



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

7:00 p.m. Monday, May 20, 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>	
7:03 PM	IV. <u>City Manager Report</u>	Motion
	V. <u>Presentations</u>	
	VI. <u>Public Hearing(s) - None</u>	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:10 PM	A. Proposed Resolution 13-36 Approving a Contractual Rate Increase For Residential Trash Pick up	Motion
7:12 PM	B. Discussion of the Parks and Recreation Board's Recommendation to Permit the Consumption of Alcohol in City Parks	Provide Direction
	IX. <u>Consent Agenda</u>	
7:25 PM	A. Minutes & Synopsis from the Regular City Council Meeting held on May 6, 2013	Motion
	B. Payment of Invoices in the Amount of \$77,798.90 and Payroll in the Amount of \$124,201.64 for a Total of \$202,000.54	
	C. Purchase Orders over \$5,000 – None	
	X. <u>Communications</u>	
	A. Planning Commission Minutes from November 14, 2012	
	B. Parks and Recreation Board Minutes from April 18, 2013	
	C. DDA Minutes from April 18, 2013	
	D. DDA Treasurer's Report from May 10, 2013	
	E. Wastewater Treatment Plant Report for April 2013	
	F. Water Quality Report for 2012	
	G. Police Department Report for April 2013	
	H. Fire Department Reports for February, March and April 2013	
	I. Portland Area Fire Authority Minutes for April 10, 2013	
	J. Portland Area Fire Authority Draft Minutes for May 13, 2013	
	K. AECOM re: Portland Municipal Dam, FERC License #11616	
	L. Light and Power Board EO Report for May 6, 2013	
	M. Revenue-Expense Report for April 2013	

<u>Estimated Time</u>		<u>Action Requested</u>
	<p>N. MDOT re: National Bridge Inspection Standards Load Rating Evaluations</p> <p>O. Portland United Methodist Church 175th Year Celebration Invitation</p> <p>P. Ionia County Board of Commissioners Minutes for April 9, 2013</p> <p>Q. Ionia County Board of Commissioners Minutes for April 16, 2013</p> <p>R. Ionia County Board of Commissioners Minutes for April 23, 2013</p> <p>S. Ionia County Board of Commissioners Minutes for April 26, 2013</p> <p>T. Ionia County Board of Commissioners Agenda for May 14, 2013</p> <p>U. MPSC Notice of Comment Opportunity re: HomeWorks Tri-County Electric Cooperative Renewable Energy Plan</p> <p>V. MPSC Notice of Hearing for Consumers Energy</p>	
7:30 PM	<p>X. <u>Public Comment</u> (5 minute time limit per speaker)</p>	
7:35 PM	<p>XI. <u>Other Business</u></p>	
7:40 PM	<p>XII. <u>Council Comments</u></p> <p>XIII. <u>Adjournment</u></p>	Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-36

A RESOLUTION APPROVING A CONTRACTUAL RATE INCREASE FOR
RESIDENTIAL TRASH PICK UP

WHEREAS, the City entered a contract for residential trash pick up with Granger Container Service that allows the contract to be increased based upon the Consumers Price Index (CPI) capped at 3% for the service years February 1, 2010 through January 31, 2014; and

WHEREAS, residential trash pick up rates were increased 1.2% in 2011 and 3% in 2012 (because CPI index was 3.3% and the cap was 3%); and

WHEREAS, Granger has requested a CPI adjustment for the coming year at 1.1% based upon the attached news release from the U.S. Bureau of Labor Statistics, a copy of which is attached as Exhibit A; and

WHEREAS, a 1.1% increase would change residential trash hauling rates to the following:

<u>Service type</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
Large Cart Service	\$6.77/mo	\$6.84/mo
Small Cart Service	\$6.28/mo	\$6.35/mo.
Bag tags	\$1.40/tag	\$1.42/tag

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves a 1.1% rate increase for residential trash pick-up beginning with the bills mailed out in June 2013.
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: May 20, 2013

Monique I. Miller, City Clerk



NEWS RELEASE



Transmission of material in this release is embargoed until 8:30 a.m. (EDT) Thursday, May 16, 2013

USDL-13-0929

Technical information: (202) 691-7000 • Reed.Steve@bls.gov • www.bls.gov/cpi
Media Contact: (202) 691-5902 • PressOffice@bls.gov

CONSUMER PRICE INDEX – APRIL 2013

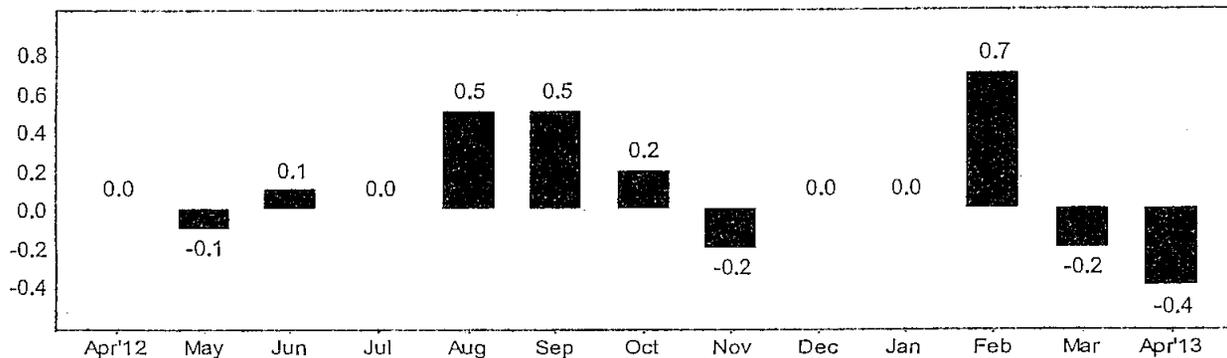
The Consumer Price Index for All Urban Consumers (CPI-U) decreased 0.4 percent in April on a seasonally adjusted basis, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 1.1 percent before seasonal adjustment.

As was the case in March, a sharp decrease in the gasoline index was the primary cause of the decline in the seasonally adjusted all items index. The fuel oil index also declined while the electricity and natural gas indexes increased; the net result was a 4.3 percent decrease in the energy index. The food index, unchanged in March, rose 0.2 percent in April.

The index for all items less food and energy increased 0.1 percent in April, the same increase as in March. The indexes for shelter, used cars and trucks, new vehicles, and tobacco all increased in April. These increases were partially offset by declines in the indexes for apparel, airline fares, and recreation.

The all items index increased 1.1 percent over the last 12 months, the smallest 12-month increase since November 2010. The index for all items less food and energy increased 1.7 percent over the span; this was its smallest 12-month increase since June 2011. The food index rose 1.5 percent while the energy index declined 4.3 percent.

Chart 1. One-month percent change in CPI for All Urban Consumers (CPI-U), seasonally adjusted, Apr. 2012 - Apr. 2013
Percent change



**Exhibit
A**

Chart 2. 12-month percent change in CPI for All Urban Consumers (CPI-U), not seasonally adjusted, Apr. 2012 - Apr. 2013
Percent change

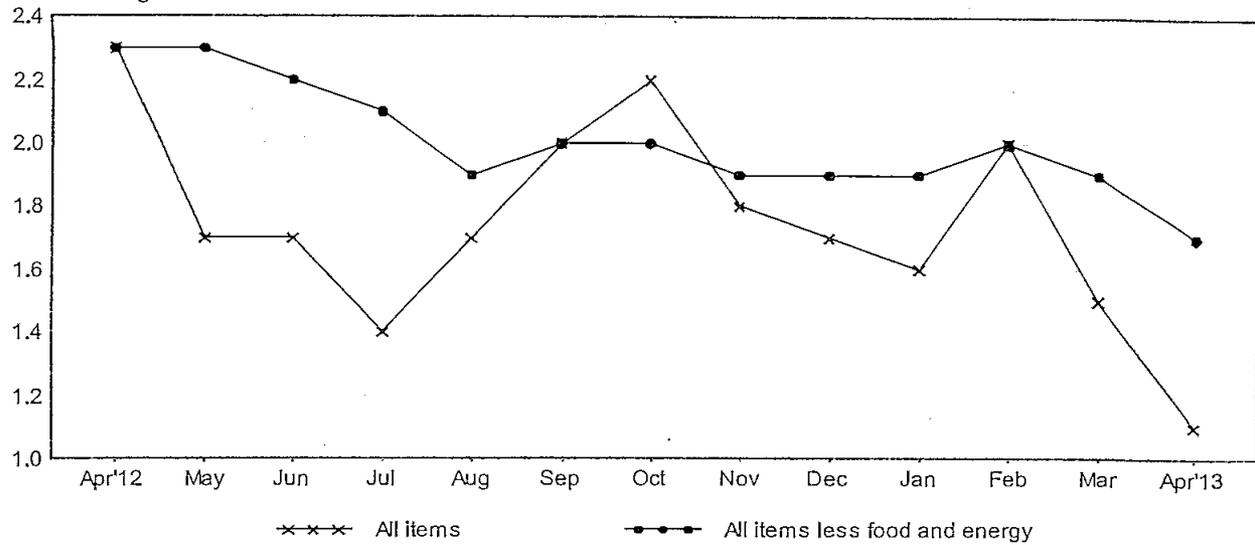


Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un-adjusted 12-mos. ended Apr. 2013
	Oct. 2012	Nov. 2012	Dec. 2012	Jan. 2013	Feb. 2013	Mar. 2013	Apr. 2013	
All items2	-.2	.0	.0	.7	-.2	-.4	1.1
Food2	.2	.2	.0	.1	.0	.2	1.5
Food at home3	.3	.2	.0	.1	-.1	.1	1.0
Food away from home ¹1	.1	.1	.1	.1	.2	.3	2.3
Energy1	-3.4	-.8	-1.7	5.4	-2.6	-4.3	-4.3
Energy commodities1	-5.7	-1.5	-3.0	8.6	-4.1	-7.9	-8.1
Gasoline (all types)	-.1	-6.0	-1.8	-3.0	9.1	-4.4	-8.1	-8.3
Fuel oil ¹	1.1	-.2	.0	-.2	3.1	-2.1	-4.4	-5.6
Energy services2	.8	.3	.4	.5	-.2	1.4	2.6
Electricity3	.4	.2	1.1	.3	-.6	.5	1.1
Utility (piped) gas service	-.2	1.5	.7	-1.7	1.2	1.0	4.4	7.6
All items less food and energy2	.1	.1	.3	.2	-.1	-.1	1.7
Commodities less food and energy0	-.1	-.1	.2	.0	-.1	.0	-.1
New vehicles	-.1	-.3	.2	.1	-.3	.1	.3	1.2
Used cars and trucks	-.7	-.4	-.3	.2	.8	1.2	.6	-.8
Apparel6	-.5	.1	.8	-.1	-1.0	-.3	.3
Medical care commodities1	-.3	-.3	.1	-.4	.1	.1	.7
Services less energy services2	.2	.2	.3	.2	.2	.1	2.3
Shelter2	.2	.1	.2	.2	.2	.2	2.2
Transportation services6	.2	.4	.5	.1	.2	-.2	2.5
Medical care services1	.3	.3	-.2	.3	.3	-.1	3.4

¹ Not seasonally adjusted.

MEMO

DATE: MAY 14, 2013
TO: CITY COUNCIL
FROM: THOMAS J. DEMPSEY, CITY MANAGER
RE: PARK AND RECREATION BOARD RECOMMENDATION TO
PERMIT THE CONSUMPTION OF ALCOHOL IN CITY PARKS

The Park and Recreation Board and the Director are recommending that the City Council revise and or repeal local ordinances that prohibit the possession and consumption of alcoholic liquors in City Parks. State law does not prohibit the possession and consumption of alcoholic liquors in City Parks but allows a local government to do so by ordinance.

Section 915 of the Michigan Liquor Control Code Of 1998 (Excerpt), Act 58 Of 1998, as amended, provides as follows:

436.1915 Possessing or consuming alcoholic liquor on public highway or in park, place of amusement, or publicly owned area; authority of local governmental unit or state department or agency to prohibit possession or consumption of alcoholic liquor; definitions.

Sec. 915.

- (1) Alcoholic liquor shall not be consumed on the public highways.
- (2) Except as provided in subsections (3) and (4), alcoholic liquor may be possessed or consumed in public parks, public places of amusement, or a publicly owned area not licensed to sell for consumption on the premises.
- (3) The governing body of a local governmental unit may prohibit by ordinance, order, or resolution the possession or consumption of alcoholic liquor in any public park, public place of amusement, or publicly owned area that is owned or administered, or both, by that local governmental unit. When land is leased from a department or agency of this state, an ordinance, order, or resolution adopted pursuant to this subsection shall be subject to the approval of the department or agency.
- (4) A department or agency of this state that administers public lands may prohibit by rule, order, or resolution the possession or consumption of alcoholic liquor on the public land under its jurisdiction.
- (5) As used in this section:
 - (a) "Local governmental unit" means a county, city, township, village, or charter authority.

(b) "Publicly owned area" means an area under the jurisdiction of a local governmental unit.

History: 1998, Act 58, Imd. Eff. Apr. 14, 1998

If the Council wished to approve the Park and Recreation Boards recommendation, the following local ordinances would have to be amended:

Sec. 4-2. Consumption in public prohibited.

No alcoholic liquor shall be consumed nor shall any person possess an open container of an alcoholic liquor in any public place in the city; and the term "public place" shall include, but is not limited to, any street, alley, park, public building, place of business not properly licensed for same, place of assembly not properly licensed for same, parking lot of the city and parking lots of businesses, or in any other place to which the public has access.

(Code 1972, § 20.242; Ord. No. 86, § 2, eff. 3-15-1972; Ord. No. 145, eff. 3-19-1983)

State Law References: Consumption of alcoholic liquor on public highways, in public parks and places of amusement, MCL 436.1915.

Sec. 22-30. Alcoholic liquors; controlled dangerous substances; alms; gambling.

While in a public park or recreation area, all persons shall conduct themselves in a proper and orderly manner, and in particular, no person shall:

- (1) Possess, sell, drink or use alcoholic liquors or controlled dangerous substances as defined under state statutes, or being under the influence of alcoholic liquor or a controlled dangerous substance in a park or recreation area, or any area open to the public adjacent to or near said park or recreation area, including, but not limited to, streets and parking lots. Provided, however, that the city council may issue a special permit for the possession, sale and/or consumption of alcoholic liquors within a park for a specified period of time;
- (2) Solicit alms;
- (3) Play any game of chance or have possession of any instrument or device for gambling; or
- (4) Play, engage or take part in any game or competitive sport for money, or other valuable thing, without a written permit.

(Code 1972, § 20.512; Ord. No. 135, § 12.01, eff. 5-4-1981; Ord. No. 146, eff. 5-19-1983)

State Law References: Alcoholic liquors, MCL 436.1101 et seq.; controlled substances, MCL 333.7101 et seq.; gambling, MCL 750.301 et seq.



May 13, 2013

To: City Council / City Manager
From: Parks and Recreation Board
Re: Action taken at the scheduled April Parks and Recreation Board meeting

Dear Council,

At the regular Parks and Recreation Board meeting held on Thursday April 18, 2013 the Board took the following action. The Parks and Recreation Board meeting started at 5:30 pm in the Executive Board room at City Hall.

The Director provided the Board with a proposal from Brenda Ruddy a team parent from the Portland Varsity Cheerleaders requesting to sell prepackaged food and beverages at the youth ball games at the Flats as a fundraiser for the Cheerleaders. After discussion a motion was made by Cross to recommend to the Council to approve the Cheerleaders selling concessions at the Flats provided they did not need a Transient Trader permit and that they would pay the Recreation Department a flat fee of \$ 100.00 rather than a 10% cut as proposed, seconded by Weller. Motion carried. Furthermore, they could sell as many nights as they wanted for that fee during our youth ball games at the Flats. I have also attached a copy of the proposal from Brenda Ruddy.

In other action a few of the Board members have been discussing the possibility of allowing alcohol in our Parks. This would require a change in our existing Parks and Recreation Ordinance. It was suggested by the Board to allow alcohol in all City Parks as they do in other communities. This would allow alcohol for Pavilion rentals as well as in the Parks. The Director provided the Board with information from other Communities in the area that do allow alcohol in their Parks like Delta Township, Meridian Township, East Lansing, Westphalia and Clinton County. After discussion a motion was made by Foote to recommend to the Council to change the Ordinance to allow alcohol in all City Parks, seconded by Cross. Motion carried. I have attached information from the other communities in the area that do allow alcohol in the Parks. The consensus of the Board would be to change the existing Parks and Recreation Ordinance to allow alcohol in the Parks like Meridian Township and not go the permit procedure route. This would allow for alcohol at the pavilions when rented out as we currently lose some rentals every year due to our current

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

ordinance. Furthermore, I'm sure some are already not following the ordinance and we have never had a problem with alcohol usage at the pavilions. We have also lost some adult softball teams to Westphalia as they allow alcohol in their park and have not had a problem.

If you have any questions at all in regards to the above information please let me know.

Respectfully,

A handwritten signature in cursive script that reads "Mary Ellen Scheurer". The signature is fluid and connected, with a large initial "M" and "S".

Mary Ellen Scheurer

Parks, Recreation & Cemetery Director

To: Mary Scheurer and the Park and Recreation Board

Proposal for the Park and Recreation Department

This is a proposal for Portland Varsity Cheerleaders to sell concessions at The Flats in Portland one evening a week during the month of June 2013 for a fundraiser.

The Portland Varsity Cheerleaders would like to sell prepackaged concessions at the Portland Flats Baseball field one evening a week for the month of June 2013. They would not use any of the facilities at the park and no electricity. They would set up a table and erect signs around the table to sell prepackage items between 5:30 and 8:00 pm one day a week during the month of June 2013. The Varsity Cheerleaders would share ten percent of the profits with the Portland Recreational Department.

The ideas of prepackage items they would sell are:

- *cans of pop/bottle water/Gatorade
- *packaged chips
- *packaged sunflower seeds
- *packaged candy
- *package beef jerky
- *Lunchables
- *packaged granola bars
- *packaged trail mix

The team will pick up any items that they bring to the park and they will offer a garbage can for waste. They will survey the area for garbage on the grounds after each event.

Thank you for your consideration.

Brenda Ruddy
Team Parent
Portland Varsity Cheerleaders
517-285-8065

Meridian Charter Township Park Rules and Regulations



1. Reservations may be taken for the current year or following calendar year but confirmation for the following calendar year will be given at the end of March.
2. Reservations may be made by mail or in person at the Meridian Township Parks and Recreation Office, 2100 Gaylord C. Smith Court, Haslett, MI 48840
3. Reservations are not confirmed until payment and deposit is received with reservation application.
4. All applications will be considered on a first received basis.
5. Alcohol is permitted in Meridian Township Parks.
6. Glass is prohibited in the parks.
7. Persons must be 18 years old or older to reserve a facility.
8. Patrons are responsible for keeping the parks clean by leaving facilities and surrounding grounds free of litter after their event. Further fees may be assessed and/or future access to park facilities prohibited or restricted if rental area is not cared for by the user. **Patrons are required to bring their own trash bags for refuse and to take it with you when leaving.** The \$50 refundable deposit is returned if patrons have cleaned their area and taken their refuse with them.
9. If an athletic field has been prepared for game usage (dragged and/or lined), then the athletic field is not available for your party's usage. If it is found that your party is responsible for damaging a prepared athletic field, your refundable deposit may be forfeited.
10. Pets must be kept on a leash not longer than six feet. Owners are also responsible for cleaning up any droppings.
11. All motorized vehicles must remain in designated parking areas.
12. Picnic Tables: If tables are removed from or brought into the pavilion, please return them to their original designation. Central Park Pavilion: all picnic tables to be placed back into their original position for the Farmers' Market held on Wednesdays and Saturdays (the floor has been taped to assist you – the middle section facing east to west and the two ends facing north to south).
13. All advertising shall be limited to identification and/or location of the event. All sales of merchandise or other material is prohibited or allowed by permit only.
14. The permit holder further agrees to pay the Township for damages to the property caused by any person during the permitted event.
15. The Meridian Township Parks are open from dawn to dusk.

DEFINITIONS

- RESIDENT: Person/organization residing in Meridian Charter Township
NON-RESIDENT: Person/organization not residing in Meridian Charter Township

NOTE: TO RECEIVE THE RESIDENT PARK RESERVATION RATE, THE PERSON/ORGANIZATION RESERVING THE FACILITY MUST RESIDE IN MERIDIAN TOWNSHIP.

RESERVATION TIMES

- PAVILIONS: Two time frames available / 11:00 am – 3:00 pm **OR** 4:00 pm – 8:00 pm
SPORTS FIELDS: By the hour, on the hour

QUESTIONS: Questions can be directed to the Parks and Recreation Department at
(517) 853-4600.



Meridian Charter Township PARK USAGE FEES

	<u>Resident</u>	<u>Non-Resident</u>
<u>Pavilions</u>	\$60/4hrs	\$120/4hrs
<ul style="list-style-type: none"> • Wonch Park – 4555 Okemos Road, Okemos <ul style="list-style-type: none"> • Pavilion (no electricity), grills, play structure, restroom building with water, horseshoe pits, sand volleyball courts, open play area • Nancy Moore Park – 1960 Gaylord C. Smith Court, East Lansing <ul style="list-style-type: none"> • Pavilion with restrooms, water and electricity, grills, play structure, soccer fields, baseball/softball fields, paved and unpaved nature trails • Central Park – 5151 Marsh Road, Okemos, Michigan <ul style="list-style-type: none"> • Pavilion with restrooms, water and electricity (no grills), play structure, soccer field, nature trails, located adjacent to Historical Village, Nokomis Learning Center, Public Safety Building and Municipal Building. • Eastgate Park – 4203 S. Meridian Road, Okemos <ul style="list-style-type: none"> • Pavilion (no electricity, water or restrooms), open play area, nature trails (leads to Harris Nature Center and Legg Park) • Legg Park – 3891 Van Atta Road, Okemos <ul style="list-style-type: none"> • Pavilion (no electricity, water or restrooms), open play area, nature trails (leads to Harris Nature Center and Eastgate Park) • Hartrick Park – 3685 Hulett Road, Okemos <ul style="list-style-type: none"> • Pavilion, grills, water, restroom building, baseball fields, open area (have been used for soccer fields), paved and non-paved nature trails, pond with overlook 		

<u>Field Usage</u>	N/A	\$10/hr OR \$60/day
<ul style="list-style-type: none"> • Soccer Fields • Baseball/softball fields • Basketball Courts • Volleyball Courts • Tennis Courts 		

Harris Nature Center Building – 3998 Van Atta Road, Okemos – 517-349-3866

- | | |
|--------------|--------------------------|
| • Non-Profit | \$25 / hr (2-hr minimum) |
| • Profit | \$50 / hr |

Note: All applicants must submit a refundable \$50 facility usage deposit when reserving. This refundable deposit is returned if there is no damage in the park and the applicant has cleaned and taken their refuse with them.

Pavilion Fee Schedule for Non-Profit Organizations

Resident Non-Profit Organizations

Weekdays and evenings	Free
Weekends	Resident Fee

Non-Resident, Non-Profit Organizations

Weekdays and evenings	Resident Fee
Weekends	Non-Resident Fee

Note: The Harris Nature Center building is excluded from the non-profit pavilion schedule. All users must pay a rental fee. Information is available by calling 853-4600.

Ordinances	aware that the door we unlock is around the left side, not the front door.
Parks & Recreation	
Passports	Electricity is available all year. The restrooms are all shut down in late October or the beginning of November.
Plans	
Planning & Zoning	Check availability online (under Room Category, select "Shelter" or "Athletic Field")
Photos & Township Video	
Projects	1/2 Day Rental is: 10 a.m. – 3 p.m. or 4 p.m. – 9 p.m. Full Day Rental is: 10 a.m. – 9 p.m.
Property & Taxes	Please click here for the Shelter/Pavilion Reservation Fees
Press Releases	
Recycling Programs	
Residents & Visitors	Ball Diamonds Reservation Policy We begin accepting diamond reservations for on April 1st of each year for 8 softball fields, field conditions permitting. Reservations can be made up to two weeks in advance. Please click here for the reservation policy.
Utility Billing Online	
Volunteerism	
Subscription Lists	
Winter Warm-Up Program	

Abridged Park Rules

- Parks are normally open from 8 a.m. until sunset yearround except for Sharp Park which is open until 11 p.m.
- It is unlawful to destroy park property. Fires are permitted only in picnic grills or designated areas. (**Note that private groups are not permitted to use the fire pits.*)
- It is unlawful to hunt, trap, or kill any animal or bird on park areas.
- Motorized vehicles are not to be driven in excess of posted speed limits.
- Parking is restricted to designated areas.
- Peddling or soliciting is prohibited in park areas without an official permit.
- It is unlawful to litter or pollute any park area or waterway.
- Dogs must be on a leash of a length no more than six (6) feet.
- No person shall interfere with any Park Ranger in the discharge of his official duties.
-  Alcoholic Beverages by permit only.
- Any infraction of duly adopted park rule constitutes a misdemeanor and is punishable by law.

