MI 48342

July 1, 2013

Ms. Monique Miller, Clerk
City of Portland
259 Kent St
Portland, MI 48875

METRO ACT RIGHT OF WAY PERMIT EXTENSION

Dear Ms. Miller,

This is a letter agreement which extends the existing METRO Act Permit issued by the City of Portland/Ionia County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expires on December 31, 2013. The extension is for a term to end on December 31, 2018.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Susan Sampier via e-mail, ss4792@att.com or 248.456.0361.

Agreed to by and on behalf of the
City of Portland

Michigan Bell Telephone Company d/b/a
AT&T acknowledges receipt of this
Permit Extension granted by the municipality.

By: _____
Signature

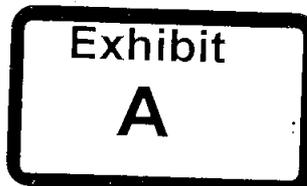
By: _____
Susan Sampier

Its: _____

Its: METRO Act Administrator

Date: _____

Date: _____



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-61

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

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

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

Planning Commission

Dana Swaney-Frederick to a term expiring June 30, 2016

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

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

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-62

A RESOLUTION APPROVING INCREASING THE AUTHORIZED REPAIR BUDGET FOR THE 820 kW COOPER BESSEMER GENERATOR

WHEREAS, on June 18, 2013 the City was testing the emissions reduction on the Catalytic converters installed on the diesel generators and during the start-up phase of the 820 kw Cooper Bessemer generator (the middle diesel engine generator) a cam follower (part of the push rod) broke and was forced out of the side of the engine, cracking part of the engine block and ruining a fuel plate with injectors; and

WHEREAS, City staff had the damage assessed by a metal stitcher out of Detroit, Leitelt Iron Works out of Grand Rapids, and Farabee Mechanical out of Hickman, Nebraska and the City Council previously approved the Board of Light and Power's recommendation to authorize projected repair costs at \$75,000; and

WHEREAS, the damage appears more extensive than originally assessed and Staff is recommending Council approve increasing the projected repair budget from \$75,000 to \$100,000 based on the estimate attached as Exhibit A and a contingency of \$8,200 (less than 10%); and

WHEREAS, the cumulative benefit for having generation available (capacity) to cover the costs of the \$100,000 in repairs would be the projected capacity credits for the unit until January/ February of 2018 or approximately 4 ½ years. The cumulative benefit of the capacity cost for a 800 KW generator are shown on the graph attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves staff's recommendation to increase the authorized repair budget for the 820 kW Cooper Bessemer generator from \$75,000 to \$100,000.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: July 15, 2013

Monique I. Miller, City Clerk



Farabee Mechanical Inc.
 PO Box 1748
 21000 S 68th St Hickman, NE USA 68372
 Email farabeeshop@inebraska.com
 Tel (402) 792-2812
 Fax (402) 792-2712

Sales Quote

Quote #	SQ-000041
Date	7/11/2013

Billing Address **Portland Light and Power**
 259 Kent St.
 Portland, MI
 48875

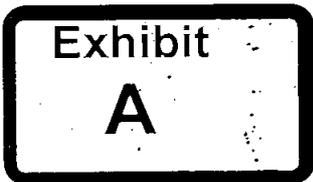
Shipping Address **Portland Light and Power**
 Mike Hyland
 723 E. Grand River Ave.
 Portland, MI
 48875

Contact Mike Hyland
 Phone 517-647-6912

Sales Rep	Payment Terms
Donna Oehm	Net 30

Item	Description	Quantity	Unit Price	Sub-Total
FM10012	3rd Party / Subcontract Work: Leftt, block repair	1	\$30,000.00	\$30,000.00
FM10013	Rebuilt / Used Parts: Camshaft ***estimated	1	\$8,000.00	\$8,000.00
FM10013	Rebuilt parts: Heads	2	\$4,000.00	\$8,000.00
FM10013	Rebuilt parts: Water Header	1	\$4,800.00	\$4,800.00
FM10013	Rebuilt / Used Parts: Fuel Door	1	\$9,000.00	\$9,000.00
Labor	Labor: Camshaft	1	\$12,000.00	\$12,000.00
Labor	Labor & Transportation, Dismantle, Assembly, Test Run Engine	1	\$20,000.00	\$20,000.00
NOTE	Minimum of 10% Contingency applies to this quote due to unavailability of parts and unforeseen damage	1	\$0.00	\$0.00

Sub-Total	\$91,800.00
Total	\$91,800.00



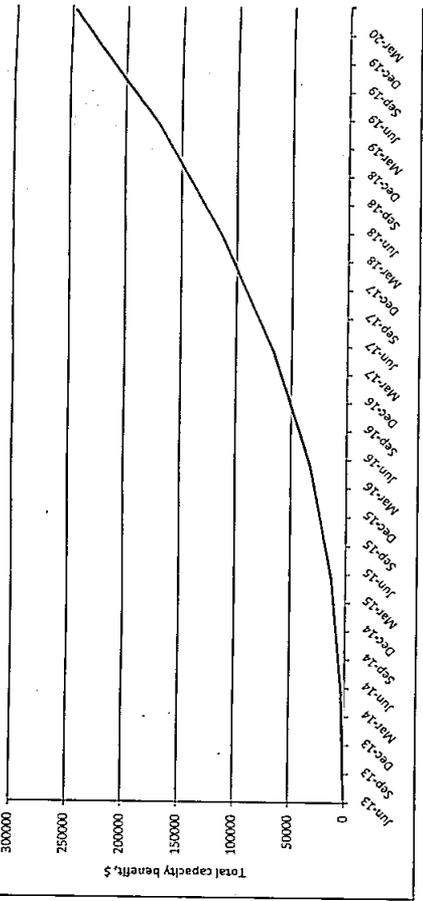
Price and availability subject to prior sale.
 Quote valid for 30 days; FOB Hickman, NE, USA

Known
 1000000

Rate	KW	Value	Cumulative Benefit
Jun-13	0.33	800	264
Jul-13	0.33	800	528
Aug-13	0.33	800	792
Sep-13	0.33	800	1056
Oct-13	0.33	800	1320
Nov-13	0.33	800	1584
Dec-13	0.33	800	1848
Jan-14	0.33	800	2112
Feb-14	0.33	800	2376
Mar-14	0.33	800	2640
Apr-14	0.33	800	2904
May-14	0.33	800	3168
Jun-14	1	800	3968
Jul-14	1	800	4768
Aug-14	1	800	5568
Sep-14	1	800	6368
Oct-14	1	800	7168
Nov-14	1	800	7968
Dec-14	1	800	8768
Jan-15	1	800	9568
Feb-15	1	800	10368
Mar-15	1	800	11168
Apr-15	1	800	11968
May-15	1	800	12768
Jun-15	2.1	800	14448
Jul-15	2.1	800	16128
Aug-15	2.1	800	17808
Sep-15	2.1	800	19488
Oct-15	2.1	800	21168
Nov-15	2.1	800	22848
Dec-15	2.1	800	24528
Jan-16	2.1	800	26208
Feb-16	2.1	800	27888
Mar-16	2.1	800	29568
Apr-16	2.1	800	31248
May-16	2.1	800	32928
Jun-16	3.5	800	35728
Jul-16	3.5	800	38528
Aug-16	3.5	800	41328
Sep-16	3.5	800	44128
Oct-16	3.5	800	46928
Nov-16	3.5	800	49728
Dec-16	3.5	800	52528
Jan-17	3.5	800	55328
Feb-17	3.5	800	58128
Mar-17	3.5	800	60928
Apr-17	3.5	800	63728
May-17	3.5	800	66528
Jun-17	4.8	800	70368
Jul-17	4.8	800	74208
Aug-17	4.8	800	78048
Sep-17	4.8	800	81888
Oct-17	4.8	800	85728
Nov-17	4.8	800	89568
Dec-17	4.8	800	93408
Jan-18	4.8	800	97248
Feb-18	4.8	800	101088
Mar-18	4.8	800	104928
Apr-18	4.8	800	108768
May-18	4.8	800	112608
Jun-18	6	800	117408
Jul-18	6	800	122208
Aug-18	6	800	127008
Sep-18	6	800	131808
Oct-18	6	800	136608
Nov-18	6	800	141408
Dec-18	6	800	146208
Jan-19	6	800	151008
Feb-19	6	800	155808
Mar-19	6	800	160608
Apr-19	6	800	165408
May-19	6	800	170208

Cumulative Benefit for having Generation

(this shows when the payback will occur under varying scenarios)



1. For an 800 KW generator, the curve crosses \$100,000 around the January 2018 timeframe
2. For a 1,300 KW generator, substitute the 800 in cell D6 to 1300. The graph updates and if the new engine costs \$200,000 the payback would be around July 2016.

