



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

7:00 p.m. Monday, June 1, 2015

City Council Chambers

City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	IV. <u>Public Comment</u> (5 minute time limit per speaker)	
7:04 PM	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u> A. Joe Russman - Portland Rodeo Days	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:15 PM	A. Proposed Resolution 15-42 Approving Pay Request No. 3 to the Michigan Department of Transportation for Work Performed on the Cutler Road Project	Motion
7:18 PM	B. Proposed Resolution 15-43 Approving the Board of Light & Power's Recommendation to Purchase Four Rolls of Brenau Hi-Score Wire and Four Rolls of Sweetbriar Hi-Score Wire from Power Line Supply	Motion
7:20 PM	X. <u>Consent Agenda</u> – A. Minutes & Synopsis from the Regular City Council Meeting held on May 18, 2015 B. Payment of Invoices in the Amount of \$156,775.66 and Payroll in the Amount of \$87,600.05 for a Total of \$244,375.71 C. Purchase Orders over \$5,000 - None XI. <u>Communications</u> – A. Lonny Freed Board and Commission Application B. Michelle VanSlambrouck Board and Commission Application C. Kathy Ness Board and Commission Application D. Dr. Jason Williamson Board and Commission Application E. Thomas Antaya Board and Commission Application F. Chris Tyler Board and Commission Application G. Mary Sue Barley Board and Commission Application H. James Lakin Board and Commission Application I. Cory Grimminck Board and Commission Application	Motion

Estimated Time		Action Requested
	<p>J. Joshua Hinds Board and Commission Application K. Jayne Graham Board and Commission Application L. Chad Williams Board and Commission Application M. April 2015 Utility Billing Report N. Ionia County Board of Commissioners Agenda for May 26, 2015</p>	
7:23 PM	XII. <u>Other Business</u> - None	
7:28 PM	XIII. <u>City Manager Comments</u>	
7:30 PM	XIV. <u>Council Comments</u>	
7:35 PM	XV. <u>Adjournment</u>	Motion

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 15-42

A RESOLUTION APPROVING PAY REQUEST NO. 3 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. 3 requesting a progress payment in the amount of \$63,116.79 for work performed, a copy of Pay Request No. 3 is attached as Exhibit A; and

WHEREAS, the City Engineer on this Project has reviewed Pay Request No. 3 and is recommending that the City Council approve payment in the amount of \$63,116.79, 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. 3 and authorizes payment in the amount of \$63,116.79 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: June 1, 2015

Monique I. Miller, City Clerk



INVOICE

10111 Ref No: AP 377510

PORTLAND, CITY OF
259 KENT ST
PORTLAND, MI 48875-1495

Invoice Number:	AP 377510
Invoice Date:	May 14, 2015
Payment Due:	June 13, 2015
Phone:	(517) 373-0416

Invoice Item

Total Cost

LOCAL PROGRESS BILLINGS

\$63,116.79

SEE ATTACHED DETAIL

PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT

Total: \$63,116.79

MDOT Fed. Id.: 38-6000134

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

Payment Due: June 13, 2015



FEDERAL ITEM	HH9578	
NUMBER	124536A	
AGREEMENT NO.	145475	
NAME / ADDRESS	010111	
RECEIPT CODE	899-14-00 899-92-203	
Bill NUMBER	3	
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		144,385.93
LOCAL OTHER COST TO DATE		49.31
TOTAL LOCAL COST TO DATE		144,435.24
PREVIOUS BILLED		81,318.45
BALANCE OF ADVANCE BY LOCAL		0.00
LOCAL CURRENT MONTH CONTRACTOR COSTS		63,116.79
LOCAL CURRENT MONTH OTHER COSTS		0.00
TOTAL LOCAL BILL AMOUNT		63,116.79



FLEIS & VANDENBRINK

ENGINEERS, PLUMBERS, AND ARCHITECTS

May 28, 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 #3.

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 #3 in the amount of \$63,116.61.

If there are any questions, please call.

Sincerely,

FLEIS & VANDENBRINK

Stever R. Vanden Brink, P.E.
Project Manager

**Exhibit
B**

MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BILL DESCRIPTION REPORT

FED ITEM NO.	HH9578	BILL NO.	3
JOB NO.	124536A	DATE	5/12/2015
AGREEMENT NO.	14-5475		
AGENCY	City of Portland		
ADDRESS CODE	10111	TOTAL DUE	\$63,116.61
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	204,250.73		122.06				
3	100%	62,190.20						
Total CTD		266,440.93	0.00	122.06		0.00		0.00

Total Cat 1	204,372.79		Total Cat. 3	62,190.20
Federal	122,127.93	59.76% MAX \$375,000	Federal	0.00
	82,244.86			62,190.20
State	0.00	0.00%	State	0.00
Local	82,244.86		Local	62,190.20

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	144,435.06
Previous Payments	81,318.45
Total Due This Bill	\$63,116.61
Automated Billing #	\$63,116.79
Difference	\$0.18

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 15-43

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO PURCHASE FOUR ROLLS OF BRENAU HI-SCORE
WIRE AND FOUR ROLLS OF SWEETBRIAR HI-SCORE WIRE FROM
POWER LINE SUPPLY**

WHEREAS, the Electric Superintendent Mike Hyland has determined that the Electric Department is in need of four (4) rolls of brenau hi-score wire and four (4) rolls of sweetbriar hi-score wire for residential service and undergrounding work to be performed; and

WHEREAS, on May 26, 2015, the Board of Light and Power reviewed the proposed purchase and approved a recommendation that the City Council approve this purchase of four (4) rolls of brenau hi-Score wire and four (4) rolls of sweetbriar hi-score wire for the estimated cost of \$8,720.00 from Power Line Supply. A memo from Superintendent Hyland on the aforementioned purchase is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve the purchase of (4) rolls of brenau hi-score wire and four (4) rolls of sweetbriar hi-score wire for the estimated cost of \$8,720.00 from Power Line Supply.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

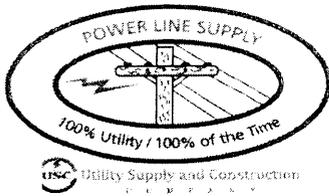
Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 1, 2015

Monique I. Miller, City Clerk



Power Line Supply
 420 Roth Street Suite A
 Reed City, MI 49677
 USA
 231-832-2297

QUOTATION

Order Number	
1906719	
Order Date	Page
5/19/2015 15:36:34	1 of 1

Bill To:

Portland, City Of
 259 Kent Street
 Portland, MI 48875

Ship To:

Portland, City Of
 723 E. Grand River
 Electric Department
 Portland, MI 48875

517-647-6912

Requested By: Mr. Mike Hyland

Customer ID: 100482

PO Number	Ship Route	Taker
hi score wire	TUE	LORI_MANACK

Quantities					Item ID Item Description	Pricing UOM/Size	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.				

