



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

7:00 p.m. Monday, December 17, 2012
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
7:23 PM	V. <u>Presentations</u> A. DDA/Main Street Manager Reagan – re: Downtown Report	
	VI. <u>Public Hearing(s) - None</u>	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:28 PM	A. Proposed Resolution 12-104 Approving an Amended Budget for Fiscal Year 2012-2013 for the Portland Area Fire Authority	Motion
7:30 PM	B. Proposed Resolution 12-105 Approving an Amended Budget for Fiscal Year 2013-2014 for the Portland Area Fire Authority	Motion
7:32 PM	C. Proposed Resolution 12-106 to Amend the Budget for Fiscal Year 2012-2013	Motion
7:34 PM	D. Proposed Resolution 12-107 Approving an Amendment No. 2 to the Engineering Agreement with Capital Consultants, Inc. DBA C2AE to Upgrade the City’s Wastewater Treatment Facility	Motion
7:36 PM	E. Proposed Resolution 12-108 Approving Engineering Invoices for Payment for the Wastewater Treatment Plant Improvement Project	Motion
7:38 PM	F. Proposed Resolution 12-109 Approving Pay Request No. 14 and Final to Davis Construction for Work Done on the Wastewater Treatment Plant Improvement Project	Motion
7:40 PM	G. Proposed Resolution 12-110 in Support for the Redevelopment of Old School Manor	Motion

**Estimated
Time**

7:42 PM

IX. Consent Agenda

- A. Minutes & Synopsis from the Regular City Council Meeting held on December 3, 2012
- B. Payment of Invoices in the Amount of \$264,442.67 and Payroll in the Amount of \$121,854.75 for a Total of \$386,297.42
- C. Purchase Orders over \$5,000.00
 - 1. Resco in the amount of \$25,987.50 for wire
 - 2. Portland Area Fire Authority in the amount of \$21,059.98 for 3rd Quarter Fire Services

X. Communications

- A. Board and Commission Application from Nicole Sunstrum for the Planning Commission
- B. Board and Commission Application from Paul Johnson for the Board of Review
- C. Police Department Report for November 2012
- D. Ambulance Report for September 2012
- E. Ambulance Report for October 2012
- F. Ambulance Report for November 2012
- G. Fire Authority Minutes for November 12, 2012
- H. Fire Authority Minutes for December 10, 2012
- I. Fire Department Report for September 2012
- J. Fire Department Report for October 2012
- K. Fire Department Report for November 2012
- L. DDA Treasurer's Report for December 13, 2012
- M. Water Department Report for November 2012
- N. Wastewater Treatment Plant Report for November 2012
- O. Franklin Energy EO Report for December 5, 2012
- P. Communication re: Rindlehaven
- Q. Revenue-Expense Report for November 2012
- R. MSHDA communication re: Main Street Accreditation
- S. WOW communication re: MGTV
- T. Ionia County Board of Commissioners Agenda for December 11th
- U. Ionia County Board of Commissioners Minutes for December 11th

7:44 PM

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

XI. Other Business

7:49 PM

XII. Council Comments

7:55 PM

XIII. Adjournment

**Action
Requested**

Motion

Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-104

A RESOLUTION APPROVING AN AMENDED BUDGET FOR FISCAL YEAR
2012-2013 FOR THE PORTLAND AREA FIRE AUTHORITY

WHEREAS, the City of Portland, Portland Township, and Danby Township have
approved a Joint Fire and Emergency Services Agreement (Agreement) to create the
Portland Area Fire Authority (Authority); and

WHEREAS, the City Council, by Resolution 12-84, approved an interim budget for
FY2012-2013 for the Authority, and by Resolution 12-100 approved a revised final
budget for FY 2012-2013 for the Authority: and

WHEREAS, the Authority's revised final budget did not include a budget for revenues;
and

WHEREAS, Portland Area Fire and Emergency Services Board (Board) met on
December 10, 2012 and approved an amended budget for 2012-2013 that includes a
budget for revenues and expenses, a copy of which is attached as Exhibit A, and
forwarded copies to the City Council and Township Boards for approval pursuant to
Section 2.2(a) of the Agreement.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approved the revised final budget for 2012-2013 adopted by the
Authority, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this
resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

Portland Area Fire Authority Profit & Loss Budget Overview

Jul '12 - Jun 13

Income

400 · Contributions/Grants	
405 · City of Portland - 38.5%	84,239.93
410 · Danby Township - 23.28%	50,937.80
415 · Portland Twp - 38.22%	83,627.27
Total 400 · Contributions/Grants	218,805.00
440 · Interest	0.00
450 · Rebates/Refunds	0.00
Total Income	218,805.00

Expense

700 · Salaries	
701 · Board Member Salaries	0.00
703 · Chief Salary	6,500.00
704 · Assistant Chief	1,700.00
705 · Officers	4,800.00
706 · Fire Marshalls	3,700.00
707 · FireFighters	32,000.00
708 · Apparatus Maintenance Wages	2,400.00
Total 700 · Salaries	51,100.00
710 · Fringe Benefits	
711 · Workers Comp	2,116.00
712 · FICA	3,350.00
713 · Unemployment Payments	0.00
Total 710 · Fringe Benefits	5,466.00
720 · Officer Supplies	550.00
728 · Dues & Subscriptions	300.00
730 · Operating Expenses	
731 · General Repair	1,000.00
732 · Engine 11-1991 Pumper	900.00
733 · Engine 1-1999 Rescue Pumper	4,300.00
734 · Engine 7-1976 Pumper	2,100.00
735 · Tanker 9- 1990	2,750.00
736 · Brush 6- 1994 Grass Rig	400.00
737 · Brush 8- 1994 Grass Rig	400.00
738 · Brush 12- 1996 DNR Grass Rig	400.00
739 · L/A 2 - 1979 Light & Air Truck	400.00
740 · Car 4 - Excursion- Support	300.00
741 · Truck 10- Support Vehicle	300.00
742 · Quad 51 - 2002 Honda Quad	50.00
743 · Marine 1- Zodiac Boat w/ motor	50.00
744 · Old Engine 1- 1942 Pumper	500.00
Total 730 · Operating Expenses	13,850.00
746 · Turnout Gear	14,100.00
747 · Uniforms	752.00

Exhibit

A

Portland Area Fire Authority Profit & Loss Budget Overview

	Jul '12 - Jun 13
748 · Gas & Fuel	3,000.00
750 · Employee Program	
751 · Infectious Control Program	400.00
752 · Respiratory Program	250.00
753 · Health Testing	500.00
Total 750 · Employee Program	1,150.00
770 · Equipment Maintenance	1,000.00
780 · Maintenance Agreements	4,200.00
790 · Building Maintenance	2,000.00
800 · Professional Services	
801 · Accounting Services	4,800.00
802 · Bank Charges	0.00
803 · Computer Consulting	0.00
804 · Legal Services	500.00
Total 800 · Professional Services	5,300.00
810 · Advertising	500.00
815 · Audit Services	3,900.00
820 · Trash Removal/Sanitation	300.00
824 · Training	3,000.00
840 · Insurance Expenses	
841 · Vehicle Insurance	8,740.00
842 · Building Insurance	212.00
843 · Liability Insurance	3,980.00
Total 840 · Insurance Expenses	12,932.00
850 · Communication Expenses	
851 · Internet Expense	0.00
852 · Radios/Pagers	4,500.00
853 · Telephone/Cell Phones	1,500.00
Total 850 · Communication Expenses	6,000.00
880 · Inner Department Expenses	
881 · Fire Safety & Prevention	750.00
882 · S.C.B.A Program	3,500.00
883 · HazMat Program	150.00
Total 880 · Inner Department Expenses	4,400.00
920 · Utilities Expense	
922 · Gas & Electric	10,000.00
923 · Water & Sewer	850.00
924 · Water - Fires and Training	150.00
Total 920 · Utilities Expense	11,000.00
955 · Board Supplies	2,000.00
957 · Board Travel/Education	0.00

Portland Area Fire Authority Profit & Loss Budget Overview

	<u>Jul '12 - Jun 13</u>
970 - Capital Outlay	
976 - Equipment Purchase	15,000.00
977 - Officer Equipment	2,500.00
978 - Vehicle Purchase	0.00
979 - Vehicle Replacement Fund	54,505.00
Total 970 - Capital Outlay	<u>72,005.00</u>
Total Expense	<u>218,805.00</u>
Net Income	<u>0.00</u>

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-105

**A RESOLUTION APPROVING AN AMENDED BUDGET FOR FISCAL YEAR
2013-2014 FOR THE PORTLAND AREA FIRE AUTHORITY**

WHEREAS, the City of Portland, Portland Township, and Danby Township have approved a Joint Fire and Emergency Services Agreement (Agreement) to create the Portland Area Fire Authority (Authority); and

WHEREAS, Portland Area Fire and Emergency Services Board (Board) met on December 10, 2012 and approved a budget for FY 2013-2014 (at the same level of funding as the 2012-2013), a copy of which is attached as Exhibit A; and

WHEREAS, the Authority has forwarded copies of their approved budget for FY 2013-2014 to the City Council and Township Boards for approval pursuant to Section 2.2(a) of the Agreement.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Authority's proposed budget for 2013-2014, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

Portland Area Fire Authority
 Profit Loss Budget Overview 2013/2014

Jul '13 - Jun 14	
Income	
400 · Contributions/Grants	
405 · City of Portland - 38.5%	84,239.93
410 · Danby Township - 23.28%	50,937.80
415 · Portland Twp - 38.22%	83,627.27
Total 400 · Contributions/Grants	218,805.00
440 · Interest	0.00
450 · Rebates/Refunds	0.00
Total Income	218,805.00
Expense	
700 · Salaries	
701 · Board Member Salaries	0.00
703 · Chief Salary	6,500.00
704 · Assistant Chief	1,700.00
705 · Officers	4,800.00
706 · Fire Marshalls	3,700.00
707 · FireFighters	32,000.00
708 · Apparatus Maintenance Wages	2,400.00
Total 700 · Salaries	51,100.00
710 · Fringe Benefits	
711 · Workers Comp	2,116.00
712 · FICA	3,350.00
713 · Unemployment Payments	0.00
Total 710 · Fringe Benefits	5,466.00
720 · Officer Supplies	550.00
728 · Dues & Subscriptions	300.00
730 · Operating Expenses	
731 · General Repair	1,000.00
732 · Engine 11-1991 Pumper	900.00
733 · Engine 1-1999 Rescue Pumper	4,300.00
734 · Engine 7-1976 Pumper	2,100.00
735 · Tanker 9- 1990	2,750.00
736 · Brush 6- 1994 Grass Rig	400.00
737 · Brush 8- 1994 Grass Rig	400.00
738 · Brush 12- 1996 DNR Grass Rig	400.00
739 · L/A 2 - 1979 Light & Air Truck	400.00
740 · Car 4 - Excursion- Support	300.00
741 · Truck 10- Support Vehicle	300.00
742 · Quad 51 - 2002 Honda Quad	50.00
743 · Marine 1- Zodiac Boat w/ motor	50.00
744 · Old Engine 1- 1942 Pumper	500.00
Total 730 · Operating Expenses	13,850.00
746 · Turnout Gear	14,100.00
747 · Uniforms	752.00



Portland Area Fire Authority
Profit Loss Budget Overview 2013/2014

	Jul '13 - Jun 14
748 · Gas & Fuel	3,000.00
750 · Employee Program	
751 · Infectious Control Program	400.00
752 · Respiratory Program	250.00
753 · Health Testing	500.00
Total 750 · Employee Program	1,150.00
770 · Equipment Maintenance	1,000.00
780 · Maintenance Agreements	4,200.00
790 · Building Maintenance	2,000.00
800 · Professional Services	
801 · Accounting Services	4,800.00
802 · Bank Charges	0.00
803 · Computer Consulting	0.00
804 · Legal Services	500.00
Total 800 · Professional Services	5,300.00
810 · Advertising	500.00
815 · Audit Services	3,900.00
820 · Trash Removal/Sanitation	300.00
824 · Training	3,000.00
840 · Insurance Expenses	
841 · Vehice Insurance	8,740.00
842 · Building Insurance	212.00
843 · Liability Insurance	3,980.00
Total 840 · Insurance Expenses	12,932.00
850 · Communication Expenses	
851 · Internet Expense	0.00
852 · Radios/Pagers	4,500.00
853 · Telephone/Cell Phones	1,500.00
Total 850 · Communication Expenses	6,000.00
880 · Inner Department Expenses	
881 · Fire Safety & Prevention	750.00
882 · S.C.B.A Program	3,500.00
883 · HazMat Program	150.00
Total 880 · Inner Department Expenses	4,400.00
920 · Utilities Expense	
922 · Gas & Electric	10,000.00
923 · Water & Sewer	850.00
924 · Water - Fires and Training	150.00
Total 920 · Utilities Expense	11,000.00
955 · Board Supplies	2,000.00
957 · Board Travel/Education	0.00

Portland Area Fire Authority Profit Loss Budget Overview 2013/2014

	<u>Jul '13 - Jun 14</u>
970 • Capital Outlay	
976 • Equipment Purchase	15,000.00
977 • Officer Equipment	2,500.00
978 • Vehicle Purchase	0.00
979 • Vehicle Replacement Fund	54,505.00
Total 970 • Capital Outlay	<u>72,005.00</u>
Total Expense	<u>218,805.00</u>
Net Income	<u>0.00</u>

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-106

A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2012-2013

WHEREAS, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2012-2013 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2012-2013 fiscal budget amendments as listed on the attached Exhibit A.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

EXHIBIT A

2012-2013 FISCAL YEAR
BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
101-336-703000	FIRE S&W Supervisor	\$4,800	\$0	(\$4,800)
101-336-706000	FIRE S&W Part-time	\$35,000	\$3,050	(\$31,950)
101-336-715000	FIRE Social Security	\$2,670	\$235	(\$2,435)
101-336-717000	FIRE Life/LTD Insurance	\$50	\$0	(\$50)
101-336-718000	FIRE Pension	\$2,200	\$0	(\$2,200)
101-336-719000	FIRE Other Fringe	\$0	\$470	\$470
101-336-720000	FIRE Worker's Comp.	\$1,210	\$0	(\$1,210)
101-336-727000	FIRE Office Supplies	\$200	\$0	(\$200)
101-336-730000	FIRE Postage	\$200	\$130	(\$70)
101-336-734000	FIRE Safety Supplies	\$100	\$0	(\$100)
101-336-740000	FIRE Operating Supplies	\$33,000	\$3,830	(\$29,170)
101-336-766000	FIRE Tools	\$400	\$0	(\$400)
101-336-775000	FIRE M&R Supplies	\$100	\$11	(\$89)

EXHIBIT A

2012-2013 FISCAL YEAR
BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
101-336-801000	FIRE Legal Service	\$200	\$0	(\$200)
101-336-804000	FIRE Contractual Service	\$6,200	\$84,651	\$78,451
101-336-806000	FIRE Data Processing	\$500	\$0	(\$500)
101-336-810000	FIRE Equipment Main. Cont.	\$600	\$10	(\$590)
101-336-812000	FIRE Extinguisher Refill	\$400	\$70	(\$330)
101-336-851000	FIRE Telephone Service	\$1,500	\$785	(\$715)
101-336-852000	FIRE Radio Maintenance	\$6,200	\$840	(\$5,360)
101-336-864000	FIRE Conference & Workshop	\$750	\$0	(\$750)
101-336-901000	FIRE Legal Notices	\$100	\$0	(\$100)
101-336-912000	FIRE Property Insurance	\$650	\$545	(\$105)
101-336-921000	FIRE Electricity	\$5,500	\$2,155	(\$3,345)
101-336-922000	FIRE Gas	\$3,300	\$160	(\$3,140)
101-336-923000	FIRE Water	\$825	\$75	(\$750)

EXHIBIT A

2012-2013 FISCAL YEAR
BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
101-336-924000	FIRE Sewer	\$350	\$115	(\$235)
101-336-930000	FIRE M&R Building	\$2,500	\$175	(\$2,325)
101-336-931000	FIRE M&R Equipment	\$5,000	\$400	(\$4,600)
101-336-932000	FIRE M&R Grounds	\$400	\$0	(\$400)
101-336-934000	FIRE M&R Office Equipment	\$50	\$0	(\$50)
101-336-944000	FIRE Administrative Services	\$9,400	\$3,915	(\$5,485)
101-336-947000	FIRE Vehicle Rental	\$82,000	\$0	(\$82,000)
101-336-956000	FIRE Miscellaneous Expenses	\$700	\$40	(\$660)
101-336-958000	FIRE Dues & Subscriptions	\$250	\$15	(\$235)
101-336-960000	FIRE Education & Training	\$3,000	\$0	(\$3,000)
101-336-977000	FIRE Capital Outlay-Equipment	\$8,500	\$0	(\$8,500)
590-201-999101	WASTEWATER Trans to General Fund	\$0	\$31,764	\$31,764

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-107

A RESOLUTION APPROVING AN AMENDMENT 2 TO THE ENGINEERING AGREEMENT WITH CAPITAL CONSULTANTS, INC. D.B.A. C2AE TO UPGRADE THE CITY'S WASTEWATER TREATMENT FACILITY

WHEREAS, the City of Portland retained Capital Consultants, Inc. D.B.A. C2AE to complete a Wastewater Treatment Plant Improvement Plan that reviewed the capabilities of the existing wastewater treatment facility, identified future needs, examined viable alternatives, considered potential impacts, and recommended a plan of action to upgrade the existing facilities; and

WHEREAS, the City decided to proceed with the improvements outlined in the Wastewater Treatment Plant Improvement Plan prepared by C2AE and By Resolution 10-25 approved the USDA Rural Development standard form of Agreement between owners and engineers for professional services; and

WHEREAS, the City Council, by Resolution 10-114 approved Amendment 1 to the Agreement between the City and C2AE that reallocates funds between tasks but does not increase the contract amount; and

WHEREAS, some of the engineering services provided did not match up with the funds that were allocated to the tasks so the City prepared Amendment 2 to the Agreement between the City and C2AE that reallocates funds between tasks but does not increase the contract amount, a copy of which is attached as Exhibit A ; and

WHEREAS, the City Manager recommends approving Amendment 2 to the Agreement between the City and C2AE for professional engineering services for the Wastewater Treatment Plant Improvement Project because there is a no net increase in the overall contract amount.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Amendment 2 to the Agreement between the City and C2AE for professional engineering services for the Wastewater Treatment Plant Improvement Project and authorizes the Mayor to sign the Amendment 2, a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

AMENDMENT TO OWNER-ENGINEER AGREEMENT

Amendment No. 2

1. Background Data

- a. Effective Date of Owner-Engineer Agreement: December 3, 2012
- b. Owner: City of Portland, Michigan
- c. Engineer: Capital Consultants, Inc. D.B.A. C2AE
- d. Project: Portland, MI Wastewater Treatment Improvements

2. Nature of Amendment *[Check those that are applicable and delete those that are not]*

- Additional Services to be performed by Engineer
- Modifications to Services of Engineer
- Modifications to Responsibilities of Owner
- Modifications to Payment to Engineer
- Modifications to Time(s) for rendering Services
- Modifications to other terms and conditions of the Agreement

3. Modifications to Payment

Description of Service	Current Agreement including all Previous Amendments	Proposed Change	Amended Agreement
Basic Services	\$218,083	\$891.69 increase	\$218,974.69
Resident Project Representative	\$150,000	\$3,095.65 decrease	\$146,904.35
Additional Services	\$65,717	\$2,203.96 increase	\$67,920.96
Total:	\$443,800	\$0	\$443,800

Exhibit
A

4. Modifications

[Include the following paragraphs that are appropriate and delete those not applicable to this amendment. Refer to paragraph numbers used in the Agreement or a previous amendment for clarity with respect to the modifications to be made. Use paragraph numbers in the document for ease of reference herein and in future correspondence or amendments. For modifications to services, and/or addition of new services, provide justification with a cost breakdown for each.]

1. Engineer shall perform the following Additional Services: No Change
2. The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as follows: No Change
3. The responsibilities of the Owner are modified as follows: No Change
4. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation: No Change
5. The schedule for rendering services is modified as follows: No Change
6. Other portions of the Agreement (including previous amendments, if any) are modified as follows: No Change

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in the Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of the Amendment is December 3, 2012.

OWNER:

ENGINEER:

_____ CZAE

By: _____

By: _____

Title: _____

Title: DIRECTOR

Date Signed: _____

Date Signed: 12-10-12

AGENCY CONCURRENCE

Agency: USDA Rural Development

By (Signature): _____

Typed Name: _____

Title: _____

Date: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-108

A RESOLUTION APPROVING ENGINEERING INVOICES FOR PAYMENT FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT

WHEREAS, the City Council must approve invoices for work done on the WWTP project before they can be submitted to the United States Department of Agriculture Rural Development office for payment; and

WHEREAS, the City Manager recommends approving and submitting the \$ 147.00 as the final engineering services invoice for work done on the WWTP to United States Department of Agriculture Rural Development office for payment, copies of the engineering invoice is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves submitting the engineering services invoice in the amount of \$ 147.00 for work done on the WWTP project, copies of which are attached as Exhibit A, to the United States Department of Agriculture Rural Development office for payment.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

City of Portland
Wastewater Treatment Plant Improvements Project

The following bills and invoices relating to the project were approved for payment at the December 17, 2012 City Council meeting:

Davis Construction: \$ 135,415.52

Engineering: (Provide appropriate invoices. Not to exceed amounts in Agreement without approved Amendment.)

Design and Construction Eng.:	\$ _____
Inspection, RPR:	\$ 147.00
Additional Services:	\$ _____
Total Engineering:	\$ 147.00

Attach breakdown of additional services approved for payment.

Clark Hill Bond Counsel (Swets):	\$ _____
Clark Hill Local Legal work:	\$ _____
Administration:	\$ _____

Attach copies of appropriate bills or invoices.

The City of Portland certifies that the above summary of bills and invoices were reviewed and they are directly related to the approved project. We will forward to Rural Development our up-dated tracking sheet after the above are paid.

By: _____

Date: _____

The City of Portland is an equal opportunity provider.





C2AE
Escanaba--Gaylord--Grand Rapids--Lansing

December 11, 2012
Project No: 09-0068
Invoice No: 55447

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

Project 09-0068 Portland WWTP CIP
Professional Services for the period ending December 09, 2012

Resident Project Representative	1,490.11
Payment Ck 32868	-1,342.36
Total this Invoice	\$147.75

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-109

A RESOLUTION APPROVING PAY REQUEST NO. 14 AND FINAL TO DAVIS CONSTRUCTION FOR WORK DONE ON THE WASTEWATER TREATMENT PLANT IMPROVMENT PROJECT

WHEREAS, the City awarded a contract in the amount of \$3,176,307.00 to Davis Construction, Inc. to make certain improvements to the City's Wastewater Treatment Plant (the Contract); and

WHEREAS, the City Council previously approved Change Order No. 1, increasing the Contract by \$14,830.00, so that the adjusted Contract price is \$3,191,137.00; and

WHEREAS, the City Council previously approved Change Order No. 2, increasing the Contract by \$7,959.00 so that the adjusted contract price after approval of Change Order No. 2 was \$3,199,096.00; and

WHEREAS, the City Council previously approved Change Order No. 3, increasing the Contract by \$39,910.49 so that the adjusted contract price after approval of Change Order No. 3 was \$3,239,006.49; and

WHEREAS, the City Council previously approved Change Order No. 4, decreasing the contract price by \$4,334.96 and add 32 days to the time to complete the contract so that the adjusted contract price after Change Order No. 4 will be \$3,234,671.53 and contract time for substantial completion will be 332 days and final completion 397 days; and

WHEREAS, the City Council previously approved Change Order No. 5, increasing the contract price by \$19,455.45 so that the adjusted contract price after Change Order No. 5 was \$3,254,126.98; and

WHEREAS, the City Council previously approved Change Order No. 6, increasing the contract price by \$18,556.57 so that the adjusted contract price is \$3,272,683.55; and

WHEREAS, the City Council previously approved Change Order No. 7, increasing the contract price by \$5,884.26 so that the adjusted contract price is \$3,278,567.81; and

WHEREAS, the City Council previously approved Change Order No. 8, increasing the contract price by \$82,698.82 so that the adjusted contract price is \$3,361,266.63.