Exhibit
B

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, July 1, 2013

In Council Chambers at City Hall

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

Guests: Paul Galdes of Fleis & VandenBrink; Kathy Parsons; Tom Thelen of the Review & Observer

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

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

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

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

City Manager Dempsey stated the Chamber of Commerce will hold its Annual 4th of July parade and fireworks on Thursday, July 4th. The parade will follow the same route as has been previously followed. The parade will begin at 10:00 A.M. The fireworks display will be held at Portland High School at dusk.

City Hall will be closed Thursday, July 4th and Friday, July 5th for the 4th of July Holiday.

The MDOT Bridge Culvert Project is nearly completed. The River Trail has been reopened; the barricades on Grand River Ave. will be coming down this week. The Eastbound I-96 ramp is now reopened as well.

Under Presentations, Paul Galdes of Fleis & VandenBrink presented information on their proposal to conduct a Water Reliability Study for the City of Portland. This is basically a water system master plan that is required to be completed every 5 years. It assesses the condition of the City water system, its usage and its facilities. A hydraulic analysis of the fire flow is also conducted. If approved this Water Reliability Study will be the 4th done by Fleis & VandenBrink for the City of Portland.

Council Member Krause asked if there would be much change in the report.

Mr. Galdes stated that there are some changes in requirements by the DEQ that may cause some significant changes in the study.

City Manager Dempsey also noted there have been several changes to the City water system over the past 5 years due to improvements during street projects. There have been changes in size of some of the

water mains which will change flows; the study should show improvements to the system in terms of fire flow.

Council Member Fabiano inquired if the study would change the City's ISO rating.

Mr. Galdes stated that insurance rates for residents and businesses are set in part by the City ISO rating. He further stated this rating is not likely to change much.

Mayor Barnes asked if the study would evaluate the need of a new well and a possible location.

Mr. Galdes stated the study would recommend whether a new well would be needed and a potential location.

City Manager Dempsey stated the quote from Fleis & VandenBrink is very competitive because of their familiarity with the City's water system. The quote for the study is \$7,400; last time the City paid them \$7,700. Also, as Fleis & VandenBrink has been involved with all of the City's street projects they are aware of all improvements made to the water system.

Mr. Galdes presented a proposal to provide design engineering services for street improvements to Knox Ave., Storz Ave. and with an option for Barley Ave.

Council Member Fabiano inquired if the proposal could include improvements for Cutler Rd. in order to achieve economies of scale in planning.

City Manager Dempsey stated his goal is to have the planning for Cutler Rd. done in 2014 and read for reconstruction in 2015 when Federal funds will be available for the project. It is expected the City will receive \$375,000 in aid for this project.

City Manager Dempsey recommended doing the design on Knox, Storz and Barley for economy of scale. Then quotes will be obtained for doing all three streets at once or doing Knox and Storz and then Barley. If the best option is to do all three streets at once then he will consider bonding the project as was done for the Grape St. project. The current interest rate is 1%. He doesn't believe that construction costs will go up at only 1% per year. It may be a significant savings in comparison to the interest costs.

City Manager Dempsey further explained the design on Cutler Rd. is nearly 80% complete.

Mr. Galdes stated there would be some savings in doing the design work on all four streets discussed at one time. He stated he would provide a detail cost for the Council to consider.

Under New Business, the Council held the Second Reading and consideration of Ordinance 8B to amend Section 6-1 and create 6-3 of the Code of Ordinances to allow the keeping of Muscovy ducks in addition to female chickens in the City of Portland.

Motion by VanSlambrouck, supported by Fabiano, to approve Ordinance 8B to amend Section 6-1 and Section 6-3 of the City Code of Ordinances.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None
Adopted

The Council held the Second Reading and consideration of Ordinance 194C to amend Section 28-6 of the City Code of Ordinances to permit the use of plywood rated for outdoor use for the supporting structure of signs 32 sq. ft. or less.

Motion by Krause, supported by VanSlambrouck, to approve Ordinance 194C to amend Section 28-6 of the City Code of Ordinances to permit the use of plywood rated for outdoor use for the supporting structure of signs 32 sq. ft. or less.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes
Nays: None
Adopted

The Council held the Second Reading and consideration of Ordinances 145A to amend Sections 4-2 to allow the City Council to approve ordinances or resolutions that would allow the possession and consumption of alcoholic liquor in public and Ordinance 146A to amend Section 22-30 to allow the City Council to approve resolutions that would allow the possession and consumption of beer and wine in City Parks with posted park rules that permit the same.

Motion by Krause, supported by VanSlambrouck, to approve Ordinance 145A to amend Section 4-2 to allow the City Council to approve ordinances or resolutions that would allow the possession and consumption of alcoholic liquor in public.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes
Nays: None
Adopted

Motion by Krause, supported by Calley, to approve Ordinance 146A to amend Section 22-30 to allow the City Council to approve resolutions that would allow the possession and consumption of beer and wine in City Parks with posted park rules that permit same.

Yeas: Krause, Calley, VanSlambrouck, Fabiano, Barnes
Nays: None
Adopted

The Council considered Resolution 13-48 to approve park rules that would allow the possession and consumption of beer and wine in City Parks.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-48 approving rules for City Parks.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes
Nays: None
Adopted

The Council considered Resolution 13-49 to approve Fleis & VandenBrink's proposal to provide engineering services for the City's water system reliability study. The Michigan DEQ requires a Water

System Reliability Study every five years. The City's last study was completed in June 2008. The City's Fiscal Year 2013-2014 budget includes sufficient funds to cover the costs of the study.

Council Member Krause thanked Mr. Galdes for his presentation and expressed her feeling that the study of the City's water system & supply is very important.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-49 approving Fleis & VandenBrink's proposal to provide engineering services for the City's water system reliability study.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-50 to approve Fleis & VandenBrink's proposal to provide design engineering services for the reconstruction of Knox, Barley and Storz Streets. City Manager Dempsey reviewed the proposal and scope of work and recommended the Council approve the proposal for design engineering services for all three streets as one project for \$41,800 which would save \$4,000 on bidding, permits, and soil borings over the cost of doing Barley as a standalone project in a different year.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 13-50 approving Fleis & VandenBrink's proposal to provide design engineering services for the reconstruction of Knox, Barley, and Storz Streets.

