



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

7:00 p.m. Monday, May 4, 2015

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<b><u>Estimated Time</u></b>		<b><u>Action Requested</u></b>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Motion
7:03 PM	<b>IV. <u>Public Comment</u> (5 minute time limit per speaker)</b>	
7:04 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u> – None</b>	
	<b>VII. <u>Public Hearing(s)</u></b>	
7:10 PM	<b>A. Public Hearing on the Budget Proposed for Fiscal Year 2015-2016</b>	
	<b>VIII. <u>Old Business</u> - None</b>	
	<b>IX. <u>New Business</u></b>	
7:15 PM	<b>A. Proposed Resolution 15-35 to Adopt the City of Portland’s Annual Budget for Fiscal Year 2015-2016</b>	Motion
7:18 PM	<b>B. Proposed Resolution 15-36 Approving, Authorizing, and Directing The Mayor and Clerk to Sign a License Agreement to Farm the 52.9 Acres at Grand River and Cutler Road</b>	Motion
7:20 PM	<b>C. Proposed Resolution 15-37 Approving, Authorizing, and Directing The Mayor to Sign a Permit for a Fireworks Display at Portland High School</b>	Motion
7:23 PM	<b>D. Proposed Resolution 15-38 Approving Pay Request No. 2 to the Michigan Department of Transportation for Work Performed on the Cutler Road Project</b>	Motion
7:25 PM	<b>E. Proposed Resolution 15-39 Approving the Michigan Public Power Agency’s (MPPA) Recommendation for the City’s Board of Light And Power to Join the Peaking Capacity Service Committee</b>	Motion
7:28 PM	<b>F. Proposed Resolution 15-40 Approving the Park and Recreation Board’s Recommendation to Accept the Donation of Playground Equipment for Community Lake Park</b>	Motion
7:31 PM	<b>X. <u>Consent Agenda</u>–</b>	Motion
	<b>A. Minutes &amp; Synopsis from the Regular City Council Meeting held on April 20, 2015 and the City Council Budget Workshop on April 23, 2015</b>	

**Estimated  
Time**

**Action  
Requested**

- B.** Payment of Invoices in the Amount of \$215,543.00 and Payroll in the Amount of \$231,724.25 for a Total of \$447,267.25
- C.** Purchase Orders over \$5,000
  - 1. To Fleis & VandenBrink in the amount of \$6,027.63 for Engineering Services on the Kent Street Road Project
  - 2. To Fleis & VandenBrink in the amount of \$23,223.68 for Engineering Services on the Cutler Road Improvement Project

**X. Communications–**

- A.** EDC Minutes for January 26, 2015
- B.** Planning Commission Minutes for March 11, 2015
- C.** Utility Billing Report for March 2015
- D.** Ionia County Board of Commissioners Agenda for April 28, 2015
- E.** MPSC Notice of Opportunity to Comment

7:33 PM

**XI. Other Business - None**

7:35 PM

**XII. City Manager Comments**

7:40 PM

**XIII. Council Comments**

7:45 PM

**XIV. Adjournment**

Motion

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-35**

**A RESOLUTION TO ADOPT THE CITY OF PORTLAND'S ANNUAL BUDGET FOR FISCAL YEAR 2015-2016**

**WHEREAS**, in accordance with the provisions of the City Charter, the City Manager submitted a recommended budget for the City of Portland, Michigan for the fiscal year commencing July 1, 2015 and ending June 30, 2016 to the City Council on April 20, 2015; and

**WHEREAS**, the City Council has considered the financial needs of the City of Portland for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the City Manager; and

**WHEREAS**, on May 4, 2015, the Council did, after proper notice and in accordance with the laws of the State of Michigan, conduct a public hearing on the proposed budget and on the proposed millage rate to be levied to support the proposed budget; and

**WHEREAS**, the Council has heard and considered all objections and comments on the proposed budget and millage rate to support the proposed budget made at the public hearing.

**NOW, THEREFORE BE IT RESOLVED**, that the expenditures for the fiscal year commencing July 1, 2015 and ending June 30, 2016 are hereby appropriated by the Portland City Council as follows:

101 - GENERAL FUND

Mayor and Council	\$ 158,485.00
Community Promotion	\$ 265,610.00
City Manager	\$ 129,385.00
Elections	\$ 6,910.00
General Administration	\$ 305,064.00
Assessor's Department	\$ 55,261.00
Maintenance City Hall	\$ 50,050.00
Economic Development	\$ 3,000.00
Police Department	\$ 691,182.00
Code Enforcement Zoning and Planning	\$ 39,198.00
Cemetery Department	\$ 170,634.00
Parks Department	\$ 148,502.00

**SUBTOTAL OF EXPENDITURES FOR GENERAL FUND** \_\_\_\_\_ \$2,023,281.00

105 - INCOME TAX FUND	\$ 1,235,422.00
202 - MAJOR STREET FUND	\$ 1,105,991.00
203 - LOCAL STREET FUND	\$ 224,867.00
208 - RECREATION FUND	\$ 129,769.00
210 - AMBULANCE FUND	\$ 534,888.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 369,907.00
406-CAPITAL IMPROVEMENT-STREET PROJECT	\$ 106,088.00
520 - REFUSE COLLECTION FUND	\$ 111,000.00
582 - ELECTRIC DEPARTMENT FUND	\$ 4,282,313.00
590 - WASTEWATER DISPOSAL FUND	\$ 935,962.00
591 - WATER DEPARTMENT FUND	\$ 661,973.00
661 - EQUIPMENT FUND	\$ 413,356.00
<b>GRAND TOTAL EXPENDITURES ALL FUNDS</b>	<b>\$12,134,817.00</b>

**BE IT FURTHER RESOLVED**, that the contributions "TO and FROM" for the fiscal year commencing July 1, 2015 and ending June 30, 2016 are hereby appropriated by the City Council as follows:

From General Fund	
To Recreation Fund	\$ 30,000.00
To Motor Pool	\$ <u>121,000.00</u>
	\$ 151,000.00
From Income Tax Fund	
To Major Street Fund	\$ 451,500.00
To Wastewater Fund	\$ <u>90,500.00</u>
	542,000.00
From Major Street Fund	
To Local Street Fund	\$ 57,500.00
From Capital Improvement Street Fund	
To Major Street Fund	\$ 86,462.00
To Wastewater Fund	\$ <u>19,626.00</u>
	\$ 106,088.00
From Electric Fund	
To General Fund	\$ 50,037.00
From Wastewater Fund	
To General Fund	\$ 31,764.00

From Water Fund  
To General Fund \$ 32,009.00

**GRAND TOTAL TRANSFERS ALL FUNDS \$ 970,398.00**

**BE IT FURTHER RESOLVED**, that the revenues for the fiscal year commencing July 1, 2015 and ending June 30, 2016 are estimated as follows:

101 - GENERAL FUND REVENUE

Taxes	\$1,048,205.00
Licenses & Permits	\$ 29,000.00
Grants / Revenue Sharing	\$ 414,577.00
Charges for Services	\$ 337,607.00
Fines & Forfeits	\$ 16,900.00
Other	\$ 138,458.00

SUBTOTAL OF REVENUES FOR GENERAL FUND \$1,984,747.00

105 - INCOME TAX FUND	\$ 719,886.00
150 - PERPETUAL CARE	\$ 2,500.00
202 - MAJOR STREET FUND	\$ 1,106,035.00
203 - LOCAL STREET FUND	\$ 216,344.00
208 - RECREATION FUND	\$ 148,250.00
210 - AMBULANCE FUND	\$ 538,331.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 344,447.00
520 - REFUSE COLLECTION FUND	\$ 112,150.00
582 - ELECTRIC DEPARTMENT FUND	\$ 3,851,182.00
590 - WASTEWATER DISPOSAL FUND	\$ 936,126.00
591 - WATER DEPARTMENT FUND	\$ 598,150.00
661- EQUIPMENT FUND	\$ 413,793.00

**GRAND TOTAL REVENUES ALL FUNDS \$10,971,941.00**

**BE IT FURTHER RESOLVED**, that funds be appropriated from fund balances to balance the budget as follows:

101 - GENERAL FUND	\$ 38,534.00
105 - INCOME TAX FUND	\$ 515,536.00
203 - LOCAL STREET FUND	\$ 8,523.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 25,460.00
406 - CAPITAL IMPROVEMENT-STREET PROJECTS	\$ 106,088.00
582 - ELECTRIC DEPARTMENT FUND	\$ 431,131.00
591 - WATER DEPARTMENT FUND	\$ 63,823.00
TOTAL	\$ 1,189,095.00

**BE IT FURTHER RESOLVED**, that 12.6574 mills be levied on the taxable assessed valuation as equalized for general operating requirements of the City of Portland and 1.000 mills be levied on the taxable assessed valuation as equalized for local streets and the Mayor and Clerk are authorized to sign the 2015 Tax Rate Request (form L-4029) to request a total levy of 13.6574 mills.

**BE IT FURTHER RESOLVED**, the water and wastewater utility rates have been reviewed and determined that a 2% increase in water and wastewater rates is necessary to support the appropriations set forth above.

**BE IT FURTHER RESOLVED**, that the City Manager is authorized to make budgetary transfers within the line items of appropriation centers established through this budget and that all transfers between appropriations listed in this resolution may be made only by further action of the Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

**BE IT FURTHER RESOLVED**, that the funds appropriated shall be drawn from the treasury of the City for the purpose pursuant to the authority granted by the Portland City Charter.

**BE IT FINALLY RESOLVED** that all resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

Dated: May 4, 2015

---

Monique I. Miller, City Clerk

## CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Portland, County of Ionia, State of Michigan, at a regular meeting held on May 5, 2014 and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

---

Monique I. Miller, City Clerk

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-36**

**A RESOLUTION APPROVING, AUTHORIZING, AND DIRECTING THE MAYOR AND CLERK TO SIGN A LICENSE AGREEMENT TO FARM THE 52.9 ACRES AT GRAND RIVER AND CUTLER ROAD**

**WHEREAS**, the City owns approximately 58 acres of property at the corner of Grand River Avenue and Cutler Road (the "Property") that it purchased for economic development purposes; and

**WHEREAS**, the City Council charged its Economic Development Corporation (EDC) with planning and making recommendations for development on the Property; and

**WHEREAS**, the City has sold off 2.34 acres and anticipates some off-site development activity on approximately 2.96 acres of adjacent property; and

**WHEREAS**, the EDC anticipates that no development activity will occur on the remaining 52.9 acres during 2015 and recommends that the City permit a license to farm that portion of the portion of the Property; and

**WHEREAS**, Mr. Francis Hoerner has indicated that he would like to farm the remaining 52.9 acres that is not being developed during 2015 and is willing to renew the license to farm the Property with the understanding that the current Cutler Road Construction may prevent him from farming the entire Property, a copy of the proposed License Agreement for 2015 is attached as Exhibit A.

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

1. The Portland City Council approves renewing the license with additional terms regarding the Cutler Road construction project and authorizes the Mayor and Clerk to sign the License Agreement, 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:** May 4, 2015

Monique I. Miller, City Clerk

## LICENSE AGREEMENT

This License Agreement is made as of May \_\_, 2015, between the City of Portland, a Michigan municipal corporation the principal business address of which is 259 Kent Street, Portland, MI 48875-1495 (the "City"), and Mr. Francis Hoerner, an individual whose address is 10006 Barnes Road, Portland, MI 48875 ("Mr. Hoerner").

### RECITALS

- A. In 2008 the City purchased approximately 58 acres of property for economic development purposes that is described and depicted on the attached Exhibit A.
- B. The City has sold some of the property described in the attached Exhibit A for the development of a Family Farm & Home store but desires to license 52.9 acres of the property of the remaining acreage, which is depicted on the attached Exhibit B, (the "Property"), because no development activity is anticipated to occur on it during the remainder of 2015, although current road construction may prevent Mr. Hoerner from farming entire Property.
- C. Mr. Hoerner would like to use the Property during the 2015 growing season to grow and harvest corn or soy beans, consistent with prior use of the Property.
- D. The parties believe it is in their mutual best interests to provide for that use of the Property during the remainder of 2015, so long as the City has the needed access for surveying, testing, inspection and other activities that might lead up to its development.
- E. Mr. Hoerner recognizes and understands that there is current road construction on Cutler Road that may potentially interfere with his crop and ability to farm the entire Property. The City will not be responsible for any damages or interference arising from or related to the said road construction. Mr. Hoerner further agrees to only access the property from Grand River Avenue and not Cutler Road.

### TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this agreement, the parties agree as follows.

1. Grant of License. The City licenses Mr. Hoerner's use the Property under the terms and conditions of this Agreement for the purpose of planting, growing and harvesting corn or soy beans and for no other purpose or use.
2. Term. Unless terminated earlier pursuant to this Agreement, the term of the license commences on the date first written above and terminates on December 30, 2015.
3. Fee. The license fee is \$7,875.00 to be paid no later than May 15, 2015.
4. Use Restrictions. Mr. Hoerner's use of the Property shall comply with applicable all laws, ordinances, rules, regulations, permit and license requirements, orders and directives of governmental bodies and officials of competent jurisdiction and, to the extent they do not conflict with the foregoing, with generally accepted farming practices. Mr. Hoerner shall not bring any hazardous substances or materials onto the Property except as may be generally used to grow corn or soy bean crops and, then, in accordance with the foregoing requirements. Mr. Hoerner also agrees to comply by the terms of section E above.
5. Assignment or Use by Others Prohibited. Mr. Hoerner may not assign this Agreement or its rights, privileges, duties or obligations under this Agreement and may not allow any other person or entity to use the Property for any purpose without the City's prior written consent.
6. Condition of Property. This license is granted on an "as is" basis. The City makes no representations or warranties about the condition of the Property or its fitness for any purpose or use, and shall have no duty to maintain, repair, replace or improve any portion of the Property. While the City is currently unaware of the presence of any hazardous substances on the Property in violation of any applicable laws, rules or regulations, the City makes no representations or

warranties and expressly disclaims all representations and warranties as to the presence or absence of hazardous substances on, in, or under the Property.

7. Utility Costs. If Mr. Hoerner needs or desires any utility services to the Property, he shall place all utility services to the Property in his name, shall pay all required deposits or initial fees and shall timely pay (*i.e.*, before the date on which they can no longer be paid without penalties or interest) all rates, fees and charges for the utility service to the Property.

8. Changes to Property. No buildings or other structures shall be built or placed on the Property, no additions or improvements may be made to the Property, and no changes may be made to the grading of the Property without the City's prior written consent which the City may for any reason decline.

9. Indemnification and Insurance.

(A) The City shall not be responsible for any loss or damage from whatever cause to personal property located on the Property. Mr. Hoerner shall hold the City (defined for purposes of this paragraph to include the City's officers and employees) harmless from, indemnify it for and defend it (with legal counsel reasonably acceptable to the City) against any demand, claim, judgment, award, legal proceeding or loss of any kind arising from Mr. Hoerner's use or occupancy of the Property. This provision shall not apply to crop losses due to entry on the property as otherwise specifically provided in this Agreement or to losses due to the City's early termination of the license as otherwise specifically provided in this Agreement.

(B) Mr. Hoerner shall obtain and maintain a general liability insurance policy covering the Property and his activities on the Property in minimal coverage amounts of \$500,000 per occurrence. That policy shall name the City as an additional insured and certificate holder. Copies of certificates of insurance showing the coverage to be in place, that the premiums are fully paid, and that coverage cannot be terminated or modified except after 30 days prior written notice to the City, shall be provided to the City. Upon request the City shall be provided copies of the policies of insurance and all endorsements.

10. Breach and Remedies. To the extent not otherwise prohibited by law, the prevailing party in any action brought pursuant to or to enforce any provision of this Agreement shall, in addition to any other remedies, be entitled to recover its actual costs, including without limitation, actual reasonable attorneys fees, incurred to bring, maintain or defend such action from the first demand through any and all appellate proceedings, and jurisdiction and venue of any action brought pursuant to or to enforce this Agreement shall be solely in the state courts in Ionia County, Michigan. The failure of either party to act upon any breach of this Agreement shall not be deemed a waiver of that breach.

11. Termination. The license granted pursuant to this Agreement is terminable at the will of the City Council of the City of Portland.

(A) However, prior to terminating the license, the City shall first give Mr. Hoerner 14 days written notice that it is considering such action and the date and time of the City Council meeting at which such action will initially be considered so that Mr. Hoerner may address the City Council prior to the Council's action.

(B) The obligations to pay utility rates, fees and charges as provided in this Agreement and the obligation to provide insurance coverage and to indemnify the City as required in this Agreement shall survive any termination of the license granted under this Agreement whether such termination is due to the expiration of the license term or a result of action taken by the City pursuant to this paragraph.

(C) If the City terminates the license pursuant to this paragraph, the City will compensate Mr. Hoerner for any loss of income if the corn was to be sold or costs of buying replacement corn if Mr. Hoerner intended to keep the corn for feeding livestock. In determining lost profits or other amounts to be paid under this paragraph, the parties

shall account for Mr. Hoerner's fuel, seed, fertilizer, herbicides, pesticides and other materials, including any savings he experiences in those costs due to early termination, for any amounts Mr. Hoerner paid or no longer needed to pay others for work to farm grow or harvest the crop, for costs or savings in equipment rentals to the extent Mr. Hoerner uses the equipment of others, and for other out-of-pocket costs Mr. Hoerner incurred or saved. The City will compensate Mr. Hoerner under this paragraph by paying an amount agreed upon by the parties. If they cannot agree, the parties shall consult an agent of the Michigan State University Extension whose decision as to the amount to be paid shall be binding on the parties.

12. Access. The City and its agents may enter upon the Property at such reasonable times as will not unreasonably interfere with Mr. Hoerner's use of it in order to plan for its possible development, by surveying it, making soil borings, taking soil and groundwater samples, showing it to potential persons who might market, develop, purchase, lease, occupy or use the Property. If crop damage occurs because of such entry upon the property, the City will compensate Mr. Hoerner for that crop loss by paying an amount agreed upon by the parties. If they cannot agree, the parties shall consult an agent of the Michigan State University Extension whose decision as to the amount to be paid for the crop loss shall be binding on the parties. Notwithstanding the foregoing the City will have access along the west 30 feet of the property for a distance 300 feet south of the Cutler Road right-of-way and the east 20 feet of the property for a distance of 50 feet south of the Cutler Road right-of-way for the purpose of installing and maintaining City owned utilities. The City will also have full access of the property as needed for the construction of Cutler Road and will not be responsible for any damages that may arise from or related to the construction. Mr. Hoerner further agrees to only access the property from Grand River Avenue and not Cutler Road.

13. Miscellaneous.

(A) This Agreement is written pursuant to the laws of the State of Michigan and was made in Ionia County, Michigan. This is the entire agreement between the parties regarding its subject matter. There are no prior or contemporaneous agreements. It may not be modified or amended except in writing, signed by all parties. It shall not be affected by any course of dealing or usage of trade. The captions are for reference only and shall not affect its interpretation. More than one copy of this Agreement may be signed, but all constitute but one agreement.

(B) Any notices shall be made in writing to the addresses first written above or such other addresses as indicated by notice and shall be made by personal delivery or by postage prepaid United States first-class mail and shall be deemed completed when actually received or, if by first-class mail, three business days after mailing.

The parties have signed this Agreement as of the date first written above.

CITY OF PORTLAND

FRANCIS HOERNER

By: \_\_\_\_\_  
James E. Barnes, Mayor

\_\_\_\_\_  
Francis Hoerner

Date signed: \_\_\_\_\_, 2015

By: \_\_\_\_\_  
Monique I. Miller, Clerk

Date signed: \_\_\_\_\_, 2015

**EXHIBIT A**  
**DESCRIPTION AND DEPICTION OF "PROPERTY"**

LEGAL DESCRIPTION: THE NORTH 104 ACRES OF THE NE 1/4 OF SECTION 3, T5N-R5W, IONIA COUNTY, MICHIGAN EXCEPT THAT PORTION OF LAND LYING EAST OF GRAND RIVER AVENUE. ALSO EXCEPTING LAND DESCRIBED AS: BEGINNING AT A POINT ON THE CENTERLINE OF GRAND RIVER AVENUE 430.2 FEET SOUTHEASTERLY FROM THE INTERSECTION OF SAID HIGHWAY WITH THE SECTION LINE BETWEEN SECTION 3, T5N-R5W, AND SECTION 34, T6N-R5W; THENCE SOUTHEASTERLY 195.92 FEET; THENCE SOUTHWESTERLY 415 FEET ALONG AN EXISTING FENCE LINE; THENCE NORTHWESTERLY 195.92 FEET IN A LINE PARALLEL WITH THE HIGHWAY; THENCE NORTHEASTERLY 415 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL ALSO BEING DESCRIBED AS: BEGINNING AT THE NORTH 1/4 CORNER OF SECTION 3, T5N-R5W, DANBY TOWNSHIP, IONIA COUNTY, MICHIGAN; THENCE N 89° 39' 24" E 1061.25 FEET ALONG THE NORTH LINE OF SECTION 3 TO THE CENTERLINE OF GRAND RIVER AVENUE; THENCE ALONG SAID CENTERLINE S 31° 22' 02" E 430.20 FEET (MEASURED 430.67 FEET); THENCE S 59° 27' 02" W 415.00 FEET (MEASURED 415.49 FEET); THENCE S 31° 17' 14" E 195.92 FEET; THENCE N 59° 28' 39" E 415.00 FEET (MEASURED 415.77 FEET) TO THE CENTERLINE OF GRAND RIVER AVENUE; THENCE ALONG SAID CENTERLINE S 31° 22' 02" E 1332.87 FEET; THENCE S 89° 42' 15" W 2066.64 FEET ALONG THE SOUTH LINE OF THE NORTH 104 ACRES OF THE NE 1/4 OF SECTION 3; THENCE N 00° 30' 02" W 1877.63 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SECTION 3 TO THE POINT OF BEGINNING.