WHEREAS, Davis Construction, Inc. has submitted Pay Request No.14 requesting final payment for work on the WWTP Improvements Project and reducing the retainage to 0%; and

WHEREAS, the City's Engineer on this Project has reviewed Pay Request No.14 and is conditionally recommending that the City Council approve payment in the amount of \$135,415.52 to Davis subject to satisfactory completion of the punch list items, a copy of Engineers Recommendation, Punch List, Consent of Surety, Pay Request No.14, Contractor's Affidavit, and Completed Operations Insurance Coverage Certificate are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Engineer's recommendation to approve Pay Request No.14 and authorizes a final payment in the amount of \$135,415.52 to Davis Construction, Inc. for the work completed on the City's Wastewater Treatment Plant Improvement Project, subject to the approval and draw down of funds from the United States Department of Agriculture Rural Development Office and satisfactory completion of the punch list items.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 17, 2012

Monique I. Miller, City Clerk

City of Portland
Wastewater Treatment Plant Improvements Project

The following bills and invoices relating to the project were approved for payment at the December 17, 2012 City Council meeting:

Davis Construction: \$ \$135,415.52

Engineering: (Provide appropriate invoices. Not to exceed amounts in Agreement without approved Amendment.)

Design and Construction Eng.:	\$ <u> </u>
Inspection, RPR:	\$ <u> \$147.00 </u>
Additional Services:	\$ <u> </u>
Total Engineering:	\$ <u> \$147.00 </u>

Attach breakdown of additional services approved for payment.

Clark Hill Bond Counsel (Swets):	\$ <u> </u>
Clark Hill Local Legal work:	\$ <u> </u>
Administration:	\$ <u> </u>

Attach copies of appropriate bills or invoices.

The City of Portland certifies that the above summary of bills and invoices were reviewed and they are directly related to the approved project. **We will forward to Rural Development our up-dated tracking sheet after the above are paid.**

By: _____

Date: _____

The City of Portland is an equal opportunity provider.



December 13, 2012

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

Re: Wastewater Treatment Plant Improvements
Davis Construction Application for Payment No. 14 FINAL

Dear Mr. Dempsey:

Enclosed are five (5) copies of the Contractor's Application for Payment No. 14 for the referenced project. This application is for the period through November 29, 2012 and is the final payment to be made.

We have reviewed the Application and are in agreement with the Contractor as to their completion with the exception of the items remaining to be completed on the attached punch list. As such we are conditionally recommending payment to Davis Construction, Inc. in the amount of \$135,415.52. The City of Portland may choose to withhold a portion of the recommended payment until the work listed on the punch list is complete.

We are also including the following item required by the Contract Documents to accompany the Final Payment:

1. Consent of Surety Company to Final Payment with the Power of Attorney

We have not received the following items which are also required to be included with the final payment from Davis Construction but will forward them to you in a separate submittal once we receive them.

1. Contractor Affidavit
2. Completed Operations Insurance Coverage Certificate

If you concur with our recommendation, please sign the cover sheet of each Application, and forward all copies to USDA-RD for signature. Should you have any questions, please contact us at your earliest convenience.

Sincerely,

C2AE

G E Babcock
Civil Engineer

Enclosures
Lansing • Gaylord • Grand Rapids • Escanaba • Kalamazoo



WASTEWATER TREATMENT PLANT IMPROVEMENTS CITY OF PORTLAND, IONIA COUNTY, MICHIGAN DEFECTS AND OMISSIONS REPORT

C2AE Project No.: 09 0068

Date Issued: 2/7/2012

Dates Revised: 2/9/2012 2/21/2012
12/5/2012

Distribution: Davis Construction Company: Rob Kaliniak, Dean Dunsmore
Franklin Holwerda Company: Larry Lind, Pete Halliday
DVT Electric, Inc.: Cliff Muller, Brent Vandenburg
City of Portland: Doug Sherman
C2AE: Jeff Edwards, Ernie West, Gerry Babcock, Jim Minster
File

Observer's Names:
Jeff Edwards (JME)
Doug Sherman (WWTP)
Ernie West (EAW)
Gerry Babcock (GEB)

THIS LIST DOES NOT RELEASE DAVIS CONSTRUCTION COMPANY FROM ANY SPECIFIED CONTRACTUAL RESPONSIBILITIES.

Item No.	Date Observed	Discipline	Plan Sheet	Description of Defect	Spec No.	Responsible	Discipline	Date Corrected	DAIS Contract No.	DAIS Item No.	DAIS Initials
----------	---------------	------------	------------	-----------------------	----------	-------------	------------	----------------	-------------------	---------------	---------------

Sludge Digester Building - Gas Compressor Room

017B	8/8/2012	WWTP	Mechanical	Install a drip trap on the lower discharge pipe of the gas compressor skid (water is accumulating in this pipe).	Spec Section 46 7335						Parts on site not yet installed.
031	2/6/2012	JME	General & Mechanical	band, and label line exposed methane gas piping - the digester mixing suction line should be labeled "Methane Gas Dig Mix Suction" and the digester mixing return line should be labeled "Methane Gas Dig Mix Discharge".	Spec Sections 09 9710 and 40 4213						Insulation - 3/21/2012 no color bands, no labels on the mix suction and mix return line - 8/8/12

031a	8/8/2012	JME	General & Mechanical	One set of the flow arrows on the digester mixing return line is pointing the wrong way and the gas takeoff line is labeled as "Methane Gas Dig Mix" and should be labeled "Methane Gas Takeoff"	Spec Sections 09 9710 and 40 4213						Spelling of Mix
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General

146B	6/13/2012	WWTP	General	Re-key the locks on the new doors to match the Owner's existing locks. Provide WWTP with quantity and types of keys specified in the Contract Documents. Sludge Thickening and Grift/Screening buildings	Spec Section 08 7100						
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O & M Manuals/Submittals

147	3/14/2012	JME	General	Submit a complete Operation & Maintenance Manual directory in accordance with Specification Section 01 7823.	Spec Section 01 7823						
152	3/14/2012	JME	General	Submit maintenance data for overhead coiling doors.	Spec Sections 01 7823 & 08 3323						
160	3/14/2012	JME	Electrical	Submit Operation & Maintenance Manual for the following basic instrumentation and control system components: 1) Dissolved oxygen measurement devices; 2) Temperature process measurement devices; 3) Flow process measurement devices; 4) Level process measurement devices; 5) Gas detection instruments; 6) Chart recorders;	Spec Sections 01 7823, 40 9010, 40 9113.33, 40 9119.36, 40 9123.33, 40 9123.36						Submittal 78 included items 7, 8, 9, and 10. No information to date on items 1, 2, 3, 4, 5, or 6.
168	3/14/2012	JME	Electrical	Submit the sequence of operation.	Spec Sections 40 9010, 40 9443, & 40 9513						

Item No. 184C
 Date Obsvd. 8/8/2012
 Obsvd. By: JME
 Discipline: Mechanical
 Responsible: JME
 Plan Stage: 01 7823, 46 2113
 Spec Sections: 01 7823, 46 2113
 Description of Defect/Commission: Submit the revised Operation & Maintenance Manual for the cylindrical fine screen. PROVIDE SECOND CD COPY.
 Date of last Defect confirmed and Initials: 10/26/12

Spare Parts/Equipment to be Provided

185	3/14/2012	JME	General	Spec Section 07 4600	Provide the Owner with spare lengths of matching siding and accessories equal to 2% of the amount installed.	
192	3/14/2012	JME	Electrical	Spec Sections 40 9010 & 40 9443	Provide the Owner with the programming for the PLC (both in hard copy and on CD-ROM).	Windy; delivered 10/26/12

Contract Closeout Requirements

208	3/14/2012	JME	General	Spec Sections 01 7839, 02 4119, 26 0000, 26 2416, 33 2200, & 33 3100	Provide record drawings including actual locations of installed electrical equipment and routing of cable and conduit (26 0000), actual locations of panel boards and actual circuiting arrangements in panel boards (26 2416), PROVIDE ELECTRICAL	
209	3/14/2012	JME	Electrical	Spec Sections 01 7839, 26 0000, 40 9010, 40 9433, & 40 9513	Provide record drawings including as installed electrical wiring diagrams and terminal box diagrams (26 0000), elementary and schematic wiring diagrams for instrumentation and control systems (40 9010), elementary and schematic wiring diagrams for the HMI (40 9433), and as-built control panel layout drawings and wiring diagrams for all control panels (40 9513).	
212	3/14/2012	JME	General	Gen. Conditions and Spec Section 01 7700	Provide the Certificate of Insurance for the Completed Operations insurance policy as required by General Conditions 5.04, B, 6, a and b. This is for two (2) years after final payment.	
213	3/14/2012	JME	General	Spec Section 01 7700, 07 3113, 07 4600, 07 7100, 07 9200, 08 1613, 08 7100	Submit the project warranties in accordance with Specification Section 01 7700, 1.4, B. Warranties are required for the following specification sections and equipment/material: 1) 07 3113 - Asphalt shingles [25 year]; 2) 07 4600 - Siding [25 year]; 3) 07 7100 - Roof specialties (soffit, fascia, gutters, etc.) [20 year]; 4) 07 9200 - Joint sealants [2 year]; 5) 08 1613 - Fiberglass doors [5 year]; 6) 08 7100 - Door hardware [3 years]	Updated with received warranties.
218	3/14/2012	JME	General	N/A	Provide the Contractor's Affidavit.	
220	3/14/2012	JME	General	N/A	Obtain all final inspections of the completed construction by all reviewing agencies as required. Submit the agency signoff, e-mail, photo of the inspection sticker, etc.	
234	10/9/2012	JME WWTP	Painting	09 9710	Remove the rust, reprime and install the finish coats on the ferrous metal support plate beneath the air separator box. The plate was primed but not finish coated.	

END

**CONSENT OF
SURETY COMPANY
TO FINAL PAYMENT**

AIA DOCUMENT G707

OWNER
ARCHITECT
CONTRACTOR
SURETY
OTHER

Bond 105496511

PROJECT: Portland Waste Water Treatment Plant
(name, address)

TO (Owner)

City of Portland
259 Kent
Portland, MI 48875

ARCHITECT'S PROJECT NO:
CONTRACT FOR:

CONTRACT DATE: March 2, 2011

CONTRACTOR: Davis Construction, Inc.
5236 Dumond Court, Ste A
Lansing, MI 48917

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(here insert name and address of Surety Company)

Travelers Casualty & Surety Company of America
One Tower Square
Hartford, CT 06183

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

Davis Construction, Inc.
5236 Dumond Court, Ste A
Lansing, MI 48917

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not
relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

City of Portland
259 Kent
Portland, MI 48875

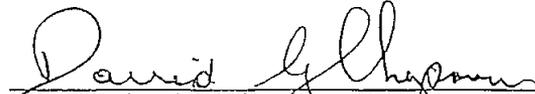
, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

the Surety Company has hereunto set its hand this 11TH day of September, 2012

Travelers Casualty & Surety Company of America
Surety Company


Signature of Authorized Representative

Attest:
(Seal):

David G. Chapman, Attorney-in-fact
Title

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND
CLAIMS, Current Edition



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 223296

Certificate No. 004080300

KNOW ALL MEN BY THESE PRESENTS: That St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Cloyd W. Barnes, David G. Chapman, Robert G. Chapman, Marcia J. Miller, and Nathan G. Chapman

of the City of Lansing, State of Michigan, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 14th day of February, 2011

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: George W. Thompson, Senior Vice President

On this the 14th day of February, 2011, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2011.



Marie C. Tetreault
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kori M. Johanson, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 11TH day of SEPTEMBER, 2012.


Kori M. Johanson, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

Contractor's Application for Payment No. C498 - 14

To (Owner): City of Portland Project: Wastewater Treatment Plant Owner's Contract No.: C498	Application Period: Nov. 30, 2012 Application Date: Nov. 29, 2012 From (Contractor): Davis Construction, Inc. Contract: Wastewater Treatment Plant Contractor's Project No.: C498 Via (Engineer): C2AE 725 Prudden Street Lansing, MI 48906 Engineer's Project No.: 09-0068
--	--

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
1	14,830.00		
2	7,959.00		
3	39,910.49		
4		4,334.96	
5	19,455.45		
6	18,556.57		
7	5,884.26		
8	82,698.82		
TOTALS			
NET CHANGE BY			184,959.63
CHANGE ORDERS			

1. ORIGINAL CONTRACT PRICE..... \$ 3,176,307.00
2. Net change by Change Orders..... \$ 184,959.63
3. Current Contract Price (Line 1 ± 2)..... \$ 3,361,266.63
4. TOTAL COMPLETED AND STORED TO DATE
(Column F on Progress Estimate)..... \$ 3,361,266.63
5. RETAINAGE:
 a. Work Completed..... \$
 b. Stored Material..... \$
 c. Total Retainage (Line 5a + Line 5b)..... \$ 0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 3,361,266.63
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 3,225,851.11
8. AMOUNT DUE THIS APPLICATION..... \$ 135,415.52
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G on Progress Estimate + Line 5 above)..... \$.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ 135,415.52
 (Line 8 or other - attach explanation of the other amount)

is recommended by: NERM C2AE (Engineer) 12/13/12 (Date)

Payment of: \$ _____ (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

By: *Deanne Wilson* Date: Nov. 29, 2012

Funding Agency (If applicable) _____ (Date) _____

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 1

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)						
01 0001	GC Insurance/Bonds	23,580.25	23,580.25	0.00	0.00	0.00	23,580.25	0.00	100.00
01 0002	GC Overhead & Profit	197,468.30	197,468.30	0.00	0.00	0.00	197,468.30	0.00	100.00
01 0003	GC Submittals	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	100.00
01 0004	GC Mobilization	22,000.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	100.00
01 0005	Mech Mobilization	47,250.00	47,250.00	0.00	0.00	0.00	47,250.00	0.00	100.00
01 0006	Mech GC	189,000.00	189,000.00	0.00	0.00	0.00	189,000.00	0.00	100.00
01 0007	Elect. Mobilization	2,779.35	2,779.35	0.00	0.00	0.00	2,779.35	0.00	100.00
01 0008	ElecL GC	10,996.65	10,996.65	0.00	0.00	0.00	10,996.65	0.00	100.00
02 4119	Selective Demolition	29,400.00	29,400.00	0.00	0.00	0.00	29,400.00	0.00	100.00
03 3000	CIP CONCRETE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
03 3100.1	CIP Grid Screen	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	100.00
03 3100.2	CIP Clarifiers	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.00	100.00
03 3100.3	CIP Splitter Box	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	100.00
03 3100.4	CIP Thickener	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.00	100.00
03 3100.5	CIP Misc. Concrete	9,387.60	9,387.60	0.00	0.00	0.00	9,387.60	0.00	100.00
03 4100	Precast Concrete	9,240.00	9,240.00	0.00	0.00	0.00	9,240.00	0.00	100.00
04 4000	Masonry	31,920.00	31,920.00	0.00	0.00	0.00	31,920.00	0.00	100.00
05 5000	Misc. Metals	40,162.50	40,162.50	0.00	0.00	0.00	40,162.50	0.00	100.00
	Page Total	858,184.65	858,184.65	0.00	0.00	0.00	858,184.65	0.00	100.00



AIA DOCUMENT G703 • CONTINUATION SHEET FOR G702 • 1992 EDITION • AIA • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-2092 • WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

G703-1992

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 2

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
07 1113	Joint Sealants	7,246.05	7,246.05	0.00	0.00	0.00	7,246.05	0.00	
07 7000	Roofing	24,570.00	24,570.00	0.00	0.00	0.00	24,570.00	0.00	
08 3323	Overhead Door	15,739.50	15,739.50	0.00	0.00	0.00	15,739.50	0.00	
08 8000	HM Doors, Frames&Hdw	3,708.60	3,708.60	0.00	0.00	0.00	3,708.60	0.00	
09 9710	Special Coatings	65,667.00	65,667.00	0.00	0.00	0.00	65,667.00	0.00	
22 22000	Plumbing	7,350.00	7,350.00	0.00	0.00	0.00	7,350.00	0.00	
23 0000	HVAC	17,325.00	17,325.00	0.00	0.00	0.00	17,325.00	0.00	
26 0000	Electrical Site Work	3,037.65	3,037.65	0.00	0.00	0.00	3,037.65	0.00	
26 0501	Electrical Demo	1,984.50	1,984.50	0.00	0.00	0.00	1,984.50	0.00	
26 0534	Conduit & Boxes	25,817.40	25,817.40	0.00	0.00	0.00	25,817.40	0.00	
26 2416	Wire & Accessories	26,868.45	26,868.45	0.00	0.00	0.00	26,868.45	0.00	
26 2726	Wiring Devices	5,281.50	5,281.50	0.00	0.00	0.00	5,281.50	0.00	
26 2823	Switchgear	58,157.40	58,157.40	0.00	0.00	0.00	58,157.40	0.00	
26 5000	Lighting	12,324.90	12,324.90	0.00	0.00	0.00	12,324.90	0.00	
31 1000	Site Demolition	57,750.00	57,750.00	0.00	0.00	0.00	57,750.00	0.00	
31 5000	Excavation & Fill	72,360.75	72,360.75	0.00	0.00	0.00	72,360.75	0.00	
32 1216	Asphalt Paving	9,614.85	9,614.85	0.00	0.00	0.00	9,614.85	0.00	
33 0813	Manholes & Structure	26,250.00	26,250.00	0.00	0.00	0.00	26,250.00	0.00	
	Page Total	441,053.55	441,053.55	0.00	0.00	0.00	441,053.55	0.00	

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

APPLICATION NO.: 3

containing Contractor's signed Certification, is attached.

APPLICATION DATE:

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 0498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
40 0512.1	SITE PROCESS PIPING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40 0512.2	Sewage Piping	63,309.75	63,309.75	0.00	0.00	0.00	63,309.75	0.00	100.00
40 0512.3	Process Air Piping	27,163.50	27,163.50	0.00	0.00	0.00	27,163.50	0.00	100.00
40 0512.4	Mixed Liquid Piping	52,925.25	52,925.25	0.00	0.00	0.00	52,925.25	0.00	100.00
40 0512.5	RAS & WAS Sludge Pipe	42,404.25	42,404.25	0.00	0.00	0.00	42,404.25	0.00	100.00
40 0512.6	NPW Piping	11,025.00	11,025.00	0.00	0.00	0.00	11,025.00	0.00	100.00
40 0512.7	Drain & Scum Pipe	66,391.50	66,391.50	0.00	0.00	0.00	66,391.50	0.00	100.00
40 0513.1	Chemical Encasement	4,530.75	4,530.75	0.00	0.00	0.00	4,530.75	0.00	100.00
40 0513.2	PROCESS PIPING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40 0513.3	Sludge Bldg	26,250.00	26,250.00	0.00	0.00	0.00	26,250.00	0.00	100.00
40 0513.4	Grft Bldg	17,325.00	17,325.00	0.00	0.00	0.00	17,325.00	0.00	100.00
40 0513.5	Service Bldg	89,250.00	89,250.00	0.00	0.00	0.00	89,250.00	0.00	100.00
40 0513.6	Clarifier/Splitter	23,100.00	23,100.00	0.00	0.00	0.00	23,100.00	0.00	100.00
40 0523.1	Digester Gas Bldg	63,000.00	63,000.00	0.00	0.00	0.00	63,000.00	0.00	100.00
40 0523.2	Aeration	19,950.00	19,950.00	0.00	0.00	0.00	19,950.00	0.00	100.00
40 0523.3	PROCESS VALVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40 0523.4	Plug Valves	68,250.00	68,250.00	0.00	0.00	0.00	68,250.00	0.00	100.00
40 0523.5	CKV's, AVR, BFP's	23,625.00	23,625.00	0.00	0.00	0.00	23,625.00	0.00	100.00
	Page Total	598,500.00	598,500.00	0.00	0.00	0.00	598,500.00	0.00	100.00

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
40 0523.3	Gate Valves	19,425.00	19,425.00	0.00	0.00	0.00	19,425.00	0.00	0.00
40 0523.4	Stop Pll, Wfer, Tele	25,200.00	25,200.00	0.00	0.00	0.00	25,200.00	0.00	0.00
40 4213	Pipe Insulation	15,750.00	15,750.00	0.00	0.00	0.00	15,750.00	0.00	0.00
40 5010	Control Panels	59,325.00	59,325.00	0.00	0.00	0.00	59,325.00	0.00	0.00
40 9011	Field Devices	23,625.00	23,625.00	0.00	0.00	0.00	23,625.00	0.00	0.00
40 9012	Program, Screen, HMI	28,350.00	28,350.00	0.00	0.00	0.00	28,350.00	0.00	0.00
41 2200	Cranes & Hoists	7,786.80	7,786.80	0.00	0.00	0.00	7,786.80	0.00	0.00
44 2300	Rotary Lobe Pumps	21,000.00	21,000.00	0.00	0.00	0.00	21,000.00	0.00	0.00
44 4206	Sub Sew/Dry Pit Pump	31,500.00	31,500.00	0.00	0.00	0.00	31,500.00	0.00	0.00
44 4272	Rotary Lobe Blowers	68,250.00	68,250.00	0.00	0.00	0.00	68,250.00	0.00	0.00
44 4320	UV System	94,500.00	94,500.00	0.00	0.00	0.00	94,500.00	0.00	0.00
44 4326	Effluent Water Syst	47,250.00	47,250.00	0.00	0.00	0.00	47,250.00	0.00	0.00
44 7336	SG Meter	14,700.00	14,700.00	0.00	0.00	0.00	14,700.00	0.00	0.00
44 7337	SG Handling Equip	90,300.00	90,300.00	0.00	0.00	0.00	90,300.00	0.00	0.00
46 1100	Wfers & Baffles	31,500.00	31,500.00	0.00	0.00	0.00	31,500.00	0.00	0.00
46 2113	Fine Screen	78,750.00	78,750.00	0.00	0.00	0.00	78,750.00	0.00	0.00
46 2333	Grit Removal	78,750.00	78,750.00	0.00	0.00	0.00	78,750.00	0.00	0.00
46 4126	Floating Mixers	13,650.00	13,650.00	0.00	0.00	0.00	13,650.00	0.00	0.00
	Page Total	749,611.80	749,611.80	0.00	0.00	0.00	749,611.80	0.00	0.00

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AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

APPLICATION NO.: 5

containing Contractor's signed Certification, is attached.