Order Note: pricing valid till 5/29/15

Order Note: both are factory stock subject to prior sale

1,000.0000	0.0000	4,000.0000	FT	(002) 30845201	FT	1 0	0.8300	3,320.00
			1 0	Wire 1/0 Brenau HS				Lead Time Days ARO: 0
4,000.0000	0.0000	4,000.0000	EA	(003) SWEEBRIAR HISCORE	EA	1 0	1.3500	5,400.00
			1 0	Wire Sweetbriar HiScore 4/0 Str AL 80				Lead Time Days ARO: 0
				600V UD TRIP HISCORE 2/0 YES				

Total Lines: 2

THIS QUOTATION AND/OR ACKNOWLEDGMENT ARE SUBJECT TO OUR
 STANDARD TERMS OF SALE WHICH CAN BE ACCESSED AT:
[HTTPS://WWW.U-S-C-CO.COM/TERMS/TACA.ASPX](https://www.u-s-c-co.com/terms/taca.aspx) OR WE WILL SEND YOU A
 COPY UPON YOUR REQUEST BY CALLING 1-800-832-2297

SUB-TOTAL: 8,720.00

TAX: 0.00

AMOUNT DUE: 8,720.00

U.S. Dollars



UPC VENDOR	QUOTE DATE	ORDER NO.
	05/19/15	107888-00
	P.O. NO.	PAGE #
QUOTE		1

CUST.# 2492
SHIP TO: CITY OF PORTLAND
259 KENT ST
PORTLAND, MI 488751458
BILL TO: CITY OF PORTLAND
259 KENT ST
PORTLAND, MI 488751458

CORRESPONDENCE TO: CHAMPION CHARTER SALES & SVC.
5846 VENTURE WAY
MT. PLEASANT, MI 48858-1149
Phone: (906)779-2360/ Fax: 906-779-2357

INSTRUCTIONS		TERMS
Receive until 3:00		Net 30 days
FOB	SHIP VIA	SHIPPED
CHAMPION CHARTER SALES & SVC.	Our Truck	

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
ATTN: JOHN.							
WE ARE PLEASED TO QUOTE ON YOUR UNDERGROUND CABLE REQUIREMENTS.							
1	4/0 SWEETBRIAR	4000			FOOT	1.28	5120.00
	4/0 UD TRPLX SWEETBRIAR 2/0-19NEUT XLP/YS 1000'r						
2	1/0 BRENAU-1000	5000			FOOT	0.83500	4175.00
	1/0 AL TRPLX URD #2 NEUT XLP/YS,UD,1000' Ree1 5000' MINIMUM ORDER.						
FOB: DELIVERED							
DEL: LINE #1 ONE WEEK ARO							
LINE #2 FIVE WEEKS ARO							
CONTACT: DANE BEAUCHAMP							
PH# 616-818-6777							
INSIDE CONTACT: CHRIS WHALEY							
PH# 906-302-2434							
QUOTE EXPIRATION: 6-16-2015							
2	Lines Total					Total	9295.00
						Invoice Total	9295.00

Terms and Conditions: This offer is expressly subject to and conditional upon Champion Charters General Terms and Conditions of Purchase (Commodity Goods), copies can be provided upon request or found on <http://www.champion-charter.com/wp-content/uploads/2013/03/Standard-Terms-and-Conditions-of-Sale.pdf>. Unless otherwise stated Champion Charter hereby objects to any additional or different terms set forth in Purchaser's request for proposal, specifications, purchase order, or any other document of Purchase. Acceptance of Additional or different terms must be specifically assented to in writing by Champion Charter.

SIGNATURE

Mike Hyland

From: Brietzman, Steve C. [SBrietzman@resco1.com]
Sent: Monday, May 18, 2015 4:52 PM
To: 'Mike Hyland'
Subject: RE: wire

Mike,
I have stock on some Prysmian Supertuff Sweetbriar. (same as Hi-Score)
Cost: \$ 1.69/ft

I do not have any stock on Brenau Supertuff to offer at this time.
The factory has a large minimum order amount. Sorry to say I cannot
quote on this at this time.

Best Regards,
Steve Brietzman
inside Sales Representative

 image001

800-356-9370 x307
sbrietzman@resco1.com

From: Mike Hyland [mailto:mikehyland@portland-michigan.org]
Sent: Monday, May 18, 2015 12:34 PM
To: Brietzman, Steve C.
Subject: wire

Steve,

Can I get a price and delivery on the following:

1-4 rolls of southwire hi score, about 1000 ft. per roll, sweetbriar 4/0 underground secondary wire.

2-4 rolls of southwire hi score, about 1000 ft. per roll, brenau 1/0 underground secondary wire.

Thanks,

Mike

Jon M. Hyland

Electric Superintendent
City of Portland
723 E Grand River Ave
Portland, MI 48875
(517) 647-6912
Fax: (517) 647-2952

5/19/2015

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 18, 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 Chief Knobelsdorf; Interim Main Street Manager Perry; Mindy Tolan; Eric Proctor

Guests: Paul Galdes and Steve VandenBrink of Fleis & VandenBrink; Denise Barnes; Harold Keena; Kathy Parsons; Dr. Jason Williamson; Portland Police Sergeant Becky Ludwick; Police Officers Tom Tietsma and his wife Rocky, Star Thomas, TJ, Sarah and Connor Heald; Timothy Fandel, and Timothy Groenhof; Tom Thelen of the Review & Observer

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

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

Yeas: VanSlambrouck, Fitzsimmons, Butler, Clement, Barnes

Nays: None

Adopted

Under the City Manager Report, City Manager Gorman stated the Cutler Rd. project is on schedule. They are currently finishing the curb and gutter. The final grading is expected to be done by Wednesday with paving following.

A ground breaking ceremony for the Red Mill Pavilion Project was held last week. A detour on Water St. between Grand River Ave. and Quarterline St. will be in place tomorrow through Thursday as utilities are put in place.

Discussions are ongoing with ADM Alliance Nutrition in regard to the demolition of the silos on the corner of Divine Hwy. and Grand River Ave.

Council Member Butler asked about the status of lighting for Cutler Rd.

City Manager Gorman stated the City is still in the process of selecting the appropriate lighting for the road. Lights similar to those in the downtown are desired, but will have to be ordered. They will not be delivered until this fall.

Under Presentations, Police Chief Knobelsdorf noted the recent passing of former Police Chief Mike Pierce and extended his condolences to his family.

Police Chief Knobelsdorf acknowledged National Police Week and presented awards to Portland's police officers in recognition of the work they do.

Mayor Barnes stated it is worthwhile to recognize the efforts of our police officers.

City Manager Gorman recognized Interim Main Street Manager Shelley Perry for the excellent job she did stepping in to put on the Block Party which was a great event.

Interim Main Street Manager Perry gave a report on activities in downtown Portland. There were 3 applicants for the DDA Façade Grant, there was one grant awarded to Fabiano's River House Grill. The Block Party was held on Saturday, May 16th with the largest attendance so far. The Portland Pay Day event will begin June 1st and run through August 21st.