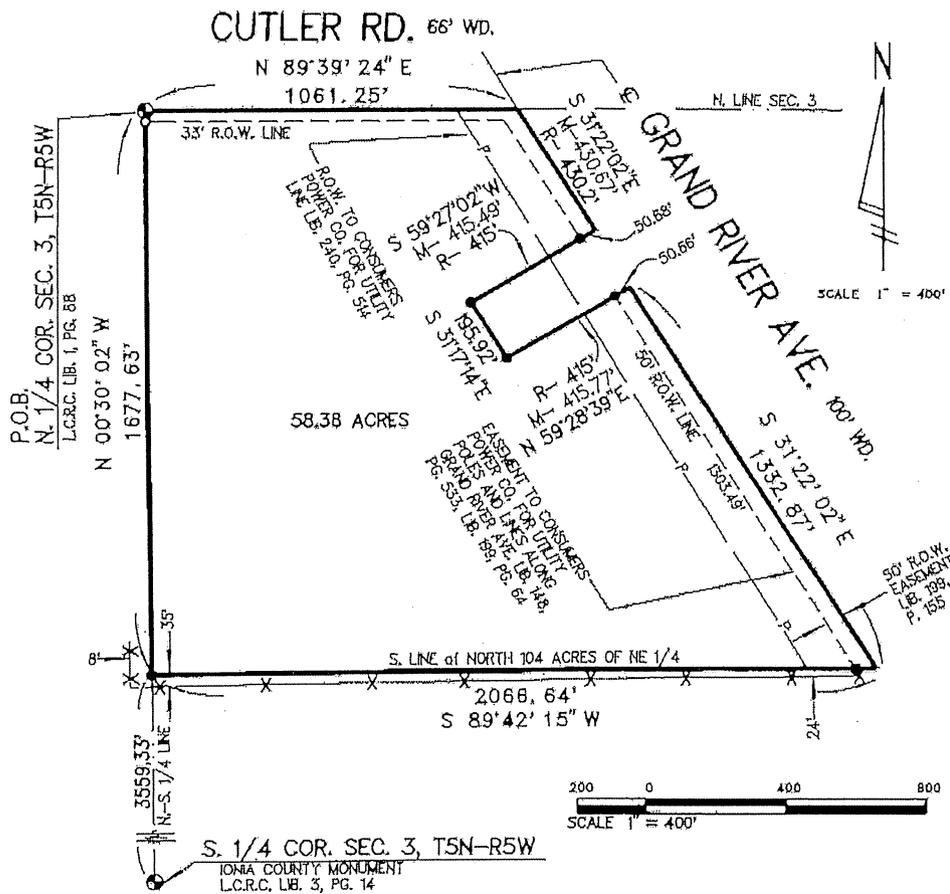


Exhibit B

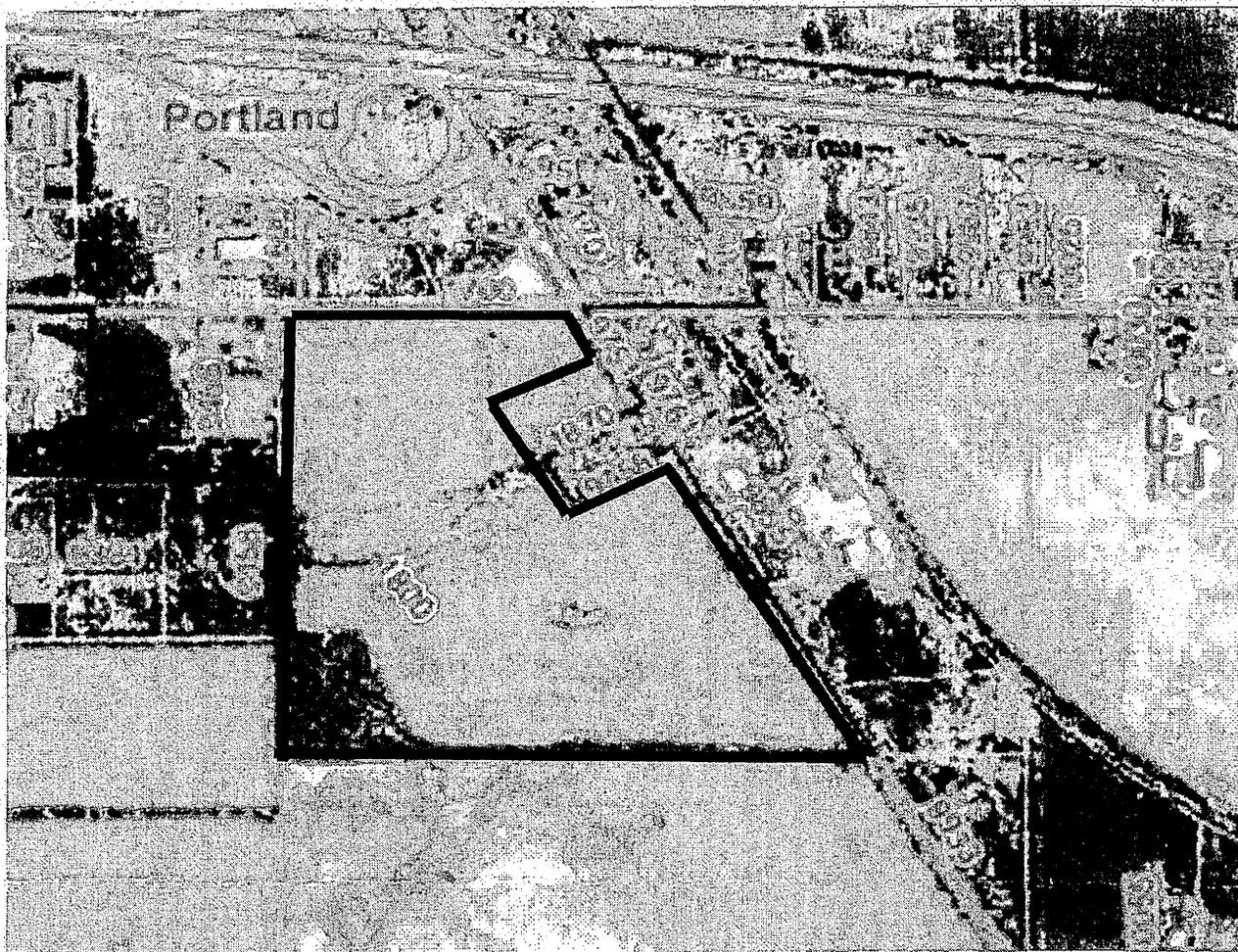


Exhibit  
B

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-37**

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR TO SIGN A PERMIT FOR A FIREWORKS DISPLAY AT PORTLAND HIGH SCHOOL**

**WHEREAS**, the Chamber of Commerce has requested that the City Council approve a permit for Melrose Pyrotechnic, Inc. to put on a fireworks display at the Portland Public School High School Football Field on the third of July to celebrate Independence Day with no rain date; and

**WHEREAS**, the City Manager recommends that Council approve the display subject to the Chamber and Pyrotechnics company providing proof of insurance (attached as Exhibit A) and Melrose Pyrotechnics, Inc. locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance; and fire department personnel and vehicles being present at the display site perimeter when the fireworks are set off) and Act 358 of the Public Acts of Michigan of 1968, as amended.

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

1. The Portland City Council approves and authorizes the Mayor to sign a permit (attached as Exhibit B) for a fireworks display at the Portland Public School High School Football Field as a part of a fourth of July celebration on Friday, July 3, 2015, subject to the Chamber and Pyrotechnics company providing proof of insurance and Melrose Pyrotechnics, Inc. locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance, and fire department personnel and vehicles must be at the display site perimeter) and Act 358 of the Public Acts of Michigan of 1968, as amended.
  
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** May 4, 2015

---

**Monique I. Miller, City Clerk**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/11/2015

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).

<b>PRODUCER</b> Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS:	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Melrose Pyrotechnics, Inc. Kingsbury Industrial Parkway Heinold Complex Kingsbury IN 46345	INSURER A: Everest Indemnity Insurance Co.	10851
	INSURER B: Everest National Insurance Company	10120
	INSURER C: Travelers Indemnity Co	25658
	INSURER D: Maxum Indemnity Company	26743
	INSURER E:	
INSURER F:		

**COVERAGES**

CERTIFICATE NUMBER: 1125326463

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	ADDITIONAL SUBRGT INSUR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	S18ML00042-151	1/15/2015	1/15/2016	EACH OCCURRENCE	\$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS - COMP/OP AGG	\$2,000,000
							\$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTC <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		S18CA00025-151	1/15/2015	1/15/2016	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
D	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED   RETENTION \$		EXC6017975	1/15/2015	1/15/2016	EACH OCCURRENCE	\$4,000,000
						AGGREGATE	\$4,000,000
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	0323N491 (MI)	4/1/2015	4/1/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$1,000,000
						E.L. DISEASE - POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

DISPLAY DATE: July 3, 2015

LOCATION: Portland High School Football Field

ADDITIONAL INSURED: Portland High School Student Council; Portland Chamber of Commerce; Portland Area Public Schools; City of Portland, MI

**CERTIFICATE HOLDER****CANCELLATION**
 Portland Chamber of Commerce  
 P.O. Box 303  
 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

© 1988-2010 ACORD CORPORATION. All rights reserved.

ACORD 25 (2010/05)

The ACORD name and logo are registered marks of ACORD

**Exhibit****A**

FIREWORKS DISPLAY PERMIT  
 Michigan Department of Energy, Labor, & Economic Growth  
 Bureau of Fire Services  
 P.O. Box 30700  
 Lansing, MI 48909  
 (517) 241-8847

2015

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
---	--

*This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.*

PUBLIC DISPLAY

AGRICULTURAL PEST CONTROL

Issued To <b>MELROSE PYROTECHNICS, INC.</b>	Age (18 or over)
Address <b>P.O. BOX 123, 9019 W. BELDING RD. SUITE 3, BELDING, MI 48809</b>	
Name of Organization, Group, Firm, or Corporation <b>Portland Chamber of Commerce</b>	
Address, P.O. BOX 303 Portland, Michigan 48875	
Number and Types of Fireworks <i>Approximately 1200 aerial display shells ranging in size from 1 1/4 inches to 5 inches in diameter.</i>	
Exact Location of Display <b>Portland High School Football Field</b>	
City, Village, Township <b>Portland</b>	Date <b>July 3, 2015</b>
Bond or Insurance Filed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Time <b>Dusk</b> Amount <b>\$5,000,000.00</b>

Issued by action of the  council  commission  board of the  
 city  village  township of \_\_\_\_\_  
(Name of City, Village, Township)

on the \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
 (Signature and Title of Council/Commission/Board Representative)

Exhibit

B

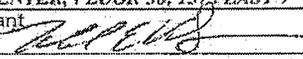
APPLICATION FOR FIREWORKS DISPLAY PERMIT  
 Michigan Department of Energy, Labor, & Economic Growth  
 Bureau of Fire Services  
 P.O. Box 30700  
 Lansing, MI 48909  
 (517) 241-8847

2015

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
---	--

<input checked="" type="checkbox"/> PUBLIC DISPLAY	<input type="checkbox"/> AGRICULTURAL PEST CONTROL	Date of Application <i>03/11/15</i>
Name of Applicant <i>MELROSE PYROTECHNICS, INC.</i>	Address <i>P.O. BOX 302, KINGSBURY, IN 46345</i>	Age (18 or over)
If a Corporation, Name of President <i>MICHAEL CARTOLANO</i>	Address <i>P.O. BOX 302, KINGSBURY, IN 46345</i>	
If a Non-resident Applicant: Name of MI Attorney or Resident Agent <i>MIKE VAN LOO</i>	Address <i>9019 W. BELDING RD, SUITE 3, BELDING, MI 48809</i>	Phone No. <i>(616) 794-0205</i>
Name of Pyrotechnic Operator <i>MIKE VAN LOO</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age (18 or over) <i>46</i>
No. Years Experience No. Displays <i>25 YEARS 500+</i>	Where <i>MICHIGAN, ILLINOIS, INDIANA</i>	
Name of Assistant: <i>RODNEY LOPER</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age <i>44</i>
Name of Other Assistant: <i>BRIAN LOPER</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age <i>48</i>
Exact Location of Proposed Display <i>Portland High School Football Field</i>		
Date of Proposed Display <i>July 3, 2015</i>		Time of Proposed Display <i>Dusk</i>

No. Of Fireworks	Kind of Fireworks to be Displayed
<i>Approximately 1200</i>	<i>Aerial display shells ranging in size from 1 1/4 inches to 5 inches in diameter.</i>

Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities) <i>NO STORAGE NECESSARY, DELIVERED ON DATE OF DISPLAY</i>	
Amount of Bond of Insurance (to be set by local gov't) <i>\$5,000,000.00</i>	Name of Bonding Corporation or Insurance Company <i>BRITTON-GALLAGHER &amp; ASSOCIATES</i>
Address of Bonding Corporation or Insurance Company <i>ONE CLEVELAND CENTER, FLOOR 30; 1375 EAST 9<sup>TH</sup> STREET, CLEVELAND, OHIO 44114</i>	
Signature of Applicant 	For Melrose Pyrotechnics, Inc.

SEE OTHER SIDE FOR INSTRUCTIONS

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-38**

**A RESOLUTION APPROVING PAY REQUEST NO. 2 TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR WORK PERFORMED ON THE CUTLER ROAD PROJECT**

**WHEREAS**, the Cutler Road Project is administered through the Michigan Department of Transportation (MDOT) because the project will be partially funded by federal funds; and

**WHEREAS**, through MDOT's bid letting process, the City awarded a contract in the amount of \$706,740.03 to E.T. MacKenzie Company to make certain improvements to Cutler Road; and

**WHEREAS**, MDOT has submitted Pay Request No. 2 requesting a progress payment in the amount of \$78,641.30 for work performed, a copy of Pay Request No. 2 is attached as Exhibit A; and

**WHEREAS**, the City Engineer on this Project has reviewed Pay Request No. 2 and is recommending that the City Council approve payment in the amount of \$78,641.30, a copy of the engineer's letter is attached as Exhibit B.

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

1. The City Council approves the City Engineer's recommendation to approve Pay Request No. 2 and authorizes payment in the amount of \$78,641.30 to the Michigan Department of Transportation, a copy of the engineer's letter is attached as Exhibit B.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** May 4, 2014

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



# INVOICE

10111 Ref No: AP 376663  
PORTLAND, CITY OF  
259 KENT ST  
PORTLAND, MI 48875-1495

**Invoice Number:** AP 376663  
**Invoice Date:** April 15, 2015  
**Payment Due:** May 15, 2015  
**Phone:** (517) 373-0416

**Invoice Item**

**Total Cost**

LOCAL PROGRESS BILLINGS

\$78,641.30

SEE ATTACHED DETAIL

PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT

Total: \$78,641.30

MDOT Fed. Id.: 38-6000134

Federal item No.: HH9578  
Job No.: 124536AA  
(Detach Here)

Payment Due: May 15, 2015

MAKE CHECK OR MONEY ORDER PAYABLE TO: STATE OF MICHIGAN - MDOT  
TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:  
MICHIGAN DEPT. OF TRANSPORTATION  
ATTENTION: FINANCE CASHIER  
PO BOX 30648  
LANSING, MI 48909

INVOICE NO:  
AP 376663

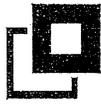
For Cashier's Use Only:

**Exhibit**  
**A**

(Please note or make any mailing corrections below)  
PORTLAND, CITY OF  
259 KENT ST  
PORTLAND, MI 48875-1495

Total Due: \$78,641.30

FEDERAL ITEM	HH9578	
B NUMBER	124536A	
AGREEMENT NO.	145475	
NAME / ADDRESS	010111	
RECEIPT CODE	899-14-00 899-92-203	
BILL NUMBER	2	
LOCALITY	CITY OF PORTLAND 14-2510	
DESCRIPTION	CITY OF PORTLAND; A) RECON WORK ALONG CUTLER RD. B) WATERMAIN, SANITARY SEWER, & PROPOSED DRIVEWAY WORK	
CONTRACT AWARD		706,240.03
OTHER COST		500.00
TOTAL ESTIMATED PROJECT COST		706,740.03
ESTIMATED FEDERAL PARTICIPATION		375,000.00
ESTIMATED STATE PARTICIPATION		0.00
ESTIMATED LOCAL PARTICIPATION		331,740.03
ADVANCE BY LOCAL		0.00
ESTIMATED BILLABLE TO LOCAL		331,740.03
LOCAL CONTRACT COST TO DATE		81,269.14
LOCAL OTHER COST TO DATE		49.31
TOTAL LOCAL COST TO DATE		81,318.45
PREVIOUS BILLED		2,677.15
BALANCE OF ADVANCE BY LOCAL		0.00
LOCAL CURRENT MONTH CONTRACTOR COSTS		78,641.30
LOCAL CURRENT MONTH OTHER COSTS		0.00
TOTAL LOCAL BILL AMOUNT		78,641.30



# FLEIS & VANDENBRINK

DESIGN. BUILD. OPERATE.