APPLICATION DATE:

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: C498-14

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.: 11/29/2012

11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	% (G ÷ C)					
46 4231	Clarifiers	110,250.00	110,250.00	0.00	0.00	0.00	110,250.00	0.00	0.00
46 7113	Sludge Thickening	173,250.00	173,250.00	0.00	0.00	0.00	173,250.00	0.00	0.00
46 7335	Sewage Mix Equipment	78,750.00	78,750.00	0.00	0.00	0.00	78,750.00	0.00	0.00
46 7342	Sludge Boiler	94,500.00	94,500.00	0.00	0.00	0.00	94,500.00	0.00	0.00
46 8210	Sewage Samplers	18,900.00	18,900.00	0.00	0.00	0.00	18,900.00	0.00	0.00
47 0600	ALTERNATES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47 0601	A1 Pretreat Bldg Equi	4,060.00	4,060.00	0.00	0.00	0.00	4,060.00	0.00	0.00
47 0602	A2 Plant Roofing	12,600.00	12,600.00	0.00	0.00	0.00	12,600.00	0.00	0.00
47 0603	A3 Lab HVAC Upgrades	4,168.00	4,168.00	0.00	0.00	0.00	4,168.00	0.00	0.00
47 0604	A4 Yard Hydrant	6,580.00	6,580.00	0.00	0.00	0.00	6,580.00	0.00	0.00
47 0605	A5 Riverside Pump Rp	18,500.00	18,500.00	0.00	0.00	0.00	18,500.00	0.00	0.00
47 0606	A6 Riverside Door Rp	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00	0.00
47 0607	A7 Riverside Roof Rp	4,599.00	4,599.00	0.00	0.00	0.00	4,599.00	0.00	0.00
48 0400	CHANGE ORDER NO. 01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Page Total	528,957.00	528,957.00	0.00	0.00	0.00	528,957.00	0.00	0.00



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APPLICATION NO.:
APPLICATION DATE:
PERIOD TO: C498-14
ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)						
48 0001	B1.1 Revise MLSS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B1.1 Revise MLSS	9,081.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	9,081.00	9,081.00	0.00	0.00	0.00	9,081.00	0.00	0.00
48 0002	B1.2 Sludge Piping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B1.2 Sludge Piping	6,049.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	6,049.00	6,049.00	0.00	0.00	0.00	6,049.00	0.00	0.00
48 0003	B2.1 Chng Barscreen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B2.1 Chng Barscreen	-300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-300.00	-300.00	0.00	0.00	0.00	-300.00	0.00	0.00
49 0000	CHANGE ORDER NO. 02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49 0001	WCD01 Air Pipe@Tank	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	WCD01 Air Pipe@Tank	7,959.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	7,959.00	7,959.00	0.00	0.00	0.00	7,959.00	0.00	0.00
50 0000	CHANGE ORDER NO. 03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Page Total	22,789.00	22,789.00	0.00	0.00	0.00	22,789.00	0.00	0.00

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

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Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
50 0001	B8.1 Del Diffus Head	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B8.1 Del Diffus Head	-17,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-17,200.00	-17,200.00	0.00	0.00	-17,200.00	100.00	0.00	0.00
50 0002	B9.2 Sanitaire Syst	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B9.2 Sanitaire Syst	48,079.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	48,079.50	48,079.50	0.00	0.00	48,079.50	100.00	0.00	0.00
50 0003	B11 Pressure Relief	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B11 Pressure Relief	7,441.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	7,441.77	7,441.77	0.00	0.00	7,441.77	100.00	0.00	0.00
50 0004	B14 6" Sanitary Sew	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B14 6" Sanitary Sew	1,024.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,024.80	1,024.80	0.00	0.00	1,024.80	100.00	0.00	0.00
50 0005	B15 MCC-B 60A 3P	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B15 MCC-B 60A 3P	564.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	564.42	564.42	0.00	0.00	564.42	100.00	0.00	0.00
51 0000	CHANGE ORDER NO. 04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Page Total	39,910.49	39,910.49	0.00	0.00	39,910.49	100.00	0.00	0.00



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AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 8

APPLICATION DATE:

PERIOD TO: 0498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE)
			FROM PREVIOUS APPLICATION (D + E)						
51 0001	B4R.1&2 Bypass Pipin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B4R.1&2 Bypass Pipin	3,951.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	3,951.50	3,951.50	0.00	0.00	0.00	3,951.50	0.00	0.00
51 0002	B6.1-9 Sludge Tank1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B6.1-9 Sludge Tank1	9,436.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	9,436.00	9,436.00	0.00	0.00	0.00	9,436.00	0.00	0.00
51 0003	B7R.1-4 RAS Meter	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B7R.1-4 RAS Meter	21,524.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	21,524.79	21,524.79	0.00	0.00	0.00	21,524.79	0.00	0.00
51 0004	B8R.1-3 NPW Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B8R.1-3 NPW Equip	-19,035.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-19,035.00	-19,035.00	0.00	0.00	0.00	-19,035.00	0.00	0.00
51 0005	B10.1&.3-.5 Ductile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B10.1&.3-.5 Ductile	1,399.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,399.65	1,399.65	0.00	0.00	0.00	1,399.65	0.00	0.00
51 0006	B13.1 Air Pipe&Valve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B13.1 Air Pipe&Valve	2,252.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	2,252.00	2,252.00	0.00	0.00	0.00	2,252.00	0.00	0.00
	Page Total	19,526.94	19,526.94	0.00	0.00	0.00	19,526.94	0.00	0.00

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 9

APPLICATION DATE:

PERIOD TO: C488-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
51 0007	B17.1-.9 Demo Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B17.1-.9 Demo Sludge	-35,816.61	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-35,816.61	-35,816.61	0.00	0.00	-35,816.61	0.00	0.00
51 0008	B19 Replace TraceT&M	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B19 Replace TraceT&M	11,952.71	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	11,952.71	11,952.71	0.00	0.00	11,952.71	0.00	0.00
52 0000	CHANGE ORDER NO. 05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52 0001	B22.1 Rev SS 40 9011	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.1 Rev SS 40 9011	7,854.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	7,854.00	7,854.00	0.00	0.00	7,854.00	0.00	0.00
52 0002	B22.2 Main Con Panel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.2 Main Con Panel	1,837.50	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,837.50	1,837.50	0.00	0.00	1,837.50	0.00	0.00
52 0003	B22.3 Blower Slats	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.3 Blower Slats	1,832.25	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,832.25	1,832.25	0.00	0.00	1,832.25	0.00	0.00
	Page Total	-12,340.15	12,340.15	0.00	0.00	12,340.15	0.00	0.00



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AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 10 OF 10 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 10

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
52.0004	B22.4 Rev Grlt Class	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.4 Rev Grlt Class	3,798.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	3,798.90	3,798.90	0.00	0.00	0.00	3,798.90	0.00	0.00
52.0005	B22.5 Add Grlt Start	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.5 Add Grlt Start	248.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	248.85	248.85	0.00	0.00	0.00	248.85	0.00	0.00
52.0006	B22.6 Pipe Mt Float	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.6 Pipe Mt Float	774.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	774.90	774.90	0.00	0.00	0.00	774.90	0.00	0.00
52.0007	B22.7 Boiler EE Stop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.7 Boiler EE Stop	807.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	807.45	807.45	0.00	0.00	0.00	807.45	0.00	0.00
52.0008	B22.8 Add UV Sys Pac	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.8 Add UV Sys Pac	787.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	787.50	787.50	0.00	0.00	0.00	787.50	0.00	0.00
52.0009	B22.9 Temp Switch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.9 Temp Switch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Page Total		6,417.60	6,417.60	0.00	0.00	0.00	6,417.60	0.00	0.00



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Use Column I on Contracts where variable retainage for line items may apply.

11

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO: C496-14

ARCHITECT'S PROJECT NO.: 11/29/2012

11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	% (G ÷ C)					
52 0010	B22.10 O2 Sensor Adj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.10 O2 Sensor Adj	275.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	275.10	275.10	0.00	0.00	275.10	100.00	0.00	0.00
52 0011	B22.11 High Level Sw	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.11 High Level Sw	486.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	486.15	486.15	0.00	0.00	486.15	100.00	0.00	0.00
52 0012	B22.12 Low Level Flo	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B22.12 Low Level Flo	752.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	752.85	752.85	0.00	0.00	752.85	100.00	0.00	0.00
53 0000	CHANGER ORDER NO. 06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGER ORDER NO. 06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53 0001	B16.1 Del Masonry@SB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.1 Del Masonry@SB	-797.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-797.47	-797.47	0.00	0.00	-797.47	100.00	0.00	0.00
53 0002	B16.2 N Wall@Tank FI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.2 N Wall@Tank FI	678.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	678.50	678.50	0.00	0.00	678.50	100.00	0.00	0.00
	Page Total	1,395.13	1,395.13	0.00	0.00	1,395.13	100.00	0.00	0.00



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AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 12 OF 12 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 12

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			D FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
53 0003	B16.3 Concrete@Clair	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.3 Concrete@Clair	540.50	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	540.50	540.50	0.00	0.00	540.50	0.00	0.00
53 0004	B16.4-5 Precast	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.4-5 Precast	265.50	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	265.50	265.50	0.00	0.00	265.50	0.00	0.00
53 0005	B16.6 Del Bagger Alt	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.6 Del Bagger Alt	-700.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-700.00	-700.00	0.00	0.00	-700.00	0.00	0.00
53 0006	B16.7 Rev Air Piping	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.7 Rev Air Piping	-1,350.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-1,350.00	-1,350.00	0.00	0.00	-1,350.00	-0.00	0.00
53 0007	B16.8 Rev Door 201.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.8 Rev Door 201.1	400.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	400.00	400.00	0.00	0.00	400.00	0.00	0.00
53 0008	B16.9 EPDM Gaskets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B16.9 EPDM Gaskets	962.97	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	962.97	962.97	0.00	0.00	962.97	0.00	0.00
	Page Total	118.97	118.97	0.00	0.00	118.97	0.00	0.00

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APPLICATION NO.: 13

APPLICATION DATE:

PERIOD TO: 0498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
53 0009	B18.1-8 Bulletin 18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B18.1-8 Bulletin 18	8,958.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	8,958.38	8,958.38	0.00	0.00	8,958.38	100.00	0.00	0.00
53 0010	B19 CO4 Adj TAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B19 CO4 Adj TAM	-1,498.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-1,498.59	-1,498.59	0.00	0.00	-1,498.59	100.00	0.00	0.00
53 0011	B20R.1-2 Air Piping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B20R.1-2 Air Piping	25,864.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	25,864.88	25,864.88	-0.00	0.00	25,864.88	100.00	0.00	0.00
53 0012	B21.1-2&4 Manomele	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B21.1-2&4 Manomele	3,128.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	3,128.90	3,128.90	0.00	0.00	3,128.90	100.00	0.00	0.00
53 0013	B23.1-6 HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B23.1-6 HVAC	5,882.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	5,882.00	5,882.00	0.00	0.00	5,882.00	100.00	0.00	0.00
53 0014	All No.2 Del Roofing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	All No.2 Del Roofing	-12,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-12,600.00	-12,600.00	0.00	0.00	-12,600.00	100.00	0.00	0.00
	Page Total	29,735.57	29,735.57	0.00	0.00	29,735.57	100.00	0.00	0.00

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APPLICATION NO.:

APPLICATION DATE:

PERIOD TO: C488-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+I)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
53 0015	All No.4 Del Hydrant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	All No.4 Del Hydrant	-6,580.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-6,580.00	-6,580.00	0.00	0.00	0.00	-6,580.00	0.00	0.00
53 0016	All No.7 Del RPSRoof	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	All No.7 Del RPSRoof	-4,599.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-4,599.00	-4,599.00	0.00	0.00	0.00	-4,599.00	0.00	0.00
54 0000	CHANGE ORDER NO. 07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54 0001	B24.1 40/3 Circuit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B24.1 40/3 Circuit	2,554.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	2,554.35	2,554.35	0.00	0.00	0.00	2,554.35	0.00	0.00
54 0002	B24.2 MCC-A & B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B24.2 MCC-A & B	132.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	132.82	132.82	0.00	0.00	0.00	132.82	0.00	0.00
54 0003	B25.1 Del SS Piping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B25.1 Del SS Piping	-3,810.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-3,810.00	-3,810.00	0.00	0.00	0.00	-3,810.00	0.00	0.00
	Page Total	-12,301.83	12,301.83-	0.00	0.00	0.00	12,301.83-	0.00	0.00

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15

containing Contractor's signed Certification, is attached.

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO: 0498-14

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
54 0084	Grift Motor Blower HP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Grift Motor Blower HP	814.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	814.80	814.80	0.00	0.00	814.80	100.00	0.00	0.00
54 0095	Conduit to MCC>MCP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Conduit to MCC>MCP	797.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	797.44	797.44	0.00	0.00	797.44	100.00	0.00	0.00
54 0096	B26.1 2/C#18SH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.1 2/C#18SH	624.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	624.75	624.75	0.00	0.00	624.75	100.00	0.00	0.00
54 0097	B26.2 Add Output RSS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.2 Add Output RSS	787.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	787.50	787.50	0.00	0.00	787.50	100.00	0.00	0.00
54 0098	B26.3 Add Output FES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.3 Add Output FES	787.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	787.50	787.50	0.00	0.00	787.50	100.00	0.00	0.00
54 0099	B26.4 (2) 2/C#18SH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.4 (2) 2/C#18SH	861.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	861.00	861.00	0.00	0.00	861.00	100.00	0.00	0.00
	Page Total	4,672.99	4,672.99	0.00	0.00	4,672.99	100.00	0.00	0.00

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CONTINUATION SHEET

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PAGE OF PAGES

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In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 16

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	% (G ÷ C)					
54 0010	B26.5 Valve G-16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.5 Valve G-16	1,023.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,023.75	1,023.75	0.00	0.00	1,023.75	100.00	0.00	0.00
54 0011	B26.6 Del Demo@Cla#1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.6 Del Demo@Cla#1	-880.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-880.00	-880.00	0.00	0.00	-880.00	100.00	0.00	0.00
54 0012	B26.8 Rev Dem@Baffle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.8 Rev Dem@Baffle	590.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	590.00	590.00	0.00	0.00	590.00	100.00	0.00	0.00
54 0013	B26.9 Stilling Well	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.9 Stilling Well	1,600.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,600.35	1,600.35	0.00	0.00	1,600.35	100.00	0.00	0.00
55 0010	CHANGE ORDER NO. 08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CHANGE ORDER NO. 08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
55 0011	8-1 DEL Digest Clean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-1 DEL Digest Clean	-7,211.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-7,211.90	-7,211.90	0.00	0.00	-7,211.90	100.00	0.00	0.00
	Page Total	-4,877.80	4,877.80	0.00	0.00	4,877.80	100.00	0.00	0.00

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APPLICATION NO.: 17

APPLICATION DATE:

PERIOD TO: 0498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)						
55 0002	8-2 EQ Drain Head Rp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-2 EQ Drain Head Rp	4,625.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	4,625.00	4,625.00	0.00	0.00	0.00	4,625.00	0.00	0.00
55 0003	8-3 EQ Plug Valves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-3 EQ Plug Valves	4,536.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	4,536.00	4,536.00	0.00	0.00	0.00	4,536.00	0.00	0.00
55 0004	B26.11 DEL Alum Jack	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.11 DEL Alum Jack	-3,575.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-3,575.00	-3,575.00	0.00	0.00	0.00	-3,575.00	0.00	0.00
55 0005	B27.1 DEL Ven@SST2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B27.1 DEL Ven@SST2	829.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	829.56	829.56	0.00	0.00	0.00	829.56	0.00	0.00
55 0006	B27.2 DEL Stair@SDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B27.2 DEL Stair@SDB	-400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-400.00	-400.00	0.00	0.00	0.00	-400.00	0.00	0.00
55 0007	B27.3 DEL Plastic Co	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B27.3 DEL Plastic Co	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-120.00	-120.00	0.00	0.00	0.00	-120.00	0.00	0.00
	Page Total	5,895.56	5,895.56	0.00	0.00	0.00	5,895.56	0.00	0.00

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In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

18

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	% (G ÷ C)					
55 0008	827.4 DEL Concr Wall	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	827.4 DEL Concr Wall	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
55 0009	8-9 REV Boiler Flue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-9 REV Boiler Flue	-750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	-750.00	-750.00	0.00	0.00	0.00	-750.00	0.00	0.00
55 0010	8-10 Install@Anoxic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-10 Install@Anoxic	304.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	304.50	304.50	0.00	0.00	0.00	304.50	0.00	0.00
55 0011	8-11 110v to MCP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-11 110v to MCP	426.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	426.80	426.80	0.00	0.00	0.00	426.80	0.00	0.00
55 0012	8-12 Add Cable@AT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-12 Add Cable@AT	253.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	253.58	253.58	0.00	0.00	0.00	253.58	0.00	0.00
55 0013	8-13 Install VFD@RSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-13 Install VFD@RSP	265.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	265.65	265.65	0.00	0.00	0.00	265.65	0.00	0.00
	Page Total	500.53	500.53	0.00	0.00	0.00	500.53	0.00	0.00

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APPLICATION NO.: 19

APPLICATION DATE:

PERIOD TO: C498-14

ARCHITECT'S PROJECT NO.: 11/29/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS STORED PRESENTLY (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
55 00 4	8-14 Wire>SRP Start	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-14 Wire>SRP Start	783.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	783.84	783.84	0.00	0.00	0.00	783.84	0.00	0.00
55 00 5	8-15 Mason Rpr@RSFS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-15 Mason Rpr@RSFS	11,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	11,400.00	11,400.00	0.00	0.00	0.00	11,400.00	0.00	0.00
55 00 6	B26.10 NEMA 3R Endo	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B26.10 NEMA 3R Endo	1,748.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	1,748.97	1,748.97	0.00	0.00	0.00	1,748.97	0.00	0.00
55 00 7	B28.1 Grinder@Raw Se	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	B28.1 Grinder@Raw Se	69,581.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	69,581.82	69,581.82	0.00	0.00	0.00	69,581.82	0.00	0.00
55 00 8	8-18 Time Extension	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	8-18 Time Extension	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	REVISED CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Final Total	3,361,266.63	3,291,694.81	69,581.82	0.00	0.00	3,361,266.63	0.00	0.00

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CONTRACTOR'S AFFIDAVIT

STATE OF MICHIGAN)
) ss
County of Tonia)

The Undersigned, Davis Construction, Inc hereby represents that on ~~03-02-2011~~ he (it) was awarded a Contract by the City of Portland hereinafter called the Owner, to provide Waste Water Treatment Plant Improvements in accordance with the terms and conditions of Contract No. 09-0068 ; and the undersigned further represents that the subject work has now been accomplished and the said Contract has now been completed.

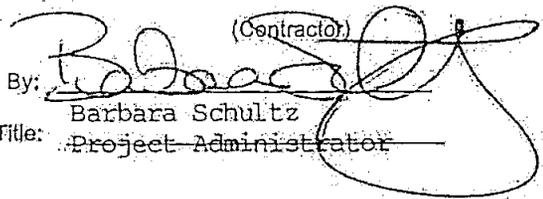
The undersigned hereby warrants and certifies that all of his (its) indebtedness arising by reason of the said Contract has been fully or satisfactorily secured, and that all claims from subcontractors and others for labor and material used in accomplishing the said project, as well as all other claims arising from the performance of the said Contract, have been fully paid or satisfactorily secured. The Undersigned further agrees that if any such claim should hereafter arise, he (it) shall assume responsibility for the same immediately upon request to do so by the Owner.

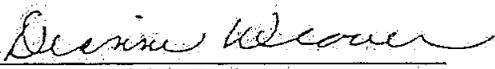
The Undersigned, for a valuable consideration, the receipt of which is hereby acknowledged, does further hereby waive, release and relinquish any and all claims of right of lien which the Undersigned now has or may hereafter acquire upon the subject premises for labor and material used in accomplishing said project owned by the Owner.

This affidavit is freely and voluntarily given with full knowledge of the facts, on this 12th day of December, 2012.

Davis Construction, Inc.

Subscribed and sworn to before me, a Notary Public in and for Clinton, County, Michigan, on this 12th day of December, 2012.

By:  (Contractor)
Barbara Schultz
Title: Project Administrator


Notary Public
Dianne Weaver
My Commission Expires: 09-10-2017

Acting in the County of Eaton



CERTIFICATE OF LIABILITY INSURANCE

OP ID: JD

DATE (MM/DD/YYYY)

12/12/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER David Chapman Agency, Inc. 5700 W. Mt. Hope Highway Lansing, MI 48917- David Chapman	517-321-4600	CONTACT NAME: Judy Dean	
	517-321-9443	PHONE (A/C, No, Ext): 517-321-4600 FAX (A/C, No): 517-321-9443	
E-MAIL ADDRESS: jdean@davidchapmanagency.com			
PRODUCER CUSTOMER ID #: DAVCO-1			
INSURED Davis Construction, Inc. 5236 Dumond Court, Suite A Lansing, MI 48917	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Imperium Insurance Company		
	INSURER B: Great Midwest Insurance Compan		
	INSURER C: The Accident Fund Co		10166
	INSURER D: Citizens Insurance Company		31534
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	IERD0100007600	12/16/12	12/16/13	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> X,C,U included					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> Contractual Liab		PER PROJECT AGGREGATE			GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COM/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC					\$
B	AUTOMOBILE LIABILITY		CA00014080	12/16/12	12/16/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS					\$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	CX00000074	12/16/12	12/16/13	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 5,000,000
	<input type="checkbox"/> DEDUCTIBLE					\$
	<input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	WCV0321618	11/16/12	11/16/13	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Installation		IHH7929404	12/16/12	12/16/13	Limit 250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 RE: Portland WWTP Additions and Improvements. City of Portland, all officers, directors, partners, employees, agents, consultants, Subcontractors of all tiers are additional insureds on general liability per CG2033. C2AE, all officers, directors, partners, employees, agents, consultants, Subcontractors of all tiers are additional insureds on general liability per CG2032. Insurance

CERTIFICATE HOLDER

CANCELLATION

CITYPOR City of Portland 259 Kent Street Portland, MI 48875	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>David G. Chapman</i>

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NOTEPAD:

HOLDER CODE CITYPOR
INSURED'S NAME Davis Construction, Inc.

DAVCO-1
OP ID: JD

PAGE 2
DATE 12/12/12

afforded to all additional insureds shall provide primary coverage for all claims covered. 30-Days Notice of Cancellation is provided for General Liability and Auto Liability.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 12-110

A RESOLUTION OF SUPPORT FOR THE REDEVELOPMENT OF OLD SCHOOL MANOR

WHEREAS, the City Manager has been working with the WODA Group and the Ionia County Land Bank on the Redevelopment of the Old School Manor Property at 306 Brush Street into Senior Housing; and

WHEREAS, the Ionia County Land Bank met on Tuesday December 11, 2012 and approved a Letter of Intent to Purchase the Old School Manor Property for \$15,000, a copy of which is attached as Exhibit A, with the City receiving all proceeds after the Land Banks costs to secure and maintain the property have been repaid (estimated to be approximately \$9,500) ; and

WHEREAS, the Letter of Intent to Purchase is conditioned on MSHDA tax credits, financing, City approval of a 16 year 10% PILOT, and a Resolution of Support to develop up to 40 units of senior housing on the site; and

WHEREAS, the City Manager has advised the WODA Group that the site is grandfathered for the development of up to 29 units and that additional density is not permitted under the current ordinances and that they would have to seek a variance.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves this Resolution of Support for the Redevelopment of the Old School Manor property pursuant to the Letter of Intent to Purchase, a copy of which is attached as Exhibit A, subject to the following:
 - a. Approval of a satisfactory 16 year 10% PILOT Ordinance; and
 - b. Developer acceptance of a 29 unit density or obtaining a variance for the additional density.

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

Ayes:

Nays:

Absent:

-Subject to environmental, engineering, architectural and general contractor review to Buyer's satisfaction within 90 days of contract execution.

-Buyer agrees to a deed restriction which prohibits the future sale of the property to a Charter School.

Closing Date No later than August 15, 2013

Contract Date Buyer and Seller shall enter into a purchase agreement by January 22, 2013.

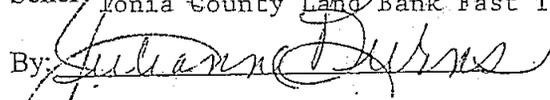
Agreed and Accepted:

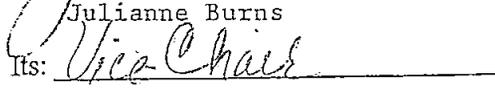
Buyer:
The Woda Group, LLC

By: 
P. Craig Patterson

Its: Senior Vice President

Seller: Tonia County Land Bank Fast Track Authority

By: 
Julianne Burns

Its: 
Vice Chair

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, December 3, 2012

In Council Chambers at City Hall

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

Absent: Council Member Fabiano

Guests: Bill Tucker of Abraham & Gaffney; Bob & Sue VanLente, Randy Hodge, Dan Lawless and Mike Theis of Portland St. Patrick's; Tom Thelen of the Review & Observer

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

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

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

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

Yeas: VanSlambrouck, Krause, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

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

City Manager Dempsey also reported the City has been working with Craig Patterson of the Woda Group on a proposal for Old School Manor. The proposed re-use being discussed is for senior housing. It would likely involve MSHDA financing and an Ordinance calling for a Payment in Lieu of Taxes (PILOT).

City Manager Dempsey commented on Energy Optimization incentives included in the Accounts Payables in the Consent Agenda. Payments were made to Vollman Ford, Portland Products, Health Source, Endless Etching, Central Michigan Plumbing and Pooches Parlor.

City Manager Dempsey also reported the problem of false alerts on the warning sirens was thought to have been fixed but when tested this past weekend at Ionia County Central Dispatch the system malfunctioned and subsequently failed the testing. Chrouch Communications has been in Portland today checking on the problem. They are working with Ionia County Central Dispatch to repair the issue. The sirens will be tested again when they are believed to be repaired.