In conjunction with the Portland Area Chamber of Commerce the Economic Revitalization Committee will hold a Business After Hours Event at Fabiano's River House Grill on June 18th from 4:30 to 6:30 P.M. to provide an opportunity for business networking.

The Portland Main Street has been awarded a customer service workshop by the Michigan Main Street to be held this fall. This will be a free training for Portland businesses to sharpen their customer service skills.

Eric Proctor provided information on the Beerfest on the Bridge to be held Saturday, August 1st.

Steve VandenBrink of Fleis & VandenBrink presented the design specifications for the Kent Street Project which will take place from Academy St. to I-96. Challenges will include the need to increase the size of the sidewalk from 4' to 5' which will require some retaining walls. There will also be trees that need to be removed. There will be five property owners contacted about granting grading permits.

There was discussion.

Paul Galdes gave an overview of the funding process for the project. The City will receive \$375,000 from MDOT because of its Small Urban status. The project was originally planned to be a mill and overlay until it was discovered that sewer work also needs to be done. The project is planned to be sent out for bid in September with construction to begin in spring 2016, because of the funding deadline. Some work may even be required to be done in the fall or winter with the actual road construction next June. In 2017 the City of Portland will again be eligible for this funding so it will need to consider which project will be the next priority.

Under New Business, the Council considered Resolution 15-41 to sell 508 shares of Prudential common stock and 1 share of Spok Holdings, Inc. common stock. The City is precluded from holding common stock pursuant to MCL 129.91 and would like to liquidate and sell the stock.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-41 approving and authorizing the City Treasurer to sell shares of common stock owned by the City of Portland.

Yeas: Fitzsimmons, Clement, VanSlambrouck, Butler, Barnes

Nays: None

Adopted

Motion by Clement, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on May 4, 2015, payment of invoices

in the amount of \$127,101.06 and payroll in the amount of \$135,703.91 for a total of \$262,804.97. A purchase order to Granger Container in the amount of \$9,490.00 for the community clean-up was included.

Yeas: Clement, VanSlambrouck, Fitzsimmons, Butler, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman acknowledged the passing of former Police Chief Mike Pierce.

City Manager Gorman also noted the detour on Water St. starting tomorrow for placement of utilities for the Red Mill Pavilion Project.

City Manager Gorman requested that residents not blow grass clippings into the streets as it substantially clogs the storm drains.

City Manager Gorman stated the City is on the verge of going live with its new website which will be a substantial change although it will still be a work in progress.

Under Council Comments, Council Member Clement noted that Thursdays on the Grand will begin in June.

Mayor Pro-Tem VanSlambrouck extended congratulations and thanks to all of the volunteers that made the Block Party a success. He further extended many thanks to the Police Department for all that they do.

Mayor Barnes also extended his appreciation to the volunteers for their efforts in making the Block Party a success. He thanked former DDA/Main Street Director Reagan for his help as he was officially a “volunteer” and acknowledged the great job Mr. Reagan did as DDA/Main Street Director.

Mayor Barnes extended his condolences to the family of former Police Chief Mike Pierce.

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

Yeas: Fitzsimmons, Butler, VanSlambrouck, Clement, Barnes

Nays: None

Adopted

Meeting adjourned at 8:09 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 18, 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 Chief Knobelsdorf; Interim Main Street Manager Perry; Mindy Tolan; Eric Proctor

Presentation - Police Chief Knobelsdorf presented awards to Portland's police officers in recognition of the work they do.

Presentation - Interim Main Street Manager Perry gave a report on activities in downtown Portland.

Presentation - Steve VandenBrink of Fleis & VandenBrink presented the design specifications for the Kent Street Project which will take place from Academy St. to I-96.

Approval of Resolution 15-41 approving and authorizing the City Treasurer to sell shares of common stock owned by the City of Portland.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 8:09 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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,148.53
AT&T	00686	TELEPHONE SVC - WASTE WTR	76.99
AT&T	00686	TELEPHONE SVC - WASTE WTR	25.09
STATE OF MICHIGAN	00428	STATE TAX COMMISSION LAT FEE STUD #13-15-ASSES	50.00
AMERICAN WATER WORKS ASSOC.	00018	MEMBERSHIP DUES - WATER	74.00
AMS INC HEATING & COOLING	02355	SERVICE CALL MINI JET WATER LINE - WATER	200.00
AUTOMATED BUSINESS EQUIPMENT	00027	SEALING BRUSH/BRUSH HOLDER - GENERAL	46.45
AUTOMATED BUSINESS EQUIPMENT	00027	BLADE FOR FP ULTIMAIL - GENERAL	18.45
BUSINESS CARD	02075	MONITOR, PAPER, BOOK - AMB, ECON DEV, ASSESSIN	412.02
CLARK HILL PLC	01422	LEGAL SERVICES - GENERAL	825.00
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE FOR FOUNDATIONS AT CEMETERY - CEMETER	555.00
CONSUMERS CONCRETE CORPORATION	00094	REPAIR WALL - ELECTRIC	272.00
COOK BROS EXCAVATING	00101	CEMENT GRAVEL - CEMETERY	306.00
DAVID L. KEILEN	00107	LABOR TO SHORTEN THE RAW SEWAGE PUMPS-WASTE WT	320.00
DORNBOS, SIGN & SAFETY, INC.	00067	SIGN FOR COMPOST AREA - LOCAL STS	96.35
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	420.00
ELHORN ENGINEERING	00139	INJECTION CHECK VALVES - WATER	121.56
FLEIS & VANDENBRINK	00153	WWTP ASSISTANCE WITH RAW SEWAGE PUMPS - WASTE	1,308.25
FLEIS & VANDENBRINK	00153	BRIDGE FUNDING APPLICATIONS- MAJ STS	2,400.00
FLEIS & VANDENBRINK	00153	ENGINEERING SERVICES KENT STREET - MAJ STS, WA	9,719.48
FLEIS & VANDENBRINK	00153	CUTLER ROAD RECONSTRUCTION - LOC STS, WATER, W	45,550.29
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
S. TUTT GORMAN	02311	CELL PHONE REIMB - CITY MANAGER	60.00
GRAINGER, INC.	00172	ASSORTED VINYL SELF-ADHESIVE PICTOGRAMS - WAST	366.18
GRAND LEDGE FORD LINCOLN	MISC	ELECTRIC FOR MOTOR - MTR POOL	248.45
ROGER HABEGGER	01841	MILEAGE REIMB FOR CONFERENCE - ELECTRIC	35.90
HYDRO-CHEM SYSTEMS, INC.	02284	FILM FIGHTER HD, FUEL SURCHARGE - MTR POOL	192.60
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,100.00
INTERSTATE ALL BATTERY CENTER	00201	BATTERY FOR LIFTSTATIONS - WASTE WTR	29.90