Parks

Anderson Park

Delta Mills

Erickson

Grand Woods

Hawk Meadow

Hunters Orchard

Lake Delta

LeLand

Lootens

Mt. Hope Property

Players Club

Sharp

Registration Policies

Rental Facilities

Community Center

Enrichment Center

Pool Rental

Trails

Youth Athletics

Baseball (boys)

Basketball Skill Development Camp

Basketball – Delta

Basketball – Tri-County

NFL Flag Football (Youth Coed)

Soccer – Fall (Coed)

Soccer – Spring (Coed)

Itty Bitty Kickers (3 Year Old Coed Soccer)

Softball (Girls)

T-Ball (Coed)

Trips

Delta Township

a great place to live, work, and play!



Parks

Township Parks Mapping

Here you can digitally visit all township parks. You can view which parts have trails as well as find you softball field location. Please take a moment to visit our township parks!



Parks, Shelters, and Reservation Information

The total acreage utilized for park purposes in 2011 is 862 acres. Of that, approximately 317 acres are being utilized for active recreation programs.

Picnic shelters are available for group reservations at Delta Mills, Sharp, and Grand Woods Parks. Timeslots are **10 a.m.-3 p.m.**, **4 -9 p.m.**, or **10 a.m.-9 p.m.**. Groups may begin reserving the shelters for their gatherings on the first business day of the year for the dates of May 1-September 30. On the first business day we will take **walk-in registrations only starting at 7:30 a.m.** and **phone-in starting at 8 a.m.**, after which registrations may be made in person or by phone with payment due at the time of registration. If your event is rained out, we can reschedule your group for another date providing you call to reschedule the very next business day. Refunds will be issued for cancellations made at least 21 days before your event.

Limitation of Liability and Damages: In no event shall the township, its employees, agents and volunteers, be liable for any damages, whether direct, indirect, consequential or incidental, arising out of the renter's use or inability to use the rented premises under this agreement. The township's sole liability under this agreement is limited to refund of the rental fee. All warranties, express or implied are hereby disclaimed.

You may also use the shelters on a first come, first served basis, keeping in mind that if someone comes along with a permit showing they have it rented you will need to vacate the shelter. The pavilion at Grand Woods park is kept locked unless it is reserved. When renting the pavilion at Grand Woods, be

Subpages for Parks & Recreation:

Adult Athletics

[Kickball \(Coed\)](#)

[Softball](#)

[Umpires/Scorekeepers](#)

[Tournaments](#)

[Indoor Volleyball \(Winter - Coed\)](#)

[Sand Volleyball \(Summer & Fall - Coed\)](#)

Athletic Lessons

[Golf Lessons \(Adult\)](#)

[Golf Lessons \(Youth\)](#)

[Tennis Lessons \(Youth\)](#)

Aquatics

[Cedar Point Tickets](#)

[Cemeteries](#)

Classes

[Pint-Sized Picassos - Parent Participation](#)

[Commission - Parks, Recreation, and Cemeteries](#)

[Delta Township 39ers \(50+ Programs\)](#)

Events

[Pacers Walking Club](#)

[Noxious Weed Ordinance](#)

[Grass & Noxious Weed Complaint Form](#)

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[District Library](#)

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[Employment](#)

[Events](#)

[FOIA \(Freedom of Information Act\) Requests](#)

[Fire & Public Safety](#)

[Government](#)

[Mapping \(GIS\)](#)



CHARTER TOWNSHIP OF DELTA
ALCOHOLIC BEVERAGE PERMIT

PERMIT#

Name of Organization _____

Contact Person _____

Address _____ City _____ Zip _____

Telephone _____ Telephone 8:00-5:00 _____

Facility or Park within which alcoholic beverages are to be consumed:

- Community Center Grand Woods Park Activity Room
- Delta Mills Park Erickson Park Enrichment Center
- Sharp Park Other

Description or Nature of Event: _____

_____ Date(s) of Permit	_____ Starting and Ending Time of Day	_____ Maximum Number of Group
----------------------------	--	----------------------------------

Applicant: _____ Date: _____ Approved By: _____

By acceptance of this permit the applicant agrees to the following conditions:

1. The applicant will comply with all laws of the State of Michigan regarding the use and possession of alcoholic beverages including any licensing laws.
2. The applicant will comply with all ordinances, rules and regulations of the Charter Township of Delta and in particular Section 13 of the Code of Ordinances.
3. The applicant agrees that if any provision or term expressed herein or of any ordinance or state law is violated this permit is subject to immediate revocation and suspension by verbal notice given by any Township Parks and Recreation Department employee or representative or Deputy of the Eaton County Sheriff's Department.
4. The applicant is responsible for crowd control and behavior.
5. The applicant agrees hereby to indemnify and hold the Charter Township of Delta and its agents and employees harmless of any and all liability, damages or expenses, including attorneys fees, which may result from applicant's failure to comply with the terms of this permit, any state law, local ordinance or any injury or damage caused to personal property as a result of applicant's activities.
6. The applicant agrees that alcoholic beverages, including but not limit to beer, wine or liquor in any mix or combination thereof, shall not be available or furnished to any person or consumed by any person in attendance under the age of 21. This policy applies in all instances including whether applicant has brought in the same or if any other person in attendance (e.g. BYOB) has provided the alcoholic beverages. Furthermore, there shall be no sale of alcoholic beverages in any instance and that the party or function described on the application is a private party and is not open to the general public. It is the applicant's sole responsibility to ensure that all persons in attendance comply with this policy regarding the use and or availability of alcoholic beverages.
7. Issuance of this permit creates no right in the applicant other than the right to consume alcohol within the specified park area identified above.

PARKS--GENERAL REGULATIONS

3.1 Injury to Park Property. No person shall obstruct any walk or drive in any public park or playground and no person shall injure, mar, or damage in any manner, any monument, ornament, fence, bridge, seat, tree, fountain, shrub, flower, playground equipment, fireplaces, or other public property within or pertaining to said parks.

3.2 Dog. No dogs are permitted in any park or playground unless on a leash that does not exceed eight (8) feet in length held by a responsible person. Dogs in violation may be impounded and the owner shall be in violation of this Code.

3.3 Waste Containers. No person shall place or deposit any garbage, glass, tin cans, paper, or miscellaneous waste in any park or playground, except in containers provided for that purpose.

3.4 Games. No golf, archery, baseball, football, or softball throwing, or other violent or rough exercises or play shall be engaged in, in any public park or other public place, except in areas designated therefore by the City Manager.

3.5 Littering, Injury to Parks or Boulevards. No person shall interfere with any fence constructed in or about any park, or deface, injure, remove, or destroy any tree, shrub, sward, or turf in any park or boulevard, or remove any dirt, sand, or earth from any park or boulevard, or otherwise remove, destroy, or injure any property therein, or leave or deposit any filth, rubbish, dirt, waste paper, or other refuse in any place in any park or boulevard, except in containers provided in parks for that purpose.

3.6¹ Loudspeakers. No person shall individually, or in concert with others, use or employ any loud-speaker, amplifier, or other device to amplify musical instruments or singing in any City park without a written license thereof issued by the City Manager.

3.7² Alcoholic Beverages.

- (1) No person shall possess or consume any alcoholic beverage in a City park, except that beer and wine may be possessed and consumed in Patriarch Park and Abbott Road Park subject to the following additional regulations:
 - (a) No member of a group or organization of more than twenty (20) persons shall possess or consume beer and wine unless a permit is obtained pursuant to the procedures as set forth at §3.10(4) of this Code.

¹§3.6 added, Ord. 266, 07-10-70; amended, Ord. 467, 05-01-79.

²§3.7 amended, Ord. 467, 05-01-79; Ord. 474, 06-19-79.

- Departments
- Form:
- Sites

Departments

Parks, Recreation & Arts

Classes & Programs

Online Registration

E.L. Hannah Community Center

Family Aquatic Center

Playground in the Park

Childcare

School-Age Childcare

Sports (Youth & Adult)

All-of-us Express Children's Theatre

Adult Care (ALFA)

About Facilities & Parks

Environmental Stewardship Program

Community Parks & Recreation Plan

Parks & Recreation Advisory Commission

Staff Directory

Home < Departments < Parks, Recreation & Arts < About Facilities & Parks < Neighborhood Parks < Reservations

Reservations

Patriarche Park Reservations

Community members can reserve the pavilion and picnic tables in open areas in Patriarche Park. The pavillon consists of 4 sections that include 6 tables per section. Reservations can be made beginning January 2 of each year by contacting the Department of Public Works at (517) 337-9459.

Open Area	Opening to 2 p.m.	\$2.50/table
Pavilion	Opening to 2 p.m.	\$30 per section
Open Area	3 p.m. to close	\$2.50/table
Pavilion	3 p.m. to close	\$30 per section
Open Area	All day	\$3.75/table
Pavilion	All day	\$45 per section
Entire Park	All day (Non-East Lansing business)	\$1,200/day
Entire Park	All day (East Lansing business)	\$800/day

Commercial tents, structures, stakes, posts or anchors require \$200 fee and \$250 refundable deposit

Reservation effective with payment of fees

Groups of 50 must obtain a group use permit at no charge

Groups intending to have beer or wine (maximum 4 hour period) must obtain an alcohol permit at no charge

Amplified sound is not permitted

Reservation does not include a rain date; no refund due to bad weather

Refund only with written notice 14 days in advance of reservation date

Users are responsible for clean-up of their area

Home Residents Student-Residents Businesses Visitors Newcomers E-News
2012 City of East Lansing | 410 Abbot Road, East Lansing, MI, 48823 | (517) 337-1731
Contact Us | Sitemap | Web Policy | Sign up for City E-Newsletters





CLINTON COUNTY PARKS AND GREEN SPACE COMMISSION

100 E. State Street – Suite 1300, St. Johns, MI 48879

Email: parks@clinton-county.org

(989) 224-5128

Fax: (989) 224-5102



PAVILION USE LICENSE & RELEASE OF LIABILITY WAIVER

Motz County Park/Pavilion address: 4630 N DeWitt Road, Saint Johns, MI 48879 (no mail service)

Instructions: Please print or type. Complete, sign and return to 100 E. State Street – Suite 1300, St. Johns, MI 48879.

Make checks payable to "Clinton County Treasurer". An electronic copy of this form can be found at:

<http://www.clinton-county.org/Departments/ParksandGreenSpaceCommission.aspx>

Applicant Name: _____

Address: _____
Street City State Zip

Telephone: _____
Home Work Mobile

Email: _____

Name of Event: _____

Day of Week: _____ Date: _____ Time In: _____ Time Out: _____ No. of Guests: _____

Please check one:

- _____ Full Pavilion on a Saturday, Sunday or holiday (seating 176-200)..... \$100 per day
- _____ Half Pavilion on a Saturday, Sunday or Holiday (seating 88)..... \$ 60 per day
- _____ Full Pavilion on a Monday thru Friday, except holidays (seating 176-200)..... \$ 50 per day
- _____ Half Pavilion on a Monday thru Friday, except holidays (seating 88)..... \$ 30 per day
- _____ Non-Profit Community Organization (see Condition #4)..... Fee Waiver Requested

Indemnification:

To the fullest extent permitted by law, I, _____ (print name), agree to defend, pay on behalf of, indemnify, and hold harmless the County of Clinton, a Michigan municipal corporation, its elected and appointed officials, employees and volunteers, agents, and others working on behalf of the County of Clinton against any and all claims, demands, suits, or loss, including all costs connected therewith, for any damages which may be asserted, claimed, or recovered against from the County of Clinton, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this *Pavilion Use License & Release of Liability Waiver*.

With my signature below, I acknowledge that I have read, understand and agree to abide by the Conditions, Procedures, Policies, Rules and Regulations identified on the reverse side of this *Pavilion Use License & Release of Liability Waiver*. I understand that I will be required to reimburse the County of Clinton for clean up and/or damages to the pavilion and adjoining grounds caused by myself or my guests when such clean up and/or damage exceeds deterioration caused by normal aging and use.

Applicant Signature: _____ Date: _____

Parks and Green Space Commission Office Use Only

_____ Application is **approved**. Reservation is for [**Full** / **East Half** / **West Half**] pavilion

_____ Application is **not approved** for the following reason(s):

_____ Reservation fee was not received within 10 days from initiating reservation with the Commission

_____ Application received with incorrect reservation fee. Resubmit application with payment of \$ _____

_____ Pavilion has already been reserved for date requested. Re-submit application with new date

_____ Other: _____

Commission Signature: _____ Date: _____



CLINTON COUNTY PARKS AND GREEN SPACE COMMISSION

100 E. State Street – Suite 1300, St. Johns, MI 48879

Email: parks@clinton-county.org

(989) 224-5128

Fax: (989) 224-5102

PAVILION USE LICENSE & RELEASE OF LIABILITY WAIVER

CONDITIONS, PROCEDURES, POLICIES, RULES AND REGULATIONS

Reservations are subject to the following:

1. **When:** Reservations may be renewed for the next year equivalent date provided reservation is requested and fees paid within 14 days of current reservation date. Open dates are assigned first-come, first-served.
2. **How:** Reservations may be requested in person, mail, Internet, telephone or FAX. The signed *Pavilion Use License & Release of Liability Waiver* form and payment must be received by the Commission within 14 days of reservation request or the reservation will be cancelled.
3. **Half Pavilion:** Full and half pavilion reservations are available. When a half pavilion is reserved, the Commission retains the right to reserve the other half pavilion to another group.
4. **Fee Waivers:** Local government units and 501(c)(3) non-profit organizations located in Clinton County providing a free public service to county residents may request a waiver of fees. Member social events are not eligible for a waiver. Waivers are more likely to be approved for weekday than weekend dates.
5. **Refunds:** Refunds, less a \$20 handling fee, will be provided when cancellation notification is received at least 14 days prior to reservation date. Cancellations made within 14 days of event are non-refundable.
6. **Hours of Use:** Motz County Park is open for use from 8:00 am until Sundown. Pavilion reservations outside of these hours must be pre-approved by the Commission Coordinator.
7. **Alcoholic Beverages:** The sale or free distribution of alcoholic beverages is prohibited! Individuals of legal drinking age may consume reasonable amounts of alcoholic beverages from their own personal supply, but may not share beverages with others. Coolers, kegs, ponies and other types of bulk containers may not be brought into the park. Beverages, alcoholic or otherwise, must be in unbreakable containers.
8. **Tobacco Use Restricted:** Use of tobacco products in Motz County Park is only permitted in specific locations. Please refer to the beach house bulletin board for information on designated tobacco-free areas and where tobacco use is allowed.
9. **Pets:** Pets, except trained and working service dogs, are not allowed in or around buildings, picnic grounds and swimming beach. **This is strictly enforced!** Pets taken elsewhere in the park must be on a 6' long leash at all times and under the immediate control of its handler.
10. **Amplified Sound:** Amplified music, loudspeakers or public address systems are not allowed without the written authorization of the Commission Coordinator.
11. **Picnic Tables:** Tables are arranged to comply with clearance requirements of the *Americans with Disabilities Act*. Any other table arrangement must be approved by the Commission Coordinator and may involve an additional fee to cover staff cost related to repositioning tables.
12. **Games:** Horseshoes, volleyball and other games may not be located next to the pavilion due to safety concerns and underground utilities. Check with Park Rangers for acceptable locations to set up.
13. **Inflatable Toys/Equipment:** Use of inflatable apparatus may only be used with the written approval of the Commission Coordinator and provision of a \$1,000,000 general liability insurance policy in which the County is named as "additional insured" and policy holder. Other conditions may apply.
14. **For Profit Use:** Direct commercial for-profit sales are strictly prohibited.
15. **Vehicle Parking:** Motor vehicles may not operate off of the entrance drive and designated parking areas without the written authorization of the Commission Coordinator.
16. **Decorations/Signs:** Use of tape, staples, nails and tacks to hang decorations or signs are not permitted. All free-standing decorations and signs must be completely removed. Clean-up or repair charges may be assessed against the *Pavilion Use License & Release of Liability Waiver* applicant.
17. **Clinton County Park Rules Ordinance:** Commission employees may inspect the pavilion at any time to ensure compliance with these Conditions and the *Ordinance*. The *Ordinance* is posted on the beach house bulletin board and on the Commission web site.

Frequently Asked Questions

When can I reserve a pavillion? Pavilion reservations for City of Midland Residents begin the 2nd Monday in January (in person only) at the Midland Civic Arena. The following Tuesday reservations are open to everyone and can be taken over the phone or in person at the Parks and Recreation Office. Pavilion rentals are available April 15 - October 15.

Are fees refundable? Unfortunately, no. Fees paid for shelter reservations are non-refundable.

How do I pay for my rental? Payment is required within ten business days of your request and prior to the rental date. Payment by check is made out to the "City of Midland" and can be mailed. Cash or VISA/MasterCard is accepted in person. **NOTE:** If we do not receive your payment in the required time we may release your reservation.

Is alcohol allowed in the parks? Only beer and wine are allowed in City parks. NO alcohol allowed in Thrune Park or the Trilogy Skate Park.

When is special permission to hold an event necessary? Written permission is necessary to hold special events such as a wedding or fundraising event and for erecting inflatable play structures or tents in parks. Your written request for permission can be emailed to Recreation@midland-mi.org or mailed to the Parks and Recreation office.

Are pavillions ever free? Daytime reservations between 8:00 a.m. and 3:00 p.m. Monday-Friday in the months of April, May and June are exempt from fees.

Where can we find park information?

Information is available by calling the Parks and Recreation Office at 989-



837-6930 or on the web at www.midland-mi.org/

recreation. Online you can find GIS maps, an interactive parks tour as well as in-depth information. Also feel free to visit the parks on your own!

Additional Information

Picnic Tables: Tables can be rented for use at neighborhood parks or for non-profit organizations. The fee to rent tables is \$20 for up to 5 tables. Additional tables are rented at \$4.00 per table. A maximum of 20 tables are available daily and are limited and distributed on a first-come first-serve basis.



Addition of a Canopy: For permission to place your personal or rented tent or canopy at a park you must first submit a written request. Upon approval, depending on tent or canopy size, a \$25.00 location fee may be assessed. Please email recreation@midland-mi.org with your request.



Picnic Kits: Add to your pavillion reservation by reserving a picnic kit. Kits include a volleyball and net, rubber horseshoes and posts, a Frisbee, football and a whiffle ball and bat, jump rope and more. All kits require a \$15 refundable deposit of cash or check.



Event Fees: Do you plan on charging a fee for your event? If so, your event needs to be approved by City Council. Please talk to a member of the Parks and Recreation staff for more information on this!

City of Midland

Parks and Recreation Department

Municipal Service Center

4811 N. Saginaw Rd.

Midland, MI 48640

Phone: 989-837-6930

E-mail: recreation@midland-mi.org



2012 Park

Pavillion Rental

Information



City of Midland Parks and Recreation

Municipal Service Center

4811 N. Saginaw Rd.

Midland, MI 48640

www.facebook.com/midlandparksrecreation

Phone: 989-837-6930

E-mail: recreation@midland-mi.org

Fax: 989-835-5651



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 6, 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; DDA/Main Street Director Reagan; Police Chief Bauer

Guests: Candidate for Police Chief Position Fred Terpstra and his wife Ginger Terpstra; 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 Krause, supported by VanSlambrouck, to approve the revised Proposed Agenda as presented.

Yeas: Krause, VanSlambrouck, 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 also reported that the extensive rains in April caused damage to a manhole on Market Street. The large amount of water coming down from Marshall St. caused the road to wash out beneath the manhole. Repairs have been made.

A manhole was installed on Bridge St. alongside Powers Park in an effort to prevent sewer problems that have been an issue in that area. The new manhole will allow for easier cleanout and better maintenance of the area.

City Manager Dempsey extended his appreciation to crews at the Wastewater Treatment Plant for the extra hours and time they put in over 2 to 3 days in managing sludge due to a sensor error.

Panel interviews will be held tomorrow at City Hall for the Police Chief position being vacated by retiring Police Chief Bob Bauer.

The Community Cleanup was held Saturday, April 27th at the Department of Public Works. The number of loads was down a bit from last year at 484. There were 28 dumpsters filled for disposal and 34 pallets of electronics collected for recycling.

Under Presentations, DDA/Main Street Director Reagan presented a report on Downtown Portland. The Design Committee continues to oversee the Scout Park Fence Project. The columns have been installed; fencing should follow shortly.

The Portland Pay Day promotion will be held June 1st through August 23rd. Over the past four years, this promotion has kept over \$247,000 in the Portland community.

The 2013 Block Party will be held Saturday, May 18th in Downtown Portland and will include a petting zoo, a party pavilion, inflatables for kids, a BBQ competition, crafters, a talent show, a burger eating contest, and live music.

City Manager Dempsey presented the 2011-2012 Community Attitude Survey results; the survey was distributed with the 2012 Winter Tax Bills.

Mayor Barnes opened the Public Hearing at 7:42 P.M.

City Manager Dempsey presented the Proposed Budget for Fiscal Year 2013-2014. The Public Hearing Notice was published as required. This budget is very similar to previous years' budgets due to budget constraints. There has been no increase in the tax rate or utility rates. There are some capital projects included but there is no expansion of services. Changes have been made to employee health care benefits; this will allow the City Council to make decisions on paying down legacy costs. With the creation of the Portland Fire Authority there is no Fire Department Budget. Payments to the Fire Authority are included in Community Promotions. The City Hall Budget includes some maintenance issues.

The bond debt for repairs to Grape and Detroit Streets were paid off with Income Tax Funds in the current budget. FY 2013-2014 Income Tax Funds will be transferred to Local Streets for necessary repairs to Storz Ave. and Knox Ave. Due to the Water Department's healthy fund balance it will cover costs of its repairs to Storz Ave. and Knox Ave.

The Ambulance Fund is doing better than it has in previous years; due in large part to collections being contracted out.

The DDA is looking at having to do some balancing as principal payments on City Hall debt continue to rise.

The Electric Department will be making large capital purchases; mainly for purchased power.

The proposed budget will appropriate funds from fund balances. These appropriations do not put the funds into a negative position. Future projections in the budget allow for adjustments to be made to avoid funds falling into a negative position.

No public comment was received on the proposed budget.

Mayor Barnes extended his appreciation for the time and effort invested in developing the proposed budget.

Mayor Barnes closed the Public Hearing at 7:55 P.M.

Under New Business, the Council considered Resolution 13-34 to adopt the proposed budget for Fiscal Year 2013-2014.

Motion by VanSlambrouck, supported by Krause, to approve Resolution 13-34 to adopt the City of Portland's Annual Budget for Fiscal Year 2013-2014.

Mayor Pro-Tem VanSlambrouck noted that Major Street funds in Fiscal Year 2015-2016 dip in funding after 2014-2015 and asked if this is due to projected work on Cutler Road.

City Manager Dempsey stated that Fiscal Year 2014-2015 is the first year the City should receive Federal funding for the Cutler Road improvements.

Mayor Pro-Tem VanSlambrouck noted the tax mills levied has not changed in quite some time. He asked City Manager Dempsey how long it had remained at the same level.

City Manager Dempsey was not sure when the levy had been set; it had not been changed in the 10 years he has been with the City of Portland.

Mayor Barnes noted it had not been changed since 1999 when he was elected to the City Council.

The roll call vote was held for the motion on the floor.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

The Council considered Resolution 13-35 to approve a uniform rental agreement renewal with Cintas. The City currently contracts with Cintas for uniform rental, some cleaning supplies, and floor mats. The contract is due to expire on May 31st, 2013. The City solicited proposals from uniform rental companies in the area and received two responses; one for Cintas and one from Gallagher. Based on the quality of service and uniforms provided, City Manager Dempsey recommended the Council approve staying with Cintas and entering a new 36-month agreement at the new reduced rates; saving \$5,907.12 per year over the existing Contract rate.