Under Presentations, Bill Tucker of Abraham & Gaffney presented the Fiscal Year 2011-2012 Financial Audit for the City of Portland. The City received an unqualified, clean opinion which is the best that can be received. The City improved the fund balance of the General Fund to over 25% which is now at a recommended level.

Mayor Pro-Tem VanSlambrouck commended City Manager Dempsey for his efforts in increasing the fund balance of the General Fund.

Under New Business the Second Reading of Ordinance 194B to amend Section 28-6 of the Code of Ordinances to provide regulations for Community Event Signs and to permit Temporary Banner Signs was held. The Planning Commission met on November 14th and held a public hearing on the proposed changes to the Sign Ordinance. This ordinance would allow a community event sign of up to 24 square feet to be placed up to 14 days in advance of an event and required it be removed within 3 days after the event. Community event signs are exempt from the permit requirement. This Ordinance would allow Temporary Banner Signs of up to 24 square feet in all non-residential districts for up to 30 days per calendar year with a permit. The time limitation may be used for one sign or split among different Temporary Banner Signs throughout the year. The Planning Commission unanimously voted to recommend approval of Ordinance 194B to the Council.

Mayor Barnes thanked Tom Thelen for his article in the Review & Observer and bringing the issue to the attention of concerned citizens; specifically members of St. Patrick's attending tonight's meeting. He further stated the intent of the Planning Commission was to allow signs not previously allowed. He further stated his understanding that the questions by St. Patrick's were answered prior to the meeting.

City Manager Dempsey stated that Ordinances are crafter to address most cases; the variance process is available for unusual circumstances.

Motion by Krause, supported by VanSlambrouck, to approve 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.

Yeas: Krause, VanSlambrouck, Calley, Barnes

Nays: None

Absent: Fabiano

Adopted

The Council considered Resolution 12-103 to approve the 2013 City Council meeting dates.

Motion by VanSlambrouck, supported by Calley, to approve Resolution 12-103 approving 2013 City Council meeting dates.

Yeas: VanSlambrouck, Calley, Krause, Barnes

Nays: None

Absent: Fabiano

Adopted

Motion by Krause, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on November 19, 2012, payment of invoices in the amount of \$81,032.26 and payroll in the amount of \$151,638.59 for a total of \$232,670.85. Purchase orders to Pleune for \$5,171.75 to replace a compressor unit at City Hall and to Resco for \$25,987.50 for wire were included.

Yeas: Krause, VanSlambrouck, Calley, Barnes

Nays: None
Absent: Fabiano
Adopted

Under Council Comments, Mayor Pro-Tem VanSlambrouck commented the City of Portland and the Portland Main Street were currently hosting the Michigan Main Street Quarterly Training addressing economic restructuring. Over 50 participants are currently visiting Portland and using it as a model and discussion point for their individual communities.

Mayor Pro-Tem VanSlambrouck also commented the Portland Party Store had a very successful re-opening today and that The Brick House Grille on Kent Street is planning to open on December 10th.

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

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

Meeting adjourned at 7:41 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the December 3, 2012 City Council Meeting

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

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

Absent – Council Member Fabiano

Presentation - Bill Tucker of Abraham & Gaffney presented the Fiscal Year 2011-2012 Financial Audit for the City of Portland.

Second Reading and Approval of 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.

Approval of Resolution 12-103 approving 2013 City Council meeting dates.

All in favor. Approved.

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

Adjournment – Motion by Krause, supported by VanSlambrouck, to adjourn the regular meeting at 7:41 P.M.

All in favor. Adopted.

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

Monique I. Miller, City Clerk

PURCHASE ORDER

CITY OF PORTLAND

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

TO Resco

SHIP TO Electric

split 50/50-582-539-775 & 939

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
12-10-12						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
3	Reels of kerite wire (8250 ft.) est.				3.15ft.	\$25,987.50

[Handwritten Signature]

NOT FOR RESALE FOR RESALE

TAX NUMBER _____



ORIGINAL



AUTHORIZED SIGNATURE

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

PURCHASE ORDER

CITY OF PORTLAND

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

TO Portland Area Fire Authority

SHIP TO _____

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
2/10/12						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
	3rd Quarter Fire Services					
	101.336.804000	Fire	Cont-Svc	\$21,059.98		

NOT FOR RESALE FOR RESALE

TAX NUMBER _____

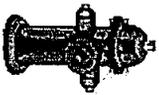


ORIGINAL



AUTHORIZED SIGNATURE _____

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



Portland Area Fire Authority

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

INVOICE #0712
DATE: DECEMBER 10, 2012

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

MAKE ALL CHECKS PAYABLE TO PORTLAND AREA FIRE
AUTHORITY
PAYMENT IS DUE JANUARY 2ND 2012

INVOICE

DESCRIPTION	AMOUNT
Third Quarter Fire Services January 1 st 2013 – March 31 th 2013	\$21,059.98
<p>Note the invoice is based on the fire budget as per the Fire Authority agreement. The following is a breakdown based on the existing annual budget of \$218,805.00</p> <p>City of Portland - 38.5% = \$84,239.93 ÷ 4 = \$21,059.98 per quarter Portland Twp. - 38.22% = \$83,627.27 ÷ 4 = \$20,906.82 per quarter Danby Twp. - 23.28% = \$50,937.80 ÷ 4 = \$12,734.45 per quarter</p>	
TOTAL	\$21,059.98

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BUSINESS CARD	02075	DUES & SUPPLIES - GEN, ECON DEV	144.89
C2AE	01859	UNDERPAYMENT ON INVOICE 54164 - WASTEWTR	1,342.36
JASON BROOKS	MISC	3 CF19 TOUGHBOOK COMPUTERS - AMBULANCE	478.50
ARBOR DAY FOUNDATION	01158	MEMBERSHIP DUES - PARKS	25.00
CHEEKY MONKEYS	01782	ELECTION FOOD - ELECTIONS	72.00
CHROUCH COMMUNICATION, INC.	00082	PROGRAMMED RADIOS TO NARROW BANDING - MP	160.00
DUANE CROSS	00642	CROWSFOOT - MOTOR POOL	60.50
DUANE CROSS	00642	PINCH BAR - MOTOR POOL	27.45
FIRE PROS, INC.	00151	FIRE EXTINGUISHER - WASTE WATER	195.00
GANNETT MICHIGAN NEWSPAPERS	00236	LEGAL NOTICES NOVEMER - GENERAL	130.79
GRANGER CONTAINER SERVICE	00175	RECYCLING - REFUSE	939.80
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE, POL, FIRE, PARKS, ELEC, MP	364.00
GRANGER CONTAINER SERVICE	00175	REFUSE SERVICE- REFUSE	140.00
HAMBERSMITH EQUIPMENT COMPANY	00183	CUTOFF BLADE - MAJ ST, LOC ST, WTR, ELEC	155.00
HYDRO DESIGNS, INC.	01308	INSPECTION & REPORTING SVC - WATER	465.00
KEUSCH SUPER SERVICE	00228	STEER TIRE - MOTOR POOL	353.69
KEUSCH SUPER SERVICE	00228	STEER TIRE - MOTOR POOL	353.69
NYE UNIFORM CO.	00338	UNIFORM COST - POLICE	119.50
PURITY CYLINDER GASES, INC.	00380	COMPRESSED OXYGEN - AMBULANCE	59.80
RIETH-RILEY CONSTRUCTION CO.	00395	TONS COLD BLACKTOP - LOC STS, MAJ STS	163.40
SPRINT	00859	CELL PHONE - POLICE	94.36
STATE OF MICHIGAN	00428	SOR TOKEN COSTS - POLICE	66.00
STATE OF MICHIGAN	00428	MARIJUANA UPDATE CLASS- POLICE	35.00
S&K PRINTING	00400	BUSINESS CARDS - POLICE	23.50
USA BLUEBOOK	01850	CHART PAPER - WASTE WTR	147.49
RICHARD BREIMAYER	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	315.00
DAVIS CONSTRUCTION INC.	02047	WASTE WTR TREATMENT PROJECT-WASTE WTR	132,778.61
C2AE	01859	ENGINEERING SVC WWTP - WASTE WTR	4,540.85
MICHIGAN LOCAL GOVT MGMT ASSN	00279	2013 MEMBERSHIP - CITY MANAGER	110.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES, TONER, PAPER - VAR DEPTS	434.46
VERIZON WIRELESS	00470	TELEPHONE SVC-AMBULANCE	90.02
CENTURYLINK	01567	PHONE SERVICE -VARIOUS DEPTS	121.98
VERIZON WIRELESS	00470	PHONE SERVICE-CTY MGR, CEM, PARKS, ELECTRIC	145.86
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - WATER	12.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - ELECTRIC	17.00
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - POLICE	115.30
CHROUCH COMMUNICATION, INC.	00082	MAINT CONTRACTS - MOTOR POOL	119.50
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICE - ELECTRIC	32.97
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	18.70
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	6,922.82
ARBOR DAY FOUNDATION	01158	TREE CITY USA MEMBERSHIP - PARKS	15.00
MUNICIPAL SUPPLY CO.	00324	VALVE BOX RISER - WATER	84.16
MUNICIPAL SUPPLY CO.	00324	ADJUSTABLE HYDRANT WRENCH- WATER	35.85
RESCO	00392	REPLACEMENT BLADE - ELECTRIC	123.90
RESCO	00392	GROUND RODS - ELECTRIC	395.50
RESCO	00392	3 ROLLS OF KERITE WIRE - ELECTRIC	27,173.10
STATE OF MICHIGAN	00428	MEDICAL WASTE RENEWAL-AMBULANCE	75.00
MENARDS	00260	STEEL SHELF - ECON DEV	54.99
B&W AUTO SUPPLY, INC.	00030	PARTS, SUPPLIES - AMB, ELEC, MTR POOL	1,229.78
TOM DEMPSEY	00898	MILEAGE REIMB - CITY MANAGER	18.65
MUNICIPAL SUPPLY CO.	00324	13' POSTS - MAJ STS	256.80
COOK BROS EXCAVATING	00101	YARDS OF SAND - WATER	5.25
DORNBOS, SIGN & SAFETY, INC.	00067	SPEED LIMIT SIGNS- LOC STS	61.28
DORNBOS, SIGN & SAFETY, INC.	00067	NO PARKING SIGNS- MAJ STS	30.00
CAPITAL CITY INT'L TRUCKS	00068	MIRROR BRACKET- MOTOR POOL	29.36
MUNICIPAL SUPPLY CO.	00324	GRATES - MAJ STS	290.10
MUNICIPAL SUPPLY CO.	00324	TRAFFIC PAINT - MAJ STS	72.00
GRAINGER, INC.	00172	ROLL STAINLESS STEEL BAND - MAJ STS	177.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	401.50
GRAINGER, INC.	00172	BOX EAR PLUGS - WATER	39.90
UNIVERSAL LICENSING SERVICE	02145	FCC RENEWAL FEE - WATER	95.00
CHROUCH COMMUNICATION, INC.	00082	PROGRAMMING RADIOS FCC LICENSE/SCADA-WTR	205.00
STATE OF MICHIGAN	00428	SALES TAX - ELECTRIC	10,188.18
TOM'S FOOD CENTER	00452	SUPPLIES, BATTERIES, PARTS - VARIOUS DEPTS	642.02
LEXISNEXIS RISK DATA MANAGEMENT	IN01309	PEOPLE SEARCHES - GEN, POLICE	50.00
PRINTING SYSTEMS	00375	INCOME TAX REFUND CHECKS- INCOME TAX	177.68
PRINTING SYSTEMS	00375	W-2S AND 1099 FORMS - GEN, INC TAX	301.75
R.E. RISK & ASSOC.	01315	SERVICE FEE - INC TAX	51.24
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	44.52
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	40.24
R.E. RISK & ASSOC.	01315	SERVICE FEE -INCOME TAX	40.24
KEUSCH SUPER SERVICE	00228	NEW TIRES JD 4300 -CEMETERY, PARKS	376.80
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
MARATHON PETROLEUM COMPANY	00250	FUEL & OIL - ELECTRIC, MOTOR POOL	4,672.21
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	1,033.78
AECOM TECHNICAL SERVICES	01810	PORTLAND DAM MANAGEMENT-ELECTRIC	157.50
COOK BROS EXCAVATING	00101	TRENCHES MULDER DR- ELECTRIC	27,063.20
DACOTT ENERGY SERVICES, LTD	01299	BILL RECON REPORT - ELECTRIC	650.00
FLEIS & VANDENBRINK	00153	HYDRODAM 2012 IMPROVEMENTS-ELECTRIC	1,648.53
GREAT LAKES PRINTING SOLUTIONS INC	01789	INDIVIDUAL TAX FORMS P-1040S- INCOME TAX	50.05
GREAT LAKES PRINTING SOLUTIONS INC	01789	2012 BOOKLETS - INCOME TAX	961.82
HASSELBRING-CLARK	02073	QTRLY MA COPY MACH-POL, FIRE, CODE, AMB	120.00
HASSELBRING-CLARK	02073	COPY MACHINE MAINTENANCE CONT - CITY HAL	114.09
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	586.98
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	65.22
MHR BILLING	01780	NOVEMBER BILLING SERVICE - AMBULANCE	1,188.00
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY INSPEC 30% FILTERS -CITY HALL	713.00

Date: 12/13/12

CITY OF PORTLAND INVOICE REGISTER

Page: 4

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND AREA FIRE AUTHORITY	02128	3RD QUARTER FIRE SERVICES - FIRE	21,059.98
BOUND TREE MEDICAL LLC.	01543	CLOTHING ALLOWANCE - AMBULANCE	1,296.19
BOUND TREE MEDICAL LLC.	01543	AMBULANCE SUPPLIES - AMBULANCE	676.00
STATE OF MICHIGAN	00428	NPDES PERMIT FEE - WASTE WATER	400.00
T&R SERVICE COMPANY	00445	REMOVE 4 PCB TRANS FOR DISPOSAL - ELECTR	4,748.02
WINTERS GORMAN PLLC	02072	LEGAL SERVICES - POLICE	750.00
ALTEC INDUSTRIES, INC.	00016	LABOR REPAIR 401 - ELECTRIC	291.00
GRAINGER, INC.	00172	SIGNS - WASTE WATER	131.30
MUNICIPAL SUPPLY CO.	00324	PVC - WASTE WATER	137.00
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE - VARIOUS DEPTS	995.22
CRYSTAL FOWLER	MISC	REGISTRATION REFUND -RECREATION	35.00
Total:			\$264,442.67

B WEEKLY
WAGE REPORT
December 10, 2012

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,363.51	104,051.56	6,603.76	54,515.34	158,566.90
ASSESSOR	1,167.50	13,412.65	343.11	3,764.49	17,177.14
CEMETERY	1,740.00	37,537.04	681.09	12,012.35	49,549.39
POLICE	12,985.66	153,461.61	6,046.84	52,082.86	205,544.47
FIRE	-	3,046.00	-	233.02	3,279.02
CODE ENFORCEMENT	1,309.19	16,947.51	424.18	4,996.19	21,943.70
PARKS	1,185.54	31,719.59	570.77	6,947.44	38,667.03
INCOME TAX	1,357.29	17,106.18	1,573.60	11,562.57	28,668.75
MAJOR STREETS	3,258.57	34,659.15	2,771.29	23,811.87	58,471.02
LOCAL STREETS	2,034.20	23,892.35	1,586.20	16,832.31	40,724.66
RECREATION	1,861.11	23,098.76	1,217.39	10,297.91	33,396.67
AMBULANCE	5,845.13	106,989.28	4,255.16	37,969.37	144,958.65
DDA	1,584.55	18,879.28	532.76	5,674.51	24,553.79
ELECTRIC	14,814.17	192,071.99	9,914.47	99,667.59	291,739.58
WASTEWATER	10,059.84	96,575.93	5,983.72	52,446.69	149,022.62
WATER	4,521.65	65,958.51	2,694.10	31,972.57	97,931.08
MOTOR POOL	2,273.31	25,914.43	2,295.09	18,464.25	44,378.68
TOTALS:	74,361.22	965,321.82	47,493.53	443,251.33	1,408,573.15

BI-WEEKLY CASH BALANCE ANALYSIS
12/17/2012

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	673,102.33	5,174.46	86,773.48	90,830.00		682,333.31	235,000.00	917,333.31
INCOME TAX	3,488.24		4,528.04	10,000.00		8,960.20	10,000.00	18,960.20
MAJOR STREETS	212,887.61		7,090.59		3,615.00	202,182.02	-	202,182.02
LOCAL STREETS	58,838.33	147.62	3,835.97		3,246.00	51,903.98	-	51,903.98
RECREATION	3,960.18	7,645.00	3,556.41			8,048.77	-	8,048.77
AMBULANCE	31,923.27	17,126.52	15,248.21		4,167.00	29,634.58	-	29,634.58
REFUSE COLLECTION	21,651.60	2,394.67	8,133.12			15,913.15	-	15,913.15
ELECTRIC	225,593.88	78,840.42	164,793.29		25,279.00	114,362.01	620,000.00	734,362.01
WASTEWATER	77,259.48	23,270.02	165,495.37	137,319.46	18,824.00	53,529.59	-	53,529.59
WATER	524,143.72	18,157.06	12,330.40		18,466.00	511,504.38	420,000.00	931,504.38
MOTOR POOL	124,169.32		11,614.74	22,077.00	34,170.00	100,461.58	-	100,461.58
DDA	50,450.33					50,450.33	-	50,450.33
TOTALS:	2,007,468.29	152,755.77	483,399.62	260,226.46	107,767.00	1,829,283.90	1,285,000.00	3,114,283.90
							310,000.00	310,000.00
							170,000.00	170,000.00
							130,000.00	130,000.00
							3,530.33	3,530.33
							477,697.63	477,697.63
							290,421.61	290,421.61
							374.68	374.68
							170,780.62	170,780.62
							23,942.18	23,942.18
							72,512.40	72,512.40
							2,934,259.45	4,763,543.35

* CASH IN TIME CERTIFICATES

**INVEST IN TIME CERTIFICATES

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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

Please print your responses

Date: 12/14/12

Name: Nicole Sunstrum

Address: 855 Union St. Portland MI.

Telephone No. 616.292.6670

E-mail address sunstrumn@gmail.com

Employer State of Michigan

Telephone No. 616.292.6670

How long have you lived in the City of Portland?

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

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

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

Education

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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

Please print your responses

Date: 12/11/12

Name: Paul R. Johnson

Address: 133 S. East Street

Telephone No. 517-647-2643

E-mail address johnsopr@sbccglobal.net

Employer State of Michigan

Telephone No. 517-373-1096 x

How long have you lived in the City of Portland? 10 years

*johnsopr@
michigan.
gov*

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

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

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

Education

Are you a high school graduate? *Yes*

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

*Michigan State - Bachelors of Science
Masters of Science*

Northwestern Michigan College - Assoc. of Arts

Professional and work experience

*Real Estate Specialist
Limit A Appraiser*

Community activities, interests, and service

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

PORTLAND POLICE DEPARTMENT

STATISTICAL REPORT

November 1st – November 30th, 2012

COMPLAINTS:

• DISPATCHED :	85 COMPTS	49 HRS 20 MINS
• PATROL ORGINATED:	9 COMPTS	11 HRS 25 MINS
• FOLLOW-UP:	31 COMPTS	13 HRS 30 MINS
• ASSISTING	13 COMPTS	6 HRS 30 MINS

TRAFFIC:

• STOPS:	52
• CITATIONS:	42
• VERBAL WARNINGS:	32
• STATIONARY RADAR:	17 HRS 25 MINS
• PARKING:	68

ARREST:

• MISDEMEANOR:	12
• FELONY:	17
• ORDINANCE VIOLATIONS:	6
• JUVENILES	0

CONTACTS:

• PATROL CONTACTS:	237
• BUSINESS CONTACTS:	35
• SUBPOENA SERVICE	10

PORTLAND POLICE DEPARTMENT

REPORT SUMMARY

November 1st – November 30th, 2012

ASSISTS TO OTHER DEPARTMENTS:

November 3rd, 2012 Assist to MSP @ I 96 for pursuit of semi driving recklessly.
November 25th, 2012 Assist to MSP @ I 96 / Clintonia Rd for PI crash with three ejected.
November 25th, 2012 Assist to IOSH @ I 96 / 78th with minor PI crash.

CASE SUMMARY:

On November 6th, 2012 Officer Star Thomas observed some suspicious activity between three vehicles. A traffic stop was made on one vehicle with three occupants. Officer Thomas in listed the assistance of the K-9 unit from Clinton County suspecting drug activity. Marijuana was located inside the vehicle. The occupants were arrested for possession of marijuana, outstanding warrants and probation violation and lodged at the Ionia County Jail.

On November 21st, 2012 Officer Tom Teitsma arrested a male suspect on 16 counts of criminal sexual conduct of various degrees. These arrests are the result of an investigation that originated on August 17th, 2012. The suspect is currently being held at the Ionia County Jail without a bond.

On November 24th 2012 Officer Ken Hatfield was dispatched to the Portland McDonalds for a traffic crash. The investigation determined that the subject was highly intoxicated and caused property damage. The subject was transported to Ionia Sparrow Hospital due to his intoxication level and later lodged at the Ionia County Jail for OWI 2nd offense.

PORTLAND POLICE DEPARTMENT

INDIVIDUAL STATISTICS

November 1st – November 30th, 2012

CHIEF BAUER:

Dispatch Compts:	17– 5 Hrs 45 Mins	Traffic Stops:	1
Self Initiated Compts:	0	Citations:	1
Follow-up:	2 – 45 Mins	Warnings:	0
Assisting	0	Arrests:	0

SGT. REBECCA LUDWICK:

Dispatch Compts:	4 - 5 Hrs	Traffic Stops:	4
Self Initiated Compts:	0	Citations:	1
Follow-up:	2 - 4 Hrs	Warnings:	5
Assisting	0	Arrests:	1

OFC. TOM TEITSMA:

Dispatch Compts:	23– 7 Hrs 50 Mins	Traffic Stops:	9
Self Initiated Compts:	1 – 40 Mins	Citations:	9
Follow-up:	9- 2 Hrs 15 Mins	Warnings:	5
Assisting	3– 45 Mins	Arrests:	17

OFC. STAR THOMAS:

Dispatch Compts:	28 – 15 Hrs 15 Mins	Traffic Stops:	13
Self Initiated Compts:	2 – 5 Hrs	Citations:	14
Follow-up:	13 –7 Hrs 45 Mins	Warnings:	6
Assisting	8 – 5 Hrs	Arrests:	10

OFC. TIM GROENHOF:

Dispatch Compts:	9 – 6 Hrs 45 Mins	Traffic Stops:	24
Self Initiated Compts:	6– 5 Hrs 45 Mins	Citations:	15
Follow-up:	3 - 45 Mins	Warnings:	16
Assisting	1 – 15 Mins	Arrests:	6

PORTLAND POLICE DEPARTMENT

COUNTY REPORT

November 1st – November 30th, 2012

COMPLAINTS:

- 2 – PDA's I 96 / Grand River Ave
- Medical Assist on Lyons Rd
- OWI crash that occurred on I 96 near 74mm – suspect located at a business in city limits.