Yeas: VanSlambrouck, Fabiano, Calley, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 13-51 to approve the Board of Light & Power's recommendation to opt out of the Low-Income Energy Assistance Fund created by Senate Bill 284 of 2013 which will require all electric utilities to charge up to \$1 per month on customer bills to raise revenue that would go into Low-Income Energy Assistance Fund administered by the State to provide heating assistance to needy individuals. City Staff has projected this could cost City Electric customers up to \$30,000 per year. SB284 provides that municipally owned electric utilities may annually opt out of collecting funds for the Low-Income Energy Assistance Fund. A utility that opts out cannot shut off electricity to a residential customer from November 1st to April 15th for nonpayment of a delinquent account. The City of Portland has previously adopted electric shut-off rules that protect low-income and senior citizens from electric shut-offs from November 1st to April 15th. The Board of Light & Power met on June 25th and passed a recommendation that the Council approve opting out of collecting funds for the Low-Income Energy Assistance Fund rather than raise customer electric bills by up to \$1 per month.

Council Member Krause clarified that basically the \$1 fee is basically a tax and is not guaranteed to stay in Portland to help Portland electric customers and that the City already provides assistance to seniors and low-income individuals.

Motion by Krause, supported by Calley, to approve Resolution 13-51 approving the Board of Light and Power's recommendation to opt out of the Low-Income Energy Assistance Fund created by Senate Bill 284 of 2013.

Yeas: Krause, Calley, VanSlambrouck, Fabiano, Barnes

Nays: None
Adopted

The Council considered Resolution 13-52 to approve the Board of Light and Power's recommendation electing to participate in the MPPA's Full Requirements Economic Evaluation Service Committee and authorizing the expenditure of development funds. The MPPA has determined there may be economic savings and improved risk management potential associated with modifying Portland's power supply portfolio from a project based configuration to a full requirements approach. The MPPA has formed a Full Requirements Economic Evaluation Service Committee and obtained a proposal from SAIC (formerly RW Beck) to perform an independent third party evaluation for \$72,500 with an estimated additional \$17,500 for MPPA support for a total estimated budget of \$90,000 which is proposed to be allocated to the participating members 50% democratically and 50% based on load so that Portland's share would be \$7,740 if all nine cities participate as recommended by MPPA. The Board of Light and Power met on June 25th and believe this is appropriate and prudent for the City to participate in the Full Requirements Economic Evaluation Service Committee to ascertain if there are sufficient economic savings and improved risk management potential associated with modifying Portland's power supply portfolio from a project based configuration to a full requirements approach and passed a motion recommending the Council approve participation.

Council Member Krause inquired why the Board of Light and Power needs to spend money to save money.

City Manager Dempsey gave a more detailed analysis of the reason for the recommendation from the Board of Light and Power.

Mayor Barnes commented that this is a very complex issue and the Board of Light and Power are the experts in this area and therefore trusts their recommendation. He further stated his belief that it is important to have a seat at the table.

City Manager Dempsey stated the MPPA is recommending participation in this study.

Mayor Pro-Tem VanSlambrouck stated his belief that there is value in participation; knowledge is valuable.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 13-52 approving the Board of Light and Power's recommendation electing to participate in the MPPA's Full Requirements Economic Evaluation Service Committee and authorizing expenditure of Development Funds.

Yeas: VanSlambrouck, Calley, Fabiano, Krause, Barnes

Nays: None

Adopted

The Council considered Resolution 13-53 to approve the Board of Light and Power's recommendation to authorize repair of the 820 kW Cooper Bessemer Generator. On June 18th the City was testing emissions reduction on the catalytic convertors installed on the diesel generators and during the start-up phase of the 820 kW Cooper Bessemer generator a cam follower broke and was forced out of the side of the engine, cracking part of the engine block and ruining a fuel plate with injectors. City Staff have had

the damage assessed by three different metal stitchers that are currently projecting repair costs, including removing and inspecting the push rod to ensure there is no additional damage. The damage is preliminarily assessed at \$75,000. The Board of Light and Power met on June 25th and passed a recommendation that the Council approve repairing the 820 kW Cooper Bessemer generator for an estimated cost of \$75,000.

Motion by Krause, supported by Fabiano, to approve Resolution 13-53 approving the Board of Light and Power's recommendation to authorize repair of the 820 kW Cooper Bessemer generator.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

The Council considered Resolution 13-54 to confirm the Mayor's appointments to City Boards and Commissions.

Mayor Barnes expressed his appreciation to all of the individuals that serve on City Boards & Commissions.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-54 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Krause, to go into Closed Session at the end of the meeting to discuss strategy for collective bargaining.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Motion by Krause, supported by Fabiano, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting and the Closed Session held on June 17, 2013, payment of invoices in the amount of \$77,869.88 and payroll in the amount of \$116,644.34 for a total of \$194,514.22; a purchase order to Synagro for biosolids hauling in the amount of \$6,392.10 and to the Portland Area Fire Authority for 1st Quarter fire services in the amount of \$21,059.98.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck wished everyone a safe and happy July 4th Holiday.

Mayor Barnes commented that he received a letter of thanks from the City of Hastings for hosting them in Portland on Thursday, June 13th for Mayor Exchange.

The Council adjourned to Closed Session at 8:06 P.M.

The Council returned from Closed Session at 8:24 P.M.

The Council considered Resolution 13-55 to approve an agreement between the City of Portland and the City of Portland Employees Chapter of the Governmental Employees Labor Council (GELC). The City Manager met with representatives of the GELC to negotiate terms for a new contract. After several meetings the City Manager and the GELC bargaining committee came to a tentative agreement on terms for a new contract. The City Employees represented by GELC have ratified the changes. City Manager Dempsey recommends the City Council approve the proposal.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-55 approving an agreement between the City of Portland and the City of Portland Employees Chapter of the Governmental Employees Labor Council.

Yeas: Krause, VanSlambrouck, Calley, Fabiano, Barnes

Nays: None

Adopted

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

Yeas: Fabiano, Krause, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Meeting adjourned at 8:25 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the July 1, 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, Fabiano and Krause; City Manager Dempsey; City Clerk Miller; Police Chief Knobelsdorf

Presentation - Paul Galdes of Fleis & VandenBrink presented information on their proposals to conduct a Water Reliability Study and design engineering services to reconstruct Knox, Storz and Barley Streets.

Second Reading and Consideration of Ordinance 8B to amend Section 6-1 and create 6-3 of the Code of Ordinances was held to allow the keeping of Muscovy ducks in addition to female chickens in the City of Portland.

All in favor. Approved.

Second Reading and Consideration of Ordinance 194C to amend Section 28-6 of the City Code of Ordinances to permit the use of plywood rated for outdoor use for the supporting structure of signs 32 sq. ft. or less.

All in favor. Approved.

Second Reading and Consideration of Ordinances 145A to amend Sections 4-2 to allow the City Council to approve ordinances or resolutions that would allow the possession and consumption of alcoholic liquor in public and Ordinance 146A to amend Section 22-30 to allow the City Council to approve resolutions that would allow the possession and consumption of beer and wine in City Parks with posted park rules that permit the same.

All in favor. Approved.

Approval of Resolution 13-48 approving rules for City Parks.

All in favor. Approved.

Approval of Resolution 13-49 approving Fleis & VandenBrink's proposal to provide engineering services for the City's water system reliability study.

All in favor. Approved.

Approval of Resolution 13-50 approving Fleis & VandenBrink's proposal to provide design engineering services for the reconstruction of Knox, Barley, and Storz Streets.

All in favor. Approved.

Approval of Resolution 13-51 approving the Board of Light and Power's recommendation to opt out of the Low-Income Energy Assistance Fund created by Senate Bill 284 of 2013.

All in favor. Approved.

Approval of Resolution 13-52 approving the Board of Light and Power's recommendation electing to participate in the MPPA's Full Requirements Economic Evaluation Service Committee and authorizing expenditure of Development Funds.

All in favor. Approved.

Approval of Resolution 13-53 approving the Board of Light and Power's recommendation to authorize repair of the 820 kW Cooper Bessemer generator.

All in favor. Approved.

Approval of Resolution 13-54 confirming the Mayor's appointments to City Boards and Commissions.

All in favor. Approved.