Mayor Barnes inquired what departments are covered by this contract.

City Manager Dempsey stated the Department of Public Works, the Electric Department and the Wastewater Department all receive uniforms; and rugs in the City Buildings are cleaned every other week.

Motion by Krause, supported by Fabiano, to approve Resolution 13-35 approving a Uniform Rental Agreement Renewal with Cintas.

Yeas: Krause, Fabiano, VanSlambrouck, Calley, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Krause, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on April 15, 2013 and the City Council Budget Workshop held on April 17, 2013, payment of invoices in the amount of \$88,901.82 and payroll in the amount of \$88,232.14 for a total of \$177,133.96; and a purchase order to Kendall Electric in the amount of \$7,349.25 for conduit.

Yeas: VanSlambrouck, Krause, Calley, Fabiano, Barnes

Nays: None

Adopted

Under Council Comments, Council Member Krause thanked City employees for their outstanding efforts at the Community Clean Up.

Mayor Pro-Tem VanSlambrouck asked if anything could be done with the traffic lights along Grand River Ave. to ease up the strain placed on travel on Grand River Ave. at traffic controls placed near I-96 due to the Box Culvert Project on the River Trail.

City Manager Dempsey stated that load limits were lifted late in the season (April 15th). Due to the load limits and large amounts of rain received in April the Box Culvert Project is 2 weeks behind schedule. When crews were finally able to get on the project, sand had to be replaced as testing showed improper drainage. It now looks as if it will be the end of June before the traffic controls are able to be removed; although the box culvert will be open over Memorial Weekend for River Trail traffic. The traffic squeeze caused by the traffic controls is because of the pedestrian detour for River Trail traffic along Grand River Ave. Traffic light changes are not a cost effective option; and are not included in the budget. Typically traffic light changes are done as a result of a traffic study. This would require an upgrade to the signals. The City may be able to make some minor adjustments.

Council Member Fabiano asked if the bypass (detour) was required by MDOT.

City Manager Dempsey stated it was not; the detour was approved by City Council as part of the project approval for MDOT in order to keep the River Trail open.

Mayor Barnes stated he had been asked by a resident if the light at Grand River Ave. and West St. could be changed from a red/yellow/green except during the school year.

Mayor Barnes further commented that another resident in the area had explained there is rarely a time of year when the fields in that area aren't being used and therefore the light should not be changed.

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

Yeas: Fabiano, VanSlambrouck, Calley, Krause, Barnes

Nays: None

Adopted

Meeting adjourned at 8:13 P.M.

Respectfully submitted,

City of Portland
Synopsis of the Minutes of the May 6, 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; DDA/Main Street Director Reagan; Police Chief Bauer

Presentation – DDA/Main Street Director Reagan presented a report on Downtown Portland.

Presentation - City Manager Dempsey presented the 2011-2012 Community Attitude Survey results; the survey was distributed with the 2012 Winter Tax Bills.

Public Hearing - City Manager Dempsey presented the Proposed Budget for Fiscal Year 2013-2014.

Approval of Resolution 13-34 to adopt the City of Portland's Annual Budget for Fiscal Year 2013-2014.

All in favor. Approved.

Approval of Resolution 13-35 approving a Uniform Rental Agreement Renewal with Cintas.

All in favor. Approved.

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

All in favor. Approved.

Adjournment – Motion by Fabiano, supported by VanSlambrouck, to adjourn the regular meeting at 8:13 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
PORTLAND TOWNSHIP TREASURER	00371	ANNEXATION AGREEMENT-COMM PROMO	3,928.20
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT-ELECTRIC	617.50
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	240.00
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	2,955.23
AT&T	00686	TELEPHONE SVC- WASTE WATER	53.03
BADER & SONS CO.	00031	WEED WHIP, PRUNING SAW - CEMETERY, PARKS	498.24
BADER & SONS CO.	00031	OIL, PARTS, BLADES - CEM, PARKS	369.53
BARYAMES CLEANERS INC	01692	UNIFORM CLEANING COSTS - POLICE	48.70
BOLLINGER INSURANCE	00056	FIELD OWNER'S INSURANCE-PARKS	300.00
NEIL BROWN	01796	REIMB FOR SUPPLIES GIRLS ON THE GO- RECR	210.58
B&W AUTO SUPPLY, INC.	00030	SUPPLIES, PARTS - VARIOUS DEPTS	2,451.49
CENTURYLINK	01567	TELEPHONE SVC-VARIOUS DEPTS	20.49
NOLAN CHAPMAN	00079	CLOTHING ALLOWANCE-MAJ STS	111.29
CHEEKY MONKEYS	01782	BAKED GOODS FOR ORAL BOARD-POLICE	73.76
CHROUCH COMMUNICATION, INC.	00082	RADIO & WORK - AMBULANCE	575.25
CHROUCH COMMUNICATION, INC.	00082	RADIO & SVC WORK - AMBULANCE	651.53
CHROUCH COMMUNICATION, INC.	00082	REPAIR OF WALKIE - AMBULANCE	227.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	1,119.53
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	26.81
TOM DEMPSEY	00898	RIEMB FOR PHONE ASSESS/MILEAGE-CITY MGR	73.57
DORNBOS, SIGN & SAFETY, INC.	00067	SIGNS - PARKS	27.80
LEVI BEARD	02103	TREE STUMP REMOVAL IN CURB LAWN-PARKS	1,189.40
FAMILY FARM & HOME	01972	SLEDGE HAMMER -ELECTRIC	29.99
FAMILY FARM & HOME	01972	WEED KILLER - WATER	70.98
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES - GENERAL	233.92
GRANGER CONTAINER SERVICE	00175	REFUSE -POL, COMM PROMO, PARK, ELEC, MTR PL	364.00
GRANGER CONTAINER SERVICE	00175	RECYCLE ROLL OFFS - REFUSE	674.85

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	140.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE - REFUSE	6,827.32
GRANGER CONTAINER SERVICE	00175	SPRING CLEAN UP - COMM PROMO	10,245.00
GROSS MACHINE SHOP	00180	REPAIR GRILL - PARKS	89.50
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	130.47
HOMEWORKS TRI-COUNTY ELECTRIC	02092	WIRE - ELECTRIC	75.60
INSOURCE SOLUTIONS GROUP INC.	01813	E-FILED RETURNS - INCOME TAX	627.00
INTERSTATE BILLING SVC	00202	STRAIGHT THREAD FITTINGS - MTR POOL	19.94
IONIA COUNTY TREASURER	00209	SHERIFF DEPARTMENT ROADCOVERAGE-POLICE	571.95
MICHAEL KAPCIA	00223	UNIFORM ALLOWANCE - ELECTRIC	200.00
KEUSCH SUPER SERVICE	00228	TIRE & TUBE REPAIR FOR MOWER- CEM, PARKS	57.95
KEUSCH SUPER SERVICE	00228	TRAILER TIRE - MOTOR POOL	89.00
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	PEOPLE SEARCHES -GEN, POLICE	50.00
LITE'S PLUS	00243	ST LITE BULBS - COMM PROMO	162.40
WEX BANK	02181	FUEL & MOTOR OIL- ELEC, MTR POOL	5,116.54
MOST DEPENDABLE FOUNTAINS	01080	PARTS - PARKS	162.00
MENARDS	00260	CEMENT - CEMETERY	16.98
MICHIGAN CAT	01920	FENDER BRACKET - MOTOR POOL	197.91
MHR BILLING	01780	APRIL BILL SERVICE - AMBULANCE	1,080.00
MICHIGAN ELECTION RESOURCES	00278	VOTER ID CARDS - ELECTIONS	51.58
MICHIGAN SUPPLY COMPANY	00302	PLUMBING PARTS- PARKS	178.76
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS- GENERAL	1,003.00
MICHIGAN MUNICIPAL LEAGUE	00285	WEBSITE CLASSIFIED ADS - POLICE	176.10
MICHIGAN PAVING & MATERIALS CO.	02102	TONS BLACKTOP - MAJ ST, LOC ST, WATER	233.20
MUNICIPAL SUPPLY CO.	00324	TRIMBLE RANGER 3 HANDHELD-WATER	6,500.00
MUNICIPAL SUPPLY CO.	00324	BARE METER BRONZE-WATER	142.16
MUNICIPAL SUPPLY CO.	00324	GASKET, GLOVE - WATER	77.99
MUNICIPAL SUPPLY CO.	00324	COUPLING FOR AST - ELECTRIC	94.16
MUNICIPAL SUPPLY CO.	00324	SAFETY GLASSES - CEMETERY, PARKS	78.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL SUPPLY CO.	00324	VERTICAL RESETTER - WATER	401.52
MUNICIPAL SUPPLY CO.	00324	PARTS TO INSTALL MANHOLE-WASTE WTR	357.06
PEERLESS-MIDWEST	01519	TEST & SERVICE WELLS & PUMPS-WATER	490.00
POLLY PRODUCTS LLC	01137	BENCH & ENGRAVING-PARKS	299.00
POLYDYNE INC.	02196	55 GALLON DRUM - WASTE WTR	1,741.50
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE, MILEAGE REIMB -VARIOUS DEPTS	972.70
PURITY CYLINDER GASES, INC.	00380	COMPRESSED OXYGEN - AMBULANCE	59.70
RESCO	00392	TRANS BASES - ELECTRIC	1,000.50
RIETH-RILEY CONSTRUCTION CO.	00395	COLD BLACKTOP - MAJ STS	188.10
DOUGLAS SHERMAN	00414	MILEAGE REIMB/CONF REIMB-WASTE WTR	438.93
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES,PAPER - GEN, POL, ELECTRIC	389.08
STAR TRUCK RENTALS	MISC	POWER STEERING CAP -AMBULANCE	21.75
TELNET WORLDWIDE INC.	02066	PHONE SVC - CITY HALL	500.49
MINDY TOLAN	01228	MILEAGE REIMB FOR CONFERENCE-INC TAX	111.64
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	1,331.85
TRIMATRIX LABORATORIES INC	01806	GROUND WTR TESTING FOR AST-ELECTRIC	650.00
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
VAN BRO'S IRRIGATION INC.	01762	PARTS FOR IRRIGATION - CITY HALL	232.86
VERIZON WIRELESS	00470	PHONE SVC-CTY MGR, PRK, CEM, AMB, ELEC	544.17
WESTPHALIA MILLING CO.	00480	BAGS OF FERTILIZER - PARKS	36.50
WILLIAMS FARM MACHINERY, INC.	01075	BLADE KIT - CEM, PARKS	64.70
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICE - ELECTRIC	32.97
STEVE WARD	MISC	REFUND FOR SOFTBALL REG - REC	20.00
BOB SCHAAR	01956	UMPIRES - REC	138.00
JAMIE FOGARTY	01668	UMPIRES - REC	161.00
GREG GARN	02185	UMPIRES - REC	92.00
NICHOLAS NURENBERG	02039	UMPIRES - REC	69.00
TAYLOR WILCOX	02159	SCOREKEEPERS - REC	45.50
ALYSSA PUNG	02160	SCOREKEEPERS - REC.	19.50

Date: 05/17/13

CITY OF PORTLAND INVOICE REGISTER

Page:

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BAILEY VAN HOUTEN	02197	SCOREKEEPER - REC	26.00
BRYANT PETTIT	02163	SCOREKEEPERS - REC	19.50
LAUREN RUSSELL	02134	SCOREKEEPERS - REC	26.00
BOUND TREE MEDICAL LLC.	01543	LIFE PAK 12 MONITORS - AMBULANCE	15,427.90
Total:			77,798.90

BI-WEEKLY
WAGE REPORT
May 13, 2013

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	9,891.31	199,505.67	6,564.58	108,348.71	307,854.38
ASSESSOR	1,120.80	26,628.75	372.65	7,573.20	34,201.95
CEMETERY	3,572.05	62,056.02	1,255.87	20,566.16	82,622.18
POLICE	13,793.74	294,281.20	5,956.83	107,626.90	401,908.10
FIRE	-	3,046.00	-	233.02	3,279.02
CODE ENFORCEMENT	615.98	30,239.77	196.96	9,677.37	39,917.14
PARKS	2,053.06	47,841.44	621.57	12,779.16	60,620.60
INCOME TAX	1,357.30	32,069.41	1,227.43	23,159.29	55,228.70
MAJOR STREETS	2,088.93	68,981.13	1,466.36	49,645.20	118,626.33
LOCAL STREETS	5,839.66	49,908.52	2,948.86	35,130.03	85,038.55
RECREATION	1,925.92	46,319.43	1,172.72	21,621.73	67,941.16
AMBULANCE	6,884.37	214,338.39	1,709.39	68,954.89	283,293.28
DDA	1,584.55	36,626.64	593.94	11,063.76	47,690.40
ELECTRIC	14,730.34	354,502.32	9,414.26	197,296.96	551,799.28
WASTEWATER	8,411.06	182,992.76	5,207.99	103,508.07	286,500.83
WATER	5,188.21	121,712.92	2,997.50	59,906.14	181,619.06
MOTOR POOL	1,909.20	52,709.40	1,528.25	39,945.91	92,655.31
TOTALS:	80,966.48	1,823,759.77	43,235.16	877,036.50	2,700,796.27

**Minutes of the Planning Commission
Of the City of Portland**
Held on Wednesday, November 14, 2012
In Council Chambers at City Hall

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

Absent: Gorman

Staff: City Manager Dempsey, Code Officer Brown, City Clerk Miller

Guests: None

Chair Grapentien opened the meeting at 7:01 P.M. with the Pledge of Allegiance.

Motion by Krause, supported by Kmetz, to accept the Agenda with the addition of the excusal of Vice Chair Clement and Member Gorman.
All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick, to excuse the absence of Member Gorman.
All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick, to excuse the absence of Vice Chair Clement.
All in favor. Approved.

Vice Chair Clement arrived at 7:04 P.M.

Motion by Clement, supported by Krause, to approve the minutes of the September 12, 2012 meeting as presented.
All in favor. Approved.

Motion by Swaney-Frederick, supported by Clement, to approve the minutes of the October 10, 2012 meeting as presented.
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:05 P.M.

City Manager Dempsey gave a brief synopsis of the proposed changes to the City's Sign Ordinance that would regulate community event signs and allow temporary banner signs with a permit. The proposed changes are based on a survey of the business community.

Temporary banner signs would not exceed 24 square feet in size and would not be allowed for more than 30 days per year. The applicant would decide the posting time frames.

Planning Commission Minutes
November 14, 2012

Community event signs would be allowed to be displayed up to 14 days before an event and would be required to be removed within 3 days following an event.

A Public Notice was placed in the Review & Observer for this Public Hearing. No comments have been received from the public.

Member Swaney-Frederick asked who would be tracking compliance to the changes if adopted.

City Manager Dempsey stated the temporary banner signs would be handled with a Sign Permit. The community event signs will be "policed" by City Staff as they are exempt from permits.

The Public Hearing was closed at 7:10 P.M.

Under New Business, the Planning Commission considered Proposed Ordinance 194B.

Motion by Clement, supported by Kmetz, to recommend to City Council the approval of Proposed Ordinance 194B to amend Section 28-6 of the City Code of Ordinances to provide regulations for community event signs and to permit temporary banner signs.

All in favor. Approved.

City Manager Dempsey gave an update on recent activity by Mayberry Homes and the Rindlehaven development. They have requested they not be required to install sprinkler systems on new homes they construct in Rindlehaven. This would be a change to the Pattern Book. They have requested this be handled as a Minor Site Plan Amendment; which would not require approval by the Planning Commission.

City Manager Dempsey stated this requirement is not part of the City Ordinances and is only required in the Rindlehaven Pattern Book. He recommended this request be handled as a Minor Site Plan Amendment which he can handle administratively. He further stated any changes that would be contrary to City Ordinances he would consider to be a Major Site Plan Amendment. All current property owners in the Rindlehaven development have been involved in changes to the Rindlehaven Pattern Book.

Vice Chair Clement stated the original developers of the Rindlehaven development put much time and effort into making it a quality development. She further stated she understands the need for this request but doesn't want the quality of Rindlehaven to dwindle away bit by bit.

City Manager Dempsey stated his understanding of this concern; and has discussed this with Mayberry Homes. They are looking at possible site plan changes to the development and are expected to present something mid-winter. Their concepts are to make the development even more residential with some larger lots with variations in lot depth. The Planning Commission will have an opportunity to comment on these types of issues in the future.

There was further discussion.

The Planning Commission was in agreement that City Manager Dempsey should handle the sprinkler system issue as a Minor Site Plan Amendment.

Planning Commission Minutes
November 14, 2012

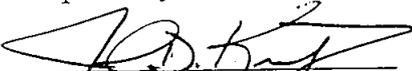
Under Planning Commission Comments, Vice Chair Clement reminded residents that Holidayfest will be held this weekend, November 16th and 17th.

Member Kmetz reminded residents that the Portland High School football team is headed to the State Semi-Finals this weekend. He also commented on the successful season by the St. Pats High School Football Team and other athletes in our school system.

Chair Grapentien wished a successful and safe hunt to all the deer hunters.

Motion by Clement, supported by Krause, to adjourn the meeting at 7:23 P.M.
All in favor. Approved.

Respectfully submitted,



John Kmetz, Secretary

April 19, 2013

Minutes of the Thursday April 18, 2013, Parks and Recreation Board meeting held at 5:30 pm at the Executive Board Room at City Hall.

Members Present: Cross, Foote, Weller and Williams

Members Absent: Segerlind

Guests: none

Meeting called to order at 5:30 PM.

Old Business:

1. Minutes of the Thursday March 12, 2013 Parks and Recreation Board meeting approved as written.
2. MDOT Box Culvert – The Director informed the Board on the progress of the Box Culvert. The Director also informed the Board that they are already at least a week behind on the project due to the load limits still on the roads. The Director further indicated that due to the weather the last two weeks it might be delayed even longer.
3. Trail Fees for special events – The Director provided the Board with a copy of the policy which included the changes made by the Council. After discussion a motion was made by Williams to recommend to the Council to approve the proposed policy, seconded by Foote. Motion carried.
4. Sponsorship Banners- The Director informed the Board that she had sold the first Sponsorship banner to Grand Hearing for two years. The banner has been ordered and prior to selling additional sponsorships the Director was waiting to get one back to make sure what was needed for the art work, billing ECT.

New Business:

1. Adult Softball Registration forms – The forms were provided for the Boards review.
2. Basketball University – The Director informed the Board that this spring we had 26 participants in the program.
3. 4 and 5 year old t-ball – The registration form were provided for the Boards review.
4. Kindergarten coach pitch – The registration form was provided for the Boards review.
5. 1st and 2nd grade Girls Softball – The registration form was provided for the Boards review.
6. 3rd and 4th grade Girls Softball – The registration form was provided for the boards review.

7. Girls on the Go – This spring we had 32 sign up for the Girls on the Go program.
8. Tree City USA – The Director informed the Board that we once again were recertified as a Tree City USA for the 11th year.
9. Budget Reports – The report was provided for the Boards review.
10. Portland Cheerleaders Concessions – The Director provided the Board with a proposal that was sent to the Director requesting the Portland Varsity cheerleaders to sell packaged food at the flats one evening a week during the month of June. They would be there from 5:30 to 8:00 pm and give the Recreation Department 10% of the profits. After discussion a motion was made by Cross to recommend to the City Council to allow the Cheerleaders to sell concession at the flats as requested provided they did not need to get a transit trader permit and that they just pay the Recreation Department a flat fee or \$ 100.00 for the summer, seconded by Weller. Motion carried.
11. Alcohol in the Parks - This item was brought up by a couple of Board members regarding allowing Alcohol in the Parks. It was suggested to allow alcohol in all City Parks as they do in many communities. This would allow alcohol for pavilion rentals as well as in the parks like most other communities. After discussion a motion was made by Foote to recommend to the Council to change the ordinance to allow alcohol in all City Parks, seconded by Cross. Motion carried.

The meeting was adjourned at 6:30 pm.

Respectfully,

Greg Foote
Secretary

Minutes of the Downtown Development Authority Regular Meeting
City of Portland

Held on April 18, 2013
In Council Chambers at City Hall

Members Present: Barnes, Antaya, Blastic, Dumas, VanSlambrouck, Briggs, Sunstrum

Absent: Dempsey, Smith, Clement, Urie

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

Guests: Jennifer Wangler, ICEA Business Development Coordinator; Chris Thelen of Consumers Energy, ICEA Chair; Kathy Jo VanderLaan of Michigan Works!

The meeting was called to order at 3:34 P.M. by Chair Dumas.

Motion by VanSlambrouck, supported by Antaya, to excuse the absence of Dempsey, Smith and Clement.

All in favor. Adopted.

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

All in favor. Adopted.

Motion by Briggs, supported by Sunstrum, to approve the Minutes of the March 21, 2013 Regular Meeting as presented.

All in favor. Adopted.

Motion by Barnes, supported by Antaya, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Under Presentations, Jen Wangler presented information on ICEA (Ionia County Economic Alliance) including their mission to strengthen the economy in Ionia County. All of her work is toward that goal. She thanked Portland for its investment in the program. She gave a report of what is happening in Ionia County in terms of economic development.

Kathy Jo VanderLaan presented information on Michigan Works! and what they do in the area of workforce development and how they work with ICEA to support businesses.

Member Briggs inquired if Michigan Works! still provides job training.

Ms. VanderLaan stated job training is dependent on funds availability. On the job training is available. The program is facing funding cuts due to sequestration at the federal level.

Under New Business, Director Reagan presented a request to accept a Master Level Main Street Agreement from the Michigan Main Street Center. The agreement was approved by the Main Street Board at its last meeting.

Motion by Dumas, supported by Sunstrum, to accept the Master Level Main Street Agreement from the Michigan Main Street Center.
All in favor. Adopted.

Under the Director's Report, Director Reagan reported he attended the National Main Street Conference held in New Orleans, Louisiana April 14th – 16th with Main Street Board members Chris Tyler, Shelley Perry, and Wanda Urie. Michigan will host the 2014 conference in Detroit. This year's conference was very good; more information will be coming.

Director Reagan attended the 5th Annual Local First Sustainability Conference on Wednesday, March 27th at Aquinas College in Grand Rapids with Bernie Pelc. This was a very informative and interesting conference. There was a lot of information on businesses that have been successful looking "way ahead".

The Michigan Main Street Center Quarterly Training will be held June 3rd and 4th in Grand Haven. Marjorie Briggs, Shelley Perry and Mike Judd are planning to attend with Director Reagan.

The Michigan Main Street Center will host "Specialist Days". They will send one of their specialists to Main Street Communities upon request to speak to committees on requested topics.

Under Committee Updates, Director Reagan reported the Design Committee is overseeing good progress on the fence project at Scout Park. The Committee has also overseen the replacement of the broken light pole bases in the Downtown.

The Design Committee also received 2 applications for the 2013 Sign Incentive Grant. This grant is a 50/50 matching grant for creative signage in the Main Street District. The Committee sent recommendations back to the applicants for their review.

The Promotions & Marketing Committee will host the 2013 Block Party on Saturday, May 18th in Downtown Portland. Events will include a petting zoo, live music, a party pavilion, inflatables for the kids, and a BBQ competition offering a first prize of \$500, second prize of \$200, and a third prize of \$100.

The 7th Annual Portland Pay Day promotion will begin June 1st and run through August 29th. During the past four years over \$247,000 has been kept in the Portland community. The grand prize drawing will be held on August 29th at the Thursdays on the Grand event.

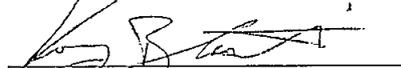
The Organization and Finance Committee continues its publication efforts with the "On the Street" Newsletter. The Volunteer Recognition Event will be held Thursday, July 18th at Thursdays on the Grand. This event will celebrate the over 2400 hours of work done by volunteers for the Portland Main Street program.

Under Member Comments, Member VanSlambrouck thanked Member Sunstrum for her Downtown Report to the City Council at its April 15th meeting in the absence of Director Reagan.

Member VanSlambrouck also commented the VFW will have a Swiss Steak Night on Friday, April 19th. The cost is \$8.00.