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
JOHN DEERE FINANCIAL	01818	PARTS, LABOR - CEMETERY, PARKS	334.96
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	900.00
KENDALL ELECTRIC	00225	ST LIGHT CONDUIT FITTINGS - COMM PROMO	80.11
JAMES KNOBELSDORF	02255	MILEAGE REIMB FOR CONFERENCE- POLICE	63.98
LEVI BEARD	02103	STUMP REMOVALS FROM CUTLER ROAD - LOC STS	33.25
LEVI BEARD	02103	STUMP REMOVAL CUTLER ROAD - LOC STS	64.60
LEVI BEARD	02103	STUMP REMOVAL FROM CUTLER ROAD - LOC STS	64.60
LEVI BEARD	02103	STUMP REMOVALS - PARKS	342.95
MICHIGAN AMATEUR SOFTBALL ASSO	00248	TEAM REGISTRATIONS - RECREATION	180.00
MICHIGAN PAVING & MATERIALS CO.	02102	TONS ASPHALT - LOC STS, WATER	175.28
MIDWEST GAS INSTRUMENT SVC	00307	CERTIFY & REPAIR GAS MONITOR - ELECTRIC	315.76
MIKA MEYERS BECKETT & JONES	02042	LEGAL SERVICES - GEN, AMBULANCE	1,020.00
MUNICIPAL SUPPLY CO.	00324	HYDRANT AND EXTENSION - WATER	2,273.55
MUNICIPAL SUPPLY CO.	00324	ADA DETECTOR PLATE - COMM PROMO	742.60
MUNICIPAL SUPPLY CO.	00324	COUPLING & RED MARKING PAINT - ELECTRIC	105.30
ON THE LEVEL CONCRETE LLC	02141	CURB, SIDEWALK REPLACEMENT - WATER	1,150.00
ON THE LEVEL CONCRETE LLC	02141	SIDEWALK REPLACEMENT - COMM PROMO	1,400.00
OTIS ELEVATOR	00970	SERVICE CONTRACT - CITY HALL	535.83
PEERLESS-MIDWEST	01519	TEST AND SERVICE WELL & PUMP - WATER	510.00
CITY OF PORTLAND -PETTY CASH	00701	POSTAGE, CONFERENCE & MILEAGE REIMB - VARIOUS	366.54
ERIC PROCTOR	01500	VIDEO SERVICES - COMM PROMO	64.75
PROFESSIONAL FINISHES LLC	02356	BLAST, PRIME, AND PAINT HYDRANTS - WATER	2,300.00
STEPHEN PULLING	00378	CDL REIMB - MTR POOL	60.00
RIVERSIDE INTEGRATED SYSTEMS	01441	ANNUAL MONITORING FOR WAREHOUSE - ELECTRIC	300.00
SENTINEL-STANDARD, INC.	00212		150.00
SPRINT	00859	PHONE SERVICE - POLICE	117.20
STAPLES BUSINESS ADVANTAGE	00426	PAPER, SUPPLIES - GEN, POLICE, CODE, AMB	409.08
STATE OF MICHIGAN	00428	CUTLER ROAD PROGRESS BILL #3 - LOC STS, WATER,	63,116.79
STATE OF MICHIGAN	00428	2013 STATE TAPE - INCOME TAX	472.00

**BI-WEEKLY
WAGE REPORT
May 25, 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.	8,058.56	214,645.85	803.00	70,729.17	8,861.56	285,375.02
ASSESSOR	1,248.96	31,525.98	95.54	8,648.88	1,344.50	40,174.86
CEMETERY	4,086.60	74,052.89	309.77	24,886.31	4,396.37	98,939.20
POLICE	18,592.60	347,188.21	3,401.79	97,944.79	21,994.39	445,133.00
CODE ENFORCEMENT	581.20	15,371.86	44.45	4,432.83	625.65	19,804.69
PARKS	1,810.26	49,916.01	136.47	14,231.07	1,946.73	64,147.08
INCOME TAX	1,521.56	39,280.75	105.13	18,559.31	1,626.69	57,840.06
MAJOR STREETS	2,583.76	77,933.21	183.52	39,741.80	2,767.28	117,675.01
LOCAL STREETS	1,922.38	60,083.18	147.33	29,896.48	2,069.71	89,979.66
RECREATION	1,794.01	47,262.95	131.89	18,704.44	1,925.90	65,967.39
AMBULANCE	6,982.25	252,956.65	725.26	49,446.18	7,707.51	302,402.83
DDA	1,431.53	28,427.10	109.51	11,013.44	1,541.04	39,440.54
ELECTRIC	14,784.35	399,517.33	1,098.25	173,456.83	15,882.60	572,974.16
WASTEWATER	8,764.11	201,532.16	658.16	95,409.08	9,422.27	296,941.24
WATER	4,210.61	119,623.12	441.21	52,819.60	4,651.82	172,442.72
MOTOR POOL	776.61	46,375.99	59.42	23,015.31	836.03	69,391.30
TOTALS:	79,149.35	2,005,693.24	8,450.70	732,935.52	87,600.05	2,738,628.76

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 29 May 2015

Name: Lenny Freed

Address: 611 James St.

Telephone No 517-647-7598

E-mail address lenny.freed@gmail.com

Employer self

Telephone No. _____

How long have you lived in the City of Portland? 29 years

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

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

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

Education B.S. @ MSU: Fisheries & Wildlife

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-27-15

Name: Michelle VanSlambroek

Address: 841 Detroit

Telephone No. 517-647-6368 or 517-285-6518

E-mail address MAVANSLAMBROUCK@gmail.com

Employer _____

Telephone No. _____

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

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

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

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

Education

Are you a high school graduate? *yes. St Patricks High School, Portland
Me.*

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

*Mennonite College of Nursing - CNA Certification
University of Illinois Springfield - EMT Certification*

Professional and work experience ^{Former} *Owner operator Cheeky Monkeys
Coffee House. Home health care provider.*

Community activities, interests, and service *Board Member Portland Community
Arts Council, Volunteer for Portland Main Street.*

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

Lisa Pung 517-243-1160

Jim Barnes 517-256-3585

Tatt Gorman 859-221-0924

Robert E Torp-Smith 517-775-6590

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: May 29, 2015

Name: Kathy Ness

Address: 1774 Divine Hwy, Lyons

Telephone No. 517-526-1288

E-mail address KathyKness@gmail.com

Employer Goose Creek Tree Farm Telephone No. _____

How long have you lived in the City of Portland? since 1990 (Lyons township)

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

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

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

Education

Are you a high school graduate?

Graduated from Eaton Rapids Public High School, 1981.

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

Lansing Community College - Associate Degree in Nursing
University of Michigan - Bachelors of Science in Nursing

Professional and work experience

See below

Community activities, interests, and service

I am an active member of Portland United Methodist Church. I am president of Portland Area Chamber of Commerce and board member of Friends of the Red Mill.

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

I have retired from 30 years of nursing. For 25 years I worked as a nurse case manager, specializing in brain injury, spinal cord injury and multi-trauma. The last 15 years I was self-employed - Ness Rehabilitation Management, LLC. My husband and I own Goose Creek Tree Farm. We incorporated our business in 1994. I assist with various activities at our tree farm. I attend annual green industry seminar/workshops and read literature from MSU Extension office and other arboriculture publications to increase my knowledge of tree care.