TRAFFIC:

- STOPS: 5
- CITATIONS: 3
- WARNINGS: 4
- STATIONARY RADAR: 5 HRS 50 MINS
- PARKING: 0

ARRESTS: 1

CONTACTS:

- PATROL CONTACTS: 20
- PROPERTY CHECKS: 56

Ambulance Monthly Tracking Report for September 2012

Run #	Rel Date	Name	Unit of Gov.	Bill U/G	Recv'd	Date	Bill PT	Recv'd	Date	Recv'd	Date	Status
501	y	9/1/2012	City				\$860.30	\$ 619.17	10/4/2012			Medicare
502	y	9/2/2012	Orange				\$1,013.50	\$ 963.50	9/27/2012			BCN
503	y	9/3/2012	Portland NT									Private
504		9/3/2012	City NT				\$0.00					Private
505	y	9/5/2012	City				\$997.70	\$ 460.81	9/26/2012			Medicare
506	y	9/7/2012	City				\$170.00					Blue Cross
507		9/7/2012	City NT				\$0.00					Private
508		9/9/2012	Orange NT				\$0.00					Private
509		9/9/2012	Mutual Aid OOD				\$1,036.40					BCN
510	y	9/9/2012	Vill Pewamo				\$1,036.40					Private
511	y	9/9/2012	Vill Westphalia				\$1,036.40	\$ 447.24	10/26/2012			BCN
512		9/9/2012	Danby				\$979.15	\$ 633.88	10/9/2012			Blue Cross
513	y	9/10/2012	City				\$961.98	\$ 458.01	10/12/2012	\$103.04	10/26/2012	Medicare
514		9/10/2012	City				\$990.60					Private
515		9/12/2012	City				\$933.35					Blue Cross
516		9/12/2012	Danby									Private
517	y	9/13/2012	City NT				\$0.00					Private
518	y	9/13/2012	City NT				\$0.00					Blue Cross
519	y	9/13/2012	Danby				\$841.75	\$ 348.28	10/11/2012	\$78.59	10/26/2012	Medicare
520	y	9/13/2012	Westphalia				\$889.84	\$ 422.57	10/12/2012			Medicare
521	y	9/13/2012	Danby				\$991.75	\$ 472.62	10/22/2012			Aetna
522	y	9/14/2012	City				\$980.30	\$ 417.33	10/11/2012			United
523	y	9/14/2012	City				\$956.25					Medicare
524	y	9/15/2012	City									Medicare
525	y	9/15/2012	Portland				\$849.77	\$ 363.22	10/12/2012			Medicare
526	y	9/15/2012	Vill West NT				\$170.00					Private
527	y	9/15/2012	Lyons				\$170.00					Private
528	y	9/16/2012	Danby				\$1,003.20	\$ 478.25	10/12/2012	\$119.56	10/26/2012	Medicare
529	y	9/17/2012	Orange				\$864.65					Private
530	y	9/17/2012	Danby NT				\$0.00					Blue Cross
531	y	9/18/2012	Lyons				\$170.00					Private
532	y	9/18/2012	Westphalia				\$969.99	\$ 612.14	10/9/2012			BCN
533	y	9/18/2012	Portland				\$990.60					United
534	y	9/19/2012	Vill Pewamo				\$1,085.64	\$ 572.14	10/12/2012			Medicare
535	y	9/20/2012	Portland				\$ 969.99	\$ 430.30	10/22/2012			Medicare
536	y	9/20/2012	Portland NT				\$0.00					Private
537	y	9/20/2012	Danby NT				\$0.00					Private
538		9/20/2012	City				\$1,002.05					McLaren
539		9/20/2012	City				\$990.60					BCN
540		9/20/2012	Westphalia				\$1,013.50					Blue Cross
541		9/20/2012	Mutual Aid OOD				\$776.49	\$ 366.88	10/22/2012			Medicare
542		9/21/2012	Mutual Aid OOD				\$921.90					Medicaid
543		9/21/2012	Sebewa				\$853.20					Mich Millers
544	y	9/21/2012	Sebewa				\$1,116.55	\$ 853.45	10/16/2012			Blue Cross
545	y	9/21/2012	Danby				\$990.60	\$ 990.60	10/9/2012			Private
546	y	9/22/2012	City				\$887.55					Medicaid
547		9/22/2012	City NT				\$0.00					Medicare
548	y	9/23/2012	City				\$990.60					Private
549	y	9/23/2012	City NT									BCN
550	y	9/23/2012	Portland NT									Blue Cross
551A	y	9/23/2012	Portland NT									Private
551B	y	9/23/2012	Danby NT									Private
552	y	9/24/2012	Port				\$973.43	\$ 604.37	11/2/2012			Medicare
553	y	9/24/2012	Lyons NT									Private
554	y	9/25/2012	City				\$971.14	\$ 462.80	10/27/2012			Medicare
555	y	9/25/2012	Portland				\$987.17	\$ 470.37	11/1/2012			Equitable
556	y	9/25/2012	Portland				\$ 853.20					Medicare
557	y	9/26/2012	Danby				\$1,003.20	\$ 478.25	10/22/2012	\$119.56	10/26/2012	Medicare
558		9/26/2012	Portland Dry									Dry Run
559	y	9/27/2012	Portland				\$ 170.00					Private
560	y	9/28/2012	Portland				\$991.75	\$ 472.62	11/14/2012			Medicare
561		9/27/2012	Westphalia				\$ 899.00					Private
562	y	9/28/2012	Westphalia				\$ 1,002.05					McLaren
563		9/28/2012	Westphalia				\$ 876.10					Priority Health
564		9/30/2012	Westphalia				\$ 979.15					Private
565	y	9/30/2012	Westphalia				\$ 170.00					Medicare
566	N	9/30/2012	Portland				\$ 933.35					Private
567	n	9/30/2012	Danby				\$979.15	\$193.61	11/19/2012			Meridian
568	y	9/30/2012	City				\$ 983.73	\$ 488.69	11/14/2012	\$ 117.17	11/26/2012	Medicare
							\$44,324.97	\$ 13,081.10		\$537.92		

Ambulance Monthly Tracking Report for October 2012

Run #	Rel	Date	Name	Unit of Gov.	Bill U/G	Recv'd	Date	Bill PT	Recv'd	Date	Recv'd	Date	Status
569	y	10/1/2012		Pewamo				\$818.85					McLaren
570	y	10/1/2012		Danby NT				\$170.00					BCBS
571	y	10/2/2012		Westphalia				\$ 924.19	\$84.02	11/19/2012			BCN
572		10/3/2012		City NT				\$170.00					Private
573	y	10/4/2012		City				\$969.99	\$481.94	11/14/2012			Medicare
574	y	10/4/2012		City				\$969.99	\$461.94	11/19/2012	\$ 115.49	11/26/2012	Medicare
575	y	10/6/2012		Danby NT				\$170.00					Private
576	y	10/6/2012		Danby				\$967.70					McLaren
577	y	10/7/2012		Danby				\$990.60	\$196.85	11/19/2012			Medicaid
578	y	10/7/2012		Orange				\$170.00					Medicare
579	y	10/8/2012		Orange				\$1,028.39	\$490.82	11/14/2012	\$ 122.56	11/26/2012	Medicare
580	y	10/8/2012		Portland				\$950.53	\$452.38	11/14/2012	\$ 113.10	11/26/2012	Medicare
581		10/8/2012		OOD				\$704.35					Corrections
582		10/9/2012		City				\$853.20					Medicaid
583	y	10/10/2012		Vill Westphalia				\$170.00					Private
584	y	10/11/2012		City				\$969.99	\$612.14	11/19/2012			BCN
585		10/11/2012		City									BCBS
586	y	10/12/2012		Westphalia				\$929.92	\$534.02	11/26/2012			Medicare
587	y	10/15/2012		Danby				\$971.14					Private
588	y	10/17/2012		Danby				\$1,003.20					Private
589		10/19/2012		City				\$956.25					Progressive
590	y	10/19/2012		Portland NT									Private
591	y	10/20/2012		Vill Pewamo				\$795.95	\$487.32	11/19/2012			BCBS
592	y	10/21/2012		City				\$1,059.30					AAA
592B	y	10/21/2012		City NT									Private
593	y	10/21/2012		Westphalia				\$990.60					PHP
594		10/21/2012		Orange				\$1,059.30					Cofinity
595	y	10/23/2012		Westphalia				\$956.25					PHP
596	y	10/23/2012		City				\$969.99					Humana
597	y	10/24/2012		City				\$981.44	\$467.67	11/16/2012			Medicare
598	y	10/24/2012		Vill Westph NT				\$170.00					Medicare
599		10/25/2012		Sebewa				\$1,036.40					Private
600	y	10/25/2012		Lyons				\$785.65	\$403.74	11/16/2012			Medicare
601	y	10/26/2012		City NT									Medicare
602	y	10/26/2012		City NT									Private
603	y	10/26/2012		City									Private
604		10/27/2012		Private									Private
605		10/28/2012		Danby NT									Private
606	y	10/28/2012		City				\$835.32	\$397.26	11/28/2012			Medicare
607	y	10/28/2012		Westphalia				\$886.26	\$420.32	11/28/2012			Medicare
608	y	10/28/2012		Posregard tones				\$979.15	\$ 954.15	11/26/2012			BCN
609	y	10/29/2012		Lyons									Medicare
610	y	10/29/2012		Westphalia NT									Private
611		10/29/2012		Portland									Private
612	y	10/29/2012		Westphalia				\$953.96	\$404.39	11/28/2012			Medicare
613	y	10/30/2012		City									BCBS
614	y	10/31/2012		City NT	No Bill								Private
615		10/31/2012		danby									Private
616	n	10/31/2012		City									Private
								\$27,317.86	\$7,348.96		\$ 351.15		



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

Minutes of the Regular Board Meeting
Monday November 12, 2012 - 7:00 PM 773 E Grand River, Portland.

Call To Order – 7:00 pm. The Pledge of Allegiance was observed.

Roll Call –

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

Public Comment

Mr. Fabiano introduced Patti Jo Schafer as our new accountant. Ms. Schafer of Countryside Accounting introduced herself and that she was looking forward to working with us.

Agenda Approval

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

Approval Of Minutes

Mr. Ackerson moved to approve the minutes as presented. Mr. Tiemann supported. **Motion carried.**

Approval Of Bill Payment

Ms. Schafer distributed a list of bills currently outstanding for November. Previous bills were sent to the City prior to November 1st. Mr. Ackerson provided a stamp to the Chief, who will review bills and approve and code bills and pass them along to Ms. Schafer. Mr. Tiemann moved to approve payment of bills as presented. Mr. Pohl supported. **Motion carried.**

Correspondence

Chief Brown provided a written report of the month's activities of the department, including run reports and a list of donated equipment. Chief Brown asks in the report for approval to contract for some hose and coupling to replace units that failed the hose test. Also, Chief Brown asked for authorization to include training pay for two new Department members who have passed their first training. This would be a part of the regular December disbursement to members. Mr. Fabiano asked if we should amend the agenda to include these requests for funds. Ms. Parsons moved to amend the agenda to include these action items for hose replacement and training pay, placed under New Business. Mr. Tiemann supported. **Motion carried.**

Financial Report

Ms. Schafer reported that the October report will be forthcoming when the bill from the City is received and processed. The month-end bank statement shows no activity since the last report. Danby Township and City of Portland's second-quarter payments are received but not yet deposited.

Mr. Ackerson has not heard back from the Municipalities about direct-deposit. For future consideration, Mr. Ackerson asked Board members to begin consideration of an investment policy. Mr. Pohl and Mr. Tiemann volunteered their Townships' current policies for research and will forward to Mr. Ackerson.

Committee Reports:

- Insurance - None
- Policy & Procedure - None
- Budget –
- Mr. Ackerson presented and explained the interim budget and proposed final budget for 2012-2013.
- Personnel – See new business.

Old Business:

- Contract With Countryside Accounting was signed this evening.

New Business:

- Bonus Check For Bob Schalow** –
- The bonus was paid by the City and will be included in their final bill.
-

●**Budget Approval –**

Mr. Pohl moved to adopt the proposed 2012/2013 Department budget and forward to the Municipalities for their ratification. Mr. Tiemann supported. **Motion carried.**

●**Snowplowing Agreement With City –**

Mr. Fabiano spoke with City Manager Dempsey, and the City will plow the parking lot and grounds in exchange for utility bill consideration. Mr. Smith moved to ratify the agreement, Mr. Tiemann supported. **Motion carried.**

●**Burn Permits –**

City Manager Dempsey was concerned about the transition. Chief Brown said WOW is in the process of setting up the voice mailbox. Personnel have been taking permits when they are available. Discussion centered on who was responsible for making the policy. Interim policy will be to take calls Monday through Friday from 8 am to 4pm. A voice mail option will be dedicated solely to Burn Permits when personnel are unavailable.

●**Kinoca Minolta Bizhub Proposed Purchase –**

Chief Brown reported that the City graciously offered a \$5.00 a month inclusive contract for use of their copier, which Chief Brown accepted. Board members felt this was generous, so no action will be taken on purchase of a redundant unit.

●**General Alarms For Ambulance Manpower –**

Regular run assistance from Fire Department personnel on loading or CPR or multiple patients are considered runs as appropriate to the department for the service provided. Further policy will be addressed.

●**Recommendations From Personnel Committee –**

Mr. Fabiano reported that it was the recommendation of the Personnel committee to adopt the Personnel Policy as distributed to Board Members earlier in the week, with grammatical changes to reflect gender-neutral language throughout. Mr. Smith moved to adopt the policy as presented with grammatical changes. Mr. Ackerson supported. **Motion carried.**

Personnel Committee recommended that the Fire Chief's position be posted and open for interview at the beginning of the year. Mr. Pohl moved to accept the recommendation. Mr. Smith supported. Discussion included whether the posting was internal or also to the public. Mr. Fabiano reported that it would be open. Interview board would also be open to public appointment. Ms. Parsons asked if the committee had minutes from the meetings for the record to support its recommendations. Mr. Tiemann reiterated that would be a good idea to have recommendations upheld by minutes of the committee to document discussion and rationale. **Motion carried.**

●**Chief's Requests for Future Expenses -**

Mr. Ackerson moved to accept the bid from from Municipal Supply for the hoses and couplings needed. Mr. Smith supported. **Motion carried.**

●
Mr. Tiemann moved to approve payment of \$400 each for pay for training for the two candidates in the regular December pay. Mr. Pohl supported. **Motion carried.**

Board Comments And Public Comment

None

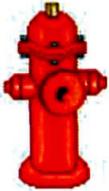
Mr. Ackerson moved to adjourn. Mr. Smith supported. **Motion carried.** Meeting adjourned at 8:40 pm.

Next meeting: Monday, December 10 at 7:00 pm at the Portland Township Hall.

Respectfully submitted.



Kathy Parsons, Secretary



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

[DRAFT 12/11/2012] Minutes of the Regular Board Meeting
Monday December 10, 2012 - 7:00 PM 773 E Grand River, Portland.

Call To Order – The meeting called to order at 7:05 pm. The Pledge of Allegiance was observed.

Roll Call –

Present: Steve Smith, Steve Fabiano, Mark Ackerson, Jerry Tiemann, Kathy Parsons **Absent:** Dick Pohl
Guests: Patti Schafer, Chief Dave Brown, Asst. Chief Doug Logel Sr., Nick Martin, Cory Czaika, Tim Krizov.

Public Comment

A department member asked where the board stood on posting the fire chief's position. Chair Fabiano indicated it is covered later in the agenda.

Agenda Approval

Mr. Ackerson moved to approve the agenda as published. Mr. Tiemann supported. **Motion carried.**
Mr. Ackerson moved to excuse Mr. Pohl. Mr. Tiemann supported. **Motion carried.**

Approval Of Minutes

Mr. Ackerson moved to approve the minutes of the previous meeting. Mr. Smith supported. **Motion carried.**

Approval Of Bill Payment

A list of bills and payroll were distributed. Ms. Schafer explained some of the items, including invoices from the City of Portland for bills it paid on the Authority's behalf until our processes were in service. Administrative fee and bill payment from the City ended October 31, 2012.

The supply of initial checks received from the bank is running low, and since the first priority is payroll, some bills approved tonight but not due until later in the month will have checks written when a new supply of checks comes in from the bank.

Chief Brown reported that training funds for the previous term were maxed out. Two trainings a month 2 hours each are allotted, currently, with additional allowed for out of town trainings. Mr. Ackerson said that a merit pay system should be looked at for next year. Chief Brown said he can develop a proposed plan for the future. Mr. Tiemann said it seemed a good idea for incentive for members to attend trainings. He asked if the bulk of the opportunities were for mandatory trainings for certifications. Chief Brown reported it was important training but not necessarily all for keeping credentials. Chief Brown will develop a plan.

Mr. Tiemann moved to approve payment of bills of \$14,861.75 and payroll in the amount of \$13,251.95 as reported. Mr. Smith supported. **Motion carried.**

Correspondence

none

Chief's Report:

Runs and training time was reported. Engine 1 has been returned from repairs. Additional repairs were needed, and testing and oil change were brought up to date. The bhll is not received yet, but is expected to be more because when it was torn down, additional damage was found, as was provided for on the original estimate.

Radio replacement is awaiting suitable proposals from the vendor.

Firefighter Crist will retire January 1st after 30 years.

Apollo Equipment estimate to replace obsolete O-Cutters at \$6200. The cost to replace parts due to the age of the unit is nearly as much. \$6200 was budgeted for their replacement. A back-up blade is reasonably available. The unit pump is still able to be used.

Lyons/Muir and Pewamo are purchasing new trucks presently, and making their old ones available for purchase. Both are in good shape. Members looked at them to potentially replace Engine 7, which is in need of major repairs that, because of its age, parts are hard to come by. Chief Brown distributed photos of the units for information. Lyons/Muir's truck has a few more miles, but has more equipment to go with it for between \$20,000 and \$25,000 inclusive. Pewamo's truck would come without any equipment. About \$500 or so more would be required to retrofit regardless. Lyons/Muir may be available in 3-5 months, Pewamo's not for 8 months. Both are in good shape and maintenance histories are known. Chief Brown is asking for

permission to begin negotiations for pricing. Mr. Ackerson moved to authorize Chief Brown to enter negotiations with both departments. Mr. Tiemann supported. Mr. Ackerson commented that new equipment purchased belongs to the authority, but selling equipment returns the income from sale to the City under the agreement. Mr. Tiemann commented that selling of newly purchased equipment would be charged back apportionally. Motion carried. Mr. Ackerson moved to amend the agenda to add purchase of an O-Cutter to New Business on the agenda. Mr. Tiemann supported. Motion carried.

Financial Report

Mr. Ackerson requested Ms. Schafer explain the financial report format and content. She presented a few ideas on what form the report should take. The balance sheet presented included a balance sheet and net income for the fiscal year to date. The report also included a Profit and Loss Budget vs Actual. Consensus of Board members was that this form was preferable. The treasurer keeps a per-Municipality breakdown and a detailed breakdown each month, and can answer Board member questions. Mr. Fabiano requested a copy of the breakdown each month as well.

Mr. Ackerson reported he has investigated interest rates available locally and in surrounding cities for an investment account. Flagstar offered the best rates at 2.5%, with 3.5% over target balances. The next best rate was 2.5% flat on the total balance. Will be discussed further when an investment policy is in place.

Committee Reports:

- Insurance – Ms. Parsons reported that the committee will meet soon to develop a request for proposal for 2013/2014.
 - Policy & Procedure – Mr. Tiemann's committee will meet soon, and will work on the investment policy first to have it available for the January meeting.
- Budget – No report in addition to New Business. The bottom line is the same, the budget merely includes income in the record.
- Personnel – Fire Chief's posting and job description referred to Old Business.

Old Business:

- Burn Permit Procedures. Chief Brown reported the phones are up and the new procedure is in place and on the website. Mr. Tiemann reported the new procedure is on their website, and it was on the City's newsletter.
- Fire chief's posting:

Description and sample posting was distributed and discussed, including timeline, and procedure for the interview board. Ms. Parsons asked why the Chief was not notified before the action was taken last month. Mr. Fabiano said the committee did not feel that was necessary. Mr. Tiemann said he had similar concerns. Mr. Smith stated the issue was discussed and the committee felt it was professional to not notify him. The procedure for developing the job description was also discussed. Ms. Parsons said she believed the interview board should be comprised of the entire Authority Board. Mr. Tiemann said that might be unweildy and slow down the process. Mr. Fabiano said he intended to recuse himself from the interview board because he has worked with potential applicants on departments before, and one of his employees may be an applicant. Mr. Ackerson said he, too, may have worked with some potential applicants, but not in a supervisory capacity. Mr. Smith said that the meetings would be open to the public, and if Board members wanted to observe, they may. Mr. Tiemann moved to appoint Ms. Parsons to the interview committee as the Board member at large. Mr. Smith supported. **Motion carried, with Four members voting yes, Mr. Fabiano voting no.** Mr. Fabiano stated he thought Ms. Parsons may have an agenda. Ms. Parsons assured him she did not.
- Job Description:

Mr. Tiemann moved to approve job description as presented. Mr. Smith supported. Member Krizov commented that when the Authority was formed, an objective of the Members was to continue improvement of the department. In a meeting attended by a majority of the Members, they were told the Board thought they were doing an excellent job, from chief on down. The members were not approached to let them know what was happening and the reason behind it, and some feel they were cheated. Mr. Martin said that from the day that he's been on the department it's always "Get rid of the Chief" and such from grumblers. He believed this action will erode morale among the members. He asked whether the qualifications requested in the job description are able to be met by anyone now on the department, and it made it look like the Board was trying to bring in outside people to be chief if no one on the department can meet the requirements. Mr. Smith said the Personnel Committee's reasoning was that the Community deserves to know they have the best leadership in the department possible. He said he understands morale issues and that the new board has to make decisions that make it the best department possible. Mr. Martin said he thinks that the Members don't feel they know what's going on any more; Chief Brown has gotten things better on the department, and the unknown is not helping morale. Mr. Smith said it takes time to assure the community is well-served. Mr. Krizov asked if it was because Chief Brown was originally appointed by the City that the board wants to get rid of him. Mr. Smith and Mr. Ackerson tried to assure the Members that was not the case. Ms. Parsons commented that perhaps the way it was handled last month, without any discussion with the Chief beforehand, and the Members afterward, has contributed to the misunderstandings on the department, in the community and on the Board. Mr. Fabiano said he disagreed; there was no need to discuss it with anyone. Mr. Smith said that the interviews will be open to the public. Mr. Martin asked if that included Members, and Mr. Smith assured him it was. **Motion carried.**

New Business:

- Mr. Ackerson recommended that to streamline paying of recurring bills in a more timely manner, that the Board authorize the Treasurer and accountant to automatically pay them each month. Mr. Tiemann moved to approve automatic payments of a contract entered into with a company, or is approved at the start for a recurring payment, including apparatus periodic maintenance, utilities or insurance, and that the board is advised each month in a timely manner. Mr. Ackerson supported. **Motion carried.**
- Check purchase:
Mr. Smith moved to purchase additional electronic checks needed to do Board business. Ms. Parsons supported. **Motion carried.**
- Savings Account tabled until an investment policy is in place as required by the bank.
- Budget Amendments:
Mr. Ackerson reported that the only proposed revision to the budget is to show income line items. No change to expense line items or the bottom line are proposed. Mr. Tiemann moved to adopt the budget revision adding income lines and propose the changes to the Municipalities, and to propose the identical budget for 2013/2014 to the Municipalities, for ratification. Mr. Ackerson supported. **Motion carried.**
- Purchase of Equipment:
Mr. Smith moved to authorize purchase of a new O-Cutter and needed fittings and couplings, and replacement blade if available, up to \$6,200 per the proposal from Apollo Fire Equipment. Mr. Ackerson supported. **Motion carried.**

Board Comments And Public Comment

Mr. Krizov asked Mr. Ackerson if he received the Danby Township newsletter sent out by the Township Supervisor, and whether he thought what was said was professional on his part. Mr. Ackerson said he did not think that was an optimal way to bring the department and community together. The Members agreed. Ms. Parsons said that it is important that the dissension and bad-talking from individuals against other municipalities stop as soon as possible so we can move forward in the best interests of the Department.

Mr. Ackerson moved to adjourn. Mr. Smith supported. Motion carried. Meeting adjourned at 8:35 pm.

Next meeting: Monday, January 14, 2013 at 7:00 pm at the Portland Township Hall.

Respectfully submitted.