Approval of Closed Session at the end of the meeting to discuss strategy for collective bargaining.

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

All in favor. Approved.

The Council adjourned to Closed Session at 8:06 P.M.

The Council returned from Closed Session at 8:24 P.M.

Approval of Resolution 13-55 approving an agreement between the City of Portland and the City of Portland Employees Chapter of the Governmental Employees Labor Council.

All in favor. Approved.

Adjournment – Motion by Fabiano, supported by Krause, to adjourn the regular meeting at 8:25 P.M.

All in favor. Adopted.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ALLGRAPHICS CORPORATION	01929	SHIRTS FOR T-BALL-REC	597.92
BADER & SONS CO.	00031	TRASH PUMP - WATER	1,358.00
GREG BARNES	00036	CLOTHING ALLOWANCE-LOC STS	188.03
DUANE CROSS	00642	LED FLASHLIGHT- MOTOR POOL	69.95
DUANE CROSS	00642	PIPE WRENCHES- ELECTRIC	138.40
FAMILY FARM & HOME	01972	SUPPLIES - CEMETERY, PARKS	90.48
GRANGER CONTAINER SERVICE	00175	REFUSE SVC-POL, COM PROMO, ELECTRIC	364.00
GRANGER CONTAINER SERVICE	00175	RECYCLING SERVICE-REFUSE	1,084.75
GRANGER CONTAINER SERVICE	00175	REFUSE SVC- WASTE WTR	148.40
HOPPE BUILDERS INC.	01781	STEEL ROOF AT ALTON PARK-PARKS	725.00
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SVC-WATER	465.00
KENDALL ELECTRIC	00225	ST LIGHT BULBS- COMM PROMO	199.08
KEUSCH SUPER SERVICE	00228	TIRE REPAIR MOWER- CEM, PARKS	45.49
MIRECS	01928	FEES - ELECTRIC	31.24
MUNICIPAL INSPECTION SERVICES	00323	NON BUS PERMITS- GENERAL	720.00
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS- GENERAL	285.00
NORTH CENTRAL LABORATORIES	00959	SULFURIC ACID, GLASS FILTERS- WASTE WATE	128.23
MUNICIPAL SUPPLY CO.	00324	METER HORN, PIECE, GASKETS- WATER	481.05
MUNICIPAL SUPPLY CO.	00324	REPAIR LID - WATER	113.20
MUNICIPAL SUPPLY CO.	00324	LID INSTALL KIT - WATER	75.00
PRINTING ESSENTIALS	MISC	HP LASERJEST TONER CARTRIDGE-GENERAL	45.00
RESCO	00392	LOCK ENCLOSURE - ELECTRIC	76.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN COMPRESSED - AMBULANCE	59.70
VERIZON WIRELESS	00470	TELEPHONE SVC-CTY MGR, CEM, PRK, ELE, AMB	361.97
ORANGE TOWNSHIP	01167	AMB REIMB - AMBULANCE	391.37
VILLAGE OF WESTPHALIA	00482	AMB REIMB - AMBULANCE	519.55
SEBEWA TOWNSHIP	01125	AMB RUN REIMB - AMBULANCE	558.06
WESTPHALIA TOWNSHIP	00481	AMB RUN REIMB - AMBULANCE	1,456.47
LYONS TOWNSHIP	00247	AMB RUN REIMB- AMBULANCE	2,052.80

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CITY OF PORTLAND-INCOME TAX DEPT.	00701	REIMB FOR RECEIPT - INCOME TAX	125.00
KENDALL ELECTRIC	00225	ELBOWS & ADAPTER - ELECTRIC	480.37
KENDALL ELECTRIC	00225	ST LIGHT BULBS - COMM PROMO	400.00
KENDALL ELECTRIC	00225	ELECTRIC TAPE - ELECTRIC	308.34
MENARDS	00260	BAGS OF CEMENT - CEMETERY	53.71
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENT - PARKS	160.00
SOURCE ONE DIGITAL	02187	BANNER - PARKS	164.00
GANNETT MICHIGAN NEWSPAPERS	00236	JUNE LEGAL NOTICES - GENERAL	140.95
WEX BANK	02181	MOTOR FUEL & OIL - ELEC, MTR POOL	2,569.50
B&W AUTO SUPPLY, INC.	00030	SUPPLIES, PARTS- ELEC, MOTOR POOL	280.93
CINTAS-725	00083	UNIFORM & RUG CLEANING- VAR DEPTS	807.53
CAPITAL CITY INT'L TRUCKS	00068	AIRLINE & FITTINGS - MOTOR POOL	66.23
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	937.31
CENTURYLINK	01567	TELEPHONE SVC- VARIOUS DEPTS	17.47
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	361.50
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY- WATER	427.00
MENARDS	00260	TOW STRAP, WOOD - CEMETERY, PARKS	84.04
FAMILY FARM & HOME	01972	DRILL SET- 67.98	67.98
WILLIAMS FARM MACHINERY, INC.	01075	BELTS & BLADES - CEMETERY, PARKS	290.70
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	11,201.68
MID AMERICA SPORTS ADVANTAGE	MISC	4-WAY RUBBER YOUTH 18''-PARKS	86.45
RESCO	00392	BAYONNET FUSES - ELECTRIC	275.00
KENDALL ELECTRIC	00225	TRAFFIC LIGHT BULBS - COMM PROMO	150.60
GRP ENGINEERING INC.	01994	ENGINEERING SERVICES FOR HYDRO- ELECTRIC	489.10
IONIA COUNTY TREASURER	00209	NETMOTION LICENSES - POLICE	450.00
BARYAMES CLEANERS INC	01692	DRY CLEANING UNIFORMS - POLICE	62.05
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - MAJ STS, WATER	564.85
WINTERS GORMAN PLLC	02072	LEGAL SERVICES - POLICE	750.00
ABRAHAM & GAFFNEY, P.C.	00002	PRELIMINARY PLANNING & AUDIT -VAR DEPTS	4,000.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLEIS & VANDENBRINK	00153	ENG SERVICES FOR DIESEL FUEL SPILL-ELECT	1,644.21
HASSELBRING-CLARK	02073	COPY MACHINE MAINT CITY HALL-GENERAL	151.59
IONIA COUNTY ECONOMIC ALLIANCE	00205	2013/2014 ICEA INVESTMENT-ECON DEV	1,327.50
IONIA COUNTY TREASURER	00209	ROAD PATROL COVERAGE- POLICE	1,143.90
MHR BILLING	01780	MONTHLY BILL SERVICE - AMBULANCE	972.00
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT-AMBULANCE	240.68
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT-MTR POOL	231.94
UTILITY SERVICE CO. INC.	02133	QUARTERLY MAINT HILL ST WTR TOWER-WTR	8,857.47
GRANGER CONTAINER SERVICE	00175	SPRING CLEANUP - COMM PROMO	730.00
BLT'S WEARABLE ART, INC.	MISC	TENNIS SHIRTS - RECREATION	1,143.45
S&K PRINTING	00400	SUMMER PROPERTY TAX BILLS- GENERAL	260.00
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	JUNE PEOPLE SEARCHES - GEN, POLICE	50.00
WINZER CORPORATION	01686	NUTS, BOLTS, PAINT-MOTOR POOL	201.93
BADER & SONS CO.	00031	SHARPEN CHAINS - MTR POOL	20.00
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - MOTOR POOL	15.00
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	7,295.60
MICHIGAN CHLORIDE SALES, LLC.	00270	GALLONS OF CHLORIDE - LOC STS	150.60
WL CONSTRUCTION SUPPLY	02202	X-TREME COMBO DIAMOND BLADE-VAR DEPTS	319.99
ED MOFFATT	00580	UMPIRES - REC	92.00
ZACH GUSTAFSON	02161	SCOREKEEPERS - REC	19.50
JANET PUTZ	02032	SCOREKEEPERS - REC	26.00
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	6.50
CAMERON HEIN	01959	SCOREKEEPERS - REC	25.00
WILLOW WOOD GOLF COURSE	00681	INSTRUCTOR FEE GOLF CAMP-REC	288.00
SOCIETY FOR HUMAN RESOURCE MGM	01418	MEMBERSHIP - GENERAL	180.00
CITY OF PORTLAND-PETTY CASH	00701	MILEAGE REIMB -INCOME TAX	18.87
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE -GEN, ELEC, WW, WTR	862.13
EMPLOYEE ASSISTANCE CENTER	00145	EAP RENEWAL ANNUAL FEE- VARIOUS DEPTS	1,000.00
MICHIGAN LOCAL GOVT MGMT ASSN	00279	SUMMER WORKSHOP- CITY MANAGER	149.00