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CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-11-15

Name: Dr Jason Williamson

Address: 930 Cherrywood Circle

Telephone No. 231 598-9999

E-mail address drjasonw@yahoo.com

Employer SELF

Telephone No. 517 647-7585

How long have you lived in the City of Portland? almost 3 months

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

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

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

Education

930 CHERRYWOOD CIRCLE • PORTLAND, MI 48875
PHONE (231) 598-9999 • E-MAIL DRJASONW@YAHOO.COM

JASON WILLIAMSON DC

One hundred years from now it will not matter what my bank account was,
the sort of house I lived in, or the kind of car I drove, but the world
may be different, because I was important in the life of a child.

~Anonymous~

Purpose

My purpose is to create the best environment, situations,
and attitudes for my family, and by being the best dad,
husband, son, doctor, and man I can be.

Educational Background

May 2004 – August 2008 National Univ of Health Sciences Lombard, IL
Doctor of Chiropractic

- Licensed in Michigan

May 2004 – August 2006 National Univ of Health Sciences Lombard, IL
B.S. Human Biology

2001 – 2003 Central Michigan University Mt. Pleasant, MI
• Classes towards - *M.A. Physical Education – Coaching – Emphasis on Baseball*

1989 – 1993 Western Michigan University Kalamazoo, MI
B.S. Geography major, Group Social Studies minor

- Grades 7 – 12 Teaching Certificate
- Gamma Theta Upsilon (Geography)

Employment Experience

Willemin Chiropractic <i>Chiropractor</i>	Present	Portland, MI
Great Lakes Family Chiropractic <i>Chiropractor</i>	2011 - 2013	Kentwood, MI
HealthZone Chiropractic <i>Chiropractor</i>	2009 – 2010	Wyoming, MI Grand Haven, MI
Discover Health PLC <i>Chiropractor</i>	2008 – 2009	Allendale, MI
Family Chiropractic Health Center PLC <i>Chiropractic Assistant (CA) / Office Manager / Owner</i>	1999 – 2002	Big Rapids, MI

Opened up a one doctor chiropractic office as soon as the doctor graduated from college. Successfully operated and ran it for two years, creating a waiting list practice.

Community Outreach

Community Wellness Day

- Grand Rapids/Kentwood Area Coordinator
- Portland Coordinator
 - Organized all aspects from planning to clean-up
 - Recruited and directed staff of 20+ volunteers
 - Successful event that raised money for charities, while inspiring communities to take responsibility for their families' health, safety, environmental and financial well-being.

Activites and Interests

- My 2 sons athletic events
- Baseball ~ Detroit Tigers ~ West Michigan Whitecaps
- Golf
- Biking, hiking, walking with the family
- Cruising

Volunteer Work

The Leukemia & Lymphoma Society Team in Training (TNT)

- The LaSalle Bank Chicago Distance Classic
- Completed half marathon
- Raised \$1300 for charity

AIDS Walk Chicago

Susan G. Komen Breast Cancer 5K walk/run

Susan G. Komen Breast Cancer 3-Day 60 Mile walk

- Sports Medicine Team

National University of Health Sciences

- Gross Anatomy Dissection Lab
 - Unload / organize new shipment of cadavers
 - Prepare cadavers for dissection
 - Dissect cadavers for presentation
 - Prepare cadavers for cremation
- Teachers Assistant and Tutor
 - Gross Anatomy – Spine Lab & Soft Tissue Lab
- Admissions Department / Anatomy Department
 - High school visitation PowerPoint and cadaver presentations
- Student speaker at DuPage County career fair

Special Olympics Volunteer

- State competition judge for multiple events

Kids Day America International™

- Big Rapids Area Coordinator
 - Organized all aspects from planning to clean-up
 - Recruited and directed staff of 50+ volunteers
 - Achieved yearly growth that exceeded expectations

Young Life Golf Marathon

- 122 holes of golf in 6 hours

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-20-15

Name: THOMAS ANTONIA

Address: 1462 W. GARDEN ROAD

Telephone No. 517-486-4923

E-mail address tom@tomstoncenter.com

Employer TOM STON CENTER

Telephone No. 517-647-4866 x209

How long have you lived in the City of Portland?

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

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

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

Education - MSU - Degree in Business
CURRENT BOARD MEMBER

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5/20/15

Name: Chris Tyler

Address: 180 Kent St (business)

Telephone No. 517 647 7000

E-mail address Chris.tyler@allstate.com

Employer TYLER Insurance Agency, Inc Telephone No. 517 647 7000

How long have you lived in the City of Portland? not a resident

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

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

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

Education

B.S. Mathematics, Michigan State University
CPA designation

Are you a high school graduate? yes

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

B.S. Michigan State University
CPLU

Professional and work experience

5 Yrs, 2010-2015 Agency President

Community activities, interests, and service

Main Street Board
DDA Board
High School Assistant Wrestling Coach

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

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-22-15

Name: Mary Sue Bartley

Address: 300 Bartley Ave.

Telephone No. 517-647-4391

E-mail address Marysuebartley@hotmail.com

Employer Retired

Telephone No. _____

How long have you lived in the City of Portland? 45 years

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

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

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

Education

Are you a high school graduate? Yes

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

Lansing Community College. Associate Degree

Professional and work experience

Prior to retirement:
Investment Associate, Merrill Lynch

Community activities, interests, and service

Current member District Library Board.
Volunteer Spaulding Hospital.
Various boards & service Portland United Methodist Church

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

Dr. Roger Miller, Portland, 517-644-7578

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5/19/15

Name: JAMES R. LAKIN

Address: 120 BLOSSOM DR

Telephone No. 517-331-0790

E-mail address JJLAKIN36@GMAIL.COM

Employer H/A (RETIRED)

Telephone No. _____

How long have you lived in the City of Portland? 8 mo's

NOTE: LIVED @ 6751 IONIAN RD 27 YR PORTLAND, MI

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

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

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

SEE ATTACHE RESUME

Education

Are you a high school graduate? PHS - 1952

U.S. ARMY 1953-1955

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

MSU - 1955-1958 - A DEGREE IN
POLICE ADM & BUSINESS

Professional and work experience

SEE ATTACHED RESUME

Community activities, interests, and service

- PAST PRESIDENT PORTLAND "HABITAT FOR HUMANITY"
- CHAIRMAN OF 3 CHURCH BOARDS
- LIKE TO HUNT & FISH
- PRESENTLY ON Bd OF LEAD & ECO. DEV CORP. IN PORTLAND
- PORTLAND TOWNSHIP ELECTED SUPERVISOR FOUR YEARS

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

James R. Lakin
120 Blossom Drive
Portland, Michigan
(517) 331-0790 (Cell)

RESUME

2015

SUMMARY OF QUALIFICATIONS

Extensive experience at all levels of management including over thirty years in Project/Construction and Development Management. Skilled in all aspects: total responsibility for a project from planning and initiation to final walk through, planning and coordination, scheduling and subcontractor assignments, banking and financial transactions, contract negotiations, change orders, working with architects/engineers/clients...have a Michigan Residential Builders License...Experience covers a wide range of projects including commercial, residential, multi-family and facility construction...lengthy and stable work history.