Kathy Parsons, Secretary

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of September 2012		
Type of Call	Danby Twp Alarms	Danby Twp Manhours	Portland Twp Alarms	Portland Twp Manhours	City Portland Alarms	City Portland Manhours	Apparatus Response	
							Truck	Amount
Dwelling							Engine # 1	0
Vehicle Fire					1	13	Engine # 7	0
Industrial/Commercial Fire							Engine # 11	3
Wildland/Grass Fire					1	6	Tanker # 9	1
Garage/Storage Building Fire							Brush # 6	1
Barn Fire							Brush # 8	0
Tree Down							Brush # 12	0
Power Line/transformer			1	8			Light/Air # 2	0
Rescue/Extrication/Water							Command 10	0
False Alarm					1	8	Car # 4	1
Natural Gas/CO2 Leak							Quad # 51	0
Tornado Warning							Marine # 3	0
Total for Month	0	0	1	8	3	27		
Total for Year	12	201	16	259	21	498	Engine # 1	0
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received		Alarms	
Grand Ledge					Grand Ledge		Engine # 11	7
Westphalia					Westphalia		Tanker # 9	3
Berlin/Orange					Berlin/Orange		Brush # 6	2
Roxand Township					Roxand Twp.		Brush # 8	1
Lyons/Muir					Lyons/Muir		Brush # 12	1
Pewamo					Pewamo		Light/Air # 2	0
Sunfield					Sunfield		Command 10	0
Delta Fire					Delta Fire		Car # 4	2
Other					Other		Quad # 51	0
Totals for Month	0	0			Totals for Month		0	Marine # 3
Totals for Year	12	286			Totals for Year		15	Total
Ambulance Assist Manpower	1 Ambulance Requests for manpower are not billed to any Unit of Government							
	Alarms	Manhours						
Total for Month	4	35						
Total for Year	60	1209						
Training for Sept 2012	Manhours	116	Training for Year		Manhours	704	Reported By	
							Dave Brown, Chief	

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of October 2012			
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	
Dwelling					1	12	Engine # 1		
Vehicle Fire					1	9	Engine # 7	1	
Industrial/Commercial Fire							Engine # 11	3	
Wildland/Grass Fire							Tanker # 9	1	
Garage/Storage Building Fire							Brush # 6		
Barn Fire							Brush # 8		
Tree Down							Brush # 12		
Power Line/transformer							Light/Air # 2	1	
Rescue/Extrication/Water							Command 10		
False Alarm					1	4	Car # 4		
Natural Gas/CO2 Leak					1	10	Quad # 51		
Tornado Warning							Marine # 3		
Total for Month	0	0	0	0	4	35			
Total for Year	12	201	16	259	25	533	Engine # 1	0	
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	1	
Grand Ledge					Grand Ledge		Engine # 11	10	
Westphalia					Westphalia		Tanker # 9	4	
Berlin/Orange					Berlin/Orange		Brush # 6	2	
Roxand Township					Roxand Twp.		Brush # 8	1	
Lyons/Muir					Lyons/Muir		Brush # 12	1	
Pewamo					Pewamo		Light/Air # 2	1	
Sunfield					Sunfield		Command 10	0	
Delta Fire					Delta Fire		Car # 4	2	
Other					Other		Quad # 51	0	
Totals for Month	0	0			Totals for Month	0	Marine # 3	0	
Totals for Year	12	286			Totals for Year	15	Total	22	
Ambulance Assist Manpower	2	Ambulance Requests for manpower are not billed to any Unit of Government							
	Alarms	Manhours							
Total for Month	4	35							
Total for Year	64	1244							
Training for October 2012	Manhours	94	Training for Year		Manhours	798	Reported By		
							Dave Brown, Chief		

Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence)						Month of November 2012		
Type of Call	Danby Twp Alarms	Danby Twp Manhours	Portland Twp Alarms	Portland Twp Manhours	City Portland Alarms	City Portland Manhours	Apparatus Response	
							Truck	Amount
Dwelling							Engine # 1	0
Vehicle Fire							Engine # 7	0
Industrial/Commercial Fire							Engine # 11	3
Wildland/Grass Fire							Tanker # 9	2
Garage/Storage Building Fire	1	54					Brush # 6	1
Barn Fire							Brush # 8	1
Tree Down							Brush # 12	1
Power Line/transformer							Light/Air # 2	1
Rescue/Extrication/Water					1	36	Command 10	0
False Alarm					1	4	Car # 4	2
Natural Gas/CO2 Leak							Quad # 51	0
Tornado Warning							Marine # 3	0
Total for Month	1	54	0	0	2	40		
Total for Year	13	255	16	259	25	573	Engine # 1	0
Mutual Aid Given	Alarms	Manhours			Mutual Aid Received	Alarms	Engine # 7	1
Grand Ledge					Grand Ledge		Engine # 11	13
Westphalia					Westphalia	1	Tanker # 9	6
Berlin/Orange	1	16			Berlin/Orange		Brush # 6	3
Roxand Township					Roxand Twp.	1	Brush # 8	2
Lyons/Muir					Lyons/Muir		Brush # 12	2
Pewamo					Pewamo		Light/Air # 2	2
Sunfield					Sunfield		Command 10	0
Delta Fire	1	12			Delta Fire	1	Car # 4	4
Other					Other		Quad # 51	0
Totals for Month	2	28			Totals for Month	3	Marine # 3	0
Totals for Year	14	314			Totals for Year	18	Total	33
Ambulance Assist Manpower	2	Ambulance Requests for manpower are not billed to any Unit of Government						
	Alarms	Manhours						
Total for Month	5	122						
Total for Year	69	1366						
Training for November 2012	Manhours	126	Training for Year	Manhours	924	Reported By		
						Dave Brown, Chief		



DATE: December 13, 2012

REPORT OF FUNDS IN DDA AS OF:

<u>PRINCIPAL & INTEREST ACCOUNT</u>	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/15/12</u>	\$ 72,512.40
INTEREST EARNED:	\$ 2.80
DEPOSITS:	\$ 15,800.00

CHECKS WRITTEN:

NEW BALANCE: <u>12/20/12</u>	<u>\$ 88,315.20</u>
------------------------------	---------------------

<u>REGULAR ACCOUNT</u>	<u>AMOUNTS</u>
PREVIOUS BALANCE: <u>11/15/12</u>	\$ 50,450.33
INTEREST EARNED:	\$ 2.50
DEPOSITS:	
11/30/2012 HOLIDAYFEST SPONSORSHIP	\$ 1,683.00
11/30/2012 ON THE STREET ADVERTISING	\$ 85.00

CHECKS WRITTEN:

CK NO.	PAYEE	AMOUNT
1249	ALL GRAPHICS CORP.-Big Beer Run T-shirts	\$ 18.00
1250	PATRICK REAGAN-Reimburse for various festivals	\$ 40.00
1251	THE VERDIN COMPANY-Downtown clock maintenance	\$ 385.00
1252	CHEEKY MONKEYS-Refreshments for MMSC Quarterly training	\$ 224.00
1253	CITY OF PORTLAND-Reim for postage, on the street, telephone, and audit serv	\$ 806.52

ACH TRANSFER-DDA REG ACCT TO DDA PRINCIPAL AND INTEREST ESCROW ACCT.	\$ 15,800.00
ACH TRANSFER-P. Reagan wages/fringes for pay period: 11/6/12 to 11/19/12	\$ 1,978.56
ACH TRANSFER-P. Reagan wages/fringes for pay period: 11/20/12 to 12/3/12	\$ 2,117.31

TOTAL EXPENSES: \$ (21,369.39)

NEW BALANCE: 12/10/12 \$ 30,851.44

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

ALLGRAPHICS CORPORATION
28960 E. KING WILLIAM DRIVE
FARMINGTON HILLS, MI 48331

Phone # 248-352-7575

Fax # 248-994-0204

Date	Invoice #
10/17/2012	0604

E-mail-allgraphicscorp1@aol.com

Bill To
PORTLAND DOWNTOWN DEVELOPMENT AUTHORITY 259 KENT STREET PORTLAND, MICHIGAN 48875 att.Patrick

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		10/17/2012	DELIVERED		
Quantity	Item Code	Description			Price Each	Amount
2 0		ALL SHIRTS PRINTED FRONT AND REAR FOR OCTOBERFEST RACE 2012 BLACK XXL ADULT T-SHIRTS PRINTED AS ABOVE-			9.00	18.00
WE THANK YOU FOR ALLOWING US TO SERVE YOU. 1 1/2% INTEREST ON OVERDUE ACCOUNTS OVER 30 DAYS.						
Total						\$18.00

Mary Melton
6941 Hubbardston
Hubbardston ME 48845

95241

989 981 6741

DATE 11-6-12

ADDRESS		ORDER NO.	
CITY, STATE, ZIP <i>Portland</i>			
SOLD BY	CASH	G.O.D.	CHARGE
ON ACCT	DISC. RETD.	PAID OUT	
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	<i>Re date 2 Banners</i>	<i>10⁰⁰ ea</i>	<i>20⁰⁰</i>
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
RECEIVED BY		TAX	
		TOTAL	

Thank you!

24705

Mary Melton
6941 Hubbardston
Hubbardston ME 48845

952426

989 981 6741

DATE 11-16-12

NAME <i>Portland Main Street</i>		ORDER NO.	
ADDRESS			
CITY, STATE, ZIP			
SOLD BY	CASH	G.O.D.	CHARGE
ON ACCT	DISC. RETD.	PAID OUT	
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	<i>2 Banners Re lettered</i>	<i>10⁰⁰</i>	<i>20⁰⁰</i>
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
RECEIVED BY		TAX	
		TOTAL	

Thank you!

24705

*Reimb
to Patrick*



Maintenance Contract Renewal Invoice

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

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

Billed Address:

City of Portland
259 Kent St
Portland MI 48875-1458

Site Address:

City of Portland
259 Kent St
Portland MI 48875-1458

Contract Number	Invoice Date	Invoice Number
PID# MIP0015 - 2013	11-16-12	MIP0015 - 2013

2013 Maintenance Service Agreement covers: Clock Equipment

Select your plan:	<input checked="" type="checkbox"/> 1 Visit in 2013	<input type="checkbox"/> 2 Visits in 2013	(U.S Dollars)
Amount Due:	\$425	\$625	For cast bell and clock care, we recommend two maintenance service visits per year.
Early Bird Savings Pay by Dec. 31, 2012 and pay only:	\$385	\$590	

Maintenance Service Agreement

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

BENEFITS

- Servicing bells and clocks for 170 years
- Genuine Verdin parts
- 10% discount on repair parts/discounts on select new equipment
- Verdin-approved Service Technicians
- Priority service on all calls
- Keep your Verdin investment safe and maintained

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

Disregard notice if payment has been made.

Payment and Credit Card Authorization Form

Amount Paid: 305.⁰⁰ (U.S. Dollars)

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

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

Name on Credit Card: _____

Credit Card #: _____ Expiration Date: _____ PID# MIP0015
 City of Portland
 259 Kent St
 Portland MI 48875-1458

Signature: [Signature] Title: Director

Email: adamansfrank@portland-michigan.org Phone: 517-647-5027

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

Terms and Conditions on back side

Cheeky Monkeys LLC

176 Kent Street
Portland, MI 48875

Phone # 517-647-0031

E-mail Zcheekymonkeys@sbcglobal.com

Invoice

Date	Invoice #
12/7/2012	2905

Bill To

Patrick Reagan
City of Portland
259 Kent Street
Portland MI 48875

Item Code	Description	Price Each	Amount
Coffee	Dec 3rd...2 Carafe Coffee with cups and creamers (25 people) 15.00 each carafe	30.00	30.00
Catering	Dec 3rd...2dz 1/2 size cookies	13.00	13.00
Coffee	Dec 4th...4 Carafe Coffee with cups and creamers (40 people) 15.00 each	60.00	60.00
Catering	Dec 4th...2dz 1/2 size cookies (24ct)	13.00	13.00
Catering	Dec 4th.....36 1/2 size cinnamon rolls	60.00	60.00
Catering	Dec 4th.....10 1/2 size scones	12.00	12.00
Coffee	Dec 4th.....3 Carafe re-fills 12.00each	36.00	36.00
Total			\$224.00

INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000586
Service Date: 12/10/2012
Invoice Date: 12/11/2012
Due Date: 01/11/2013

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ELEC - CITY PARKING LOT	30.67	30.67
1	ELEC - PARK LOT BY MAPLE	45.54	45.54

Total Invoice:	76.21
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	76.21

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

(517) 647-3211

DDA
259 KENT ST.
AND, MI 48875

Customer ID: 00017
Invoice Number: 0000000586
Service Date: 12/10/2012
Invoice Date: 12/11/2012
Due Date: 01/11/2013

Property Address:
259 KENT ST.

INVOICE



INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000585
Service Date: 12/05/2012
Invoice Date: 12/11/2012
Due Date: 01/11/2013

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - DEC 2012	112.00	112.00
1	POSTAGE	4.50	4.50

Total Invoice:	116.50
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	116.50

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

(517) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

INVOICE

Customer ID: 00017
Invoice Number: 0000000585
Service Date: 12/05/2012
Invoice Date: 12/11/2012
Due Date: 01/11/2013

Property Address:
259 KENT ST.



INVOICE

CITY OF PORTLAND
259 KENT ST.
PORTLAND, MI 48875

) 647-3211

DDA
259 KENT ST.
PORTLAND, MI 48875

Customer ID: 00017
Invoice Number: 0000000549
Service Date: 11/06/2012
Invoice Date: 11/14/2012
Due Date: 12/14/2012

Property Address:
259 KENT ST.

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1	ON THE STREET - NOV 2012	59.00	59.00
1	POSTAGE	71.55	71.55

Total Invoice:	130.55
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	130.55

INVOICE

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

(517) 647-3211

DDA
259 KENT ST.
AND, MI 48875

Customer ID: 00017
Invoice Number: 0000000549
Service Date: 11/06/2012
Invoice Date: 11/14/2012
Due Date: 12/14/2012

Property Address:
259 KENT ST.



Vendor: 02066

TELNET WORLDWIDE INC.

Check #: 0000032798

11/19/12

Date	Invoice	Description/Detail	Amount
10/31/2012	281621	PHONE SVC - CITY HALL	502.01
	101-172-851.000	TELEPHONE SERVICE	50.20
	101-201-851.000	TELEPHONE SERVICE	200.81
	101-209-851.000	TELEPHONE SERVICE	50.20
	101-751-851.000	TELEPHONE SERVICE	50.20
	101-728-956.000	MISCELLANEOUS EXPENSES	50.20
	105-254-851.000	TELEPHONE SERVICE	50.20
	208-690-851.000	TELEPHONE SERVICE	50.20

Total: 502.01

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CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MICHIGAN 48875

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

032798

Date: 11/19/12

AMOUNT
\$502.01

Five Hundred Two and 1/100 Dollars**

PAY

TELNET WORLDWIDE INC.
8020 SOLUTIONS CENTER
CHICAGO

IL 60677

CITY OF PORTLAND - PAYING ACCOUNT

James Stamer

MAYOR

Monique White

CLERK

⑈032798⑈ ⑆072403473⑆ 01151128209⑈

Use Your  2%
BIG CARD REBATE

MENARDS®

MENARDS - IONIA
3063 South State St
Ionia, MI 48846

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for
items on this receipt will be in the form
of an in store credit voucher if the
return is done after 02/03/13



PD # 0
Invoice # 06443

CHARGE SALE

Account: 32360263
Guest Name: NET30-CITY OF PORTLAND

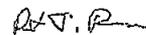
Tax Exempt 12
Government/School

210LT LED MINI-MULTI	HI
2840942 6 @34.99	209.94 NT
210LT LED SMOOTH MINI-ML	HI
2840708	34.99 NT

TOTAL	244.93
TOTAL SALE	244.93
CHARGE	244.93

TOTAL NUMBER OF ITEMS = 7

I acknowledge this purchase is governed
by the terms and conditions posted in the
front of the store and authorize MENARD,
Inc. to bill the above named account and
agree to pay for the goods according to
the terms of the credit agreement which
is on file.



Guest Signature

(HI) Holiday items may be exchanged for
the same item or a similar item of equal
value. If an exchange is not desired or
a similar item is not available, the
item will be refunded at the receipt
price prior to the holiday. After the
holiday, the lowest register clearance
price for that item will be given.

THANK YOU, YOUR CASHIER, PHILLIP

8863 06 8444 11/05/12 10:04AM 3236

Vendor: 00452

TOM'S FOOD CENTER

Check #: 00000032802 11/19/12

Date	Invoice	Description/Detail	Amount
10/30/2012	STATEMENT	SUPPLIES, PARTS - VAR DEPTS	671.26
	101-276-775.000	M & R SUPPLIES	138.73
	101-751-740.000	OPERATING SUPPLIES	26.58
	101-751-775.000	M & R SUPPLIES	7.96
	<u>101-728-956.000</u>	<u>MISCELLANEOUS EXPENSES</u>	<u>133.24</u>
	210-302-740.000	OPERATING SUPPLIES	3.91
	582-539-775.000	M & R SUPPLIES	4.47
	582-539-930.000	M & R BUILDING	90.35
	590-548-930.000	M & R BUILDING	52.82
	591-441-775.000	M & R SUPPLIES	145.16
	661-441-931.000	M & R EQUIPMENT	35.97
	661-441-775.000	M & R SUPPLIES	32.07

Total: 671.26

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CITY OF PORTLAND • PORTLAND, MICHIGAN 48875

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MICHIGAN 48875

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

032802

Date: 11/19/12

AMOUNT
\$671.26

Six Hundred Seventy-One and 26/100 Dollars**

PAY

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

PORTLAND MI 48875

CITY OF PORTLAND - PAYING ACCOUNT

James Hanner

Monique Melh

MAYOR

AS
CLERK

⑈032802⑈ ⑆072403473⑆ 01151128209⑈

Details for Order #108-6586111-9438602

Print this page for your records.

Order Placed: November 2, 2012
Amazon.com order number: 108-6586111-9438602
Order Total: \$24.92

Not Yet Shipped

Items Ordered

2 of: *Ping Pong Balls Package of 144*
Condition: New
Sold by: Devin D Hollands ([seller profile](#))

Price

\$9.40

Shipping Address:

Patrick T. Reagan
259 KENT ST
PORTLAND, MICHIGAN 48875-1458
United States

Shipping Speed:

Standard Shipping

Payment Information

Payment Method:

MasterCard | Last digits: 8486

Item(s) Subtotal: \$18.80

Shipping & Handling: \$6.12

Billing Address:

Patrick T. Reagan
259 KENT ST
PORTLAND, MICHIGAN 48875-1458
United States

Total Before Tax: \$24.92

Estimated Tax To Be Collected: \$0.00

Grand Total: \$24.92

To view the status of your order, return to [Order Summary](#).

Please note: This is not a VAT invoice.

User: BREND
DB: Portland

PERIOD END 12/31/2012

% Fiscal Year Completed: 50.41

2012-13
AMENDED BUDGET

END BALANCE
12/31/2012
NORMAL (ABNORMAL)

AVAILABLE
BALANCE
NORMAL (ABNORMAL)

% BDGT
USED

Fund 248 - DDA FUND

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 12/31/2012 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Revenues					
Dept 000					
248-000-402.000	REAL PROPERTY TAXES	295,000.00	200,000.00	95,000.00	67.80
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	41.09	8.91	82.18
248-000-674.000	CONTRIBUTION-PROPERTY OWNERS	0.00	0.00	0.00	0.00
248-000-678.006	REIMBURSEMENTS-MISCELLANEOUS	2,000.00	0.00	2,000.00	0.00
248-000-678.010	REIMBURSEMENTS-RIVERFEST	2,500.00	1,835.00	665.00	73.40
248-000-678.011	REIMBURSEMENTS-CITY AND PACC	0.00	0.00	0.00	0.00
248-000-678.012	REIMBURSEMENTS-MAIN STREET	31,620.00	13,795.51	17,824.49	43.63
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

215,671.60

115,498.40

65.12

TOTAL Revenues

331,170.00

215,671.60

115,498.40

65.12

Expenditures

Dept 275-ADMINISTRATION

248-275-702.000	S & W FULLTIME	40,000.00	17,039.69	22,960.31	42.60
248-275-711.000	S & W HEALTH PREMIUMS	1,200.00	512.27	687.73	42.69
248-275-715.000	S & W SOCIAL SECURITY	3,151.00	1,342.72	1,808.28	42.61
248-275-717.000	LIFE/LTD INSURANCE	875.00	402.54	472.46	46.00
248-275-718.000	PENSION	8,000.00	3,940.08	4,059.92	49.25
248-275-719.000	OTHER FRINGE	0.00	17.24	(17.24)	100.00
248-275-720.000	WORKER'S COMPENSATION	1,500.00	0.00	1,500.00	0.00
248-275-723.000	UNEMPLOYMENT	50.00	0.00	50.00	0.00
248-275-730.000	POSTAGE	500.00	195.75	304.25	39.15
248-275-740.001	OPERATING SUPPLIES-MAIN ST BOARD	7,500.00	894.24	6,605.76	11.92
248-275-740.003	OPERATING SUPPLIES-DESIGN COMMITTEE	12,800.00	1,017.01	11,782.99	7.95
248-275-740.004	OPERATING SUPPLIES-ER COMMITTEE	1,820.00	0.00	1,820.00	0.00
248-275-740.005	OPERATING SUPPLIES-O&F COMMITTEE	17,450.00	11,275.40	6,174.60	64.62
248-275-740.006	OPERATING SUPPLIES-P&M COMMITTEE	16,560.00	8,123.58	8,436.42	49.06
248-275-740.007	OPERATING SUPPLIES-RIVERFEST	2,000.00	1,352.00	648.00	67.60
248-275-801.000	LEGAL SERVICE	100.00	0.00	100.00	0.00
248-275-802.000	AUDIT SERVICE	850.00	631.70	218.30	74.32
248-275-803.000	ENGINEERING SERVICE	500.00	0.00	500.00	0.00
248-275-804.000	CONTRACTUAL SERVICE	10,000.00	385.00	9,615.00	3.85
248-275-804.400	CONTRACT SERVICE-DDA XMAS DECO	7,000.00	5,200.00	1,800.00	74.29
248-275-806.000	DATA PROCESSING	1,550.00	0.00	1,550.00	0.00
248-275-851.000	TELEPHONE SERVICE	500.00	200.70	299.30	40.14
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	2,171.66	(671.66)	144.78
248-275-958.000	DUES & SUBSCRIPTIONS	300.00	250.00	50.00	83.33
248-275-967.001	FACADE RESTORATION (DDA)	22,000.00	4,643.18	17,356.82	21.11
248-275-992.000	PRINCIPAL PAYMENT	170,000.00	170,000.00	0.00	100.00
248-275-995.000	INTEREST PAYMENT	19,197.82	12,377.07	6,820.75	64.47
248-275-997.000	PAYING AGENT FEES	200.00	0.00	200.00	0.00
248-275-999.202	TRANSFER TO MAJOR STREETS	113,800.00	101,630.48	12,169.52	89.31

Total Dept 275-ADMINISTRATION

463,403.82

343,602.31

119,801.51

74.15

12/13/2012 PM
 User: BREN
 DB: Portla

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD END 12/31/2012
 % Fiscal Year Completed: 50.41

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2012 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	343,602.31	119,801.51	74.15
Fund 248:					
TOTAL REVENUES		331,170.00	215,671.60	115,498.40	65.12
TOTAL EXPENDITURES		463,403.82	343,602.31	119,801.51	74.15
NET OF REVENUES & EXPENDITURES		(132,233.82)	(127,930.71)	(4,303.11)	96.75

City Of Portland
 Water Department
 Monthly Water Report
 November 2012

Monthly Water Production

Daily Water Production

Well #4 9,043,000 Gallons
 Well #5 0 Gallons
 Well #6 0 Gallons
 Well #7 1,000 Gallons

Well #4 301,433 Gallons
 Well #5 0 Gallons
 Well #6 0 Gallons
 Well #7 33 Gallons

Daily Average Water Production For All Wells

301,466 Gallons

Total Water Production For The Month

9,044,000 Gallons

Total Water Production For The Previous Month

10,474,000 Gallons

Total Production Decreased By

1,430,000 Gallons

Total Production For This Month From The Previous Year

8,399,000 Gallons

Total Production Increased By

645,000 Gallons

Kenneth L Gensterblum
Water Technician

PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR NOVEMBER 2012

NPDES COMPLIANCE

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

OPERATIONS

The WWTP treated and discharged 8.7 million gallons for the month of November.

The WWTP personnel performed an in house safety inspection of the WWTP to determine if there are any issues to be addressed now that construction is over. As a result we were able to determine that several required signage was missing, two emergency lights were not working and that two new fire extinguishers were needed for the new buildings. The Emergency lights have been replaced, the fire extinguishers have been installed, and most of the signage is done. We are waiting on several signs that were back ordered.

Investigated NASSCO Certification and found the upcoming training dates, costs, and contact person. Certification would be beneficial in qualifying for grant money for upcoming street projects.