Date: 07/12/13

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
RICHARD ALMY	MISC	PARTIAL REFUND FOR PAVILLION RENTAL -PRK	20.00
GRANGER CONTAINER SERVICE	00175	REFUSE SVC- CEM,PARKS, MOTOR POOL	364.00
Total:			\$66,408.29

BI-WEEKLY
WAGE REPORT
July 8, 2013

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,282.88	8,282.88	6,433.63	6,433.63	14,716.51
ASSESSOR	1,124.56	1,124.56	297.95	297.95	1,422.51
CEMETERY	3,765.36	3,765.36	1,533.24	1,533.24	5,298.60
POLICE	9,732.82	9,732.82	6,142.27	6,142.27	15,875.09
CODE ENFORCEMENT	533.94	533.94	229.67	229.67	763.61
PARKS	4,077.61	4,077.61	840.70	840.70	4,918.31
INCOME TAX	1,393.55	1,393.55	1,443.70	1,443.70	2,837.25
MAJOR STREETS	2,788.37	2,788.37	2,917.64	2,917.64	5,706.01
LOCAL STREETS	1,602.17	1,602.17	1,699.55	1,699.55	3,301.72
RECREATION	1,929.81	1,929.81	1,154.75	1,154.75	3,084.56
AMBULANCE	7,326.65	7,326.65	1,951.19	1,951.19	9,277.84
DDA	1,587.59	1,587.59	488.15	488.15	2,075.74
ELECTRIC	17,786.07	17,786.07	12,059.06	12,059.06	29,845.13
WASTEWATER	7,850.64	7,850.64	6,079.95	6,079.95	13,930.59
WATER	4,316.04	4,316.04	2,929.69	2,929.69	7,245.73
MOTOR POOL	1,999.75	1,999.75	2,079.83	2,079.83	4,079.58
TOTALS:	76,097.81	76,097.81	48,280.97	48,280.97	124,378.78

BI-WEEKLY CASH BALANCE ANALYSIS
7/15/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	276,045.71	74,806.78	93,834.06		5,000.00	252,018.43	235,000.00	487,018.43
INCOME TAX	30,196.58	221.22	3,523.47			26,894.33	10,000.00	36,894.33
MAJOR STREETS	197,031.34	19,025.05	7,140.80			208,915.59	-	208,915.59
LOCAL STREETS	24,365.24	6,545.38	3,764.57			27,146.05	-	27,146.05
RECREATION	3,517.31	2,568.16	5,317.74	5,000.00		5,767.73	-	5,767.73
AMBULANCE	134,370.67	134,077.28	26,504.42			241,943.53	-	241,943.53
REFUSE COLLECTION	24,303.76	2,440.26	8,475.36			18,268.66	-	18,268.66
ELECTRIC	274,819.71	95,979.43	174,849.16			195,949.98	585,000.00	780,949.98
WASTEWATER	53,114.04	19,257.69	39,868.34			32,503.39	-	32,503.39
WATER	584,803.28	14,905.71	41,309.51			558,399.48	420,000.00	978,399.48
MOTOR POOL	54,766.95	614.43	8,322.44			47,058.94	-	47,058.94
DDA	52,367.75					52,367.75	-	52,367.75
TOTALS:	1,709,702.34	370,441.39	412,909.87	5,000.00	5,000.00	1,667,233.86	1,250,000.00	2,917,233.86
								ELECTRIC-RESTRICTED CASH
								345,000.00
								170,000.00
								170,000.00
								130,000.00
								130,000.00
								236,291.86
								236,291.86
								270,264.11
								270,264.11
								120,332.71
								120,332.71
								50,311.18
								50,311.18
								100,000.00
								100,000.00
								2,672,199.86
								4,339,433.72

* CASH IN TIME CERTIFICATES

**INVEST IN TIME CERTIFICATES



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Code/Zoning Report

The month of June had several grass complaints. Mostly I believe due to the influx of rain we had. Most people took care of their lawns after a notice however, the DPW did have to mow 3-4. Since then, the grass has seemingly been taken care of. There a few bank owned homes that have been a bit lax in keeping the lawns trimmed but I haven't seen too many requiring notices.

I spoke with Mr. Keusch reference his Water St property and a suitable fix was found for his fence surrounding their property at Water and Pleasant Sts intersection. The barbed wire will be coming down soon.

Mr. Pelc received a notification to remove the sign over the old Brown's Pharmacy building along with removing or covering the lettering on the awning of the building as well. He has until July 19th to comply.

Received a complaint about a swimming pool on James St. with a stairway and deck around an above ground pool in which the stairway was not securable. Spoke with homeowner and advised of the code rules and he immediately removed the stairs to prevent an accident and then subsequently made everything right by adding sidewalls and an inside locking gate to the steps.

Individual in Rindlehaven had inquired about a pool. Met with her and answered her questions.

Respectfully submitted,

Phil Gensterblum

Deputy Zoning Administrator/Code Enforcement Officer



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Ambulance Report

The month of June was a busy month for us, we ran 78 calls. We ran a few transfers out of Ionia Hospital in those numbers as well. This busy month put us up 4 calls over the same time frame last year. Our Freightliner, the ambulance we purchased earlier this year, is alternating first out truck with Unit 44 in an effort to preserve the new engine that was put in it back in January. So far it's working out well.

In June I created a survey (copy attached) that gets sent to all patients that we transport. These have been sent out to all patients since June 1st. I have received quite a few back and so far everybody has ranked with mostly scores of 1 (excellent). The worst score I've seen so far is that 2 people gave a 3 (acceptable) on a 1-5 rating for the comfort of the ride to the hospital. Ambulances have never ridden like Cadillacs so if that is the worst scoring we receive, we are doing pretty good. All the patient care scores have been ranked as excellent. Kudos to our crews!

We have 2 new gentlemen starting this month, 1 is already licensed as a paramedic and the other is taking his paramedic exam the end of July. They are both from out of town, however, 1 is contemplating a move to our community. We also have 2 internal folks that have completed their paramedic classes but must complete their internships before taking their state exam. They should be ready to test in August. This would be a superb boost in our ability to staff all 3 trucks at an ALS level. Our newest full time medic has found a place in town here and should be moved in within a couple weeks.



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

I am having a full time personnel meeting July 11th and have some things to discuss in regards to making some improvements for our service. Nothing major however, the main thing I wish to see improved is our in-service times, time spent on scene, and time spent at the hospital. The times are not way out of whack for a service like ours, but there is always room for improvement.

Also, with the new budget year upon us, I will begin replacing our current uniforms so we may have them correctly labeled. We will remove the Portland Fire Department EMS and go to Portland Area Ambulance.