PROFESSIONAL EXPERIENCE

PRESIDENT AND GENERAL MANAGER of Lakin Construction & Development, Inc. from August 1991 to December 31, 2006. Closed company down.

1. (Developer-Owner) 2002 Development of a 34 lot subdivision in Mulliken Michigan, the First Phase of 19 lots has been finished, and 55% of the work is completed on the remaining 15 lots; presently housing is being built by other contractors.
2. (Developer-Owner) 2002-2003 Our Company was chosen by the City of Portland to develop a parcel of riverfront land, which will contain 23 luxury condo units and a commercial area. Construction has started with seven units constructed and five units occupied.
3. (Developer-Owner) 2003 We are at present working with the City of Belding on a riverfront property to contain 39 condominium units. Project has been approved for construction and a December 2004 start is scheduled.

DEVELOPMENT PARTNER with Paul Grannis and **PROPERTY MANAGEMENT SUPERVISOR** for Red Oak Management Co., Inc. from September 1988 to September 1991. Office for Red Oak Management Co., Inc. located at P.O. Box 440, Rockford, Michigan.

1. (Development Partner)--Responsible for developing pre-application packages for low income apartment rental projects that are to be financed by Farmers Home Administration. This process includes finding land, optioning that land, and coordination of all aspects of FmHA requirements according to 1930-C instructions. I have personally taken a project through the pre-application stage to the application stage for FmHA obligation status.

I have processed applications for the "tax credit" program through the Michigan State Housing Authority for syndication.

2. (Property Manager)--In charge of field management for 22 FmHA projects in Indiana and Michigan. Duties consist of hiring caretakers, coordinating maintenance functions for projects, and trouble shooting complaints from tenants.

GENERAL CONSTRUCTION MANAGER, WDR Construction Company, Inc., 200 Washington Square, 20 Business Trade Center, Lansing, Michigan, February 1988 to September 1988.

Responsible for all construction activities for multi-state construction projects. Was hired by principals of parent company, Warren Real Estate Company, Inc., to trouble shoot construction problems dealing with inadequate record keeping, cost overruns, and schedule problems. All projects were primarily multi-family housing projects being financed through the Farmers Home Administration. When hired on in February of 1988 WDR Construction had seven projects under construction in the states of New York, Kentucky, and Michigan. In August of 1988 it was no longer possible to keep WDR Construction functioning as severe money problems made it impossible to finish some of the projects. To further compound the problem, the parent company of Warren Real Estate Group was under investigation of wrong doings by FmHA. Therefore in August of 1988 I terminated my employment with WDR Construction. At that time I was hired as a consultant for closing down operations of WDR Construction and the Warren Real Estate Group.

SELF EMPLOYED, Woodland Park, Colorado and Portland, Michigan from May 1986 to February 1988.

Started own construction company doing small residential remodeling and new construction until former company, First Commercial Development Company was dissolved by its employees. March of 1987 I moved back to Michigan to take over the family farm, which is a part time operation and continued to do construction work on my own.

PRESIDENT OF DEVELOPMENT, First Commercial Development Corporation, 102 East Pikes Peak, Suite 400, Colorado Springs, Colorado, September 1985. Resigned position May 1986.

Coordination of land and project development from raw land acquisition, through planning stages, and zoning co-ordination with governmental agencies. Coordinated design with engineering and architectural groups. Other responsibilities included interface with financial division for project feasibility studies, at which time construction costs were formulated. Once projects were under construction, Development monitored construction progress as to conformity to specifications and schedules.

ASSISTANT TO GENERAL CONSTRUCTION MANAGER and REGIONAL CONSTRUCTION FIELD MANAGER, of Clayco Construction, construction division of Dale Bullough and Associates, Dallas, Texas. Started January 1984 , resigned June 1985.

1. Assisted Construction Manager with all office functions such as costing out projects, making up construction schedules and general accounting procedures.
2. In charge of all field construction operations in New Mexico, Texas, Colorado, and Florida. Each Field Construction Project Manager answered directly to myself. It was my responsibility to buy out each project with materials and subcontractors. Each project averaged over 200 apartment units with clubhouses and swimming pools. Average dollar value of each project was approximately \$4,000,000. In the southern states our square footage costs were \$27.50 per net rentable square foot, plus land. In the northern states our costs were \$34-35 per foot.
3. I spent several weeks traveling several states looking for sites that we could locate apartment projects on. Also several weeks were spent doing investigative research to find why Mr. Bullough's apartment projects in Colorado and Texas had unexplained cost overruns. I had to go over mountains of records plus go to sites and match materials on material lists to actual in place materials.

PROJECT CONSTRUCTION MANAGER, Marcal, Inc. Bryan, Texas. May 1983 to January 1984.

Responsible for construction of 297 apartment units in Tulsa, Oklahoma, valued at \$6.5 million. I had two superintendents working under myself.

PRESIDENT-GENERAL MANAGER, Lakin Construction and Development Co., Inc., Carbondale, Colorado.

As a General Construction firm I was responsible for all management supervisory duties (including setting up the company). We contracted commercial and residential in new facilities and remodeling. Largest dollar volume project was \$600,000.

PROJECT CONSTRUCTION MANAGER, J.R. Trueman and Associates, Amlin, Ohio. 1974 to 1979.

Responsible for all areas of construction coordination of all site utility work, scheduling, negotiating subcontracts, pay schedules and draws and ordering materials from take offs. Projects consisted of a \$3,000,000 shopping mall with apartments above in Aspen, Colorado, a \$1,000,000 house for the president of Trueman & Associates and a \$2,000,000 motel in Michigan and Iowa.

GENERAL: From 1973 to 1974, served as Project Manager of all field operations for Ladd Building Company of Ada, Michigan...From 1965 to 1973, owned a construction company in Belding, Michigan...From 1963 to 1964, worked on the Minuteman Missile Program at various Air Force Bases, as a Planning Engineer/Program Controller--Planning and Scheduling Department Supervisor for Catalytic Construction Company, worked as a Production Control Supervisor for the Aero-Space Division of Martin Company...From 1960 to 1962, worked on the Titan II Missile Program in South Dakota in a position of Field Planner/Material Expediter for the American Machine & Foundry Company, and Field Office Supervisor for Leavell-Scott and Associates.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 10/18/06

Name: Leah Cunningham

Address: 1111 NW 11th Ave, Portland, OR 97209

Telephone No. 503-241-2081

E-mail address leah.cunningham@portland.gov

Employer Portland District Attorney Telephone No. 503-241-2081

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

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

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

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

Education

BA University of Chicago 1993
M.B.A. Simmons College 2003

Cory Elizabeth Grimminck
111 E. Grand River Ave, Ste D
Lansing, MI 48906
517-647-6981 ext 4
cgrimminck@portlandmilibrary.com