Synagro was in for a short haul on the 29th. This was necessary to guarantee having adequate storage capacity for the winter months. Normally they do this during the first week of December. After that time it is questionable if the weather will permit land application. We have found that feeding only a Waste Activated Sludge (WAS) to the digester produces a dirty supernatant and is more difficult to dewater. We have taken a closer look at how we handle the digested sludge to facilitate decanting more supernatant and increase our storage time.

Mike and Tim both took a few days for deer hunting. Tim was able to bag his buck deer but Mike wasn't as fortunate.

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

ITEM

COST

Tom's Do It Center – Misc. hardware, PVC fittings	\$ 93.30
Synagro – 3 rd Biosolids Lab work	\$ 389.00
Grainger – Confined space & No smoking signs	\$ 399.53
Municipal Supply – Manhole cover hook	\$ 30.00
Fire Pros – 2 new fire extinguishers	\$ 195.00
Fredrickson Supply – 8" x 5' Aluminum vac tube	\$ 243.89
NCL – Lab supplies	\$ 453.54
Rural Bottle Gas – Tank refill for Rindlehaven generator	\$ 457.98
USA Bluebook – Chart paper & Stenner pump head	\$ 256.59
	<hr/>
Total Expenses	\$ 2518.83
Total Spent YTD	\$19436.24

WASTEWATER COLLECTION SYSTEM ACTIVITY

Sewer Trouble Spots sections cleaned	3840 feet
Routine cleaning	0 feet
Sewer call outs due to building services	0
Sewer call outs due to plugged City main	0
New connections to sewer main	0
Building Services TV Inspected	0
Building Services Inspected	0

SEWER CALLOUTS

No sewer back-ups were reported.

Respectively Submitted,

Doug Sherman
WWTP Superintendent



Executive Summary:

This report is the eleventh report for 2012 and summarizes your year to date activity through the end of November 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	138,616.00	165,533.00	119.42%	11,641.00	\$10,573.96	90.83%
Realized : 17		165,533.00	119.42%		\$10,573.96	90.83%
Residential HVAC	5,833.00	7,773.80	133.27%	1,857.00	\$1,475.00	79.43%
Realized : 8		7,773.80	133.27%		\$1,475.00	79.43%
Small Business DI	13,693.00	15,483.00	113.07%			
Realized : 7		15,483.00	113.07%			

C&I Paid Projects by Month							
Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
July	1	3,456		3,456	\$330		\$330
September	1	4,640		4,640	\$400		\$400
October	4	20,859		20,859	\$1,466		\$1,466
November	4	80,366		80,366	\$4,768		\$4,768
2012 YTD	10	109,321	0	109,321	\$6,964	\$0	\$6,964
2012 Goals	-	138,616	45,122	183,738	\$11,641	\$4,332	\$15,973
% to Goal	-	78.87%	.00%	59.50%	59.82%	.00%	43.60%

Small Business Direct Install Program Goal Of 13,693.00 Annual kWh Savings										
Month	CFL 13W	CFL 20W	CFL 23W	LED Exit	Pre-Rinse	Program. T-Stat	Vending Machine	Number of Installs	Total kWh	kWh to Goal %
June	70	10		3			1	84	15,483	113.07%
Totals:	70	10		3			1	84	15,483	113.07%

Appliance Recycling & CFLs

Appliance Recycling Program

Appliance Recycling		Unit Goal: 45,000		kWh Goal: 43,036.00		
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	Units % to Goal
Freezers	8	12,408	\$480	\$0.04	28.83%	17.78%
Refrigerators	22	36,784	\$1,320	\$0.04	85.47%	48.89%
Totals	30	49,192	\$1,800	\$0.04	114.30%	66.67%

CFL Installation		Unit Goal: 2,161.00		kWh Goal: 95,164.00		
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal	Units % to Goal
CFLs	2,281	100,592	\$0	\$0.00	104.60%	105.55%

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

Marketing Efforts:

Marketing Materials Planned and Implemented:

JACO - Posters, web banners, tear pads, flyers

Residential - Program overview tri-fold brochure, residential newsletters, point of purchase displays and posters (ACs and dehumidifiers, smart strips, refrigerators, clothes dryers, personal computers), press release

C&I - Program overview sell sheets, trade ally and C&I customer T12 phase-out letter (both email and direct mail)

Small Business - Installation form, tri-fold brochures with thermostat and LED inserts

Outreach Efforts:

Email sent to local contractors explaining T12 phase-out, online advertising

Outreach to residential and commercial and industrial contractors, outreach to business customers and facility walk-throughs

Upcoming Events:

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

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Prescriptive		165,533.00	\$10,573.96

Paid

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

Batched

	Customer	Status Date	kWh Savings	Incentive
Batched	Central Mi Plumbing & Heating - 1134 E Grand River Ave	11/29/2012	1,468.60	\$140.00
	Endless Etching - 1126 E Grand River Ave	11/29/2012	796.80	\$80.00
	Health Source - 1447 E Grand River Ave	11/29/2012	23,726.20	\$1,283.50
	Portland Products - 430 Lyons Road	11/29/2012	12,484.80	\$680.00
	Valerie Jensen - 1128 E Grand River Ave	11/29/2012	398.40	\$40.00
	Vollman Ford - 1600 American Way	11/29/2012	15,868.40	\$1,246.50
	Work Complete			
	Hair Revisions - 1138 E Grand River Ave	11/28/2012	1,468.60	\$140.00

Residential HVAC Summary:

Customer	Status Date	kWh Savings	Incentive
Residential HVAC		7,773.80	\$1,475.00

Paid	Daniel Bengel - 8864 Barnes	6/18/2012	94.00	\$25.00
	Brian Sturton - 6951 Jennifer Lane	9/3/2012	938.40	\$165.00
	Tony and Gayle Thelen - 6850 Divine Hwy	9/3/2012	938.40	\$165.00
	Joseph and Jeanette Thelen - 260 Donna Dr	10/1/2012	1,301.40	\$225.00
	Jennifer Schneider - 8921 Cottonwood Creek	11/19/2012	770.40	\$150.00
	Thomas Clark - 841 Riverside Dr	11/19/2012	1,313.40	\$265.00
	Tom Meitler - 411 Riverside Dr	11/19/2012	938.40	\$165.00
Batched	Richard Breimayer - 6893 Maynard Rd	11/29/2012	1,479.40	\$315.00

Small Business DI Summary:

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

Small Business DI		15,483.00	\$3,142.50
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Component Detail

C&I Prescriptive

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

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

Residential HVAC/Efficient Appliances

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

Small Business DI

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

Nikki Miller

From: Tom Dempsey <citymanager@portland-michigan.org>
Sent: Tuesday, December 11, 2012 1:38 PM
To: Dave Brown
Cc: Nikki Miller; Will Randle
Subject: FW: Waivers
Attachments: Rindlehaven- letter lot 17 & 14 pattern book waivers.pdf

Dave,

Attached is a letter from West Michigan Holding, LLC that waives the garage setback and irrigation requirement for Lot 17 and the irrigation requirement for Lot 14. The City Council approved the final site plan and pattern book for the Rindlehaven TND PUD based upon a recommendation from the Planning Commission. This letter is requesting a waiver of the pattern book requirements and would eliminate the 20 foot setback for a garages facing the street and to put a sprinkler system in the front yard. Section 42-224 addresses revisions to approved PUDs.

Per Section 42-224, I am looking at this waiver letter as requesting an amendment to the approved site plan and pattern book requirements. I am looking at this as a minor change and will process it in accordance with Section 42-224 (b) and (c) so long as the home meets all of the requirements of Section 42-215 and the garage requirements for residential structures found in Section 42- 132 (c) (1). That Section provides:

Garages. Attached garages for single-family dwellings are recommended to be offset behind the line of main living area of the dwelling. In the case where the garage door projects in front of the living area of the dwelling, the garage shall have architectural accents (e.g., shadowboxing, pergola, windows, decorative hinges, accent lighting, multiple garage doors, etc.) to prevent visual monotony. Garage doors shall not comprise more than 50 percent of the front width of any structure.

If the home for the pending building permit meets all of the requirements of Section 42-215 and the garage requirements for residential structures found in Section 42- 132 (c) (1) you may issue the permit. If it does not you may issue it with the condition that it meet those requirements.

Below are Section 42-215 (the TND PUD criteria) and Section 42-224 (the Approved PUD Revision) for your ready reference.

Sec. 42-215. Traditional neighborhood development PUD (TND PUD).

(a) *Description and intent.*

(1) *Development.* The traditional neighborhood planned unit development (TND PUD) is planned in order to permit for the development of fully integrated, mixed-use, pedestrian oriented neighborhoods. The intent is to create neighborhoods through design that foster increased interaction between residents; and to minimize traffic congestion, suburban sprawl, infrastructure costs, and environmental degradation within the city.

(2) *Adaptation.* The TND provisions adapt urban conventions, normal in the United States from colonial times until the post-World War II era, that were historically based on the following design principles:

- a. Neighborhoods have identifiable centers and edges;
- b. Edge lots are readily accessible to retail and public spaces by non-vehicular means;
- c. Uses and housing types are mixed and in close proximity to one another;

- d. Street networks are interconnected and blocks are small; and
- e. Public spaces are given prominent sites throughout the neighborhood.

(b) *Permitted densities; total number of dwelling units.* Maximum permitted densities and total number of dwelling units shall be established during the PUD review process but shall be generally consistent with the master plan.

(c) *General use and design standards and requirements.*

(1) *Included.* A TND PUD may include a mixture of permitted uses and special land uses from all residential districts and the central business district meeting the following requirements:

- a. The entire land area of the TND PUD shall be divided into blocks, streets, and lots, open space, and optional natural or buffer strip areas;
- b. A minimum of 60 percent of the PUD land area shall be occupied by residential uses. The list of uses allowed shall be established in the PUD approval;
- c. A minimum of 15 percent and a maximum of 30 percent of the residential uses shall be multiple-family structures or upper story apartments;
- d. A minimum of 20 percent and a maximum of 40 percent of the residential units shall be small lot, one-family residential development;
- e. At least 95 percent of the lots for one-family residential units must meet the following requirements:
 - 1. Interior lots shall not exceed 9,600 square feet in area;
 - 2. Corner lots shall not exceed 12,000 square feet in area; and
 - 3. Notwithstanding the above, two adjacent lots may be combined per block of lots. For this subsection, a "block of lots" means any number of lots on one side of the street, situated between a combination of any of the following: streets, dead-end or other terminus, or public open space. Lot combining must be reviewed and approved by the zoning administrator.
- f. A minimum of ten percent of the TND land area shall be commercial or office uses.

(2) *Mixed use arrangements.*

- a. Similar land use categories shall generally front across streets. Dissimilar categories may abut at rear lot lines.
- b. Residential uses are not permitted on the ground floors of commercial/office buildings. All commercial/office buildings shall have at least two stories.

(3) *Lots and buildings.*

- a. All lots shall have frontage on a street or square.
- b. All buildings, except accessory structures, shall have their main entrance opening onto a street or square.
- c. All lots shall be served by a sidewalk.
- d. Stoops, open colonnades, and open porches may extend into the front yard setback; provided, that at least five feet of clear space is provided between the porch and the sidewalk. (See the above illustration)
- e. One-family detached homes shall be set back not more than 25 feet from the front lot line and set back from the side lot lines a distance equivalent to not less than 20 percent of the width of the lot. The entire side yard setback may be allocated to one side of the lot.
- f. Buildings on multiple-family lots shall be set back no more than 15 feet from the front lot line, and setbacks shall be constant for a street block.
- g. Buildings on contiguous multiple-family lots shall have no required setbacks from side lot lines. A 15-foot setback shall be maintained for side lot lines abutting nonresidential use lots.
- h. Buildings on commercial/office lots shall have a front build-to line of five feet with a sidewalk having a minimum width of seven feet.
- i. Buildings on commercial/office lots shall have the facade built directly on the build-to line along at least 70 percent of its length. The unbuilt portion of the build-to line shall have a street wall directly upon it, unless occupied by a pedestrian walkway to rear parking areas.
- j. Buildings on commercial/office lots shall not require setbacks from side lot lines.
- k. Buildings on commercial/office lots shall cover no more than 75 percent of the lot area.

(4) *Streets and alleys.*

- a. All streets and alleys shall terminate at other streets within the development and connect to existing and projected through streets outside the development.
- b. There shall generally be a continuous network of alleys to the rear of lots within the TND.
- c. The average perimeter of all blocks within the TND shall not exceed 1,350 feet. No block face shall have a length greater than 500 feet without a dedicated alley or pathway providing through access.
- d. Utilities shall run along alleys wherever possible.
- e. Street lamps shall be installed on both sides of the street no less than 100 feet apart. The city council may approve a decorative street lamp design to enhance the overall character of the TND PUD.
- f. Build-to lines (a minimum and maximum setback) shall be established along all streets and public space frontages, determining the width desired for each street or public space.
- g. All residential lots shall have their rear lot lines coinciding with an alley 24 feet wide containing a vehicular pavement width of at least ten feet.
- h. All standard sections for residential streets shall have a maximum right-of-way of 66 feet and must be designed and constructed to meet the current standard specifications for city streets. Cul-de-sac, roundabouts, traffic circles and other nonstandard sections or traffic calming measures must be designed and constructed to meet the city's applicable standard.
- i. Garages and other accessory buildings shall be set back a minimum of ten feet from the travel lane of the alley. No parking shall be permitted in the travel lane of the alley.
- j. Commercial/office lots shall have their rear lot lines coinciding with an alley at least 24 feet containing a vehicular pavement width of at least ten feet.
- k. All commercial and nonresidential streets shall have a minimum right-of-way of 66 feet and must be designed and constructed to meet the current standard specifications for city streets.

(5) Parking.

- a. Parking lots shall generally be located at the rear or at the side of buildings and shall be screened from the sidewalk by low walls, fences or hedges.
- b. Parking lots shall not abut street intersections.
- c. No less than 75 percent of the parking places shall be to the rear of the building.
- d. Adjacent parking lots shall have vehicular connections via an alley or internally.
- e. All streets fronting commercial/office shall have on-street parking, which shall count toward fulfilling parking requirements. On-street parking directly fronting the lot shall count toward fulfilling the parking requirement of that lot. One parking space credit shall be given for every space in front of the lot that is over 50 percent of the length of the parking space.
- f. There shall be one parking space per 500 square feet of building space for the commercial uses, one space per 300 square feet for office and service uses, and one space per residential unit.
- g. Shared parking arrangements are encouraged. Where formal shared parking arrangements are made, the individual calculation of the required spaces may be reduced by up to 25 percent with the approval of the city council.
- h. The parking requirements may be waived for retail uses of 2,000 square feet or less, that portion of restaurant seating which is outdoors and adjacent to the street, day care uses, and other uses not generally considered as accessory to other principal uses.
- i. Loading areas shall conform to article VII of this chapter applicable to the nonresidential uses.

(6) Landscaping and open space.

- a. Trees shall be planted within right-of-ways parallel to the street along all streets, but not in alleys.
- b. Tree spacing, plant materials, planting specifications, and maintenance provisions shall be submitted as a landscaping plan that is part of the final site plan.
- c. Plantings in immediate proximity to buildings in front and side yards shall respect architectural lines (should be seen as extension of architectural walls).
- d. Plantings toward the street shall respect the integrity of the street by not obscuring important buildings and respecting views to and from streets, porches, walks, and public open spaces.

e. A minimum of ten percent of the gross area of the neighborhood, or not less than 1 1/2 acres, whichever is greater, shall be permanently allocated to parks within the TND PUD.

f. Pedestrian gathering and seating plazas, greenways and tree lined drives shall be within parking lots and throughout the site to provide an inviting pedestrian environment, protection of the pedestrian from vehicular circulation for improve traffic operations and views. Other site amenities to create a pedestrian scale environment shall be provided such as bike racks, benches, information kiosks, art, planters, or streetscape elements to separate main buildings from the parking lots.

(7) *Architectural standards.*

a. With the exception of unique buildings with specific uses, such as churches, the mixed-use nature of the TND PUD requires that architectural compatibility in order to visually integrate development and allow for the close proximity of varied uses.

b. Building materials that match or are visually compatible with the structure shall be used to screen all rooftop equipment.

c. At least 30 percent of first floor office and commercial development shall be clear glass.

d. A minimum of 50 percent of the remainder of building materials shall include masonry material, such as brick, stone or split face block.

e. Metal paneling and plain concrete masonry units (cement board) are prohibited.

f. Residential entrance signs and commercial signs shall be approved as part of the final plan.

(Ord. No. 175J, § 8.05, eff. 9-17-2004; Ord. No. 175M, § 1, eff. 6-19-2005; Ord. No. 175N, §§ 1, 2, eff. 6-19-20

Sec. 42-224. Revisions to approved PUD plans.

(a) *Approval.* Approval of the preliminary PUD plan and final site plans confers upon the zoning administrator the authority to approve certain minor deviations when an applicant or landowner who was granted site plan approval notifies the zoning administrator of the proposed amendment to the approved site plan in writing, accompanied by a site plan illustrating the proposed change. The request shall be received prior to initiation of any construction in conflict with the approved plan.

(b) *Procedure.* Within 14 days of receipt of a request to amend the site plan, the zoning administrator shall determine whether the change is major, warranting review by the planning commission, or minor, allowing administrative approval, as noted in subsection (c) of this section.

(c) *Minor changes.* The zoning administrator may approve the proposed revision upon finding the change would not alter the approved design or provisions of the agreement, would not reduce the area devoted to open space, and all applicable regulations of this chapter will be met. The zoning administrator shall inform the planning commission and city council of the approval in writing.

(d) *Determination considerations.* The zoning administrator shall consider the following when determining a change to be minor:

(1) For residential buildings, the square footage of structures may be reduced or increased by three percent of the originally approved area; provided, the overall density of units does not increase, the minimum square footage and parking requirements are met, and the buildings do not extend into any required open space or required setback;

(2) Gross floor area of nonresidential buildings may be decreased; or increased by up to three percent or 2,000 square feet, whichever is smaller, of the originally approved area; provided, parking requirements are met and the building does not extend into any required open space or required setback;

(3) Floor plans may be changed if consistent with the character of the use;

(4) Relocation of a building by up to five feet, if consistent with required setbacks, open space and other requirements;

(5) Height of buildings may be lowered;

(6) Designated woodlands or areas not to be disturbed may be increased;

(7) Plantings on the approved landscape plan may be replaced by similar types of landscaping on an equal or greater basis; any trees shown as preserved on the final site plan and subsequently lost during construction shall be replaced on a caliper-per-caliper basis on the site;

- (8) Improvements or slight relocation of site access or circulation, such as inclusion of deceleration lanes, boulevards, curbing or pedestrian/bicycle paths, where appropriate;
 - (9) Changes of building materials to another of higher quality, or a slight change in the color of the exterior material, as determined by the building official;
 - (10) Grade change of up to one foot, after review by the city engineer;
 - (11) Modification of entry design, sign placement or reduction in size of signs, which is consistent with the intent of the approved PUD plan;
 - (12) Internal rearrangement of parking lots which does not affect the number of parking spaces or alter access locations or design;
 - (13) Changes to the location of accessory buildings and structures, when the new location will be consistent with the building envelope identified on the approved plan; and
 - (14) Changes required or requested by the city, county or state for safety reasons.
- (e) *Major changes.* Where the zoning administrator determines that a requested amendment to the approved site plan is major, resubmittal to the planning commission shall be required. Should the planning commission determine that the modifications are inconsistent with the approved preliminary PUD plan, a revised preliminary PUD site plan shall be submitted according to the procedures outlined in this article. In all cases, a change in use to a more intensive use than approved in the preliminary PUD plan shall be considered major and require resubmission of a new preliminary PUD plan.
- (f) *Limitations on variances from zoning board of appeals.* Decisions granting PUD approval or any regulatory modifications are not subject to variance approval of the zoning board of appeals. No part of a PUD may be appealed to the zoning board of appeals nor shall an application for variance be accepted. This provision shall not preclude an individual lot owner from seeking a variance following final approval of the PUD; provided, the variance does not involve alterations to open space areas as shown on the approved PUD site plan and otherwise meets the applicable review standards applicable to variance in this chapter.
(Ord. No. 175J, § 8.14, eff. 9-17-2004)

Section 42-224 (c) requires the zoning administrator to inform the Planning Commission and City Council of the approval of a minor site plan revision in writing. I am including a copy of the waiver letter and this email in the communications that will go to the City Council on 12/17/12. Please include a copy in the next Planning Commission packet.

If you have any questions or concerns, please contact me.

Sincerely,

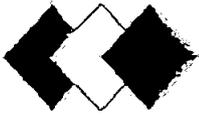
Thomas J. Dempsey
Portland City Manager
259 Kent Street
Portland, MI 48875
P: 517-647-2931
F: 517-647-2938

From: Will Randle [mailto:Will@mayberryhomes.com]
Sent: Tuesday, December 11, 2012 10:59 AM
To: citymanager@portland-michigan.org
Cc: Nancy Droste
Subject: Waivers

Good Morning Tom,

I have attached the letter from Clare Colwell with West Michigan Holding waiving pattern book requirements we discussed. Let me know when we can pick up permit.