April 29, 2015

Mr. S. Tutt Gorman, City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48875

**Project: Cutler Road Improvements – MDOT Local Agency Project No. 124536A**

Dear Mr. Gorman:

Attached is a copy of MDOT's Description Report from MDOT and a breakdown on the sanitary sewer and water main portion from us for MDOT's Bill #2.

Based on our knowledge of the work completed on the project, and the methods used by MDOT to calculate the bill amount, we recommend that the City pay MDOT's Bill #2 in the amount of \$78,641.30.

If there are any questions, please call.

Sincerely,

FLEIS & VANDENBRINK

Steven B. Vanden Brink, P.E.  
Project Manager

**Exhibit  
B**

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005  
[www.fveng.com](http://www.fveng.com)

MICHIGAN DEPARTMENT OF TRANSPORTATION  
LOCAL BILL DESCRIPTION REPORT

FED ITEM NO.	HH9578	BILL NO.	2
JOB NO.	124536A	DATE	4/28/2015
AGREEMENT NO.	14-5475		
AGENCY	City of Portland		
ADDRESS CODE	10111	TOTAL DUE	\$78,641.11
REVENUE ACC.	92-203		

DESCRIPTION: Part A: Reconstruction work along Cutler Road from Charlotte Highway to Grand River Avenue

Part B: Watermain, sanitary sewer, and proposed driveway work along Cutler Road from Charlotte Highway to Grand River Avenue

CONTRACT AWARD - PART.	627,037.03	EST. FED. SHARE	375,000.00
CONTRACT AWARD - NON-PART.	79,203.00		
OTHER COSTS	500.00	EST. STATE SHARE	
TOTAL AUTHORIZED AMT.	706,740.03	EST. LOCAL SHARE	331,740.03

Category	Local Ind.	Contract	CE	Adv.	Audit	Other	PE	ROW
1	y	107,858.53		122.06				
3	100%	37,864.10						
Total CTD		145,722.63	0.00	122.06		0.00		0.00

Total Cat 1	107,980.59		Total Cat. 3	37,864.10
Federal	84,526.43	59.76% MAX \$375,000	Federal	0.00
	43,454.16			37,864.10
State	0.00	0.00%	State	0.00
Local	43,454.16		Local	37,864.10

The Federal Highway Administration (FHWA) requires that projects authorized for federal aid using a lump sum amount be billed to FHWA utilizing the effective federal aid percent rather than the normal pro rata percent up to the lump sum amount.

Generally, the effective federal aid percent is federal aid divided by total federally participating project costs. This invoice has been adjusted to reflect this requirement.

Total Local Share	81,318.26
Previous Payments	2,677.15
Total Due This Bill	\$78,641.11
Automated Billing #	\$78,641.30
Difference	\$0.19

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-39**

**A RESOLUTION APPROVING THE MICHIGAN PUBLIC POWER AGENCY'S  
(MPPA) RECOMMENDATION FOR THE CITY'S BOARD OF LIGHT AND POWER  
TO JOIN THE PEAKING CAPACITY SERVICE COMMITTEE**

**WHEREAS**, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

**WHEREAS**, the MPPA has established a new committee named the Peaking Capacity Service Committee and has recommended that the City's Board of Light and Power join the committee. This new service committee will be assessing options for peaking capacity including distributed generation and other peaking resources. As capacity shortfalls become more prevalent in the future, finding new sources of capacity will become critical; and

**WHEREAS**, at its regularly scheduled meeting on April 28, 2015, the Board of Light and Power passed a recommendation to City Council to join the Peaking Capacity Service Committee as recommended by the MPPA, a copy of a letter from Electric Superintendent, Mike Hyland is attached as Exhibit A.

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

1. The City Council hereby approves the Michigan Public Power Agency's (MPPA) recommendation for the City's Board of Light and Power to join the Peaking Capacity Service Committee as recommended by Board of Power and Light, a copy of a letter from Electric Superintendent, Mike Hyland 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:** May 4, 2015

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

City of Portland  
Board of Light & Power  
723 E. Gd. River Ave.  
Portland, Mi. 48875

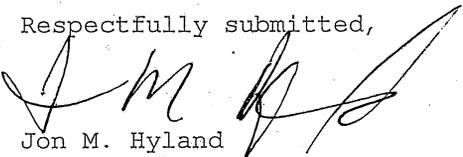
April 29th, 2015

Re: Peaking Capacity Service Committee

City Council  
City Manager

Last night at the Light & Power Board Meeting, the Light & Power Board passed a recommendation to the City Council to join MPPA's new service committee, Peaking Capacity Service Committee. The committee will be looking to fill capacity shortfalls, as existing coal plants phase out of service and new sources of capacity become critical.

Respectfully submitted,

  
Jon M. Hyland

City of Portland, Board of Light & Power

rec42815

Exhibit

A

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 15-40**

**A RESOLUTION APPROVING THE PARK AND RECREATION BOARD'S  
RECOMMENDATION TO ACCEPT THE DONATION OF PLAYGROUND  
EQUIPMENT FOR COMMUNITY LAKE PARK**

**WHEREAS**, local residents, Ben Durrant and Kurt Pline have children diagnosed with Rett Syndrome, which is a rare genetic disorder that affects brain development and occurs almost exclusively in girls. A fundraising organization named Emma's Avengers was established to solicit funds for Rett Syndrome research and to benefit those diagnosed with the disorder. The organizers now wish to donate handicap accessible playground equipment to the City of Portland that would be placed at Community Lake Park; and

**WHEREAS**, at the Park and Recreation Board meeting on March 26, 2015, the Board recommended that the City Council approve the donation of the playground equipment for Community Lake Park, a copy of the memorandum, board minutes, and playground equipment information is attached as Exhibit A.

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

1. The City Council approves the Park and Recreation Board's Recommendation to accept the donation of playground equipment for Community Lake Park, a copy of the memorandum, board minutes, and playground equipment information 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:** May 4, 2015

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



April 27, 2015

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

Dear Council,

At the regular Parks and Recreation Board meeting held on Thursday March 26, 2015, the Board took the following action. The Parks and Recreation Board meeting started at 5:30 PM in the Executive Board room at City Hall.

The Director was contacted by Ben Durrant a local resident who started a fund raising group called Emma's Avengers. Ben's family and Kurt Pline's family have been hosting an annual golf tournament to raise funds over the last few years. Both families have a child with Rett Syndrome. In the first few years a majority of the funds raised was given for research for Rett Syndrome. They then decided they would like to save some of money to purchase some accessible playground equipment for a Park in our Community. Ben contacted me last fall and indicated he was interested in purchasing some accessible playground equipment for a park in Portland.

The family has picked out a piece of equipment call an AeroGlider it is a huge see-saw which accommodates both wheel chairs as well as children standing or seating. Emma's Avengers have generated the funds to purchase the equipment will seek donations and in kind services for the installation costs. They also want to be involved in the installation of the equipment at Community Lake Park.

After discussion a motion was made by Cross to recommend to the Council to approve accepting the donation of the playground equipment and have it placed at Community Lake Park., seconded by Weller. Motion carried.



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

I have attached the Parks & Recreation Board minutes from the March 26<sup>th</sup>, 2015 meeting and the most recent quote from PlayWorld Equipment Company for your information.

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

Respectfully,

A handwritten signature in cursive script that reads "Mary Ellen Scheurer". The signature is fluid and extends across the width of the text area.

Mary Ellen Scheurer  
Parks, Recreation & Cemetery Director

March 26, 2015

Minutes of the Thursday March 26, 2015 Parks and Recreation Board meeting held at 5:30 pm at the Executive Board Room at City Hall.

Members Present: Cross, Foote, Weller & Williams

Members Absent: Cunningham

Guests: Neil Brown Recreation Programmer

Old Business:

1. Minutes of the Thursday February 19, 2015 Parks and Recreation Board meeting approved as written.
2. Red Mill Pavilion – The Director informed the Board that the last she heard everything was all set except they were still working on raising funds for the project.
3. Dog Park – The Director provided the Board with an updated fund balance sheet from the Friends of the Dog Park fund raising efforts. After discussion the Board agreed they would like to see this item left on the agenda and provide them with an undated financial report at every meeting.
4. Future Development of Bogue Flats Recreation Area – The Director discussed with the Board that we should keep the discussion ongoing for the future Development of the Flats area. This item will be left on the agenda even though we do not have matching funds to apply for a Development grant in 2015.
5. Independent Sports Official Contract – The Director once again provided the Board a copy of our proposed Independent Sports official contract. This new contract would allow the teams to pay for the adult officials for basketball, softball and volleyball and roller hockey just prior to the game rather than paying them every two weeks thru the City by check. This new Independent Contractors contract was approved by the Board last month however the Director told the Board she was waiting for the new Treasurer to be in place prior to taking the proposed change to the Council.

New Business:

1. Volleyball Camp for 2<sup>nd</sup> and 3<sup>rd</sup> graders – The flyer was provided for the Boards review Neil indicated we had around 25 participants.

2. Volleyball Camp for 4<sup>th</sup> thru 6<sup>th</sup> graders – The flyers was provided for the Boards review Neil indicated we had around 45 participants in the program.
3. Two Rivers Park Acquisition - The Board held a Public Hearing today to discuss the proposed grant application after discussion the following motion was made by the Board. A motion was then made by Foote to recommend to the Council that we apply for a 2015 MNRTF Acquisition grant by the April 1, 2015 deadline, seconded by Williams. Motion carried.
4. Canoe Launch at Community Lake – The Director was informed that a group of volunteers would like to construct and finance a Canoe landing at Community Lake Park down by the pavilion. The Director will be getting additional information regarding a proposed Canoe landing at Community Lake prior to the next meeting.
5. Playground Equipment – The Director informed the Board that Ben Durrant and others have been raising funds the last few years by hosting golf outing to purchase some playground equipment that would be handicap accessible. The Director provided Ben with a number of playground sales catalogs and they picked out a piece of equipment they were interested in purchasing for the City. The Director provided the Board with a copy of the quote Ben received for the AeroGlider and ramp they picked out to purchase with the funds they have raised. The group would also like to see the playground equipment installed at Community Lake Park. The Director will be contacting the playground company to see if she can get a better price if it is purchased thru the City utilizing their funds. After discussion a motion was made by Cross to recommend to the Council to approve accepting the gift of the playground equipment and have it placed at Community Lake Park, seconded by Weller. Motion carried.
6. Budget Reports – The reports were provided for the Boards review.

The meeting was adjourned at 6:30 pm.

Respectfully,

Greg Foote  
Secretary



INDIANA | MICHIGAN | OHIO

www.playworldmidstates.com

1.800.367.4440

2127 112th Avenue • Holland, MI 49424  
5828 Zarley Street, Suite B • New Albany, OH 43054

# Quotation

Date	Quote Number
4/16/2015	82753

Sold To		Ship To	
Emma's Avengers Ben Durrant 360 Bishop St. Portland, MI 48875			
		County	Ionia

Rep	Project	Type	Ship Contact/Number	P.O. No.
TCB	2014/12 AeroGlider	Other		

Qty	Item	Description	Unit Price	Total
1	Custom De...	Custom Drawing # 14-5131A Standalone AeroGlider & Ramp	16,850.00	16,850.00
1	Color Freight	TBD Freight Charges	902.00	902.00
NOTE: Pricing is for supply only and is valid for 60 days.				