Motion by Antaya, supported by VanSlambrouck, to adjourn the meeting at 4:10 P.M.
All in favor. Adopted

Respectfully submitted,



Kory Blastic, Secretary



DATE: May 10, 2013

REPORT OF FUNDS IN DDA AS OF:

<u>PRINCIPAL & INTEREST ACCOUNT</u>	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>04/18/13</u>	\$ 144,516.92
INTEREST EARNED:	\$ 5.70
DEPOSITS:	
TRANSFER BACK TO DDA REGULAR ACCOUNT TO COVER CASH FLOW ISSUES:	\$ (44,516.92)
CHECKS WRITTEN:	
NEW BALANCE: <u>05/16/13</u>	<u>\$ 100,005.70</u>

<u>REGULAR ACCOUNT</u>	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>04/18/13</u>	\$ 11,877.49
INTEREST EARNED:	\$ 0.59
DEPOSITS:	
4/25/2013 2013 BLOCK PARTY SPONSORSHIP	\$ 1,520.00
4/25/2013 2013 PORTLAND PAY DAY	\$ 330.00
5/6/2013 TRANSFER BACK FROM DDA PRINCIPAL AND INTEREST ACCOUNT	\$ 44,516.92

CHECKS WRITTEN:	PAYEE	AMOUNT
CK NO.		
1268	ALLIANCE BEVERAGE-Beer for 2013 Block Party	\$ 920.00
1269	WHISPERING PINES MOBILE ZOO-Petting zoo for block party	\$ 990.00
1270	SUNBELT RENTALS-Spiderbox rentals for block party	\$ 102.35
1271	AMERICAN RENTALS-Table and chair rentals for block party	\$ 1,519.00
1272	PORTLAND POURED WALLS, INC.-Concrete for columns in Scout park fence	\$ 2,520.00
1273	B&D MASONRY-Brickwork for Scout Park fencing	\$ 980.00
1274	S&K TROPHIES & PLAQUES, INC.-Trophies for block party	\$ 64.50
1275	RORY MILLER-Block party performance	\$ 200.00
1276	NICOLE SUNSTRUM-Prize money for BBQ competition	\$ 800.00
1277	NICOLE SUNSTRUM-Startup cash for 2013 Block Party	\$ 500.00
1278	UNITY SECURITY AND SAFETY-Services for block party	\$ 300.00
1279	THE GIG FACTORY-Final payment for performance at block party	\$ 500.00
1280	CITY OF PORTLAND-Reimburse city for telephone, conference exp,postage	\$ 310.38
	ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ -
	ACH TRANSFER-P. Reagan wages/fringes for pay period: 4/9/12 to 4/22/13	\$ 2,047.33
	ACH TRANSFER-P. Reagan wages/fringes for pay period: 4/23/13 to 5/6/13	\$ 2,178.49
TOTAL EXPENSES:		<u>\$ (13,932.05)</u>
NEW BALANCE: <u>05/16/13</u>		<u>\$ 44,312.95</u>

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

SPECIAL LICENSE
 SPECIAL LICENSE
 36TH ST SE
 MING, MI 49548
 241-5022



ALLIANCE BEVERAGE
 Kent Beverage Company Inc.

3710 Roger B Chaffee Blvd SE Grand Rapids, MI 49548-2318
 Tel (616) 241-5022 Fax (616) 241-2898
 Email mail@kentbeverage.com

Salesperson 199 (House)
 1 of 1

CASH/CHECK

DRIVER	SALES PER	DEL. DATE	STOP	ACCT. #	DATE	CASH	CHECK
		5/9/2013		9090	5/9/2013		

SPECIAL INSTRUCTIONS	P.O. NUMBER	INVOICE NUMBER
		557111

CODE	LOC.	QTY.	DESCRIPTION	LIST PRICE	PROMOTION DISCOUNT	UNIT DEPOSIT	NET AMOUNT
			#1-CITY OF PORTLAND DEVELOPMENT				
			#2-AUTHORITY/PORTLANDCITY PARKING				
			#3-259 KENT				
			#4-PORTLAND, MI 48875				
50229	D01A	4	LITE 1/2B	85.00	30.00		460.00
88038	5M2	2	MIKES BLACK CHERRY 16OZ CAN	27.10	2.40		59.00
88022	2EP	2	MIKES HRDR LEM 16OZ CN	27.10	2.40		59.00
50295	XXX	3	PABST 1/2B	54.00	30.00		282.00
7136	XXX	1	POS MISC CUPS COORS LI 16OZ	60.00			60.00

7 BEER CS	0/0	WINE CS.	0	NA CS	5	MISC CS	12/0	TOT CS		PRODUCT CHARGES	
132.00 BEER S	.00	WINE S	.00	NA S	168.40	MISC S	700.40	TOT. \$			
DEP \$.00	DEP \$.00	DEP \$	9.60	DEP \$	219.60	DEP \$			\$920.00

	CODE	QTY	PRICE	AMOUNT		CODE	QTY	PRICE	AMOUNT	
KENT BEVERAGE	5		.10		SUPPLIER GENERATED DEPOSIT	33		2.50		INVOICE ADJUST.
	14		1.20			79		30.00		SUB TOTAL
	17		1.80			39-F		1.60		EMPTIES
	19		2.40			41-F		2.40		OTHER CORRECTN.
	28		24.00			43-F		4.00		PAY THIS AMOUNT
GENERATED DEPOSIT					46-F		12.00			
					48-F		24.00			
CORRECTION	INVOICE	AMOUNT								

RECEIVED BY _____

NOTICE: LIQUOR CONTROL COMMISSION RULING - ALL ALCOHOLIC BEVERAGES SOLD ON NET CASH IN ADVANCE OR C.O.D BASIS.

ORIGINAL



COPY

MOBILE ZOO LLC

10811 S. Deer Lake Rd • Reed City, Michigan 49677 • 810-334-2512
Email: whisperingpinesanimals@gmail.com • Website: www.whisperingpinesmobilezoo.com
www.facebook.com/coolanimals

CONTRACT FOR SERVICES

Organization/Event: Downtown Block Party in Portland
Organization mailing address: City of Portland: Downtown Development Authority/ Portland Main Street, 259 Kent Street
City/State/Zip: Portland, Michigan 48875 Business phone: (517) 647-5027
Contact person: Patrick T. Reagan, Director or Heather Wiborn cell phone: (231) 755-3574
Email address: ddainstreet@portland-michigan.org or hwiborn@yahoo.com
Event location address:

Date(s): Saturday, May 18, 2013 Hours of operation: 11 am - 5 pm

Cost per day: \$1100.00 Total number of days: 1 Total: \$1,100.00 10% Deposit:

Options (check as many boxes as applicable):

[X] Petting Zoo (approx. 40' x 50' x 85')

[X] Exotic Exhibit (min 20' x 8')

Special provisions/notes:

Table with 2 columns: Event holder shall supply and Whispering Pines Mobile Zoo LLC shall supply. Lists requirements for space, power, water, manure disposal, payment, and animal care.

Please return a signed copy of this contract along with a 10% deposit to: Whispering Pines Mobile Zoo, 10811 S. Deer Lake Rd., Reed City, MI 49677

I have read and agree to the terms of this contract

Signature: [Handwritten Signature]
Event Representative

Date: 3/8/13

Signature: [Handwritten Signature]

Date: 1/2013



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

SUNBELT RENTALS, INC.

Salesman: 31500 LANSING HOUSE (315)
 Typed By: CACKLEY

Job Site:

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

RESERVATION



Contract #.. 39355291
 Contract dt. 4/05/13
 Date out.... 5/18/13 8:00 AM
 Est return.. 5/19/13 8:00 AM
 Job Loc..... CPU
 Job No.....
 P.O. #..... NR
 Ordered By.. REAGAN, PATRICK
 NET DUE UPON RECEIPT

Customer: MI R 250 676 789 164

REAGAN, PATRICK
 259 KENT ST
 C/O PORTLAND DWNTN DEV.AUTHOR
 PORTLAND, MI 48875

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
1.00	SPIDER BOX TPB50P 0060001	53.00	53.00	155.00	405.00	53.00
1.00	100' SPIDERBOX CABLE 6/4	36.00	36.00	85.00	260.00	36.00

SALES ITEMS:

Qty	Item number	Unit	Price	
1	ENVIRONMENTAL ENVIRONMENTAL	EA		N/C
1	RENTAL PROTECTION PLAN	EA		13.35

PAYMENT HISTORY

DATE TYPE
 4/05/13 Pay On Return

REF # AUTH # TRANS TYPE AMOUNT APPLIED

Sub-total: 102.35
 Total: 102.35

COPY

Pay On Return

Rate your rental experience www.sunbeltrentals.com/survey

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE

MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY

CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

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

Customer is declining Rental Protection Plan (Customer Initials)

[Signature] 4/5/13
 Customer Signature Date

[Signature]
 Name Printed

Delivered By

Date



QUOTE **530875**

Customer# 19496

Date 04/03/2013

PORTLAND MAINSTREET PROGRAM
 ATTN: PATRICK REAGAN
 259 KENT ST.
 PORTLAND MI 48875

DOWNTOWN PORTLAND CITY HALL
 PARKING LOT

 CustPO#: Billing: OneTime LAN Jas
 Deliver: 5/17/13 FRI Start: 5/18/2013 Asphalt PATRICK 517-647-5027
 Pickup: 5/19/13 SUN End: 5/18/2013

Quantity	Description	Price	Amount
1	20X40 TWIN TUBE FRAME TENT	425.00	425.00
3	40' WHITE SIDE CURTAINS		
24	8' X 30" TABLES	6.00 EA	144.00
125	BROWN CONTOUR CHAIRS	.80 EA	100.00
1	15X15 TWIN TUBE FRAME TENT	175.00	175.00
18	FRAME TENT ANCHORS		
1	100' STRING LIGHT	25.00	25.00
3	AMERI-CAN PORTABLE TOILET	65.00 EA	195.00
1	16' X 20' 24" HIGH STAGE	400.00 EA	400.00
1	SETS STAGING STEPS	25.00 EA	25.00
	Mileage charge:		30.00
	TOTAL:		1,519.00

COPI!

PORTLAND POURED WALLS, INC.

5913 E. GRAND RIVER

PORTLAND, MI 48875

7-647-7748 FAX 517-647-4040

INVOICE

DATE	INVOICE #
4/18/2013	123981

BILL TO
PORTLAND MAIN STREET CITY OF PORTLAND 259 KENT STREET PORTLAND, MI 48875

SHIP TO
JOB DATE: 04-11-2013 JOB NUMBER: 13-07 SCOUT PARK-PORTLAND

			TERMS
QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	PORTLAND MAIN STREET EA. COLUMNS THANK YOU!	2,520.00	2,520.00

DUE 10TH OF THE MONTH. UNPAID BALANCE WILL ACCRUE FINANCE CHARGES AT 1.5% ADDED MONTHLY IF NOT PAID BY THE 25TH. CUSTOMER AGREES TO PAY ALL COSTS INCURRED TO FORCE COLLECTION OF AMOUNTS OWED INCLUDING ACTUAL ATTORNEY FEES.

Total	\$2,520.00
Payments/Credits	\$0.00
Balance Due	\$2,520.00

S & K Trophies and Plaques, Inc.
 8310 Sunfield Hwy.
 Portland, MI 48875

Invoice

Date	Invoice #
5/7/2013	9084

Bill To
Downtown Block Party

Ship To
Patrick Reagan

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			5/7/2013			

Quantity	Item Code	Description	Price Each	Amount
1	2	6" BBQ Legend Oval-7"x9" Black Plaque Inc. All Eng.	14.00	14.00
1	2	Champion Trophy-DBL. Black Marble Base-6" Blue Col. 2.5" Riser-6'Oval Top With Spinning Star Mylar-Eagle Trim-Date in Center Inc. All Eng.	26.00	26.00
1	2	Second Place-8" Blue Col. Spinning Star Mylar Date on Side Inc. All Eng.	15.00	15.00
1	2	Third Place Trophy-Same as Above except 4" Col.	9.50	9.50
		Sales Tax	6.00%	0.00

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

Total	\$64.50
--------------	---------

Portland Main Street
Payment Request
Downtown Block Party
5.9.13

This payment request is for \$200.00 to be paid to "Rory Miller" for his performance at the May 18, 2013 Portland Downtown Block Party. This payment should be charged to 248-275-740.006 "Operating Supplies - Promotions and Marketing."

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

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

Portland Main Street
Payment Request
Downtown Block Party
5.9.13

This payment request is for \$800.00 for cash prizes for the inaugural BBQ Contest at the May 18, 2013 Portland Downtown Block Party. This request should be charged to 248-275-740.006 "Operating Supplies - Promotions and Marketing" and should be made out to Nicole Sunstrum, Promotions and Marketing Committee Chairperson.



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

Portland Main Street
Payment Request
Downtown Block Party
5.9.13

This payment request is for \$500.00 for "start-up cash" for the May 18, 2013 Portland Downtown Block Party. This request should be charged to 248-275-740.006 "Operating Supplies - Promotions and Marketing" and should be made out to Nicole Sunstrum, Promotions and Marketing Committee Chairperson.



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



Unity Security & Safety

Unity Security Inc.
172 E Gardner St. Grand Rapids, MI 49345
Ph: 616.887-7767 - Fax: 616.887.7667
www.unitysecurity.com

Confidential Rate Quote & Service Proposal For City of Portland

Type of Security Officer: unarmed

Industry: Event

Service Address:

259 Kent Street
Portland, Michigan 48875

Minimum annual service hours:

Security Level:

Brief description of service and any special requirements:

Security service requested by the City of Portland Michigan for an event that requires Unity Security guards to check ID's and apply wristbands to those old enough to consume alcohol. The service is requested for May 18th from 6PM-12AM.

Officer billing rate/hour: \$25.00

Holidays* & Overtime: \$37.50

Supervisor billing rate/hour:

Holidays* & Overtime:

**Holiday rates apply. New Years Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas eve after 2:00pm and Christmas Day. This rate includes all uniforms, employment taxes, work comp insurance, liability insurance in the amount of \$2,000,000, and vacation pay.*

Supplemental Charges:

Mileage: N/A

Vultus: N/A

Officer Health Insurance: N/A

Other Additional Charges: N/A

The undersigned accepts this Service Proposal for hours stated and billing rate. The quoted rates are representative of our pricing for your industry and location. Start date, terms and additional information will be provided via our Service Agreement.

Client Representative Signature: *Patrick T. Reagan*

Date: 3/28/13

Client Representative printed name: Patrick T. Reagan

Unity Representative Signature: _____

Date: _____

David Stallworth

Unity Representative printed name:



300

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

Engagement Dates: May 18, 2013
Deposit Required: \$100
Artist: Brenda Loomis Band
Purchaser: Portland Mainstreet
Guarantee Amount: \$600
Commission:
Agent: Don Middlebrook/Shelley Perry
Sets: _____ Times: 8:00 -11:00 pm

Today's Date: April 9, 2013
Venue: Portland Downtown Block Party
Address: 254 Kent St. Portland, MI 48875
259
Venue Phone #: 517 647 5027

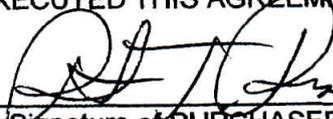
**Special Provisions: Band supplies PA and lights. Check made out to: The Gig Factory

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

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

Signature of ARTIST

Date



Signature of PURCHASER

4/9/13

Date

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

Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 00000033617

05/06/13

Date	Invoice	Description/Detail	Amount
1/2013	298363	PHONE SVC - CITY HALL	503.20
	101-172-851.000	TELEPHONE SERVICE	50.32
	101-201-851.000	TELEPHONE SERVICE	201.28
	101-209-851.000	TELEPHONE SERVICE	50.32
	101-751-851.000	TELEPHONE SERVICE	50.32
	101-728-956.000	MISCELLANEOUS EXPENSES	50.32
	105-254-851.000	TELEPHONE SERVICE	50.32
	208-690-851.000	TELEPHONE SERVICE	50.32

Total: 503.20

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

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

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

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MICHIGAN 48875

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

033617

Date: 05/06/13

AMOUNT
\$503.20

Five Hundred Three and 20/100 Dollars**

PAY

TELNET WORLDWIDE INC.
8020 SOLUTIONS CENTER

CHICAGO

IL 60677

CITY OF PORTLAND - PAYING ACCOUNT

James L. Sawyer

Monique White

MAYOR

AP
CLERK

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

⑈033617⑈ ⑆072403473⑆ 01151128209⑈

Vendor: 02075

BUSINESS CARD

Check #: 00000033556 05/01/13

Date	Invoice	Description/Detail	Amount
1/2013	STATEMENT	SUPPLIES - ECON DEV, RECREATION	156.29
	101-728-956.000	MISCELLANEOUS EXPENSES	100.00
	208-690-740.000	OPERATING SUPPLIES	56.29

Total: 156.29

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

CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

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

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MICHIGAN 48875

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

033556

Date: 05/01/13

AMOUNT
\$156.29

One Hundred Fifty-Six and 29/100 Dollars**

PAY

BUSINESS CARD
P. O. BOX 15796

WILMINGTON

DE 19886-5796

CITY OF PORTLAND - PAYING ACCOUNT

James L. Stamer

MAYOR

Monique White

MP
CLERK

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

⑈033556⑈ ⑆072403473⑆ 01151128209⑈

Thank you for choosing AirTran Airways.

We will send you an email message containing your itinerary. To ensure you receive the message, you may wish to add confirmations@airtran.com to your address book.

confirmation number: Q6TJVY

Booking date: Wed, Feb 20, 2013 Status: Closed

Should our flight schedule change, we will notify you by email as early as possible.

Flight Details

Departing: Saturday, April 13, 2013

Grand Rapids, MI (GRR) 11:27 AM	to Orlando, FL (MCO) 2:00 PM	Flight 312	Coach
Orlando, FL (MCO) 5:45 PM	to New Orleans, LA (MSY) 6:31 PM	Flight 510	Coach

Returning: Tuesday, April 16, 2013

New Orleans, LA (MSY) 3:20 PM	to Atlanta, GA (ATL) 5:35 PM	Flight 450	Coach
Atlanta, GA (ATL) 8:35 PM	to Baltimore/Washington, MD (BWI) 8:35 PM	Flight 387	Coach
Baltimore/Washington, MD (BWI) 9:10 PM	to Grand Rapids, MI (GRR) 10:44 PM	Flight 204	Coach

Passengers and Seat Assignments

Passenger	A+ Number	GRR-MCO	MCO-MSY	MSY-ATL	ATL-BWI	BWI-GRR
Patrick Terrence Reagan <i>DOB: added</i>	<u>Add A+ Number</u>	25D	17A	23A	17A	24C
Patricia Michelle Perry <i>DOB: added</i>	<u>Add A+ Number</u>	24E	17D	23D	17C	24E
Wanda Joi Urie <i>DOB: added</i>	<u>Add A+ Number</u>	24F	17E	23E	17D	24A
Christopher Lee Tyler <i>DOB: added</i>	<u>Add A+ Number</u>	24D	17C	23C	17E	24D

Contact Information

Patrick Reagan
259 Kent Street
Portland, MI 48875
United States of America

ddamainstreet@portland-michigan.org
517-647-5027 (Tel)
231-755-3574 (Alt)
517-647-2938 (Fax)

ricing

Total for 4 passengers (full detail)
Fare/Passenger: \$400.00

Payments

Payment via Credit Card
Form of payment: MasterCard

x 4 passengers
Seat fees: \$48.00
Service fees: \$200.00
Total price: \$1,848.00

Payment status: Confirmed
Payment amount: \$1,648.00
Payment via Credit Card
Form of payment: MasterCard
Payment status: Confirmed
Payment amount: \$100.00
Payment via Credit Card
Form of payment: MasterCard
Payment status: Confirmed
Payment amount: \$100.00

Terms and Conditions

Fare Restrictions

Coach

- R Fare Class
- Coach Class Fare
- Non-refundable
- Changes may be made for a fee of \$75 per person plus any applicable increase in fare.
- Advance seat assignment is available for a small fee, or you may select your seats upon check-in at no cost.
- Reservations may be obtained or changed through an AirTran Airways Telephone Reservations Center for an additional \$15.00 per person.
- Additional baggage fees may apply.

Coach

- H Fare Class
- Coach Class Fare
- Non-refundable
- Changes may be made for a fee of \$75 per person plus any applicable increase in fare.
- Advance seat assignment is available for a small fee, or you may select your seats upon check-in at no cost.
- Reservations may be obtained or changed through an AirTran Airways Telephone Reservations Center for an additional \$15.00 per person.
- Additional baggage fees may apply.

Conditions of Contract

All AirTran Airways coach tickets are non-refundable and a \$75 fee per person applies to any change made after purchase, plus any applicable increase in airfare. Business class tickets (A and J fare classes only; not including promotional fares) are fully refundable and no fee applies to changes. Additional baggage fees may apply.

Cancellations must be made at least one hour prior to departure or customer forfeits reservation and any monies paid against the reservation. This reservation is non-transferable - no name changes allowed.

Baggage Fees

1st and 2nd Checked Bag Fee

Effective for tickets purchased on or after December 15, 2012, for travel on or after February 13, 2013, first checked bag fee is \$25 and second checked bag fee is \$35 when bag fees apply.

Excess Baggage Fee

Effective for tickets purchased on or after December 15, 2012, for travel on or after February 13, 2013, the 3rd checked bag and any bag thereafter is \$75 per piece.

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875
Phone: 647-3211

Customer ID: 00017
Invoice Number: 0000000667
Service Date: 04/03/2013
Invoice Date: 04/12/2013
Due Date: 05/13/2013

DDA
259 KENT ST.
PORTLAND, MI 48875

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - APRIL 12	112.00	112.00
1	POSTAGE	48.06	48.06

Total Invoice:	160.06
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	160.06

INVOICE

CITY OF PORTLAND
CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875
(517) 647-3211

Customer ID: 00017
Invoice Number: 0000000667
Service Date: 04/03/2013
Invoice Date: 04/12/2013
Due Date: 05/13/2013

PORTLAND
259 KENT ST.
PORTLAND, MI 48875

Property Address:
259 KENT ST.



PERIOD ENDING 05/31/2013
 % Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2013 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA FUND					
Revenues					
Dept 000					
248-000-402.000	REAL PROPERTY TAXES	295,000.00	275,000.00	20,000.00	93.22
248-000-551.000	RIVERSIDE FACADE GRANT	0.00	0.00	0.00	0.00
248-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST INCOME	50.00	69.64	(19.64)	139.28
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	2,000.00	23.00	1,977.00	1.15
248-000-678.010	REIMBURSEMENTS-RIVERFEST	2,500.00	1,835.00	665.00	73.40
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	31,620.00	18,238.16	13,381.84	57.68
248-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00
248-000-699.101	TRANSFER FROM GENERAL	0.00	0.00	0.00	0.00
248-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00
Total Dept 000		331,170.00	295,165.80	36,004.20	89.13
TOTAL Revenues		331,170.00	295,165.80	36,004.20	89.13
Expenditures					
Dept 275-ADMINISTRATION					
248-275-702.000	S & W FULLTIME	40,000.00	34,279.40	5,720.60	85.70
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	1,019.92	180.08	84.99
248-275-715.000	S & W SOCIAL SECURITY	3,151.00	2,700.39	450.61	85.70
248-275-717.000	LIFE/LTD INSURANCE	875.00	737.99	137.01	84.34
248-275-718.000	PENSION	8,000.00	7,630.51	369.49	95.38
248-275-719.000	OTHER FRINGE	0.00	17.24	(17.24)	100.00
248-275-720.000	WORKER'S COMPENSATION	1,500.00	0.00	1,500.00	0.00
248-275-723.000	UNEMPLOYMENT	50.00	5.70	44.30	11.40
248-275-730.000	POSTAGE	500.00	292.49	207.51	58.50
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	7,500.00	4,158.34	3,341.66	55.44
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	12,800.00	7,633.01	5,166.99	59.63
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	1,820.00	0.00	1,820.00	0.00
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	17,450.00	11,611.40	5,838.60	66.54
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	16,560.00	15,933.93	626.07	96.22
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	2,000.00	1,352.00	648.00	67.60
248-275-801.000	LEGAL SERVICE	100.00	0.00	100.00	0.00
248-275-802.000	AUDIT SERVICE	850.00	631.70	218.30	74.32
248-275-803.000	ENGINEERING SERVICE	500.00	0.00	500.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	10,000.00	4,825.00	5,175.00	48.25
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	7,000.00	6,452.68	547.32	92.18
248-275-806.000	DATA PROCESSING	1,550.00	0.00	1,550.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	450.11	49.89	90.02
248-275-886.000	FIREWORKS (DDA)	2,500.00	0.00	2,500.00	0.00
248-275-902.000	ADVERTISING	0.00	0.00	0.00	0.00
248-275-938.000	M & R STREET LIGHTS	0.00	0.00	0.00	0.00
248-275-956.000	MISCELLANEOUS EXPENSES	1,500.00	2,298.18	(798.18)	153.21
248-275-958.000	DUES & SUBSCRIPTIONS	300.00	250.00	50.00	83.33
248-275-967.001	FACADE RESTORATION (DDA)	22,000.00	4,643.18	17,356.82	21.11
248-275-992.000	PRINCIPAL PAYMENT	170,000.00	170,000.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	19,197.82	19,390.85	(193.03)	101.01
248-275-997.000	PAYING AGENT FEES	200.00	0.00	200.00	0.00
248-275-999.202	TRANSFER TO MAJOR STREETS	113,800.00	101,630.48	12,169.52	89.31
Total Dept 275-ADMINISTRATION		463,403.82	397,944.50	65,459.32	85.87

05/10/2013 1
 User: BRENDA
 DB: Portland

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 05/31/2013
 % Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2013 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA FUND					
Expenditures					
Dept 999					
248-999-999.990	CURRENT FUND CONTRA CHANGE	0.00	0.00	0.00	0.00
Total Dept 999		0.00	0.00	0.00	0.00
TOTAL Expenditures		463,403.82	397,944.50	65,459.32	85.87
Fund 248:					
TOTAL REVENUES		331,170.00	295,165.80	36,004.20	89.13
TOTAL EXPENDITURES		463,403.82	397,944.50	65,459.32	85.87
NET OF REVENUES & EXPENDITURES		(132,233.82)	(102,778.70)	(29,455.12)	77.72

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR APRIL 2013

NPDES COMPLIANCE

The City WWTP failed to meet all of the NPDES permit limitations for the month of April, 2013. The requirement of 400cts/100ml for the Fecal Coliform 7-day average was exceeded. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged 13.4 million gallons for the month of April.