Employment

Portland District Library

June 2011 – present

Library Director

- Coordinate the cleaning and maintenance of a 14,400 sq ft facility.
- Work with the library board and the accountant to manage all aspects of the library's finances, including cutting checks, making tax payments, and creating and managing a budget of more than \$450,000.
- Serve as the public face of the library—writing weekly newspaper columns, speaking at various organizations, and promoting the library whenever possible.
- Work with the staff, library board, and community to create and implement a multi-year strategic plan.
- Keep the library on the cutting edge of technology by implementing a new ILS, installing a hearing loop system in key areas, and bringing AWE computers to the children's area.
- Play an active role in the Woodlands Library Cooperative, attending meetings and chairing the Continuing Education Committee.
- Mentor library staff, resulting in several employees joining statewide and national committees, and one employee being invited to speak at two statewide conferences.
- Perform all administrative duties required of a Class IV library, including state aid applications, policy decisions, hiring, and managing a staff of ten.
- Perform the duties of a librarian, including reference assistance, programming, outreach, and collection maintenance.

Hillsdale Community Library

July 2008 – May 2011

Library Director

- Maintain a 17,060 sq ft facility without the benefit of an onsite IT department or maintenance crew.
- Work with city finance officer and library board to create and manage a budget of approximately \$250,000.
- Serve as a liaison between library board, staff, city employees, City Council, and the public.
- Work with the staff and library board to create and implement a multi-year strategic plan.
- Increase staff communication and satisfaction by instituting monthly staff meetings and creating library email accounts.
- Create and maintain a library blog to keep patrons informed of new materials.
- Perform all administrative duties required of a Class IV library, including state aid applications, policy decisions, hiring, managing a staff of seven, and attendance at City Council meetings.
- Perform the duties of a librarian, including reference assistance, programming, outreach, and collection maintenance.

Kalamazoo Public Library

December 2006 – June 2008

Lead Librarian, Teen Services

- Coordinated the activities of a seven person teen staff, including programming, outreach, departmental policy, and administrative tasks.
- Created and implemented annual budgets for the department.
- Partnered with other groups in the community to plan and implement various annual events, including Teen Filmmaker Festival, Teen Literature Seminar, and Teen Halloween.

Kent District Library

November 2002 – November 2006

Collection Development Librarian

- Purchased youth fiction and media for all 18 KDL branches. This includes books, audiobooks, graphic novels, DVDs, CD-ROMs, and CDs.
- Managed budgets totaling nearly \$500,000.
- Established a new collection of circulating video games for teens based on patron demand.

Youth Specialist/Youth Services Librarian, Wyoming Branch

- Coordinated the activities of a four person youth staff, including programming, outreach, collection development, professional development, and administrative tasks.
- Provided leadership for youth services professionals at 18 branches as part of a six person Youth Specialist team, which creates and implements policy, coordinates the creation of youth programming, coordinates material ordering, and trains new youth staff.
- Performed the branch-specific duties of a youth librarian.
- Increased circulation of branch youth materials to the point where management had to reconfigure the allocation of the materials budget.
- Created, along with another youth specialist, a monthly e-newsletter for KDL youth staff.

Freelance

July 2000 – present

- Write reading group guides for a variety of children's book titles.
- Create publicity campaigns for various businesses.
- Coordinated the 60th Anniversary campaign for *Curious George* books.

HarperCollins Children's Books

April 1996 – July 2000

Senior Publicist

- Planned and implemented publicity campaigns, including the writing of press materials and large-scale mailings to targeted media outlets, for a variety of children's books. My campaigns included Newbery Honor book *Our Only May Amelia* and the popular *A Series of Unfortunate Events* titles.
- Booked multiple author tours each season.
- Attended regional trade shows and accompanied authors on tour as a representative of the company.
- Trained and mentored new employees within the department.
- Acted as a liaison between authors, publicity department, and general public.

Related Experience

MLA Spring Institute Committee

May 2004 – May 2009

Co-Chair of 2008 Spring Institute

Planned and staffed the Michigan Library Association's annual conference for youth librarians. Have presided for eight keynote speakers, including Laura Numeroff, E.L. Konigsberg, John Green, and Daniel Handler.

MLA Teen Services Division Board

June 2007 – June 2008

Chair Elect

Represented teen services librarians from across the state and participated in the Transitional Leadership Forum.

World Library Partnership

Summer 2002

"Inform the World" Program

Spent three weeks in South Africa's Limpopo Province establishing a library in a rural primary school.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5/16/15

Name: Joshua Hinds

Address: 908 Brush St Portland, ME 48875

Telephone No. (517) 303-5620

E-mail address jhinds2002@gmail.com

Employer SOM

Telephone No. (517) 373-4939

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

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

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

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

Education Resume included.

Joshua D. Hinds

908 Brush Street ♦ Portland, MI 48875 ♦ (517)303-5620 ♦ jhinds2002@gmail.com

♦ Driven administrative professional with innovative ideas and a passion for service.♦

Education

Central Michigan University Master of Science, Health Care Administration	Anticipated December, 2016
Davenport University Bachelor of Science, Medical Case Management Dean's List recipient 2012, 2013	Lansing, MI March, 2013

Work Experience

State of Michigan, Michigan Administration Hearing System for Department of Health and Human Service	Lansing, MI
Departmental Technician	2013-present

- ♦ Prepare hearing request to be enter and case load information into the Administration database.
- ♦ Create case file and file per system hierarchy.
- ♦ Proficient with My Caseload, SharePoint and Bridges.
- ♦ Assist with help line calls.
- ♦ Expedite hearing request.
- ♦ Skilled in utilizing available department and community services and resources.
- ♦ Knowledgeable with record maintenance, report preparation and correspondence related to the work.
- ♦ Ability to maintain favorable public relations.
- ♦ Experienced with the complex eligibility requirements for all Assistance Payments programs.
- ♦ Ability appropriate department programs and services to address needs.
- ♦ Ability to establish and maintain effective relationships under varied conditions with government officials.
- ♦ Serve as liaison between department and community groups in developing programs, interpreting rules and regulations, and coordinating programs and services.

The National Society of Leadership and Success Former Advisor Board Peer Mentor	Hoboken, NJ 2013-2014
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- ♦ Mentored interns to be upcoming leaders.
- ♦ Assisted interns to discover and achieve their goals.
- ♦ Evaluated organizational needs and recommends solutions.

Community Mental Health Authority Residential Technician	Lansing, MI 2006-2013
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- ♦ Assisted with the development of two new program sites for autistic adults.
- ♦ Planned, developed, implemented, and maintained program(s) to promote the skills of clients to assist, develop and implement initiatives to allow clients to work within the community.
- ♦ Assisted in daily living skills and creating successful treatment environments for developmentally disabled residents.
- ♦ Trained and assisted residents with daily care skills, taught independent living skills, helped residents establish interpersonal relationships and integrate in to the community.
- ♦ Prepared and maintained medical records of resident's progress and services performed, reporting changes in conditions to manager and clinical staff.