<b>Subtotal</b>		\$17,752.00
<b>Sales Tax (6.0%)</b>		\$0.00
<b>Total</b>		\$17,752.00

# Emmas Avengers

Design Number: 14-5131A - Compliance and Technical Data

Reference Document: ASTM F1487

Ref. No.	Part No.	Qty.	Description	Unit ASTM Status	Total Weight (lbs)	Pre-Consumer Recycled Content (lbs)	Post-Consumer Recycled Content (lbs)	CO2e Footprint (kgs)	Users	Install Hours	Concrete (Yds3)	Active Play Events
1	ZZPM0006	2	5in OD X 96in STEEL POST W/ RIVETED CAP	Certified	108.42			163	0	2.00	0.26	0
2	ZZPM0008	2	5in OD X 108in STEEL POST W/ RIVETED CAP	Certified	121.02			181	0	2.00	0.26	0
3	ZZPM7328	1	6in RISE DK-DK WHEELCHAIR RAMP W/ GUARDRAILS	Certified	201.60			418	4	2.00	0.00	0
4	ZZPM7330	1	AEROGlider DECK EXTENSION FOR WHEELCHAIR RAMPS	Certified	61.32			107	0	1.00	0.03	0
5	ZZUN7336	1	AEROGlider	Certified	1,535.79			7,009	12	16.00	2.10	1
6	ZZUN7369	1	RAMP TO BERM CONNECTOR	Certified	14.87			42	0	0.50	0.00	0
7	ZZCHGUID	1	CHALLENGER GUIDELINES	N/A	0.00			1	0	0.25	0.00	0
8	ZZUN9910	1	SURFACING WARNING LABEL KIT	Certified	0.05			1	0	0.25	0.00	0
9	ZZUN9930	1	PIPE SYSTEMS MAINTENANCE KIT W/ AEROSOL	N/A	13.07			90	0	0.00	0.00	0
10	ZZUN9990	1	TOOL AND ADDITIONAL PARTS KIT W/AEROSOL	N/A	3.46			75	0	0.00	0.00	0
<b>Totals:</b>					<b>2,059.60</b>	<b>115</b>	<b>192</b>	<b>8,085</b>	<b>16</b>	<b>24.00</b>	<b>2.65</b>	<b>1</b>
					<b>926.82 Kg</b>	<b>52 Kg</b>	<b>86 Kg</b>	<b>8 Metric Tons</b>			<b>2.01 m3</b>	



# Emmas Avengers

Design Number: 14-5131A - Compliance and Technical Data

Reference Document: ASTM F1487

Ref. No.	Part No.	Qty.	Description	Unit ASTM Status	Total Weight (lbs)	Pre-Consumer Recycled Content (lbs)	Post-Consumer Recycled Content (lbs)	CO2e Footprint (kgs)	Users	Install Hours	Concrete (Yds3)	Active Play Events
----------	----------	------	-------------	------------------	--------------------	-------------------------------------	--------------------------------------	----------------------	-------	---------------	-----------------	--------------------

## ASTM F1487

The lay-out for this custom playscape, design number 14-5131A, has been configured to meet the requirements of the ASTM F1487 standard. In addition, each of the above components listed as "Certified" have been tested and are IPEMA certified. Components listed as "Not Applicable" do not fall within the scope of the ASTM F1487 standard and have not been tested. IPEMA certification can be verified on the IPEMA website, [www.ipema.org](http://www.ipema.org). In the interest of playground safety, IPEMA provides a Third Party Certification Service which validates compliance.

## 2010 ADA Standards for Accessible Design

The lay-out was also designed to meet the 2010 Standards published 15-Sep-2010, by the Department of Justice when installed over a properly maintained surfacing material that is in compliance with ASTM F1951 "Accessibility of Surface Systems Under and Around Playground Equipment" as well as ASTM F1292, "Impact Attenuation of Surfacing Materials Within the Use Zone of Playground Equipment", appropriate for the fall height of the structure.

## Installation Times

Installation times are based on one experienced installer. A crew of three experienced individuals can perform the installation within the given time, each member working 1/3 of the given hours. [Eg. Installation Time = 30 hours. For a crew of three, each member will work 10 hours on the installation for a total of 30 hours on the project.]

## Carbon Footprint

The CO2e (carbon footprint given in Kilograms and Metric Tons) listed above is a measure of the environmental impact this play structure represents from harvesting raw materials to the time it leaves our shipping dock. Playworld Systems nurtures a total corporate culture that is focused on eliminating carbon producing processes and products, reducing our use of precious raw materials, reusing materials whenever possible and recycling materials at every opportunity. Playworld Systems elected to adopt the Publicly Available Specification; PAS 2050 as published by the British Standards Institute and sponsored by Defra and the Carbon Trust. The PAS 2050 has gained international acceptance as a specification that measures the greenhouse gas emissions in services and goods throughout their entire life cycle.

## Pre-Consumer Recycle Content

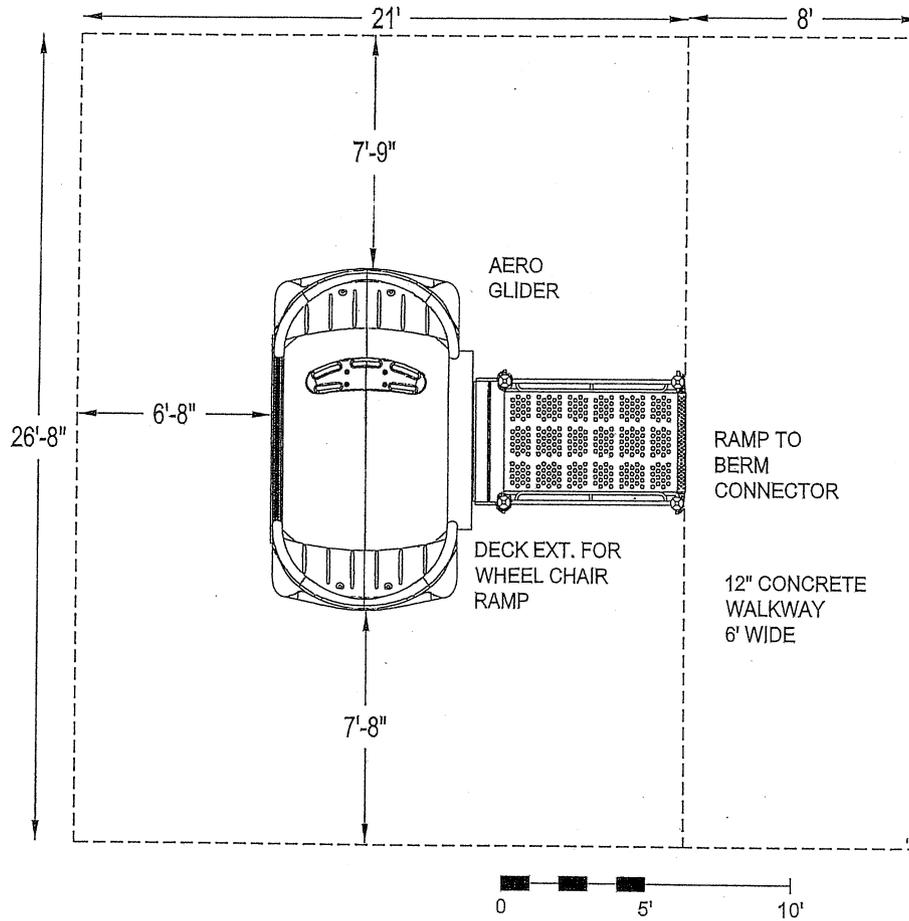
A measurement, in pounds, that qualifies the amount of material that was captured as waste and diverted from landfill during an initial manufacturing process and is being redirected to a separate manufacturing process to become a different product. E.g. 100% of our Aluminum Tubing is made from captured waste material during the manufacturing process of extruded Aluminum products such as rods, flat bars and H-channels.

## Post-Consumer Recycle Content

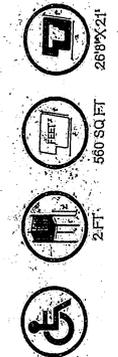
A measurement, in pounds, that qualifies the amount of material that was once another product that has completed its lifecycle and has been diverted from a landfill as a solid waste through recycling and is now being used in a Playworld Systems' product. E.g. \*\*20% to 40% of the steel in our steel tubing and sheet steel have been diverted from landfills. Automobiles are scrapped and recyclable steel is purchased by the steel mill that produces our raw product.

\*\* The amount of Post-Consumer recycled steel fluctuates daily based on the availability of the recycled steel.





\*Playground Supervision Required



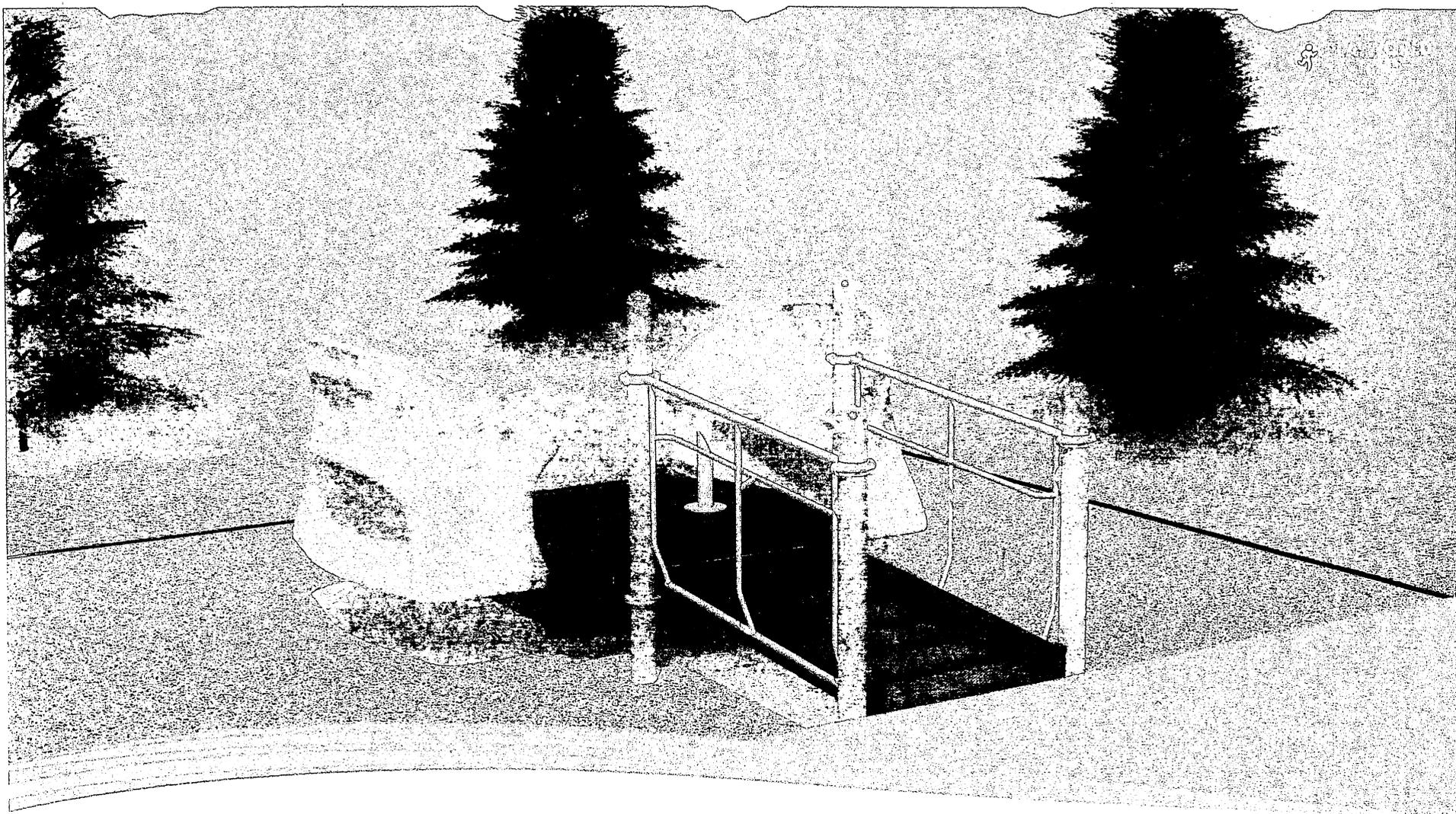
PLAYWORLD MIDSTATES  
 INDIANA | MICHIGAN | OHIO  
 www.playworldmidstates.com  
 1.800.367.4440



PROJECT NO: 14-5131.PMD	REV: A	DATE: 17-DEC-14
SYSTEM: CHALLENGERS	SCALE: 1/4" = 1'-0"	DRAWN BY: PENNY PRATT
SITE PLAN		

# EMMA'S AVENGERS

PORTLAND, MI 48875



# EMMA'S AVENGERS

14-5131A

Powder Coat



Green

Yellow

Plastic



Blue

Yellow



Red-Yellow

Red

Deck



Brown



ADA Compliant

PLAYWORLD  
*Midstates*  
INDIANA | MICHIGAN | OHIO

[www.playworldmidstates.com](http://www.playworldmidstates.com)

[info@playworldmidstates.com](mailto:info@playworldmidstates.com)

1-800-367-6666

Manufactured by  
**PLAYWORLD  
SYSTEMS**  
The world needs play!

**AeroGLIDER**

www.playworld.com

**PLAYWORLD**  
*Midstates*  
INDIANA MICHIGAN OHIO

[www.playworldmidstates.com](http://www.playworldmidstates.com)

[info@playworldmidstates.com](mailto:info@playworldmidstates.com)

1-800-367-3426

**EMMA'S AVENGERS**

14-5131A

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Monday, April 20, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Butler, and Clement; City Manager Gorman; City Clerk Miller; Police Officer Thomas; DDA/Main Street Director Reagan; Eric Proctor

Guests: Don & Bonnie Miller; Mike & Diane Ward; Ionia County Board of Commissioners Chairperson Julie Calley; Marjorie Boynton; Noreen Logel, Aaron Cross and other members of the Friends of the Red Mill; Tom Thelen of the Review & Observer

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

Motion by Clement, supported by Fitzsimmons, to approve the Proposed Agenda as presented.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman reported that legislation passed in 2014 made changes to the Freedom of Information Act (FOIA) that will take effect in July of this year. These changes will require an update of the Cities FOIA policy that will be presented to Council soon.