April was a very challenging and stressful month. There were a few positive items that occurred, while the negatives just seemed to keep on coming.

Tim attended a one day math class in preparation for his upcoming "C" exam at the end of May.

Doug attended the NASSCO PACP, MACP, and LACP 3 day training and certification course. Certification was attained in all three areas. We tested Polymer from PolyDyne Corp. for the sludge thickener. They are one of three polymer Manufacturers in the United States. Their technical representative came to the WWTP to provide jar testing and three different polymer mixtures in 5 gallon pails free of charge. We were able to try each mixture in our thickener to compare the results. From the data collected we were then able to determine the polymer that performed the best. Purchasing polymer directly from the manufacturer will save the WWTP approximately \$4000 per year. Their staff has been very helpful and easy to work with.

A new manhole was installed on West Bridge St. to provide access to the city main for cleaning and root cutting. The placement of the manhole also allowed for the removal of a telephone cable that had penetrated and passed midway through the sewer main. This was a joint effort between the WWTP and the DPW to install the manhole. The entire project went very smoothly. With the new manhole we will be able to perform the necessary maintenance to avoid sewer back-ups in the businesses located along W. Bridge St.

The WWTP assisted the DPW workers with the spring installation of the railings for the River Trail under the bridges.

Sewer calls and service lateral televising requests seemed to be in abundance during the month. They seemed to come at the most inopportune times as

problems were beginning to occur at the WWTP that required immediate attention.

Early in the month the WWTP received a high level alarm for the Channel Grinder. Upon arrival at the plant, the water level downstream was too high and had caused the alarm. The Wet Well level on the PLC was readjusted to a slightly lower level to correct the problem. This worked for about a week when an alarm occurred again for the same thing. Doug responded to the alarm and called in Mike to enter the Wet Well confined space to investigate further. We found a thick scum layer floating on the surface of the sewage water. This has never been a problem in the past. The only thing that we could relate the cause to was a possible overdosing of polymer to the thickener which would pass through with the filtrate water into the wet well. The level was lowered again slightly to correct the alarm and the polymer dosing was discussed. A 15ft Vac tube was also ordered to allow the use of the Vac truck to remove any scum build up in the future. At this time the rains started. With the increased flows the second final clarifier was brought back on line on a Friday. Over the weekend the Return Activated Sludge (RAS) pipe plugged and sludge backed up into the clarifier which caused the activated sludge solids to become critically out of balance. Actions were taken by the WWTP operators and the flow was reestablished by the end of the day on Tuesday however the clarifier was left offline until the following day so that the workers could monitor the clarifier performance throughout the day. According to Murphy's Law a large thunderstorm came through Portland at 3:30am and unleashed 2.3 inches of rain in three hours. With only one clarifier on line as the flow rapidly increased, the water level backed up in the final clarifier above the weirs. This caused extra suspended solids to be lost over the weirs and discharged to the river. Tim responded to a plant alarm at 3:00am. He opened the valve to establish flow to the equalization tanks to lighten the increased flow and loading. He then called Doug at home to see if he should start the flow to the #2 clarifier. Tim was instructed to go ahead and start the #2 clarifier. This helped the situation. Upon the arrival of the other operators, the flow was still extremely high. Polymer was started to the final clarifiers to assist in keeping the solids in the system. The sewage in the equalization tanks was slowly fed back through the plant during the day in preparation for any more rain. C2AE was contacted in regards to some hydraulic problems that were observed during the rain event and they sent their hydraulic engineer out to check things out.

The entire region was experiencing flooding from the Grand River and extreme amounts of rain water had pooled on the farmers' fields for two weeks. During this time the flows increased dramatically and placed the WWTP in its first true test of an abnormal flow situation. Two raw sewage pumps operated at 100% capacity around the clock. With the loss of solids from the clarifiers, the fecal coliforms were extremely high and required immediate attention to correct. This caused the WWTP to exceed the 7-day limit for the month and non-compliance had to be reported to the MDEQ immediately with the follow up non-compliance letter within five days.

The wet well level sensor failed completely after normal work hours during this high flow period. Windemuller, the contractor that had provided the sensor and

had set up the PLC programming for it, was called for emergency service. Their technician did not arrive for approximately 2 hours and when he did he had no knowledge about troubleshooting our level sensor. Since it was approaching midnight, an after-hours shift plan was decided upon and placed into action to manually monitor the pumps and wet well level. This is part of the WWTP ERP. The following day Windemuller was contacted once again to see when they would have a capable technician out to check our level sensor. The technician did not arrive until 10:30am and was able to determine that the level on the PLC and outside display were functioning okay. The problem was definitely a failed sensor. Windemuller did not have one in stock for our application and would have to order. They promised that we would have it by Friday. On Friday the technician called to tell us that it did not arrive and that he would have it on Tuesday. We manned the WWTP after hours with three equal shifts for two nights. On Friday when the new sensor was supposed to be here, the plant operators were able to fool the sensor and PLC to get the pumps to work in the auto mode and maintain a constant wet well level. This got us through without any more night shifts until the new sensor was installed on Tuesday.

The WWTP experienced a momentary power outage. It did not last long enough to start the standby generator. When power returned the anoxic tank mixer and the final clarifier did not restart. Ernie West at C2AE was contacted to find out why these do not restart automatically under such circumstances. He informed me that the anoxic mixer has a Hand-Off-Auto switch on the main control panel and should be in the auto position to restart automatically. Upon investigating, the switch was found to be in the Hand position. The switch has been placed in the Auto position and is now restarting automatically. The Final Clarifiers are a different story. No such provision was made for them to restart automatically. However, they were able to provide a schematic and the parts required to allow for automatic restart of the clarifiers. I would question why something so simple wasn't included in the upgrade. We will have to have an electrician make this modification.

The WWTP is required to monitor ammonia from May 1st to September 30th. It is normal to make sure the necessary filling solutions, standards, and any other supplies are in stock and are not expired. The probe is then set up and the test run to verify that the probe is working properly. Tim and Mike both have problems with getting the probe to work. I reviewed the procedure, checked the testing equipment and was able to get it to work without any problem. I always review with them what I do and point out the references which are highlighted in the probe instructions. Once I have it working, it works okay for the entire season. I feel that this is part of their lab training and that they should be able to successfully set this test up at the beginning of the testing season.

The old ambulance/sewer truck died this month. I have talked to Royal about the other old ambulance that is available, but have not been given any idea of when it will be ready for placing our sewer camera equipment in it for use. Without this vehicle, sewer televising will not be possible.

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

ITEM	COST
Tom's Do It Center – Misc. hardware, Distilled Water	\$ 106.33
Grainger – Electric contact cleaner & Electric motor grease	\$ 62.47
Mettler – Toledo – Lab scale maintenance & certification	\$ 265.50
B&W Automotive – Oversized washer	\$ 2.40
NCL – Lab supplies	\$ 247.64
USA Bluebook – Gas meter remote sample tube & hoist Base	\$ 209.62
Total Expenses	\$ 894.06
Total Spent YTD	\$34139.78

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3610 feet
Routine cleaning	1772 feet
Sewer call outs due to building services	1
Sewer call outs due to plugged City main	1
New connections to sewer main	0
Building Services TV Inspected	3
Building Services Inspected	0

SEWER CALLOUTS

April 1, 2013

The WWTP received a call at 8:45am from Roger Arnesen, the property owner at 824 Cross St. He stated that he had had a plumber out to clean the plugged sewer lateral to his rental unit without any success. He asked if we could push our camera into his lateral to see what the problem might be. Mike and Tim arrived at the site at 10:00am to meet with Mr. Arnesen to push the Sea Snake thru the lateral. The point of entrance was thru the toilet closet connection after the plumber had removed the toilet for access. They immediately saw a steel cable in the line which had broken off when the plumber had tried to cut roots. They stopped the camera and instructed them to clear the obstruction and let us know so that they could come back and resume the inspection. When they resumed the inspection, a clean out was discovered just outside of the house buried under a deck. Mr. Arnesen exposed the clean out and the WWTP workers resumed the inspection from the clean out and traced the camera to the sidewalk in front of the house and could not push it past a blockage. They located and marked the spot. Mr. Arnesen had the lateral exposed at the blockage and made repairs to correct his problem.

April 8, 2013

The WWTP received a call from Teresa Huhn of 291 Crescent Dr. She stated that she had experienced a sewer back up over the weekend and had called in a plumber to clean her line without success. The WWTP workers had just cleaned the sewer main in front of her residence two weeks earlier. An appointment for 1:00pm was set up to push the Sea Snake camera into her lateral to determine the problem. Upon camera investigation, a major obstacle was encountered approximately 80 ft. from her clean out. The spot was located and marked. The workers recommended that she hire a contractor to dig up the lateral and remove repair the obstruction to correct her problem. The homeowner had the repair made.

April 13, 2013

A call was received by Tim Krizov, the DPW standby person of the week, from Central Dispatch at 12:35pm. Tim was notified that Tim Babbit of 251 Crescent Dr. was experiencing a sewer back up into his basement. Upon arrival at the residence, Tim found approximately 1 inch of sewage water over approximately $\frac{3}{4}$ of the basement floor. He immediately inspected the flow in the manholes in the city main and found sewage backed up into manhole C137. Tim was able to get Royal Thomason to assist him with the Vac truck and arrived at the site at 1:30pm to clear the obstruction in the city main to correct the problem. Mr. Babbit was advised to callback if he had any other problems over the weekend and to contact City Hall on Monday to report the damages. Monday morning Mike Owen and Tim Krizov were dispatched to clean the entire sewer main on Crescent Dr. as there has been an abnormal amount of calls from there this month.

April 15, 2013

A call was received at the WWTP from David Palmay of 275 Barley St. that he had been experiencing drain problems and wanted to schedule a time to have us push the Sea Snake camera thru his service lateral to see if there is a problem there. An appointment was made and the WWTP workers inspected his line with the camera. They found roots with a mass that was causing a blockage under his driveway. He was advised to have a plumber cut the roots to clear the blockage.

Respectively Submitted,

Doug Sherman
WWTP Superintendent

We're pleased to present to you this year's Annual Quality Water Report. This report is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water. Our water source is the Saginaw Aquifer and delivered to you via four municipal wells.

We are actively participating in the Wellhead Protection Plan and the plan is available from our office for more information such as potential sources of contamination.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water which provide the same protection for public health.

I'm pleased to report that the City of Portland drinking water is safe and meets or exceeds federal and state requirements. This report shows our water quality and what it means.

If you have any questions about this report or concerning your City water utility, please contact Ken Gensterblum, Water Technician at (517)647-2948. We want our valued customers to be informed about their water utility. If you want to learn more, please attend any of our regularly scheduled meetings. They are held on the first and third Monday of every month at 7:00 p.m. in the City Council Room at City Hall located at 259 Kent Street.

The City of Portland routinely monitors for contaminants in your drinking water according to Federal and State laws. This table shows the results of our monitoring for the period of January 1st to December 31st 2012. As water travels over the land and underground, it can pick up substances or contaminants such as microbes, inorganic and organic chemicals, and radioactive substances. All drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. It's important to remember that the presence of these contaminants does not necessarily pose a health risk. The City of Portland's production wells have a "high" susceptibility based on the above mentioned geologic sensitivity analysis, and listed potential contaminant sources within the Wellhead Protection Act.

In this table you will find many terms and abbreviations you might not be familiar with. To help you better understand these terms, we've provided the following definitions:

Maximum Residual Disinfectant Level (MRDL)- the highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum Residual Level Goal (MRDLG) – the level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Not-Detected (ND) – laboratory analysis indicates that the constituent is not present.

Parts per million (ppm) or Milligrams per liter (mg/l) – one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter – one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Picocuries per liter (pCi/L) – picocuries per liter is a measure of the radioactivity in water.

Action Level - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Maximum Contaminant Level – The “Maximum Allowed” (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal – The “Goal” (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

That allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. All of the data is representative of the water quality, but some are more than one year old. The table below represents the most current testing information available.

TEST RESULTS

Inorganic Contaminants

Contaminant	Violation Y/N	Level Detected	Unit of Measure	Range of Detection	MCLG	MCL	Likely Source of Contamination
8. Arsenic**	No	ND	ppb	0-2 ppb	n/a	10	Erosion of natural deposits; runoff from orchards, runoff from glass and electronics production wastes
10. Barium	No	0.03 ppm	ppm	0.01-0.009 ppm	2	2	Discharge of drilling wastes; discharge from metal refineries, erosion of natural deposits
16. Fluoride	No	0.28 ppm	ppm	0.1- 0.3 ppm	4	4	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
19. Nitrate (as Nitrogen)	No	1.3mg/L	ppm		10	10	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits
60. 1,2 Dichloroethane	No	ND ppm	ppm		0	.005	Discharge from industrial chemical factories

**Beginning in January 2006, drinking water supplies must comply with the new arsenic maximum contaminant level (MCL) of 0.010 milligrams per liter, or 10 parts per billion (ppb). In 2006 the arsenic MCL was 50ppb

Volatile Organic Contaminants

3.TTHM [Total trihalomethanes	No	ND Ppb	Ppb	4.8-12.7 ppb	N/A	80	By-product of drinking water chlorination
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TTHM		HAA5	MCL
Maynard	0.0105	0.004	.060 ppm
Riverside Dr.	0.0110	0.004	.060 ppm
Donna Dr.	0.0041	0.002	.060 ppm
Total TTHM	0.0256	0.01	
Average	.0085	0.0033ppm	
Measured in 10 mgd			

Chlorine Residual Monitoring 2011

Highest running annual average for 2011 was .50 and the range was 0.10-1.0ppm

Site	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bristie	.40	.50	.48	.37	.20	.33	.10	.10	.10	.18	.38	.51
Oak St	.13	.20	.42	.16	.10	.20	.20	.15	.20	.20	.19	.29
W. Grand River	.60	.90	.62	.45	.30	.32	.60	.80	.60	1.00	.61	.72
E. Grand River	.50	.60	.60	.42	.66	.44	.10	.20	.20	.33	.61	.70
Monthly Average	.41	.55	.53	.35	.32	.32	.25	.31	.28	.43	.45	.56
RAA Quarterly			.50			.33			.28			.48

Chlorine Residual Monitoring 2012

Highest running annual average for 2012 was 0.78 and the range was 0.22-1.3ppm

Site	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bristie	.64	.69	.62	.90	.55	.49	.26	.24	.22	.23	.70	.70
Oak St	.40	.42	.38	.42	.60	.45	.46	.56	.45	.39	.46	.36
W. Grand River	.78	.80	.77	1.00	1.10	1.20	1.00	1.30	1.20	1.00	.90	.83
E. Grand River	.78	.80	.67	1.00	.90	.79	.39	.42	.45	.45	.90	.80
Monthly Average	.65	.68	.61	.83	.79	.73	.53	.63	.58	.52	.74	.67
RAA Quarterly			.65			.78			.58			.64

Unregulated contaminants are those for which EPA has not established drinking water standards. Monitoring helps EPA to determine where these contaminants occur and whether it needs to regulate those contaminants.

Unregulated Contaminants				
Contaminant	Our highest level detected	Range of level detected	Unit of measure	Likely Source of Contamination
Sodium	76 ppm	ppm	ppm	Soil Erosion

Radioactive Contaminants							
Contaminant	Violation Y/N	Level Detected	Unit of Measure	Average/Range	MCLG	MCL	Likely Source of Contamination
Radium	No	2.25 pCi/l	pCi/l	0-3.14 pCi/l	0	50	Decay of natural and man-made deposits

5. Alpha emitters	No	4.09 pCi/l	pCi/l	0-4.09 pCi/l	0	15	Erosion of natural deposits
6. Radon	No	383 pCi/l	pCi/l	N/A	0	5	Erosion of natural deposits

Lead & Copper Distribution Monitoring Results

Contaminant	Date Tested	Number Of Sites Tested	90 th Percentile	# of Sites over Action Level	Action level/ Units of Measurement	Likely Source of Contamination
Lead	2012	20	2 ppb	0	15ppb	Corrosion of household plumbing systems, erosion of natural deposits
Copper	2012	20	840 ppb	0	1300 ppb	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

“Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home’s plumbing. If you are concerned about lead levels in your home’s water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline at 800-426-4791.”

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Portland is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water drinking or cooking. If you concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline at 800-426-4791 or at <http://www.epa.gov/safewater/lead>.

What does this mean?

As you can see by the table, our system had no violations. We’re proud that your drinking water meets or exceeds all Federal and State requirements. We have learned through our monitoring and testing that some contaminants have been detected. The EPA has determined that your water IS SAFE at these levels.

All sources of drinking water are subject to potential contamination by substances that are naturally occurring or man made. These substances can be:

Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.

Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.

Pesticides and herbicides, which may come from a variety of sources such as agriculture and residential uses.

Radioactive contaminants, which are naturally occurring or be the result of oil and gas production and mining activities.

Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems. All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants do not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated contaminants, a person would have to drink two liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

Thank you for allowing us to continue providing your family with clean, quality water this year. In order to maintain a safe and dependable water supply we sometimes need to make improvements that will benefit all of our customers. These improvements are sometimes reflected as rate structure adjustments. Thank you for understanding.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

The City of Portland's newest water tower is on the south side of the City. The water tower was completed and has been on line since December 17, 2004. The City has drilled a new well in the northwest corner of the City. The new well is a deep rock well protected from ground contaminants that may leech in to the water. Also since 2005 the City of Portland has contracted with Hydro Designs to do our cross-connection Control Program. This will ensure that there are no cross-connections that could lead to health risks. Please call Ken Gensterblum, Water Technician, at (517)647-2948 if you have any questions.

We at the City of Portland work around the clock to provide top quality water to every tap. The Water Department of the City of Portland adds chlorine to the water at a rate of 1-2 ppm to safeguard against Coliform bacteria. This is recommended by the State of Michigan Department of Environmental Quality, but is not required. We also add a phosphate for encapsulation of the irons, which show up as rust in the water when chlorine is added. We ask that all our customers help us protect our water sources, which are the heart of our community, our way of life and our children's future.

Copies of this report are available at City Hall, the Portland Public Library, and on the City of Portland website at portland-michigan.org.

Thank you.

Water Department
City of Portland

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

April 1st – April 30th, 2013

COMPLAINTS:

• DISPATCHED :	98 COMPTS	54 HRS 30 MINS
• PATROL ORGINATED:	11 COMPTS	11 HRS 45 MINS
• FOLLOW-UP:	27 COMPTS	23 HRS 00 MINS
• ASSISTING	16 COMPTS	9 HRS 15 MINS

TRAFFIC:

• STOPS:	47
• CITATIONS:	31
• VERBAL WARNINGS:	35
• STATIONARY RADAR:	10 HRS 30 MINS
• PARKING:	01

ARREST:

• MISDEMEANOR:	13
• FELONY:	3
• ORDINANCE VIOLATIONS:	0
• JUVENILES	4

CONTACTS:

• PATROL CONTACTS:	199
• BUSINESS CONTACTS:	55
• SUBPOENA SERVICE	5

PORTLAND POLICE DEPARTMENT

REPORT SUMMARY

April 1st – April 30th, 2013

ASSISTS TO OTHER DEPARTMENTS:

April 3rd, 2013 Assist to MSP @ Ionia Rd for pursuit of subject in B & E – arrested.
April 3rd, 2013 Assist to IOSH @ Charlotte Hwy/Newman Dr of car vs tree injury crash.
April 23rd, 2013 Assist to IOSH @ Grand River Ave/Silverland Dr for subject with injured hand.

CASE SUMMARY:

On April 6th, 2013 Officer Tim Groenhof stopped a vehicle with an altered license plate tab. The driver of this vehicle did not have a valid license, the vehicle was not properly registered, and was not insured. After taking him into custody and conducting a pat down search, Officer Groenhof found him in possession of brass knuckles. The subject was lodged on the above offenses.

On April 11th, 2013 Officer Groenhof stopped a BOL vehicle that was reported for possibly intoxicated driving. Upon making contact with the driver Officer Groenhof was able to make several observations to the subject's obvious intoxication level. The driver refused to comply with SFST's and was arrested based on her statements as well as Officer Groenhof's observations. The subject later consented to a blood draw and was a lodged for OWI 2nd offense.

On April 13th, 2013 Officer TJ Heald and Sgt. Ludwick stopped a vehicle when the license plate of the registered owner came back with three outstanding warrants and a suspended driver's license. Upon contact with the driver and three other occupants, the officer detected the odor of freshly burnt marijuana. The driver admitted to smoking marijuana just prior to operating his vehicle. Another passenger was also found to be in possession of marijuana. This subject was cited and released. The driver was lodged for DWLS, OUID and possession of marijuana. The two other subjects were released from the scene with no charges.