Respectfully submitted,

Phil Gensterblum

Ambulance Director

City of Portland Ambulance

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of June 2013			
Type of Call	Danby Twp	Danby Twp	Portland Twp	Portland Twp	City Portland	City Portland	Apparatus Response		
	Alarms	Manhours	Alarms	Manhours	Alarms	Manhours	Truck	Amount	
Ambulance/Police Assits					1	4	Engine # 1	2	
Dwelling							Engine # 7		
Vehicle Fire							Engine # 11	1	
Industrial/Commercial Fire							Tanker # 9		
Wildland/Grass Fire	1	10					Brush # 6	2	
Garage/Storage Building Fire							Brush # 8	3	
Barn Fire							Brush # 12		
Tree Down			2	17			Light/Air # 2		
Power Line/transformer							Command 10		
Rescue/Extrication/Water	1	30	1	10			Car # 4	2	
Smoke Alarm							Quad # 51		
Natural Gas/CO2 Leak							Marine # 3		
Tornado Warning									
Total for Month	2	40	3	27	1	4	Year		
Total for Year	11	134	15	265	13	120	Engine # 1	3	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received		Alarms	Engine # 7	
Grand Ledge	1	40			Grand Ledge		Engine # 11	11	
Westphalia					Westphalia		Tanker # 9	5	
Berlin/Orange					Berlin/Orange		Brush # 6	7	
Roxand Township					Roxand Twp.		Brush # 8	16	
Lyons/Muir					Lyons/Muir		Brush #12	5	
Pewamo					Pewamo		Light/Air # 2	3	
Sunfield					Sunfield		Command 10		
Delta Fire					Delta Fire		Car # 4	9	
Other					Other		Quad # 51		
Totals for Month	1	40			Totals for Month		0	Marine # 3	
Totals for Year	7	177			Totals for Year		4	Total	
	Alarms	Manhours							
Total for Month	7	111							
Total for Year	46	329							
Training for June 2013	Manhours		Training for Year		Manhours		Reported By		
	58				450		Nick Martin, Fire Marshal		

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 6/25/2013 Run # 13-046

Owner Portland Area Ambulance
Address 773 East Grand River
City Portland State MI Zip 48875 Phone #

Occupant
Address
City State Zip Phone #

Township Section #

Times
Received 16:25 In service 16:25 On Scene 16:26 Controlled
Cleared 16:36 Back In Ser. 17:25

Total Hrs 1 Total Man Hours 4

Description of Response Ambulance Assist to help load

Location of Response 414 Quartline

Units Responding POV

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

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

Reported By Martin

City Of Portland
 Water Department
 Monthly Water Report
 June 2013

Monthly Water Production		Daily Water Production	
Well #4	4,839,000 Gallons	Well #4	161,300 Gallons
Well #5	0 Gallons	Well #5	0 Gallons
Well #6	5,817,000 Gallons	Well #6	193,900 Gallons
Well #7	0 Gallons	Well #7	0 Gallons
Daily Average Water Production For All Wells		355,200 Gallons	
Total Water Production For The Month		10,656,000 Gallons	
Total Water Production For The Previous Month		10,094,000 Gallons	
Total Production Increased By		562,000 Gallons	
Total Production For This Month From The Previous Year		18,312,100 Gallons	
Total Production Decreased By		7,656,100 Gallons	

Kenneth L Gensterblum
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR JUNE 2013

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated and discharged 10.3 million gallons for the month of June.

This month several issues were addressed at the WWTP. D&E Electric was contacted to provide an estimate for the cost of installing auto start relays on the final clarifiers and to replace the corroded high voltage junction box in the service building. The quote was approved and the work was completed. The final clarifiers will now self-start following any electrical interruption. Tim hand dug next to the service building to expose the electrical conduit that was joined to the corroded electrical junction box. The electrician was able to replace the junction box and make sure that the conduit was water tight. The WWTP workers then used a hydraulic cement to seal any wall penetrations to stop water from leaking in during rain events. The hole was refilled after the cement had cured and reseeded. They also routed the downspout out away from the building. This has stopped the water leaking into the building and has provided a safer electrical juncture.

As the flows returned to normal, the second final clarifier operation was not needed. The East clarifier was taken out of service and dewatered to investigate the cause of the poor Return Activated Sludge flow to the splitter box. Upon dewatering the tank, the workers observed that the surface skimmer arm had become loose and had rotated out of position on the center column. FHC was contacted about this discovery. Upon their inspection they agreed that this should not have happened. Larry Lind from FHC had his workers come out and realign the skimmer arm and tighten securely to the center column. They also placed a tack weld to prevent it from doing this again. There was no charge for this repair. Preparations are being made by the WWTP operators to cut an inspection opening on the sludge collector to have a better access to the sump under the center column. Steel cover plates have been made in advance and the work will begin soon.

Weekly staff meetings are continuing at the WWTP. This has been major contributor to better communications at the WWTP. Morale and attitudes have improved considerably since the inception of the meetings.

The WWTP operators had a planning meeting to address one of the concerns that was mentioned during the walk-thru with Flies & Vandenbrink. The project has been assigned to Mike and Tim to reroute the 6 inch RAS line from the splitter box to the Anoxic tank to facilitate the collection of the RAS sample each day and to provide a more representative sample for operational control. Materials have been obtained and work has been started on this project.

Mike responded to a WWTP alarm for a Raw Sewage Pump failure. Upon his arrival he found that the #3 pump which was in the lead position was not running and was very hot to the touch. He placed another pump into the lead position and returned the #3 to the standby position until further investigation. HydroDynamics, the pump supplier, was contacted to discuss the problem and the cost to schedule a technician to check this out. After discussing with the City Manager and getting his approval to proceed, a time was scheduled to have the technician come out. Upon his examination, his comments were that the pumps were not sized correctly and move off of their working pump curve. They then do not pump at the rate that they were certified at. This causes them to run hotter and also requires the lag pump to run all of the time. He found that there is cavitation in the #3 pump which causes it to vibrate excessively and overheat. He asked if we wanted him to take the #3 pump with him to have it checked out. He also said that they would probably determine that our piping system is the cause of the problem and that we will be charged for any work done. I instructed him to wait until we can determine what course of action we want to take. His findings were put in writing and left at the WWTP.

Surcharging has been observed in the final clarifiers on many occasions. Upon further examination, WWTP operators have determined that the excessive algae formation on the clarifier weirs and troughs are collecting on the UV modules and restricting the free flow of water from the clarifiers to the outfall when the flows increase. When the UV modules are cleaned under a surcharge condition, the surcharging stops. This has prompted investigating automatic cleaning systems for the clarifier weirs and troughs. A quotation has been obtained and needs to be considered as we go forward. Any automatic continuous cleaning system is quite costly; however they will present fewer safety risks and require less man hours to maintain an efficient free flow of treated effluent.

The month ended on a sad note as my younger brother suffered a ruptured aneurism of his aorta. He underwent emergency surgery, but suffered loss of brain activity due to a loss of oxygen. The ventilator was turned off on July 2 and he immediately passed away.