City Manager Gorman thanked Portland Township, Danby Township, and the Portland Area Fire Authority for their letters of support for the bridge funding applications being submitted to the State of Michigan.

City Manager Gorman reported that Fleis & VandenBrink will be presenting the design work for the Kent Street Improvement Project at an upcoming Council meeting. The goal is to maintain the streetscape, mainly the trees.

Under Presentations, DDA/Main Street Director Reagan gave a report on activities in downtown Portland. The Design Committee of the Main Street program has reviewed three application for the 2015 Façade Grant and has determined they will require more information from all three applicants. They will be meeting with each applicant on Thursday, May 7<sup>th</sup> to discuss the projects and expects to have a recommendation to the DDA at their May meeting.

The Block Party will be held on Saturday, May 16<sup>th</sup> in downtown Portland. The event will feature live music, entertainment for the kids, crafters, and a BBQ contest. The Parks and Recreation Department will also be hosting a double-elimination softball tournament on this day.

The Promotions and Marketing Committee will once again be hosting the annual "Shop Local" campaign, Portland Pay day, beginning June 1<sup>st</sup>. The promotion will run through Friday, August 22<sup>nd</sup> and the prize

drawing will be held on Thursday, August 27<sup>th</sup> in conjunction with the final “Thursdays on the Grand” concert series.

Director Reagan announced his resignation effective Friday, May 15, 2015. He and his family will be moving back to their home in Muskegon.

Mayor Barnes thanked Director Reagan for his service to the City of Portland; it has been a great tenure. He further wished him the best of luck.

The Public Hearing to consider a request to vacate the public alley located south of Brush Street and east of Vessey Street was opened at 7:07 P.M.

City Manager Gorman stated that the alley is undeveloped and results in a dead-end. Part of the home is situated in the many alley. This happened many years ago and how the home owner is trying to sell the home but the vacation of the alley is required. The City will retain an easement for the utilities.

City Manager Gorman further stated that due to the circumstances the vacation of this alley is appropriate.

Don Miller, who owns 2 adjacent properties, stated that he had his property surveyed within a couple of years ago and a fence was installed. He asked if the vacation is approved what would happen to the property. Does it automatically go to the Challenders or is it split by the property owners adjacent.

City Manager Gorman stated that typically the rights to the vacated property go to the adjacent property owners. As the City is only removing its rights from the property, typically an agreement is drafted between the adjacent property owners.

Mayor Barnes commented the best course of action would be to contact an attorney to draft an agreement.

There was further discussion of the process.

The Public Hearing was closed at 7:14 P.M.

Under New Business, the Council considered Resolution 15-31 to approve the vacation of the public alley running south of Brush Street and east of Vessey Street. City staff has determined the alley is unimproved, is not presently used or maintained by the City, and results in a dead-end. The City’s Department of Public Works has determined that public and private utilities may exist within the alley, but can be operated and maintained by an easement.

Motion by Fitzsimmons, supported by Butler, to approve Resolution 15-31 to approve the vacation of the public alley running south of Brush Street and east of Vessey Street.

Yeas: Fitzsimmons, Butler, VanSlambrouck, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-32 to schedule a Special Meeting for a Budget Workshop at 7:00 P.M. on Thursday, April 23, 2015.

Motion by Clement, supported by Fitzsimmons, to approve Resolution 15-32 to schedule a Special Meeting of the City Council for a Budget Workshop.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

The Council considered Resolution 15-33 to schedule a Public Hearing on the Budget proposed for Fiscal Year 2015-2016 on May 4, 2015 at 7:00 P.M.

Motion by VanSlambrouck, supported by Butler, to approve Resolution 15-33 setting a Public Hearing on the Budget proposed for Fiscal Year 2015-2016.

Yeas: VanSlambrouck, Butler, Fitzsimmons, Clement, Barnes

Nays: None

Adopted

The Council considered Resolution 15-34 to approve the site plan to develop a timer frame pavilion and related improvements for the Friends of the Red Mill Pavilion Project at 450 Water Street. On December 10, 2014, the Planning Commission approved the Red Mill Pavilion project, contingent on obtaining a professional site plan that incorporates various comments made by city staff and planning commission members. The Friends of the Red Mill have provided the requested site plan and city staff recommends the City Council approve the site plan in accordance to the terms and conditions of the Donation and Development Agreement that outlines the terms related to the construction of the pavilion.

City Manager Gorman noted that the Friends of the Red Mill met the threshold for the Crowd Funding campaign; and Portland is the smallest community that has done so. He further noted the pavilion will become City owned property. Fleis & VandenBrink, the City engineers, have donated their services for the professional site plan.

Mrs. Logel noted there is a 10' drive around the outside of the pavilion for unloading.

City Manager Gorman noted there is a 4' buffer between the drive around the pavilion and River Trail.

Mrs. Logel stated there has been outstanding community support for this project.

On behalf of the City, Mayor Barnes thanked Mrs. Logel and all of those involved for their efforts.

Council Member Clement asked how much more funding is needed for the project.

Mrs. Logel stated the initial goal was \$400,000 which included all costs. Funds are still needed for the project, but the dollar figure keeps changing as more items are donated. Most all of the timber has been donated, a local business has donated the steel roof, and another local business donated furnaces for the bathrooms. Volunteers are also needed to physically construct the pavilion. There will be a \$75 fee to pay the timber framers for their instruction and will include meals and a t-shirt.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-34 approving the Site Plan for the Friends of the Red Mill Pavilion Project.

Yeas: Fitzsimmons, Clement, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 6, 2015, payment of invoices in the amount of \$82,707.87 and payroll in the amount of \$135,844.69 for a total of \$218,552.56. There were no purchase orders over \$5,000.

Yeas: Fitzsimmons, VanSlambrouck, Butler, Clement, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman stated that he is awaiting stats from the Community Clean Up held on Saturday, April 18<sup>th</sup> but the turn out seems to have exceeded last year and was very successful.

Hazardous wastes will be collected for disposal on Saturday, May 2<sup>nd</sup> from 8:00 a.m. – Noon on the east side of the fire station.

The State of Michigan Special Election will be held on Tuesday, May 5<sup>th</sup> to vote on Proposal 15-1. City residents that are registered voters will be vote on the 2<sup>nd</sup> floor of City Hall from 7:00 A.M. to 8:00 P.M.

Ionia County Board of Commissioners Chairperson, Julie Calley explained that the Ionia County Board of Commissioners passed a countywide Off Road Vehicles (ORV) Ordinance to legalize ORV's on County roads. There has been some confusion for citizens as to whether ORV's are allowed on roads the County has no jurisdiction over. The Board is looking to make a revision to the ordinance to clarify that County roads are those roads that are maintained and funded by the County.

Chairperson Calley gave an update on other Ionia County activities.

Under Council Comments, Mayor Barnes noted that the Tree Management Commission will hold an Arbor Day tree planting ceremony on April 25<sup>th</sup> at 2:00 P.M. at Community Lake Park.

Mayor Barnes also noted the excellent retirement open house held for Herb Mosser at the Fire Department on Sunday, April 19<sup>th</sup> at the Fire Department honoring his 50 years of services.

Council Member Clement noted that Thursdays on the Grand, hosted by the Portland Community Arts Council will begin in June and run through August.

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

Yeas: Fitzsimmons, VanSlambrouck, Butler, Clement, Barnes

Nays: None

Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

**City of Portland**  
**Synopsis of the Minutes of the April 20, 2015 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 Fitzsimmons, Butler, and Clement; City Manager Gorman; City Clerk Miller; Police Officer Thomas; DDA/Main Street Director Reagan; Eric Proctor

**Presentation** - DDA/Main Street Director Reagan gave a report on activities in downtown Portland.

**Public Hearing** to consider a request to vacate the public alley located south of Brush Street and east of Vessey Street.

**Approval of Resolution 15-31** to approve the vacation of the public alley running south of Brush Street and east of Vessey Street.

All in favor. Approved.

**Approval of Resolution 15-32** to schedule a Special Meeting of the City Council for a Budget Workshop.

All in favor. Approved.

**Approval of Resolution 15-33** setting a Public Hearing on the Budget proposed for Fiscal Year 2015-2016.

All in favor. Approved.

**Approval of Resolution 15-34** approving the Site Plan for the Friends of the Red Mill Pavilion Project.

All in favor. Approved.

**Approval of the Consent Agenda.**

All in favor. Approved.

**Adjournment at 7:38 P.M.**

All in favor. Approved.

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

Monique I. Miller, City Clerk

# City of Portland

Portland, Michigan

## Minutes of the City Council Budget Workshop

Held on Thursday, April 23, 2015

In the Conference Room at City Hall

Present: Mayor Barnes; Council Members Fitzsimmons, Butler and Clement; City Manager Gorman; Finance Officer Kinde; City Clerk Miller

Absent: Mayor Pro-Tem VanSlambrouck

The meeting was called to order at 7:00 P.M.

City Manager Gorman and Finance Officer Kinde presented the Fiscal Year 2015-2016 budget summary reports and the budget in its entirety.

There was discussion.

The Council concurred that water rates should be raised 2% as there has not been an increase since 2010.

Mayor Barnes suggested that water rates be evaluated each year as the wastewater rates required to be evaluated as well.

There was continued discussion.

Motion by Clement, supported by Fitzsimmons, to adjourn the meeting.

Yeas: Clement, Fitzsimmons, Butler, Barnes

Nays: None

Adopted

Meeting adjourned at 10:19 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REVENUE SHARING - COMM PROMO	4,561.50
DANBY TOWNSHIP	00110	ANNEX AGREEMENT - COMM PROMO	1,656.50
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT - COMM PROMO	15,344.79
STATE OF MICHIGAN	00428	ASSESSOR EDUCATION AND MMAO SEMESTER 1 - ASSESS	500.00
FOSTER BLUE WATER OIL, LLC	02301	GALLONS OF DIESEL FUEL - WASTE WTR, MTR POOL	338.49
BUSINESS CARD	02075	CONFERENCE REGISTRATION - ECON DEV	1,630.50
BRANDY CLOTHIER	MISC	OVERPAYMENT OF AMBULANCE RUN - AMBULANCE	9.40
CROSSCUT LUMBER	02353	LUMBER FOR RED MILL - CAPITAL IMPROVMENT	354.00
DIXON CUSTOM CONSTRUCTION	02305	MATERIAL & LABOR TO INSTALL SIDE PORCH - RED MI	9,160.00
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	314.00
FAMILY FARM & HOME	01972	50 LBS BAG GRASS SEED - MAJ ST, LOC STS, WATER	99.50
FLEIS & VANDENBRINK	00153	ENGINEERING SVC FOR KENT STREET - WASTE WTR, MTR	6,027.63
FLEIS & VANDENBRINK	00153	CUTLER ROAD CONSTRUCTION PHASE SRV - LOC ST, WTR	23,223.68
FLEIS & VANDENBRINK	00153	WWTP ASSISTANCE WITH RAW SEWAGE PUMPS - WASTE W	432.25
KEN GENSTERBLUM	00163	REIMB FOR LUNCH ON CLEAN UP DAY - COMM PROMO	80.52
KEN GENSTERBLUM	00163	UNIFORM ALLOWANCE - MTR POOL	200.00
S. TUTT GORMAN	02311	CELL PHONE REIMB - CITY MGR	60.00
GREAT LAKES DRILLING	01048	KENT STREET BORINGS - MAJ STS	1,695.00
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	95.62
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,100.00
IONIA COUNTY TREAS.	02018	SIX NETMOTION LICENSES - POLICE	480.00
JOHN DEERE FINANCIAL	01818	PARTS, SUPPLIES - MTR POOL	93.49
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	720.00
MENARDS	00260	MATERIALS TO REPAIR BOARDS AT DAM - ELECTRIC	913.12
MRE SERVICES, INC.	00318	COMPUTER CONSULTING SERVICES - GEN, ELEC, WW	678.70
MRPA	01481	MEMBERSHIP DUES - PARKS	434.00
MICHIGAN MUNICIPAL WC FUND	00291	2015- 2016 ANNUAL POLICY PREMIUM - VARIOUS DEPT	42,903.00
MOORING TECH INC.	02354	FOUR LAPTOPS FOR AMBULANCES - AMBULANCE	3,995.00
MUNICIPAL SUPPLY CO.	00324	GLOVES - MTR POOL	38.90