Firstbank



WEST
MICHIGAN

Firstbank – West Michigan
Business Loan Department
302 W. Main St.
Ionia, MI 48846-1618
Phone: 616-527-0220
Fax: 616-527-7740

FAX

To:

Attn: *Will Randle*

From: Cathy Haney / *Clare*

Email: cahaney@firstbankmi.com

Date: *12-11-12*

Phone: 616-522-1730

Re:

Pages:

Urgent For Review Please Comment Please Reply

● **Comments:**

See attached

WEST MICHIGAN PROPERTY HOLDING, LLC

302 West Main Street
Ionia, Michigan 48846

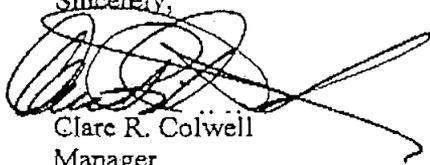
December 5, 2012

TO WHOM IT MAY CONCERN:

West Michigan Property Holding, LLC, as New Developer, and pursuant to first amendment to master deed of Rindlehaven Neighborhood, A Condominium, hereby waives the following Pattern Book requirements:

1. Lot 17 – Waive the garage setback and irrigation requirements, and;
2. Lot 14 – Waive the irrigation requirement.

Sincerely,



Clare R. Colwell
Manager

crc/msw

User: NIKKI
DB: Portland

PERIOD ENDING 11/30/2012

GL NUMBER	DESCRIPTION	2012-13	END BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	11/30/2012	MONTH 11/30/2012 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	975,000.00	881,536.80	7,492.22	93,463.20	90.41
101-000-428.000	PILOT-Golden Bridge Manor	6,950.00	0.00	0.00	6,950.00	0.00
101-000-445.000	PENALTY & INTEREST	7,000.00	3,013.74	837.50	3,986.26	43.05
101-000-445.022	1994A SPEC ASSESS - INTEREST	500.00	300.06	0.00	199.94	60.01
101-000-447.000	TAX COLLECTION FEES	41,000.00	30,024.20	245.10	10,975.80	73.23
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	18.56	0.00	(18.56)	100.00
101-000-451.000	BUSINESS PERMITS	0.00	667.07	667.07	(667.07)	100.00
101-000-453.000	CABLE TV FEES	16,000.00	0.00	0.00	16,000.00	0.00
101-000-455.000	TRAILER FEES	500.00	201.00	36.00	299.00	40.20
101-000-476.000	NON-BUSINESS PERMITS	1,500.00	630.00	1,640.00	870.00	42.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	0.00	0.00	0.00	0.00
101-000-501.000	CHRC-FEDERAL STIMULUS GRANT	0.00	0.00	0.00	0.00	0.00
101-000-510.000	COPS-CHRP GRANT	0.00	0.00	0.00	0.00	0.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	1,200.00	562.02	0.00	637.98	46.84
101-000-570.000	LIQUOR FEES	3,000.00	3,082.75	0.00	(82.75)	102.76
101-000-575.000	REVENUE SHARING-CONST SALES	279,196.00	96,654.00	0.00	182,542.00	34.62
101-000-576.000	REVENUE SHARING-STAT SALES	91,818.00	31,699.00	0.00	60,119.00	34.52
101-000-577.000	CONTRIBUTION FROM STATE -GRANT	0.00	0.00	0.00	0.00	0.00
101-000-620.000	PBT TESTING FEES	8,500.00	2,517.00	311.00	5,983.00	29.61
101-000-622.000	DEVELOPMENT AND REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-623.000	TRANSCRIPT FEES	300.00	335.50	47.00	(35.50)	111.83
101-000-624.000	MISCELLANEOUS FEES	0.00	67.00	23.00	(67.00)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	328,257.00	136,765.00	27,353.00	191,492.00	41.66
101-000-629.000	TOWNSHIP FIRE FEES	90,000.00	0.00	0.00	90,000.00	0.00
101-000-630.000	CEMETERY LOT SALES	2,000.00	1,025.00	0.00	975.00	51.25
101-000-633.000	CEMETERY CARE FEES	5,000.00	2,221.80	0.00	2,778.20	44.44
101-000-634.000	GRAVE OPENING FEES	8,000.00	4,475.00	875.00	3,525.00	55.94
101-000-656.000	DISTRICT COURT FINES	16,000.00	6,446.81	1,148.08	9,553.19	40.29
101-000-661.000	PARKING FINES	1,500.00	637.00	252.00	863.00	42.47
101-000-662.000	DRUG FORFEITURE MONEY	0.00	0.00	0.00	0.00	0.00
101-000-663.000	MISCELLANEOUS FINES	3,000.00	1,266.09	216.00	1,733.91	42.20
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	227.97	50.08	772.03	22.80
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	300.00	470.80	27.71	(170.80)	156.93
101-000-665.003	INTEREST INCOME-CURRENT TAX	0.00	0.00	0.00	0.00	0.00
101-000-667.000	RENTAL INCOME	7,315.00	385.00	0.00	6,930.00	5.26
101-000-669.000	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-000-676.002	DONATION - POLICE EXPLORERS	0.00	0.00	0.00	0.00	0.00
101-000-676.004	DONATION-OLD MILL BUILDING	3,000.00	0.00	0.00	3,000.00	0.00
101-000-676.005	DONATION - DARE	0.00	0.00	0.00	0.00	0.00
101-000-676.006	DONATION - PARKS	0.00	0.00	0.00	0.00	0.00
101-000-676.007	DONATION - PORTLAND TWP	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	500.00	850.18	0.00	(350.18)	170.04
101-000-678.002	REIMBURSEMENTS-AMBULANCE COLL.	0.00	0.00	0.00	0.00	0.00
101-000-678.003	REIMBURSEMENTS-RAILROAD LEASES	0.00	0.00	0.00	0.00	0.00
101-000-678.004	REIMBURSEMENTS-PATROL	0.00	937.50	0.00	(937.50)	100.00
101-000-678.005	REIMBURSEMENTS-WORKER'S COMP	2,500.00	1,585.00	0.00	915.00	63.40
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	18,000.00	34,178.92	10,318.75	(16,178.92)	189.88
101-000-678.007	REIMBURSEMENTS-PAMA	665.00	605.40	0.00	59.60	91.04
101-000-678.008	REIMBURSEMENTS-RETIREE HEALTH	0.00	0.00	0.00	0.00	0.00
101-000-678.009	REIMBURSEMENTS-RETIREE LIFE	0.00	0.00	0.00	0.00	0.00
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	1,300.00	955.58	0.00	344.42	73.51
101-000-694.000	SALE OF LAND	0.00	0.00	0.00	0.00	0.00
101-000-698.000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
101-000-698.002	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

12/12/2012 10:11 AM

User: NIKKI

DB: Portland

PERIOD ENDING 11/30/2012

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 11/30/2012 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2012 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% B DGT 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	0.00	0.00	49,792.00	0.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	31,764.00	0.00	0.00	31,764.00	0.00
101-000-699.812	TRANSFER FROM SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		2,034,121.00	1,244,341.75	51,539.51	789,779.25	61.17
Expenditures						
100	COUNCIL	23,657.00	12,890.19	5,388.73	10,766.81	54.49
101	COMMUNITY PROMOTIONS	183,265.00	46,933.71	13,565.76	136,331.29	25.61
172	CITY MANAGER	153,179.00	58,128.97	12,084.44	95,050.03	37.95
191	ELECTIONS	7,400.00	4,316.21	2,165.76	3,083.79	58.33
201	GENERAL ADMINISTRATION	321,900.00	141,313.23	22,059.61	180,586.77	43.90
209	ASSESSING	48,833.00	15,952.45	3,101.35	32,880.55	32.67
265	CITY HALL	61,256.00	24,558.79	2,625.82	36,697.21	40.09
276	CEMETERY	157,110.00	51,705.09	8,972.45	105,404.91	32.91
301	POLICE	645,868.00	222,712.38	51,362.11	423,155.62	34.48
336	FIRE	218,805.00	59,513.57	(26,016.47)	159,291.43	27.20
371	CODE ENFORCEMENT	59,824.00	19,654.21	4,352.44	40,169.79	32.85
728	ECONOMIC DEVELOPMENT	7,500.00	4,103.93	374.82	3,396.07	54.72
751	PARKS	139,164.00	50,496.66	6,565.23	88,667.34	36.29
999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		2,027,761.00	712,279.39	106,602.05	1,315,481.61	35.13
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,034,121.00	1,244,341.75	51,539.51	789,779.25	61.17
TOTAL EXPENDITURES		2,027,761.00	712,279.39	106,602.05	1,315,481.61	35.13
NET OF REVENUES & EXPENDITURES		6,360.00	532,062.36	(55,062.54)	(525,702.36)	8,365.76
TOTAL REVENUES - FUND 101						
TOTAL REVENUES - FUND 101		2,034,121.00	1,244,341.75	51,539.51	789,779.25	
TOTAL EXPENDITURES - FUND 101						
TOTAL EXPENDITURES - FUND 101		2,027,761.00	712,279.39	106,602.05	1,315,481.61	
NET OF REVENUES & EXPENDITURES		6,360.00	532,062.36	(55,062.54)	(525,702.36)	

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PERIOD ENDING 11/30/2012

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 11/30/2012 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2012 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	684,073.00	105,253.04	(1,351.00)	578,819.96	15.39
	TOTAL EXPENDITURES	836,205.00	56,970.90	10,493.38	779,234.10	6.81
	NET OF REVENUES & EXPENDITURES	(152,132.00)	48,282.14	(11,844.38)	(200,414.14)	(31.74)
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
	TOTAL REVENUES	2,500.00	600.00	0.00	1,900.00	24.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	2,500.00	600.00	0.00	1,900.00	24.00
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	325,800.00	177,767.37	(83,341.92)	148,032.63	54.56
	TOTAL EXPENDITURES	405,032.00	235,929.30	19,576.54	169,102.70	58.25
	NET OF REVENUES & EXPENDITURES	(79,232.00)	(58,161.93)	(102,918.46)	(21,070.07)	73.41
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	226,700.00	161,817.54	28,120.87	64,882.46	71.38
	TOTAL EXPENDITURES	250,455.00	131,160.98	14,453.09	119,294.02	52.37
	NET OF REVENUES & EXPENDITURES	(23,755.00)	30,656.56	13,667.78	(54,411.56)	(129.05)
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	117,500.00	38,655.01	14,805.00	78,844.99	32.90
	TOTAL EXPENDITURES	117,457.00	43,315.92	9,240.02	74,141.08	36.88
	NET OF REVENUES & EXPENDITURES	43.00	(4,660.91)	5,564.98	4,703.91	(10,839.
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	484,151.00	116,668.40	24,412.88	367,482.60	24.10
	TOTAL EXPENDITURES	483,310.00	178,254.45	35,929.33	305,055.55	36.88
	NET OF REVENUES & EXPENDITURES	841.00	(61,586.05)	(11,516.45)	62,427.05	(7,322.9
Fund 245 - MSHDA LOFT FUND:						
	TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 248 - DDA FUND:						
	TOTAL REVENUES	331,170.00	215,671.60	2,430.97	115,498.40	65.12
	TOTAL EXPENDITURES	463,403.82	340,011.48	13,423.20	123,392.34	73.37
	NET OF REVENUES & EXPENDITURES	(132,233.82)	(124,339.88)	(10,992.23)	(7,893.94)	94.03
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	40,917.66	8,077.15	49,882.34	45.06
	TOTAL EXPENDITURES	90,550.00	30,211.56	0.00	60,338.44	33.36
	NET OF REVENUES & EXPENDITURES	250.00	10,706.10	8,077.15	(10,456.10)	4,282.44

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REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 11/30/2012

GL NUMBER	DESCRIPTION	2012-13 AMENDED BUDGET	END BALANCE 11/30/2012 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2012 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 528:		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		3,570,278.00	1,402,097.85	274,669.02	2,168,180.15	39.27
TOTAL EXPENDITURES		4,465,605.00	1,623,336.60	268,698.65	2,842,268.40	36.35
NET OF REVENUES & EXPENDITURES		(895,327.00)	(221,238.75)	5,970.37	(674,088.25)	24.71
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		792,114.00	269,798.09	65,198.32	522,315.91	34.06
TOTAL EXPENDITURES		721,028.00	373,781.45	177,311.92	347,246.55	51.84
NET OF REVENUES & EXPENDITURES		71,086.00	(103,983.36)	(112,113.60)	175,069.36	(146.28)
Fund 591 - WATER FUND:						
TOTAL REVENUES		610,602.29	237,160.59	47,502.39	373,441.70	38.84
TOTAL EXPENDITURES		709,750.80	348,801.71	31,882.28	360,949.09	49.14
NET OF REVENUES & EXPENDITURES		(99,148.51)	(111,641.12)	15,620.11	12,492.61	112.60
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		264,260.00	114,911.51	(5,259.00)	149,348.49	43.48
TOTAL EXPENDITURES		364,492.00	110,962.37	13,870.39	253,529.63	30.44
NET OF REVENUES & EXPENDITURES		(100,232.00)	3,949.14	(19,129.39)	(104,181.14)	(3.94)
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		7,499,948.29	2,881,318.66	375,264.68	4,618,629.63	38.42
TOTAL EXPENDITURES - ALL FUNDS		8,907,288.62	3,472,736.72	594,878.80	5,434,551.90	38.99
NET OF REVENUES & EXPENDITURES		(1,407,340.33)	(591,418.06)	(219,614.12)	(815,922.27)	42.02



STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

SCOTT WOOSLEY, CFA
EXECUTIVE DIRECTOR

December 5, 2012

Mr. Joel VanSlambrouck
Portland Main Street Board Chair
259 Kent Street
Portland, MI 48875

Dear Mr. VanSlambrouck:

On behalf of the Michigan State Housing Development Authority and the Michigan Main Street Center, it is my pleasure to inform you that the Portland Main Street program has met all ten criteria established by the National Trusts Main Street Center for recognition as a nationally accredited Main Street community.

During our recent program visit, we were pleased to find that the organization continues to thrive and implement the Four-Point Approach®. This ongoing commitment is essential for the long term success of the downtown revitalization effort.

The board, staff and volunteers of Portland Main Street continue to make great strides in the preservation, promotion and development of the historic city center and should be commended for their efforts.

Attached is the accreditation criteria checklist showing the organization is eligible for recognition. In reviewing the programs status, Michigan Main Street is concerned about future accreditation in the following points:

- Volunteer Recruitment – Actively recruit and manager volunteers for future leaders
- Educate the public in a unified voice on the vision and on past successes

Congratulations on a successful year!

Sincerely,

Laura Krizov
Manager, Michigan Main Street Center
MSHDA

cc: Patrick Reagan, Portland Main Street

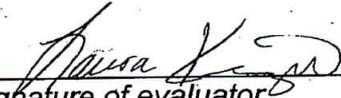
**Michigan Main Street
CRITERIA FOR
NATIONAL MAIN STREET COMMUNITY
ACCREDITATION**

Community: Portland
Year: 2011/2012

- Yes 1. Broad-based community support
- Yes 2. Vision and mission statements
- Yes 3. Comprehensive Main Street work plans with measurable objectives
- Yes 4. Historic preservation ethic
- Yes 5. Active board and committees
- Yes 6. Adequate operating budget
- Yes 7. Professional management and development
- Yes 8. Program of on-going training for staff and volunteers
- Yes 9. Reporting of key statistics
- Yes 10. National Main Street Network Membership

Yes **This community is eligible for recognition as a National Main Street Community**

This community *is not* eligible for recognition as a National Main Street Community



Signature of evaluator

Date 12/5/12



2512 Lansing Road
Charlotte, Michigan 48813

December 14, 2012

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

Dear Sir or Madam,

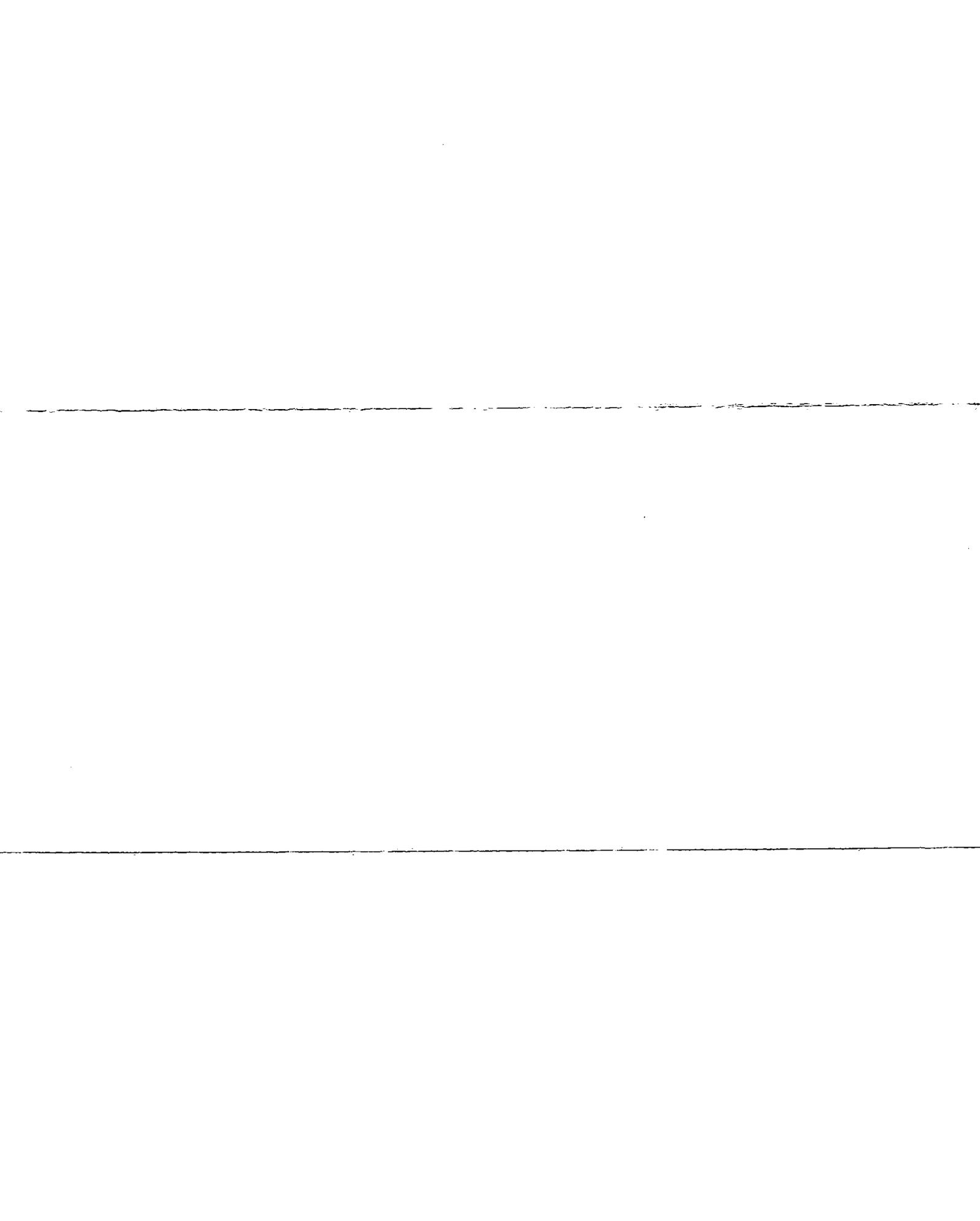
Keeping you informed is important to us. To this end, we wish to inform you that effective January 16, 2013, Michigan Government TV (MGTV), currently located on digital channel 160, plans to focus its resources on a web-based format, which would allow for 24/7 access by anyone with an Internet connection. This means MGTV will cease broadcasting their signal to us and will no longer be available *on our cable lineup*.

Should you have any questions or concerns about this change, please feel free to contact me at 517-319-3150 or esesi@wideopenwest.com. Questions may also be directed to Michelle Webb, Acting Executive Director at 517-335-7095 or michellew@mgvtv.org.

Regards,

A handwritten signature in blue ink that reads "Ed Sesi".

Ed Sesi
VP/System Manager
esesi@wideopenwest.com
517.319.3150



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

Agenda
December 11, 2012
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. Bridge Repair Funding
 - B.

- VIII. **New Business**
 - A. Sheriff Department Award Presentation
 - B. Equalization Study
 - C. Ionia County Address Ordinance Amendment Discussion
 - D. Approval of Drug Court Sub-Contracts
 - E. Jail Medical Services Contract
 - F. 2013 Marine Grant Application
 - G. Hazardous Materials Emergency Preparedness Grant
 - H. Body Transport Contract
 - I. Contract Renewal with Department of Environmental Quality
 - J. Ionia County Substance Abuse Initiative Funding Recommendation for FY12/13
 - K. Bertha Brock Park Timber Sale Proposal
 - L.

IX. Reports of Officers, Boards, and Standing Committees

A. Chairperson

B. County Administrator

C. Appointments

1. Central Dispatch Board of Directors
2. EightCap Governing Board
3. Road Commission Board
4. Substance Abuse Initiative

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

- Area Agency on Aging of Western Michigan Advisory Council – One one-year appointment expiring April 2013.
- Central Dispatch Board of Directors – One two-year appointment expiring December 2013.
- Substance Abuse Initiative – One two-year appointment expiring December 2012. Appointment must be made from Commissioner District #4.

Appointments for consideration in the month of January 2013:

- *Board of Public Works* – Two three-year appointments.
- *Park Advisory Board* – One two-year appointment.
- *Tax Allocation Board* – One one-year appointment.

Appointments for consideration in the month of February 2013: None

IONIA COUNTY BOARD OF COMMISSIONERS
Regular Meeting
December 11, 2012
4:00 p.m.

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

Members present: Mason, Lower, Vroman, Tiejema, Banks, Calley and Shattuck

Others present: Tom Thelen, Doug Hyland, Mark Jones, Doug DeVries, Deb Thailson, Ken Bowen, Jim Valentine, Cheryl O'Connor, Lisa McCafferty, Loren Gage, Diane Adams, Judy Clark, Stephanie Hurlbut and Tonda Rich

Approval of Agenda

A. Consideration of additional items

Chair Shattuck noted the following additions to the agenda: Added item #5 under Appointments and item B. under the Consent Calendar. Moved by Lower, supported by Vroman, to approve the amended agenda. Motion carried by voice vote.

There was no Public Comment.

Consent Calendar

- A. Approve minutes of the previous meeting(s)
- B. Approve Closed Session minutes from November 29, 2012 (3 sets)

The Closed Session minutes from November 29, 2012 were presented and reviewed by the Board. Hearing no objections, the Chair declared the Consent Calendar approved.

Unfinished Business

- A. Doug Hyland, Muir Village President, met with the Board to continue discussions on the County's allocation for the repair of the bridge that crosses the Maple River. Moved by Lower, supported by Tiejema, to allocate \$45,000 per year for a period of three years (2015, 2016, 2017), beginning in 2015 to the Muir Bridge Project, with funds to come from the same fund being used for the Cleveland Street Project.

County Administrator, Stephanie Hurlbut, answered questions from the Board and discussed the funding/balance of the Capital Fund. Commissioner Mason voiced her concern with the village having to wait until 2015. Commissioner Vroman stated that allocating funds over a three year period is being consistent with what the Board voted on for the Cleveland Street project. Commissioner Calley suggested that a policy be adopted for future requests that sets forth guidelines the Commissioners can use when making these decisions. Commissioner Banks voiced his concern stating he was not

comfortable with these “snap” decisions and for that reason, he would be voting no on the motion.

Commissioner Lower called the question.

Commissioner Mason motioned to table the allocation to the Muir Village Bridge until December 18, 2012. The motion died for lack of a second.

Chair Shattuck called for the vote on the original motion. Motion carried by voice vote, with Shattuck and Banks voting no.

New Business

- A. Hurlbut stated that item A. should have been removed from the agenda.
- B. Equalization Director, Cheryl O'Connor, stated that the Equalization Study has been completed and mailed to the State of Michigan. O'Connor stated that the market is leveling out. A brief discussion took place concerning the elimination of the personal property tax.
- C. Central Dispatch Director, Jim Valentine and Cheryl O'Connor, discussed amending the Address Ordinance, Article VII, Sec 7.01, which addresses the Appeal Process. Valentine stated that the current process for a citizen that wishes to appeal their address change has become quite time consuming, especially when trying to coordinate a date, time and location for the appeal hearing with the working schedules of the members and the property owners. Valentine proposed having the Central Dispatch Advisory Board also serve as the Addressing Appeal Board. Valentine stated that the Advisory Board currently meets monthly which would allow for a more efficient appeal process and schedule flexibility.

Commissioner Banks requested that the proposed amendment to the Ordinance be given to the Board for their review before the next meeting.

Moved by Banks, supported by Tiejema, to authorize the Central Dispatch Director and Equalization Director to submit the proposed amendment to the Addressing Ordinance, Article VII Sec. 7.01 regarding the membership of the Appeal Board and to bring it back before the Board for approval. Motion carried by voice vote.

- D. Moved by Mason, supported by Lower, to approve the three Drug Court contracts with Comprehensive Recovery Services, Inc., North Kent Guidance and ViewPoint Counseling. Commissioner Tiejema stated that the information provided does not give sufficient clarity of what these contracts are for. Moved by Banks, supported by Lower, to table this matter until more detailed information is given. Motion carried by voice vote, with Mason voting no.

- E. Moved by Tiejema, supported by Vroman, to approve the Medical Services agreement with Mid-Michigan Correctional Care PC (Dr. Messenger) for jail medical services starting January 1, 2013 for the term of one year. Motion carried by voice vote.
- F. Moved by Vroman, supported by Calley, to approve the 2013 Marine Grant Application. It was noted that last year's grant amount was approximately \$5,700. Motion carried by voice vote.
- G. Moved by Banks, supported by Vroman, to approve the Hazardous Materials Emergency Preparedness Grant for FY 2013 and authorize appropriate signatures. Motion carried by voice vote.
- H. Moved by Vroman, supported by Banks, to approve the Body Transport Contract with Lake Funeral Home for body transport services for 2013 - 2014 and authorize appropriate signatures. Motion carried by voice vote.
- I. Moved by Tiejema, supported by Mason, to approve the contract between Michigan Department of Environmental Quality and Ionia County Health Department for FY 2012 - 2013 that will continue funding for environmental health programs including groundwater protection, drinking water safety, septage disposal, campground and pool inspections. Motion carried by voice vote.
- J. Moved by Mason, supported by Lower, to approve the ICSAI funding allocation for FY 2012 - 2013. Motion carried by voice vote. Commissioner Tiejema thanked Deb Thailson, Lisa McCafferty and Commissioner Mason on their efforts regarding the Substance Abuse Initiative.
- K. Moved by Lower, supported by Tiejema, to approve the proposed timber sale of the west hill as outlined in the Forest Management Plan for Bertha Brock Park with specific diameters of timber harvested to be no less than 22" on the proposed site. Bertha Brock Park Manager, Loren Gage, stated that this will generate some revenue and with that revenue, the County will be reimbursed for the payment of the Study. Motion carried by voice vote.

County Administrator's Report

- 1) The County Auditors are here
- 2) Hurlbut is working on year end and budget amendments

Chair Shattuck requested input from the Board on how to handle the upcoming Road Commission appointment. It was the consensus of the Board to hold interviews at the December 18th meeting and that the questionnaires are to be given to the candidates before the meeting so each candidate has ample time to review the questions that will be asked at the interview.

Commissioner Vroman stated that a recommendation will be given to the full Board from the Facilities Committee at the next meeting as well.