- ♦ Managed facility budgets and resident's finances for personal and business expenses.
- ♦ Liaison to the consumer by promoting department policies and advocated on behalf of the consumer.
- ♦ Promoted services available from the program to the community and the public in general.

Valley Residential

St. Charles, MI

Direct Support Professional/Shift Leader/Assistant Manager

1999-2006

- ♦ Performed Assistant Manager duties for 3 group/nursing homes in lieu of developmentally disabled residents.
- ♦ Responsible for payroll, purchasing, resident fund management, hiring, training and staff scheduling.
- ♦ Planned resident's activities, assisted residents with goals and objectives.
- ♦ Charted, monitored and updated medication sheets.
- ♦ Implemented compliance with Federal and State rules, laws and guidelines including HIPAA privacy and security requirements and presented surveys to the consumers.
- ♦ Coordinated special procedures with other units, divisions, and departments to assist in developing guidelines to be implemented.
- ♦ Assisted initial service plan report that include individual's, children's, and/or family's history, needs assessment and identification of services to address needs.
- ♦ Worked with the customer to explore successes and strengths and develop treatment.
- ♦ Capable and willing to delegate assignments, authority, and responsibility, to determine where a task can most appropriately be accomplished, and to establish management controls for follow-up.

Internship

Mid-Michigan Guardianship Services Inc.

Lansing, MI

Social Work Intern

January 2013-March 2013

- ♦ Worked with Medicaid and Medicare provider claims.
- ♦ Assisted clients with new Medicare/Medicaid card and social security cards request.
- ♦ Conducted property assessments and cataloged all new residents' belongings.
- ♦ Performed Intermediate Education Programs (IEP) and Personal Center Planning (PCP).
- ♦ Replacement intern upon completion of internship.
- ♦ Made daily visits to hospitals, nursing homes, schools, vocational work-shops, and group homes.
- ♦ Collaborated with public and private agencies to provide services to customers and families.

Community and Professional Affiliations

Former/ Founding Chapter President of the National Society of Leadership and Success , National Engaged Leader Award, Outstanding Leadership Award, Outstanding Student Award, Platinum Level Volunteer Award, Special Events Volunteer Committee at Community Mental Health Authority, Local Food Bank Volunteer, Planning Commissioner for the city of Portland, and Head of Developing/Fundraising for the Portland Dog Park.

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Please print your responses

Date 5-11-09

Name Rayne Graham
Address 625 Kent St PO Box 348
Telephone No. 517-647-2547 (home) 1252 (work)
E-mail address graham@w.mtel.net
Employer Home Works LLC Telephone No. 647-1252
How long have you lived in the City of Portland? 22 years

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

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

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

Education

Are you a high school graduate? yes

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

BA Michigan Technological University 1978

Professional and work experience

Professional writer & editor

Community activities, interests, and service

1 yr term on City Council

current member of IBA

Library challenge campaigns

References (optional)

Please provide name, address, and telephone number.

**CITY OF PORTLAND
BOARD AND COMMISSION
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Please print your responses

Date 05/26/10

Name Chad Williams
Address 5127 Chicago Ln Lyons, MI 48067
Telephone No. 517-645-0078
E-mail address williache@michigan.gov
Employer State of Mich Telephone No. 983-584-3941 ext 2582

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

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

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

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

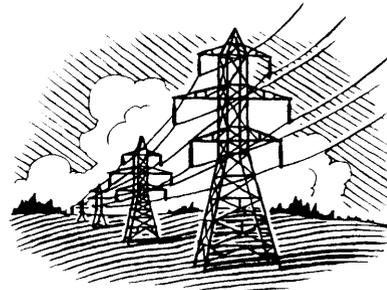
May 1, 2015
April 1-30, 2015

HYDRO GENERATION	219,720		
DIESEL PRODUCTION	0		
Kwh Purchased	2,608,500	Amount Paid	\$ 161,244.77
Total Kwh Purchased	2,608,500	Total Dollars Paid	\$ 161,244.77

Kwh Billed		Dollars Billed	
Residential	1,167,039	PCA Billed	\$ 6,695.74
Commercial	564,763	Residential	\$ 124,930.77
Large General	803,760	Residential EO Charge	\$ 2,135.95
City St. Lites Metered	46,609	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 61,491.99
Rental Lights		Commercial/LG EO Charge	\$ 2,477.44
Demand	2,351	Large General	\$ 55,956.54
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 3,896.25
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,584,522	Rental Lights	\$ 259.59
		Demand	\$ 13,816.53
Arrears after billing	\$ 13,876.32	Tax	\$ 10,046.48
Penalties Added	\$ 1,853.69	Total Dollars Billed	\$ 283,268.73
Arrears end of month	\$ 35,256.79		
Fuel Cost Billed	\$ 6,816.32	Power Cost Adj.	.00262
Amount Collected	\$ 314,117.82		
Total Adjustments	\$ (1,542.33)		

Residential Customers	2,162
Commercial Customers	315
Large General	16
Total Customers	2,493

05/04/15



CITY OF PORTLAND

May-15

WATER DEPARTMENT REPORT

MONTH	Apr-15	PERIOD COVERED	April 1-30, 2015
Customers Billed		Penalties Added	\$ 380.76
City	1,805	Dollars Collected	\$ 45,027.90
Rural	26	Arrears at end of Month	\$ 6,918.73
Total Customers	1,831	Adjustments	\$ 8.33
		Gallons Pumped	10,159,500
		Hydrant Flusing/Rental (unmetered)	750,000 (water leak)
Gallons Billed		Dollars Billed	
City	8,048,630		\$ 43,107.80
Rural	153,680		\$ 1,551.21
Total	<u>8,202,310</u>		<u>\$ 44,659.01</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,763	Dollars Billed	\$ 67,919.94
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 67,919.94
Penalties Added	\$ 619.45		
Dollars Collected	\$ 69,904.46		
Arrears at end of Month	\$ 11,585.08		
Adjustments	\$ (666.77)		
Gallons Treated per Million	9.60		



IONIA COUNTY BOARD OF COMMISSIONERS

May 26, 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 April 2015 - \$1,114,518.62
 - D. Approve payment of Health Fund bills - \$84,725.79
 - E.
- VIII. Unfinished Business**
 - A. Facilities Discussion
- IX. New Business**
 - A. Green View Point Park
 1. Adoption of Bylaws
 2. Appointment of Advisory Board Members
 - B. 457/401a Pension Discussion, Non-Union New Hires - Morgan Stanley
 - C. Community Corrections Plan & Application FY16
 - D. Rails-to-Trails
 1. Memorandum of Understanding
 2. Authority Representation
 - E. Adoption of 2016 Budget Calendar
 - F. Smart Collaborate Commissioner Appointment Discussion
 - G.

- 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 – Two positions, one Media Representative and one Workforce Development 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 July 2015: None

Appointments for consideration in the month of August 2015: None