On April 23rd, 2013 Officer Groenhof was attempting to locate a subject at a residence with an outstanding warrant. This particular subject was not present however another subject was who had two outstanding warrants. This subject was previously arrested in June of 2011 for his involvement in a B & E of a residence where medical marijuana plants were stolen. The subject was lodged on the warrants.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

April 1st – April 30th, 2013

CHIEF BAUER:

Dispatch Compts:	29	11Hrs 30 Mins	Traffic Stops:	3
Self Initiated Compts:	1	30 Mins	Citations:	0
Follow-up:	3	1 Hr 15 Mins	Warnings:	4
Assisting	2	1 Hr 00 Mins	Arrests:	1

SGT. REBECCA LUDWICK / OFC TJ HEALD:

Dispatch Compts:	18	11 Hrs 15 Mins	Traffic Stops:	9
Self Initiated Compts:	5	5 Hrs 45 Mins	Citations:	5
Follow-up:	8	11Hrs 45 Mins	Warnings:	11
Assisting	5	4Hr 15 Mins	Arrests:	7

OFC. TEITSMA:

Dispatch Compts:	17	11 Hrs 00 Mins	Traffic Stops:	2
Self Initiated Compts:	1	15 Mins	Citations:	2
Follow-up:	3	2 Hrs 00 Mins	Warnings:	1
Assisting	3	2 Hrs 00 Mins	Arrests:	2

OFC. STAR THOMAS - ADMINISTRATIVE:

Dispatch Compts:	12	5 Hrs 00 Mins	Traffic Stops:	0
Self Initiated Compts:	0		Citations:	0
Follow-up:	10	6 Hrs 00 Mins	Warnings:	0
Assisting	0		Arrests:	1

OFC. TIM GROENHOF:

Dispatch Compts:	20	15 Hrs 15 Mins	Traffic Stops:	32
Self Initiated Compts:	4	5 Hrs 15 Mins	Citations:	19
Follow-up:	3	1 Hr 00 Mins	Warnings:	22
Assisting	4	1 Hrs 30 Mins	Arrests:	9

PORTLAND POLICE DEPARTMENT

COUNTY REPORT

April 1st – April 30th, 2013

COMPLAINTS:

- 2 – Motor Assists

TRAFFIC:

- STOPS: 8
- CITATIONS: 5
- WARNINGS: 4
- STATIONARY RADAR: 1 HR
- PARKING: 0

ARRESTS: 0

CONTACTS:

- PATROL CONTACTS: 13
- PROPERTY CHECKS: 14

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of February 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							Engine # 1	1
Dwelling				64			Engine # 7	
Vehicle Fire							Engine # 11	4
Industrial/Commercial Fire							Tanker # 9	1
Wildland/Grass Fire							Brush # 6	
Garage/Storage Building Fire							Brush # 8	
Barn Fire							Brush # 12	
Tree Down							Light/Air # 2	
Power Line/transformer							Command 10	
Rescue/Extrication/Water					1	10	Car # 4	
Smoke Alarm			2	10			Quad # 51	
Natural Gas/CO2 Leak							Marine # 3	
Tornado Warning								
Total for Month	0		1	74	2	10	Year	
Total for Year	6	58	7	252	6	134	Engine # 1	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	
Grand Ledge					Grand Ledge		Engine # 11	
Westphalia					Westphalia		Tanker # 9	
Berlin/Orange					Berlin/Orange		Brush # 6	
Roxand Township					Roxand Twp.		Brush # 8	1
Lyons/Muir	1	31			Lyons/Muir		Brush #12	
Pewamo					Pewamo		Light/Air # 2	
Sunfield	1	7			Sunfield		Command 10	
Delta Fire	0				Delta Fire		Car # 4	
Other					Other		Quad # 51	
Totals for Month	2				Totals for Month		Marine # 3	
Totals for Year	4				Totals for Year		Total	
	Alarms	Manhours						
Total for Month	2	38						
Total for Year	4	250						
Training for February 2013	Manhours		Training for Year	Manhours			Reported By	
	62			212			John Baker, Chief	

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of March 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							Engine # 1	1
Dwelling				64			Engine # 7	
Vehicle Fire							Engine # 11	4
Industrial/Commercial Fire							Tanker # 9	1
Wildland/Grass Fire							Brush # 6	
Garage/Storage Building Fire							Brush # 8	
Barn Fire							Brush # 12	
Tree Down							Light/Air # 2	
Power Line/transformer							Command 10	
Rescue/Extrication/Water					1	10	Car # 4	
Smoke Alarm			2	10			Quad # 51	
Natural Gas/CO2 Leak							Marine # 3	
Tornado Warning								
Total for Month	0		1	74	2	10	Year	
Total for Year	6	58	7	252	6	134	Engine # 1	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	
Grand Ledge					Grand Ledge		Engine # 11	
Westphalia					Westphalia		Tanker # 9	
Berlin/Orange					Berlin/Orange		Brush # 6	
Roxand Township					Roxand Twp.		Brush # 8	1
Lyons/Muir	1	31			Lyons/Muir		Brush #12	
Pewamo					Pewamo		Light/Air # 2	
Sunfield	1	7			Sunfield		Command 10	
Delta Fire	0				Delta Fire		Car # 4	
Other					Other		Quad # 51	
Totals for Month	2				Totals for Month		Marine # 3	
Totals for Year	4				Totals for Year		Total	
	Alarms	Manhours						
Total for Month	2	38						
Total for Year	4	250						
Training for March 2013	Manhours		Training for Year	Manhours			Reported By	
	62			212			John Baker, Chief	

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of April 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							Engine # 1	
Dwelling							Engine # 7	
Vehicle Fire					2	16	Engine # 11	3
Industrial/Commercial Fire							Tanker # 9	1
Wildland/Grass Fire	1	22	1	26			Brush # 6	3
Garage/Storage Building Fire							Brush # 8	3
Barn Fire							Brush # 12	2
Tree Down	2	15					Light/Air # 2	
Power Line/transformer							Command 10	
Rescue/Extrication/Water							Car # 4	2
Smoke Alarm			2	10	1	6	Quad # 51	
Natural Gas/CO2 Leak							Marine # 3	
Tornado Warning								
Total for Month	3	37	3	36	3	22	Year	
Total for Year	6	95	10	288	9	156	Engine # 1	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms		
Grand Ledge					Grand Ledge		Engine # 11	
Westphalia					Westphalia		Tanker # 9	
Berlin/Orange	1	24			Berlin/Orange		Brush # 6	
Roxand Township					Roxand Twp.		Brush # 8	1
Lyons/Muir	1	6			Lyons/Muir		Brush #12	
Pewamo					Pewamo		Light/Air # 2	
Sunfield					Sunfield		Command 10	
Delta Fire					Delta Fire		Car # 4	
Other					Other		Quad # 51	
Totals for Month	2				Totals for Month		Marine # 3	
Totals for Year	4				Totals for Year		Total	
	Alarms	Manhours						
Total for Month	2	30						
Total for Year	4	280						
Training for April 2013	Manhours		Training for Year	Manhours			Reported By	
	100			312			John Baker, Chief	



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

Minutes of the Regular Board Meeting
Wednesday, April 10, 2013 – 7:00 PM – 773 E Grand River, Portland

Call to Order – The meeting called to order at 7:03 pm. The Pledge of Allegiance was observed.

Roll Call

Present: Jerry Tiemann, Steve Smith, Mark Ackerson, Steve Fabiano, Kathy Parsons, Dick Pohl
Guests: Patti Schafer, Asst. Chief Doug Logel Sr., Leon May, Steve Vanderske

Public Comment: None

Agenda:

Mr. Ackerson moved to approve the agenda as published. Mr. Smith supported. **Motion carried.**

Approval of Minutes:

Mr. Ackerson moved to approve the minutes of the previous meeting as published. Mr. Pohl supported.
Motion carried.

Bills/Financial Report:

Mr. Ackerson explained the financial report, including recurring bills and petty cash report. Mr. Ackerson said that the procedure for the Petty Cash cards would be reviewed and adjustments in policy recommended if needed. Mr. Tiemann moved to approve the financial report, ratify recurring bills paid, and pay the bills of \$6,270.39 (with removal of a payment of \$209.94 for reimbursement of expenses if it is determined to be a duplicate). Mr. Smith supported. **Motion carried.**

Correspondence: None

Chief's Report:

Assistant Chief Logel distributed Chief Baker's written report, and recapped that there were 6 total runs for last month, two in Portland Township, one in Danby on the freeway, and three mutual aid. Chief Baker has met with Ionia County Central Dispatch and attended a Danby Township meeting for introduction and discussion of possible extension of coverage into Danby Township. He also reported department participation in the Mock Airline crash in Westphalia and a training on response to accidents involving Electric Vehicles. Assistant Chief Logel explained Chief Baker's recommendation to replace two front tires on the Tanker, which are well over 10 years old and in need of replacement. Best available price is \$870.00. Assistant Chief Logel reported that there are tire replacements needed on other vehicles as well, though they are not as imminent. Consensus of the board was that if they need to be addressed it is just as well to do so now, as there is adequate money in the Capital Outlay fund at this point in the budget calendar. Chief Baker and Assistant Chief Logel will complete survey of those needs and report at the next meeting.

Assistant Chief Logel said that Chief Baker is reviewing all of the forms used by the department for internal use and external reporting in anticipation of the new software, and Chief Baker wanted to know if the Townships needed or wanted some items of the current format for their use in billing. Mr. Pohl reported he was satisfied, Mr. Tiemann reported he would like to keep the currently used information in the reports.

Committee Reports:

- Insurance: Ms. Parsons reported that three of the six agencies sent RFPs for coverage responded with quotes, though only one responded with both property and auto, and workers compensation. One replied they no longer have a market for such coverage, and one reported that because another invitee had received an advance copy of the RFP and had already turned in applications, for quote, he was locked out of his market. One responded he did not receive a copy of the RFP last month. Mr. Fabiano said that this agent had asked him for an extension of time. Ms. Parsons reminded Mr. Fabiano that he had given an advanced copy of the RFP to this agent back in February. Mr. Fabiano said he had asked that agent to hold off after receiving Ms. Parsons' email asking the Board Members to refrain from discussing the RFPs in advance of publication to all invitees. Ms. Parsons showed Mr. Fabiano the list of agents to whom the RFPs were mailed, including the correct mailing address of the agent in question. Mr. Ackerson asked how much time was requested by the other agent. Ms. Parsons read the email from the agent saying he could get a quote in several days.
- Policy Committee: None
- Budget: Mr. Ackerson distributed the updated Request for Proposal for Audit Services to the Board. Mr. Tiemann reported that because of server difficulties, this was the first he had seen the RFP.
- Personnel Committee: None

Old Business:

Lyons-Muir Fire Department had asked Mr. Fabiano if we were still wanting to buy their used truck at \$25,000. They have another vendor interested if we are not. Assistant Chief Logel reported that Chief Baker was not interested in purchasing the Lyons-Muir truck at this time. Mr. Ackerson said that in one more year, barring emergency spending, we will be in a position of investigate lease/purchase of a new truck. If the current truck were to go permanently out of service, it would hamper our capacity. Mr. Smith asked if more time might yield a better deal on another truck. Ms. Parsons asked if the members' truck committee had prioritized all of the trucks for a long-term plan. Mr. Ackerson said that when we first started he asked the then chief for a 5-year plan for truck purchase and that the plan has not yet been reported. He said that, as an example, our first-out truck is over 20 years old, and that should not be. Mr. Fabiano said he would report to the Lyons-Muir FD Chief that it is undecided, and if he can sell the unit to not wait for us.

New Business:

- Mr. Ackerson moved to extend the deadline to all RFP invitees until April 24th. Mr. Tiemann supported. **Motion carried**, Msrs. Ackerson, Tiemann, Fabiano, Pohl and Smith voting yes. Ms. Parsons voting no. Ms. Parsons will email each of the invitees informing them of the extension.
- Mr. Tiemann moved to approve the RFP for Audit Services conditionally upon his understanding of the RFP on review after the meeting. Mr. Smith supported. **Motion carried**.
- Mr. Fabiano reported that Ms. Parsons informed the board she had created a Facebook page for the Department to complement the website. Mr. Fabiano said that he thinks it is a good idea, but had questions about its use, and who and how it would be determined what would go on the page. Ms. Parsons said that the focus of the type of page created, which is different from a personal page, is more proactive and passive than a website, and that such pages are used to more immediately and proactively communicate with the community. The site would be used to communicate safety, community and department events, and inform the public in an immediate way to those who join the site. Since they join, they are wanting the information. Ms. Parsons reported that the only people who post to the site are she and Chief Baker, and though the public may comment on the site, comments are moderated. Consensus of the Board was to develop a policy governing this and the website and other electronic communications and to continue minimally until the policy is in place.



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

- Mr. Smith moved to authorize purchase of new front tires for the Tanker as proposed by the Chief. Mr. Ackerson supported. **Motion carried.**

Public comment:

- Mr. Ackerson reported he will be unavailable for the next monthly meeting. He asked Ms. Parsons if the links to emails for the board had been removed from the website. Ms. Parsons said she was unaware, and if so, it was inadvertent and she will fix it.
- Mr. Tiemann said to keep in mind that if major purchases are to be made such as a truck, Portland Township may not be in the authority in three years to help pay for it.
- Mr. Fabiano reported that the Portland City Manager will have a proposal for routine truck maintenance for us at the next meeting, and he feels it will be very competitive.

Adjournment:

Mr. Tiemann moved to adjourn. Ms. Parsons supported. **Motion carried.** Meeting adjourned 8:10 pm.

Next meeting: Monday, May 13, 2013 - 7:00 pm

Respectfully submitted:

A handwritten signature in cursive script that reads "Kathy Parsons". The signature is written in black ink and is positioned above the typed name.

Kathy Parsons, Secretary



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

[DRAFT 05/16/2013] Minutes of the Regular Board Meeting
Monday, May 13, 2013 – 7:00 pm – 773 Grand River Ave, Portland

Call to Order – The meeting called to order at 7:00 pm. The Pledge of Allegiance was observed.

Roll Call

Present: Steve Smith, Jerry Tiemann, Steve Fabiano, Kathy Parsons, Dick Pohl (arrived at 7:06 pm)
Guests: Patti Schafer, Chief John Baker, Asst. Chief Doug Logel, Sr.

Public Comment: None

Agenda:

Mr. Tiemann moved to excuse the absence of Treasurer Mark Ackerson and adopt the agenda as published. Mr. Smith supported. **Motion carried.**

Approval of Minutes:

Mr. Tiemann moved to approve the minutes of the previous meeting as published. Mr. Smith supported. **Motion carried.**

Approval of Bills / Financial Report:

A list of bills was presented by Chair Fabiano for consideration of payment, as well as the financial reports. Approve \$4,393.54 pay. Mr. Tiemann asked if the check presented for payment for replacement tires was already approved at last meeting. Mr. Fabiano indicated it was. He also reported that 62.6% of budgeted expenses were expended overall through April. Ms. Parsons reminded the board that we will have one more opportunity before fiscal year end to amend budget if needed. Mr. Tiemann asked if all outstanding retirement severance was paid to date. Chief Baker answered that it had. Mr. Smith moved to approve the financial report and pay the bills as presented. Mr. Pohl supported. **Motion carried.**

Correspondence:

Mr. Fabiano reported that it appeared an envelope from an accounting and auditing firm had been received, and may be in response to the RFP for Auditing Services. It will be held for Treasurer Ackerson unopened. No other correspondence.

Chief's Report:

Chief Baker reviewed his written report previously sent to the board in the packet. Including 7 runs, 2 in the City (one car fire, one accidental alarm), 1 in Portland Township (one grass fire), and three in Danby Township (one grass fire and two trees down blocking the roadway). Mr. Pohl asked Chief Baker why the

department was required to respond to trees down, and Chief Baker responded it was Central Dispatch policy to send available departments when the County Road Commission is unavailable or may be significantly delayed in responding due to off hours, other engagement, etc., as a public safety matter to prevent collisions and the like. Chief Baker also reported one mutual aid response to Berlin-Orange on a garage fire.

Chief Baker further reported that he continues to meet with surrounding departments regarding mutual aid agreements.

Chief Baker reported that the Mandatory Haz-Mat Updates were nearly completed, and that the few personnel who have not yet completed the trainings will be required to report to the station during Haz-Mat events but not allowed to report to a scene until they have completed their trainings.

The bulk of his report was referred to various action items on the agenda.

Committee Reports:

Insurance:

Ms. Parsons reported that the expected proposal was received, she had sent a recap of the various proposals to the Insurance Committee members, and a committee meeting was in the process of being scheduled for review and recommendation. The Insurance Committee members agreed on a meeting date of May 15th: 4:30 at the Portland Township Hall.

Policy And Procedure:

Ms. Parsons reported that she has sent the other committee members draft Facebook and Website policy and a Board Notification policy for review and recommendation, as well as all the Board members for their comment. Mr. Tiemann set a meeting for May 15th to immediately follow the Insurance Committee meeting for review and recommendation.

Budget: -- None

Personnel: -- None

Old Business:

RFP for Audit Services – June 5th deadline. One so far received.

Facebook Page Policy – Policy will be reviewed and recommended May 15th for action at next meeting.

New Business:

Purchase Of Computer And Software

Chief Baker proposed updating hardware and software, including a laptop for training presentations, etc., in the amount of \$6700, to include: Firehouse Software, desktop computer, printer, laptop computer, technician for installation support and setup. The new computers will be limited to a few key management personnel for access. Mr. Tiemann moved to authorize the Chief to contract and purchase this equipment up to the amount needed. Ms. Parsons supported. **Motion carried.** Budget line amendments are available and will be identified for action with the Treasurer for the next meeting.

Tires for Engine 1

Tires for Engine 1: Keusch: \$1265.08. Blundy Hoppes gave a comparable quote of \$1304.52, but will give a credit to buy back the old tires, bringing their price down by \$250 for the lower bid for comparable brand. Engine 1 is the more impending repair. Chief Baker suggested holding off on a more extensive replacement until the 5 year truck plan is done. Mr. Pohl moved to replace two front on engine 1 now with Blundy-Hoppes, and hold off for others as the Chief recommends. Mr. Tiemann supported. **Motion carried.**

Water Rescue Gear

In light of this spring's flooding, Chief Baker reassessed the Department's water rescue needs. He determined that some updated and new equipment, as well as training, was needed. He recommended the purchase of four water-rescue helmets for \$144.00, and four water rescue flotation vests for \$250.00. He reported that this new equipment will be complemented by donation of excess equipment from neighboring Looking Glass Regional Fire Authority. Mr. Tiemann moved to approve purchase of the equipment. Mr. Smith supported. **Motion carried.**

City of Portland Maintenance Charges Proposal.

Chair Fabiano shared a detailed maintenance cost proposal from the City of Portland for routine service of department vehicles such as oil changes. Mr. Fabiano made some calls as to the competitiveness of the quote, as did Chief Baker, and both concluded the rates proposed were not to be matched locally. Consensus of the board was that the proposal was beneficial to the Department and at the Chief's discretion.

Board and Public Comment:

Ms. Parsons commended the department for their well-done spaghetti fundraiser, which was well attended. Chief Baker reported over \$700 was raised.

Mr. Smith reported that he will be moving out Portland Township soon, the district he represents. He will remain on the board until replaced, or he moves, whichever is first. Members of the board commended Mr. Smith on his fine work helping to get us off the ground.

Adjournment:

Mr. Pohl moved to adjourn the meeting, Mr. Smith supported. Meeting adjourned at 7:54 pm

Next Meeting: Monday, June 10, 2013 at 7:00 pm at Portland Township Hall, 773 E Grand River, Portland.

Respectfully submitted:



Kathy Parsons, Secretary

May 14, 2013

The Secretary, Kimberly D. Bose
Federal Energy Regulatory Commission
Mail Code: OEP/DHAC – PJ 12.3
888 First Street NE
Washington, DC 20426

RE: Portland Municipal Dam, FERC License #11616
Summary of 2013 Downstream Fish Passage

Dear Ms. Bose:

The City of Portland's Municipal Dam received a license from the Federal Energy Regulatory Commission (FERC) on June 20, 2001. Article 408 of this license requires the City, on an annual basis, to consult with the Michigan Department of Natural Resources (MDNR) and the U.S. Fish and Wildlife Service (USFWS) to identify a consecutive 14-day period for stopping project generation to allow safe downstream passage of stocked salmonid smolts and to file an annual summary of these activities by October 1st of each year.

The MDNR informed the City, via e-mail, that the steelhead smolt stocking would begin the week of April 1st. The shutdown period is also coordinated with Consumers Energy, which operates the nearby Webber Dam. Based on smolt activity observed at the Webber Dam on April 9th, the MDNR requested that the City shut down the turbines on April 15th.

The City shut down the turbines on April 15th and electrical generation ceased for 14 days after this time. All flow was either over the spillway or through the MDNR's fish ladder. Documentation of these consultations is attached for reference.

The City observed the impoundment during the two-week shutdown period. This was done in voluntary cooperation with the MDNR. The objective was to provide information to be used in determining future shutdown periods.

The table below presents observations recorded at the Portland Municipal Dam during the 14-day shutdown period. Weather conditions that affect the operator's ability to observe downstream migrating smolts, such as fog, rain, and waves, have been considered. They are recorded as Visibility Conditions and are defined as "good," "fair" or "poor."

Date	Time (a.m.)	Flow (cfs)	Visibility Conditions	Smolt Presence	Smolt Relative Magnitude
April 15	8:15	4,714	fair	no	none
April 16	7:50	4,078	fair	no	none
April 17	7:55	3,888	good	no	none
April 18	8:00	5,268	fair	no	none

Date	Time (a.m.)	Flow (cfs)	Visibility Conditions	Smolt Presence	Smolt Relative Magnitude
April 19	7:55	6,640	fair	no	none
April 20	9:30	7,590	fair	no	none
April 21	9:30	7,950	good	no	none
April 22	9:00	7,730	good	no	none
April 23	7:48	6,412	good	no	none
April 24	7:53	5,749	good	no	none
April 25	7:50	5,377	good	no	none
April 26	7:55	4,922	good	no	none
April 27	9:50	4,425	good	no	none
April 28	9:08	3,980	good	no	none
April 29	9:10	3,634	good	no	none

Smolts were not observed in the headwater (HW) or tailwater (TW) during the shutdown period. Visibility conditions were "good" on ten of the days and "fair" on five of the days.

If you have additional questions or concerns please contact me at (616) 942-9600.

Very truly yours,

AECOM, Inc.



Glenn Hendrix
Senior Scientist

Enclosures

- c: Thomas Dempsey, City Manager
- Michael Hyland, City Superintendent
- Chris Freiburger – Michigan Department of Natural Resources
- Burr Fisher – U.S. Fish and Wildlife Service
- File 60240808

Carpenter, Allison

From: Freiburger, Chris (DNR) <FreiburgerC@michigan.gov>
Sent: Thursday, April 11, 2013 2:43 PM
To: David C. Mcintosh; Hanshue, Scott (DNR); Hendrix, Glenn A.
Cc: Mike Hyland; Carpenter, Allison; Wesley, Jay (DNR); Burr_Fisher@fws.gov
Subject: RE: Portland/Webber fish passage shutdown

Glenn and Dave:

Noting that the DNR crews observed steelhead in the ladder on Tuesday, the high flows we now have in the Grand and warming temperatures coming on Sunday I would recommend that we begin the shutdown on Monday, April 15. I would recommend beginning the shutdown at 0900 to give your crews time to get in the morning and get around so no one has to arrive early. Please e-mail me back and let me know that this works or if you have any concerns or issues.

Thanks

From: David C. Mcintosh [<mailto:DAVID.MCINTOSH@cmsenergy.com>]
Sent: Thursday, April 11, 2013 10:34 AM
To: Hanshue, Scott (DNR); Freiburger, Chris (DNR); 'Hendrix, Glenn A.'
Cc: Mike Hyland; Carpenter, Allison; Wesley, Jay (DNR); Burr_Fisher@fws.gov
Subject: RE: Portland/Webber fish passage shutdown

Thanks for the update Scott. I passed the information along to the Webber just in case they didn't get a chance to talk with your Techs on Tuesday. I have not received any indication from them that smolts have been observed in the impoundment as of today.

Dave McIntosh
Consumers Energy Company
Hydro Generation

From: Hanshue, Scott (DNR) [<mailto:HanshueS1@michigan.gov>]
Sent: Thursday, April 11, 2013 10:26 AM
To: Freiburger, Chris (DNR); 'Hendrix, Glenn A.'
Cc: Mike Hyland; David C. Mcintosh; Carpenter, Allison; Wesley, Jay (DNR); Burr_Fisher@fws.gov
Subject: RE: Portland/Webber fish passage shutdown

Our Technicians observed steelhead smolts in the Webber ladder on Tuesday. They were stocked a couple of days before the coho salmon.

From: Freiburger, Chris (DNR)
Sent: Thursday, March 28, 2013 2:22 PM
To: 'Hendrix, Glenn A.'
Cc: Mike Hyland; David C McIntosh; Carpenter, Allison; Wesley, Jay (DNR); Hanshue, Scott (DNR); Burr_Fisher@fws.gov
Subject: RE: Portland/Webber fish passage shutdown

Thanks for inquiring Glenn. This one snuck up on me for some reason. I was thinking stocking was mid to late April. I checked with our management staff and it appears stocking will occur during the week of 4/1. So if we can continue to operate as we have the last few years and have the City of Portland and Consumer's begin monitoring and documenting fish sightings for coho and steelhead on Tuesday, March 2 and as soon as we begin to see a substantial number of fish in the system we will commence the two week shutdown. As in the past, I will rely on the *City of Portland and Webber*

staff to contact me if they are seeing fish and then DNR will work with the operators to begin the shutdown. Please let me know that you received this e-mail and if there are any issues?