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
NATL RECREATION & PARKS ASSN	00330	NRPA MEMBERSHIP - PARKS	165.00
NORTH CENTRAL LABORATORIES	00959	FILTERS - WASTE WATER	412.57
NYE UNIFORM CO.	00338	POLICE BADGE/WALLET - POLICE	138.77
POLYDYNE INC.	02196	55 GAL DRUMS CLORIFLOC - WASTE WTR	1,741.50
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY INSPECTION 30% FILTERS INCD- CITY HAI	735.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70
RURAL GAS & APPLIANCE	00398	PROPANE FOR POWERS PARK - PARKS	245.62
SEBEWA SAND & GRAVEL LLC	02283	YARDS OF TOPSOIL - MAJ STS, LOC STS, WATER	222.60
S&K TROPHIES AND PLAQUES	00401	OUTDOOR PLASTIC PLATE - PARKS	20.75
SLICK SHIRTS SCREEN PRINTING	02003	SOFTBALL & COACH PITCH SHIRTS - RECREATION	1,091.75
SLICK SHIRTS SCREEN PRINTING	02003	T-SHIRTS - RECREATION	218.00
SLICK SHIRTS SCREEN PRINTING	02003	T-SHIRTS - RECREATION	105.00
STAPLES BUSINESS ADVANTAGE	00426	OFFICE SUPPLIES, DESK/CABINETS - VARIOUS DEPTS	2,144.18
STATE OF MICHIGAN	00428	PROGRESS BILLING #2 CUTLER ROAD - LOC STS, WATE	78,641.30
STEVE'S METER SERVICE	00442	RADIO METER - ELECTRIC	680.00
STEVE'S METER SERVICE	00442	NEW METERS - ELECTRIC	680.00
USA BLUEBOOK	01850	ELECTRODE STORAGE SOLUTION - WASTE WTR	208.19
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC,WW,WTR,M POOL	178.84
WARD'S GARAGE	00475	TIRES MOUNT & BALANCE - MTR POOL	440.00
WMCJTC ATTN: CHIP WRIGHT	01911	35% OF PA302 DISTRIBUTION-FALL 2014 - POLICE	172.80
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET SERVICES - ELEC, WW, CITY HALL	135.94
FRED WERNER	MISC	ENERGY OPTZ - ELECTRIC	165.00
EDWARD FILTER	MISC	ENERGY OPTZ - ELECTRIC	25.00
CREATIVE PRODUCT SOURCING INC	02165	DARE SUPPLIES - POLICE	579.88
FAMILY FARM & HOME	01972	GRASS SEED - AMBULANCE	18.64
FAMILY FARM & HOME	01972	SHOVEL & RAKE - ELECTRIC	16.99
KEUSCH SUPER SERVICE	00228	TIRE REPAIR - CEMETERY	19.00
POLLY PRODUCTS LLC	01137	BENCH - PARKS	346.00
WEST SHORE SERVICES	00478	REPAIR TORNADO SIREN ON IONIA RD- COMM PROMO	409.39

Date: 04/30/15

CITY OF PORTLAND INVOICE REGISTER

Page: 3

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PEGGY PIER	MISC	REFUND FOR SOFTBALL - REC	30.00
MICHELLE SEAVEY	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
CARRIE HINDMON	MISC	REFUND SOFTBALL REGISTRATION - REC	30.00
KIMBERLY NELSON	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
LAURIE REEVES	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
DIANE SMITH	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
CLAY FOLTZ	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
DAWN PARISH	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
JASON SISLER	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
LISA ENGLISH	MISC	REFUND SOFTBALL REGISTRATION - REC	30.00
JOE WHITFORD	MISC	REFUND SOFTBALL REGISTRATION - REC	35.00
CATHERINE WELLER	MISC	REFUND SOFTBALL REGISTRATION - REC	30.00
LAURIE PUNG	MISC	REFUND SOFTBALL REGISTRATION - REC	25.00
MICHELLE KINCAID	MISC	REFUND SOFTBALL REGISTRATION - REC	30.00
Total:			\$215,543.00

**BI-WEEKLY  
WAGE REPORT  
April 13, 2015**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	5,631.60	188,549.37	3,371.19	64,095.45	9,002.79	252,644.82
ASSESSOR	1,170.90	27,779.10	766.95	7,684.88	1,937.85	35,463.98
CEMETERY	2,046.39	63,800.97	1,723.83	21,727.02	3,770.22	85,527.99
POLICE	13,194.83	303,321.44	7,853.27	86,700.02	21,048.10	390,021.46
CODE ENFORCEMENT	581.20	13,628.25	397.93	3,946.00	979.13	17,574.25
PARKS	1,420.76	44,853.53	1,248.08	12,525.60	2,668.84	57,379.13
INCOME TAX	1,521.56	34,716.02	1,356.43	16,845.94	2,877.99	51,561.96
MAJOR STREETS	1,872.83	71,485.14	2,357.15	36,413.82	4,229.98	107,898.96
LOCAL STREETS	2,297.83	49,615.61	2,956.06	26,686.42	5,253.89	76,302.03
RECREATION	1,794.02	41,880.91	1,732.66	16,683.81	3,526.68	58,564.72
AMBULANCE	7,780.39	223,940.01	3,766.52	43,641.03	11,546.91	267,581.04
DDA	1,614.96	20,445.27	1,859.42	8,739.89	3,474.38	29,185.16
ELECTRIC	14,829.06	354,950.86	16,358.81	154,671.21	31,187.87	509,622.07
WASTEWATER	8,604.24	175,052.19	8,966.65	85,064.71	17,570.89	260,116.90
WATER	6,111.46	106,020.99	6,481.01	47,684.16	12,592.47	153,705.15
MOTOR POOL	1,868.84	43,960.77	2,307.86	22,334.85	4,176.70	66,295.62
TOTALS:	72,340.87	1,764,000.43	63,503.82	655,444.81	135,844.69	2,419,445.24

**BI-WEEKLY  
WAGE REPORT  
April 27, 2015**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	10,043.82	198,593.19	943.02	65,038.47	10,986.84	263,631.66
ASSESSOR	1,248.96	29,028.06	95.54	7,780.42	1,344.50	36,808.48
CEMETERY	2,938.02	66,738.99	222.53	21,949.55	3,160.55	88,688.54
POLICE	13,199.96	316,521.40	1,300.81	88,000.83	14,500.77	404,522.23
CODE ENFORCEMENT	581.21	14,209.46	44.45	3,990.45	625.66	18,199.91
PARKS	1,487.60	46,341.13	111.62	12,637.22	1,599.22	58,978.35
INCOME TAX	1,521.58	36,237.60	93.16	16,939.10	1,614.74	53,176.70
MAJOR STREETS	1,737.12	73,222.26	128.29	36,542.11	1,865.41	109,764.37
LOCAL STREETS	6,663.20	56,278.81	490.43	27,176.85	7,153.63	83,455.66
RECREATION	1,794.02	43,674.93	131.88	16,815.69	1,925.90	60,490.62
AMBULANCE	12,555.55	236,495.56	1,133.22	44,774.25	13,688.77	281,269.81
DDA	4,981.50	25,426.77	381.09	9,120.98	5,362.59	34,547.75
ELECTRIC	15,135.30	370,086.16	1,126.19	155,797.40	16,261.49	525,883.56
WASTEWATER	8,677.67	183,729.86	644.33	85,709.04	9,322.00	269,438.90
WATER	5,063.73	111,084.72	479.00	48,163.16	5,542.73	159,247.88
MOTOR POOL	861.96	44,822.73	62.80	22,397.65	924.76	67,220.38
<b>TOTALS:</b>	<b>88,491.20</b>	<b>1,852,491.63</b>	<b>7,388.36</b>	<b>662,833.17</b>	<b>95,879.56</b>	<b>2,515,324.80</b>

**BI-WEEKLY CASH BALANCE ANALYSIS**  
**AS OF 4/29/15**  
**MEETING DATE 5/4/15**

Fund	Description	Beginning Balance 4/15/15	Total Cash in	Total Cash out	Cash Balance 4/29/15	Time Certificates	Ending Balance 4/29/15	
101	GENERAL FUND	765,020.18	82,166.41	(162,224.26)	684,962.33	235,000.00	919,962.33	
105	INCOME TAX FUND	60,449.94	1,614.74	(5,735.89)	56,328.79	10,000.00	66,328.79	
150	CEMETERY PERPETUAL CARE FUND	32,167.20	300.00	-	32,467.20		32,467.20	
202	MAJOR STREETS FUND	113,547.51	2,051.94	(9,690.04)	105,909.41		105,909.41	
203	LOCAL STREETS FUND	46,544.35	7,715.16	(18,541.89)	35,717.62		35,717.62	
208	RECREATION FUND	24,827.07	4,446.40	(6,313.66)	22,959.81		22,959.81	
210	AMBULANCE FUND	128,919.88	30,387.96	(37,586.44)	121,721.40		121,721.40	
245	MSHDA LOFT FUND	-	-	-	-		-	
248	DDA FUND	18,088.51	5,872.59	(17,495.08)	6,466.02		6,466.02	
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	12,876.25	-	-	12,876.25		12,876.25	
405	WELLHEAD IMPROVEMENT FUND	5,000.00	-	-	5,000.00		5,000.00	
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	628,034.18	-	-	628,034.18		628,034.18	
520	REFUSE SERVICE FUND	30,178.07	5,644.19	(8,645.79)	27,176.47		27,176.47	
582	ELECTRIC FUND	126,016.21	190,594.19	(146,077.32)	170,533.08	530,000.00	700,533.08	
590	WASTEWATER FUND	(70,830.76)	72,625.52	(56,082.95)	(54,288.19)		(54,288.19)	
591	WATER FUND	212,746.04	34,049.91	(45,745.57)	201,050.38	420,000.00	621,050.38	
661	MOTOR POOL FUND	(25,699.85)	23,541.99	(11,620.13)	(13,777.99)		(13,777.99)	
703	CURRENT TAX FUND	50,666.45	-	-	50,666.45		50,666.45	
TOTAL - ALL FUNDS		2,158,551.23	461,011.00	(525,759.02)	2,093,803.21	1,195,000.00	3,288,803.21	
						ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	672,130.52	672,130.52
						ELECTRIC-PRIN & INT ESCROW	119,609.11	119,609.11
						WASTEWATER DEBT ESCROW	189,227.71	189,227.71
						WASTEWATER REPAIR ESCROW	89,700.75	89,700.75
						DDA-PRIN & INT ESCROW	135,556.33	135,556.33
							<u>5,195,027.63</u>	

\*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>

**PURCHASE ORDER**

**CITY OF PORTLAND**

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

TO Fleis + Vandenbrink

SHIP TO \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
4/28/15					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	Kent St → Academy St to City Limits				\$ 6,027.63
	590.441.803009	Waste Wtr	Eng Svc	\$ 1,115.11	
	202.452.803009	Maj St.	Eng Svc	\$ 4,912.52	
				\$ 6,027.63	

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

ORIGINAL

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



# FLEIS & VANDENBRINK

2960 LUCERNE DRIVE SE, GRAND RAPIDS, MI 49546  
OFFICE: 616.977.1000 | FAX: 616.977.1005

## Invoice

Mr. S Tutt Gorman  
City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48875-1495

April 17, 2015  
Project No: 821680  
Invoice No: 39913

Project 821680 City of Portland-Kent St-Academy St to City Limits  
For professional services rendered for the period February 28, 2015 to March 27, 2015  
Professional Services

	Hours	Billing	
Total	37.50		6,007.00
<b>Reimbursable Expenses</b>			
Expenses		20.63	
Total		20.63	20.63
Total this Invoice			\$6,027.63

Thank you for your business, it is sincerely appreciated.  
If there are any questions regarding this invoice or the services provided, please contact us.  
Terms: Net 15 days

**PURCHASE ORDER**

**CITY OF PORTLAND**

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

TO Fleis + Vandenbrink

SHIP TO \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
4/28/15					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	Cutler Road Reconstruction				\$23,223.68
	203.452.803012	Local Sts.	Eng Svc.	\$ 20,785.19	
	591.441.803012	Water	Eng Svc.	\$ 998.62	
	590.441.803012	Waste Wtr	Eng Svc.	\$ 1,439.87	
				\$23,223.68	

NOT FOR RESALE  FOR RESALE

TAX NUMBER \_\_\_\_\_

ORIGINAL

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

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



Invoice

Mr. Tutt Gorman, City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48875

April 17, 2015  
Project Number: 804360  
Invoice Number: 39910

**RE: City of Portland - Cutler Road Reconstruction  
Services through March 27, 2015**

Construction Phase Services

\$23,223.68

**Total amount this invoice**

\$23,223.68

*Thank you for your business. It is sincerely appreciated.  
If there are any questions regarding this invoice or the services provided, please contact us.*

# PORTLAND ECONOMIC DEVELOPMENT CORPORATION

Minutes of the Meeting  
**Held at 7:00 p.m., January 26, 2015**  
City Hall Executive Conference Room  
City Hall, 259 Kent St., Portland, Michigan

Present: Clement, Pohl, Frederick, Foote, Lakin, Fitzsimmons, Interim City Manager Gorman

Absent: Calley, Smith

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

Motion by Lakin, supported by Pohl, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Lakin, supported by Frederick, to approve the Minutes of the April 15, 2014 meeting as presented.  
All in favor. Approved.