Maintenance & Capitol Expenses for June 1, 2013 to June 30, 2013

ITEM	COST
Tom's Do It Center – Misc. hardware, Fluorescent shop light	\$ 49.35
USA Bluebook – DO sensor cap, lifting slings	\$ 263.45
Municipal Supply – floor squeegee	\$ 38.00
Windmuller – Wet well level sensor	\$ 2295.38
D&E Electric – auto start relay installation & junction box replace	\$ 1150.00
Synagro – May Biosolids hauling	\$ 6392.10
Fredrickson Supply – 3' x 8" Kana flex hose for Vac truck	\$ 170.77
Total Expenses	\$ 10,359.05
Total Spent YTD	\$ 46,935.88

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	4250 feet
Routine cleaning	975 feet
Sewer call outs due to building services	0
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services TV Inspected	1
Building Services Inspected	0

SEWER CALLOUTS

June 17, 2013

A call was received at the WWTP from Bill's Party Store at 1153 E. Grand River Ave. He stated that he has had to have a plumber out to try to clear a blockage in his service lateral and would like to know if the city could use the push camera to see if we can determine what the problem is. Mike and Tim pushed the camera in the lateral but were unable to see anything due to sewage in the line. They did encounter an impassable blockage and was able to locate it at the street curb. The as built records were checked to see if there was any problem with the connection of the new 6 inch lateral where it was connected to the existing building lateral during construction. No problems were noted. Tom Dempsey contacted Bill and let him know that this is his problem to correct.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

Portland Ambulance Department

We have had the "opportunity" to use the Portland Ambulance Service on several occasions. When people use your services it hits home just how important you are to the community. Your professionalism and compassion is truly amazing and very much appreciated. It is mind boggling to say the least when communities "knee jerk" reaction to budget cuts, is to cut these types of services, which tells me they don't really have the true understanding of these professions. This is a profession that is taken for granted by many. Not everyone can do this job, not everyone is cut out to do this job. This profession is something that people forget requires many hours of training and licensure. This is a profession that unfortunately takes a lot of sacrificing of your own personal lives. You are the ones "first responding" to what could be a very tramatic, gruesome scene. You are the ones that people are so relieved to see when you pull up to help their loved one. Not to wish any ill to people but I would wish for them all to "see you in action" so they can truly appreciate your importance. You are all HEROES in my book.

Respectfully,
Walter Czaika

Received 7/5/13

CITY OF EATON RAPIDS

200 S. Main Street
Eaton Rapids, MI 48827
(517) 663-8118
Fax (517) 663-1116

www.cityofeatonrapids.com

Steven G. Platte • *Mayor*
Michael Harri • *Mayor Pro Tem*
Roger A. Greenhoe • *Council-at-Large*
Claudia Brown • *Councilwoman*
Thomas D. Norris • *Councilman*

Jon E. Stoppels • *City Manager*
Kristy Reinecke • *City Clerk*
Paul O. Malewski • *Police Chief*
Roger McNutt • *Fire Chief*
Lisa St. Aubin • *Treasurer*
Scott Poyer • *City Superintendent*
Todd Nichols • *Wastewater Director*
Jonathan Hill • *Building Inspector*
Michael Baker • *City Assessor*
Sandra Porter • *Library*

July 2, 2013

Mr. Thomas Dempsey, City Manager
City of Portland
259 Kent St.
Portland, Michigan 48875

Dear Mr. Dempsey:

On behalf of the City of Eaton Rapids, I would like to say thank you for allowing your Electric Crews to provide Mutual Aid to us on Friday June 28, 2013.

Mike Hyland and your crew's responded right away and showed great professionalism and dedication in their work. Without their assistance our customers would have experienced a much longer power interruption.

The City of Portland should be proud of their Electric Department. It is at times like these that the importance of mutual aid shines through and shows how Michigan Municipal Electric Utilities pull together for the benefit of all of our residents.

Sincerely,



Scott V. Poyer
Utility Director

Cc Mayor
City Council
City Manger

"The Only Eaton Rapids On Earth"

User: NIKKI

DB: Portland

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2013 NORMAL (ABNORMAL)	MONTH 06/30/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	975,000.00	971,307.74	74,099.06	3,692.26	99.62
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	6,950.00	1,391.94	1,391.94	5,558.06	20.03
101-000-445.000	PENALTY & INTEREST	7,000.00	9,246.62	4,509.42	(2,246.62)	132.09
101-000-445.022	1994A SPEC ASSESS - INTEREST	500.00	417.17	0.00	82.83	83.43
101-000-447.000	TAX COLLECTION FEES	41,000.00	42,366.99	3,775.27	(1,366.99)	103.33
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	21.78	0.00	(21.78)	100.00
101-000-451.000	BUSINESS PERMITS	0.00	817.07	0.00	(817.07)	100.00
101-000-453.000	CABLE TV FEES	16,000.00	35,481.15	0.00	(19,481.15)	221.76
101-000-455.000	TRAILER FEES	500.00	2,775.00	39.00	(2,275.00)	555.00
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	1,455.00	172.00	45.00	97.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	1,003.17	441.15	196.83	83.60
101-000-570.000	LIQUOR FEES	3,000.00	3,179.00	0.00	(179.00)	105.97
101-000-575.000	REVENUE SHARING-CONST SALES	279,196.00	282,645.00	45,828.00	(3,449.00)	101.24
101-000-576.000	REVENUE SHARING-STAT SALES	91,818.00	97,283.00	16,396.00	(5,465.00)	105.95
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	4,222.40	405.90	4,277.60	49.68
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	762.08	47.00	(462.08)	254.03
101-000-624.000	MISCELLANEOUS FEES	0.00	292.40	222.00	(292.40)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	322,772.00	322,772.00	26,587.00	0.00	100.00
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	3,762.00	287.00	(1,762.00)	188.10
101-000-633.000	CEMETERY CARE FEES	5,000.00	3,914.60	512.00	1,085.40	78.29
101-000-634.000	GRAVE OPENING FEES	8,000.00	13,025.00	1,925.00	(5,025.00)	162.81
101-000-656.000	DISTRICT COURT FINES	16,000.00	14,280.04	1,069.01	1,719.96	89.25
101-000-661.000	PARKING FINES	1,500.00	3,450.00	35.00	(1,950.00)	230.00
101-000-662.000	DRUG FORFEITURE MONEY	0.00	1,327.00	1,327.00	(1,327.00)	100.00
101-000-663.000	MISCELLANEOUS FINES	3,000.00	2,924.42	339.63	75.58	97.48
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	1,000.00	489.97	35.92	510.03	49.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	300.00	615.17	19.88	(315.17)	205.06
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	9,175.00	170.00	(1,860.00)	125.43
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	2,660.51	1,810.33	(2,160.51)	532.10
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	1,657.00	0.00	843.00	66.28
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	18,000.00	52,404.82	11,865.54	(34,404.82)	291.14
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	1,155.61	0.00	144.39	88.89
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 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
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/MDOF 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	49,792.00	24,896.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	31,764.00	15,882.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	31,764.00	15,882.00	0.00	100.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		2,028,636.00	2,003,143.55	249,970.05	25,492.45	98.74
Expenditures						
100	COUNCIL	123,657.00	120,619.38	763.67	3,037.62	97.54
101	COMMUNITY PROMOTIONS	196,390.00	177,012.06	2,217.50	19,377.94	90.13
172	CITY MANAGER	153,879.00	148,922.86	16,018.62	4,956.14	96.78
191	ELECTIONS	7,400.00	4,830.87	18.00	2,569.13	65.28
201	GENERAL ADMINISTRATION	321,900.00	291,770.93	22,015.67	30,129.07	90.64
209	ASSESSING	48,833.00	45,186.50	4,494.39	3,646.50	92.53
265	CITY HALL	61,256.00	51,770.81	1,673.17	9,485.19	84.52
276	CEMETERY	157,110.00	121,930.18	21,968.50	35,179.82	77.61
301	POLICE	649,268.00	596,716.18	80,569.11	52,551.82	91.91
336	FIRE	101,677.00	101,633.53	0.00	43.47	99.96
371	CODE ENFORCEMENT	59,824.00	43,842.83	2,352.30	15,981.17	73.29
728	EGONOMIC DEVELOPMENT	7,500.00	7,180.31	493.41	319.69	95.74
751	PARKS	139,164.00	119,082.40	16,080.41	20,081.60	85.57
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,027,858.00	1,830,498.84	168,664.75	197,359.16	90.27
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,028,636.00	2,003,143.55	249,970.05	25,492.45	98.74
TOTAL EXPENDITURES		2,027,858.00	1,830,498.84	168,664.75	197,359.16	90.27
NET OF REVENUES & EXPENDITURES		778.00	172,644.71	81,305.30	(171,866.71)	22,190.8
TOTAL REVENUES - FUND 101						
TOTAL EXPENDITURES - FUND 101		2,027,858.00	1,830,498.84	168,664.75	197,359.16	
NET OF REVENUES & EXPENDITURES		778.00	172,644.71	81,305.30	(171,866.71)	