Thanks

Chris Freiburger
Michigan Department of Natural Resources
Habitat Management Unit
Environmental Assessment Sub-Unit
530 West Allegan Street
Lansing, MI 48933
517-373-6644
freiburgerc@michigan.gov

From: Hendrix, Glenn A. [<mailto:Glenn.Hendrix@aecom.com>]
Sent: Tuesday, March 26, 2013 11:30 AM
To: Freiburger, Chris (DNR)
Cc: Mike Hyland; David C McIntosh; Carpenter, Allison
Subject: Portland/Webber fish passage shutdown

Chris:

Please us know of the fish stocking schedule for the Grand River and when you want Portland Dam to stop generating to allow smolt passage.

Thank you and I hope all is well.

Glenn A. Hendrix
Senior Scientist
AECOM
D 616 940-4406
glenn.hendrix@AECOM.com

AECOM
5555 Glenwood Hills Parkway, SE
Grand Rapids, MI 49512
T 616 942-9600
F 616 940-4396



Executive Summary:

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

Portland Light and Power Board Summary

Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Prescriptive	160,465.00	1,380.00	0.86%	\$12,508.28	\$105.00	0.84%
Pipeline : 1		1,380.00	0.86%		\$105.00	0.84%
Residential HVAC	5,834.00	4,140.00	70.96%	\$2,413.00	\$840.00	34.81%
Realized : 5		4,140.00	70.96%		\$840.00	34.81%
Small Business DI	13,693.00	14,865.00	108.56%			
Realized : 7		14,865.00	108.56%			

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

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

Appliance Recycling & CFLs

Appliance Recycling Program

Appliance Recycling		kWh Goal: 51,072.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
Air Conditioners					
Dehumidifiers					
Freezers					
Refrigerators	4	5,044	\$200	\$0.04	9.88%
Totals :	4	5,044	\$200	\$0.04	9.88%

CFL Installation		kWh Goal: 96,164.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
CFLs					

Marketing Efforts:

- Completed Items
 - Residential
 - Program overview tri-fold brochure
 - C&I
 - Program overview sell sheets
 - Market segments targeted
 - School and office buildings
 - Spent a fair amount of time following up on leads from customer inquiries
 - Trade Ally sales efforts
 - Working with Tim Cunningham to pursue the local schools and city for lighting projects
 - Began contacting HVAC contractors
 - Technology focus
 - Early year efforts have been focused on lighting due to the large number of customers who still have T-12 conversions
 - Small Business
 - Installation form
 - Tri-fold brochures
- Upcoming Items
 - Market segments target
 - Focus on the small manufacturing/warehousing base
 - Schools and small business
 - Trade Ally sales efforts
 - Identify and contact contractors and supply houses outside the immediate area
 - Technology focus
 - HVAC service and retrofits
 - Lighting
 - Look for possible chiller tune up or compressed opportunities

Upcoming Events:

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

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Prescriptive		1,380.00	\$105.00
Work in Progress			
Westside General Store - 751 W. Grand River Ave.	4/15/2013	1,380.00	\$105.00

Customer	Status Date	kWh Savings	Incentive
Residential HVAC		4,140.00	\$840.00
Paid			
Arlene Challender - 1020 Brush St	3/18/2013	730.00	\$150.00
Brad Pung - 6722 Mulder Dr	3/18/2013	1,220.00	\$240.00
Gordon Hoppes - 634 Orchard Ct	3/18/2013	730.00	\$150.00
Lyle Braley - 417 Detroit St	3/18/2013	730.00	\$150.00
Steven Calley - 990 Marshall St	3/18/2013	730.00	\$150.00

Component Detail

C&I Prescriptive

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work In Progress						
08-05900-1	Westside General Store - 751 W. Grand River Ave. Total Project Cost: \$ Install Complete: MM13: LED Grocery Case Lighting - MPPA	3	460.00	1,380.00	35.00	105.00

Residential HVAC/Efficient Appliances

Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
04-06600-1	Arlene Challender - 1020 Brush St Install Complete: 1/23/2013 Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
12-14400-2	Brad Pung - 6722 Mulder Dr Install Complete: 2/9/2013 Residential CAC - 15 SEER MPPA 2013 Residential Furnace w/ECM MPPA 2013 Residential T-Stat MPPA 2013	1 1 1	170.00 730.00 320.00	170.00 730.00 320.00	75.00 150.00 15.00	75.00 150.00 15.00
06-12200-1	Gordon Hoppes - 634 Orchard Ct Install Complete: 1/31/2013 Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
09-01900-1	Lyle Braley - 417 Detroit St Install Complete: 1/10/2013 Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00
11-15800-5	Steven Calley - 990 Marshall St Install Complete: 1/24/2013 Residential Furnace w/ECM MPPA 2013	1	730.00	730.00	150.00	150.00

Small Business DI

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

User: NIKKI
DB: Portland

PERIOD ENDING 04/30/2013

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	04/30/2013 (ABNORMAL)	MONTH 04/30/2013 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	975,000.00	897,208.68	0.00	77,791.32	92.02
101-000-428.000	PILOT-Golden Bridge Manor	6,950.00	0.00	0.00	6,950.00	0.00
101-000-445.000	PENALTY & INTEREST	7,000.00	4,737.20	0.00	2,262.80	67.67
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	38,591.72	0.00	2,408.28	94.13
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	767.07	0.00	(767.07)	100.00
101-000-453.000	CABLE TV FEES	16,000.00	28,231.66	0.00	(12,231.66)	176.45
101-000-455.000	TRAILER FEES	500.00	2,691.00	36.00	(2,191.00)	538.20
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	833.00	918.00	667.00	55.53
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	562.02	0.00	637.98	46.84
101-000-570.000	LIQUOR FEES	3,000.00	3,179.00	41.25	(179.00)	105.97
101-000-575.000	REVENUE SHARING-CONST SALES	279,196.00	236,817.00	43,543.00	42,379.00	84.82
101-000-576.000	REVENUE SHARING-STAT SALES	91,818.00	80,887.00	16,396.00	10,931.00	88.09
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	3,816.50	239.50	4,683.50	44.90
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	715.08	161.00	(415.08)	238.36
101-000-624.000	MISCELLANEOUS FEES	0.00	70.40	0.66	(70.40)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	328,257.00	269,615.00	26,570.00	58,642.00	82.14
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	3,325.00	600.00	(1,325.00)	166.25
101-000-633.000	CEMETERY CARE FEES	5,000.00	2,445.80	224.00	2,554.20	48.92
101-000-634.000	GRAVE OPENING FEES	8,000.00	10,075.00	1,275.00	(2,075.00)	125.94
101-000-656.000	DISTRICT COURT FINES	16,000.00	12,554.13	1,053.91	3,445.87	78.46
101-000-661.000	PARKING FINES	1,500.00	3,224.00	183.00	(1,724.00)	214.93
101-000-662.000	DRUG FORFEITURE MONEY	0.00	0.00	0.00	0.00	0.00
101-000-663.000	MISCELLANEOUS FINES	3,000.00	2,336.79	261.00	663.21	77.89
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	419.28	35.92	580.72	41.93
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	300.00	576.05	19.88	(276.05)	192.02
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	8,645.00	8,025.00	(1,330.00)	118.18
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.004	DONATION-OLD MILL BUILDING	3,000.00	0.00	0.00	3,000.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	0.00	0.00	0.00	0.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	500.00	850.18	0.00	(350.18)	170.04
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	937.50	0.00	(937.50)	100.00
101-000-678.005	REIMBURSEMENTS-WORKER'S COMP	2,500.00	1,657.00	0.00	843.00	66.28
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	18,000.00	37,911.21	554.53	(19,911.21)	210.62
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
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PERIOD ENDING 04/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 04/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2013 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/MDOT GRANT	0.00	0.00	0.00	0.00	0.00
101-000-699.406	TRANSFER FROM BOARDWALK FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	49,792.00	24,896.00	0.00	24,896.00	50.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	15,882.00	0.00	15,882.00	50.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	15,882.00	0.00	15,882.00	50.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		2,034,121.00	1,712,539.23	100,137.65	321,581.77	84.19
Expenditures						
100	COUNCIL	123,657.00	119,809.73	726.63	3,847.27	96.89
101	COMMUNITY PROMOTIONS	183,265.00	150,118.91	8,551.43	33,146.09	81.91
172	CITY MANAGER	153,179.00	122,230.85	14,755.42	30,948.15	79.80
191	ELECTIONS	7,400.00	4,761.29	176.53	2,638.71	64.34
201	GENERAL ADMINISTRATION	321,900.00	249,634.26	19,910.28	72,265.74	77.55
209	ASSESSING	48,833.00	36,844.81	4,168.31	11,988.19	75.45
265	CITY HALL	61,256.00	43,238.81	3,045.94	18,017.19	70.59
276	CEMETERY	157,110.00	86,326.35	12,003.72	70,783.65	54.95
301	POLICE	645,868.00	463,588.62	59,008.90	182,279.38	71.78
336	FIRE	101,677.00	101,633.53	0.00	43.47	99.96
371	CODE ENFORCEMENT	59,824.00	39,880.13	68.00	19,943.87	66.66
728	ECONOMIC DEVELOPMENT	7,500.00	5,409.85	100.00	2,090.15	72.13
751	PARKS	139,164.00	89,212.73	8,358.78	49,951.27	64.11
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,010,633.00	1,512,689.87	130,873.94	497,943.13	75.23
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,034,121.00	1,712,539.23	100,137.65	321,581.77	84.19
TOTAL EXPENDITURES		2,010,633.00	1,512,689.87	130,873.94	497,943.13	75.23
NET OF REVENUES & EXPENDITURES		23,488.00	199,849.36	(30,736.29)	(176,361.36)	850.86
TOTAL REVENUES - FUND 101						
TOTAL EXPENDITURES - FUND 101						
NET OF REVENUES & EXPENDITURES						

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PERIOD ENDING 04/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 04/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		684,073.00	384,268.27	0.00	299,804.73	56.17
TOTAL EXPENDITURES		836,205.00	751,899.16	8,750.96	84,305.84	89.92
NET OF REVENUES & EXPENDITURES		(152,132.00)	(367,630.89)	(8,750.96)	215,498.89	241.65
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	2,000.00	400.00	500.00	80.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	2,000.00	400.00	500.00	80.00
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		325,800.00	267,323.67	22,603.26	58,476.33	82.05
TOTAL EXPENDITURES		405,032.00	338,147.70	17,955.53	66,884.30	83.49
NET OF REVENUES & EXPENDITURES		(79,232.00)	(70,824.03)	4,647.73	(8,407.97)	89.39
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		226,700.00	193,391.42	7,613.18	33,308.58	85.31
TOTAL EXPENDITURES		250,455.00	192,381.50	11,273.51	58,073.50	76.81
NET OF REVENUES & EXPENDITURES		(23,755.00)	1,009.92	(3,660.33)	(24,764.92)	(4.25)
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		117,500.00	95,227.71	11,680.00	22,272.29	81.04
TOTAL EXPENDITURES		117,457.00	99,309.11	11,172.57	18,147.89	84.55
NET OF REVENUES & EXPENDITURES		43.00	(4,081.40)	507.43	4,124.40	(9,491.6
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		484,151.00	422,822.37	10,617.89	61,328.63	87.33
TOTAL EXPENDITURES		483,310.00	376,921.12	40,702.31	106,388.88	77.99
NET OF REVENUES & EXPENDITURES		841.00	45,901.25	(30,084.42)	(45,060.25)	5,457.94
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	295,165.80	28,084.29	36,004.20	89.13
TOTAL EXPENDITURES		463,403.82	386,059.78	12,396.83	77,344.04	83.31
NET OF REVENUES & EXPENDITURES		(132,233.82)	(90,893.98)	15,687.46	(41,339.84)	68.74
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		90,800.00	81,332.99	8,199.22	9,467.01	89.57
TOTAL EXPENDITURES		90,550.00	67,855.62	0.00	22,694.38	74.94
NET OF REVENUES & EXPENDITURES		250.00	13,477.37	8,199.22	(13,227.37)	5,390.95

PERIOD ENDING 04/30/2013

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 04/30/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD 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	2,920,838.28	282,151.39	649,439.72	81.81
TOTAL EXPENDITURES		4,465,605.00	3,104,722.52	198,130.98	1,360,882.48	69.53
NET OF REVENUES & EXPENDITURES		(895,327.00)	(183,884.24)	84,020.41	(711,442.76)	20.54
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		792,114.00	777,958.49	57,981.34	14,155.51	98.21
TOTAL EXPENDITURES		752,792.00	836,455.25	45,603.78	(83,663.25)	111.11
NET OF REVENUES & EXPENDITURES		39,322.00	(58,496.76)	12,377.56	97,818.76	(148.76)
Fund 591 - WATER FUND:						
TOTAL REVENUES		610,602.29	466,258.03	40,841.14	144,344.26	76.36
TOTAL EXPENDITURES		709,750.80	533,280.26	35,446.78	176,470.54	75.14
NET OF REVENUES & EXPENDITURES		(99,148.51)	(67,022.23)	5,394.36	(32,126.28)	67.60
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		364,260.00	331,258.35	22,077.00	33,001.65	90.94
TOTAL EXPENDITURES		466,992.00	369,545.59	40,456.11	97,446.41	79.13
NET OF REVENUES & EXPENDITURES		(102,732.00)	(38,287.24)	(18,379.11)	(64,444.76)	37.27
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						
		7,599,948.29	6,237,845.38	492,248.71	1,362,102.91	82.08
TOTAL EXPENDITURES - ALL FUNDS						
		9,041,552.62	7,056,577.61	421,889.36	1,984,975.01	78.05
NET OF REVENUES & EXPENDITURES						
		(1,441,604.33)	(818,732.23)	70,359.35	(622,872.10)	56.79



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

CK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

May 10, 2013

TO: Local Agency Bridge Owner

National Bridge Inspection Standards (NBIS) Load Rating Evaluations

On April 2, 2010, the Michigan Department of Transportation (MDOT) received a letter from James J. Steele, the Federal Highway Administration's (FHWA) Michigan Division Administrator, notifying us that Michigan is in conditional compliance with the requirements of the NBIS. The letter defined conditional compliance as "in compliance subject to the agreed upon conditions (i.e. plan of corrective action)." The plan of corrective action, agreed upon by FHWA and MDOT, was included in the MDOT Bridge Advisory dated August 10, 2010.

The National Bridge Inspection Standards (NBIS) defines load rating as "The determination of the live load carrying capacity of a bridge using bridge plans and supplemented by information gathered from a field inspection." The NBIS further states "Rate each bridge as to its safe load-carrying capacity in accordance with the AASHTO Manual (incorporated by reference, *see* § 650.317). Post or restrict the bridge in accordance with the AASHTO Manual or in accordance with State law, when the maximum unrestricted legal loads or State routine permit loads exceed that allowed under the operating rating or equivalent rating factor." The AASHTO Manual incorporated by reference in the NBIS is the American Association of State Highway Transportation Officials Manual for Bridge Evaluation.

The FHWA letter also included a program review of load rating and posting of Michigan bridges. The plan of corrective action is detailed in the program review. As part of the action plan, the FHWA required MDOT to develop a prioritized schedule for completing the required load rating evaluations by December 31, 2016. MDOT reached an agreement with the FHWA on criteria for tiered prioritization and target dates by which all bridge owners must complete their required load rating evaluations. The criteria and target dates for the tiered prioritization were distributed as part of the MDOT Bridge Advisory dated March 7, 2011. Tier 1 load ratings were required to be completed on December 31, 2012. The remaining completion dates are as follows:

- Tier 2 – December 31, 2014
- Tier 3 – December 31, 2016

To ensure the public safety of Michigan motorists, it is essential that every bridge carrying a public road have a load rating that is complete, correct, and takes into account the current condition of the bridge. MDOT has developed a screening method for the prioritized load rating needs for MDOT owned and local agency owned bridges. Through this review of Michigan's bridge database, bridges with potential load rating compliance issues were identified in your agency's jurisdiction and are enclosed (Enclosure 1).

BA 2011-02 describes how to resolve load-rating issues. The list is created using Structural Inventory and Appraisal Items of the FHWA's Guide for Structure Inventory and Appraisal of the Nation's Bridges Report No. FHWA-PD-96-001 and Michigan Structure Inventory and Appraisal of Bridges (Coding Guide). BA 2012-01 describes modifications and improvements to the load rating data collected in the Michigan Bridge Reporting System (MBRS). Changes to data collection have been made to comply with federal requirements.

NOTE: Bridges that are subject to Tier 2 compliance requirements must indicate that the load rating takes into account the current condition of the structure. To indicate that the load rating represents current conditions, you must complete an assumption and summary form in MBIS or MBRS. Enter "Yes" for the field "Rating Considers Field Condition of Members." The inspection date (most recent BSIR date, or detailed inspection date) must be completed as well. **This is necessary even if the condition of the structure does not have an effect on the rating calculations.**

Failure to complete these requirements will result in MDOT holding your agency in non-compliance and withholding Federal and MTF funds.

If you have any questions regarding these requirements, please contact me at 517-373-2256 or e-mail: curtisr4@michigan.gov.

For bridge load rating policy issues, please contact Bradley Wagner at 517-335-1923 or e-mail: wagnerb@michigan.gov.

For training, software technical support and engineering technical assistance relating to Local Agency implementation of the bridge load rating program, load rating or AASHTOWare Bridge Rating (formerly Virtis) support, please contact Center for Technology and Training (MTU-CTT) at 906-487-2102, by e-mail at loadrating@mtu.edu or on the web at <http://loadrating.michiganltap.org>.

For bridge database coding issues, please contact Robert Kelley at 517-373-0734 or e-mail: kelleyr@michigan.gov.

Sincerely,



Rebecca Curtis, P.E.
Bridge Management Engineer

Enclosures

Enclosure #2
May 2, 2013

REFERENCES AND HYPERLINKS

MDOT Bridge Advisory-BA-2010-03

http://www.michigan.gov/documents/mdot/mdot_BA-2010-03_330262_7.pdf

MDOT Bridge Advisory – BA-2011-02

http://www.michigan.gov/documents/mdot/BA-2011-02_347529_7.pdf

FHWA's Guide for Structure Inventory and Appraisal of the Nation's Bridges Report FHWA-PD-96-001,

<http://www.fhwa.dot.gov/BRIDGE/mtguide.pdf>

Michigan Structure Inventory and Appraisal of Bridges (Coding Guide)

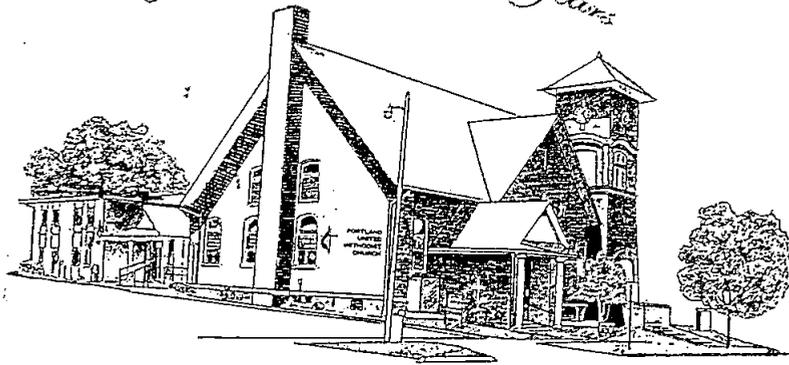
http://www.michigan.gov/documents/mdot_SIA_Manual-2_79072_7.pdf

MDOT Bridge Advisory – BA-2012-01

http://www.michigan.gov/documents/mdot/MDOT_BRIDGE_ADVISORY_BA_2012-1_393322_7.pdf

Agency	Struct Number	Deadline for Update of MBRS	Bridge ID	Facility Carried	Feature Intersected	Item 63	Item 64F	Item 64MA	Item 64MB	Item 64MC	Item 65	Item 66	Item 41	Item 70	Rated For Current Condition	Deck Rtg	Super Rtg	Sub, Culv Rtg	Tier	Issues	
PORTLAND	4104	12/31/2014	34459200003030B01	DIVINE HIGHWAY	LOOKINGGLASS RIVER	2	71.8		109		2	41.8	A	5		5	4	6	N	Tier 2	Poor Condition
PORTLAND	4105	12/31/2016	3445920000322B01	W. GRAND RIVER AVE	GRAND RIVER	2	99.9		177		2	53.6	A	5		7	6	6	N	Tier 3	Built > 1993 and ASR Method

Celebrating 175 Years



*Remember When ---- Celebrate Our Heritage
Believe In Our Future*

*Portland United Methodist Church
310 Bridge Street Portland, MI 48875*

*The Portland United Methodist Church
cordially invites you to be a part of our special
175 Year Celebration Lunch and Worship
to be held
on Sunday, June 30, 2013
at 2:00 PM*

*Please invite the members of the City of Portland
to join us for this event by putting this
invitation in your newsletter.*

*175 Year Celebration Team
of Portland United Methodist Church*

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
April 9, 2013
4:00 p.m.

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

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

Others present: Tom Thelen, Robert Van Lente, Mike Blood, Arthur Pelon, Cheryl O'Connor, Jim Valentine, Deb Thalison, Karen Bota, Diane Adams, Judy Clark, Tonda Rich, Ken Bowen, Suzanne Kreeger, Mark Howe, Stephanie Hurlbut and Janae Cooper

Approval of Agenda

A. Consideration of additional items

Chair Calley noted the following additions to the agenda: Added approval of Closed Session minutes from March 26, 2013 to the Consent Calendar and added item I. under New Business. Moved by Mason, supported by Cowling-Cronk, to approve the amended agenda. Motion carried by voice vote.

Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve March 26, 2013 Closed Session minutes

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

New Business

- A. Mike Blood, Ronald Township Supervisor, discussed the Shepard Cemetery in Ronald Township. Blood cited County Board minutes dated December 29, 1982 stating that the County would take care of the Cemetery. Citizens of Ronald Township requested permission to form a committee to clean up the cemetery. Moved by Mason, supported by Shattuck, to approve a committee for cleaning up Shepard Cemetery. Banks discussed amending the motion to include that no work is to be completed until identification of legal access is clarified. Blood stated he would bring a proposal back to the Board. Moved by Banks, supported by Mason, to table this matter until more information is gathered on the legal access and egress issue. Motion carried by voice vote.
- B. Equalization Director, Cheryl O'Connor, presented the Board with the Annual Equalization Report, showing that after review of the 2013 assessments, the Equalized Value of the Real and Personal Property in Ionia County is \$1,846,686,206 and the Taxable Value of the Real and Personal Property in Ionia County is \$1,474,917,501. Moved by Banks, supported by Wirtz, to adopt the Annual Equalization Report pursuant to Sec 211.34-1948 as amended. Motion carried by voice vote.

In addition, O'Connor informed the Board that the State Tax Commission awarded Mandy Spratto a scholarship valued at \$2000 for Appraiser training/education.

- C. Diane Adams, Register of Deeds, requested approval to fill the upcoming Abstractor vacancy within her department. Adams stated that Dianne Sheaffer will be retiring on April 30th after 45 years of service. Discussions included the future of GIS mapping. Moved by Tiejema, supported by Banks, to fill the Abstractor position at a Grade 7, Step 1, and to further authorize changing the name of the department from Abstracting to Mapping and Description. Motion carried by voice vote.
- D. Congress has designated the week of April 14 – 20, 2013 as National Public Safety Telecommunications Week. In honor of the personnel of Ionia County Central Dispatch, Director James Valentine requested the adoption of the National Public Safety Telecommunications Week Resolution. Moved by Banks, supported by Cowling-Cronk, to adopt the National Public Safety Telecommunications Week Resolution. The Resolution was adopted by the following roll call vote: Yes-all. The Resolution is as follows:

NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK RESOLUTION
2013 – 6

We gather here to pay tribute to the personnel of Ionia County Central Dispatch for their faithful and dedicated service to our community.

WHEREAS, the week of April 14 – 20, 2013 has been designated as National Public Safety Telecommunications Week in tribute to all public safety communications personnel; and

WHEREAS, Ionia County Central Dispatch is a vital link in the protection of life and property in Ionia County; and

WHEREAS, the personnel of Ionia County Central Dispatch are a vital and highly valued part of Ionia County; and

WHEREAS, in recognition of their excellent and dedicated service to Ionia County, it is fitting and proper that they be highly commended and praised.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Board of Commissioners, by this Resolution, declares the week of April 14-20, 2013 as Public Safety Telecommunications Week in Ionia County and expresses its heartfelt gratitude to the personnel of Ionia County Central Dispatch for their faithful and dedicated service; and that this Resolution be entered into the records of the Ionia County Board of Commissioners and a copy be forwarded to the dispatch center.