Under New Business, City Manager Gorman gave an update on the Old School Manor property. He and Council Member Fitzsimmons toured the property with Craig Patterson of the WODA Group along with architects and contractors. The consensus is that the "bones" of the building are sound, they are willing to move forward with development of the property. There are still hurdles to overcome in securing the funding from MSHDA. The WODA Group will address the City Council at its February 17, 2015 meeting to provide an update on their plans. There is a lot of support from the community and the City Council to save the building.

There was discussion.

City Manager Gorman stated that the contract with Coldwell Banker Frewen Realty for the listing of the property at Grand River Ave. and Cutler Rd. expired in December.

There was discussion.

There was consensus from the board that realtors should be brought in to present their ideas or plans for marketing the property in order to consider a new listing agreement.

Member Fitzsimmons suggested that the scope of the Economic Development Corporation be expanded to the entire City rather than only focused on the property at Cutler Road and Grand River Avenue.

Chair Clement concurred and suggested that funds might be budgeted for market studies.

Member Frederick stated he has a meeting with the Ionia County Economic Alliance (ICEA) on Thursday in regard to joining the organization as he feels like Portland is not represented well at this time.

There was discussion about getting more involved with the ICEA before a decision is made on whether the relationship is working or not. The dues have been paid for this year.

Economic Development Corporation  
January 26, 2015

City Manager Gorman stated that the Parks and Recreation Board is investing time in a development plan for the Bogue Flats area that could be instituted in phases. This is a beautiful property with the River Trail and the proposed Red Mill Pavilion will be added resource for the area.

There was discussion.

City Manager Gorman distributed the Grand River Access Management Plan and suggested it be evaluated and possibly revised to ensure it is accomplishing its purpose and is not outdated.

There was discussion.

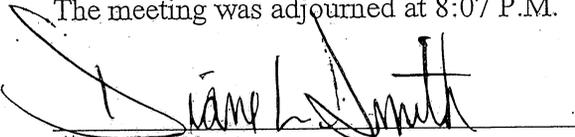
There was an inquiry as to updates on the development of the Rindlehaven property.

Member Frederick commented that nothing has been received from Mayberry Homes about requesting a change to the original PUD.

Motion by Fitzsimmons, supported by Lakin, to recommend to the City Council that the Grand River Access Management Plan be reopened for evaluation and possible revision.

Motion by Frederick, supported by Lakin, to adjourn the meeting.  
All in favor. Approved.

The meeting was adjourned at 8:07 P.M.



Diane Smith, Secretary

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, March 11, 2015 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Kmetz, Fitzsimmons, Hinds, Swaney-Frederick, Culp

Absent: None

Staff: City Manager Gorman, Zoning Administrator Frederick, City Clerk Miller, Eric Proctor

Guests: Rush Clement, Mike Cook, Reverend Larry King, Michael Johnson, and Tom Janderno

Chair Grapentien called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Fitzsimmons, supported by Clement, to approve the Agenda as presented.  
All in favor. Approved.

Motion by Clement, supported by Fitzsimmons, to approve the minutes of the January 14, 2015 regular meeting as presented.  
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:02 P.M. on the request for a Special Land Use Permit for the property at 110 Church St. to permit a place of religious worship accessory use for St. Patrick's Church.

Zoning Administrator Frederick stated the application for the Special Land Use Permit is to allow the property at 110 Church St., currently a single-family home, to be converted to a place of religious worship accessory use. He further stated that per Section 42-339 of the Zoning Ordinance the application should be reviewed to determine that the proposed special land use will:

- (1) Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that the use will not change the essential character of the area in which it is proposed;
- (2) Be served adequately by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, and refuse disposal, water and sewage facilities;
- (3) Not create excessive additional requirements at public cost for public facilities and services; and
- (4) Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production or effects of traffic, noise, smoke, fumes, glare, or odors.

Reverend King stated that the church needs the additional worship space for individuals to come in and worship. They would like the building to blend with the main church building.

Member Kmetz asked what the outside of the building would look like.

Reverend King stated they have no specific plans at this time; but they would like to change it into a worthy place of worship.

Member Kmetz asked when they would plan to make the changes.

Reverend King said in about a year.

Member Culp asked if there would be access from the parking lot.

Reverend King stated that it would depend on the slope.

Chair Grapentien closed the Public Hearing at 7:11 P.M.

Zoning Administrator Frederick stated that the design must be in character with the surrounding neighborhood and will need to blend the religious and neighborhood characteristics of the area.

Chair Grapentien asked about any setbacks that may not be met.

Zoning Administrator Frederick stated there is a rear setback that is not met so changing the footprint of the building would be allowed, but interior and exterior renovations are allowed.

Under New Business, the Planning Commission considered the request for a Special Land Use Permit for the property at 110 Church St.

Motion by Clement, supported by Fitzsimmons, to approve the request for a Special Land Use Permit for the property at 100 Church St. to permit a place of religious worship accessory use.

City Manager Gorman noted that the design for renovations does not need to come back to the Planning Commission for approval.

The vote for the motion on the floor was held.  
All in favor. Approved.

Motion by Clement, supported by Kmetz, to adjourn the meeting at 7:16 P.M.  
All in favor. Approved.

Respectfully submitted,

  
\_\_\_\_\_  
John Kmetz, Secretary

CITY OF PORTLAND

REPORT DATE  
PERIOD COVERED

April 1, 2015  
March 1-31, 2015

HYDRO GENERATION	167,505		
DIESEL PRODUCTION	0		
Kwh Purchased	3,007,072	Amount Paid	\$ 197,753.03
<b>Total Kwh Purchased</b>	<b>3,007,072</b>	<b>Total Dollars Paid</b>	<b>\$ 197,753.03</b>

**Kwh Billed**

Residential	1,431,056
Commercial	658,708
Large General	738,460
City St. Lites Metered	46,609
St. Lites Unmetered	
Rental Lights	
Demand	2,266

**Dollars Billed**

PCA Billed	\$ 6,816.32
Residential	\$ 150,102.68
Residential EO Charge	\$ 2,487.20
Geothermal Discount	\$ (252.91)
Commercial	\$ 70,474.29
Commercial/LG EO Charge	\$ 2,457.55
Large General	\$ 51,583.44
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 3,896.25
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 259.59
Demand	\$ 13,316.82
Tax	\$ 11,108.13

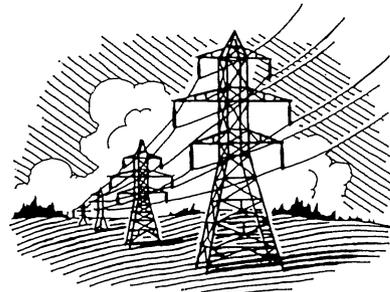
**Total Kwh Billed 2,877,099**

Arrears after billing	\$ 20,052.91
Penalties Added	\$ 3,157.88
Arrears end of month	\$ 39,619.41
Fuel Cost Billed	\$ 9,024.95
Amount Collected	\$ 338,116.84
Total Adjustments	\$ 560.07

**Total Dollars Billed \$ 313,810.81**

Power Cost Adj.	.00241
-----------------	--------

Residential Customers		2,165
Commercial Customers		314
Large General		16
<b>Total Customers</b>	04/01/15	<b>2,495</b>



**CITY OF PORTLAND**  
**April-15**

---

**WATER DEPARTMENT REPORT**

<b>MONTH</b>	Mar-15	<b>PERIOD COVERED</b>	March 1-31, 2015
Customers Billed		Penalties Added	\$ 412.39
City	1,795	Dollars Collected	\$ 43,149.19
Rural	26	Arrears at end of Month	\$ 7,276.10
Total Customers	1,821	Adjustments	\$ 122.52
		Gallons Pumped	9,447,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	8,391,367		\$ 41,298.14
Rural	143,833		\$ 1,403.85
Total	<u>8,535,200</u>		<u>\$ 42,701.99</u>

---

**SEWER DEPARTMENT REPORT**

Customers Billed	1,756	Dollars Billed	\$ 69,150.84
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 69,150.84

Penalties Added	\$ 653.63
Dollars Collected	\$ 65,489.35
Arrears at end of Month	\$ 13,354.54
Adjustments	\$ 176.17
Gallons Treated per Million	12.10



# IONIA COUNTY BOARD OF COMMISSIONERS

April 28, 2015 - 7:00 p.m.  
Conference Room – Central Dispatch Building

## AGENDA

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Invocation**
- IV. **Approval of Agenda**
  - A. Consideration of additional items
- V. **Public Comment**  
(3 minute time limit per speaker – please state name/organization)
- VI. **Did You Know?**
- VII. **Action on Consent Calendar**
  - A. Approve minutes of the previous meeting(s)
  - B. Approve per diem and mileage
  - C. Approve payment of General Fund payroll and accounts payable for the month of March 2015 - \$1,149,201.68
  - D. Approve payment of Health Fund bills - \$89,210.96
  - E.
- VIII. **Unfinished Business**
  - A. Action on PA116's
    - 1. 15-002FA MarLyle LLC
    - 2. 15-003FA MarLyle LLC
    - 3. 15-004FA Doezema Real Estate LLC
    - 4. 15-005FA Doezema Real Estate LLC
    - 5. 15-007FA Philip and Mary Seidelman
  - B. Appointments
    - 1. Area Agency on Aging of Western Michigan Advisory Council – One appointment; three-year term.
    - 2. Economic Development Corporation/Brownfield Redevelopment Authority – Three appointments; three-year terms.
    - 3. Jury Board – Two appointments; six-year terms.
    - 4. Land Bank Authority – Two appointments; three-year terms.
  - C. Workforce Board Consortium
  - D.

- IX. New Business**
- A. Eagle Scout Resolutions
  - B. Annual Equalization Report
  - C. SmartStart Ignition Interlock Agreement – Community Corrections
  - D. Request to Create position
  - E. Request to fill Administrative Assistant position
  - F.
- X. Reports of Officers, Boards, and Standing Committees**
- A. Chairperson
  - B. County Administrator
- XI. Reports of Special or Ad Hoc Committees**
- XII. Public Comment (3 minute time limit per speaker)**
- XIII. Closed Session**
- XIV. Adjournment**

**Board and/or Commission Vacancies**

- Board of Public Works – One three-year term expiring January 2018.
- Commission on Aging Board – Two three-year terms, one expiring September 2017, one expiring September 2015.
- Community Corrections Advisory Board – One position, which would serve as the Media Representative.
- Community Mental Health Services Board – One three-year term, expiring March 2018.
- Construction Board of Appeals – One two-year term, expiring October 2015. This position serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- Substance Abuse Initiative – One two-year term, expiring December 2015. Must be a resident of Commissioner District Seven.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term expiring in December 2014 which serves as the Private Sector Representative.

**Appointments for consideration in the month of May 2015: None**

**Appointments for consideration in the month of June 2015: None**

STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

\* \* \* \* \*

In the matter on the Commission's own motion, )  
regarding the regulatory reviews, revisions, )  
determinations, and/or approvals necessary for )  
**Tri-County Electric Cooperative** to fully comply )  
with Public Act 295 of 2008. )  
\_\_\_\_\_ )

Case No. U-16598

**NOTICE OF OPPORTUNITY TO COMMENT**

On January 27, 2015, in Case No. U-15825 et al, the Michigan Public Service Commission (Commission) ordered Tri-County Electric Cooperative d/b/a HomeWorks Tri-County Electric Cooperative to file a renewable energy plan on or before May 12, 2015 to comply with the "Clean, Renewable and Efficient Energy Act" (2008 PA 295, MCL 460.1001, et seq.) and MPSC order in Case No. U-15800 dated December 4, 2008. On April 13, 2015, Tri-County Electric Cooperative d/b/a HomeWorks Tri-County Electric Cooperative filed its Notice of Intent to File Application For a Renewable Energy Plan with the Commission.

Any interested person may review the filed Renewable Energy Plan on or after May 12, 2015 on the MPSC website under Case No. U-16598 at: [www.michigan.gov/mpscdockets](http://www.michigan.gov/mpscdockets), or at the office of the Commission's Executive Secretary, 7109 West Saginaw, Lansing, Michigan, between the hours of 8:00 a.m. and 12:00 p.m. and 1:00 p.m. and 5:00 p.m., Monday through Friday, or at the offices of Tri-County Electric Cooperative d/b/a HomeWorks Tri-County Electric Cooperative, 7973 E. Grand River Avenue, Portland, Michigan.

Written and electronic comments may be filed with the Commission and must be received no later than 5:00 p.m. on June 12, 2015. Written comments should be sent to the: Executive Secretary, Michigan Public Service Commission, P.O. Box 30221, Lansing, Michigan 48909, with a copy mailed to Tri-County Electric Cooperative d/b/a HomeWorks Tri-County Electric

Cooperative, 7973 E. Grand River Avenue, Portland, Michigan 48875. Electronic comments may be e-mailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). All comments should reference Case No. U-16598. Comments received in this matter become public information, posted on the Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

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

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

**TRI-COUNTY ELECTRIC COOPERATIVE D/B/A  
HOMEWORKS TRI-COUNTY ELECTRIC COOPERATIVE**

---