User: NIKKI
DB: Portland

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		684,073.00	629,673.15	0.00	54,399.85	92.05
TOTAL EXPENDITURES		817,095.00	799,285.70	11,157.37	17,809.30	97.82
NET OF REVENUES & EXPENDITURES		(133,022.00)	(169,612.55)	(11,157.37)	36,590.55	127.51
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	2,275.00	175.00	225.00	91.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	2,275.00	175.00	225.00	91.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		325,800.00	325,559.08	36,193.58	240.92	99.93
TOTAL EXPENDITURES		421,427.00	382,525.38	30,658.50	38,901.62	90.77
NET OF REVENUES & EXPENDITURES		(95,627.00)	(56,966.30)	5,535.08	(38,660.70)	59.57
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		226,700.00	226,078.32	18,494.87	621.68	99.73
TOTAL EXPENDITURES		250,447.00	224,441.37	15,571.44	26,005.63	89.62
NET OF REVENUES & EXPENDITURES		(23,747.00)	1,636.95	2,923.43	(25,383.95)	(6.89)
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		126,500.00	113,037.99	8,095.28	13,462.01	89.36
TOTAL EXPENDITURES		128,457.00	126,292.26	13,896.03	2,164.74	98.31
NET OF REVENUES & EXPENDITURES		(1,957.00)	(13,254.27)	(5,800.75)	11,297.27	677.27
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		499,151.00	509,382.13	42,761.58	(10,231.13)	102.05
TOTAL EXPENDITURES		508,738.00	476,174.08	45,509.58	32,563.92	93.60
NET OF REVENUES & EXPENDITURES		(9,587.00)	33,208.05	(2,748.00)	(42,795.05)	(346.39)
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	314,979.20	14,891.89	16,190.80	95.11
TOTAL EXPENDITURES		463,403.82	413,236.41	13,167.02	50,167.41	89.17
NET OF REVENUES & EXPENDITURES		(132,233.82)	(98,257.21)	1,724.87	(33,976.61)	74.31
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		93,250.00	97,388.22	7,739.20	(4,138.22)	104.44
TOTAL EXPENDITURES		93,600.00	83,668.07	0.00	9,931.93	89.39
NET OF REVENUES & EXPENDITURES		(350.00)	13,720.15	7,739.20	(14,070.15)	(3,920.0

User: NIKKI

DB: Portland

PERIOD ENDING 06/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 06/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2013 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	3,509,124.82	296,055.35	61,153.18	98.29
	TOTAL EXPENDITURES	4,465,605.00	3,713,910.04	280,870.46	751,694.96	83.17
	NET OF REVENUES & EXPENDITURES	(895,327.00)	(204,785.22)	15,184.89	(690,541.78)	22.87
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	792,114.00	909,394.40	66,274.69	(117,280.40)	114.81
	TOTAL EXPENDITURES	752,792.00	952,341.41	67,982.33	(199,549.41)	126.51
	NET OF REVENUES & EXPENDITURES	39,322.00	(42,947.01)	(1,707.64)	82,269.01	(109.22)
Fund 591 - WATER FUND:						
	TOTAL REVENUES	610,602.29	557,668.95	46,477.61	52,933.34	91.33
	TOTAL EXPENDITURES	709,750.80	626,582.96	43,995.02	83,167.84	88.28
	NET OF REVENUES & EXPENDITURES	(99,148.51)	(68,914.01)	2,482.59	(30,234.50)	69.51
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	365,410.00	375,398.35	22,063.00	(9,988.35)	102.73
	TOTAL EXPENDITURES	466,992.00	407,384.20	14,682.60	59,607.80	87.24
	NET OF REVENUES & EXPENDITURES	(101,582.00)	(31,985.85)	7,380.40	(69,596.15)	31.49
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	7,627,548.29	7,569,959.61	559,222.05	57,588.68	99.24
	TOTAL EXPENDITURES - ALL FUNDS	9,078,307.62	8,205,841.88	537,490.35	872,465.74	90.39
	NET OF REVENUES & EXPENDITURES	(1,450,759.33)	(635,882.27)	21,731.70	(814,877.06)	43.83

Portland Area Municipal Authority

GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

MINUTES

April 9, 2013

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

VISITORS: None

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

SECRETARY'S REPORT:

- Minutes approved by D. Pohl supported by G. Krausz

TREASURER'S REPORT:

- Account balance as of 3/29/13 \$727.53
- Account charged \$5.00 monthly service charge
- No activity since 1/8/13

OLD BUSINESS:

- Motion made by D. Pohl seconded by R. Foote to approve payment of \$449.99 for electronic keypad and lever override to Eric's Lock and Key
- Motion made by G. Krausz seconded by R. Foote to approve payment of \$2500.00 for 7 drops, 8 boxes, extra circuits and labor to Bluewater Electric LLC

NEW BUSINESS:

- Motion made by K. Cook seconded by D. Pohl to renew contract with Lawrence Tiejema PC for annual audit in the amount of \$700.00
- Concrete repairs to parking lot were discussed and the annual expenditure of \$5000.00 was brought up as a budget.
- Over head door to Police door needs replacement.
- Discussed proposal from Eagle Enterprise for annual preventive maintenance and service of over head doors in the amount of \$42.00 per door.

Motion made by D. Pohl to adjourn the meeting at 8:30 p.m. Seconded by G. Krausz, motion approved.

Respectfully submitted,

Keith Cook, Secretary

NEXT MEETING: July 10, 2013 7:30 p.m.

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

Agenda
July 9, 2013
4:00 p.m.

- I. Call to Order

- II. Pledge of Allegiance

- III. Invocation

- IV. Approval of Agenda
 - A. Consideration of additional items

- V. Public Comment
(3 minute time limit per speaker – please state name/organization)

- VI. Action on Consent Calendar
 - A. Approve minutes of the previous meeting(s)

- VII. Unfinished Business
 - A.

- VIII. New Business
 - A. Annual Pension Review
 - B. Danby Township Resolution and Intergovernmental Agreement to Manage Floodplain Development
 - C. Restoration of Men's Restroom – Courthouse, 2nd Floor
 - D. Agreement between Ionia County and the Police Officers Association of Michigan – Deputy Division - Request to Ratify Signature of Chair
 - E. Substance Abuse Treatment Program Contract
 - F. Budget Amendment – Register of Deeds
 - G.

- IX. Reports of Officers, Boards, and Standing Committees
 - A. Chairperson
 - B. County Administrator

C. Appointments

1. Economic Development Corporation/Brownfield Redevelopment Authority – To fill vacancy expiring 2014.

X. Reports of Special or Ad Hoc Committees

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

XII. Executive Session

- A. Lawsuit Settlement Discussion

XIII. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – One three-year term expiring April 2014.
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013. One Public Representative and one Private Sector Representative.

Appointments for consideration in the month of August 2013: None

Appointments for consideration in the month of September 2013:

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

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC AND NATURAL GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17281

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its 2012 Energy Optimization (EO) plan costs and surcharges collected as associated with the plan approved in Case No. U-16670, as amended.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: July 17, 2013, at 9:00 a.m.
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Constitution Hall
525 West Allegan
Lansing, Michigan

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

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) May 31, 2013 application to reconcile its 2012 EO costs and surcharges collected for both electric and natural gas service. Consumers Energy also seeks Commission's approval to collect an incentive payment for both the electric and natural gas EO plans.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by July 10, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

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

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 2008 PA 295, MCL 460.1001 et seq., and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

June 19, 2013