- E. Moved by Mason, supported by Tiejema, to authorize filling the Central Dispatch Administrative Assistant position at a Grade 7, Step 1, beginning May 20, 2013 to allow for training. Motion carried by voice vote.
- F. Moved by Shattuck, supported by Mason, to approve the fiscal years 2010 and 2011 Emergency Management Preparedness Grant Supplemental distributions (2010 - \$1,982 and 2011- \$3,998), and authorize appropriate signatures. Motion carried by voice vote.

- G. Moved by Tiejema, supported by Shattuck, to adopt the millage authorization request from the County of Ionia to the Tax Allocation Board. Motion carried by voice vote.
- H. Tonda Rich, County Clerk and the Honorable Suzanne Kreeger, Chief Judge, requested the Board's approval to create one full-time Deputy County Clerk at a Grade 7, Step 1 in the County Clerk's Office. The request derived from a Management Analysis completed by the State Court Administrator's Office (SCAO) in November of 2012, which recommended the Clerk to seek additional staffing. Rich and Kreeger discussed the study in length and answered questions from the Board. Commissioners Mason, Tiejema, Shattuck and Banks offered comments. Moved by Banks, supported by Shattuck, to table the matter and to form a committee to review the matter. Motion carried by voice vote, with Mason voting no. The committee consists of Calley, Banks and Mason.
- I. Deb Thalison, Community Health Supervisor, requested the Board's approval for PA2 funding. Moved by Mason, supported by Cowling-Cronk, to approve the ICSAI funding request of additional PA2 funds that are managed by CEI up to \$35,000. Motion carried by voice vote.

Chairperson's Report

Calley stated that she will be absent at the next meeting. Shattuck stated he would be absent as well. Due to two commissioners not being present for the Committee-of-the-Whole meeting, any other absences should be reported to Vice Chairperson Banks.

County Administrator's Report

Hurlbut stated that the kickoff Facilities meeting will be held on April 16th or 17th. The exact date will be announced at a later time.

Appointments

Calley reminded the Board of the upcoming appointments as noted in the Agenda.

Commissioner Reports

- 1. Mason advised the Board that the Adult Spelling Bee for the Literacy Council will be held tonight at 8:00 p.m. Representing the County will be Commissioner Lynn Mason, Clerk Tonda Rich and Chief Deputy Clerk Janae Cooper.
- 2. Cowling-Cronk reminded the Board to revisit MERS soon.
- 3. Shattuck reminded the Board of the Road Commission Report next week.

Public Comment

- 1. Judy Clark, Ionia County Treasurer, informed the Board that there were a total of 53 foreclosures, with 17 of those being a part of a condominium set-up.
- 2. Mark Howe of Boston Township expressed his interest in being re-appointed to the Trail Authority.
- 3. Arthur Pelon, Ronald Township Clerk, informed the Board that Ronald Township has a recycling program at the township hall once a month.

IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole
April 16, 2013
4:00 p.m.

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

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

Members absent: Jack Shattuck and Julie Calley

Others present: Tom Thelen, Karen Bota, Deb Thailson, Al Almy, Lynette Seiler, Sug Pinnow, Ken Bowen, Randy Hager, Rebecca McCafferty, Don Sult, Bob VanLente, Jim Valentine, Monte Starkweather, Deb McPeek, Bob Lathers, Stephanie Hurlbut and Tonda Rich

Approval of Agenda

A. Consideration of additional items

Moved by Cowling-Cronk, supported by Wirtz, to approve the agenda as presented. Motion carried by voice vote.

New Business

A. Departmental Reports

1. District Court Report – Court Administrator, Sug Pinnow, reviewed the District Court's caseload and explained the caseload report and the different types of cases filed at District Court. Pinnow stated that District Court has been processing a high volume of garnishments. Other discussions included District Court's two specialty courts: Sobriety Court that has 32 participants and Veteran's Court with nine participants. Pinnow stated that the Probation Department, that supervises the Specialty Court participants, also supervise 409 probationers.
2. Juvenile/Probate Report – Juvenile Court Referee, Monte Starkweather, presented the Board with the 2012 Annual Report for the Juvenile Court and Youth Service Bureau and answered questions from the Board. (A copy of the report is on file in the Clerk's Office).
3. Building Codes – Don Sult, with the Building Department, presented and discussed the October to December 2012 Quarterly Report and the January to March 2013 Quarterly Report and answered questions from the Board. (Copies of the reports are on file in the Clerk's Office).
4. Commission on Aging – Lynette Seiler, Director of Commission on Aging, reported on the services provided by Commission on Aging, as well as revenues and expenses for the Commission on Aging. (A copy of the report is on file in the Clerk's Office).
5. Public Health Report – Randy Hager, a local farmer and Rebecca McCafferty, from MSU Extension 4H Program and Deb Thailson, from the Health Department, discussed a

community garden to be planted out at the Animal Shelter. McCafferty stated that \$1000 has been awarded to the project through a grant. Hager discussed the garden and collaboration with other communities.

- B. Dorothy Pohl, Bill Weisgerber and Al Almy with the Ionia County Road Commission presented the Ionia County 2012 Supplemental Annual Report and answered questions from the Board. (A copy of the report is on file in the Clerk's Office).

(Due to representatives from Community Mental Health not present at time, the Vice Chair continued on with items on the agenda)

- C. Vice Chair Banks postponed the acknowledgment of the PA 116 filed by Dennis Heffron until the April 23rd meeting.

Reports of Officers

Commissioner Mason commented on the Adult Spelling Bee where proceeds went to the Ionia County Literacy Group.

The Vice-Chair recessed at 5:40 p.m. and reconvened at 5:42 p.m.

- D. Deb McPeck and Bob Lathers from Ionia County Community Mental Health discussed the annual report. Other topics of discussion were jail diversion and funding. Lathers thanked the Board for their continuing support.

Moved by Mason, supported by Cowling-Cronk, to adjourn the meeting at 6:14 p.m. Motion carried by voice vote.

Jim Banks, Vice Chair

Tonda Rich, Clerk

Minutes approved by:

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
April 23, 2013
7:00 p.m.

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

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

Members absent: Julie Calley

Others present: Doug DeVries, Jim Valentine, Bob Van Lente, Tom Thelen, Melissa Eldridge, Lynette Seiler, Ann Thompson, Mike Hickey, Chad Hickey, Judy Clark, Don Ransom, Lisa McCafferty, Stephanie Hurlbut and Tonda Rich

Vice Chair Banks, on behalf of the Board of Commissioners, thanked Doug DeVries for the hard work and dedication he has put forth concerning the flooding around the County.

Approval of Agenda

A. Consideration of additional items

The Vice Chair noted one additional item to be added under New Business. Moved by Cowling-Cronk, supported by Shattuck, to approve the amended agenda. Motion carried by voice vote.

Public Comment

Ann Thompson addressed the Board concerning the County's Pension Plan.

Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve per diem and mileage
- C. Approve payment of General Fund payroll and accounts payable for the month of March 2013 - \$1,490,975.44
- D. Approve payment of Health Fund bills - \$139,146.58

County Clerk, Tonda Rich, requested a change to the April 9, 2013 board minutes. Per an email from Chair Calley, she requested to replace the word "tabled" with "postponed" concerning the County Clerk's additional staff request (Item H.).

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

Moved by Banks, supported by Shattuck, to approve the amended April 9, 2013 minutes as discussed. Motion carried by voice vote.

Unfinished Business

- A. Appointments
 - 1. Area on Aging of Western Michigan Advisory Council – Moved by Tiejema, supported by Mason, to appoint Ojar Smits to the Area on Aging of Western Michigan Advisory Council. Motion carried by voice vote.
 - 2. Commission on Aging Board – Moved by Mason, supported by Tiejema, to appoint Mike Jensen to the Commission on Aging Board. Motion carried by voice vote.
 - 3. Economic Development Corporation/Brownfield Redevelopment Authority – Moved by Tiejema, supported by Wirtz, to appoint Julianne Burns, Linda Willison and William Kavanagh to the Economic Development Corporation/Brownfield Redevelopment Authority. Motion carried by voice vote.
 - 4. Jury Board - Moved by Mason, supported by Cowling-Cronk, to appoint Margaret Gregory to the Jury Board. Motion carried by voice vote.
 - 5. Land Bank Authority – Moved by Wirtz, supported by Tiejema, to appoint Clare Colwell to the Land Bank Authority. Motion carried by voice vote.

New Business

- A. Moved by Shattuck, supported by Tiejema, to approve the CDBG Grant Agreement between Michigan State Housing Development Authority and Ionia County. Motion carried by voice vote.
- B. Moved by Tiejema, supported by Cowling-Cronk, to approve the Third Party Administrator Management Plan as part of the CDBG Grant Agreement. Motion carried by voice vote.
- C. Moved by Mason, supported by Wirtz, to approve the Contractual Agreement between Smith Housing Consulting (Marilyn Smith) and Ionia County as part of the CDBG Grant Agreement. Motion carried by voice vote.
- D. Central Dispatch Director, Jim Valentine, requested the Board to adopt the Resolution to Restore Surcharge Rate to 2008 Original Request Amount. Valentine stated that 22 counties filed an appeal concerning the \$1.90 surcharge that was approved by the County Commissions and the Michigan Public Service Commission reduced the surcharge to \$1.77. The 22 counties, including Ionia County, are requesting the established rate of \$1.90. Valentine stated that the Michigan Public Service Commission has entered into negotiations with attorney Van Essen to resolve this matter for all counties involved with a deadline of May 15th. Valentine explained that the adoption of the Resolution will meet the May 15, 2013 reporting deadline for the new surcharge rate with the State pending the outcome of the negotiations. Moved by Tiejema, supported by Mason, to adopt the Resolution to Restore Surcharge Rate to 2008 Original Request Amount. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

RESOLUTION TO RESTORE SURCHARGE RATE TO
2008 ORIGINAL REQUEST AMOUNT
2013-7

Whereas, the Ionia County ("County") Board of Commissioners ("Board") held the authority under 2007 PA 164, which amended Michigan's Emergency 9-1-1 Service Enabling Act, being MCL 484.1101 *et seq*, as amended ("9-1-1 Act") to set a default county 9-1-1 surcharge cap ("default surcharge cap") on all communications devices of residents within the County under Section 401e(1) and (2) of the 9-1-1 Act, being MCL §484.1401e(1) and (2) provided the Board acted before February 15, 2008 and the Michigan Public Service Commission ("MPSC") approved the rate set:

Whereas the Board and MPSC approved default surcharge cap set for July 1, 2008 may thereafter only be exceeded upon an authorization of the voters in the Count pursuant to Section 401b(1), being MCL §484.1401b(1);

Whereas the Board approved a default surcharge cap for the County prior to February 15, 2008 but the MPSC did not approve the rate and instead reduced that rate effective July 1, 2008;

Whereas, the Board timely appealed the MPSC's rejection and reduction of the County's default surcharge cap in the Michigan court system, resulting in a remand of the issue to the MPSC in February of 2013 by the Michigan Court of Appeals; surcharge payments that could have been assessed by the County between July 1, 2008 and July 1, 2013 (collectively referred to as the "Retroactive Surcharge";

Whereas, the residents of the County would have to pay the Retroactive Surcharge not the MPSC or State of Michigan and the County can avoid legal expenses and further delay in the implementation of its default surcharge rate if it accepts the MPSC staff's offer:

Whereas, the Board believes it is in the best interests of the County to expedite a resolution of the rate dispute with the MPSC thereby avoiding further delay and expense in the implementation of the Board set default surcharge rate and to avoid the burden on its citizens by the Retroactive Surcharge provided the dispute can be efficiently and expeditiously resolved, effective July 1, 2013;

Now, Therefore, Be It Resolved, that the Board accepts the MPSC staff's proposal and will waive and release its Retroactive Surcharge rights for denied surcharge between July 1, 2008 and July 1, 2013 provided that the MPSC approves the default surcharge rate set by the Board for July 1, 2008 by May 15, 2013, so that this rate becomes the County's default surcharge rate under the 9-1-1 Act, effective July 1, 2013;

Be It Further Resolved, that the County Clerk, Board Chairperson, 9-1-1 Director, legal counsel and/or any other county officials or representative are authorize to execute any settlement agreement or other documentation to memorialize the terms and conditions of the settlement

between the County and the MPSC and to implement the default 9-1-1 surcharge rate effective July 1, 2013.

- E. Moved by Shattuck, supported by Wirtz, to approve the Household Hazardous Waste Disposal Agreement Amendment. Melissa Eldridge with the Soil Conservation District, stated that collections are scheduled to start this upcoming Saturday. The agreement amendment is for an extension with no changes in pricing. Motion carried by voice vote.
- F. Moved by Mason, supported by Cowling-Cronk, to approve the Commission on Aging 2014-2016 Funding Proposal. Lynette Seiler, Commission on Aging Director, stated that this is continuation of funding for the same services the Commission on Aging has been doing. Motion carried by voice vote.
- G. Moved by Tiejema, supported by Mason, to approve the lease and maintenance agreement with Neopost for sixty months for the lease of a postage machine at a cost not to exceed \$162.98 per month. Motion carried by voice vote.
- H. Moved by Mason, supported by Cowling-Cronk, to adopt the Resolution for Membership in the West Michigan Regional Planning Commission. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as following:

MEMBERSHIP IN THE
WEST MICHIGAN PLANNING COMMISSION RESOLUTION
2013-8

WHEREAS, Ionia County is within the service area of the West Michigan Regional Planning Commission; and

WHEREAS, the Ionia County Board of Commissioners desires to become a member of the West Michigan Regional Planning Commission; and

WHEREAS, the Ionia County Board of Commissioners has received a copy of the most current Bylaws of the West Michigan Regional Planning Commission and agrees to comply with the Bylaws of the West Michigan Regional Planning Commission.

NOW THEREFORE BE IT RESOLVED that the Ionia County Board of Commissioners requests countywide membership in the West Michigan Regional Planning Commission.

- I. The Vice Chair acknowledged the filing of a PA 116 Farmland Agreement filed by Dan Heffron.
- J. Moved by Tiejema, supported by Cowling-Cronk, to approve the Friend of the Court budget amendment as presented. Motion carried by voice vote.

K. Moved by Cowling-Cronk, supported by Tiejema, to adopt the Resolution for Dianne Shaeffer, who will be retiring on April 30, 2013. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

RESOLUTION

We gather here to pay tribute to Dianne Sheaffer who is retiring from the Ionia County Register of Deeds Office; and

WHEREAS, Dianne Sheaffer has served the Ionia County Register of Deeds Office and the citizens of Ionia County faithfully as an Abstractor; and

WHEREAS, Dianne Sheaffer has served the Ionia County Register of Deeds Office and the citizens of Ionia County with the highest degree of integrity and distinction for nearly forty-five years; and

WHEREAS, Dianne Sheaffer has positively impacted the youth of Ionia County through her dedicated leadership in County 4-H Clubs; and

WHEREAS, in recognition of her outstanding service to Ionia County, it is fitting and proper that Dianne Sheaffer be highly commended.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Board of Commissioners, by this Resolution, expresses its deep appreciation to Dianne Sheaffer for her faithful and dedicated service and wishes her well in her retirement; and, that this Resolution be entered into the records of the Ionia County Board of Commissioners and a copy presented to Dianne Sheaffer.

Reports of Officers, Boards and Standing Committees

Doug DeVries, with Emergency Management, updated the Board on the status of the flooding in Ionia County.

Commissioner Banks updated the Board on the Personnel Committee stating they are in the process of reviewing the Personnel Policy and that this will be on the agenda for further discussion at the next meeting.

Public Comment

Chad Hickey, Ann Thompson and Mike Hickey, the family of the late Nancy Hickey, addressed the Board concerning the County Pension Plan.

The Vice Chair called for a recess at 7:54 p.m. and reconvened at 8:20 p.m.

Moved by Mason, supported by Tiejema, to enter into Closed Session to discuss an attorney opinion letter. Motion carried by the following roll call vote: yes – all.

Moved by Tiejema, supported by Wirtz, to adjourn Closed Session and return to regular session at 8:38 p.m. Motion carried by voice vote.

Moved by Shattuck, supported by Cowling-Cronk, to adjourn the meeting at 8:39 p.m. Motion carried by voice vote.

James L. Banks, Vice-Chair

Tonda Rich, Clerk

Minutes approved:

IONIA COUNTY BOARD OF COMMISSIONERS

April 26, 2013

Special Meeting

2:30 p.m.

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

Others present: Doug DeVries, Jim Valentine, Stephanie Hurlbut and Tonda Rich

Chair Calley called the meeting to order at 2:39 p.m. and led with the Pledge of Allegiance.

Doug DeVries, with Emergency Management, updated the Board on the status of the flood, stating that damage assessments are underway and that some areas are still under water. DeVries stated that residents are still displaced, businesses have been impacted and he requested an extension of the state of emergency for Ionia County.

Moved by Tiejema, supported by Cowling-Cronk, to adopt the State of Emergency Resolution. The Resolution was adopted by the following roll call vote: yes – all. The Resolution is as follows:

RESOLUTION TO EXTEND THE DECLARATION
OF STATE OF EMERGENCY

2013 - 9

WHEREAS, during the week of April 22, 2013, Ionia County and surrounding areas experienced record rainfall causing record flooding in multiple local municipalities; and

WHEREAS, on April 19, 2013, under the authority of Section 10(b) of Michigan Public Act 390 of 1976, as amended, Ionia County Board of Commissioners' Chairperson Julie Calley declared a State of Emergency in Ionia County because of widespread severe damage, injury, or loss of life or property (or the imminent threat of the same) resulting from flooding; and

WHEREAS, Chair Calley's Declaration of State of Emergency allowed extraordinary measures to be taken to alleviate the suffering of the people and to protect or rehabilitate property, including the activation of the Ionia County Emergency Operations Plan and activation of the County's Emergency Operations Center to coordinate response activities, control and maximize the efficient use of resources, and utilize the National Incident Management System; and

WHEREAS, Chair Calley's Declaration of State of Emergency by statute expires after seven (7) days unless it is extended with the consent of the governing body of the county; and

WHEREAS, emergency circumstances and conditions have not been resolved. The Grand River and other flood waters have not completely receded. Emergency actions to protect life and property continue. The total amount of damage is not yet known; and

WHEREAS, it is anticipated that the emergency circumstances will abate within 30 days; and

WHEREAS, the Ionia County Emergency Management Coordinator requests the Ionia County Board of Commissioners' consent to the extension of the Declaration of State of Emergency for an additional thirty (30) calendar days through midnight, May 24, 2013, unless the County Administrator determines sooner that emergency conditions have ended and provides a written NOTICE OF TERMINATION OF EMERGENCY to the Chair of the Ionia County Board of Commissioners confirming the end of the emergency; and

WHEREAS, the Ionia County Board of Commissioners has the authority to consent to this extension of the Declaration of State of Emergency pursuant to Section 10(b) of Michigan Public Act 390 of 1976, as amended, MCL 30.410(b).

NOW, THEREFORE, BE IT RESOLVED that the Ionia County Board of Commissioners hereby authorizes and consents to the extension of the current Declaration of State of Emergency for an additional thirty (30) calendar days through midnight May 24, 2013, unless the Ionia County Administrator sooner determines that emergency conditions have ended and provides a written NOTICE OF TERMINATION OF EMERGENCY to the Chair of the Ionia County Board of Commissioners confirming the end of the emergency.

Moved by Banks, supported by Wirtz, to adjourn the meeting at 2:45 p.m. Motion carried by voice vote.

Julie Calley, Chair

Tonda Rich, Clerk

Minutes approved on:

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

Agenda
May 14, 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. Green View Point Park Update – Don Jandernoa
 - B. Village of Lyons Resolution and Intergovernmental Agreement to Manage Floodplain Development
 - C. Request to Purchase CPL Licensing Hardware – County Clerk
 - D. Request to fill Administrative Clerk Position – Buildings & Grounds
 - E. West Michigan Shoreline Regional Development Commission Intergovernmental Agreement
 - F. Request to Approve Employee Pension Election
 - G.
- IX. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. County Administrator

C. Appointments

1. Midwest Michigan Trail Authority – Three two-year appointments - two Commissioner Representatives, one Resident Representative
2. Economic Development Corporation/Brownfield Redevelopment Authority – Application to fill vacancy expiring April 2014.
3. Sanitary Code Committee – One Township Official appointment.
4. West Michigan Regional Planning Commission – Three one-year appointments - one Elected Official, one Private Sector Business Representative, one County Commissioner or County Staff Representative.
5. Comprehensive Economic Development Strategy (CEDS) Committee – Two one-year appointments – one public sector representative and one private sector representative.

X. Reports of Special or Ad Hoc Committees

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

XII. Executive Session

XIII. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year appointment expiring January 2016.
- Economic Development Corporation/Brownfield Redevelopment Authority – Two three-year appointments expiring April 2014.
- Sanitary Code Committee – One appointment, which must be a township official.
- West Michigan Regional Planning Commission – Three one-year terms expiring in December 2013.
- Comprehensive Economic Development Strategy (CEDS) Committee – Two one-year terms expiring in December 2013.

Appointments for consideration in the month of June 2013: None

Appointments for consideration in the month of July 2013: None

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

* * * * *

In the matter of the Commission's own motion,)	
regarding the regulatory reviews, revisions,)	Case No. U-16598
determinations, and/or approvals necessary for)	
HomeWorks Tri-County Electric Cooperative)	
to fully comply with Public Act 295 of 2008.)	

NOTICE OF OPPORTUNITY TO COMMENT

On December 6, 2012, in Case No. U-15825 et al, the Michigan Public Service Commission (Commission) ordered HomeWorks Tri-County Electric Cooperative to file a renewable energy plan on or before May 12, 2013 to comply with the "Clean, Renewable and Efficient Energy Act" (2008 PA 295, MCL 460.1001, et seq.) and MPSC order in Case No. U-15800 dated December 4, 2008. On April 15, 2013, HomeWorks Tri-County Electric Cooperative filed its Notice of Intent to File an Application for a Renewable Energy Plan with the Commission.

Any interested person may review the filed Renewable Energy Plan on the MPSC website under Case No. U-16598 at: www.michigan.gov/mpscedockets and at the offices of HomeWorks Tri-County Electric Cooperative, 7973 E. Grand River Avenue, Portland, Michigan, or at the office of the Commission's Executive Secretary, 4300 West Saginaw, Lansing, Michigan, between the hours of 8:00 a.m. and 12:00 p.m. and 1:00 p.m. and 5:00 p.m., Monday through Friday.

Written and electronic comments may be filed with the Commission and must be received no later than 5:00 p.m. on June 12, 2013. Written comments should be sent to the: Executive Secretary, Michigan Public Service Commission, P.O. Box 30221, Lansing, Michigan 48909, with a copy mailed to HomeWorks Tri-County Electric Cooperative, 7973 E. Grand River Avenue, Portland, Michigan 48875. Electronic comments may be e-mailed to:

mpscedockets@michigan.gov . All comments should reference Case No. U-16598. Comments received in this matter become public information, posted on the Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

The Commission will review the renewable energy plan together with any filed comments and provide a response within 60 days of the filing of the application indicating any revisions that should be made. If the Commission suggests revisions, HomeWorks Tri-County Electric Cooperative will file a revised RPS plan no later than 75 days after the filing of the application. A Commission order will be issued on or before the 90th day following the filing of the application.

Any proposed Renewable Energy Plan Charges may not exceed \$3 per meter per month for residential customers, \$16.58 per meter per month for commercial secondary customers or \$187.50 per meter per month for commercial primary or industrial customers.

HOMWORKS TRI-COUNTY ELECTRIC COOPERATIVE

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-16890-R

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its power supply cost recovery costs and revenues for the calendar year 2012.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201-2276, (800) 477-5050 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The first public hearing in this matter will be held:

DATE/TIME: May 23, 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 Dennis W. Mack

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) March 29, 2013 application to reconcile its power supply cost recovery costs and revenues for the 12-month period January 1, 2012 through December 31, 2012. Consumers Energy's application states that its total 2012 net underrecovery, including previous years' over- and/or underrecoveries is \$18,472,796 (including statutory interest).

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 May 16, 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 request 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.

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

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

April 25, 2013